

**TOWN OF MONSON**  
**ANNUAL TOWN MEETING WARRANT**



**MONDAY, MAY 9, 2016**  
**GRANITE VALLEY MIDDLE SCHOOL**

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, ss.

TOWN OF MONSON

ANNUAL TOWN WARRANT

To any of the Constables of the Town of Monson in said County:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn all the inhabitants of the Town of Monson qualified to vote in Elections and Town Affairs to meet in the Granite Valley Middle School Auditorium on Thompson Street on Monday, May 9, 2016, at 7:00 p.m. to act upon the following articles:

**ARTICLE 1:**

**Submitted by: Board of Selectmen**

To hear reports of Town Officers and Committees and act on same or take any other action relative thereto.

**Explanation:** This is an annual article. Town reports are available online at [www.monson-ma.gov](http://www.monson-ma.gov) or by request in the Board of Selectmen’s Office. Attachment B shows the revolving funds currently held by the Town and their balances.

***Recommendation:***

*Finance Committee Recommends, and I Move the Town Vote (F.C.R.I.M.T.V.) to hear reports of Town Officers and Committees. (See Attachment B – Annual Report of Revolving Funds)*

**ARTICLE 2:**

**Submitted by: Finance Committee**

To see if the Town will vote to fix the salary or compensation of all elected officials as prescribed, or take any other action relative thereto.

**Explanation:** This an annual article which sets the salaries of elected officials. Pay for elected officials is separated on the warrant.

***Recommendation:***

*F.C.R.I.M.T.V.to fix the salary or compensation of all elected officials as prescribed below:*

<i>Town Clerk</i>		<i>58,347</i>
<i>Highway Surveyor</i>		<i>80,049</i>
<i>Board of Selectmen-Chair</i>		<i>1,792</i>
<i>Members</i>	<i>2@ 1,657</i>	<i>3,314</i>
<i>Board of Assessors-Chair</i>		<i>1,560</i>
<i>Members</i>	<i>2@ 1,508</i>	<i>3,016</i>
<i>Water/Sewer Commission-Chair</i>		<i>930</i>
<i>Members</i>	<i>2@ 861</i>	<i>1,722</i>

**ARTICLE 3:**

**Submitted by: Board of Selectmen**

To see if the Town will vote to re-authorize the existing Revolving Funds under M.G.L. Chapter 44 Section 53E 1/2 as per Attachment A, naming the programs and purposes for which said revolving fund may be expended, the receipts to be credited to the fund, the board, department or officer authorized to expend from said fund and the limit on the total amount which may be expended from said fund during the fiscal year, or take any other action relative thereto.

**Explanation:** This is an annual article which is required to operate our revolving funds. This allows the Town to raise revenue from a specific service and use those revenues without appropriation to support the service. M.G.L. c.44 § 53E 1/2 stipulates that each fund must be re-authorized each year at Annual Town Meeting, and that a limit on the total amount that may be spent from each fund must be established at that time.

***Recommendation:***

*F.C.R.I.M.T.V. to re-authorize the existing Revolving Funds under M.G.L. Chapter 44 Section 53E 1/2 as per Attachment A.*

**ARTICLE 4:**

**Submitted by: Finance Committee**

To see if the Town will vote to raise and appropriate and/or transfer and appropriate any sum of money as may be necessary to defray the expenses of the Town for the ensuing year, the fiscal period from July 1, 2016 to June 30, 2017, or take any other action relative thereto.

**Explanation:** This annual article provides for all tax-supported Town operations and activities including the operating budgets of the schools and general government. The appropriations presented for Town Meeting are within the projected revenue forecast. Approval of this article will set salaries for appointed positions and expenditures for the FY 2017 (July 1, 2016 – June 30, 2017) operating budget and will allow for the proper allocation of resources for the continuing operation and welfare of the Town. The operating budget may include funding which provides for additional work hours and/or salary increases for employees, including those previously negotiated and contractual.

***Recommendation:***

*F.C.R.I.M.T.V. to raise and appropriate and/or transfer and appropriate the sum of money necessary to defray the expenses of the Town for the ensuing year, the fiscal period from July 1, 2016 to June 30, 2017 as follows:*

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>GENERAL GOVERNMENT</b>					
Purchase of Petroleum Products		<b>155,000</b>			<b>180,000</b>
<b>BOARD OF SELECTMEN</b>					
Staff Salaries	137,382			128,381	
Expense	5,900	<b>143,282</b>		5,500	<b>133,881</b>
<b>FINANCE COMMITTEE</b>					
Staff Salaries	3,723			3,650	

Expense	200	3,923		200	3,850
F. C. RESERVE FUND		30,000			30,000
TOWN ACCOUNTANT					
Staff Salaries	106,567			130,277	
Expense	7,760	114,327		7,310	137,587
AUDIT		40,000			39,650
BOARD OF ASSESSORS					
Staff Salaries	100,174			86,468	
Expense	17,800	117,974		17,625	104,093
REVALUATION		8,000	* 1		800
<b>*1 transfer and appropriate \$8,000 from Board of Assessors' Stabilization Fund.</b>					
LAND COURT		3,500			3,500
BANK FEES & PAYROLL		12,000			11,700
TREASURER					
Staff Salaries	101,804			89,241	
Expense	7,710	109,514		6,610	95,851
TOWN COLLECTOR					
Staff Salaries	88,128			87,409	
Expense	36,386	124,514		34,736	122,145
LAW DEPT. & CLAIMS					
		60,000			60,000
TECHNOLOGY					
		17,710			27,510
TOWN CLERK					
Staff Salaries	95,463			84,753	
Expense	8,570	104,033		8,570	93,323
ELECTIONS & REGISTRATION					
Staff Salaries	8,400			8,400	
Expense	4,650	13,050		4,650	13,050
CONSERVATION COMMISSION					
		5,715			3,663
PLANNING BOARD		2,800			2,300
BOARD OF APPEALS		2,525			2,525
TOWN PLANNER					
Staff Salaries	52,467			49,437	
Expense	500	52,967		300	49,737
MUNICIPAL BUILDINGS					
Staff Salaries	53,238			47,690	
Expense	116,130	169,368		109,160	156,850
<b>GENERAL GOVT. TOTAL</b>					
		1,290,202			1,272,015

