

Draft ATM Motions

SPRING 2020 TOWN MEETING ARTICLE LIST

1. Unpaid Bills
2. FY20 Additional Wages and Expenses
3. FY21 Operating Budget
4. Sewer Enterprise Fund
5. Water Enterprise Fund
6. Stormwater Enterprise Fund
7. Consent Agenda
 - Amendments to the Personnel Plan
 - Board of Health Appointing Authority
 - Revolving Funds
 - Community Preservation Fund
8. Independent Annual Audit
9. Capital Items
10. New Computers Lease
11. Reallocation of DPW Capital Project Expenses
12. Ratify Water Infrastructure Maintenance Contract
13. Community Preservation Historic Resource Reserve Fund
14. Community Preservation Memorial Field Improvements Project
15. Board of Assessors – FY21 Personal Property Interim Year Inspections
16. Medicare/Medicaid Reimbursement Services
17. Unemployment Insurance Fund

ARTICLE 1.

Motion

I move that the Town vote to transfer from Free Cash the sum of **\$901.70**, and transfer from the Sewer Enterprise Reserves the sum of **\$154.62** to pay the following **unpaid bills** incurred by Town departments from the previous fiscal year:

DPW General Fund	\$204.48	Millis Police Detail
DPW General Fund	\$223.60	Millis Police Detail
DPW General Fund	\$473.62	Town of Millis
DPW Sewer Enterprise	\$154.62	Power Up Generator

(Submitted by The Select Board)

4/5ths Vote

ARTICLE 2.

Motion

I move that the Town vote to dismiss Article 2

Majority Vote

Article 3.

Motion

I move that the Town vote to fix the compensation of elected officers, provide for a reserve fund, and to raise and appropriate, including appropriations from taxation, by transfer from available funds, the sum of **\$35,183,151** to defray charges and expenses to the Town, including debt and interest, and a reserve fund, for the general fund, for the fiscal year beginning July 1, 2020 as outlined in Table 2 of the Finance Committee Report with the following revenue sources:

Taxation	\$34,081,541
Ambulance Fund	\$286,438
Perpetual Care Interest	\$332
Sale of Cemetery Lots	\$7,070
Cell Tower Revenue	\$54,136
Bond Premium Release	\$139,464

And to Authorize the following transfers:

Sewer Fund Indirect Costs to General Fund \$213,749

Water Fund Indirect Costs to General Fund \$261,248

Stormwater Fund Indirect Costs to General Fund \$139,173

Majority Vote

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the sewer enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

Motion

I move that the Town vote to raise and appropriate from Sewer Department Receipts, the following sums to **operate the sewer enterprise fund beginning July 1, 2020**:

Salaries/Wages	\$266,150
<u>Expenses</u>	<u>\$1,154,095</u>
Total	\$1,420,245

Majority Vote

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the water enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

Motion

I move that the Town vote to raise and appropriate from Water Department Receipts, the following sums to **operate the water enterprise fund beginning July 1, 2020**:

Salaries/Wages	\$386,178
<u>Expenses</u>	<u>\$1,302,763</u>
Total	\$1,688,941

Majority Vote

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the stormwater enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

Motion

I move that the Town vote to raise and appropriate from Stormwater Department Receipts, the following sums to **operate the stormwater enterprise fund beginning July 1, 2020**:

Salaries/Wages	\$175,656
<u>Expenses</u>	<u>\$382,214</u>
Total	\$557,870

Majority Vote

CONSENT ARTICLE 7. To see if the Town will vote the following consent articles:

1. To see if the Town will vote to adopt **amendments to Schedule A-Salary Plan of the Town of Millis Personnel Plan** effective July 1, 2020, as shown in the FY21 Finance Committee Report, or take any other action in relation thereto.

(Submitted by The Select Board)

2. To see if the Town will vote in accordance with M.G.L., Chapter 41, section 4A, and Chapter 268A, to authorize the **Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and fix the salary of such appointee, notwithstanding the provision of M.G.L. Chapter 41, Section 108, or act in any manner in relation thereto.

