

**BOARD OF SELECTMEN
MINUTES
April 21, 2015
Slade Building**

Members present: Daniel Galante, Vice Chair
Jeffrey Williams, Clerk
Raeanne Siegel

Members absent: Michael Stauder, Chair, David Simmerer

Staff present: Anita Schiepers, Town Administrator; Jeannette Elsevier, Town Secretary;
Kristen Noel, Treasurer

Others present: Donald Berthiaume, State Representative

Meeting was called to order at 6:32 p.m. by Daniel Galante, Vice Chair

Open Session: Donald Berthiaume, State Representative was in attendance to review questions and concerns regarding the town land swap, school budgets, attending district meetings to listen to how the schools budgets are being presented then negotiated. Mr. Berthiaume wanted the board to know that he is committed in assisting the town using his skills to obtain information and networking to reach a mutual goal.

Vote and Sign 1.605M Bond

Treasurer Kristen Noel and Bond Advisor David Eisenthal of Unibank Fiscal Advisory Services presented the form of vote requesting the board to sign the 1.605 million bond. Mr. Eisenthal reviewed the bond issue and provided the history of the bond anticipation note. Mr. Eisenthal discussed the decision to have a negotiated underwriting instead of putting the bonds out for bid. As part of the process the town applied for a bond rating from Standard & Poor's and there was concern regarding how they would view management given the last few years as well as the local economy. After a lengthy meeting, at S&P's headquarters, in Boston with representation by Hubbardston's Town Administrator and the town Treasurer, the impressive presentation resulted in a double A plus bond rating. The pricing of the current bonds took effect on April 16th, and the rates were far lower relative to the market benchmarks than what was proposed, part of that was the double A rating, but Mr. Eisenthal also felt that the underwriter got comfort from the discussions from the rating report of Standard & Poor's and the discussions that occurred in the due diligence call. The overall rate of return the cost of capital including issuance costs was about 2.34% for an eight year loan. Mr. Eisenthal thought it was a long process with a lot of hard work on the part of town officials and this was a combination of those efforts.

Motion: J. Williams

2nd: R. Siegel

To move with the approval of the 1.605M Bond as presented

Vote: All in Favor

Open Space Grant Application

A letter is required from the board authorizing the grant application on the project.

Motion: J. Williams

2nd: R. Siegel

To move that Vice Chair D. Galante sign under the chief executive officer and to empower the Town Administrator to send the appropriate approval letter

Vote: All in Favor

Warrant Review Special Town Meeting and Annual Town Meeting

Ms. Schiepers provided updated versions of the Special Town Meeting and Annual Town Meeting warrants with a few changes. Ms. Scheipers had hoped that any edits were provided by Town Council but unfortunately they were not received as of the meeting. Ms. Scheipers reviewed the Warrant Article List for the 2015 Special Town Meeting and the Warrant Article List for the 2015 Annual Town Meeting.

Motion: R. Siegel 2nd: J. Williams
Vote for the Fire truck and Ambulance to be separate articles on warrant Vote: 2/1

Motion: R. Siegel 2nd: J. Williams
Vote to amend the motion for Fire truck and Ambulance to be separate articles on warrant to include separate articles on ballot question Vote: 2/1

Town Administrator Report- See attached

Motion: J. Williams 2nd: R. Siegel
To accept the draft of the Board of Selectmen's annual report with the addition of suggested edits. Vote: All in Favor

Motion: J. Williams 2nd: R. Siegel
To authorize D. Galante, Vice Chair, to sign letters to the legislatures regarding Route 62 Bridges Vote: All in Favor

Appointments

Motion: J. Williams 2nd: R. Siegel
To waive the notification period of 15 days for the hiring of Dominic Walker as Part Time Patrol Officer effective April 27th, 2015. Vote: All in Favor

Motion: R. Siegel 2nd: J. Williams
To waive the notification period for the hiring of Andrew Churchill as Seasonal DPW Laborer effective May 12th, 2015. Vote: All in Favor

Motion: J. Williams 2nd: R. Siegel
To waive notification period of contractual step increase for Michael Amann Full Time Patrol Officer effective April 28th, 2015. Vote: All in Favor

Motion: J. Williams 2nd: R. Siegel
To appoint Kori Stuart, Tax Collector to Parking Clerk April 21st, 2015. Vote: All in Favor

Motion: J. Williams 2nd: R. Siegel
To enter into Executive Session pursuant to MGL C30A, s. 21(a) 3 to discuss strategy with respect to litigation 7:55PM and to adjourn at end and not return to open session.

