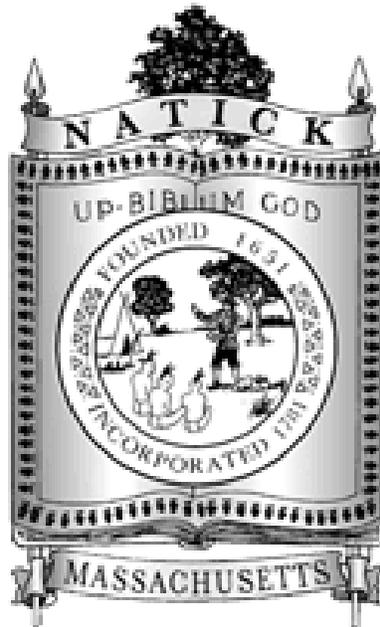


Town of Natick

2016 Fall Annual Town Meeting



Recommendations of the Natick Finance Committee

October 18, 2016 – Natick High School – Natick, MA

Long Version



**Finance Committee
Town of Natick, Massachusetts
October 12, 2016**

2016 Fall Annual Town Meeting

Greetings to all Town Meeting Members and Citizens of Natick,

This report contains the Natick Finance Committee recommendations for articles appearing on the warrant for 2016 Fall Annual Town Meeting.

Under the Town's Charter and By-Laws, the Finance Committee is required to "consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon, in print, its recommendation as to each article" (Natick By-Laws, Chapter 23, Section 4). In accordance with the Town of Natick By-Laws, this report and recommendations are respectfully submitted for your consideration. This warrant contains a variety of financial and non-financial articles for your consideration.

The Finance Committee completed due consideration of all matters of business within the articles of the 2016 Fall Annual Town Meeting Warrant with two exceptions. Articles 31 and 32 as published in the warrant are different from the actual warrant articles filed by citizen petitioners. Town Counsel advised that the differences were substantive and that the Finance Committee, the Planning Board and Town Meeting should not consider these articles. The text of Town Counsel's opinion is provided in the informational write-up on these articles. Town Meeting members may note that certain recommendations of the Finance Committee were made by a vote of 7 members. In August and September, two members resigned leaving the Finance Committee with 13 members of which 7 is a majority. All recommendations with only 7 votes were made after the second of these resignations. Town Meeting members may note that the Municipal Modernization Act passed by the Legislature and signed by the Governor changed to the quantum of vote to appropriate money to a stabilization fund from two-thirds to a simple majority. Two-thirds vote is still required to appropriate from a stabilization fund.

To fulfill its responsibilities under Article 23 of the By Laws, the Finance Committee met a total of 10 times on the following dates: August 30th, September 1st, 6th, 13th, 15th, 20th, 22nd, 27th, 29th and October 4th. Based on consultation with the Moderator, the Finance Committee could not begin meetings until after the warrant had been posted in the various precincts. This posting occurred on August 26, 2016. The Finance Committee did not meet on September 8th (the date of the state primary election). In addition to the above dates, the capital subcommittee of the Finance Committee met on one occasion. One half of the 34 articles received recommendations for Favorable Action. The remaining 17 articles received recommendations of No Action or Referral or could not be heard. A summary of Finance Committee votes is presented in Exhibit A. The total recommended appropriation for the 2016 Fall Annual Town Meeting warrant is \$11,389,727. The approximate tax rate is \$13.50 per \$000 of assessed value.

The recommendation under Article 1 involves a net negative appropriation of \$ 484,054. This net amount results primarily from an increase of \$356,846 in certified new growth tax levy, an increase of \$299,181 in state aid, and a decrease of \$681,684 in employee fringe benefits for health insurance; all as compared to amounts voted at 2016 Spring Annual Town Meeting. The balance of the net amount results from a variety of budgetary increases and decreases as described in the write-up for Article 1. The recommended motion for Article 1 decreases the Town's use of free cash from 2016 Spring Annual Town Meeting by \$1,141,764.

The Town has an unprecedented level of certified free cash as of June 30, 2016 in the amount of \$12,088, 395. Town Meeting members may recall that the Town did not appropriate all of the available free cash from the end of the previous fiscal year (2015). The amount of \$2,931,786 was not appropriated during FY 2016 and was carried over into the fiscal year end 2016 balance. A balance of \$409,285 from the Board of Selectmen's FY 2016 Contract Settlements budget line was unused because very few collective bargaining agreements were settled in FY 2106. These two carry over items contributed \$ 3,341,071 to the free cash balance as of July 1, 2016. Stated differently, the \$12,088,396 free cash balance would have been \$ 8,747,324 without these two carryover items. Other major contributors to the current free cash balance include \$4,860,606 in departmental turn backs (unused appropriations), \$3,219,986 in Local Receipts in excess of amounts budgeted and \$ 1,473,50 in various unbudgeted receipts. The \$12,088,395 does not include the \$1,141,764 of free cash that would be un-appropriated under Article 1. A summary of the free cash is presented as Exhibit B. The summary of turn backs by department is presented as Exhibit C. The balance of the various stabilization funds and the OPEB Trust Fund as of September 1, 2016 is presented as Exhibit D.

The Town Administration proposes and the Finance Committee recommends using \$6,461,532 in free cash as summarized on Exhibit A and discussed within the recommendations for various articles. These uses would result in a remaining free cash balance of \$6,768,627. The Town Administration cautioned the Finance Committee about using this balance of free cash. As discussed below, the Town faces a number of significant potential projects including the West Natick Fire Station, a municipally financed garage on Middlesex Avenue and the Kennedy Middle School. The prospects for next years operating budget (FY 2018) are also unknown at this time.

Importantly, the recommendation under Article 8 proposes appropriating \$1,000,000 of free cash to the OPEB Trust Fund. The updated actuarial study of the OPEB liability is not available. As a result, the Finance Committee could not evaluate and report to Town Meeting on alternatives for addressing the OPEB liability. Accordingly, the \$1,000,000 currently recommended for the OPEB Trust Fund is a very preliminary and, per the administration, minimal estimate. The administration advised that making adequate progress on the OPEB liability is important to the Town's bond rating and borrowing costs. The administration also advised that they will be seeking a significant additional appropriation at 2017 Spring Town Meeting to the OPEB Trust Fund once the updated actuarial report on OPEB liabilities is received and analyzed in December. The Town Administration and the Finance Committee are working on a plan for use of remaining free cash. The Finance Committee urges caution against any further use of free cash at Fall Town Meeting.

The Finance Committee can report that Town Meeting members' concerns about the OPEB liability are well founded. Although the change to the less expensive health care insurance plans announced last spring and effective July 1, 2017 may result in a temporary decrease in the Net OPEB Liability, the amount of this liability has grown dramatically as summarized in the chart below. Increases in this liability averaged approximately \$8,100,000 per year from 2009 to 2015.

Town of Natick Net OPEB Obligation			
Fiscal Year Ending	Net OPEB Obligation (1)	Increase/ (Decrease) in \$'s	Increase/ (Decrease) in %
6/30/09	\$7,911,677		
6/30/10	\$15,985,607	\$8,073,930	102.1%
6/30/11	\$23,675,492	\$7,689,885	48.1%
6/30/12	\$31,754,500	\$8,079,008	34.1%
6/30/13	\$39,333,198	\$7,578,698	23.9%
6/30/14	\$47,893,086	\$8,559,888	21.8%
6/30/15	\$56,408,279	\$8,515,193	17.8%
6/30/16	\$64,277,897	\$7,869,618	14.0%
Total	<u>\$64,277,897</u>	<u>\$56,366,220</u>	712.4%
Note (1): Per footnotes to Town's Audited Financial Statements except for 6/30/16 which is presently unaudited.			

The Finance Committee is also required to report to Town Meeting on its doings. In this regard, the Budget and Planning subcommittee of the Finance Committee and the Finance Committee itself each met once in July to follow up on open matters from the Spring regarding the Natick Community Organic Farm (NCOF) division budget of the Community Services Department. Neither meeting could review any matters due the assertion of executive privilege by the Board of Selectmen. Instead of deciding to commission an audit, the Finance Committee appointed the current Vice Chair as a representative to review matters in depth with Town Counsel. The Finance Committee, however, has been unable to review any substantive matters but was briefly informed in September by Town Counsel in an email that adjustments to the NCOF division budget do not need to be made at 2016 Fall Annual Town meeting. The matter remains otherwise open and pending resolution.

In addition, the Finance Committee began consideration of creating a standardized template to review requests for the creation of new positions (as contrasted to filling existing, vacant positions) within the Town. The Finance Committee has noted that content of the 'business case' for the creation of new positions has varied significantly over the past several years. The Finance Committee discussed that both operational and financial considerations should be standardized.

The Finance Committee noted that although operational circumstances may vary, the analysis could still be standardized. Members discussed that the analysis could provide for volume related increases in new positions to maintain levels of service, such as teachers as a result of enrollment growth, and more scrutiny for creating positions that improve existing or add new services. Volume related increases of new positions were noted as being especially capable of reduction if volume decreased. The Finance Committee also noted that long-term cost of adding new positions is a significant multiple of the initial year salary and benefit cost. Depending on the length of time involved, the present value cost of new position that is abolished after 10 years is 9x's the initial year's cost of salary and benefits. For permanent position additions, the cost is in excess of 60x's the initial year's cost of salary and benefits. A fully loaded initial year's cost for salary and benefits of \$100,000 represents a present value equivalent cost ranging from \$900,000 to over \$6,000,000. The Finance Committee began discussions with the Personnel Board about developing a standardized approach and will continue the process of working with other town boards in this regard.

In reaching its recommendations the Finance Committee has considered the information and comments presented from all of the article sponsors, Town department heads, Town and School Administrations, Town Boards and Commissions, and the public at large. This recommendation book contains is the result of a large group effort. Many volunteers, especially the fifteen members of the Finance Committee as well as members of other committees and boards and Town staff, worked diligently to help bring all this information to Town Meeting. A number of meetings lasted late into the night and again required a considerable amount of effort and commitment on the part of committee members, Town officials, citizen petitioners, other volunteers, families, and friends that should not go unrecognized.

We would like to express our thanks and appreciation for all of the hard work and dedication contributed by all of the Town officials, members of boards, committees and departments, as well as many concerned citizens, for their cooperation, participation, and openness during our public hearings.

Information relating to the Finance Committee may be found on the Town's public website, at <http://www.natickma.gov/finance-committee>. Any questions or comments about the Finance Committee may also be submitted to us via a link on that web page.

Respectfully Submitted;

Paul Griesmer
Chairperson

Patrick Hayes, Vice Chair	David Coffey	John Ciccariello
Bruce Evans, Secretary	Cathi Collins	David Gallo
Craig Leiner	Michael Linehan	Jerry Pierce
Ed Shooshanian	Rich Sidney	Linda Wollschlager
Ed Hudson (resigned 8/29/16)	Michele Heyde (resigned 9/21/16)	

Summary of Finance Committee Recommendations to 2016 Fall Town Meeting						Exhibit A	
Article Number	Title	Recommended Action	Date	Vote	Funding Amount	Funding Source	
1	Fiscal 2017 Omnibus Budget	Favorable Action	10/4/16	12-0-0	(\$484,054)	Various	
2	Stabilization Fund	No Action	9/27/16	10-0-0			
3	Operational/Rainy Day Stabilization Fund	No Action	9/27/16	10-0-0			
4	Capital Stabilization Fund	Favorable Action	9/27/16	10-0-0	\$3,925,532	Free Cash	
5	Inflow & Infiltration Stabilization Fund	Favorable Action	8/30/16	13-0-0	\$101,423	W/S Ret. Earn.	
6	One-to-One Technology Stabilization Fund	No Action	8/30/16	13-0-0			
7	FAR Bonus Stabilization Fund	No Action	8/30/16	13-0-0			
8	Other Post-Employment Benefits (OPEB) Fund	Favorable Action	9/27/16	9-0-0	\$1,000,000	Free Cash	
9	Capital Equipment						
	Motion A - Items 1 - 9	Favorable Action	9/13/16	13-0-0	\$1,285,500	Free Cash	
	Motion A - Item 16	Favorable Action	9/29/16	9-0-0	\$5,500	Free Cash	
	Motion B	Favorable Action	9/13/16	13-0-0	\$295,000	Borrowing	
	Motion C	Favorable Action	9/13/16	13-0-0	\$20,000	Golf Ret. Earn.	
	Motion D	Favorable Action	9/13/16	13-0-0	\$187,000	W/S Ret. Earn.	
10	Capital Improvement						
	Motion A - Items 3 - 5	Favorable Action	9/13/16	10-1-0	\$190,000	Free Cash	
	Motion A - Item 1	Favorable Action	9/29/16	7-3-0	\$30,000	Free Cash	
	Motion A - Item 2	Favorable Action	9/29/16	7-3-0	\$25,000	Free Cash	
	Motion B	Favorable Action	9/13/06	11-0-0	\$2,370,000	Borrowing	
	Motion C	Favorable Action	9/13/16	11-0-0	\$1,650,000	W/S Borrowing	
	Motion D	Favorable Action	9/13/16	11-0-0	\$170,000	W/S Ret. Earn.	
	Motion E	Favorable Action	9/13/16	11-0-0	\$150,000	I&I Stabilization	
11	Collective Bargaining						
	Motion A	Favorable Action	9/29/16	10-0-0	\$35,879	Various	
	Motion B	Favorable Action	9/29/16	10-0-0	\$147,004	Various	
	Motion C	Favorable Action	10/4/16	10-1-0	\$85,943	BOS Budget	
12	Personnel Board: Amendments to By-Law Article 24	Referral	9/6/16	12-0-0			
13	Personnel Board Classification and Pay Plan	Favorable Action	10/4/16	9-1-1			
14	Committee Article	Favorable Action	9/22/16	9-0-0			
15	Street Acceptance: Heavey Way	Favorable Action	9/29/16	10-0-0			
16	Street Acceptance: Hunter's Lane	Favorable Action	9/29/16	10-0-0			
17	Unpaid Bills	No Action	8/30/16	13-0-0			
18	Dissolve the Natick High School Building Committee	Favorable Action	8/30/16	13-0-0			
19	Establish Revolving Fund for Curbside Compost Collection	Favorable Action	9/15/16	9-0-0			
20	Establish Capital Reserve Fund	No Action	8/30/16	13-0-0			
21	Appropriate Funds to Capital Reserve Fund	No Action	8/30/16	13-0-0			
22	Appropriate Mitigation Funds for Route 27 Design	Favorable Action	9/1/16	10-0-0	\$200,000	Mitigation	
23	Amend General By-Laws Regarding Signage on Public Rights-of-Way	Favorable Action	9/29/16	8-2-0			
24	Amend Zoning By-Laws Regarding Micro Breweries	Referral	9/22/16	9-0-0			
25	Amend Zoning By-Laws Regarding Dimensional Requirements	Favorable Action	9/22/16	9-0-0			
26	Amend Zoning By-Laws to Add Definition for "Special Care Residence"	Referral	9/22/16	9-0-0			
27	Amend Zoning By-Laws Regarding Driveways and Parking Dimensions	Favorable Action	10/4/16	12-0-0			
28	Construction of a Shade Apparatus Over Picnic Tables at the Community-Senior Center	Referral	9/22/16	8-0-1			
29	Amend the Natick Zoning Bylaw to Create an Assisted Living Option Overlay District (ALOOD).	Referral	9/29/16	10-0-0			
30	Include Certain Parcels of Land on Eliot Street and Everett Street in the Assisted Living Option Overlay District ("ALOOD").	Referral	9/29/16	10-0-0			
31	Amend the Natick Zoning Bylaw to Create a Transitional Overlay Option Plan (TOOP)	Not Applicable					
32	Include Certain Parcels of Land Located on the Southerly Side of East Central Street, the Easterly Side of Lincoln Street, the Easterly and Westerly Side of Wilson Street and the Westerly Side of Grant Street in the Transitional Overlay Option Plan (TOOP)	Not Applicable					
33	Amend the Town of Natick By-laws to Ban the Use of Polystyrene	Referral	9/6/16	8-4-0			
34	Acquisition of 218 Speen Street	No Action	9/6/16	12-0-0			
Total Appropriation Recommended					<u>\$11,389,727</u>		
Note: Sub Total Free Cash Usage is:		\$6,461,532					

Free Cash Summary**Exhibit B**

Amounts in \$'s

Beginning Balance as of June 30, 2016 (Unappropriated Free Cash Remaining from July 1, 2015)	2,931,786
Unexpended Appropriations from FY 2016 (Departmental Turnbacks)	4,860,606
Local Receipts in Excess of Budgeted Amounts	3,219,986
Receipts Not Budgeted	
Tax Title	616,220
Smart Growth Payment	413,000
Bond Premium	178,219
Re- Appropriation of Exempt Borrowing	124,885
McKinley/Vento Reimbursement	85,632
Various Closed Appropriations	40,132
Various Miscellaneous Items	<u>15,762</u>
Sub Total	1,473,850
Cherry Sheet Shortfall	-72,722
Fund and W/H Deficits	-648,541
Miscellaneous Adjustments	<u>323,430</u>
Total Free Cash Certification as of July 1, 2016	█ 12,088,395
Add: Free Cash to be Un Appropriated under Article 1	<u>1,141,764</u>
Equals: Total Free Cash Available for 2016 Fall Annual Town Meeting	█ 13,230,159
Less: Free Cash Appropriations Proposed at 2016 Fall Annual Town Meeting	<u>-6,461,532</u>
Equals: Remaining Balance of Free Cash	█ <u><u>6,768,627</u></u>



Town of Natick

Exhibit C

FY2016 Budget: Year End Turnbacks

FY2016 Department	Description	Beg. Balance Spring 2015 ATM	Total Avail Budget	FY16 Expenditures	FY16 Encumbrances	Close i.e. Turnback
Reserve fund	Reserve Fund	250,000	250,000	0	0	250,000
Printing Town Report	Expenses	4,100	4,100	3,428	0	672
Property & Liab. Ins	Expenses	644,300	644,300	570,194	0	74,106
BOS/ Town Admin	Expenses	1,679,720	1,847,033	1,269,352	111,835	465,846
Finance Committee	Expenses	20,800	22,541	18,049	0	4,492
Comptroller	Salary & Expenses	403,934	421,603	334,228	566	86,809
Finance Dept	Salary	63,673	66,648	63,092	0	3,557
Assessors	Salaries & Expenses	454,552	548,781	378,973	126,798	43,009
Treasurer	Salaries & Expenses	230,227	230,877	201,577	0	29,300
Collector	Salaries & Expenses	358,452	368,540	316,261	27	52,252
Legal Services	Expenses	288,400	288,686	223,064	4	65,618
Personnel Board	Expenses	1,000	1,000	0	0	1,000
Information Systems	Salaries & Expenses	1,078,864	1,304,216	1,119,781	168,125	16,310
Town Clerk	Salaries & Expenses	254,816	269,731	254,370	8,843	6,518
Board of Registrars	Salaries & Expenses	71,706	73,019	68,828	1,284	2,907
Community Develop	Salaries & Expenses	866,777	876,400	811,176	58	65,166
Municipal Energy	Salaries & Expenses	1,427,107	1,437,743	1,156,905	47,318	233,520
Weights & Measures	Salaries & Expenses	15,590	15,590	15,517	0	73
Subtotal General Government		8,114,018	8,670,807	6,804,794	464,859	1,401,154
Police	Salaries & Expense	6,624,215	6,670,171	6,274,801	74,146	321,224
Fire	Salaries & Expense	8,079,621	8,107,702	7,941,346	29,208	137,148
Parking Enforcement	Salaries & Expense	132,404	157,504	113,979	24,627	18,899
Emergency Mgmt	Expenses	35,600	35,600	18,473	13,483	3,644
Subtotal Public Safety		14,871,840	14,970,978	14,348,598	141,464	480,915
S. Middlesex Assmt	Expenses	1,247,313	1,247,313	1,247,313	0	0
Bus Fee Assistance			371,573	370,647	0	926
School Administration	Sal/Exp	7,469,833	7,499,859	7,681,985.01	165,683	-347,809
Regular Education	Sal/Exp	28,987,078	29,305,367	28,532,297	96,830	676,240
SPED	Sal/Exp	13,213,941	13,249,806	13,253,037	38,843	-42,074
English Language	Sal/Exp	410,125	410,152	372,959	0	37,193
504	Expenses	167,784	173,617	42,493	0	131,124
PreSchool	Salaries	800,482	801,060	590,262	281	210,516
Northstar	Salaries	476,312	476,601	417,821	2,124	56,656
Other	Sal/Exp	132,861	133,270	140,144	10,086	-16,960
Technology	Sal/Exp	2,158,939	2,164,633	2,402,448	23,842	-261,657
Subtotal Education		55,064,668	55,833,250	55,051,406	337,690	444,154
PW Engineering	Salaries & Expenses	534,043	590,672	523,653	43,973	23,047
PW Administration	Salaries & Expenses	350,792	362,432	305,064	1,030	56,338
PW Equip Maint	Salaries & Expenses	877,153	877,721	877,770	4,912	-4,961
PW Ld/Fac/Nat Res	Salaries & Expenses	819,021	821,562	765,322	240	56,000
PW Hwy Maint/San	Salaries & Expenses	2,891,457	3,455,253	3,361,094	65,425	28,734
Subtotal Public Works		5,472,466	6,107,641	5,832,904	115,579	159,158

Facilities Managemt	Salaries & Expenses	2,931,718	3,057,363	2,876,546	47,830	132,986
Subtotal Facilities		2,931,718	3,057,363	2,876,546	47,830	132,986
Board of Health	Salaries & Expenses	484,244	496,872	479,185	36	17,652
Human Services	Salaries & Expenses	121,567	123,878	119,986		3,892
Comm Services	Salaries & Expenses	252,521	256,345	249,508	0	6,837
COA	Salaries & Expenses	343,185	354,063	334,871	126	19,066
Veterans Services	Salaries & Expenses	425,926	428,156	369,481	143	58,531
NCOF	Salaries	164,212	167,624	174,001	0	-6,378
Recreation & Parks	Salaries & Expenses	395,301	403,283	397,209	184	5,890
Subtotal Health & Human Services		2,186,956	2,230,221	2,124,242	488	105,491
Disability Comm	Salaries & Expenses	750	750	506		244
Morse Library	Salaries & Expenses	2,090,345	2,097,122	2,094,884	171	2,067
Bacon Free Library	Salaries & Expenses	153,968	159,064	158,953		111
Arts Council	Expenses	700	700	541	0	159
Historic Comm	Expenses	750	750	0		750
Historic Dist. Comm	Expenses	550	574	347	0	228
Subtotal Cultural & Recreational		2,247,063	2,258,960	2,255,230	171	3,559
Interest & Debt	Expenses	10,717,600	10,717,600	10,166,249	0	551,351
Subtotal Debt Service		10,717,600	10,717,600	10,166,249	0	551,351
Fringe Benefits	Expenses	17,382,449	17,289,288	15,660,808	13,148	1,615,331
Retirement Board	Expenses	7,646,153	7,646,153	7,646,153		0
Non-Contrib Pensions	Expenses	42,368	42,368	38,249		4,119
Sick Buy-Back	Salaries		0	0		0
Subtotal Employee Benefits		25,070,970	24,977,809	23,345,210	13,148	1,619,451
State & County Chrgs	Assessments	0	1,352,418	1,390,031		-37,613
Subtotal State Assessments		0	1,352,418	1,390,031	0	-37,613
Indirects			2,405,123	2,405,123		0
Subtotal Other Financing Uses		0	2,405,123	2,405,123	0	0
Budget Totals		126,677,299	132,582,169	126,600,334	1,121,230	4,860,606

Stabilization and OPEB Fund Balances

Exhibit D

As of 9/1/2016

Fund Balance

Capital Stabilization Fund	\$2,682,553.18
Stablization Fund	\$4,507,477.92
Operation Stabilization Fund	\$2,487,714.14
FAR Stabilization Trust Fund	\$3,124,497.18
Inflow & Infiltration Stabilization	\$1,185,388.40
One to One Technolgy Stablization	<u>\$104,651.64</u>
Total Stabilization Funds	<u><u>\$14,092,282.46</u></u>
Other Post Employment Benefits	\$1,035,939.55

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ARTICLE 1
Fiscal 2017 Omnibus Budget
(Town Administrator)

To determine what sum or sums of money the Town will appropriate and raise, or transfer from available funds, for the operation of the government of the Town of Natick, including debt and interest, during Fiscal Year 2017 (July 1, 2016 through June 30, 2017) and to provide for a reserve fund for Fiscal Year 2017, and to see what budgets for Fiscal Year 2017 will be reduced to offset said additional appropriations, or otherwise act thereon.