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>PUBLIC SAFETY</b>					
<b>POLICE DEPARTMENT</b>					
Salaries	1,048,165			1,004,509	
Operating Expenses	87,190			82,290	
Cruiser Purchase	43,000			41,000	
Medical Bills	500	<b>1,178,855</b>		500	<b>1,128,299</b>
<b>EMERGENCY DISPATCH</b>					
Salaries		<b>178,995</b>			<b>192,960</b>
<b>FIRE DEPARTMENT</b>					
Salaries	147,195			144,223	
House Operating Expense	27,761			25,100	
Truck Operating Expense	21,150			21,150	
Special Services	2,150	<b>198,256</b>		2,150	<b>192,623</b>
<b>AMBULANCE</b>					
Staff Salaries	529,353			449,130	
Expense	63,508	<b>592,861</b>	* 2	63,108	<b>512,238</b>
<b>*2 \$217,826 raise and appropriate, and \$375,035 transfer and appropriate from Ambulance Receipts Reserved for Appropriation Account.</b>					
<b>BUILDING INSPECTOR</b>					
Staff Salaries	94,005			90,890	
Expense	6,600	<b>100,605</b>		6,080	<b>96,970</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>					
		<b>906</b>			<b>888</b>
<b>EMERGENCY MANAGEMENT</b>					
		<b>9,314</b>			<b>9,281</b>
<b>ANIMAL CONTROL</b>					
Staff Salaries					
Expense	17,120	<b>17,120</b>		17,434	<b>17,434</b>
<b>TREE WARDEN</b>					
Staff Salaries	5,500			5,650	
Expense	9,000	<b>14,500</b>		9,000	<b>14,650</b>
<b>FOREST FIRE</b>					
Expense	5,100	<b>5,100</b>		5,100	<b>5,100</b>
<b>PUBLIC SAFETY TOTAL</b>		<b>2,296,512</b>			<b>2,170,443</b>

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>EDUCATION</b>					
SCHOOL DEPARTMENT		10,820,297			10,477,630
SCHOOL TRANSPORTATION		968,693			938,848
<b>EDUCATION TOTAL</b>		<b>11,788,990</b>			<b>11,416,478</b>

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>PUBLIC WORKS</b>					
HIGHWAY DEPARTMENT					
Salaries	456,339			394,366	
Private Roads Account	2,000				
Administration	34,300			43,290	
General Highway & Bridges	285,750			287,750	
Snow & Ice	200,000			200,000	
Emergency Repairs	10,000			10,000	
Road Machinery Account	56,000	1,044,389		55,700	991,106
STREET LIGHTING		22,000			22,000
CEMETERY DEPARTMENT					
Staff Salaries	83,643			80,318	
Expense	11,014	94,657		9,714	90,032
<b>PUBLIC WORKS TOTAL</b>		<b>1,161,046</b>			<b>1,103,138</b>

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>HUMAN SERVICES</b>					
BOARD OF HEALTH					
Staff Salaries	23,939			22,568	
Expense	1,540	25,479		1,150	23,718
COUNCIL ON AGING					
Staff Salaries	135,953			126,107	
Expense	22,960	158,913		22,780	148,887
VETERANS' BENEFITS		34,716			23,000
<b>HUMAN SERVICES TOTAL</b>		<b>219,108</b>			<b>195,605</b>

Account	Fiscal	Recommendation 2017		Historical Fiscal	Information 2016
<b>LIBRARY &amp; RECREATION</b>					
MONSON FREE LIBRARY & READING ROOM ASSN.		271,608			264,984

PARKS & RECREATION				
Staff Salaries	134,427		129,892	
Expense	23,150	<b>157,577</b>	22,263	<b>152,155</b>
P&R Pool				
Staff Salaries	17,000		9,600	
Expense	21,200	<b>38,200</b>	28,000	<b>37,600</b>
HISTORICAL COMMISSION		<b>440</b>		<b>440</b>
<b>LIBRARY &amp; RECREATION TOTAL</b>		<b>467,825</b>		<b>455,179</b>

Account	Fiscal	Recommendation 2017	Historical Fiscal	Information 2016
<b><i>DEBT SERVICE</i></b>				
INTEREST ON SHORT TERM DEBT		10,000		25,000
PRINCIPAL & INTEREST ON LONG TERM DEBT				
110 Main Street Rebuild		320,988		52,500
2013 Infrastructure & Vehicles		102,083		108,435
S. Main St. Brownfield		2,464		2,464
Ambulance Purchase		34,679	* <b>3</b>	36,837
Fire & Highway Vehicles		86,880		93,000
Middle School Construction		898,500	* <b>4</b>	895,575
High School Construction		222,950	* <b>5</b>	223,650
Water SRF Capital Projects		105,578	* <b>6</b>	105,696
<b>DEBT SERVICE TOTAL</b>		<b>1,784,122</b>		<b>1,543,157</b>

\*3 \$17,679 raise and appropriate; and \$17,000 transfer & appropriate from Ambulance Subscription Fees Reserved for Appropriation Account.