Roll Call Vote: Ms. Siegel - yes, Mr. Galante - yes and Mr. Williams - yes

*****Executive Session Minutes are Separate*****

Respectfully submitted,


Jeannette Elsevier

Approved: 07/13/15



Board of Selectmen
Meeting Agenda
Slade Building
April 21, 2015

6:30 PM Open Session (If we do not have Open Session items to discuss, other agenda items may be brought forward earlier.)

7:00 PM Vote and Sign \$1.605M Bond – Treasurer and Bond Advisor –

7:15 PM Open Space Grant Application

7:30 PM Warrant Review – Special Town Meeting and Annual Town Meeting

7:55 PM Town Administrator's Report

8:00 PM New Business:

- Selectmen's Annual Town Report - Approval of Draft
- FY16 Selectmen's Meeting Schedule
- Long Range Facilities Planning Committee - Final Report/Recommendation
- Authorizations: Resignation - Full Time Patrol Officer
Hiring – Part Time Patrol Officer
Hiring – Seasonal DPW Laborer
Contractual Step Increase – Full Time Officer
Appointment – Kori Stuart – Parking Clerk

8:10 PM Public/Press Question & Answer

8:15 PM Executive Session – Pursuant to MGL C30A, s. 21(a) 3 – to discuss strategy with respect to collective bargaining.

Old Business:

Upcoming Events:

Final Budget Hearing: May 6, 2015

Please note: All times are approximate and subject to change

Chair: Michael Stauder

Posted Thursday, April 16th, 2015 @ 8:45 AM

Amended April 21st, 2015 @ 8:35 AM

Amended April 21st, 2015 @ 10:20 AM

Town of Hubbardston, Massachusetts

\$1,605,000 General Obligation Bonds

March 25, 2015

Issue Summary

Project Summary

Part 1 of 2

Dated 03/25/2015 | Delivered 03/25/2015

	Roads	Roadway Design	Tennis Court
Sources Of Funds			
Par Amount of Bonds	\$1,300,000.00	\$95,000.00	\$50,000.00
Reoffering Premium	78,661.90	2,098.70	1,115.50
Total Sources	\$1,378,661.90	\$97,098.70	\$51,115.50
Uses Of Funds			
Total Underwriter's Discount (1.167%)	15,171.00	1,108.65	583.50
Costs of Issuance	27,599.68	2,016.91	1,061.53
Deposit to Project Construction Fund	1,300,000.00	95,000.00	50,000.00
Rounding Amount	35,891.22	(1,026.86)	(529.53)
Total Uses	\$1,378,661.90	\$97,098.70	\$51,115.50

Flow of Funds Detail

State and Local Government Series (SLGS) rates for
Date of OMP Candidates

Primary Purpose Fund Solution Method	Net Funded	Net Funded	Net Funded
Total Cost of Investments	\$1,300,000.00	\$95,000.00	\$50,000.00
Total Draws	\$1,300,000.00	\$95,000.00	\$50,000.00

PV Analysis Summary (Net to Net)

Net Present Value Benefit	-	-	-
Net PV Benefit / - Refunded Principal	-	-	-
Net PV Benefit / - Refunding Principal	-	-	-

Bond Statistics

Average Life	4.693 Years	1.613 Years	1.639 Years
Average Coupon	2.9150806%	2.0000007%	2.0000014%
Net Interest Cost (NIC)	1.8743409%	1.3537306%	1.3507810%
Bond Yield for Arbitrage Purposes	1.5197285%	1.5197285%	1.5197285%
True Interest Cost (TIC)	1.8108439%	1.3431247%	1.3400599%
All Inclusive Cost (AIC)	2.2795047%	2.6893356%	2.6645727%