PURPOSE OF ARTICLE

The purpose of the article is to make adjustments, if any, to the operating budgets of the various town and/or school department budgets based on changes to revenues, costs of programs and services and other factors.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 12 - 0 - 0 on October 4, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 1 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 17, 2016, September 27, 2016 and October 4, 2016. The Finance Committee heard from the town administration who presented updated information on revenues and expenses and who made proposals under the article. The following information was noted.

- The town has \$356,846 more certified new growth revenue from real property taxes and \$ 299,181 more state aid than was estimated when the Omnibus budget was voted at Spring Town Meeting.
- The town has also seen greater employee participation in the Fallon Health insurance program than was assumed for the budget in the Spring.
- The Fallon plan, which began on July 1, 2016, is less expensive for the town.
- Employee participation rates in the Fallon program had been assumed to be 50% for budgeting purposes in the Spring but are actually approximately 66%.
- The result is a savings of \$681,684 in the Employee Fringe Benefit Health care Insurance budget.
- The administration has proposed adding \$ 14,938 to Police Department salaries and \$24,000 to Fire Department salaries to fund joint anti terrorism/terrorism response training.
- The Town recently received a grant for the equipment and supplies associated with this training.

- The grant will reportedly be lost unless Town Meeting funds the payroll necessary to use the training supplies and equipment
- The administration is also proposing to add \$45,815 to the Department of Public Works (DPW) budget for several items.
- A total increase of \$2,595 in DPW salaries is proposed consisting primarily of overtime funds
- These increases are proposed to fund the overtime associated with 1) the hanging of banners across streets announcing town events and 2) maintaining lights and banners on the Town Common respectively
- Previously, these activities were performed by a Fire Department employee who a) retired during the summer, b) was apparently also a licensed electrician and c) had previously maintained the lights and strung the banners
- These duties will be transferred to the appropriate DPW division
- An addition of \$5,120 in supplies and expenses to the DPW budget is proposed to fund the cost of signs, banners and ropes associated with the banners
- A total of \$38,100 is proposed to be added to the DPW Municipal Energy budget for three items
- These three items are: i) \$24,000 for contractual services for bidding solar power contracts for solar array canopies over certain parking lot spaces at the High School, Memorial Field and Sassamon Trace Golf Course, ii) \$11,600 for traffic light maintenance and iii) \$2,500 to make the downtown holiday lights modular
- The \$24,000 is a one time expense and the solar array canopies will not result in the loss of any parking spaces
- According to the administration, the traffic lights were previously maintained by a recently retired Fire Department employee,.
- The employee also connected and wired the downtown holiday lights manually.
- The conversion to a modular system would be a one time expense and would allow any of several town employees to install and remove holiday lights and do so more easily
- The \$ 2,595, \$ 5,120 and \$38,100 add to the \$ 45,815 proposed to be added to the DPW budget
- Finance Committee members inquired about associated offsets to the Fire Department budget for the change in holiday lighting, banners and street light maintenance that will no longer be performed by a member of the Fire Department
- The FY 2017 Fire Department budget approved at 2016 Spring Town Meeting included \$ 73,206 in salary and \$14,800 in additional compensation consisting of various longevity, EMS pay, stipends holiday pay and educational incentive pay for the now retired employee who was replaced by a less expensive employee. In follow up at a subsequent meeting, the administration provided the information regarding associated savings in the Fire Department budget and presented a revised motion to reflect these savings
- The Fire Department savings are a net of the cost of the recently retired and the new employee including a period of overlap for training the new employee. The administration has also proposed creating a new position in the Community Services Department for a “Prevention and Outreach Program Manager” to i) coordinate various activities and meetings of the Town’s Opioid Task Force and ii) provide case management services to individuals and families.

- The time allocation, balance and composition of tasks and activities for this new position are under development and expected to evolve.
- The creation of this position would involve i) the transfer of the leader of the Natick Together for Youth Program (NTYP) at the High School to the new position, ii) approval of this position within the Personnel Classification and Pay Plan (Article 13) and iii) approval of funding by Town Meeting under this Article 1.
- The grant for the NTYP reportedly runs out in November 2016
- The amount requested for the new position is \$55,788 to fund a salary from March 1, 2017 to June 30, 2017 and \$8,000 for associated program operating expenses from March 1, 2017 to June 30, 2017.
- The new position would reportedly be created November 1, 2016 assuming the approval and timely dissolution of Fall Annual Town Meeting and the passage of an additional 7 days.
- The salary cost of funding the new position from November 1, 2016 to June 30, 2017 is \$55,788 (This represents an annual rate of salary of \$ 83,682 for FY 2017; the current fiscal year.)
- The salary was determined by the administration based on annualizing the current compensation for the NTFY Director.
- Finance Committee members were informed that the NTFY position works only works during the school year and not year round.
- Finance Committee members were informed that the NTFY grant has expired but that \$47,471 in unspent grant funds remain. (The expired nature of the grant reportedly prevents the remaining funds from being spent on a replacement NTFY Director.
- The unspent grant funds cannot be used to pay for a replacement NTFY Director but can be used to pay the cost of the current Director for activities directly related to NTFY.
- However, the grant funds cannot be used for activities associated with the new town wide program.
- Finance Committee members noted that the annualized salary of \$ 83,682 is more than the current year salary of the Council on Aging Director of \$73,440 and more than the current year salary of the recently resigned Director of parks and Recreation of \$82,273. The Finance Committee also noted that the highest paid assistant (\$72,725) to the Director of Health.
- The Finance Committee expressed support for creating the new position and concern about morale or other effects on the existing workforce.
- Finance Committee members also expressed initial concern that the transfer of an employee from the NTFY program would create a void the High School.
- Finance Committee members received a brief letter of support for the new position form the Superintendent and were informed by the town administration
- The Finance Committee did not support the position in the Community Service Department (as initially proposed by the administration) but felt the position was more appropriate in the Board of Selectmen's budget because i) the position will report directly to the Town Administrator and ii) the Board of Selectmen led the charge for the opioid response in conjunction with the Board of Health.
- Finance Committee members felt that such coordination would be better directed form the Board of Selectmen and Town Administrator

- The administration is requesting \$6,500 be added to the Board of Selectmen's budget for sexual harassment training
- It has been approximately five years since such outside training took place and a schedule of every 2-5 years is good practice.
- The administration is requesting an increase of \$50,000 to the Finance Committee Reserve Fund.
- This funding will allow the Reserve fund to supplement capital appropriations i) approved by Town Meeting and ii) which go slightly over budget as a result of unforeseen circumstances such as changes to the State bid list prices or bid responses from vendors slightly exceeding the Town Meeting appropriation.
- The alternative would be to have bids cancelled for important projects because of minor price changes.
- The cost of rebidding projects can frequently be greater and/or certain departments might go without key equipment.
- As an example, the Finance Committee voted a \$3,500 reserve fund transfer on August 25, 2016 to supplement a 2016 Spring Town Meeting vote for a \$42,000 school delivery truck that was breaking down and requiring expensive repairs well in excess of \$3,500.
- However, the Finance Committee was unable to vote a \$25,000 supplement to a \$550,000 for a roof replacement project voted by 2016 Spring Town Meeting.
- The project was cancelled in June and needs to be re-appropriated and re bid. (The work did not occur over the summer as reportedly planned.)
- The administration is also proposing to add \$2,832 to the Golf Course Enterprise budget to account for an error in the calculation of debt service in the budget for FY 2017 presented at 2016 Spring Annual Town Meeting.
- Because the Golf Course Enterprise budget requires tax levy subsidy this amount is proposed to be funded from tax levy along with the above expenses in Police, Fire, DPW and Board of Selectmen budgets.
- A net increase funded from water and sewer user fees in Water and Sewer Fund budget of \$1,683 is proposed.
- This amount consists of an increase in actual MWRA rates of \$ 7,831 offset by a reduction in Water and Sewer Enterprise employee fringe benefits for health insurance of \$ 6,148 (\$7,831 less \$6,148 equals \$1,683.)
- The finance committee is also recommending an appropriation of \$3,750 to reprint the 2015 Annual Town report.
- Finance Committee members who were researching articles on the 2016 Fall Annual Town Meeting warrant and the warrant for Special Town Meeting #2 of 2016 discovered several problems with the 2015 Annual Report.
- The Annual Report is the responsibility of the Board of Selectmen.
- The 2015 Annual report does not contain the text of any warrant articles which makes motions, especially motions for No Action, Referral or Indefinite Postponement, difficult if not impossible to understand.
- Even detailed motions cannot be understood in the context of the associated article.
- Omission/deletion of the text of warrant articles also makes it difficult for Town boards and citizens to find examples of warrant articles to use as a basis for preparing warrant articles for future warrants.

- The 2015 Annual Report does not contain the actual reported record of Town Meeting.
- The votes of Town Meeting do not appear in the order actually voted but appear in the numerical sequence of the articles.
- No dates appear for any votes appear or for dissolving Town Meeting.
- Resolutions appear to have been omitted or deleted.
- Zoning By-Law changes voted by Town Meeting and subsequently approved by the Attorney General become effective as of the day Town Meeting voted them.
- The By Laws of the Town provided, in a manner consistent with Ch. 40 S. 49 for Town Annual reports, that the actual record of Town Meeting prepared by the Town Clerk be included in the Annual Town Report without subsequent alteration.

Summary

- The Finance Committee is recommending that the reduction in health insurance costs, increased tax levy and increased state aid be combined with the other items discussed above to reduce the use of free cash from amounts voted at 2016 Spring Town Meeting by \$1,141,764.
- The Finance Committee noted that this would have very likely been the result if the increased tax levy, increased state aid and decreased health insurance premium cost had been known at 2016 Spring Annual Town Meeting when Article 8 Motion G was voted.
- The Finance Committee has requested that the administration consult with Town Counsel and the DOR to determine whether i) the \$1,141,764 of un-appropriated free cash would add to the Town's total of \$12,088,395 certified free cash, ii) would have to fall to free cash at the end of FY 2017 or iii) could be re-appropriated as a specific source from Article 8 Motion G of 2016 Spring Town Meeting to either Capital Stabilization fund under Article 4, the OPEB Liability Trust Fund under Article 8 or Capital Equipment or Improvements under Articles 9 and 10 of 2016 Fall Annual Town Meeting to reduce the use of the newly certified free cash within those capital articles.
- Town Meeting members might see revised motions for this Articles 1, 8, 9 and/or 10 as a result of further information.

MOTION: (Requires majority vote)

“Move that the Town vote to reduce the appropriation voted by the 2016 Spring Annual Town Meeting under article 8 by the sum of \$484,054, said sum to be distributed as follows:

- **To supplement the Public Safety budget as voted under Article 8 – Motion B1 of the 2016 Spring Annual Town Meeting by adding \$14,938 to Police Salaries for training associated with the Combined Rescue Task Force.**
- **To supplement the Public Safety budget as voted under Article 8 – Motion B2 of the 2016 Spring Annual Town Meeting by adding \$14,824 to Fire Salaries for training associated with the Combined Rescue Task Force (CRTF) (\$24,000 for CRTF training less a reduction of \$9,176 for Stipends not required due to the retirement of the Superintendant of Communications).**
- **To supplement the Public Works budget as voted under Article 8 – Motion C of the 2016 Spring Annual Town Meeting by adding \$2,595 to salaries for overtime associated with downtown banner maintenance, and \$5,120 to expenses for costs associated with downtown banner maintenance, and \$38,100 to Municipal Energy budget (solar energy consulting work \$24,000, and traffic light maintenance \$14,100).**
- **To supplement the Administrative Support Services budget as voted under Article 8 – Motion E of the 2016 Spring Annual Town Meeting by adding \$55,788 to Selectmen Salaries for the salary of the Prevention and Outreach Program Manager, and \$8,000 to the Selectmen Expenses (\$6,500 for training and \$1,500 for Prevention and Outreach Program Manager expenses) and by adding \$3,750 to Town Report Professional Services to reprint the 2015 Town Report.**
- **To reduce the Shared Expenses budget as voted under Article 8 – Motion G of the 2016 Spring Annual Town Meeting by \$631,684 (reducing the Employee Fringe – Other Personnel Services by \$681,684 and adding \$50,000 to the Finance Committee Reserve Fund).**
- **To supplement the Water and Sewer Enterprise Fund budget as voted under Article 8 – Motion H1 of the 2016 Spring Annual Town Meeting by adding \$1,683 to Water and Sewer Enterprise Fund (\$7,831 for MWRA Assessment, less a reduction of \$6,148 to the Total Employee Benefits).**
- **To supplement the Sassamon Trace Operations budget as voted under Article 8 – Motion I1 of the 2016 Spring Annual Town Meeting by adding \$2,832 to Sassamon Trace Debt Service.**

The source of the amount of the \$484,054 reduction is from the following sources net together:

- **Increase in State Aid in the amount of \$299,181**
- **Increase in Property Tax Levy (New Growth) in the amount of \$356,846**
- **Decrease Free Cash in the amount of \$1,141,764**
- **Increase in Water User Fees in the amount of \$1,683.”**

ARTICLE 2
Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the stabilization fund established under Article 22 of the warrant for Annual Town Meeting of 1961, as authorized by Chapter 40, Section 5B of the General Laws, as amended; or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the Stabilization Fund

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 27, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 2 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 27, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The administration requested No Action.
- The current balance in this fund is \$ 4,507,477.92.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 2.”

ARTICLE 3
Operational/Rainy Day Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the Operational Stabilization Fund established by vote of the 2011 Spring Annual Town Meeting under Article 4, as authorized by Chapter 40, Section 5B of the General Laws, as amended; or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the Operational / Rainy Day Stabilization Fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 27, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 3 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 27, 2016. The Finance Committee heard from the town administration which presented the article. The following information was noted.

- The administration is requesting No Action.
- The current balance in this fund is \$ 2,487,714.14.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 3.”

ARTICLE 4
Capital Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the Capital Stabilization Fund established under Article 2 of the warrant for Fall Annual Town Meeting of 2010, as authorized by Chapter 40, Section 5B of the General Laws, as amended, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the Capital Stabilization Fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 27, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 4 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 27, 2016. The Finance Committee heard from the town administration which presented the article. The following information was noted.

- The administration is proposing that \$ 3,925,532 be appropriated from free cash to this stabilization fund.
- The current balance in this fund is \$ 2,682,533.18.
- The proposed \$ 3,925,532 appropriation would increase the balance in this stabilization account to \$6,608,065.18.
- The administration plans to accumulate money in this stabilization fund to offset the cost of future projects which might require a debt exclusion such as the West Natick Fire Station and/or Kennedy Middle School.
- Town Meeting members should note that no use of the Capital Stabilization Fund is proposed under either the Capital Equipment Article 9 or the Capital Improvements Article 10.
- Depending on the answers to the questions on the accounting for un-appropriated free cash as described in the write-up under Article 1, Town Meeting members might see a revised motion to the one presented below.

MOTION: (Requires majority vote)

“Move that the Town vote to appropriate \$3,925,532 from free cash for the purpose of supplementing the Capital Stabilization Fund established by vote of the 2010 Fall Annual Town Meeting under Article 2, as authorized by Chapter 40, Section 5B of the General Laws as amended.”

ARTICLE 5
Inflow & Infiltration Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the Inflow & Infiltration Stabilization Fund established under Article 30 of the warrant for the Spring Annual Town Meeting of 2014, as authorized by Chapter 40, Section 5B of the General Laws, as amended, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the Inflow and Infiltration Stabilization Fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 5 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The proposed appropriation from Water and Sewer Enterprise Fund Retained Earnings reportedly consist of the amounts from sewer connection fees.
- These fees need to be used for sewer relining and other related projects to prevent inflow and infiltration into the sanitary sewer system.
- The balance in the I&I Stabilization Fund is \$1,185,388.40
- The sum of \$101,423.20 was collected during FY 2016 for sewer connection fees and would be added to this balance under this article.
- The proposed appropriation would increase the balance in this stabilization account to \$1,286,811.60

MOTION: (Requires majority vote)

“Move that the Town vote to appropriate a sum of \$101,423.20 from available funds in the Water and Sewer Enterprise Fund Retained Earnings for the purpose of supplementing the Inflow & Infiltration Stabilization Fund established by vote of the 2014 Spring Annual Town Meeting under Article 30, as authorized by Chapter 40, Section 5B of the General Laws, as amended.”

ARTICLE 6
One-to-One Technology Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the One-to-One Technology Stabilization Fund established under Article 31 of the warrant for the Spring Annual Town Meeting of 2014, as authorized by Chapter 40, Section 5B of the General Laws, as amended, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the One to One Stabilization Fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 6 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The administration is requesting No Action.
- The administration commented that this fund might no longer serve its original purpose since the School Department has moved to fund the One to One program from other sources within its operating budget.
- The current balance in this fund is \$104,651.64

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 6.”

ARTICLE 7
FAR Bonus Stabilization Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of supplementing the FAR Bonus Stabilization Fund established under Article 24 of the warrant for the Fall Annual Town Meeting of 2015, as authorized by Chapter 40, Section 5B of the General Laws, as amended, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the FAR Bonus Stabilization Fund

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 7 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration which presented the article. The following information was noted.

- The administration is requesting No Action.
- No new FAR Bonus monies have been received.
- The balance in this stabilization fund is \$ 3,124,497.18.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 7.”

ARTICLE 8
Other Post-Employment Benefits (OPEB) Fund
(Town Administrator)

To see if the Town will vote to appropriate a sum of money from available funds for the purpose of funding the Other Post-Employment Benefits Liability Trust Fund authorized by vote of the 2011 Fall Annual Town Meeting under Article 8 pursuant to the provisions of Chapter 32B, Section 20 of the General Laws, as amended, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds to the Other Post Employment Benefits (OPEB) Liability Trust Fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 9 - 0 - 0 on September 27, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 8 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 27, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The administration is requesting an appropriation of \$1,000,000 to the OPEB Liability Trust Fund from free cash.
- The Balance in the OPEB Liability Trust Fund is \$ 1,035,939.55.
- The Town's Net OPEB Liability as of June 30, 2016 was \$64,277,897 (unaudited).
- Information on the Net OPEB Liability is presented in the Finance Committee letter.
- The town has commissioned a new actuarial study originally expected to be available before the start of 2016 Fall Annual Town Meeting.
- Completion of this study has been delayed until sometime in November 2016.
- As a result of this delay, the Finance Committee could not consider possible strategies for addressing the OPEB Liability or the appropriate amount to add to this fund.
- The administration expressed the belief that the amount to add to this fund is at least \$1,000,000 and that rating agencies take favorable note of the Town's efforts to contribute to this fund.
- The Finance Committee expects to receive the study in November and have a further report to Spring 2017 Town Meeting.

MOTION: (Requires majority vote)

“Move that the Town vote to appropriate \$1,000,000 from free cash for the purpose of funding the Other Post Employment Benefits Liability Trust Fund authorized by vote of the 2011 Fall Annual Town Meeting under Article 8, as authorized by Chapter 32B, Section 20 of the General Laws, as amended.”

ARTICLE 9
Capital Equipment
(Town Administrator)

To see if the Town will vote to appropriate and raise, or otherwise provide, a sum of money as may be required for capital equipment for the various departments of the Town of Natick; to determine whether this appropriation shall be raised by borrowing or otherwise, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate money for capital equipment in the Town.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a votes of 13 – 0 - 0 on September 13, 2016 on items 1 through 9 and by vote of 9 - 0 - 0 on September 29, 2016 to add item 16, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 9 as presented in the voted recommended motions below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 13, 2016 and September 29, 2016. The Finance Committee heard from town administration who presented the article on both dates and from members of the public on September 29, 2016. The Finance Committee also heard from the Capital subcommittee of the Finance committee on September 13, 2016. The following information was noted.

- The Finance Committee initially heard the article on September 13, 2016 and recommended Favorable Action on all items.
- Each item was heard separately.
- On September 29, 2016, the Finance Committee heard an addition to the Capital improvement request list for senior and handicapped accessible picnic tables and sun shade umbrellas at the Community Senior Center
- The description of each item is presented below.