\*4 \$885,994 raise and appropriate; and \$12,506 transfer and appropriate from Fund Balance Reserved for Expenditure- Middle School Debt.

\*5 \$183,769 raise and appropriate; and \$39,181 transfer and appropriate from Fund Balance Reserved for Expenditure-High School Debt.

\*6 \$105,578 raise and appropriate from water enterprise revenue.

Account	Fiscal	Recommendation 2017	Historical Fiscal	Information 2016
<b><i>UNCLASSIFIED</i></b>				
Pioneer Valley Planning Commission		<b>1,284</b>		<b>1,284</b>

Veterans' District Assessment		13,429			13,478
Hampden County Pensions		1,362,378			1,292,603
Health Insurance		2,300,000			2,200,000
Life Insurance		6,800			6,700
Medicare, Town Share		203,070			204,200
Medicaid Reimbursement		9,000			9,000
Annual Capital		207,490	*		100,000
			7		
Blanket Insurance		372,200			372,200
<b>UNCLASSIFIED TOTAL</b>		<b>4,475,651</b>			<b>4,199,465</b>
<b>OMNIBUS TOTAL</b>		<b>23,483,456</b>			<b>22,355,480</b>

\*7 \$207,490 transfer and appropriate from free cash.

**ARTICLE 5:**

**Submitted by: Finance Committee**

To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds a sum of money to the Stabilization Account, as provided in Massachusetts General Laws, Chapter 40, Section 5B, or take any other action relative thereto.

**Explanation:** This annual article allows for transferring funds into the Stabilization Account, if there are funds available, as part of the Finance Committee's ongoing goal to build up the Town's reserves. A stabilization account is a type of reserve fund which can be used for catastrophic or emergency events, or when certain revenue sources are below prior year levels. The Town currently has \$845,494.49 in the Stabilization Account. A two-thirds vote of Town Meeting is required to appropriate both to and from the Stabilization Account.

***Recommendation:***

*F.C.R.I.M.T.V. to pass over this article.*

**ARTICLE 6:**

**Submitted by: Regional School Committee**

To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds a sum of money to pay the Town's apportioned share of the Operating and Maintenance and Capital Budget of the Pathfinder Regional Vocational/Technical High School District, or take any other action relative thereto.

**Explanation:** The overall increase to the Town of Monson's assessment is \$37,526.00. Of this amount \$18,275.00.00 is the first of five installments in the roof replacement project.

***Recommendation:***

*F.C.R.I.M.T.V. to raise and appropriate \$1,272,133.00 and transfer and appropriate \$100,000.00 from Free Cash for a total of \$1,372,133.00 to pay the Town's apportioned share of the Operating & Maintenance and Capital Budget of the Pathfinder Regional Vocational/Technical High School District.*

**ARTICLE 7:**

**Submitted by: Board of Selectmen**

To see if the Town will vote to transfer and appropriate the Comcast, Inc. Franchise Fee to Municipal Public Access Cable Television, Inc., or take any other action relative thereto.

**Explanation:** This an annual article which authorizes the Town to transfer and appropriate funds collected from Comcast to fund public access television on M-Pact TV.

***Recommendation:***

*F.C.R.I.M.T.V. to transfer the Comcast, Inc. franchise fee to Municipal Public Access Cable Television, Inc.*

**ARTICLE 8:**

**Submitted by: Finance Committee**

To see if the Town will vote to accept any funds which have been offered to the Town's Perpetual Care Cemetery Fund since the last Annual Town Meeting, or take any other action relative thereto.

**Explanation:** This is an annual article which is needed for the Town to accept funds into the Perpetual Care Cemetery Fund.

***Recommendation:***

*F.C.R.I.M.T.V. to accept any funds which have been offered to the Town's Perpetual Care Cemetery Fund since the last Annual Town Meeting.*

**ARTICLE 9:**

**Submitted by: Finance Committee**

To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds a sum of money with which to meet bills of previous years, or take any other action relative thereto.

**Explanation:** This is an annual article which allows the Town to pay bills from a prior fiscal year. Bills are either received late or not paid within the fiscal year due to financial discrepancies or oversight.

***Recommendation:***

*F.C.R.I.M.T.V. to pass over this article.*

**ARTICLE 10:**

**Submitted by: Board of Selectmen**

To see if the Town will vote to authorize the Town Treasurer and Town Collector to enter into written agreements with banking institutions having their principal offices in the Commonwealth of Massachusetts, for a period not to exceed one year, pursuant to which said Town Treasurer and Town Collector agree to maintain on deposit in said institutions specified amounts of the funds of the Town in return for the provision by said institution(s) of banking services; such services that so qualify shall be prescribed by the Commissioner of Revenue, as well as by other

provisions of Massachusetts General Laws Chapter 44, et seq., or take any other action relative thereto.

**Explanation:** This is an annual article authorizing the Town Treasurer and Town Collector to undertake the operational banking duties needed for Town functions.