Town of Hubbardston, Massachusetts

\$1,605,000 General Obligation Bonds

March 25, 2015

Issue Summary

Project Summary

Part 2 of 2

Dated 03/25/2015 | Delivered 03/25/2015

	Dump Truck	Cruiser	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$135,000.00	\$25,000.00	\$1,605,000.00
Reoffering Premium	7,950.00	1,226.20	91,052.30
Total Sources	\$142,950.00	\$26,226.20	\$1,696,052.30
Uses Of Funds			
Total Underwriter's Discount (1.167%)	1,575.45	291.75	18,730.35
Costs of Issuance	2,866.12	530.76	34,075.00
Deposit to Project Construction Fund	133,640.00	25,000.00	1,603,640.00
Rounding Amount	4,868.43	403.69	39,606.95
Total Uses	\$142,950.00	\$26,226.20	\$1,696,052.30

Flow of Funds Detail

State and Local Government Series (SLGS) rates for
Date of OMP Candidates

Primary Purpose Fund Solution Method	Net Funded	Net Funded	Net Funded
Total Cost of Investments	\$133,640.00	\$25,000.00	\$1,603,640.00
Total Draws	\$133,640.00	\$25,000.00	\$1,603,640.00

PV Analysis Summary (Net to Net)

Net Present Value Benefit	-	-	-
Net PV Benefit / - Refunded Principal	-	-	-
Net PV Benefit / - Refunding Principal	-	-	-

Bond Statistics

Average Life	4.472 Years	3.139 Years	4.373 Years
Average Coupon	2.9008513%	2.7911533%	2.8818105%
Net Interest Cost (NIC)	1.8450253%	1.6003497%	1.8512775%
Bond Yield for Arbitrage Purposes	1.5197285%	1.5197285%	1.5197285%
True Interest Cost (TIC)	1.7833585%	1.5566717%	1.7897777%
All Inclusive Cost (AIC)	2.2741758%	2.2463195%	2.2923292%

**Conservation Assistance for Small Communities Grant Program
APPLICATION FORM – FY 2015/16**

Rolling submission. Absolute deadline: April 30, 2015. Early applications encouraged.

1. Applicant information

Municipality: Hubbardston

Population (2010 Census): 4,382 *(only municipalities with a population of 6,000 or below are eligible)*

Project manager & contact person:

Attach authorization from the Town Chief Executive Officer (usually the chair of the board of selectmen or a town administrator) identifying the individual named below, who will be the official representative of the Town in connection with this application.

Name: Jassy Bratko
Affiliation with town: Chair, Open Space Committee
Address at town: 28 High St
Hubbardston, Ma 01452

Phone number: 1-508-331-4975
E-mail address: openspace@hubbardstonma.us

2. Project information

Reimbursement payments are for 80% of approved expenditures.

What do you want to do? How much money do you need? (check all that apply):

- Appraisal(s):** \$3,000 maximum award for each appraisal
Applicants are eligible to receive reimbursement for only one appraisal per property, unless the first appraised value is \$750,000 or greater, in which case they will be eligible to receive reimbursement payment for two appraisals. Work or expenditures preceding receipt of an executed state contract will not be reimbursed.

Estimated total cost: \$ 3,750

Funding request (80% of total): \$ 3,000

- Open Space and Recreation Plan (OSRP):** \$8,000 maximum award

Work to be completed in FY15 (from contract execution to June 30, 2015):

Estimated total cost: \$ 2,000

Funding request (80% of total): \$ 1,600

Work to be completed in FY16 (from July 1, 2015 to April 1, 2016):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Open Space Design/Natural Resource Protection Zoning: \$8,000 maximum award

Work to be completed in FY15 (from contract execution to June 30, 2015):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Work to be completed in FY16 (from July 1, 2015 to April 1, 2016):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Planning to facilitate land conservation projects: \$5,000 maximum total award