**Article 9
Capital Equipment
2016 Fall Annual Town Meeting
Project Descriptions**

#	<u>Appropriated Item</u>	<u>Amount</u>	<u>Funding Source</u>
1	Fire Department		
	Mobile Data Terminals/Computers on Apparatus	\$ 70,000	Free Cash
	THIS PROJECT WOULD PLACE MOBILE DATA TERMINALS ON ALL FIRE DEPARTMENT APPARATUS. THIS ACTION WOULD ENABLE FIRE CREWS TO ACCESS VITAL INFORMATION WHILE IN THE FIELD. CURRENTLY THE POLICE DEPARTMENT CRUISERS ARE USING COMPUTERS IN THEIR CRUISERS. INSTALLING COMPUTERS IN FIRE APPARATUS WILL IMPROVE EFFICIENCY BY PROVIDING FIREFIGHTERS WITH INCREASED ACCESS TO DATA.		
2	Information Technology		
	Document Archiving	\$ 250,000	Free Cash
	THIS PROJECT INVOLVES MOST TOWN DEPARTMENTS. IN THE FIRST PHASE A DOCUMENT ARCHIVING CONSULTANT WILL BE HIRED TO IDENTIFY AND RECORD THE DOCUMENTS TO BE ARCHIVED, PROVIDE A NEEDS ANALYSIS AND PRODUCE A COMPREHENSIVE DOCUMENT THAT CAN BE USED FOR THE SOLICITATION OF FORMAL BIDS. WE WOULD THEN SELECT A DOCUMENT ARCHIVING VENDOR, PURCHASE THE HARDWARE AND SOFTWARE REQUIRED, PROVIDE TRAINING AND BEGIN IMPLEMENTING THE SYSTEM. WE WOULD THEN BEGIN THE PROCESS OF SCANNING ALL LEGACY AND HISTORICAL DOCUMENTS. THIS WILL LIKELY BE ACCOMPLISHED USING BOTH IN-HOUSE AND OUTSOURCED LABOR. THIS PROJECT WILL INVOLVE THE INFORMATION SYSTEMS ADVISORY BOARD, THE IT DEPARTMENT AND MOST TOWN DEPARTMENTS.		
3	Police Department		
	Cruiser Replacement	\$ 123,000	Free Cash
	THIS IS AN ONGOING ANNUAL REQUEST TO REPLACE FIVE CARS PER YEAR. THIS YEAR TOWN MEETING APPROVED 2 IN THE SPRING AND ARE REQUESTING 3 THIS FALL. VEHICLES ARE REPLACED AS THEY REACH 100,000 MILES.		
4	Public Works		
	Replace Fuel Depot Storage Tanks	\$ 220,000	Free Cash
	THIS PROJECT WOULD REPLACE TWO FUEL STORAGE TANKS LOCATED AT THE TOWN'S SOLE FUEL DEPOT LOCATED AT 75 WEST STREET. THE FUEL DEPOT INCLUDES ONE 10,000 GALLON DIESEL STORAGE TANK AND ONE 10,000 GALLON UNLEADED GASOLINE STORAGE TANK. THE DOUBLE WALL TANKS WERE CONSTRUCTED OVER 26 YEARS AGO AND ARE REACHING THE END OF THEIR SERVICE LIFE. DETERIORATION OF THE OUTER CONCRETE WALL HAS ALLOWED MOISTURE AND WATER INFILTRATION. ON A REGULAR BASIS THE DEPARTMENT REMOVES ACCUMULATED WATER FROM THE DIESEL FUEL STORAGE TANK. SIMILAR MODEL AND AGE TANKS HAVE FAILED IN OTHER COMMUNITIES REQUIRING REPLACEMENT. THE TWO EXISTING TANKS WOULD BE REPLACED WITH MODERN MULTIPLE WALL TANKS MEETING CURRENT CODES AND STANDARDS.		
5	Public Works		
	Mixed Paper Compactor	\$ 30,000	Free Cash
	FUNDS WOULD BE USED TO PURCHASE AND INSTALL A COMPACTOR FOR THE RECYCLING CENTER. THE PROPOSED COMPACTOR WOULD BE USED TO CONSOLIDATE MIXED PAPER TO INCREASE THE EFFICIENCY OF HAULING TO COLLECTION CENTER. CURRENTLY RECYCLING CENTER STAFF HAND COMPACT PAPER PRIOR TO HAULING. THE COMPACTOR WOULD PROVIDE A 4:1 COMPACTION RATIO, LEADING TO A REDUCTION IN THE NUMBER OF HAULS TO THE COLLECTION CENTER (SAVINGS IN FUEL, LABOR, AND EQUIPMENT USE). IT IS ANTICIPATED THAT \$7,500 OF THE COST WILL BE FUNDED THROUGH A GRANT FROM THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION.		
6	Public Works		
	Replace Dumpsters	\$ 12,500	Free Cash
	REPLACEMENT OF RUSTED AND ROTTED DUMPSTERS IN MUNICIPAL AND SCHOOL BUILDINGS. THIS IS AN ANNUAL RECURRING REQUEST.		

7	Public Works		
	Ford F450 Dump Body / Plow	\$	80,000 Free Cash
	THIS EQUIPMENT IS NEEDED FOR SCHOOL LANDSCAPE MAINTENANCE, A RESPONSIBILITY NEWLY INHERITED BY THE DIVISION. THIS EQUIPMENT IS CRITICAL TO SUPPORT THE PIR OF AN ADDITIONAL SKILLED LABORER WHICH WAS FUNDED AT SATM 2016. NO EXISTING CAPACITY OF EQUIPMENT CURRENTLY EXISTS.		
8	Town Administrator		
	Document Storage and Preservation	\$	400,000 Free Cash
	THIS REQUEST IS TO INSTALL DOCUMENT MANAGEMENT HARDWARE(RACKS AND SHELVES). THIS IS THE FIRST STEP TO IMPROVE OUR PERMENANTLY ARCHIVED DOCUMENT STORAGE. THE PROCESS IS SIMILAR TO THE TOWN CLERK SYSTEM.		
9	Town Clerk		
	Preservation of Historical Records	\$	100,000 Free Cash
	THIS PROJECT WILL RESTORE ALL THE HISTORICAL PERMANENT RECORDS FOR THE TOWN OF NATICK. THIS INCLUDES, TOWN MEETING RECORDS, BIRTHS, MARRIAGES AND DEATHS AS WELL AS ALL OTHER PERMANENT RECORDS. THE RECORDS WHICH HAVE NOT BEEN RESTORED DATE BACK AS FAR AS 1719. THE SCOPE OF THE PROJECT INCLUDES CREATING AN INFORMATION LOG FOR THE BOOK, DISMANTLING THE EXISTING BOOK, CLEANING THE PAGES, REPAIRING AND RESTORING THE PAGES, DEACIDIFYING THE PAPER, RESEWING AND REBINDING THE BOOKS. THE PROJECT COSTS ALSO INCLUDE A 35 MM SECURTIY FILM AND A CD SCAN.		
10	Public Works		
	Upgrade Public Works Radio/Communication System	\$	215,000 Tax Levy Borrowing
	THIS PROJECT WOULD REPLACE AND UPGRADE ALL EXISTING MOBILE RADIO EQUIPMENT FOR THE DEPARTMENT OF PUBLIC WORKS. THE DEPARTMENT'S CURRENT RADIO SYSTEM ONLY TRANSMITS ON A LOW BAND FREQUENCY AND USES ANTIQUATED ANALOG EQUIPMENT. THE MANUFACTURER OF THE CURRENT EQUIPMENT NO LONGER PROVIDES EQUIPMENT AND PARTS FOR THE DEPARTMENT'S SYSTEM. THE CURRENT SYSTEM PROVIDES UNRELIABLE AND INADEQUATE COVERAGE AND IS NOT COMPATIBLE WITH ANY OTHER TOWN RADIO SYSTEMS (SUCH AS POLICE, FIRE, OR SCHOOLS). THE PROPOSED HIGH BAND DIGITAL SYSTEM WOULD PROVIDE RELIABLE TOWN WIDE RADIO COVERAGE, PROVIDE MULTIPLE CHANNELS FOR COMMUNICATION, AND WOULD BE FULLY COMPATIBLE WITH THE TOWN'S OTHER RADIO SYSTEMS.		
11	Public Works		
	Replace H-63 Street Sweeper Supplement	\$	80,000 Tax Levy Borrowing
	REPLACING A 2007 STREET SWEEPER. STREET SWEEPING REDUCES THE SAND, SALT, SILT, AND DEBRIS THAT ENTERS THE CATCH BASINS. THIS SAVES THE TOWN ADDITIONAL COSTS FOR CATCH BASIN CLEANING AND REDUCES THE SAND, SALT, SILT, AND DEBRIS THAT ENTERS OUR WATER BODIES. THIS REQUEST SUPPLEMENTS A PRIOR REQUEST SO THAT A VACUUM TYPE SWEEPER MAY BE PURCHASED FOR COMPLIANCE WITH RECENTLY ISSUED MS4 STORMWATER PERMIT.		
12	Sassamon Trace Golf Course Enterprise		
	Purchase Light Weight Utility Vehicles	\$	20,000 G.C. Retained Earnings
	THIS WOULD PROVIDE TWO LIGHT WEIGHT UTILITY VEHICLES TO HELP THE STAFF MAINTAIN THE COURSE AND COMPLETE THEIR DAILY WORK TASKS. CURRENTLY WE ARE TAKING GOLF CARTS OUT OF THE RENTAL FLEET AND THERE HAVE BEEN TIMES WHERE EITHER THE CUSTOMERS OR STAFF HAVE NOT BEEN ABLE TO ACCESS THEM WHEN NEEDED.		
13	Water Sewer Enterprise		
	Replace W-18 Van	\$	42,000 W/S Retained Earnings
	THIS REQUEST IS TO REPLACE AN E-350 SERVICE VAN. THIS VEHICLE IS USED BY THE METER/BACKFLOW INSPECTION STAFF. THIS VAN CARRIES NUMEROUS METERS, METER PARTS, VALVES, TEST KITS, HAND TOOLS AND POWER TOOLS. THE LAYOUT OF THE CURRENT VAN IS INEFFICIENT AND CUMBERSOME. THE REPLACEMENT VAN WILL BE A FORD TRANSIT STYLE VEHICLE. THIS FORD TRANSIT PROVIDES A TALLER WALK IN HEIGHT, BETTER LAYOUT FOR EQUIPMENT AND SUPPLIES, IMPROVED GAS MILEAGE, AND IMPROVED DRIVABILITY.		

14	Water Sewer Enterprise		
	Water Crew Truck (pickup truck)	\$	45,000 W/S Retained Earnings
	THIS IS A REQUEST TO PURCHASE AN ADDITIONAL PICKUP TRUCK FOR THE WATER/SEWER DIVISION. WITH AN INCREASE IN THE DAILY OPERATIONS OF BACKFLOW INSPECTIONS, METER APPOINTMENTS AND SIMILAR INDIVIDUAL CREW MEMBER TASKS, THE DIVISION IS CONSTANTLY SHORT ON VEHICLES. WITH THIS ADDITIONAL VEHICLE THE DIVISION CAN BE MORE EFFICIENT WITH CREW MEMBER'S TIME AND PRODUCTIVITY.		
15	Water Sewer Enterprise		
	Replace 4M Sewer Pump Station Generator	\$	100,000 W/S Retained Earnings
	THIS PROJECT WOULD REPLACE THE EXISTING BACKUP POWER GENERATOR AT THE 4M SEWER PUMP STATION. THE 4M SEWER PUMP STATION WAS CONSTRUCTED IN 1968 AND IS THE TOWN'S LARGEST PUMP STATION CONVEYING APPROXIMATELY 1/3 OF THE ENTIRE WASTEWATER FLOW FROM THE COMMUNITY. THE EXISTING NATURAL GAS POWERED BACKUP GENERATOR IS ORIGINAL TO THE FACILITY AND IS OVER 48 YEARS OLD. THE EXISTING GENERATOR HAS HAD RELIABILITY ISSUES.		
16	Community Services		
	Shade Apparatus and Picnic Tables	\$	5,500 Free Cash
	THIS PROJECT WOULD PURCHASE AND INSTALL HANDICAP AND SENIOR ACCESSIBLE PICNIC TABLES AND SHADE APPARATUS FOR THE COMMUNITY SENIOR CENTER.		

MOTION: (Requires majority or two thirds vote as indicated in the various motions below)

Article 9 - Capital Equipment - 2016 Fall Annual Town Meeting

MOTION A: (Majority vote required)

Move that the Town vote to appropriate the sum of \$1,291,000 to be expended under direction of the Fire Department for the purpose of installing Mobile Data Terminals on their apparatus, under the direction of the Information Technology Department for the purpose of Document Archiving, under the direction of the Police Department for the purpose of replacing police cruisers, under the direction of the Public Works Department for the purpose of replacing Fuel Depot Storage Tanks, purchasing and installing a Mixed Paper Compactor, replacing dumpsters, and purchasing a dump truck with plow, under the direction of the Town Administrator for Document Storage and the Preservation of Records, and under the direction of the Town Clerk for the Preservation of Historical Records, and under the Direction of the Community Services Director for the purpose of purchasing and installing shade apparatus and picnic tables, individually shown as items 1, 2, 3, 4, 5, 6, 7, 8, 9, and 16 in Table A below, and that to meet this appropriation the sum of \$1,291,000 be raised from Free Cash.

TABLE A - MOTION A: Article 9 - Capital Equipment - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
1	Fire Department	Mobile Data Terminals/Computers on Apparatus	Free Cash	\$70,000
2	Information Technology	Document Archiving	Free Cash	\$250,000
3	Police Department	Cruiser Replacement	Free Cash	\$123,000
4	Public Works	Replace Fuel Depot Storage Tanks	Free Cash	\$220,000
5	Public Works	Mixed Paper Compactor	Free Cash	\$30,000
6	Public Works	Replace Dumpsters	Free Cash	\$12,500
7	Public Works	Ford F450 Dump Body /Plow	Free Cash	\$80,000
8	Town Administrator	Document Storage and Preservation	Free Cash	\$400,000
9	Town Clerk	Preservation of Historical Records	Free Cash	\$100,000
16	Community Services	Purchase and install Shade Apparatus and Picnic Tables	Free Cash	\$5,500
Appropriation under Article 9: MOTION A				\$ 1,291,000

MOTION B: (Two-thirds vote required)

Move that the Town vote to appropriate the sum of \$295,000 to be expended under the direction of the Public Works Department for purpose of upgrading the Public Works Radio/Communication System, and replacing H-63 Street Sweeper (supplement) individually shown as items 10, and 11 in Table B below, and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$295,000 under Massachusetts General Laws Chapter 44, Section 7, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore aggregating not more than \$295,000 in principal amount and that the Town Administrator with the approval of the Board of Selectmen is authorized to take any action necessary to carry out this program.

TABLE B, MOTION B: Article 9 - Capital Equipment - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
10	Public Works	Upgrade Public Works Radio/Communication System	Tax Levy Borrowing	\$215,000
11	Public Works	Replace H-63 Street Sweeper Supplement	Tax Levy Borrowing	\$80,000
Appropriation under Article 9: MOTION B				\$ 295,000

MOTION C: (Majority vote required)

Move that the Town vote to appropriate the sum of \$20,000 to be expended under the direction of the Community Services Department for purpose of purchasing Light Weight Utility Vehicles, individually shown as item 12, in Table C below, and that to meet this appropriation the sum of \$20,000 be raised from Golf Course Retained Earnings.

TABLE C, MOTION C: Article 9 - Capital Equipment - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
12	Community Services	Light Weight Utility Vehicles	G.C. Retained Earnings	\$20,000
Appropriation under Article 9: MOTION C				\$ 20,000

MOTION D: (Majority vote required)

Move that the Town vote to appropriate the sum of \$187,000 to be expended under the direction of the Department of Public Works for the purpose of replacing W-18 Van, purchasing a Water Crew Truck, and replacing the 4M Sewer Pump Station Generator individually shown as items 13, 14, 15 in Table D below, and that to meet this appropriation the sum of \$187,000 be raised from Water & Sewer Retained Earnings.

TABLE D, MOTION D: Article 9 - Capital Equipment - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
13	Public Works	Replace W-18 Van	W/S Retained Earnings	\$42,000
14	Public Works	Water Crew Truck	W/S Retained Earnings	\$45,000
15	Public Works	Replace 4M Sewer Pump Station Generator	W/S Retained Earnings	\$100,000
Appropriation under Article 9: MOTION D				\$ 187,000

ARTICLE 10
Capital Improvement
(Town Administrator)

To see if the Town will vote to appropriate and raise, or otherwise provide, a sum of money to implement a Capital Improvement Program, to protect the physical infrastructure of the Town of Natick; to determine whether this appropriation shall be raised by borrowing or otherwise, or to otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds for capital improvements in the Town.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a votes of 10-1-0 and 11 - 0 - 0 on September 13 , 2016, the Finance Committee recommends ***Favorable Action*** with regard to items 3 through 15 listed below and voted not to recommend items 1 and 2 listed below. The Finance Committee received additional information on items 1 and 2 and voted to reconsider these two items. By votes of 7 – 3 - 0 on September 29, 2016, the Finance Committee voted to add items 1 and 2 to its recommendation for Favorable Action on the subject matter of Article 10 as presented in the voted recommended motions below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 13, 2016 and September 29, 2016. The Finance Committee heard from the town administration and the Community Services Director on September 13, 2016 and September 29, 2016 and members of the public on September 29, 2016. The Finance Committee also heard from the Capital subcommittee of the Finance committee on September 13, 2016. The following information was noted.

- The Finance Committee initially heard the article on September 13, 2016 and recommended Favorable Action on all items except items 1 and 2.
- Each item was heard separately.
- Motion A including items 1 and 2 failed by a vote of 2-9-0 on September 13, 2016
- Motion A excluding items 1 and 2 were recommended by a vote of 10-1-0 on September 13, 2016.
- Motions B, C, D and E were recommended by votes of 11-0-0 on September 13, 2016.
- Further information on items 1 and 2 resulted in a favorable recommendation for these items by votes of 7-3-0 on September 29, 2016.

- On September 29, 2016, the Finance Committee heard new information and reconsidered its negative vote on items 1 and 2 and instead voted to recommended favorable action on all items by adding items 1 and 2 to its recommendation to Town Meeting.
- The description of each item is presented below.

**Article 10
Capital Improvement
2016 Fall Annual Town Meeting
Project Descriptions**

#	Appropriated Item	Amount	Funding Source
1	Community Services		
	Replacement of Folding Partition Wall	\$ 30,000	Free Cash
	PROJECT SEEKS TO REPLACE FOLDING PARTITION WALL AT THE COMMUNITY SENIOR CENTER AS THE EXISTING WALL DOES NOT PROVIDE MEANINGFUL SOUND ATTENUATION AND IS OUT OF WARRANTY. AS A RESULT, THE TOWN IS UNABLE TO SCHEDULE CONCURRENT EVENTS IN THE SPACE, LIMITING THE AMOUNT OF PROGRAMMING AND AFTER HOURS RENTAL EVENTS SIGNIFICANTLY. THE NEW PARTITION WILL BE OF A HIGHER QUALITY, AND OFFER A LOCKING BAFFLE SYSTEM THAT WILL PROVIDE A LEVEL OF SOUND ATTENUATION NECESSARY TO MEET THE TOWN'S NEEDS. THE PROJECT WILL REQUIRE REMOVAL AND REPLACEMENT OF THE EXISTING TRACK AND INSULATION. AFTER ONE TIME COSTS, NO ANNUAL BUDGET IMPACT. THE NEW SYSTEM WILL OFFER ADDITIONAL RENTAL OPPORTUNITIES FOR RESIDENTS.		
2	Community Services		
	CSC Open Space Preliminary Design	\$ 25,000	Free Cash
	THE OPEN SPACE BEHIND THE COMMUNITY SENIOR CENTER HOLDS GREAT POTENTIAL NOT ONLY FOR USERS OF THE FACILITY BUT FOR NEARBY RESIDENTS. IN ITS CURRENT STATE THE SPACE IS MINIMALLY USABLE. CITIZEN ENGAGEMENT SESSIONS IN THE RECENT PAST REVEAL A GREAT INTEREST IN SEEING THE SITE DEVELOPED FOR PASSIVE RECREATION AND POTENTIAL LINKAGES TO THE ABUTTING NATURAL LANDSCAPE AND CONSERVATION LANDS. FUNDS TO SURVEY THE SITE WERE APPROPRIATED IN FY 15 AND SURVEY WAS COMPLETED.		
3	Facilities Management		
	Lilja School - Replace the Hallway Flooring	\$ 105,000	Free Cash
	THE HALLWAY FLOORING HAS REACHED THE END OF IT'S USEFUL LIFE AND NEEDS REPLACEMENT.		
4	Public Works		
	Design of North Ave Area Drainage Improvements	\$ 75,000	Free Cash
	DESIGN SERVICES IN CONNECTION WITH DRAINAGE IMPROVEMENTS IN THE AREAS OF MIDDLE STREET, HARVARD STREET, SAWIN STREET, VALE STREET, AND NORTH AVE.		
5	Public Works		
	Guardrail (various locations)	\$ 10,000	Free Cash
	REPLACE AND INSTALL GUARDRAIL AT VARIOUS LOCATIONS THROUGHOUT THE TOWN. THIS IS A RECURRING REQUEST.		
6	Public Works		
	Rehab. Charles River Bridge	\$ 750,000	Tax Levy Borrowing
	PROJECT CONSISTS OF REPAIRS AND ALTERATIONS TO THE EXISTING STONE ARCH BRIDGE OVER THE CHARLES RIVER AT PLEASANT STREET. THE PROJECT WILL ADDRESS DEFICIENCIES NOTED IN STATE BRIDGE INSPECTIONS, AND WILL IMPROVE ROADWAY SAFETY CONCERNS (DRAINAGE & PAVEMENT ISSUES).		

7	Public Works		
	Design Roadway and Sidewalk Improvements South Main Street	\$ 300,000	Tax Levy Borrowing
	DESIGN FOR THE PROPOSED ROADWAY, SIDEWALK, AND DRAINAGE IMPROVEMENTS TO SOUTH MAIN STREET, FROM COTTAGE STREET TO THE SHERBORN TOWN LINE.		
8	Facilities Management		
	Brown - Replace Roof	\$ 880,000	Tax Levy Borrowing
	REPLACE THE ROOF AT THE BROWN SCHOOL		
9	Facilities Management		
	Lilja School - Replace Roof Supplement	\$ 440,000	Tax Levy Borrowing
	REPLACE THE ROOF AT THE LILJA SCHOOL. THE FUNDS ARE NEEDED TO COMPLETE THE ROOF REPLACEMENT AT THE SCHOOL. INFRARED SCAN OF THE ROOF SHOWED MOISTURE IN THE INSULATION REQUIRING AREAS OF INSULATION TO BE REPLACED.		
10	Water Sewer Enterprise		
	Water Distribution System Enhancements	\$ 150,000	W/S Retained Earnings
	THIS WOULD PROVIDE FUNDS TO REPAIR STRUCTURAL AND CAPACITY DEFICIENCIES IN THE WATER DISTRIBUTION SYSTEM. EXAMPLES OF WORK WOULD INCLUDE WATER MAIN REPAIRS, FIRE HYDRANT REPLACEMENT, AND OTHER INFRASTRUCTURE IMPROVEMENTS TO MAINTAIN THE DISTRIBUTION SYSTEM. THE RESULT OF THIS WORK WOULD INCREASE THE STRUCTURAL INTEGRITY OF THE TOWN'S WATER SYSTEM.		
11	Water Sewer Enterprise		
	Replace Roof at 4M Sewer Pump Station	\$ 20,000	W/S Retained Earnings
	THESE FUNDS WOULD BE USED TO REPLACE THE ROOF AT THE 4M SEWER PUMP STATION. THE ROOF IS BEYOND ITS USEFUL LIFE AND PUTS STATION EQUIPMENT AT RISK.		
12	Water Sewer Enterprise		
	West Central Water Main Replacement	\$ 1,200,000	W/S Borrowing
	THIS PROJECT WOULD REPLACE 2,000 LINEAR FEET OF 6" DIAMETER WATER MAIN WITH NEW 8" DIAMETER WATER MAIN IN WEST CENTRAL STREET FROM BODEN LANE TO HOMEWARD ROAD. THE PROJECT WOULD ALSO CLEAN AND INSTALL CEMENT LINING IN 2,800 LINEAR FEET OF EXISTING 10" DIAMETER WATER MAIN FROM BODEN LANE TO MILL STREET. THE EXISTING 6" DIAMETER WATER MAIN IS REDUCED TO HALF ITS CAPACITY DUE TO IRON AND MANGANESE BUILD UP WITHIN THE PIPE. THIS REDUCED CAPACITY CAUSES SEVERE WATER SUPPLY ISSUES, AS WELL AS WATER QUALITY ISSUES WHEN HIGH FLOWS ARE REQUIRED. ONCE THE 10" MAIN IS CLEANED AND LINED, AND THE NEW 8" MAIN INSTALLED CUSTOMERS WILL BE REMOVED FROM THE 6" MAIN AND TAPPED INTO THE NEW 8" MAIN AND 10" MAINS. THE EXISTING 6" WATER MAIN WILL BE ABANDONED IN PLACE. THE RESULT OF THIS PROJECT WILL PROVIDE BETTER WATER SUPPLY PRESSURE AND FLOW TO THE AREA AND IMPROVE WATER QUALITY DURING PERIODS OF HIGH DEMAND.		
13	Water Sewer Enterprise		
	Route 30 Water Main Loop	\$ 450,000	W/S Borrowing
	CURRENTLY THERE IS ONLY ONE WATER MAIN FEED TO THE NEIGHBORHOODS NORTH OF ROUTE 30 THAT INCLUDE 42 HOUSES. THIS PROJECT WOULD INSTALL APPROXIMATELY 1,600 FEET OF WATER MAIN TO CREATE A SECOND WATER MAIN FEED TO THE NORTH SIDE OF ROUTE 30. THIS WOULD CREATE A LOOP AS WELL AS REDUNDANCY IN THIS SECTION OF THE WATER DISTRIBUTION SYSTEM. THE WATER MAIN WOULD BE INSTALLED FROM FROST STREET TO ROUTE 30, CROSSING UNDER THE MASS PIKE THROUGH A PREVIOUSLY INSTALLED UTILITY SLEEVE.		
14	Water Sewer Enterprise		
	Sewer Collection System Repairs & Maintenance	\$ 150,000	I & I Stabilization Fund
	THIS WOULD PROVIDE FUNDS TO REPAIR STRUCTURAL DEFICIENCIES IN THE SEWER COLLECTION SYSTEM. EXAMPLES OF WORK WOULD INCLUDE SEWER MAIN RELINING, SEWER MAIN CLEANING AND VIDEO INSPECTION, MANHOLE SEALING, AND MANHOLE COVER REPLACEMENT. THE RESULT OF THIS WORK WOULD INCREASE THE STRUCTURAL INTEGRITY OF THE TOWN'S SEWER SYSTEM AND ELIMINATE INFLOW AND INFILTRATION.		