***Recommendation:***

*F.C.R.I.M.T.V. to authorize the Town Treasurer and Town Collector to enter into written agreements with banking institutions as described above.*

**ARTICLE 11:**

**Submitted by: Board of Selectmen**

To see if the Town will vote to authorize the Selectmen to sell at public or private sale, after first giving notice of sale in some convenient and public place in the Town, fourteen (14) days at least before the sale, property taken by the Town under tax title procedure; provided, however, that the Selectmen or whomsoever they authorize to hold such sale may reject any bid which they or the person so authorized may deem inadequate, or take any other action relative thereto.

**Explanation:** This annual article authorizes the Board of Selectmen to sell property taken through the tax title process.

***Recommendation:***

*F.C.R.I.M.T.V. to authorize the Selectmen to sell at public sale, after first giving notice of sale in some convenient and public place in the Town, fourteen days at least before the sale, property taken by the Town under tax title procedure as described above.*

**ARTICLE 12:**

**Submitted by: Board of Selectmen / Finance Committee**

To see if the Town will vote to raise and appropriate or borrow and appropriate a sum of money not to exceed Four Hundred and Sixty-Seven Thousand Three Hundred Nineteen dollars (\$467,319) to be used for construction projects authorized through the Chapter 90 Bond Issue, provided however that the town be reimbursed one hundred per cent (100%) of said sum upon project completion, or take any other action relative thereto.

**Explanation:** This is an annual article which allows the Town to raise and appropriate, borrow, or transfer funds in anticipation of reimbursement revenues from the Commonwealth of Massachusetts for road repair assistance under M.G.L. c. 90.

***Recommendation:***

*F.C.R.I.M.T.V. to borrow and appropriate a sum not to exceed four hundred sixty seven thousand three hundred nineteen dollars to be used for construction projects authorized through the Chapter 90 bond issue as described above.*

**ARTICLE 13:**

**Submitted by: Board of Selectmen**

To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds a sum of money to operate the Enterprise Trash/Recycling Program for fiscal year 2017 or take any other action relative thereto.

**Explanation:** This is an annual article authorizing appropriation from the Trash/Recycling Program to fund the trash/recycling collection in the Town of Monson.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$17,926.00 for staff salaries and \$735,241.00 for expenses; for a total of \$753,167.00 to operate the Trash/Recycle Enterprise Fund. Funding to be as follows: \$733,167.00 to raise and appropriate from trash enterprise revenues; and \$20,000.00 to transfer and appropriate from trash enterprise free cash.*

**ARTICLE 14:**

**Submitted by: Water & Sewer Commission**

To see if the Town will vote to raise and appropriate and/or transfer and appropriate from available funds a sum of money to operate the Sewer Enterprise Fund for fiscal year 2017, or take any other action relative thereto.

**Explanation:** This is an annual article which seeks to appropriate rate-payer revenue to fund the operational budget of the Sewer portion of the Water and Sewer Department.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$118,156.00 for staff salaries; \$42,271.00 for sewer department expenses; \$355,000.00 for Maintenance of Joint Treatment Plant with Palmer; and \$20,000.00 for sewer emergency reserve account; for a total of \$535,427.00 to operate the Sewer Enterprise Fund. Funding to be as follows: \$521,427.00 to raise and appropriate from sewer enterprise revenues; \$14,000.00 to transfer and appropriate from sewer enterprise free cash. Further \$54,000.00 for indirect costs to be appropriated in the general fund and funded from sewer enterprise revenues.*

**ARTICLE 15:**

**Submitted by: Water & Sewer Commission**

To see if the Town will vote to raise and appropriate and/or transfer and appropriate from available funds a sum of money to operate the Water Enterprise Fund for fiscal year 2017, or take any other action relative thereto.

**Explanation:** This is an annual article which seeks to appropriate rate-payer revenue to fund the operational budget of the Water portion of the Water and Sewer Department.

***Recommendation:***

*F.C.R.I.M.T.V. to \$179,247.00 for staff salaries; \$179,012.00 for water department expenses; and \$20,000.00 for water emergency reserve account; for a total of \$378,259.00 to operate the Water Enterprise Fund. Funding to be as follows: \$349,259.00 to raise and appropriate from water enterprise revenues; \$29,000.00 to transfer and appropriate from water enterprise free cash. Further \$105,577.00 for debt to be appropriated in the general fund and funded from*

*water enterprise revenues; and \$86,000.00 for indirect costs to be appropriated in the general fund and funded from water enterprise revenues.*

**ARTICLE 16:**

**Submitted by: Community Preservation Committee**

To see if the Town will vote to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2017, with each item to be considered a separate appropriation:

***Appropriations:***

From FY 2017 estimated revenues for Committee Administrative Expenses \$15,000

**Reserves:**

From FY 2017 estimated revenues for Historic Resources Reserve	\$30,000
From FY 2017 estimated revenues for Community Housing Reserve	\$30,000
From FY 2017 estimated revenues for Open Space Reserve	\$30,000
From FY 2017 estimated revenues for Budgeted Reserve	\$210,000

Or take any other action relative thereto.

**Explanation:** This is an annual article that allows the funds collected under the Community Preservation Act to be made available for appropriation.

