

Town of Sandwich
Special Town Meeting

WARRANT

Monday, March 23, 2020
7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

David J. Sampson, Chair
Michael J. Miller, Vice-Chair
Robert J. George
Shane T. Hctor
Charles M. Holden

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

Mark Snyder, Chair
Matthew Anderson, Vice-Chair
Nancy Crossman
Gwenn Dyson
Robert Guerin
James McCormick
James W. Pierce
Megan Terrio
Laura Wing

**March 23, 2020 – Special Town Meeting
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**TOWN OF SANDWICH
2020 SPECIAL TOWN MEETING
March 23, 2020**

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, March 23, 2020, at 7:00 p.m.,

then and there to act on the following articles.

ARTICLE 1

To see if the Town will vote to raise and appropriate or transfer from available funds an additional sum of money for the design and for making extraordinary repairs and renovations to the existing Town municipal office building and structures located at 100 Route 6A, as shown on Assessor's Map 88, Lot 1, including all costs incidental and related thereto, or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 2

To see if the Town will vote to transfer and appropriate the sum of \$854,193.00, or any other amount, received or to be received pursuant to the Town's withdrawal from the Cape Cod Municipal Health Group in accordance with the provisions of Article 12 of the Agreement for Joint Negotiation and Purchase of Health Coverage, to be appropriated in accordance with the following list, or take any action relative thereto:

Public Employee Committee (PEC) Fund	\$213,549
FY'20 Group Health Insurance Budget	\$640,644

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 3

To see if the Town will vote to amend the purpose for which the parcel of land shown on Assessor’s Map 28, Lot 266, known as 1-31 Terrapin Ridge, and as “Tract A” containing 10.00 +/- acres on a plan entitled “Town of Sandwich Plan of Land on Quaker Meetinghouse Road,” dated May 15, 1986, revised May 15, 1987, prepared by Edward S. Kelly, Town Engineer, recorded with the Barnstable County Registry of Deeds in Plan Book 436, Page 68, was conveyed by the Board of Selectmen to the Sandwich Housing Authority by a vote of the 1988 Annual Town Meeting under Article 34 from “public housing purposes” to “affordable or public housing purposes”, and to authorize the Board of Selectmen to execute a confirmatory deed to the Sandwich Housing Authority of the above-referenced parcel for the change in purpose, or take any other action relative thereto.

(2/3 Vote Required)

Recommended by the Board of Selectmen.

ARTICLE 4

To see if the Town will vote to hear the report of the Capital Improvement Planning Committee, and further, to raise and appropriate or transfer from available funds the sum of \$976,112.00, or any other amount, and to transfer and appropriate the sum of \$207,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing and repairing equipment, vehicles, and buildings, and providing related services in accordance with the following list, for a total capital appropriation of \$1,183,112.00:

Capital List	Amount
DPW – Ride-On Mower	13,000
DPW – Crew Cab Pick-up	33,605
DPW – Truck & Basin Cleaner Replacement	98,000
DPW – Backhoe/Loader Replacement	139,800
DPW – Design DPW Facility Improvements	25,000
Information Technology – IT & GIS Improvements	76,138
Police Department – Ballistic Equipment Replacement	50,000
Police Department – Taser Replacement	15,370
Fire Department – EMS Equipment Upgrades	184,000
Fire Department – Active Shooter Equipment	13,000
Public Safety – Communication System Upgrade	10,000
Recreation Department – Beach Sign Program	9,000
Recreation Department – Beach Accessibility Chair	1,749
Recreation Department – Lifeguard Chair Replacements	9,450
Recreation Department – Supervisor Vehicle Replacement	35,000
Planning & Development – Local Comprehensive Plan Consulting	15,000
Facilities Department – Town Building Repairs/Improvements	125,000
School Department – School Building Repairs/Improvements	125,000
School Department – Oak Ridge & Forestdale Phone & PA Systems	75,000
School Department – Accessible Van Replacement	60,000

School Department – Classroom Furniture Replacements	50,000
School Department – School Safety Group Projects	20,000
Capital List Total	1,183,112

Transfer Funding Sources	Amount
Ambulance Fund	207,000
Capital Offset Total	207,000

or take any other action relative thereto.

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

ARTICLE 5

To see if the Town will vote to amend the purpose for which \$25,000.00 was appropriated at the May 1, 2017 Annual Town Meeting under Article 7 for Fire Department “IV Medication Pumps” to “EMS Equipment and Supplies”, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 6

To see if the Town will vote to appropriate the sum of money, received or to be received, from the Chapter 90 State Aid to Highways Program for highway construction and/or maintenance on any State approved road during FY’21, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 7

To see if the Town will vote to transfer and appropriate the sum of \$32,577.00, or any other amount, to be expended under the direction of the School Committee, from the Sandwich High School cellular antenna lease receipt reserved for appropriation account, under Chapter 154 of the Acts of 2009, for the purpose of the maintenance and improvement of exterior athletic fields and facilities at Sandwich High School, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 8