MOTION: (Requires majority or two thirds vote as indicated in the various motions below)

Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

MOTION A: (Majority vote required)

Move that the Town vote to appropriate the sum of \$245,000 to be expended under the direction of the Community Services Department for the purpose of replacing the Community Senior Center Folding Wall Partition, and completing a preliminary design of the Community Senior Center Open Space, under the direction of the Facilities Management Department to replace Hallway Flooring at the Lilja School, and under the direction of the Public Works Department for the purpose of North Ave Area Drainage Improvements, and replacing guardrail, individually shown as items 1, 2, 3, 4, and 5 in the Table A below, and that to meet this appropriation the sum of \$245,000 be raised from Free Cash.

TABLE A, MOTION A: Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
1	Community Senior Center	Replacement of Folding Partition Wall	Free Cash	\$ 30,000
2	Community Senior Center	CSC Open Space Preliminary Design	Free Cash	\$ 25,000
3	Facilities Management	Lilja - Replace Hallway Flooring	Free Cash	\$ 105,000
4	Public Works Engineering	North Ave Area Drainage Improvements	Free Cash	\$ 75,000
5	Public Works Highway	Guardrail (various locations)	Free Cash	\$ 10,000

Appropriation under Article 10: MOTION A \$ 245,000

MOTION B: (Two-thirds vote required)

Move that the Town vote to appropriate the sum of \$2,370,000 to be expended under the Department of Public Works for the purpose of rehabilitating the Charles River Bridge, and designing roadway and sidewalk improvements for South Main Street, and under the direction of the Facilities Management Department for the purpose of replacing the roof at the Brown School, and replacing a roof at the Lilja School individually shown as items 6, 7, 8, and 9 in Table B below, and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$2,370,000 under Massachusetts General Laws Chapter 44, Section 7, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore aggregating not more than \$2,370,000 in principal amount and that the Town Administrator with the approval of the Board of Selectmen is authorized to take any action necessary to carry out this program.

TABLE B1, MOTION B: Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
6	Public Works	Rehabilitate - Charles River Bridge	Tax Levy Borrowing	750,000
7	Public Works	Design Roadway and Sidewalk Improvements South Main St	Tax Levy Borrowing	300,000
8	Facilities Management	Brown School - Replace Roof	Tax Levy Borrowing	880,000
9	Facilities Management	Lilja School - Replace Roof	Tax Levy Borrowing	440,000

Appropriation under Article 10: MOTION B \$ 2,370,000

MOTION C: (Two-thirds vote required)

Move that the Town vote to appropriate the sum of \$1,650,000 to be expended under the direction of the Public Works Department for purpose of replacing a West Central Street Water Main, and installing a Route 30 Water Main Loop, individually shown as items 12, and 13, in Table C below, and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$1,650,000 under Massachusetts General Laws Chapter 44, Section 8, as amended, or any other enabling authority and to issue bonds or notes of the Town therefore aggregating not more than \$1,650,000 in principal amount and that the Town Administrator with the approval of the Board of Selectmen is authorized to take any action necessary to carry out this program.

TABLE C, MOTION C: Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

12	Public Works	West Central Water Main Replacement	W/S Borrowing	1,200,000
13	Public Works	Route 30 Water Main Loop	W/S Borrowing	450,000

Appropriation under Article 10: MOTION C \$ 1,650,000

MOTION D: (majority vote required)

Move that the Town vote to appropriate the sum of \$170,000 to be expended under the direction of the Public Works Department for the purpose of Water Distribution System Enhancements, and replacing the 4M Sewer Pump Station Roof, individually shown as items 10, and 11 in Table D below, and that to meet this appropriation the sum of \$170,000 be raised from Water & Sewer Retained Earnings.

TABLE D, MOTION D: Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
10	Public Works	Water Distribution System Enhancements	W/S Retained Earnings	\$ 150,000
11	Public Works	Replace the Roof at 4M Sewer Pump Station	W/S Retained Earnings	\$ 20,000

Appropriation under Article 10: MOTION D **\$ 170,000**

MOTION E: (Two-thirds vote required)

Move that the Town vote to appropriate the sum of \$150,000 to be expended under the direction of the Department of Public Works for the sewer collection system and upgrades, individually shown as item 14 in the Table E below, and that to meet this appropriation the sum of \$150,000 be raised from the Inflow and Infiltration (I&I) Stabilization Fund.

TABLE E, MOTION E: Article 10 - Capital Improvement - 2016 Fall Annual Town Meeting

<u>Item #</u>	<u>Department</u>	<u>Item</u>	<u>Funding Source</u>	<u>Amount</u>
14	Water Sewer Enterprise	Sewer Collection System and Upgrades	I & I Stabilization Fund	\$ 150,000

Appropriation under Article 10: MOTION E **\$ 150,000**

ARTICLE 11
Collective Bargaining
(Board of Selectmen)

To see if the Town will vote to raise and appropriate, or otherwise provide, the funds necessary to implement the Terms of Agreements reached between the Town and the following collective bargaining units:

- a) Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – Clerical Employees
- b) Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – Public Works' Department
- c) Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – AFL CIO Library Employees
- d) Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union AFL CIO – Facility Management Employees
- e) Supervisors and Administrators Association (DPW)
- f) The Natick Patrol Officers' Association
- g) New England Police Benevolent Association, Local 82, IUPA, AFL CIO
- h) New England Police Benevolent Association, Inc. Local 182, Dispatchers
- i) Local 1707 International Association of Firefighters, AFL CIO
- j) The Deputy Fire Chiefs Association

Or otherwise act thereon.

PURPOSE OF ARTICLE

To fund union contracts ratified by various employee bargaining units and approved by the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 29, 2016, the Finance Committee recommends ***Favorable Action*** with regard to the Clerical Union and the DPW Laborers contracts under Article 11 as presented in the voted recommended motions below (Motion A and Motion B). After extensive consideration, the Finance Committee postponed consideration on the Library Employees contract until October 4, 2016. On October 4, 2016, the Finance Committee voted 10 -1 -0 to recommend Favorable Action on the Library Employees contract under Article 11 as presented in the voted recommended motion below. (Motion C.)

Discussion and Information:

The Finance Committee held a public hearing for this article on September 29, 2016. The Finance Committee heard from the Town Administration who presented the article. The following information was noted.

- Three union contracts have been ratified by various bargaining units and voted by the Board of Selectmen.
- These contracts are:
 - Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – Clerical Employees,
 - Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – Public Works' Department
 - Massachusetts Laborers' District Council Public Employees Local Union 1116 of the Laborers International Union of North America – AFL CIO Library Employees

General:

- The Finance committee reviewed i) the existing union contracts and ii) the Memorandum Agreements recently ratified by the union and voted by the Board of Selectmen.
- The Memorandum Agreements amend the existing union contracts provided Town Meeting votes the requested funding.
- The Finance Committee also reviewed the calculations presented by the administration for the requested amounts under each contract.

Clerical Union:

- The Clerical Union contract provides for a 2% Cost of Living Allowance (COLA) effective July 1, 2015, 2016 and 2017
- The 2% COLA for July 1, 2015 includes the previously voted 1% COLA effective July 1, 2015 and the 0.5% COLA effective January 1, 2016. (The total COLA for FY 2016 equals 2%.)
- Town Meeting members may recall that the Clerical union had a 'reopener' clause in the event that any union signed an agreement more favorable than the agreement the Clerical union had previously signed.
- Certain other modifications were made to administrative provisions of the agreement and Town Hall operating hours.

DPW Laborers:

- The DPW Laborers contract provides for 2% COLA effective July 1, 2015, 2016 and 2017 and an increase on July 30, 2018 to step 7 of \$0.50 per hour.
- In addition, sanitation drivers receive a \$0.65 per hour increase
- Longevity pay is increased \$75 per year per employee for longevity step at 10, 15, 20 25 and 30 years of employment to \$375, \$575, \$775, \$975 and \$1,175 respectively.
- Certain administrative provisions regarding the start of the 40 hour work week and changes to the start of overtime periods were also made.

Library Workers:

- The Library workers contract is supposed to provide for increases in longevity pay per employee per year i) from \$ 350 to \$700 for 10-14 years of service, ii) from \$ 400 to \$850 for 15-19 years of service , iii) from \$500 to \$1,000 for 20-24 years of service, iv) from \$600 to \$1,200 for 25-29 years of service and to provide \$1,500 for 29 or more years of service.

- However, the Memorandum of Agreement states that the increases for each of these longevity cohorts are i) \$700, ii) \$850, iii) \$ 1,000, iv) \$1,200 and v) \$1,500 suggesting that these amounts could be added to the existing longevity amounts resulting in greater longevity pay than intended and described in the bullet point above.
- In addition, each longevity increase is preceded by a “>” symbol potentially implying that the increase would be “greater than” the stated amount.
- The MOA also contained a grammatically incomplete and unclear paragraph.
- The Memorandum Agreement is intended to provide for 2% COLA’s effective for FY 15, 16 and 17.
- However, each of these COLA’s is preceded by a “>” symbol suggesting that the COLA’s could each be “greater than” 2%.
- Finance Committee members expressed concern over possible subsequent grievances or arguments about interpretation which might result in greater cost.
- The Finance Committee postponed further consideration of the Library contract until October 4, 2016.
- The Finance Committee was informed that the MOU presented at its previous meeting was incorrect and received the correct copy of the MOA.
- This copy clarified the incomplete paragraph but included a similar statement on Longevity and continued to use a “>” symbol.
- The administration presented an email from a union representative clarifying that the “>” symbol would be interpreted as a ‘dash point’ not a ‘greater than’ sign.
- Based on the information presented and statements from the administration, the Finance Committee voted to recommend Favorable Action but has also sought the opinion and review of Town Counsel before Town Meeting about the legal meaning of the MOA.
- A copy of each MOA is provided in the Appendix for Town Meeting member reference.

MOTIONS: (Require majority vote)

MOTION A:

“Move that the Town vote to appropriate the total sum of \$35,879 of which \$31,302 shall be transferred from the Selectmen’s Contract Settlement line item, as approved by vote of the 2016 Spring Annual Town Meeting under Article 8, Motion E and \$4,577 shall be appropriated from Water/Sewer Enterprise Fund Retained Earnings for distribution to members of the Public Employees Local Union 1116 - Clerical for payment of wages effective July 1, 2015 through June 30, 2017 pursuant to the terms of the Collective Bargaining Agreement reached between the Town of Natick and the Public Employees Local Union 1116 - Clerical. The total sum of \$35,048 shall be transferred to the following departmental line items, as detailed below, to supplement appropriations that were previously voted at the 2016 Spring Annual Town Meeting under Article 8 as follows:

- Police Department - Salaries \$2,540**
- Fire Department – Salaries \$1,397**
- Department of Public Works – Salaries \$4,129**
- Health and Community Services - Community Services Salaries - \$6,421**
- Health and Community Services - Board of Health Salaries \$2,734**
- Administrative Support Services – Finance Salaries \$4,341**
- Administrative Support Services – Town Clerk Salaries \$4,381**
- Administrative Support Services – Community Development Salaries \$5,359**
- Water and Sewer Enterprise Fund – Water & Sanitary Sewer Operations Salaries \$4,293**
- Water and Sewer Enterprise Fund – Utility Billing Salaries \$284”**

MOTION B (requires majority vote):

Move that the Town vote to appropriate the total sum of \$147,004 of which \$93,290 shall be transferred from the Selectmen’s Contract Settlement line item, as approved by vote of the 2016 Spring Annual Town Meeting under Article 8, Motion E and \$53,714 shall be appropriated from Water/Sewer Enterprise Fund Retained Earnings for distribution to members of the Public Employees Local Union 1116 – Public Works Laborers for payment of wages effective July 1, 2015 through June 30, 2017 pursuant to the terms of the Collective Bargaining Agreement reached between the Town of Natick and the Public Employees Local Union 1116 - Public Works Laborers. The total sum of \$147,004 shall be transferred to the following departmental line items, as detailed below, to supplement appropriations that were previously voted at the 2016 Spring Annual Town Meeting under Article 8 as follows:

- Department of Public Works – Salaries \$93,290**
- Water and Sewer Enterprise Fund – Water & Sanitary Sewer Operations Salaries \$53,714**

Motion C (requires majority vote)

Move that the Town vote to appropriate the total sum of \$85,943 of which \$85,943 shall be transferred from the Board of Selectmen’s Contract Settlement line item, as approved by vote of the 2016 Spring Annual Town Meeting under Article 8, Motion E for distribution to members of the Public Employees Local Union 1116 – Library Employees of the Morse Institute Library for payment of wages effective July 1, 2015 through June 30, 2017 pursuant to the terms of the Collective Bargaining Agreement reached between the Town of Natick and the Public Employees Local Union 1116 – Library Employees of the Morse Institute Library. The total sum of \$85,943 shall be transferred to the following departmental line items, as detailed below, to supplement appropriations that were previously voted at the 2016 Spring Annual Town Meeting under Article 9 as follows:

Morse institute Library Salaries and Expenses	\$85,943
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ARTICLE 12
Personnel Board: Amendments to By-Law Article 24
(Town Administrator)

To see if the Town will vote to amend the Town of Natick By-Laws Article 24, specifically the following:

- A) Amend Section 4.3 to reduce from one year to six months the probationary period for new employees.
- B) Amend Section 5.3 by deleting "37 1/2 hours" and replacing it with "40 hours"
- C) Amend Sections 5.4 and 5.5 pertaining to the definitions of Regular Part-Time Employees and Part-Time Employees.
- D) Insert a new Section 5.6 to provide a definition for "Seasonal Employee" and renumber subsequent Sections and Sub-Sections accordingly
- E) Amend existing Sections 5.6.2, and 5.6.3 (to be renumbered as 5.7.2 and 5.7.3, respectively, under paragraph C) above) regarding benefits for Regular Part-Time Employees and Part-Time Employees
- F) Insert a new Section 5.6.4 (to be renumbered as 5.7.4 under paragraph C) above) regarding benefits for Seasonal Employees
- G) Amend Sections 7.1, 7.2.2, and 7.3.3A, said sections pertaining to Employee Benefits, specifically holidays, vacations, and long-term disability programs;

Or otherwise act thereon.

PURPOSE OF ARTICLE

To amend certain text of Article 24 of the Town By-Laws regarding Personnel Classification and Pay Plan.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 12 - 0 - 0 on September 6, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 12 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 6, 2016. The Finance Committee heard from the chairperson of the Personnel Board and the Town Administration who presented the article. The following information was noted.

- The article is intended to make changes to the personnel pay plan provisions by changing the probationary period for non-union employees and changing the definition for full time work from 37.5 hours per week to 40 hours per week,
- The article would also introduce a concept and definition of Seasonal Employee in addition to Full Time and Part Time Employees.

- The sponsor requested referral to the Personnel board and the Charter and By-Law Review Committee to consider these proposed changes further.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 12 to the Personnel Board and the Charter and By Law Review Committee.”

ARTICLE 13
Personnel Board Classification and Pay Plan
(Personnel Board and Town Administrator)

To see if the Town, pursuant to the authority contained in Section 108A of Chapter 41 of the General Laws, will vote to amend the by-laws by adding to Article 24, Section 3, a new paragraph deleting certain position titles, adding new position titles and effecting changes in the salary ranges as presently established; or otherwise act thereon.

PURPOSE OF ARTICLE

To make changes to the pay ranges in the Personnel Pay plan for non- union employees.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 8 - 3 - 0 on September 6, 2016, the Finance Committee voted to recommend *No Action* with regard to the subject matter of Article. On September 29, 2016 the Finance Committee heard additional information on this Article but decided not to reconsider its vote at that time. The Finance Committee voted to request that Article 13 be placed on its agenda for October 4, 2016. On October 4, 2016 by a vote of 9 - 1 - 1 the Finance Committee voted to recommend *Favorable Action* with regard to the subject matter of Article 13 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 6, 2016. The Finance Committee heard from town administration who presented the article. The following information was noted.

- Information was presented regarding the creation of two new positions and the results of a salary survey.
- One new positions proposed was a Prevention Outreach Program Manager to coordinate the meetings and activities of the Opioid Task Force and to provide case management services to individuals and families.
- As discussed in Article 1, Finance Committee members were concerned that the transfer of the program leader for Natick Together for Youth away from the High School to this new Town wide position at the Community Senior Center would create a void in this important area at the High School.
- Finance Committee members also heard opposition from certain School Committee members to this move.
- The other position involved the creation of a Finance Coordinator staff person who would work in the Comptroller's and Collector Treasurer's office.

- Finance Committee members expressed concern about a failure to maintain a segregation of duties and separation between record keeping and the handing of cash with this position.
- Finance committee members also questioned some of the data in the salary survey provided.
- Members asked Town Administration to review the proposed position with the Town’s outside auditors and to provide feedback on the efficacy of such a combined role.
- Finance Committee members had questions on the salary survey including:
 - A desire to have the analysis only focus on communities closer in population size to Natick
 - Why some positions were included or not included in the survey
 - Why certain towns were not included in the survey
- At a subsequent meeting, the Town Administrator and the Personnel Director presented information about revising the Financial Coordinator staff person to eliminate involvement with any of the Treasurer Collector functions.
- Questions were also answered about the salary survey.

MOTION: (Requires majority vote)

“Move that the Town vote to amend the By-Laws by changing in its entirety the tables entitled Classification and Pay Plan and Part -Time Classification and Pay Plan that are incorporated by reference into Article 24, Section 3, Paragraph 3.10. The new Classification and Pay Plan and Part Time Classification and Pay Plan are as follows:

Town of Natick
 Classification and Pay Plan
 Fiscal Year 2017
 Effective July 1, 2016

Grade	Minimum	Point 1	Point 2	Maximum
6	\$ 125,000.00	\$ 140,000.00	\$ 155,000.00	\$ 165,000.00
5	\$ 100,000.00	\$ 120,000.00	\$ 135,000.00	\$ 145,000.00
4	\$ 75,000.00	\$ 90,000.00	\$ 105,000.00	\$ 125,000.00
3	\$ 60,000.00	\$ 72,000.00	\$ 85,000.00	\$ 105,000.00
2	\$ 48,000.00	\$ 55,000.00	\$ 62,500.00	\$ 80,000.00
1	\$ 42,000.00	\$ 48,000.00	\$ 54,000.00	\$ 60,000.00

GRADE 6

Chief of Police
 Deputy Town Administrator/Director of Finance
 Deputy Town Administrator/Operations
 Fire Chief
 Town Administrator

GRADE 5

Comptroller
 Deputy Chief of Police
 Director of Community & Economic Development
 Director of Community Services
 Director of Facilities Management
 Director of Human Resources
 Director of Information Technology
 Director of Public Works

GRADE 4

Assistant Comptroller
 Building Commissioner
 Director of Assessing
 Director of Council on Aging
 Director of Public Health
 Director of Recreation & Parks
 Morse Library Director
 Treasurer/Collector

GRADE 3

Assistant Assessor (certified)
 Assistant Director Council on Aging
 Assistant Director Recreation & Parks
 Assistant Library Director, Morse Library
 Assistant Treasurer/Collector
 Bacon Free Library Director
 Benefits Manager
 Communications/Information Officer
 Director of Recreation Programs/Special Events
 Environmental Health Agent
 Executive Farm Director
 Facility Maintenance Manager
 Golf Course Manager
 Housing/General Planner

GRADE 3 Continued

Information Systems Data Base Administrator
 Information Systems Network Administrator
 Local Building Inspector (certified)
 Planner/Conservation Agent
 Prevention and Outreach Program Manager
 Procurement Manager
 Public Health Nurse
 Regulatory Compliance Coordinator
 Senior Environmental Health Specialist
 Senior Planner
 Staff Accountant
 Sustainability Coordinator
 Veterans Agent

GRADE 2

Assistant Assessor (non-certified)
 Assistant Director, Bacon Free Library
 Assistant Farm Director
 Clinical Social Worker
 Data Analyst
 Executive Assistant
 Facility Custodial Supervisor
 Golf Course Superintendent
 Human Resources Coordinator
 Office Administrator, Farm
 Payroll Manager
 Sanitarian
 Senior Executive Assistant
 Social Worker
 Social Worker Coordinator
 Special Assistant to Director of Community Services
 Special Assistant to Director of Facilities Management
 Special Assistant to Director of Finance
 Special Needs Coordinator

GRADE 1

Animal Control Officer
 Golf Professional
 Finance Coordinator
 Outreach Coordinator
 Student Officer

Town of Natick
Part-Time Classification and Pay Plan
Fiscal Year 2017

Hourly Wage Scale

Effective July 1, 2016

Grade	Minimum	Point 1	Point 2	Maximum
1	\$ *10.00	\$ 14.00	\$ 17.00	\$ 20.00
2	\$ 14.00	\$ 24.00	\$ 27.00	\$ 30.00
3	\$ 24.00	\$ 34.00	\$ 37.00	\$ 40.00

Grade 1

Assistant Leader (Rec)
Assistant Swim Coach
Attendant (Rec)
Building Monitor I (Rec)
Bus Dispatcher
Bus Driver
Cart Attendant (Golf)
Clerical Assistant
Club House Attendant (Golf)
Club House Supervisor (Golf)
Concession Manager
Custodian
Deputy Animal Control Officer
Election Clerk
Election Inspector
Equipment Operator (Golf)
Instructor
Laborer I
Leader/Counselor (Rec)
Library Page (Morse)
Lifeguard
Parking Clerk
Ranger/Starter (Golf)
Receptionist
School Crossing Guard (1st Year)
Senior Counselor (Certified-Rec)
Specialist (Rec)
Timer/Scorer

Grade 2

Administrative Support
Assistant Director (Rec)
Beach Manager
Bookkeeper
Building Monitor II (Rec)
Camp Director
Community Garden Coordinator
Conservation Agent
Election Warden
Golf Course Mechanic
Head Lifeguard
Instructor II
Intern Cooperative
Laborer II
Library Assistant (Bacon)
Meter Enforcement Operator
Plumbing and Wiring Inspector
Police Matron
Police Transcriber
Program Assistant
Program Supervisor (Rec)
Recycling Attendant
School Crossing Guard
Social Worker
Swim Coach
Transportation Coordinator
Volunteer Coordinator I

Grade 3

Adult Contractor
Building Inspector
Certified Sports Official
Instructor III
Laborer III
Nurse (RN)
Volunteer Coordinator II

Position	Annual Rate
Inspector of Animals	\$ 3,750.00
Registrar of Voters	\$ 966.00
Town Meeting Page	\$50.00 / Session

*Minimum Wage rate of \$10.00 effective through December 31, 2016 and \$11.00 effective January 1, 2017.