***Recommendation:***

*F.C.R.I.M.T.V. to transfer and appropriate \$15,000 from Fiscal 2016 Community preservation Fund revenues to Community Preservation Committee Administrative Expenses; and reserve from Fiscal 2016 Community Preservation Fund revenues \$30,000 to each of the following Reserve Accounts: Historic Resources Reserve, Community Housing Reserve, and Open Space Reserve to be held in reserve for future appropriations; and further to reserve \$210,000 to the Community Preservation Budgeted Reserve Account for future appropriations.*

**ARTICLE 17:**

**Submitted by: Water & Sewer Commission**

To see if the Town will vote to transfer and appropriate a sum of money from the Sewer Enterprise Free Cash Account to pay the interest on interim USDA financing, or take any other action relative thereto.

**Explanation:** This article seeks to appropriate funds to pay short term financing for the ongoing Hospital Road Pump Station rehabilitation funded by the USDA. After the \$600,000 loan portion is spent USDA will pay off the Town's interim financing and the Town will close on the loan. The first USDA loan payment will be due FY2018 one year after closing.

***Recommendation:***

*F.C.R.I.M.T.V. to transfer and appropriate \$5,000.00 from the Sewer Free Cash Enterprise Account to pay interest on interim USDA financing.*

**ARTICLE 18:**

**Submitted by: Board of Selectmen**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 41 Section 1B, to have the elected position of Town Clerk become an appointed position, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election to read as follows: *Shall the Town vote to have its elected Town Clerk become an appointed Clerk of the Town? Yes\_\_\_ No\_\_\_*; or take any other action relative thereto.

**Explanation:** This article seeks authorization to include a ballot question at the next Annual Town Election in June 2016 asking to change the position of elected Town Clerk to an appointed position. The Town Clerk is currently an elected position for a 3-year term, and acts autonomously in his or her daily activities.

The Town Clerk records the actions of Town Meetings, certifies borrowing authorization, certifies appropriations, reports By-Law amendments to the Attorney General, submits the acceptance of Massachusetts General Laws to the Secretary of State, maintains vital statistics, and tracks all appointments made to boards and committees. The Town Clerk's Office is also responsible for record retention and is the final repository of public records. The responsibilities of the Town Clerk are established by state laws and regulations; however, a Town Clerk must also be familiar with the specific By-Laws under which his or her Town operates. The only requirements to run for election are that an individual must be a registered voter in the Town of Monson and be 18 years of age or older. This limits the Town's ability to find qualified candidates and may result in the election of an individual who may not have the administrative and/or technical skills necessary to perform the statutory functions. There are no requirements of an elected official to hold specific office hours and as a consequence, the election of a Town Clerk could potentially hinder the Town's ability to legally discharge its duties to the public, resulting in expensive and time-consuming lawsuits, the disruption of services, and flawed record keeping.

If this article is approved, the Board of Selectmen will amend the current job description, and recommend appropriate amendments to the Town's Classification and Compensation Plan. The question will be included on the June 2016 Annual Town Election Ballot.

***Recommendation:***

*F.C.R.I.M.T.V. to have the elected position of Town Clerk become an appointed position, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election.*

**ARTICLE 19:**

**Submitted by: Board of Selectmen**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 41 Section 1B, to have the elected position of Highway Surveyor become an appointed position, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election to read as follows: *Shall the Town vote to have its elected Highway Surveyor become an appointed Highway Superintendent? Yes\_\_\_ No\_\_\_*; or take any other action relative thereto.

**Explanation:** This article seeks authorization to include a ballot question at the next Annual Town Election in June 2016 asking to change the position of elected Highway Surveyor to an appointed position. The Highway Surveyor is currently an elected position for a 3-year term, and acts autonomously in his or her daily activities.

The Highway Surveyor is responsible for determining the best practices in new technologies, navigating increasingly stringent reporting standards within state government, crafting innovative solutions to road and drainage issues, advanced critical and financial analysis skills, recommending solutions, calculating return on capital projects and cost justification, knowledge of procurement laws, and ability to ensure worker safety. A Highway Surveyor should also be familiar with the specific By-Laws under which his or her Town operates as well as statues and laws governing his or her department. In order to adequately perform the duties of this position, a Highway surveyor should also possess the professional and technical knowledge pertaining to the Highway Department. The only requirements to run for election are that the individual must be a registered voter in the Town of Monson and 18 years of age or older. This limits the Town's ability to find qualified candidates and may result in the election of an individual who may not have the administrative and technical skills necessary for the position. Consequently, the election of a Highway Surveyor could potentially hinder the Town's ability to legally discharge its duties to the public, resulting in expensive lawsuits and disruption of public safety.

If this article is approved, the Board of Selectmen will amend the current job description, and recommend appropriate amendments to the Town's Classification and Compensation Plan. The question will be included on the June 2016 Annual Town Election Ballot.

***Recommendation:***

*F.C.R.I.M.T.V. to have the elected position of Highway Surveyor become an appointed position, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election.*

**ARTICLE 20:**

**Submitted by: Board of Selectmen**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 41 Section 1B, to have the elected Board of Assessors become an appointed board, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election to read as follows: *Shall the Town vote to have its elected Board of Assessors become an appointed Board of Assessors? Yes\_\_\_ No\_\_\_*; or take any other action relative thereto.

**Explanation:** This article seeks authorization to include a ballot question at the next Annual Town Election in June 2016 asking to change the position of elected Board of Assessors to an appointed position. The Board of Assessors is currently an elected position for a 3-year term, and acts autonomously in his or her daily activities.