(Submitted by the Board of Health)

3. To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E½, to establish the following fiscal year spending limit for the Town's established revolving funds for Fiscal year 2021:

AUTHORIZED REVOLVING FUNDS	FISCAL YEAR EXP. LIMIT
Oak Grove Farm Maintenance Fund	\$ 35,000.00
Animal Control Shelter Fund	\$ 3,000.00
Fire Alarm Fund	\$ 10,000.00
Historical Commission Fund	\$ 12,000.00
Ambulance Department Fund	\$ 20,000.00
Council on Aging Transportation Fund	\$ 5,000.00
VMC Custodial/Maintenance Fund	\$ 6,000.00
School Food Service Fund	\$ 360,000.00
School Transportation Fund	\$ 500,000.00
Stormwater Management Fund	\$ 10,000.00
BOH Medical Servs./Vaccination Fund	\$ 20,000.00
BOH Rabies Clinic/Program Fund	\$ 2,500.00
School Athletic Fields Fund	\$ 35,000.00
School Extracurricular Fund	\$ 8,000.00
Library Special Use Fund	\$ 10,000.00
Recreation Fund	\$ 200,000.00
Tobacco Control Program	\$ 1,000.00

4. To see if the Town will vote to raise and appropriate a sum of money or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve from annual revenues in the amounts recommended by the Community Preservation Committee for administrative expenses, community preservation projects and/or other expenses in fiscal year 2021, with each item to be considered a separate appropriation or act in any manner in relation thereto.

Appropriations:

From 2021 estimated revenues for Committee Administrative Expenses	\$10,746.00
(To be divided equally: \$5,373.00 CPC Salary Account: \$5,373.00 CPC Expenses)	
From Undesignated Fund Balance for Long Term Debt- Principal	\$25,000.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$11,075.00

Reserves:

From FY2021 estimated revenues for Historic Resources Reserve	\$21,492.00
From FY2021 estimated revenues for Community Housing Reserve	\$21,492.00
From FY2021 estimated revenues for Open Space Reserve	\$21,492.00
From FY2021 estimated revenues for Budgeted Reserve	\$80,000.00

(Submitted by the Community Preservation Committee))

Motion

I move that the Town vote to approve the items as written in Consent Article 7.

Majority Vote

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for **an independent audit** of all accounts of all departments of the Town, or take any other action in relation thereto.

(Submitted by The Select Board)

Motion

I move that the Town vote to transfer from Free Cash the sum of **\$36,500** for **an independent audit** of all accounts of all departments of the Town.

Majority Vote

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds, by transfer from the Stabilization Fund, or by borrowing the sum of **\$485,100 to fund the following capital items:**

Department	Capital Item	Amount
Schools	Committed Bus Leases	\$ 89,999
Schools	Committed Computer Leases	\$ 46,600
Police	Committed Police Cruiser Leases	\$ 31,913
Police	Crosswalk Signals (4)	\$ 40,000
Water EF	Drinking Water Risk/Resilience Assessment	\$ 40,000
Water EF	Water Tank(s) Assessment/Management Program	\$199,921
W/S EF	Radio Communication System for DPW Vehicles	\$ 36,667
Total		\$ 485,100

Or take any other action in relation thereto.

(Submitted by The Select Board)

Motion

I move that the Town vote to raise and appropriate the sum of \$40,000, transfer from Free Cash the sum of \$168,512, transfer from the Water Enterprise Fund the sum of \$258,254, and transfer from the Sewer Enterprise Fund the sum of \$18,334, for a total sum of **\$485,100** to fund the capital items as listed in the warrant.

Majority Vote

Department	Capital Item	Amount
Schools	Committed Bus Leases	\$ 89,999
Schools	Committed Computer Leases	\$ 46,600
Police	Committed Police Cruiser Leases	\$ 31,913
Police	Crosswalk Signals (4)	\$ 40,000
Water EF	Drinking Water Risk/Resilience Assessment	\$ 40,000
Water EF	Water Tank(s) Assessment/Management Program	\$199,921
W/S EF	Radio Communication System for DPW Vehicles	\$ 36,667
Total		\$ 485,100

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of **\$23,300** for new and previously approved lease/purchase(s) for **computers for the Millis Schools**, or take any other action in relation thereto.

(Submitted by the School Committee)

Motion

I move that the Town vote to transfer from Free Cash the sum of **\$23,300** for the first year payment of a new lease/purchase(s) for **computers for the Millis Schools**.