” Text of Motion Ends with preceding quotation mark.

ARTICLE 14
Committee Article
(Board of Selectmen)

To see if the Town will vote to receive the reports of town officers, boards, and committees; or otherwise act thereon.

PURPOSE OF ARTICLE

To receive reports from various committees of the Town

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By votes of 9 - 0 - 0 on September 22, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 14 as presented in the voted recommended motions below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 15, 2016 and again on September 22, 2016. The Finance Committee heard from no one at any of its public hearings . The following information was noted.

- At the September 15, 2016 meeting the Finance Committee voted 8-1-0 to recommend that Town Meeting ‘hear’ the reports of various committees.
- The Finance Committee had extensive discussion about the ability, benefit and or need of Town Meeting to be able to ask questions about reports when they are presented.
- Discussion involved all reports but especially centered on the required update to each Town meeting from the Planning Board regarding the Master Plan.
- All other committee reports are optional.
- The Planning Board was requested to attend the Finance Committee meeting to provide a preview of its required report on the Master Plan (and a likely area of interest in the Zoning By Law codification) and to allow the Finance Committee on behalf of Town Meeting to ask questions and suggest potential topics for inclusion.
- The Planning Board declined the invitation stating it did not need to attend.
- After extensive discussion, the Finance Committee voted 8-1-0 provided that research be done on the ability of Town Meeting members to ask questions of presenters under this article and discuss the reports.
- After consultation with the Moderator, the Finance Committee reconsidered its 8-1-0 vote and voted to recommend that Town Meeting “hear and discuss” the various reports.
- Recent practice has been for motions to be made under this article only to ‘hear’ the report.

- That way, neither the Finance Committee nor Town Meeting needs to determine or value the validity of the reports as was previously the case several years ago when the motion made was ‘to hear and to accept’ the reports.
- The dictionary meaning of the word ‘receive’ in the text of Article 14 is very broad and includes a variety of concepts from simple reception to determining the authenticity and veracity of a report.
- The motions below attempt to strike a balance between mere listening to a report and the time consuming exhaustive review and debate to vote to accept the authenticity of each report.
- The proposed wording “to hear and discuss’ was suggested by the Moderator who indicated that such motion fits within the scope of Article 14.
- This motion would allow Town Meeting members to ask questions and make statements about reports particularly when controversial or questionable statements are made in a report
- The Finance Committee may at a subsequent meeting suggest questions regarding the Master Plan and the Zoning By Law codification to assist Town Meeting members, prevent repetitive questioning and facilitate the maximum amount of information for Town Meeting members within the limits of the three question rule and 10 minute time limit.
- The Moderator had suggested the Finance Committee include a time limit for discussion in the recommended motion.
- The Finance Committee declined for the following reason.
- The Finance Committee believes that Town Meeting has the ability to curtail endless discussion by “ moving the question” at any time.
- The Finance Committee understands that if a motion to ‘move the question’ were made and prevailed, Town Meeting would not immediately proceed to vote an underlying question per se but would rather move on to then next report or article as the case may be.
- The Finance Committee believes motion to question – i.e. to end debate or discussion – is the toll for Town Meeting members to determine when to curtail discussion on a report.
- The Finance Committee is also recommending motions only for those board or committees who have indicated that they might like to make a report in an effort to discourage the process where numerous and /or lengthy reports are given to the Moderator hours or even minutes before Town Meeting convenes
- At recent Town Meetings the Moderator has been given copies of reports 5 minutes before a meeting or received no advance indication at all that a report is coming.
- The voted recommended motion below permits Town Meeting members to make additional Motions D, E, F, G etc. for hearing and discussing further reports if other committees or officers seek the floor.

MOTION: (Requires majority vote)

Motion A:

“Move that the Town vote to hear and to discuss the report of the Tiny House Study Committee”

Motion B:

“Move that the Town vote to hear and to discuss the report of the Charter and By-Law Review Committee”

Motion C:

“Move that the Town vote to hear and to discuss the report of the Planning Board”

ARTICLE 15
Street Acceptance: Heavey Way
(Board of Selectmen)

To see if the Town will vote to accept Heavey Way as a public way, and any appurtenant easements thereto, as laid out by the Board of Selectmen and as shown on a plan or plans, a copy of which is on file in the office of the Town Clerk; to see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, easements in any land necessary for laying out and acceptance of Heavey Way, and any appurtenant drainage, utility or other easements related to said Heavey Way, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Natick boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article; or otherwise act thereon.

PURPOSE OF ARTICLE

To accept Heavey Way as a public way in the Town of Natick.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 29, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 15 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 29, 2016. The Finance Committee heard from Town Engineer who presented the article. The following information was noted.

- Heavey Way is a five lot subdivision located off of Rt. 27 (Main St.) after Rockland St. and just before the entrance to South Natick Hills development.
- According to the Town Engineer, all work has been completed per the Planning Board's and Town's rules and the Planning Board voted to recommend acceptance on September 21, 2016.
- The Board of Selectmen are scheduled to meet and vote on October 5, 2016.
- The Town Engineer is recommending acceptance to the Board of Selectmen and Town Meeting.

MOTION: (Requires two thirds vote)

“Move that the Town vote to accept Heavey Way as a public way, and any appurtenant easements thereto, as laid out by the Board of Selectmen and as shown on a plan or plans , a copy of which is on file in the office of the Town Clerk; to authorize the Board of Selectmen to acquire by gift, purchase , eminent domain or otherwise, easements in any land necessary for laying out and acceptance of Heavey Way, and any appurtenant drainage, utility or other easements related to said Heavey Way, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Natick Boards and personnel to take all related actions necessary or appropriate to accomplish the purpose of this Article.”

ARTICLE 16
Street Acceptance: Hunter's Lane
(Board of Selectmen)

To see if the Town will vote to accept Hunter's Lane as a public way, and any appurtenant easements thereto, as laid out by the Board of Selectmen and as shown on a plan or plans, a copy of which is on file in the office of the Town Clerk; to see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, easements in any land necessary for laying out and acceptance of Hunter's Lane, and any appurtenant drainage, utility or other easements related to said Hunter's Lane, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Natick boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article; or otherwise act thereon.

PURPOSE OF ARTICLE

To accept Hunter's Lane as a public way in the Town of Natick.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 29, 2016, the Finance Committee recommends ***Favorable Action*** with regard to the subject matter of Article 16 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 29, 2016. The Finance Committee heard from the Town Engineer who presented the. The following information was noted.

- Hunter's Lane is a 24 lot subdivision located off South Main St. just before Rockland St.
- According to the Town Engineer, substantially all work has been completed per the Planning Board's and Town's rules.
- According to the Town Engineer, the Town is holding a \$25,000 bond which is more than sufficient to complete certain corrections to the detailed as built drawings for the road, etc.
- The Board of Selectmen are scheduled to meet and vote on October 5, 2016.
- The Town Engineer is recommending acceptance to the Board of Selectmen and Town Meeting.

MOTION: (Requires two thirds vote)

“Move that the Town vote to accept Hunter’s Lane as a public way, and any appurtenant easements thereto, as laid out by the Board of Selectmen and as shown on a plan or plans , a copy of which is on file in the office of the Town Clerk; to authorize the Board of Selectmen to acquire by gift, purchase , eminent domain or otherwise, easements in any land necessary for laying out and acceptance of Hunter’s Lane, and any appurtenant drainage, utility or other easements related to said Hunter’s Lane, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Natick Boards and personnel to take all related actions necessary or appropriate to accomplish the purpose of this Article.”

ARTICLE 17
Unpaid Bills
(Town Administrator)

To see if the Town will vote to raise and appropriate, or otherwise provide such sums of money as may be required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Natick, or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate funds for unpaid bills , if any, form the previous fiscal year.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 17 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The administration reported that there are no unpaid bills and is requesting No Action.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 17.”

ARTICLE 18
Dissolve the Natick High School Building Committee
(Superintendent of Schools)

To see if the Town will vote to dissolve the Natick High School Building Committee, which Committee was created by vote of the 2001 Fall Annual Town Meeting under Article 15, and which Committee's composition and charge were amended at the 2010 Fall Annual Town Meeting under Article 18, and to express gratitude to those who served as members of that Committee, or otherwise act thereon.

PURPOSE OF ARTICLE

To dissolve the Natick High School Building Committee.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 18 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The High School Building Committee has completed its work and s, according to the administration, should be dissolved.
- The Superintendent provided a proposed motion though the town administration
- The proposed motion included appropriate language to dissolve the building committee and a long paragraph thanking specific individuals and committees.
- The Finance Committee felt that the business of the motion should be separated from the 'thank you' which would be more appropriate as a resolution.
- The Finance Committee decided to present both for Town Meeting's consideration.

MOTION: (Requires majority vote)

“Move that the High School Building Committee that was created by vote of Fall 2001 Town Meeting under article 15, and that was expanded or extended by subsequent actions of Town Meeting and of the School Committee, is hereby dissolved, having completed its work.”

Potential Resolution:

“Now be it resolved that the Fall 2016 Town Meeting hereby expresses its gratitude and that of the Town for the service of the following persons who served as members of the High School Building Committee during its existence: David Albrecht, Rose Bertucci, John Ciccariello, Dirk Coburn, Jim Connolly, Jonathan Freedman, Bob Graham, John Hughes, Bill Hurley, Joseph Keefe, David Margil, Stephen Meyler, Joseph Naughton, John O'Neil, Mysore Ravindra, Peter Sanchioni, Mark Sereda, Martha White, Bruce Wright. Town Meeting also hereby expresses gratitude for the thoughtful support this project received from the town’s state legislative representatives, the Board of Selectmen, the School Committee, the Finance Committee and for the contributions of others too numerous to name individually who contributed to the needs assessment, the design, the planning, the construction, and the project management of the High School that was completed on time and considerably below budget.”

ARTICLE 19
Establish Revolving Fund: Curbside Compost Collection Program
(Town Administrator)

To see if the Town will vote pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws, to establish a Curbside Compost Collection Program Revolving Fund in order to utilize fees received from participants in said program in order to fund costs associated with said program; further, to authorize the Sustainability Coordinator, under the supervision of the Town Administrator, to expend money from such revolving fund; and to limit the total amount which may be expended from such fund up to and including \$20,000 during the fiscal year beginning July 1, 2016; or otherwise act thereon.

PURPOSE OF ARTICLE

To establish a revolving fund for curbside compost collection.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 9 - 0 - 0 on September 15, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 19 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 15, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- The administration is proposing a revolving fund be created to facilitate tracking of revenues and supplies related expenditures associated with the recently initiated pilot program for curbside compost collection.
- Approximately 500 households are participating in this pilot program with each household paying a fee of \$25/year plus the ongoing costs for biodegradable replacement bags.
- The Town is in the midst of a 2 year pilot program for curbside compost collection.
- The revolving fund would be used to track revenues and to determine what the fee for participation in the program should be if the program is continued or expanded in the future.
- These revenues would be deposited to the proposed revolving fund and would be expended in support of costs associated with the curbside compost collection program, such as curbside and counter-top bins, biodegradable bags, educational materials, etc.

- The Town has received some grant funding which offsets up to \$10 per household in supplies costs.
- The revolving fund would need to be reauthorized annually.
- Costs of labor, fuel, curbside pickup and disposal would continue to be funded in the DPW Highway Sanitation Department.

MOTION: (Requires majority vote)

“Move that the Town vote pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws, to establish a Curbside Compost Collection Program Revolving Fund in order to utilize fees received from participants in said program in order to fund costs associated with said program; further, to authorize the Town Administrator, to expend money from such revolving fund; and to limit the total amount which may be expended from such fund up to and including \$20,000 during the fiscal year beginning July 1, 2016.”

ARTICLE 20
Establish Capital Reserve Fund
(Town Administrator)

To see if the Town will vote to establish a Capital Reserve Fund within the Board of Selectmen's operating budget, the purpose of said Fund being to provide a funding source that may be used to supplement Town Meeting appropriations for capital projects, and which funds may be utilized in instances where the lowest responsible bid exceeds the Town Meeting appropriation and a determination is made that the Town's interests are best served by providing supplemental funds rather than re-bidding or re-designing the project, provided that appropriations from said Capital Reserve Fund shall only be made pursuant approval of the School Committee (for buildings or properties under their jurisdiction) or the Board of Selectmen (for buildings or properties under their jurisdiction), and provided further that the appropriation amount per project shall not exceed \$20,000; or otherwise act thereon.

PURPOSE OF ARTICLE

To establish a new reserve fund for capital projects.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee *No Action* with regard to the subject matter of Article 20 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article . The following information was noted.

- The administration originally sponsored the article because of certain capital projects which were voted by Town Meeting but were slightly more expensive than the amounts appropriated by Town Meeting.
- Examples included a roof replacement project that was \$25,000 more expensive based on conditions discovered in the process of bidding the work and a \$42,000 vehicle purchase that was more expensive because of increased prices on the state bid list.
- Without an ability to provide funds for these small overages to projects expressly approved by Town Meeting, these projects would be delayed until subsequent Town Meetings and need to be re-bid.
- The administration believed that the Finance Committee Reserve fund could not be used for any items except for “unforeseen emergencies” and that a new fund would need to be created.

- This position was reportedly based on the philosophy of the Deputy Town Administrator for Finance.
- However, Chapter 40 Section 6 of the General Laws specifies that the reserve fund can be used for “ extraordinary of unforeseen” expenditures and must be under the control of the Finance Committee.
- The word ‘emergency’ does not appear in the statute section.
- Finance Committee research of written DOR materials and conversations with Division of Local Services attorney indicated that the Finance Committee Reserve Fund can indeed be used for all of the purposes for which Article 20 was sponsored.
- Further, legal questions were raised about the ability to create an alternative reserve fund for which no statutory authority could be identified.
- At a meeting on August 25, 2016, the Finance Committee in fact approved a Reserve Fund transfer of \$ 3,500 to supplement a \$42,000 Town Meeting appropriation for a School delivery truck to cover an unexpected price increase in the State bid list.
- Based on the research and information provided, the administration is requesting No Action on this Article.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 20.”

ARTICLE 21
Appropriate Funds to Capital Reserve Fund
(Town Administrator)

To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money to the Capital Reserve Fund within the FY 2017 Board of Selectmen's operating budget; or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate money to a newly created capital reserve fund.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 13 - 0 - 0 on August 30, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 21 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on August 30, 2016. The Finance Committee heard from the town administration who presented the article. The following information was noted.

- Based on the research described in the write-up for Article 20, the administration is requesting No Action under this article.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 21.”

ARTICLE 22
Appropriate Mitigation Funds for Route 27 Design
(Board of Selectmen)

To see if the Town will vote to appropriate a sum of money from mitigation funds for Route 27 design and associated costs; or otherwise act thereon.

PURPOSE OF ARTICLE

To appropriate \$200,000 received from the Modera Natick Center project per the Planning Board decision for this project.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 -0 - 0 on September 1, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 22 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 1, 2016. The Finance Committee heard from the Town Administration and the Community Development Director who presented the article. The following information was noted.

- The administration proposes to add \$200,000 in funds from the Paperboard project (Modera) to other amounts to fund the eventual re-design of Rt. 27 including the intersections of North Main and Lake Street.
- These \$200,000 was received in July 2016 pursuant to a Planning Board decision.
- The decision reportedly states: “Prior to the issuance of a Certificate of Occupancy for the 40R Project, the Applicant will provide a contribution of \$200,000 towards the signalization of North Main Street at Lake Street intersection. If, through the Town’s Route 27 Corridor Plan (the “Corridor Plan”), it is decided to address the improvements in some other fashion, the funds shall be used for other traffic improvements within the Route 27 corridor or other purposes as deemed appropriate by the Board.”

MOTION: (Requires majority vote)

“Move that the Town vote to appropriate the sum of \$200,000 from mitigation funds received from the Modera Natick Center project (developer Mill Creek) to be used for Route 27 design and associated costs.”

ARTICLE 23
Amend General By-Laws Regarding Directional Signage on Public-Rights-of-Way
(Joshua Ostroff, et.al.)

To see if the Town will vote to amend the Town of Natick Bylaws to add a new section 72C to provide for directional signage on public property, or otherwise act thereon.

PURPOSE OF ARTICLE

To add a section to the Town By-Laws with regard to directional signage.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 8 - 2 - 0 on September 29, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 23 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 6, 2016 and September 29, 2016. The Finance Committee heard from the lead citizen sponsor who presented the article. The following information was noted.

- A similar article was considered on the 2016 Spring Town Meeting warrant and was referred to the sponsors.
- The sponsors of this article took the comments received during hearing process from the Spring and have re-worked the proposed motion with the assistance of the Town Administration and Town Counsel.
- Town Counsel has conducted both an initial review and a further review.
- The proposed by law would standardize directional signage in the town consistent with the Federal guidelines in the Manual for Uniform Traffic Control Devices (MUTCD).
- The MUTCD provides proven guidelines for a wide variety of signs on the nation's roads including local roads.
- Mass Highway follows the MUTCD.
- In addition to providing standardized signs to facilitate recognition, the proposed by-law provides for appropriate placement of signs for pedestrian and driver safety and sight lines.
- The proposed by-law specifically exempts temporary signs.
- The exemption would apply to temporary entertainment events, school plays, realtor open houses and the like.
- The proposed by-law would not regulate signs on private property but only on or in public ways.

- Between the 2016 Spring Annual town Meeting and 2016 Fall Annual Town Meeting warrant hearings, the Finance Committee held four lengthy meeting son this proposed by-law
- The Finance Committee believes the proposed by-law is ready for Town Meeting’s consideration and approval.

MOTION: (Requires majority vote)

“Move to amend the Town of Natick By-Laws to add Article 72C to regulate the placement of directional and informational signs on public ways as follows:

Article 72C

DIRECTIONAL AND INFORMATIONAL SIGNS ON OR WITHIN PUBLIC WAYS

Section 1 Purpose and criteria

The purpose of this by-law is to promote the public health, safety and welfare of the inhabitants of the Town of Natick (the Town) through the regulation of placement, type, appearance and servicing of signs on or within public ways so as to:

- 1. Provide for vehicular and pedestrian safety and convenience;**
- 2. Provide for the reasonable provision of information regarding town events, institutions, achievements, and organizations;**
- 3. Encourage the visitation and patronage of, and safe and adequate access to, various public and private amenities and destinations located within the Town; and**
- 4. Regulate in a fair and equitable manner all signs on public ways, such that signs are licensed and conform to standards and conditions established by the Town.**

Section 2 Definitions

As used in this Article 72C, the following terms shall have the meanings indicated:

- 1. Directional Sign: Any Official Directional Sign, Private Directional Sign, or Public Safety Directional Sign that is located on a Public Way.**
- 2. Informational Sign: A sign located on a Public Way providing information regarding Town events, institutions, achievements, sponsorships or organizations.**
- 3. Official Directional Sign: A Directional Sign providing directions to a publicly-owned site in the Town, publicly-owned point of historical, scenic, or cultural interest, or district within the Town.**

4. **Private Directional Sign:** A Directional Sign providing directions to a privately-owned or operated facility, point of interest, or attraction, including, but not limited to, those owned or operated by not-for-profit entities.
5. **Public Safety Directional Sign:** A Directional Sign providing directions to a public safety or health facility, such as, but not limited to, a police station, fire station, or hospital; or a Directional Sign requested by a Public Agency to be necessary for the public safety of the Town. This term excludes an Official Directional Sign.
6. **Public Way:** Any accepted public way, including, but not limited to, a street or other way, located in the Town.
7. **Public Agency:** Any Town of Natick board, committee, commission, agency or department; or any governmental unit whose jurisdiction includes the Town.

Section 3 Regulated Signs

The provisions of this by-law shall apply as follows:

1. The provisions of this by-law are intended to apply to all Informational and Directional Signs on or within Public Ways.
2. The provisions of this by-law shall not apply to traffic control signs placed on or within Public Ways.
3. The provisions of this by-law shall not apply to signs announcing or providing directions to an event lasting fewer than seven (7) days or to signs which are intended to remain, or so remain, on Public Ways for fewer than thirty (30) days.
4. The provisions of this by-law shall not apply to signs not located on or within Public Ways, nor shall it apply to signs otherwise regulated under the Zoning By-Laws of the Town of Natick.

Section 4 Directional Sign specifications

The design of Informational and Directional Signs shall conform to the relevant and applicable guidelines of the *Manual on Uniform Traffic Control Devices (MUTCD)* regarding Community Wayfinding Signs, as may be amended from time to time.

Section 5 General placement of Informational and Directional Signs

The placement of Informational and Directional Signs shall comply with the relevant provisions of the MUTCD regarding Community Wayfinding Signs. Informational and Directional Signs may be installed by the Town on or within Public Ways in locations approved by the Board of Selectmen, according to the following guidelines.

1. Every effort shall be made to minimize the number of Informational and Directional Signs needed to achieve the stated goals of this by-law.
2. Directional Signs shall be located at locations suitable for navigation and convenience.

3. To the extent possible, Informational and Directional Signs shall be mounted together on a single assembly.
4. The placement of Informational and Directional Signs shall not interfere with other traffic signs located on Public Ways.
5. The placement of Informational and Directional Signs shall not obscure the view or interfere with pedestrians or vehicles at intersections or crosswalks, or in any location where the clear space for passage of pedestrians would be reduced to less than five (5) feet in width.
6. Informational and Directional Signs shall not be affixed to buildings, trees, or utility poles.

Section 6 Procedures

The Board of Selectmen shall be responsible for the regulation of Informational and Directional Signs in the Town of Natick. For purposes of this by-law, the Board of Selectmen may delegate the administration of any or all of the activities regulated herein under its authority.

1. Informational Signs

- a. **The Board of Selectmen shall be responsible for identifying and approving Informational Signs that a Public Agency wishes to install on or within Public Ways, and shall be responsible for the cost and effort of the design, production, installation, maintenance, and replacement of all Informational Signs identified and approved by the Board of Selectmen under this by-law.**
- b. **Private entities or parties desiring to locate Informational Signs on Public Ways shall submit an application to the Board of Selectmen. Such application shall be on the form prescribed by the Board of Selectmen and shall include the design, specifications, and proposed location of the Informational Sign. The Board of Selectmen shall issue a decision within ninety (90) days of receipt of the application. In the event that the Board of Selectmen has not issued a decision within such ninety (90) day period, unless the applicant has agreed to extend the deadline for issuing a decision, the application shall be deemed constructively denied. Approved Informational Signs proposed by a private entity shall be designed and produced at the cost and effort of the applicant.**
- c. **The Town shall be responsible for the installation of Informational Signs requested by a private entity or private party, and may charge to the applicant an applicable fee for installation of such signs, which fee may be waived by the Board of Selectmen. Approval of the application to install an Informational or Directional Sign shall result in a license for such sign, subject to any conditions that the Board of Selectmen may place upon the**

license. Such license may be suspended or revoked by the Board of Selectmen based on noncompliance with this by-law and/or any condition for such license.