The Board of Assessors is responsible for determining the fair and equitable valuation of all real and personal property in the Town, in accordance with MGL Chapter 59, Section 38. The values generated by the Assessors are updated annually. The valuation date is January 1st. The values are reviewed and certified by the Department of Revenue after which time the Tax Rate is submitted and approved by Department of Revenue. The Assessor's Office creates the bills and

commits the amount to the Collector/ Treasurer. Real and personal property tax bills are issued quarterly. The Assessor's Office also commit all motor vehicle and boat excise to the collector/ treasurer throughout the year as the Registry of Motor Vehicles sends files to our office. Some of the other services provided by the Assessor's Office include: Holding an Annual Classification Hearing, acting upon abatement requests for real estate and personal property, acting upon abatement requests for motor vehicle excise, acting upon personal exemptions for real estate (Elderly, Veterans, Blind, Surviving Spouse, etc.), acting upon applications for classification of real estate as agricultural/horticultural, forestry or recreational land, providing property information to brokers, appraisers, attorneys and the general public, issuing certified abutter's lists, updating assessments based upon building permit work, maintaining a data base of ownership records, updating tax maps and GIS databases annually and performing valuation inspections.

If this article is approved, the Board of Selectmen will work with the Assessors to create a job description to ensure qualified, motivated individuals are selected for the position. The question will be included on the June 2016 Annual Town Election Ballot.

***Recommendation:***

*F.C.R.I.M.T.V. to have the elected Board of Assessors become an appointed board, subject to the approval of an official ballot question on the Election Warrant at the next Annual Town Election.*

**ARTICLE 21:**

**Submitted by: Community Preservation Committee**

To see if the town will vote to appropriate the sum of \$30,213.00 (Thirty Thousand, and Two Hundred and Thirteen Dollars) to repair and preserve the field stone foundation of the Keep Homestead Museum. The foundation walls are to be re-pointed to stop leaking. The exterior foundation will be hand-dug and drainage pipes will be laid to transport water around the front of the building to alleviate the water build-up at that point. The money shall be transferred from the Budget Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee, or take any other action relative thereto.

**Explanation:** As referenced above, this article will fund the completion of a water mitigation project at the Keep Homestead Museum. Currently, water infiltrates the basement of the museum causing numerous issues.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$30,213.00 from the CPA Fund Balance Reserved for Budgeted Reserve Account for the purposes described above.*

**ARTICLE 22:**

**Submitted by: Community Preservation Committee**

To see if the town will vote to appropriate up to \$9,500 (Nine Thousand and Five Hundred Dollars) to install additional playground equipment and expand the playground area at Veterans Field. The Parks and Recreation department has purchased play equipment for this site, but needs funding to install and expand the current play area. The money shall be transferred from

the Budgeted Reserve Account under the Community Preservation Program for the creation of outdoor recreation areas pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee, or take any other action relative thereto.

**Explanation:** This article seeks to fund an additional 42' section of playground at Veteran's Field. The addition of this equipment continues the work of the Parks and Recreation Commission to fulfill the Veteran's Field Master Plan created in 2013.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$9,500.00 from the CPA Fund Balance Reserved for Budgeted Reserve Account for the purposes described above.*

**ARTICLE 23:**

**Submitted by: Community Preservation Committee**

To see if the town will vote to appropriate the sum of \$50,000.00 (Fifty Thousand Dollars) to replace the boiler at Memorial Hall in order to and preserve the historic building and all of the restoration that has been done in recent years. If the boiler is not replaced the building will have to be closed and winterized each fall restricting the use of the Memorial Hall and accelerating the deterioration of this exceptional building. The money shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee, or take any other action relative thereto.

**Explanation:** As part of the ongoing restoration of Memorial Hall the Town recognizes that stable infrastructure is the key to continual public use. The new boiler will allow for continued use of the building and the stabilization of indoor temperatures in the winter months.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$50,000.00 from the CPA Fund Balance Reserved for Budgeted Reserve Account for the purposes described above.*

**ARTICLE 24:**

**Submitted by: Community Preservation Committee**

To see if the town will vote to appropriate the sum of \$45,000.00 (Forty Five Thousand Dollars) to repair and restore the Monson Free Library. Sections of the original roof have been damaged and water is leaking into the original library structure. The roof will be repaired and re-flashed and the tower roof will be water-proofed according to historic preservation standards. The plaster in the Silvia DeSantis room has been damaged by the leaking roof, money will be provided to remove the damaged portions of the plaster. The money shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee, or take any other action relative thereto.

**Explanation:** The Sylvia DeSantis room is the main portion of the original Monson Free Library. Do to water infiltration the room is suffering major damage and will likely not be available for public use in the near future.

***Recommendation:***

*F.C.R.I.M.T.V. to appropriate \$45,000.00 from the CPA Fund Balance Reserved for Historic Preservation Account for the purposes described above.*

**ARTICLE 25:**

**Submitted by: Town Collector**

To see if the Town of Monson will vote to accept the provisions of Massachusetts General Laws Chapter 60, Section 15B, to establish a Tax Title Collection Revolving Fund for the Town Collector, or take any other action relative thereto.

**Explanation:** This article will create a revolving fund for costs, charges and fees to be used by the Town Collector and Town Treasurer to pay out-of-pocket expenses, without appropriation related to tax takings, redemptions and foreclosures of tax titles.

***Recommendation:***

*F.C.R.I.M.T.V. to accept the provisions of Massachusetts General Laws Chapter 60, Section 15B, to establish a Tax Title Collection Revolving Fund for the Town Collector.*

**ARTICLE 26:**

**Submitted by: Highway Surveyor**

To see if the Town of Monson will vote to raise and appropriate \$34,000 to resurface Park Road, or take any other action relative thereto.