To see if the Town will vote to transfer and appropriate the sum of \$63,446.00, or any other amount, from the beach renourishment receipts reserved for appropriation account, as established at the 2013 Annual Town Meeting under Article 23, to be expended under the direction of the Board of Selectmen, for the purpose of funding future public ocean beach and dune renourishment projects, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 9

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$23,119.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of funding the FY'21 Sandwich Promotions Fund as established under Chapter 227 of the Acts of 1997, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 10

To see if the Town will vote to transfer to the Board of Selectmen for the purpose of conveyance and for general municipal purposes, the care, custody, and control of a parcel land located at 33 Water Street, containing 6.2 +/- acres, being a portion of the Henry T. Wing School parcel, Assessor's Map 43, Lot 005, as further shown on a sketch plan entitled "Henry T. Wing Residences", a copy of which is on file with the Town Clerk's Office, said transfer to take effect no sooner than December 31, 2021; and further, to vote in accordance with Article 20 of the May 7, 2018 Annual Town Meeting to authorize the Board of Selectmen to convey or otherwise dispose of the fee or lesser interest in said parcel for affordable housing purposes and historic preservation purposes; to convey and accept easements over, to and from the parcel including but not limited to construction, driveway and parking easements, for connection to the adjacent wastewater treatment facility, for the town's use of its adjacent property, and for any other purposes deemed necessary for the development of the parcel, and to accept a permanent affordable housing restriction and a historic preservation restriction pursuant to G.L., c.183, §31-33, all of which is pursuant to the terms and conditions of the Option Agreement between the Town of Sandwich and SCG Development Partners, LLC, a copy of which is on file with the Town Clerk's Office;

AND FURTHER,

To see if the Town will vote to appropriate under the Community Preservation Act affordable housing program the sum of \$2,650,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of providing a grant to SCG Development Partners, LLC for affordable senior rental housing purposes for the Henry T. Wing School project; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose, and that the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow up to \$2,650,000.00 and issue bonds and notes therefor pursuant to M.G.L. c.44, sections 7 and 8, M.G.L. c.122B, section 20, and M.G.L. c.44B, §11, or any other enabling authority; and further, to authorize the Board of Selectmen to enter into a grant agreement with said SCG Development Partners, LLC, on such terms and conditions as the Board of Selectmen deems appropriate, including a permanent affordable housing restriction to the Town pursuant to G.L. c.183, §31-33;

or take any other action relative thereto.

(2/3 Vote Required)


Recommended by the Board of Selectmen & 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 5th Day of March, 2020.




David J. Sampson, Chairman



Michael J. Miller, Vice-Chairman



Robert J. George



Shane T. Hctor



Charles M. Holden

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

3/6/2020.
Date



Constable

REFERENCE MATERIAL:

ARTICLE 10 – HENRY T. WING RESIDENCES PLAN



HENRY T. WING RESIDENCES
cultivating community one neighbor at a time



SITE PLAN 1"=80'-0"



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

Rank	Type of Motion	2nd Req'd.	May Debate	May Amend	Vote Req'd.	May Recons.	May Interrupt
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Varies	Yes	No
Same	Reconsider or Rescind	Yes	Same	No	Majority	No	No
None	Take from the Table	Yes	No	No	Majority	No	No
None	Advance an Article	Yes	Yes	Yes	Majority	Yes	No
PRIVILEGED MOTIONS							
1	Dissolve or Adjourn Adjourn to Fixed	Yes	No	No	Majority	No	No
2	Time/Recess	Yes	Yes	Yes	Majority	No	No
3	Point of No Quorum	No	No	No	None	No	No
4	Fix the Time to Adjourn	Yes	Yes	Yes	Majority	Yes	No
5	Question of Privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the Table	Yes	No	No	2/3	Yes	No
7	The Previous Question	Yes	No	No	2/3	No	No
8	Limit or Extend Debate	Yes	No	No	2/3	Yes	No
9	Postpone to Time Certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or Refer	Yes	Yes	Yes	Majority	Yes	No
11	Amend (or Substitute)	Yes	Yes	Yes	Majority	Yes	No
12	Indefinitely Postpone	Yes	Yes	No	Majority	Yes	No
INCIDENTAL MOTIONS							
Same	Point of Order	No	No	No	None	No	Yes
Same	Appeal	Yes	Yes	No	Majority	Yes	No
Same	Division of a Question	Yes	Yes	Yes	Majority	No	No
Same	Separate Consideration	Yes	Yes	Yes	Majority	No	No
Same	Fix the Method of Voting	Yes	Yes	Yes	Majority	Yes	No
Same	Nominations to Committee	No	No	No	Plurality	No	No
Same	Withdraw or Modify Motion	No	No	No	Majority	No	No
Same	Suspension of Rules	Yes	No	No	2/3*	No	No

* Unanimous if rule protects minorities; out of order if rule protects absentees

Source: Town Meeting Time, 3rd Edition