2. Official Directional Signs and Public Safety Signs

- a. The Board of Selectmen shall be responsible for identifying and determining the destinations that shall have Official Directional Signs and Public Safety Directional Signs, and shall consult with Town agencies with jurisdiction.**
- b. The Board of Selectmen shall be responsible for the cost and effort of the design, production, installation, maintenance, and replacement of all Official Directional Signs and Public Safety Directional Signs approved under this by-law.**

3. Private Directional Signs

- a. Private entities or parties desiring to locate Private Directional Signs on or within Public Ways may submit an application to the Board of Selectmen. Such application shall include the design, specifications, and proposed location of the Private Directional Sign. The Board of Selectmen shall obtain a recommendation from the Safety Committee and any other Public agencies with jurisdiction regarding the proposed Private Directional Sign.**
- b. In making its recommendation, the Safety Committee or other Public Agency may consider the following:**
 - i. Comments from the public and Town officials.**
 - ii. Number of visitors to the destination.**
 - iii. Nature of visitors (i.e. frequent and repeat visitors or one-time visitors).**
 - iv. Difficulty in locating the destination.**
 - v. Importance of the destination to Natick's economy, culture, and/or recreation.**
 - vi. Desire to have visitors utilize a particular route to the destination.**
- c. Within ninety (90) days of receipt of the application, the Board of Selectmen shall, in its sole discretion, determine whether or not to approve the application, taking into account any recommendations received. The Board of Selectmen may deny approval consistent with the purposes and criteria of this by-law and/or if an application does not satisfy the applicable requirements of this by-law, taking in account any recommendations received. In the event that the Board of Selectmen has not issued a decision within such ninety (90) day period, unless the applicant has agreed to extend**

the deadline for issuing a decision, the application shall be deemed constructively denied.

- d. The Board of Selectmen may place conditions upon any approval granted to the applicant.
 - e. Approval of the application shall result in a license to install a Private Directional Sign on or within the Public Way for a period not to exceed one (1) year. Unless revoked or suspended based on noncompliance with this by-law and/or any license condition, such license shall automatically renew at the end of each one (1) year term, subject to the following:
 - i. The Private Directional Sign shall remain legible, in good repair, and in compliance with this by-law.
 - ii. The applicant shall pay any applicable license fee. Such fee may be waived by the Board of Selectmen.
 - iii. The Board of Selectmen has not voted to terminate the license.
4. A Public Agency may request that the Board of Selectmen classify as a Public Safety Directional Sign a Directional Sign that would otherwise be classified as a Private Directional Sign.
- a. In making such decision, the Board of Selectmen shall consider:
 - i. The volume of traffic to the destination.
 - ii. A demonstrated history of visitors having difficulty locating the destination.
 - iii. A demonstrated history of unsafe traffic conditions being caused by visitors' searching for the destination.
 - iv. A desire to have visitors utilize a particular route to the destination.
 - b. If the Board of Selectmen determines that a Directional Sign, which would otherwise be classified as a Private Directional Sign, is to be classified as a Public Safety Directional Sign, the Town shall be responsible for the cost and effort of the design, production, installation, maintenance, and replacement of such Directional Sign. The Board of Selectmen may place conditions upon any decision that such Directional Sign is to be classified as a Public Safety Directional Sign.

Section 7 Enforcement

This by-law shall be enforced by the Board of Selectmen, acting through the Town Administrator or his or her designee, subject to the following:

- 1. **Nonconforming and Noncompliant Informational and Directional Signs.** Within one (1) year after the effective date of this by-law, and at any time thereafter, any Informational or Directional Sign in violation or nonconformance with any

provision of this by-law may be subject to enforcement as provided by law and by this by-law, including but not limited to removal by the Town.

- 2. Abandonment. In the event that any Informational or Directional Sign installed pursuant to this by-law is not covered by a license, the Sign shall be considered abandoned and the Town shall thereafter remove such Sign. In the event that a licensee desires to voluntarily abandon or discontinue one (1) or more Informational or Directional Signs, said Signs shall be removed by the Town at the licensee's expense.**
- 3. Fines imposed in the enforcement of this by-law shall be as provided for under the Town of Natick General By-laws and/or Massachusetts General Laws.**

Section 8 Prohibition

No license for any Informational or Directional Sign regulated under this by-law shall be issued other than in conformity with the provisions of this by-law.

Section 9 Severability

If any subsection, paragraph, term or provision of this by-law is determined to be illegal, invalid or unconstitutional by final judgment or order of a court of competent jurisdiction, the remaining provisions of this by-law shall continue in full force and effect, to the extent permitted by law.”

ARTICLE 24
Amend Zoning By-Laws Regarding Micro Breweries
(Planning Board)

To see if the Town will vote to amend the Zoning Bylaws to 1) add a definition for “Micro Brewery, Cidery, Distillery, or Winery” to Article I, Section 200 of the Town of Natick Zoning Bylaw; and 2) determine in which zoning district(s) such use may be permitted by right or by special permit; or otherwise act thereon.

PURPOSE OF ARTICLE

To add a definition of Micro Brewery, Cidery, Distillery or Winery to the Zoning By-Laws and to allow such uses either as of right or by special permit in various zoning districts in the town.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 9 - 0 - 0 on September 22, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 24 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 1, 2016 and again on September 22, 2016. The Finance Committee heard from Community Development Director and the Chairperson of the Planning Board who presented the article. The following information was noted.

- The Planning Board’s plan for this article would define and then allow Micro Breweries, Cideries, Distilleries and Wineries as of right in the Industrial I and Industrial II districts and by Special Permit in the Commercial II, Limited Commercial and Downtown Mixed u/se Districts.
- Such use would be prohibited in other zoning districts.
- The Planning Board’s proposed new definition is:
 - “A facility, licensed under the relevant state and federal statutes, for the production and packaging of malt, wine, or hard cider beverages for distribution retail or whole sale, on or off premises, with a capacity of not more than fifteen thousand (15,000) barrels (a barrel being equivalent to thirty one (31) gallons per year). Such facility may include a tasting or tap room, not to exceed ten (10) percent of the facility’s gross square footage, permitted as an accessory use, where beverages produced on the premises may be sold and/or consumed. The facility may only sell beverages produced by, and commercial goods branded by, the brewery, distillery, or winery. Such facility may include other uses, such as restaurant, if otherwise permitted in the zoning district.”

- The presentation on Article 24 **clearly** indicated that a MicroBrewery **is not** a brew pub.
- Brew pubs are already allowed wherever restaurants are allowed.
- The presenters stated that other communities throughout Massachusetts have passed similar bylaw/ordinance changes to permit micro-breweries. Most recent examples include Grafton, Needham, Hudson, Framingham, and many others who have recently or are seeking similar amendments to their respective zoning bylaws/ordinances.
- The presenters stated that failure to adopt the proposal would result in missed economic development opportunities and that Town staff have been contacted by multiple small scale brewing operations seeking to locate in Natick near Natick Center or within a commercial district.
- The presenters indicated that the proposed zoning amendment will outline a permitting process for such a use to be allowed by right or by special permit.
- Finance Committee members noted several issues, concerns and problems with the proposal as discussed below.
- The proposed change does not outline a unique permitting process but defaults to as of right permitting or the existing Site Plan Review process for Special Permits.
- As a result, any proposed micro brewery, etc. that complied with the existing Site Plan Review regulations would be awarded a Special Permit because there would be no basis to deny it.
- The proposed change includes distillery in the title but not the text.
- The proposed change would allow for either retail or wholesale distribution either on or off premises meaning that such Micro Breweries etc. could be not just primarily but entirely industrial in nature.
- The size proposed (i.e. 15,000 barrels or 465,000 gallons per year) is not a small scale operation in the context of many the possible areas in town.
- This volume level is 20 gallons per year for each of the approximately 23,000 registered voters in town.
- The different nature of a brewery as compared to winery or cidery or distillery suggests that different volume limits might be appropriate.
- Concerns were raised about the ability to monitor output volumes as a matter of zoning regulation and alternative size limits in terms of square footage were suggested.
- Members expressed concern about the size, activity levels and hours of operation of i) “receiving” operations for raw ingredients including wheat, hops, fruit, etc. and ii) shipping operations.
- Members expressed concern about the change, which would allow these breweries etc. on Rt. 135 and Main St. (Rt. 27) in the downtown area where the Town maintains the Town Common and has also invested millions of dollars in very attractive municipal buildings for Library, Town Hall, Police and Fire.
- Members expressed concern about the lack of any regulatory provision for keeping industrial brewing tanks out of windows across from or near these uses on main streets.
- Several of the proposed zoning districts abut residentially zoned areas or include areas of single family residential use especially in the Downtown Mixed Use (DMU) zone.
- Single family uses on Middlesex Ave., Summer St., Pond St., Kimball Court, Bee St., Common St., Church St., Walnut St., Allen Court, Washington St., and Dewey St. among others are either in the DMU or abut the DMU.

- Residents in these areas could find an industrial scale and type of use next to, across the street from or nearby their homes with related truck traffic through their neighborhoods.
- Finance Committee members suggested limits based on further, detailed consideration and research to prohibit Micro Breweries etc. within a certain number of feet of a residential use.
- Members also noted that Micro Breweries etc. (especially wholesale production operations) are not consistent with the stated purpose of the DMU which is to create and maintain ‘a compact business center which does not include noxious or land expansive uses, is centrally located and is designed primarily for pedestrian shoppers’.
- Finance Committee members also noted that the Commercial II (CII) zone includes the historic district in South Natick , the intersection of Pond St. and Speen St. and in the area across from the Community Senior Center all of which abut single family residential zones.
- Members also noted that Industrial I zone includes 22 Pleasant St. (which is still privately owned), an area on Kendall Lane directly abutting both an RG district and the West Natick condominium and apartment project located off Rt. 135, and the East Natick Industrial Park area that is both along Oak St. and Pine St. and off Oak St.
- Finance Committee members felt that the current proposal would rezone substantial areas of the town and requires further work and refinement to consider the effects on various neighborhoods.
- Some members also felt that the proposal should wait until the Master Plan is completed.
- The Finance Committee requests that copies of the zoning map be available for Town Meeting members at Town Meeting.
- The Zoning Map does not fit in the Finance committee book.
- The one sheet Zoning Map is very dense and smaller streets cannot be identified or read without the benefit of both a magnifying glass and reference to a different, larger scale map.
- The Finance Committee requests that the Community Development department have a readable version of the Zoning Map available on the screen for Town Meeting members when this article is considered.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 24 to the Planning Board.”

ARTICLE 25
Amend Zoning By-Laws Regarding Dimensional Requirements
(Planning Board)

To see if the Town will vote to amend the Zoning Bylaws with regard to certain dimensional requirements pertaining to single and two-family structures within the Residential General zoning district; or otherwise act thereon.

PURPOSE OF ARTICLE

To amend the zoning by-laws for the RG District to require that at least 10,000 square feet of land are required to build a two family structure.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 9 - 0 - 0 on September 22, 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 25 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 1, 2016 and again on September 22, 2016. The Finance Committee heard from the Chair of the Planning Board and the Community Development Director who presented the article. The following information was noted.

- The presenters indicated that the Planning Board is requesting this change because of an increased number of projects before the ZBA regarding the permitting of single and two-family houses on undersized (non-conforming) lots within the RG district.
- The potential exists in the current housing market for a fundamental transformation of the character of the RG District without this change.
- Present RG zoning requires 12,000 square foot lots, however, state law allows construction and/or conversion to these uses on pre-existing non-conforming lots with at least 5,000 square feet of land area.
- Our zoning by-law allows construction and/or conversion to single family **or** two family uses in the RG district on such non- conforming lots
- The Planning Board is seeking to apply two times the state minimum of 5,000 square feet for single family uses to new construction of two family house in the RG zone.
- Two principal concerns were raised during the initial meeting.
- The first concern was that the originally proposed change would only affect the “conversion” of a single family to a two family in the RG zone but not outright construction of a two family structure.

- The second principal question pertained to the number of non conforming RG lots that would be affected.
- The Finance Committee voted 9-1-0 on September 1, 2016 to recommend Favorable Action provided that the Planning Board voted the same recommendation.
- On September 22, 2016, the Finance Committee reconsidered its previous vote and received information on the number of non conforming lots that would be affected,
- The information from the Community Development Director indicated that approximately 65% of the lots in the RG district are less than 10,000 square feet.
- A total of 1,186 RG lots exist of which 778 are less than 10,000 square feet.
- The average size of the 778 lots is 6,115 square feet.
- The Finance Committee concluded that the problem (and the effect of the proposed change) is fairly widespread and that an adjustment to a different threshold (such as for example 7,500 or 8,500 square feet) would not be warranted.
- The Finance Committee also received a revised motion form the Planning Board that addressed both ‘conversion’ and ‘construction’ and recommended Favorable Action on the motion below.

MOTION: (Requires two thirds vote)

“Move that the zoning bylaws be amended as follows:

1) In Section IV-B Intensity Regulations by Zoning District, add the following footnote:

bb. Within the RG zoning district, a minimum of 5,000 square feet of lot area is required per dwelling unit for the conversion of a single-family to, or construction of a two-family, for a pre-existing, non-conforming lot or structure.”

ARTICLE 26
Amend Zoning By-Laws to Add Definition for "Special Care Residence"
(Planning Board)

To see if the Town will vote to add a definition for "Special Care Residence" to Article I, Section 200 of the Town of Natick Zoning Bylaw; or otherwise act thereon.

PURPOSE OF ARTICLE

To add a definition to the Zoning ByLaw for Specialized Care Residence.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 9 - 0 - 0 on September 22, 2016, the Finance Committee recommends, *Referral* with regard to the subject matter of Article 26 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 1, 2016 and again on September 22, 2016. The Finance Committee heard from the Chair of the Planning Board and the Community Development Director who presented the article . The following information was noted.

- The presenters indicated that the Planning Board sponsored the article to get a clear definition of Specialized Care Residence for the Zoning By Law in general and for Articles 29 and 30 in particular.
- The proposed new definition was: “A type, or part, of an Assisted Living Facility that provides an enhanced level of supports and services for one or more residents to address their specialized needs due to cognitive or other impairments. Such a residence must provide a planned activity program that addresses resident needs, as applicable, in the following areas of resident function: gross motor activities, self-care activities, social activities and sensory and memory enhancement activities.”
- This definition was reportedly drawn from 651 CMR 12.02 and 651 CMR 12.04(4)(b) which are the state’s regulations for Assisted Living Residences.
- The Finance Committee reviewed both 651 CMR12 and the current definition of Assisted Living in the Zoning By Law.
- The Finance Committee noted that the proposed definition is a unique and slightly edited combination of definitions contained with 651 CMR 12.
- The Finance Committee also noted that a definition of Specialized Care Residences may already be included or subsumed within the current zoning by law as outlined below,
- An Assisted Living Residence is already defined in the town’s zoning by law as : “A residential facility providing residents with personal care services (assistance with one or more activities of daily living and self-administered medication management, either

through physical support or supervision), assistance with activities of daily living (tasks related to bathing, dressing, grooming, ambulation, eating, toileting, and similar tasks), and such services as may be necessary to meet the needs of seniors and the elderly, and as may be specified pursuant to the Commonwealth of Massachusetts' Assisted Living Residence regulations (651 CMR 12).”

- 651 CMR 12 defines the following :
 - “Special Care Residence. The Residence in its entirety or a separate and distinct section within the Residence that provides an enhanced level of supports and services for one or more Residents to address their specialized needs due to cognitive or other impairments.”
- 651 CMR also defines the following:
 - “Assisted Living Residence or Residence. Any entity, however organized, whether conducted for profit or not for profit, which meets all of the following criteria:
 - (a) provides room and board; and
 - (b) provides, directly by its employees or through arrangements with another organization which the entity may or may not control or own, Personal Care Services for three or more adults who are not related by consanguinity or affinity to their care provider; and
 - (c) collects payments or third party reimbursements from or on behalf of Residents to pay for the provision of assistance with the Activities of Daily Living, or arranges for the same.”
- These definitions make clear that a Special Care Residence is a type or subset of an Assisted Living Residence
- The current Zoning By Law includes express reference to services that are part of 651 CMR 12 which could or does include Special Care Residences
- The Finance Committee had not received an opinion of town Counsel on the necessity of Article 26 as of the publication of the recommendation book.
- Finance Committee members also noted that if Special Care Residences require clarification in the town’s Zoning By Law that such clarification should be made within the existing definition of Assisted Living Residence in the Zoning By Law and should be consistent with the state definition; not a unique hybrid.
- Including the clarification within the existing definition in the Zoning By Law would avoid the necessity of having i) to rewrite the current Assisted Living Residence portion of the Zoning By Law (pages III -109 to 111) or ii) to create new Zoning Bylaw sections to allow the use.
- The Finance Committee recommends Referral for the above reasons.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 26 to the Planning Board.”

ARTICLE 27
Amend Zoning By-Laws Regarding Driveways and Parking Dimensions
(Planning Board)

To see if the Town will vote to amend the Zoning Bylaws with regard to certain driveways and parking dimensions and applicability; or otherwise act thereon.

PURPOSE OF ARTICLE

To amend the Zoning By Law regulations regarding the size and location of exit and entrance driveways.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 12 - 0 - 0 on October 4 , 2016, the Finance Committee recommends *Favorable Action* with regard to the subject matter of Article 27 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 1, 2016 and again on October 4, 2016. The Finance Committee heard from the Chair of the Planning Board and the Community Development Director who presented the article. The following information was noted.

- The Finance Committee originally voted to recommend Favorable Action with a detailed motion at its September 1, 2016 meeting but scheduled reconsideration for October 4, 2016 on the article based on revisions made by the Planning Board.
- Article 27 seeks to establish a maximum driveway width for driveways crossing and intersecting a right of way. A maximum width has not heretofore been defined. Among the development pressures the town is currently experiencing is an increase in dimensional width of driveways for both new and retrofit construction. This is causing public safety and operational difficulties.
- The benefits are a reduction in the negative effects that wide driveways impose on the town and the general public. These include:
 - Reduction of water run-off into the street drainage system
 - Reduction in cross conflict with pedestrians on sidewalks
 - Reduction in loss of on-street parking
 - Reduction in snow storage conflict
 - Reduction of areas lost to public shade tree plantings
- No additional regulatory or oversight burdens are expected as curb-cut permits, subdivision enforcement, and site-plan review are already provided for.

- On October 4, 2016 the Finance Committee received slight changes to the dimensional changes proposed by the Planning Board.
- The Finance Committee also noted that both the original and revised motions from the Planning Board and Community Development involved the deletion of existing subsection V – D 10 c of the Zoning By Law.
- This subsection states: “ In all districts the entrance and exit driveways will be located so as to provide for safe access and egress to the parcel being served. In addition, evidence that the necessary driveway permits will be issued by either the Natick Department of Public Works for Town-controlled roads or State Department of Public Works for State-controlled roads must be presented before a building permit may be issued.”
- Discussions with the Chair of the Planning Board just before the Finance Committee meeting indicated that proposed deletion was unintentional
- The Chair of the Planning Board presented a further revised motion maintaining the subsection but also containing the other amendments. (This further revised motion is presented below.)

MOTION: (Requires two thirds vote)

“Move that the Town vote to amend Subsection 10. Entrance and Exit Driveways of Section V-D OFF-STREET PARKING AND LOADING REQUIREMENTS of Zoning By Laws to make the following changes:

-In subsection a);

insert after “...not be less than nine (9)” the following: “or more than twenty-one (21)”

insert after “...nor less than thirteen (13)” the following: “or more than twenty-five (25)”

-In subsection b);

insert after “Highway Mixed Use III,” the following: “Limited Commercial,”

and after “...shall not be more than”; delete: “forty-five (45)” and insert: “forty (40)”

and after “...right-of -way line and”; delete: “fifty-five (55)” and insert: “fifty (50)”

and insert a new subsection:

“d) Paving shall not be constructed closer than two (2) foot to the side property line extended without a permit issued under IV-A. 6. of these bylaws.”

and insert a new subsection:

“e) Except for such portion of a constructed driveway accessing the traveled way, paving shall not be constructed closer than two (2) feet to the front property line.”

So that the section now reads:

“10. Entrance and Exit Driveways

- a) Residence driveways shall not be less than nine (9) or more than twenty-one (21) feet wide at the right-of-way line nor less than thirteen (13) or more than twenty-five (25) feet at the curb line of lots for one or two-family dwellings.
- b) Driveways in Residential Multiple, Downtown Mixed Use, Commercial II, Industrial I, Industrial II, Highway Planned Use, Highway Mixed Use I, Highway Mixed Use II, Highway Mixed Use III, Limited Commercial, and PCD Districts or serving uses allowed in these districts, shall not be more than forty (40) feet wide at the right-of-way line and fifty (50) feet wide at the curb line unless otherwise specified by the Natick Department of Public Works or the Massachusetts Department of Public Works. Each parcel within these districts, or occupied by such use, will be entitled to two (2) driveways where the property has two hundred (200) feet of frontage or less. Additional driveways may be allowed by special permit by the Special Permit Granting Authority for lots with greater than two hundred (200) feet of frontage.
- c) In all districts the entrance and exit driveways will be located so as to provide for safe access and egress to the parcel being served. In addition, evidence that the necessary driveway permits will be issued by either the Natick Department of Public Works for Town-controlled roads or State Department of Public Works for State-Controlled roads must be presented before a building permit may be issued.
- d) Paving shall not be constructed closer than two (2) foot to the side property line extended without a permit issued under IV-A. 6. of these bylaws.
- e) Except for such portion of a constructed driveway accessing the traveled way, paving shall not be constructed closer than two (2) feet to the front property line.”

ARTICLE 28
Construction of a Shade Apparatus Over Picnic Tables at the Community-Senior Center
(Jerry L. Pierce, et al)

To see if the Town will vote to appropriate a sum of money for the construction of a suitable shade apparatus over the two picnic tables near the raised gardens at the Community-Senior Center, or otherwise act thereon.

PURPOSE OF ARTICLE

To provide funds for construction of a shade apparatus in a specific outside area at the Community Senior Center.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 8 - 0 - 1 on September 22, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 28 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 13, 2016 and again on September 22, 2016. The Finance Committee heard from the lead citizen sponsor who presented the article. The following information was noted.

- The article seeks to provide shade in the outside field area at the Community Senior Center.
- The sponsor did not have a precise estimate for construction but contemplated construction of a concrete patio and a permanent shade structure.
- The administration opposed the article proposing that Seniors could use the existing patio to the east and center of the building and expressed concerns about permanent structures in an open area for which overall plans and use programs have not yet been developed.
- The sponsor noted that the existing patio area to the East just off the center of the building is small, does not get much sun and is located near noisy air conditioning handlers.
- The sponsor indicated that outside shade near the picnic tables has been a problem for four years and would like a resolution even if it were temporary.
- Finance Committee members noted that the scope of the article deals only with construction 'over' an area and not under as would be the case with a concrete pad.
- The Finance Committee noted that Referral of this article would be appropriate provided the matter was considered as an appropriate addition to the capital equipment and/or capital improvement articles 9 and 10 and that an additional week would allow the sponsors and the administration to research appropriate solutions and costs.

- Town Meeting members may note that the recommendation under the Capital Equipment Article 9 was subsequently revised to include a solution to accomplish the purpose this Article.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 28 to the sponsors.”

ARTICLE 29
Amend the Natick Zoning Bylaw to Create an Assisted Living Option Overlay District (ALOOD).
(Richard A. Glaser, et al)

To see if the Town will vote to amend the Natick Zoning Bylaw to create an Assisted Living Option Overlay District (ALOOD) limited to residential zoning districts, including but not limited to:

1. specifying the purpose and objectives of such ALOOD;
2. setting any and all dimensional and intensity regulations, including requirement for minimum size of any parcel or parcels included in the ALOOD, for such ALOOD;
3. specifying whether uses within such ALOOD shall require a Special Permit and which Town board shall be the Special Permit Granting Authority;
4. specifying the authority of the Special Permit Granting Authority to grant waivers or allow modification of dimensional or intensity regulations and the criteria for such waivers and/or modifications;
5. establishing requirements for the provision of Open Space or Open Space Public Benefit Amenity for any parcel or parcels included in the ALOOD;
6. establishing such other requirements as the Town deems appropriate for uses allowed within the ALOOD; and

take any other action consistent with the creation of this ALOOD, or otherwise act thereon.