**Explanation:** Park Road is the access road to the Flynt Park recreation area. The project will resurface the road from High Street to the park entrance.

***Recommendation:***

*F.C.R.I.M.T.V. to pass over this article.*

**ARTICLE 27:**

**Submitted by: Highway Surveyor**

To see if the Town of Monson will vote to raise and appropriate \$16,000 for off street parking for Veteran's Field activities and 110 Main Street ancillary parking, or take any other action relative thereto.

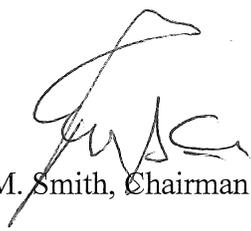
**Explanation:** This project seeks to add 24 additional parking spaces to the Veteran's Field area. The lot would utilize the existing field access curb cut off of the Police Department's driveway. The lot would extend roughly 30' from the Veteran's Field playground.

***Recommendation:***

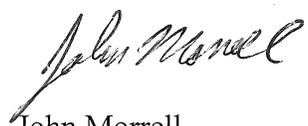
*F.C.R.I.M.T.V. to pass over this article.*

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at the time and place of said meeting.

Given under our hands this 12th day of April, 2016.



Richard M. Smith, Chairman



John Morrell



Edward S. Harrison

MONSON BOARD OF SELECTMEN

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, ss:

Pursuant to the within Warrant, I have notified and warned the legal voters of the Town of Monson by posting an attested copy of said Warrant in at least two places in said Monson fourteen days at least before the time appointed for holding the meeting aforesaid.

A true copy,  
ATTEST:

Constable of Monson

Town Clerk

S

**Attachment "A"**  
**TOWN OF MONSON**  
**M.G.L. Chapter 44 § 53E 1/2**  
**Re-authorize Revolving Funds Fiscal 2017**

<b>Title</b>	<b>Use</b>	<b>Source of Revenue</b>	<b>Authorization</b>	<b>Limit</b>	<b>Disposition</b>
1. Assessors' Reports	To purchase various office and computer supplies for Assessors' office	100% of fees charged for the programming, formatting, & printing of inventory control sheets, and reports done by requests for various appraisers, realtors, banks, etc.	Board of Assessors	\$3,000	Balance from prior Fiscal Years to be held for expenditure.
2. Collectors' Report	To purchase office supplies and other routine office expenses for the Collector's office	100% of fees charged for bill copies, tax research for filing of income tax returns, community development tax forms and all related information provided to mortgage companies and tax services.	Town Collector	\$9,000	Balance from prior Fiscal Years to be held for expenditure.
3. Memorial Hall	To pay for utility, maintenance, and custodial costs for Memorial Hall.	100% of rental fees collected from organizations using the building	Board of Selectmen	\$9,000	Balance from prior Fiscal Years to be held for expenditure.
4. Police K-9 Program	To pay for expenses related to the training, operation and maintenance of the Police K-9 unit.	100% of gifts, donations and fund raising efforts specifically for Police K-9 program.	Police Chief	\$20,000	Balance from prior Fiscal Years to be held for expenditure.
5. Driveway Inspector	To pay Driveway Inspector for services rendered.	85% of driveway permit fees collected	Board of Selectmen	\$2,500	Balance from prior Fiscal Years to be held for expenditure.
6. Gas Inspector	To pay Gas Inspector for services rendered.	85% of gas permit fees collected.	Board of Selectmen	\$8,000	Balance from prior Fiscal Years to be held for expenditure.
7. Plumbing Inspector	To pay Plumbing Inspector for services rendered.	85% of plumbing permit fees collected.	Board of Selectmen	\$14,000	Balance from prior Fiscal Years to be held for expenditure.
8. Electrical Inspector	To pay Electrical Inspector for services rendered.	85% of electrical permit fees collected	Board of Selectmen	\$37,000	Balance from prior Fiscal Years to be held for expenditure.
9. Cross-Alter Inspector	To pay Cross-Alter Inspector for services rendered.	85% of street excavation permit fees collected	Board of Selectmen	\$9,000	Balance from prior Fiscal Years to be held for expenditure

10. Forest Fire Equipment	To purchase forest firefighting equipment.	100% of burning permit fees collected	Fire Chief	\$13,000	Balance from prior Fiscal Years to be held for expenditure
11. Recycling & Hazardous Waste Materials	To pay for collection & disposal of recycling and hazardous waste materials; including costs directly related to the implementation of recycling and hazardous waste programs for the Town.	100% of revenue received during the year at “collection events” for items such as: tires, televisions, refrigerators, propane tanks, etc. and proceeds from the sale of recycling bins.	Board of Health	\$16,000	Balance from prior Fiscal Years to be held for expenditure
12. Apartment Inspections	To pay Health Inspector for services rendered.	85% of apartment inspection fees collected	Board of Health	\$1,000	Balance from prior Fiscal Years to be held for expenditure
13. Title V Inspector	To pay Title V Inspector for services rendered and travel expenses for Title V inspections	85% of percolation test and septic system repair fees collected	Board of Health	\$21,000	Balance from prior Fiscal Years to be held for expenditure
14. Municipal Technology	To pay for technology related expenses.	100% of proceeds of the cable television licensing agreement	Board of Selectmen	\$36,000	Balance from prior Fiscal Years to be held for expenditure.
15. Tax Assistance Program	To pay for expenses related to the printing and disseminating of brochures to encourage donations to the Tax Assistance Committee for Low Income Senior and Disabled Citizens	100% of gifts, donations and fund raising efforts specifically for the Tax Assistance Program	Tax Assistance Committee	\$4,000	Balance from prior Fiscal Years to be held for expenditure
16. COA Home Modification	To pay expenses associated with providing home modifications to ensure safe and handicap	Town meeting appropriation from Community Preservation Funds	Monson Council on Aging	\$25,000	Balance from prior Fiscal Years to be held for expenditure