2/3rds Vote

ARTICLE 11. To see if the Town will **appropriate unexpended money**, originally appropriated under (i) Article 9 of the warrant for the November 5, 2012 town meeting to finance DPW HVAC repairs, (ii) Article 24 of the warrant for the November 2, 2015 town meeting to finance DPW roof repairs, and (iii) Article 30 of the warrant for the May 9, 2016 town meeting to finance DPW garage repairs, **to instead pay a portion of the costs of the DPW facility construction, renovation, and remodeling project approved under Article 13 of the warrant at the May 13, 2019 town meeting**, including the payment of all costs incidental and related thereto, as permitted by Chapter 44, Section 20 of the General Laws; or take any other action relative thereto.

(Submitted by Select Board)

Motion

I move that the Town appropriate **\$135,887.97** representing unexpended money appropriated under: (i) Article 9 of the warrant for the November 5, 2012 town meeting to finance DPW HVAC repairs, in the amount of \$6,943.85, (ii) Article 24 of the warrant for the November 2, 2015 town meeting to finance DPW roof repairs, in the amount of \$6,471.40, and (iii) Article 30 of the warrant for the May 9, 2016 town meeting to finance DPW garage repairs, in the amount of \$122,472.72 to instead pay a portion of the increased costs of the DPW facility construction, renovation, and remodeling project approved under Article 13 of the warrant at the May 13, 2019 town meeting, including the payment of all costs incidental and related thereto, as permitted by Chapter 44, Section 20 of the General Laws, so that the total amount appropriated to pay for such project is increased to \$4,035,887.97 from the original \$3,900,000 which was appropriated under said Article 13.

2/3rds Vote

Article 12. To see if the Town will vote, in accordance with G.L .c 40 §§62-69 to authorize the Select Board to **enter into a contract of up to twenty years for the purpose of inspecting, maintaining, repairing, modifying and providing asset management services for the Town's water tanks at Farm Street and Walnut Street** on terms and conditions the Board deems in the best interest of the Town, or take any action relative thereto.

(Submitted by Select Board)

Motion

I move that the Town vote, in accordance with G.L .c 40 §§62-69 to authorize the Select Board to **enter into a contract of up to twenty years for the purpose of inspecting, maintaining, repairing, modifying and providing asset management services for the Town's water tanks at Farm Street and Walnut Street** on terms and conditions the Board deems in the best interest of the Town

2/3rds Vote

ARTICLE 13. To see if the Town will vote to appropriate a sum of money from the Community Preservation Historic Resource Reserve Fund for the **Preservation & Rehabilitation of the Henry F. Walling Map**, or take any other action in relation thereto.

(Submitted by the Community Preservation Committee)

Motion

I move that the Town vote to appropriate the sum of \$600 from the Community Preservation Historic Resource Reserve Fund for the **Preservation & Rehabilitation of the Henry F. Walling Map**.

Majority Vote

ARTICLE 14. To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund Open Space Reserve and/or the Community Preservation Fund Budgeted Reserve and/or Undesignated Fund for the **Memorial Fields Improvements Project**, or take any other action in relation thereto.

(Submitted by the Community Preservation Committee)

Motion

I move that the Town vote to appropriate the sum of **\$74,558.49** from the Community Preservation Fund Open Space Reserve for the **Memorial Fields Improvements Project**.

Majority Vote

ARTICLE 15. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the stabilization fund, the sum of **\$15,600 for Fiscal Year 2021 Personal Property interim year inspections and Real Estate interim year revaluations**, or act in any manner relating thereto.
(Submitted by Board of Assessors)

Motion

I move that the Town vote to transfer from Free Cash the sum of **\$15,600 for Fiscal Year 2021 Personal Property interim year inspections and Real Estate interim year revaluations**.

Majority Vote

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **Medicare/Medicaid Reimbursement Services**, or take any other action in relation thereto.

(Submitted by the Select Board)

Motion

I move that the Town vote to transfer from Free Cash the sum of **\$5,000 for Medicare/Medicaid Reimbursement Services.**

Majority Vote

ARTICLE 17. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of **\$75,000.00 for the Unemployment Insurance Fund**, or take any other action in relation thereto.

(Submitted by the Select Board)

Motion

I move that the Town vote to raise and appropriate the sum of \$13,566, and transfer from Free Cash the sum of \$61,434, for a total sum of **\$75,000.00 for the Unemployment Insurance Fund**.

Majority Vote