Suggested Bylaw provisions:

1. Amend Article I by adding:

Section 110 – PURPOSE OF ASSISTED LIVING OPTION OVERLAY DISTRICT (ALOOD)

Within the purposes expressed in Section 100 of this Bylaw and in General Laws Chapter 40 A the particular intent of these Bylaws with respect to establishing an Assisted Living Option Overlay District (ALOOD) is to provide a residential environment within residentially zoned districts that offers supportive services to individuals 55 years of age or older who are unable to live independently in the community, including individuals with specialized needs due to cognitive or other impairments, by offering supervision and/or assistance with basic activities of daily life.

2. Create New section III-K to be added to Zoning Bylaw after the existing Highway Overlay District Sections:

Section III-K ASSISTED LIVING OPTION OVERLAY DISTRICT (“ALOOD”)

1. APPLICABILITY: The ALOOD shall overlay any parcel or combination of contiguous parcels in common ownership (“ALOOD PARCEL”), approved by Town Meeting to be included in the ALOOD, subject to the following requirements:

a. Such ALOOD PARCEL shall be located in a residentially zoned district and consist of at least fifteen (15) contiguous acres.

b. Such ALOOD PARCEL shall have a minimum of 100 feet of frontage on a numbered arterial road (Rt.9, Rt.16, Rt. 27, Rt. 135).

c. All regulations of the underlying residential zoning district shall apply within the ALOOD except to the extent they are specifically modified or supplemented by other provisions of the ALOOD.

2. USE AND OTHER ZONING REGULATIONS

a. Allowed Uses: In addition to any uses allowed in the underlying residential zoning district, which shall continue to be allowed uses, Assisted Living Residences and Special Care Residences, either as a single use or as combined uses in one or more buildings, shall be allowed uses within the ALOOD subject to the following requirements:

i. An Assisted Living Residence located in the ALOOD shall provide assisted living units consisting of one or more rooms within an Assisted Living Residence providing living facilities for no more than two occupants, including room or rooms for living, sleeping and eating (“ALR Unit”).

ii. Both Assisted Living Residences and Special Care Residences may include common areas and community dining facilities, and may provide personal care services, activities of assistance with daily living, and other related programs and services. This may include, but is not strictly limited to, meal care services, beauty salon, sundry shop, and banking and recreational facilities.

iii. The SPGA, in order to approve the Special Permit/Site Plan Approval for an Assisted Living Residence or a Special care Residence, must find that the overall impact of the facility will not substantially derogate from the cumulative impact associated with other uses allowed as a matter of right or by special permit within the zoning district.

b. Intensity, Dimensional and Open Space Regulations

i. Number of Living Units: Any development permitted under the ALOOD Bylaw shall be limited to ten (10) ALOOD units per acre (43,560 S.F.). An ALOOD unit is a patient bed with respect to a Special Care Residence and an ALR Unit with respect to an Assisted Living Residence. For example, a fifteen (15) acre ALOOD PARCEL could have a maximum of one hundred fifty(150) ALR Units, or one hundred (100) ALR Units and a fifty (50) bed Special Care Residence, or a one hundred fifty (150) bed Special Care Residence, or any other combination thereof.

ii. Floor Area Ratio: For any development permitted under the ALOOD Bylaw the floor area ratio (FAR) shall not exceed 0.32.

iii. Open Space: Any development approved under the ALOOD shall provide that a minimum of thirty-three (33%) per cent of the ALOOD PARCEL is retained as permanent Open Space or an Open Space Public Benefit Amenity. At least fifty (50%) percent of the Open Space shall not be wetlands or land subject to seasonal or periodic flooding. The Open Space disposition shall be at the discretion of the SPGA and either retained by the Applicant, deeded to the Town of Natick, or deeded to a non-profit corporation designated by the SPGA. The Open Space shall be permanently restricted as Open Space by way of a deed restriction, conservation restriction or easement. Open Space acreage, whether retained by the Applicant or deeded to a third party in compliance with this Section, shall be considered part of the ALOOD PARCEL for determining zoning compliance of the ALOOD PARCEL under all provisions of the Zoning Bylaw.

iv. Parking Spaces Required: 0.5 spaces per ALR Unit for Assisted Living Residences; 0.75 spaces per patient bed for Special Care Residences.

v. Dimensional regulations: All dimensional regulations of the underlying residential zoning district shall apply within the ALOOD except to the extent they are specifically modified or supplemented by other provisions of this ALOOD Article.

PURPOSE OF ARTICLE

To create an Assisted Living Overlay Option District (ALOOD) and specify intensity, dimensional and other related zoning regulations.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 29, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 29 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 20, 2016 and again on September 29, 2016. The Finance Committee heard from one of the citizen sponsors and from representatives from and legal counsel for Artis Senior Living who presented the article and from numerous citizens and neighbors from Eliot St.. The following information was noted.

- The presenters indicated that their proposed motion for the Assisted Living Overlay Option District (ALOOD) was substantially the same as the Example Motion text from the article itself.
- The presenters referred to various market studies and surveys as to the need for an ALOOD and the need for Assisted Living

- The presenters also expressed the belief that Assisted Living Residences should be located in residential areas to accommodate elderly residents who do not want to live in commercial or industrial areas.
- The sponsors also provided a summary of a financial comparison of taxes and costs to the town regarding development of 15 residential acres as single family residential vs. ALR especially in terms of school population impacts.
- Opponents provided contradictory analyses focusing on the level of ambulance runs and the need for an expanded fire station to house an ambulance in South Natick.
- Opponents also questioned the student numbers used in the sponsors school cost analyses.
- The Finance committee also heard from numerous abutters and neighbors expressing opposition to Assisted Living Residences in strictly single-family zones.
- Opponents cited the need for the protection of their property from adverse effects of large scale and essentially commercial development in single-family areas.
- Several commented that they had purchased single-family homes in this area precisely to avoid being near large-scale commercial type developments.
- Others indicated that the 2010 Zoning By Law (ZBL) amendment which permitted Assisted Living Residences (“ALR’s”) explicitly provided that no such facilities could be built in strictly single family zones.
- The Finance Committee received a proposed motion from the sponsors and noted numerous problems.
- Neither the proposed motion nor the article provided for changes to the Aquifer Protection District (APD) section of the ZBL.
- The APD section exists to protect the Town’s water supply but states the APD “ shall not apply to residentially used lots in the RS and RG districts.
- RS includes the RSA, RSB and RSC single -family districts along with the RG district would be affected by the proposed change.
- The guidance of Town Counsel obtained by the 22 Pleasant St. Rezoning Study Committee and reported to the 2014 Fall Town Meeting is that “Assisted Living Residences” are a residential use of a lot and therefore exempt from the existing APD requirements if an ALR is built in a residential zone.
- The proposed article also does not amend the existing ALR section of the ZBL but would create an entirely separate section to provide allow the same use.
- The sponsors proposed to use the existing intensity and dimensional regulations of the underlying RSA, RSB, RSC and RG districts with front yard setbacks as low as 30-40 feet, side yard setbacks as low as 12-20 feet and rear yard setbacks as low as 25-40 feet depending on which underlying residential zone was used for development.
- Frontage requirements would be reduced to 100 feet in the RSA zone (currently 125 feet), in the RSB zone (currently 150 feet and the RSC zone (currently 125 feet).
- Although the sponsors indicated that they planned only a one story ALR, their proposal would allow 35 foot heights in the RSA, RSB and RSC districts and 40 foot heights in the RG district
- Because “building height” is measured to the top of the roofline and does not include rooftop equipment such as HVAC units, actual heights would be 7 to 10 feet higher.

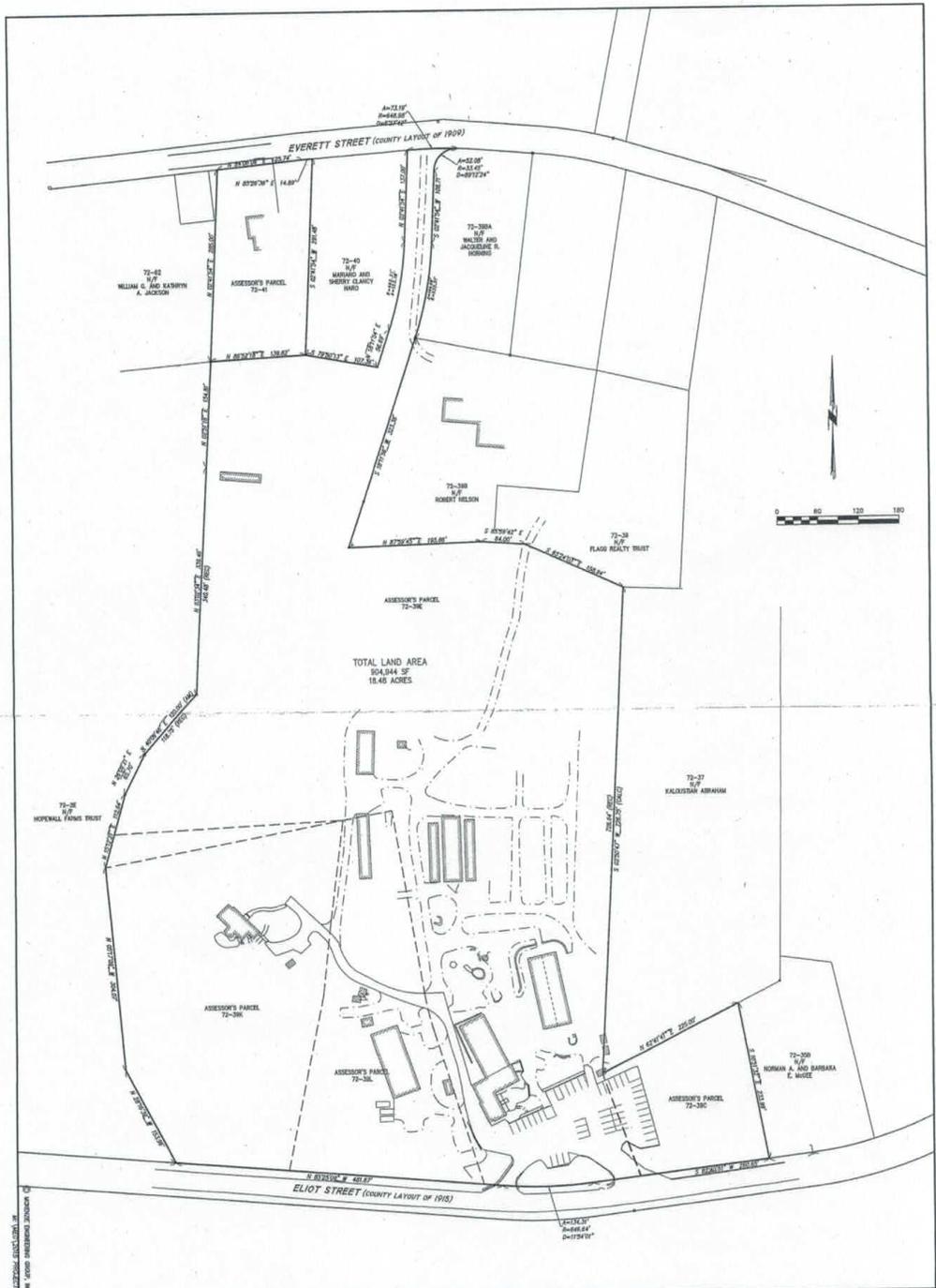
- Although an assemblage of at least 15 acres would be required under the proposal, concerns were raised the proposal which would potentially rezone, overlay, every residential property that has frontage on Routes. 9, 16, 27, 30 and 135.
- Frontage requirements would be 100 feet allowing large land parcels not along a numbered route to be joined to a smaller parcel that had the minimum frontage.
- Examination of the zoning map indicated several places in town where this might occur.
- Members questioned whether the town needs as many ALR's as the proposal might allow.
- Questions were also raised about such a comprehensive overlay being introduced when the Master Plan process has barely begun and when no public outreach about the Master plan has yet occurred.
- Further questions centered on the proposed open space provisions.
- The regulations for the underlying residential districts require no open space.
- The proposed by law seeks to require that 33% of an ALOOD proposal be either Open Space or an Open Space Public Benefit Amenity.
- Open Space would include all areas of landscaping, lawns and trees that are not available to the public.
- An Open Space Public Benefit Amenity, however, would need to be a park, field or hiking area accessible to the public on a regular and assured basis.
- Under the Town's Zoning By Law and consistent MGL Chapter 40 A Section 9, such Open Space Public Benefit Amenities can only be obtained in return for offering excess density.
- The ALOOD proposal contains a fixed density of 0.32 FAR.
- The current ALOOD proposal is also worded in a manner that could actually rezone all residential property on a numbered road and not require any further action by Town Meeting to place parcels in the ALOOD.
- Members also observed that many of the dimensional considerations in the ALOOP proposal from 2015 Spring Town Meeting were not included in the ALOOD proposal and that it is difficult to establish tailored regulations such as those specifically developed for 22 Pleasant St. for a large scale town wide overlay such as the ALOOD.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 29 to the Planning Board.”

ARTICLE 30
Include Certain Parcels of Land on Eliot Street and Everett Street in the Assisted Living
Option Overlay District (“ALOOD”).
(Sally Flagg, et al)

To see if the Town will vote to include certain parcels of land located on Eliot Street and Everett Street within the Assisted Living Option Overlay District, specifically those parcels of land identified on Assessor’s Map number 72 as parcels 39C, 39E, 39L, 39K and 41, intending to describe all of that land contained in deeds recorded in Middlesex South District Registry of Deeds in book 12792, page 120 (parcel 39E and 39C), book 48268, page 575 (parcel 39L), book 59285, page 131 (parcel 39K), and book 45620, page 250 (parcel 41), and excepting therefrom the land described in book 60812, page 376, all as more particularly described on a Plan entitled “Assisted Living Option Overlay District” (Assessors Map 72, lots 39C, 39E, 39L, 39K & 41) 309 and 311 Eliot Street, Natick Massachusetts, by McKenzie Engineering Group, Inc. attached hereto as Exhibit A and the narrative description attached hereto as Exhibit B, or otherwise act thereon.



OWNER:
 PHILIP N. FLAGG
 PARCELS 306 AND 30C
 DEED BK. 12874, PG. 120
 FLAGG REALTY TRUST
 PARCELS 306 AND 30C
 DEED BK. 42026, PG. 379
 SIC 5836A, PG. 121
 PHILIP N. AND SALLY R. FLAGG
 PARCEL 41
 DEED BK. 88920, PG. 200

**ASSISTED LIVING OPTION
 OVERLAY DISTRICT PARCEL**
 (ASSESSOR'S MAP 72, LOT 39C, 39E, 39L, 39K & 41)
 309 AND 311 ELIOT STREET
 NATICK, MASSACHUSETTS

PREPARED BY:

**McKenzie
 Engineering
 Group, Inc.**
 PROFESSIONAL CIVIL ENGINEERING AND LAND SURVEYING
 100 WASHINGTON STREET
 SUITE 111
 WILMINGTON, MA 01897
 PHONE: (508) 798-0000
 FAX: (508) 798-0000

REV	DATE	DESCRIPTION	BY	APP

1 OF 1
 EXHIBIT A

EXHIBIT B

ALOOD PARCEL LEGAL DESCRIPTION

A parcel of land situated on the northerly side of Eliot Street and the southerly side of Everett Street in the town of Natick, Middlesex County, Massachusetts being more particularly described as follows:

BEGINNING at a point on the northerly right of way line of said Eliot Street, being the southeasterly corner of the land herein described;

thence along said Northerly right of way line the following 3 courses;

S 82°40'51" W a distance of 260.65';

thence with a curve turning to the right with an arc length of 134.31' and a radius of 646.64';

thence N 85°25'09" W a distance of 481.67';

thence N 28°16'39" W a distance of 153.96';

thence N 05°17'09" W a distance of 304.07';

thence N 15°12'21" E a distance of 112.64';

thence N 26°09'21" E a distance of 65.70';

thence N 40°09'46" E a distance of 120.00';

thence N 03°02'34" E a distance of 339.46';

thence N 02°51'16" E a distance of 154.81';

thence N 02°41'54" E a distance of 285.00' to the southerly right of way line of said Everett Street;

thence along said southerly right of way line the following 2 courses;

N 84°06'06" E a distance of 125.74';

thence N 85°26'36" E a distance of 14.89';

thence S 02°41'54" W a distance of 291.48';

thence S 79°50'13" E a distance of 107.36';

thence N 18°11'54" E a distance of 56.69';

thence with a curve turning to the left with an arc length of 133.18' and a radius of 492.31';

thence N 02°41'54" E a distance of 137.00';

thence with a curve turning to the right with an arc length of 73.19' and a radius of 648.98';

thence with a reverse curve turning to the left with an arc length of 52.08' and a radius of 33.45';

thence S 02°41'54" W a distance of 108.71';

thence with a curve turning to the right with an arc length of 144.00' and a radius of 532.31';

thence S 18°11'56" W a distance of 323.38';

thence N 87°59'45" E a distance of 195.86';

thence S 85°59'42" E a distance of 64.00';

thence S 65°24'03" E a distance of 158.94';

thence S 02°50'47" W a distance of 726.75';

thence N 62°41'41" E a distance of 225.00';

thence S 10°51'32" E a distance of 233.99' to the POINT OF BEGINNING;

containing an area of 18.48 acres more or less.

The above described parcel of land comprises Assessor's Map number 72; parcels 39C, 39E, 39I, 39K and 41 intending to describe all of that land contained in deeds recorded in the following books:

book 12792, page 120 (parcel 39E and 39C)

book 48268, page 575 (parcel 39L)

book 59285, page 131 (parcel 39K)

book 45620, page 250 (parcel 41)

excepting therefrom the land described in book 60812, page 376

being also shown on a plan entitled "Assisted Living Option Overlay District Parcel (Assessor's Map 72, Lot 39C, 39E, 39L, 39K & 41) 309 and 311 Eliot Street Natick, Massachusetts" dated August 12, 2016 by Mckenzie Engineering Group, Inc.

{Client Files/312116/0001/BYLAW/03785038.DOCX;1}

PURPOSE OF ARTICLE

To include certain parcels of land within an Assisted Living overlay District (ALOOD).

(Note: Exhibits A and B referenced in the above article were filed by the citizen petitioners but not included in the electronic copy of the warrant sent by the Board of Selectmen to the Finance Committee. Accordingly, these exhibits have been scanned and reproduced here by the Finance Committee for the convenience to Town Meeting members. The exhibits are part of the warrant article.)

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 10 - 0 - 0 on September 29, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 30 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 20, 2016 and again on September 29, 2016. The Finance Committee heard from the counsel for the sponsors who presented the article.. The following information was noted.

- Several potential scope problems with the article were addressed with Town Counsel and the Moderator.
- The article identifies property in four ways: tax map, deed reference, attached map, and attached legal description.
- Finance Committee members obtained and researched these tax maps and deed references.
- The tax map refers to several parcels including Map 72 Parcels 39C which does not exist. (The parcel is actually Parcel 35 C).
- The deed references includes Book 12792 page 120.
- This deed refers to a 1976 mortgage on property in Somerville. (The South Natick property is actually Book 12972 page 120.)
- Both the attached legal description and the attached map include these two incorrect references.
- Town Counsel advised and the Moderator concurred that Parcel 35 C could not be included in a motion under this article.
- In researching the indicated deeds, the Finance Committee found a 1960 residential subdivision for most of the properties in this article including a subdivision road called Christmas Tree Lane.
- The plan shows approval by the Planning Board with a covenant to be recorded.
- The Community Development office advised that the subdivision plan had expired but that the covenant, although probably expired as well, could not be located.

- Part of the plan shows the elevation of the property most of which is 25 feet above Eliot Street.
- Members felt that this elevation should be considered along with dimensional and height regulations for any rezoning of the property(ies).
- Parcel 39 E contains 11.33 acres of the total of approximately 18 acres covered in the article.
- Approximately 9.38 acres of Parcel 39 E is subject to a horticultural tax exemption
- Such parcels cannot be sold or transferred to third parties without the town having an opportunity to buy pursuant to chapter 61 A Section 14 (A copy of this section is provide in an appendix to the Finance Committee report.)
- The Finance Committee also obtained the letter sent by the owner to the Board of Selectmen regarding section 14.
- Section 14 appears to provide two methods of notifying the Town; 1) for an outright sale and 2) disposition not involving sale.
- The letter sent to the Town appears to involve the 2nd process not the first.
- The attorneys for the sponsor indicated they have a P&S to buy the property but had not received conformation from the seller that the property ha complied with Ch. 61 A s. 14.
- In a sale, the signed P&S from the third party must be provided to the Town and must contain a firm, non contingent offer of price that is not dependent on either a rezoning or a subdivision.
- The Finance Committee Chair and Vice Chair consulted a) with Town Counsel who is now examining whether the property needs to go through the matter and b) the Moderator regarding the potential relevance of this question to Town Meeting members.
- As of the date of this report, Town Counsel has not provided an answer about whether the parcel has or has not complied with the provisions of Section 14.
- Town Meeting members should know about the question regarding section 14 and might with to defer rezoning (and potentially raising the price) before section 14 compliance questions are resolved.
- Without subdivision, Parcel 39 E appears to have enough frontage to allow one single family house and is assessed at \$771,000.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 30 to the Planning Board.”

ARTICLE 31

Amend the Natick Zoning Bylaw to Create a Transitional Overlay Option Plan (TOOP) (Steven Levinsky, et al)

To see if the Town will vote to amend the Zoning By Laws of the Town of Natick, by adding thereto in Section III thereof, a new Subsection A.7, that would create and establish a zoning overlay district to be known as the Transitional Overlay Option Plan (TOOP) for the purpose of allowing a transitional re-development of properties located along the Major Arterial Roadways of the Town, or act on anything relating thereto.

PURPOSE

To create a zoning district within the Town for a purpose as stated.

FINANCE COMMITTEE INFORMATION FOR TOWN MEETING MEMBERS

On the advice of Town Counsel, the Finance Committee did not hear the above item. The text presented above as a ‘warrant article’ is not the same as the language filed by the citizen petitioners.

The actual citizens petition does not contain the words “in Section III thereof, a new Subsection A.7,” but instead says “, a new section,”.

Town Counsel advised “In my opinion, these changes in the text of published warrant [article 31](#) and [32](#) are substantive changes to the article signed by petitioners and do not give fair notice to the public of the intent of the petitioners in submitting each article. There is a substantial risk that positive action by Town Meeting under either article would be invalidated by the Attorney General, or by a court if challenged. For those reasons I recommend that neither Article 31 nor Article 32 be considered by the Finance Committee, by the Planning Board, or by Town Meeting.”

The Finance Committee was informed that the Moderator will accept only a motion of No Action on this item.

ARTICLE 32

Include Certain Parcels of Land Located on the Southerly Side of East Central Street, the Easterly Side of Lincoln Street, the Easterly and Westerly Side of Wilson Street and the Westerly Side of Grant Street in the Transitional Overlay Option Plan (TOOP) (Steven Levinsky, et al)

To see if the Town will vote to designate those parcels of land, located on the southerly side of East Central Street, the easterly of Lincoln Street, the easterly and westerly side of Wilson Street and the westerly side of Grant Street and being on shown on Assessors Map 44, as Lots 180, 181, 182, 195, 196, 197, 216 and 217, as a Transitional Overlay Option Plan (TOOP) District in accordance with Section III – A.7 of the Natick Zoning By-laws, or act on anything related thereto.