	accessible residences for our elderly and disabled town residents, who income qualify for grants.				
17. COA Memorial Garden	To pay expenses associated with maintaining the Monson Memorial Garden and structures within the garden located at the Monson Senior Center.	100% of gifts donated to the Monson Memorial Garden	Monson Council on Aging	\$7,000	Balance from prior Fiscal Years to be held for expenditure
18. Summer Theatre	To pay for summer theatre expenses and capital improvements.	100% of monies collected from theatre productions including: ticket sales, donations, & grants	Parks & Recreation Commissioners	\$22,000	Balance from prior Fiscal Years to be held for expenditure
19. P & R Pool Program	To pay for PT wages of pool director & lifeguards, for pool chemicals & supplies as related to the pool recreation program.	100% of pool usage fees collected from individuals and groups using the Quarry Hill Community School pool	Parks & Recreation Commissioners	\$90,000	Balance from prior Fiscal Years to be held for expenditure
20. School Transportation	To pay for costs of school department transportation, including bus maintenance expenses and staff wages.	100% of fees paid by students using school transportation system	School Committee	\$45,000	Balance from prior Fiscal Years to be held for expenditure
21. Transportation for outside activities and out of district students	To pay expenses associated with providing transportation for outside activities and out of district students.	100% of receipts paid for field trips, athletic trips, and other school groups and community groups, and neighboring districts for pupil transportation	School Committee	\$67,000	Balance from prior Fiscal Years to be held for expenditure
22. Community Garden	To pay for community garden supplies, equipment, and services.	100% of receipts paid for garden plots, and any gifts received	Board of Selectmen	\$3,000	Balance from prior Fiscal Years to be held for expenditure
				<b>457,500</b>	<b>Total</b>

## ATTACHMENT B

**TOWN OF MONSON  
M.G.L. CHAP. 44 SEC 53E 1/2  
REVOLVING FUNDS ANNUAL REPORT**

ACCOUNT	BEG. BALANCE	TOWN MTG. SUBSIDY	FY 2015 RECEIPTS	FY 2015 EXP.	JULY-DEC FY 2016 RECEIPTS	JULY-DEC FY 2016 EXP.	BALANCE	AMT. OF SPENDING INCREASES
ASSESSORS' REPORTS	2,689.29		116.00	-	-	2,103.87	701.42	
COLLECTORS' REPORTS	(420.45)		3,828.00	1,887.38	2,388.00	361.86	3,546.31	
MUNICIPAL TECHNOLOGY	7,199.20		33,719.41	30,220.12	17,507.69	6,489.87	21,716.31	4,000.00
MEMORIAL HALL	899.80		-	234.18	-	-	665.62	
POLICE K9	8,415.48		500.00	1,444.15	500.00	199.95	7,771.38	
DRIVEWAY INSPECTOR	204.00		357.00	408.00	153.00	255.00	51.00	
BUILDING INSPECTOR	292.17		-	290.00	-	-	2.17	
GAS INSPECTOR	478.50		3,867.50	3,043.00	1,691.50	1,615.00	1,379.50	
PLUMBING INSPECTOR	7,688.25		5,295.50	4,428.50	2,401.25	3,102.50	7,854.00	
ELECTRICAL INSPECTOR	46,574.04		17,957.10	24,971.94	7,056.70	17,517.65	29,098.25	
CROSS ALTER INSP.	170.00		7,701.00	8,160.00	3,145.00	3,060.00	(204.00)	
FIRE FIGHTING EQUIP.	8,676.69		3,665.00	6,624.95		1,755.00	3,961.74	
RECYCLING MATERIAL	16,106.48		4,663.00	12,994.72	2,414.00	9,106.98	1,081.78	
APARTMENT INSP.	297.50		170.00	-	-	-	467.50	
TITLE V INSP.	12,160.17		10,221.25	10,808.37	5,482.50	5,015.00	12,040.55	
COA HOME MODIFICATION	3,065.16		-	2,430.00	-	-	635.16	
COA MEMORIAL GARDEN	4,274.48		-	-	-	-	4,274.48	
TAX ASSISTANCE GIFTS	1,283.80		-	-	-	-	1,283.80	
SUMMER THEATRE	11,336.84		20,142.58	17,884.85	23,358.00	21,001.63	15,950.94	
POOL PROGRAM	5,912.34		58,908.03	61,748.85	29,010.00	20,374.07	11,707.45	
COMMUNITY GARDEN	653.17		528.00	589.31	24.00	306.95	308.91	
SCHOOL TRANSPORTATION FE	1,611.64		18,975.00	-	18,375.00		38,961.64	
SCH TRANSP OUT OF DISTRIC	25,848.02		62,882.27	13,715.05	25,227.16	61,317.64	38,924.76	
<b>TOTAL</b>	165,416.57	-	253,496.64	201,883.37	138,733.80	153,582.97	202,180.67	4,000.00