PURPOSE

To place parcels of land in a TOOP Zoning District.

FINANCE COMMITTEE INFORMATION FOR TOWN MEETING MEMBERS

On the advice of Town Counsel, the Finance Committee did not hear the above item. The text presented above as a ‘warrant article’ is not the same as the language filed by the citizen petitioners.

The signed petition included the language “and depicted on the attached plan entitled ‘Transitional Overlay Option Plan – For Reference’, dated August 15, 2016, or however they shall be otherwise bounded and described”. That language does not appear in the text of the published warrant.

The signed petition also did not include the published language “with Section III – A.7 of”

Town Counsel advised “In my opinion, these changes in the text of published warrant [article 31 and 32](#) are substantive changes to the article signed by petitioners and do not give fair notice to the public of the intent of the petitioners in submitting each article. There is a substantial risk that positive action by Town Meeting under either article would be invalidated by the Attorney General, or by a court if challenged. For those reasons, I recommend that neither Article 31 nor Article 32 be considered by the Finance Committee, by the Planning Board, or by Town Meeting.”

The Finance Committee was informed that the Moderator will accept only a motion of No Action on this item.

ARTICLE 33
Amend the Town of Natick By-laws to Ban the Use of Polystyrene
(Robert Rowe, et al)

To see what action the town will take to amend the Town of Natick By-laws with respect to banning the use of polystyrene (also known by its trademarked name, Styrofoam) for single-use food containers, beverage containers, and trays, or otherwise act thereon.

PURPOSE OF ARTICLE

To ban single use polystyrene food containers, beverage containers and trays in the Town.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 8 - 4 - 0 on September 6, 2016, the Finance Committee recommends *Referral* with regard to the subject matter of Article 33 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 6, 2016. The Finance Committee heard from the sponsor who presented the article. The following information was noted.

- The sponsor focused on single use food and beverage containers and trays.
- The sponsor was seeking a narrower ban than previously proposed to Town Meeting
- The main focus of the ban was takeout food containers and coffee cups.
- The sponsor introduced information about the chemical composition of polystyrene and difficulty in disposing of or recycling this material.
- Finance Committee members felt this matter needs further study.
- Specific areas of concern included the potential ban on polystyrene used in many containers in a super market (yogurt, orange juice, etc.), styrofoam tray liners used to pack meat), trays used for sanitary reasons on the public school system, hard plastic cups, etc.
- Members noted that the extent of polystyrene in the food stores and pharmacies in the town could involve a very great many products and that a solution to use of polystyrene might be best led at the Federal or state level.
- The sponsor was willing to revise the proposal to be more targeted and narrow than the proposed motion presented by the sponsor.
- However, the number of such modifications proved to be extensive.

- Finance Committee members felt that the matter should be referred to the sponsor and the Board of Health who were better suited to consider the scientific matters involved and whether future proposals to Town Meeting should be made.
- Finance Committee members only made motions for Referral.
- The first motion was for Referral to the sponsors and the Board of Health.
- The second motion was for Referral to the sponsors, the Board of Health and the Conservation Commission.
- The committee voted these in the order made with first motion receiving a vote of 8-4-0 which made it the Finance Committee recommendation.

MOTION: (Requires majority vote)

“Move that the Town vote to refer the subject matter of Article 33 to the Board of Health and the sponsors.”

ARTICLE 34
Acquisition of 218 Speen Street
(Robert Rowe, et al)

To see what action the town will take to acquire a parcel of land whose address is 218 Speen Street, or negotiate a conservation easement to restrict its use or otherwise act thereon. The said parcel of land is a square-shaped wooded area behind the current golf driving range whose boundary begin at the maintenance shed on the golf driving range by 29 Kelsey Road. The boundary runs north along a property line shared with Sherwood Village to Surrey Lane. The property line then runs east along Surrey Lane and Buckingham Road. Finally, the property line runs from the last house on Buckingham Road back to the maintenance shed. The property size is roughly 2.5 acres.

PURPOSE OF ARTICLE

To acquire a parcel of land consisting of 218 Speen St. or a portion of that parcel of land or negotiate a conservation restriction regarding this property or portion of this property.

FINANCE COMMITTEE RECOMMENDATION, DISCUSSION AND INFORMATION

Recommendation:

By a vote of 12 - 0 - 0 on September 6, 2016, the Finance Committee recommends *No Action* with regard to the subject matter of Article 34 as presented in the voted recommended motion below.

Discussion and Information:

The Finance Committee held a public hearing for this article on September 6, 2016. The Finance Committee heard from the sponsor who presented the article and from the homeowners association, long term lessee and legal counsel from the pending sub-lessee. The following information was noted.

- The sponsor explained the original reason for sponsoring the article as an effort to prevent a golf academy with large light towers from being erected next to a residential neighborhood.
- The sponsor also indicated that significant information came to their attention subsequent to filing the article.
- This information included the fact that the area in question is part of the required open space for the condominium development at 218 Speen St., that the open space is already deed restricted for recreation and/or conservation purposes, that the property is owned by the condominium association as their common area, leased for another 65 years to a real estate operator and under agreement for a sublease agreement for a golf academy.
- Based on this information the sponsor requested No Action.

- The tenant under the long-term lease opposed the article and indicated that the property is already approved for a golf use and is seeking a Special Permit from the Planning Board to change certain aspects of the golf operation.
- The homeowners association opposed the article and provided copies of the deed restriction.
- Legal Counsel for the potential sub tenant also opposed the article on behalf of his client.

MOTION: (Requires majority vote)

“Move that the Town take No Action with regard to the subject matter of Article 34.”

Appendixes

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Memorandum of Agreement
Between the Town of Natick, and
Massachusetts Laborer's District Council,
Local 1116, Clerical Union

This memorandum of agreement is effective July 1, 2015 through June 30, 2018.

1. Article VI- Grievance, Arbitration Procedure
 - a. Section 3, Step 2, in the first sentence change "may" to "must" file a written grievance.
 - b. Step 4,
 - i. At the end of the first sentence add after Town Administrator " or Director of Human Resources"
 - ii. In the last line after Town Administrator add " and/ or Director of Human Resources"
2. Article VII Seniority, Promotions, Layoff & Recall
 - a. Section 2 Promotion, at the end of the first paragraph add "Employees who are promoted will now have their anniversary date as the date of promotion for the purpose of step increases going forward."
 - b. Section 4 D
 - i. Change 12 months to 6 months.
 - ii. In the second sentence change Town Administrator to Director of Human Resources.
3. Article VIII Classification Schedule and Compensation
 - a. Section 2 Compensation, COLA increases
 - i. Effective July 1, 2015 2% (inclusive of the July 1, 2015 1.0% and January 1, 2016 0.5%)
 - ii. Effective July 1, 2016 2%
 - iii. Effective July 1, 2017 2%

- b. Section 8 Rate after Promotion, add part (c) "Said employee's anniversary date for next grade increases, will be as of the anniversary date of the promotion."
- c. Section 10 Group Health Insurance, delete the entire part and replace with "All new hires will be issued a copy of the PEC (Public Employee Council) Agreement upon hire outlining health insurance cost options.

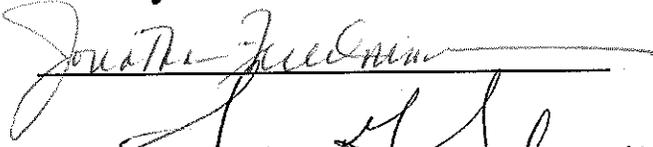
The attached Memorandum of Agreement Between The Town of Natick and All Collective Bargaining Units representing employees employed by the Town of Natick ("the Unions") stipulates the terms of group health insurance coverage for the period July 1, 2016 through June 30, 2018."

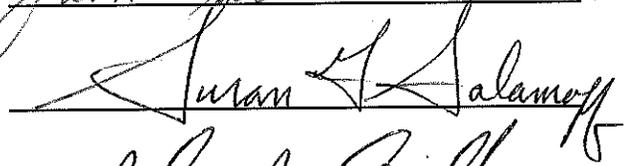
- d. Section 15 Schedule, change to read "Town Hall will be open as follows: Monday- Wednesday 8:00a.m. to 5:00p.m., Thursday 8:00a.m to 7:00p.m, Friday 8:00a.m. to 12:30p.m.
- 4. Article X, Holiday
 - a. Section 2, delete 7.2 hours
 - 5. Article XII, Administrative Leave
 - a. Section (b), delete
 - 6. Article XVI, Personal Days
 - a. The article will now read, "Each member of the union on July 1st of each year, shall be entitled to five (5) personal days. All new hires will receive prorated time based upon their hire date for the first year."

TOWN OF NATICK
BOARD OF SELECTMEN

PUBLIC EMPLOYEES LOCAL 1116
LABORERS' INTERNATIONAL UNION
OF NORTH AMERICA, AFL-CIO

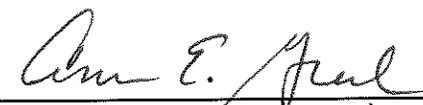








Dated: 9/26/16





Dated: 9/27/16

MEMORANDUM OF AGREEMENT

Between the Town of Natick, and

Massachusetts Laborers' District Council

Local 1116, covering certain employees of

Public Works Department

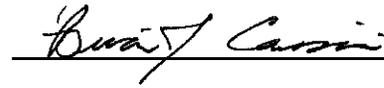
1. Three year agreement from July 1, 2015 through June 30, 2018
2. COLA'S
 - a. Effective July 1, 2015 2 % COLA increase across the board
 - b. Effective July 1, 2016 2 % COLA increase across the board
 - c. Effective July 1, 2017 2 % COLA increase across the board
3. Longevity: Add \$75.00 to each step as follows effective July 1, 2016
 - a. 10 years of employment on or after July 1 from \$300 to \$375
 - b. 15 years of employment on or after July 1 from \$500 to \$575
 - c. 20 Years of employment on or after July 1 from \$700 to \$775
 - d. 25 Years of employment on or after July 1 from \$900 to \$975
 - e. 30 Years of employment on or after July 1 from \$1100 to \$1175
4. Effective June 30, 2018, increase step 7 Last step by .50 cents
5. Both parties agreed to the following language changes:
 - a. Pg.9 Article VIII, Delete 3rd paragraph
 - b. Pg. 10 Section 2, Add Sanitation Driver 0.065 
 - c. Pg. 11, Section 6, change 7:30 to 7:00
 - d. Section 7, 2nd paragraph, change 12:00 Friday to 12:00 Tuesday to following Tuesday.
 - e. Eliminate 4th paragraph
 - f. Section 8, change 7:30 to 7:00
 - g. Section 11, state 180 working days
 - h. Section 13, delete
 - i. Pg. 14, section 7, eliminate
 - j. Pg. 16 Article XIV, F. State 40 hours

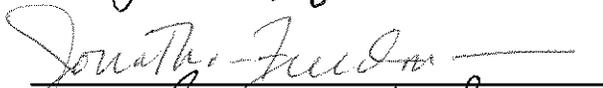
- k. Article XV, second paragraph, second sentence, add "each employee"
 - l. Pg. 18 Section 5, third paragraph, delete first sentence
 - m. Pg. 18 Section 5, third paragraph, for clarity, delete 6 months and insert 180 days
 - n. Section C, Hydraulic License- eliminate "last" sentence and add "employee's required to have Hydraulic License as essential job function must keep license current , or be subject to demotion.
 - o. Pg. 19, section 11, delete B
6. Establish a joint management/labor committee to review job descriptions

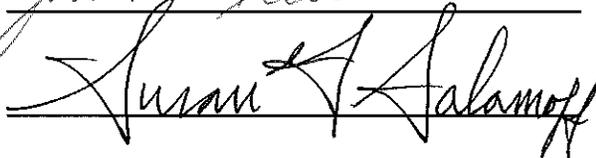
TOWN OF NATICK

Massachusetts Laborers' District
 Council on Behalf of Public Employees
 Local 1116 Laborers' International
 Union of North America, AFL-CIO











Dated: 5/16/16

Dated: 5/5/16

MEMORANDUM OF AGREEMENT
Between the Town of Natick, and
Massachusetts District Council, Local 1116
Covering certain Library Employees of the Morse Library

This memorandum of agreement is effective July 1, 2015 through June 30, 2018

1) Effective July 1, 2016 Eliminate time and a half for all Summer Saturdays, as well as those who work the Saturday before a holiday; with the exception of the Saturday after Thanksgiving.

2) Friday after Thanksgiving shall be added to the list of paid holidays.

3) Effective July 1, 2016 Increase longevity as follows:

10-14 years > \$700.00

15-19 years > \$850.00

20-24 years > \$1000.00

25-29 years > \$1200.00

29+ years > \$1500.00

4) Article X Section 4

- Delete "Temporary Part Time Employee" classification
- Designate all part time employees who work less than 1,040 hours as "Part Time Employees"
- Amend to read:

Notwithstanding and separate from the allowances and benefits described under the title of "Regular Part Time Employee" (employees who are scheduled to work at least 1,040 hours but less than 1,950 hours), the following title and paragraph specifically addresses those employees who are scheduled to work less than 1,040 hours.

Part Time Employee: is defined as one who is scheduled to work at less than 1040 hours, excluding any Sunday hours. Part Time employees, who work less than 1040 hours, shall be entitled to pro-rated benefits after completing 90 days of employment with the exception of group health and sick time."

5. COLA'S

Effective July 1, 2015 2% COLA increase across the board

Effective July 1, 2016 2% COLA increase across the board

Effective July 1, 2017 2% COLA increase across the board

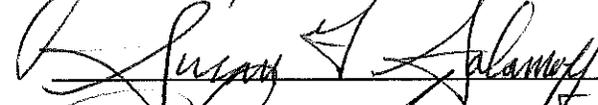
6. Effective June 30, 2018 increase step 6 (last step) on all scales by .25 cents

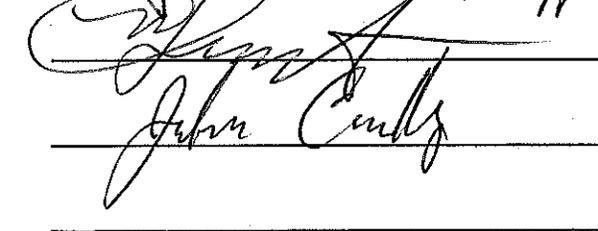
7. Management and Labor to designate three members each to meet and review all job descriptions before July 1, 2017

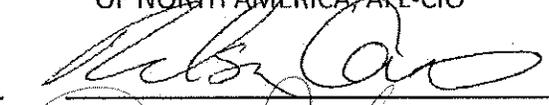
TOWN OF NATICK

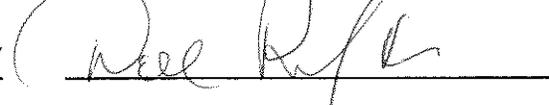
PUBLIC EMPLOYEES LOCAL 1116
LABORERS' INTERNATIONAL UNION
OF NORTH AMERICA, AFL-CIO

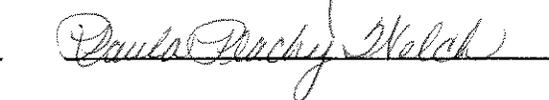












CHAPTER 61A ASSESSMENT AND TAXATION OF AGRICULTURAL AND HORTICULTURAL LAND

Section 14 Sale for or conversion to residential or commercial use; notice of intent to city or town; option to purchase; assignment of option

Section 14. Land taxed under this chapter shall not be sold for, or converted to, residential, industrial or commercial use while so taxed or within 1 year after that time unless the city or town in which the land is located has been notified of the intent to sell for, or to convert to, that other use.

The discontinuance of agricultural or horticultural use shall not, in itself, for the purposes of this section, be considered a conversion. Specific use of land for a residence for the owner, the owner's spouse or a parent, grandparent, child, grandchild, or brother or sister of the owner, or surviving husband or wife of any deceased such relative, or for living quarters for any persons actively employed full-time in the agricultural or horticultural use of such land, shall not be a conversion for the purposes of this section, and a certificate of the board of assessors, recorded with the registry of deeds, shall conclusively establish that particular use.

Any notice of intent to sell for other use shall be accompanied by a statement of intent to sell, a statement of proposed use of the land, the location and acreage of land as shown on a map drawn at the scale of the assessors map in the city or town in which the land is situated, and the name, address and telephone number of the landowner.

Any notice of intent to sell for other use shall be accompanied by a certified copy of an executed purchase and sale agreement specifying the purchase price and all terms and conditions of the proposed sale, which is limited to only the property classified under this chapter, and which shall be a bona fide offer as described below.

Any notice of intent to sell for other use shall also be accompanied by any additional agreements or a statement of any additional consideration for any contiguous land under the same ownership, and not classified under this chapter, but sold or to be sold contemporaneously with the proposed sale.

For the purposes of this chapter, a bona fide offer to purchase shall mean a good faith offer, not dependent upon potential changes to current zoning or conditions or contingencies relating to the potential for, or the potential extent of, subdivision of the property for residential use or the potential for, or the potential extent of development of the property for industrial or commercial use, made by a party unaffiliated with the landowner for a fixed consideration payable upon delivery of the deed.

Any notice of intent to convert to other use shall be accompanied by a statement of intent to convert, a statement of proposed use of the land, the location and acreage of land as shown on a map drawn at the scale of the assessors map in the city or town in which the land is situated, the name, address and telephone number of the landowner and the landowner's attorney, if any.

The notice of intent to sell or convert shall be sent by the landowner by certified mail or hand delivered to the mayor and city council of a city, or board of selectmen of a town, and in the case of either a city or a town, to its board of assessors, to its planning board and conservation commission, if any, and to the state forester.

A notarized affidavit that the landowner has mailed or delivered a notice of intent to sell or convert shall be conclusive evidence that the landowner has mailed the notice in the manner and at the time specified. Each affidavit shall have attached to it a copy of the notice of intent to which it relates.

The notice of intent to sell or convert shall be considered to have been duly mailed if addressed to the mayor and city council or board of selectmen in care of the city or town clerk; to the planning board and conservation commission if addressed to them directly; to the state forester if addressed to the commissioner of the department of conservation and recreation; and to the assessors if addressed to them directly.

If the notice of intent to sell or convert does not contain all of the material described above, then the town or city, within 30 days after receipt, shall notify the landowner in writing that notice is insufficient and does not comply.

For a period of 120 days after the day following the latest date of deposit in the United States mail of any notice which complies with this section, the city or town shall have, in the case of intended sale, a first refusal option to meet a bona fide offer to purchase the land.

In the case of intended or determined conversion not involving sale, the municipality shall have an option to purchase the land at full and fair market value to be determined by an impartial appraisal performed by a certified appraiser hired at the expense of the municipality or its assignee, the original appraisal to be completed and delivered to the landowner within 30 days after the notice of conversion to the municipality. In the event that the landowner is dissatisfied with the original appraisal, the landowner may, at the landowner's expense, contract for a second appraisal, to be completed within 60 days after the delivery of the notice to convert. If, after completion of the second appraisal, the parties cannot agree on a consideration, the parties will contract with a mutually acceptable appraiser for a third appraisal whose cost will be borne equally by both parties. The third appraisal shall be delivered to both parties within 90 days after the notice of conversion to the municipality and shall be the final determination of consideration. Upon agreement of a consideration, the city or town shall then have 120 days to exercise its option. During the appraisal process, the landowner may revoke the intent to convert at any time and with no recourse to either party.

The option may be exercised only after a public hearing followed by written notice signed by the mayor or board of selectmen, mailed to the landowner by certified mail at the address that is specified in the notice of intent. Notice of public hearing shall be given in accordance with section 23B of chapter 39.

The notice of exercise shall also be recorded at the registry of deeds and shall contain the name of the record owner of the land and description of the premises adequate for identification of them.

The notice to the landowner of the city or town's election to exercise its option shall be accompanied by a proposed purchase and sale contract or other agreement between the city or town and the landowner which, if executed, shall be fulfilled within a period of not more than 90 days after the date the contract or agreement, endorsed by the landowner, is returned by certified mail to the mayor or board of selectmen, or upon expiration of any extended period that the landowner has agreed to in writing, whichever is later.

At the public hearing or a further public hearing, the city or town may assign its option to a nonprofit conservation organization or to the commonwealth or any of its political subdivisions under the terms and conditions that the mayor or board of selectmen may consider appropriate. Notice of public hearing shall be given in accordance with section 23B of chapter 39.

The assignment shall be for the purpose of maintaining no less than 70 per cent of the land in use as forest land as defined in section 1, as agricultural and horticultural land as defined in sections 1 and 2 of chapter 61A or as recreation land as defined in section 1 of chapter 61B, and in no case shall the assignee develop a greater proportion of the land than was proposed by the developer whose offer gave rise to the assignment. All land other than land that is to be developed shall then be bound by a permanent deed restriction that meets the requirements of chapter 184.

If the first refusal option has been assigned to a nonprofit conservation organization or to the commonwealth or any of its political subdivisions as provided in this section, the mayor or board of selectmen shall provide written notice of assignment to the landowner.

The notice of assignment shall state the name and address of the organization or agency of the commonwealth which will exercise the option in addition to the terms and conditions of the assignment. The notice of assignment shall be recorded with the registry of deeds.

Failure to record either the notice of exercise or the notice of assignment within the 120 day period shall be conclusive evidence that the city or town has not exercised its option.

If the option has been assigned to a nonprofit conservation organization or to the commonwealth or any of its political subdivisions, the option may be exercised by the assignee only by written notice to the landowner signed by the assignee, mailed to the landowner by certified mail at the

address that is specified in the notice of intent. The notice of exercise shall also be recorded with the registry of deeds and shall contain the name of the record owner of the land and description of the premises adequate for identification of them.

The notice of exercise to the landowner shall be accompanied by a proposed purchase and sale contract or other agreement between the assignee and landowner which, if executed, shall be fulfilled within a period of not more than 90 days, or upon expiration of any extended period the landowner has agreed to in writing, from the date the contract or agreement, endorsed by the landowner, is returned by certified mail to the assignee.

During the 120 day period, the city or town or its assignees, shall have the right, at reasonable times and upon reasonable notice, to enter upon the land for the purpose of surveying and inspecting the land, including, but not limited to, soil testing for purposes of Title V and the taking of water samples.

The city or town or its assignee shall have all rights assigned to the buyer in the purchase and sale agreement contained in the notice of intent.

If the city or town elects not to exercise the option, and not to assign its right to exercise the option, the city or town shall send written notice of nonexercise, signed by the mayor or board of selectmen, to the landowner by certified mail at the address that is specified in the notice of intent. The notice of nonexercise shall contain the name of the owner of record of the land and description of the premises adequate for identification of them and shall be recorded with the registry of deeds.

No sale or conversion of the land shall be consummated until the option period has expired or the notice of nonexercise has been recorded with the registry of deeds, and no sale of the land shall be consummated if the terms of the sale differ in any material way from the terms of the purchase and sale agreement which accompanied the bona fide offer to purchase as described in the notice of intent to sell except as provided in this section.

This section shall not apply to a mortgage foreclosure sale, but the holder of a mortgage shall, at least 90 days before a foreclosure sale, send written notice of the time and place of the sale to the parties in the manner described in this section for notice of intent to sell or convert, and the giving of notice may be established by an affidavit as described in this section.



**Town of Natick
13 E. Central Street
Natick, MA 01760**

IMPORTANT TOWN BUSINESS