Work to be completed in FY15 (from contract execution to June 30, 2015):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

Work to be completed in FY16 (from July 1, 2015 to April 1, 2016):

Estimated total cost: \$ _____

Funding request (80% of total): \$ _____

TOTAL funding request, all items: \$ \$4,600

Will the town apply to one of the following EEA grant programs? (mark)

LAND

PARC

DWSP

Landscape Partnership

OHV Riding Areas

The Town commits to holding an interest on a property that is the subject of a Conservation Partnership Grant application, to be submitted by _____ (non-profit). Please attach a letter from the non-profit affirming their intention to apply to the Conservation Partnership grant.

For projects requesting funds to prepare or update their OSRP:

Have you had an approved OSRP in the past?

Yes

No

If you have previously had an approved OSRP, when did (or will) it expire?

2014

Only applicants that do not have OSRPs, or whose OSRPs are expired or will expire by December 31, 2015, are eligible for funding.

If the town is not intending to apply to an EEA grant program, will the town be developing Open Space Design (OSD) or Natural Resource Protection Zoning (NRPZ) bylaws, and will it commit to voting on their adoption at town meeting?

Yes No

For projects requesting funds to conduct an appraisal, or to conduct planning on a specific property:

Property location: Malone Road, Hubbardston
Acreage (approximate): 24.50
Number of parcels: 6
Assessor's Map/Lot: Map 5 Lot 6 (Lots 1E and 2E on plan) & Map 5 Lots 158, 6/3, 6/5, 6/6

Interest to be appraised and proposed to acquire (for appraisal projects):

Fee simple Conservation Restriction Both

If both, explain: _____

Attach a map of the property.

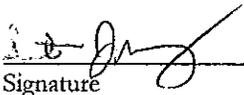
For other planning projects, describe the planning you would like to do:

3. Authorizing signatures

Chief Executive Officer:

Signature Print Name Date: _____

Conservation Commission, or Parks and Recreation Commission, or Board of Water Commissioners:

 (chair) STEPHEN MOSSEY Date: 4/14/15
Signature Print Name

 HARRY THERRIEN Date: 4/14/15
Signature Print Name

 THOMAS LARSON Date: 4/14/15
Signature Print Name

Signature Print Name Date: _____

Application check-list:

- Application form
- Letter from Town Manager/Chair of Selectmen authorizing the application and the Project Manager to represent the town in connection with this application
- Letter from non-profit 501(c)(3) organization eligible for the Conservation Partnership grant, affirming its intention to submit an FY15 application, in which the Town agrees to hold an interest (if applicable)
- Property map (if applicable)



THE TOWN OF
HUBBARDSTON, MASSACHUSETTS
Office of the Town Clerk

ANNUAL TOWN ELECTION

Tuesday, JUNE 9, 2015

CANDIDATE LIST As Of April 14, 2015

BOARD OF SELECTMEN, 3-Year Term (2 positions)

***Jeffrey L. Williams**, Candidate for Re-Election, 98 Old Princeton Rd
OPEN

BOARD OF ASSESSORS, 3-Year Term (1 position)

***William J. Homans**, Candidate for Re-Election, 4 Main St

PLANNING BOARD, 5-Year Term (1 position)

OPEN

PLANNING BOARD, 4-Year Term (1 position)

***Thomas F. Robinson**, 5 Brigham St

BOARD OF HEALTH, 3-Year Term (2 positions)

Tomas R. Larson, Candidate for Re-Election, 131 Old Princeton Rd
Lucinda D. Oates, Candidate for Re-Election, 20 Elm St

QUABBIN REGIONAL SCHOOL DISTRICT COMMITTEE, 3-Year Term (2 positions)

***William Hansen**, 9 Penobscott Ave
OPEN

FINANCE COMMITTEE, 3-Year Term (2 positions)

OPEN
OPEN

FINANCE COMMITTEE, 2-Year Term (1 position)

OPEN

FINANCE COMMITTEE, 1-Year Term (1 position)

OPEN

CEMETERY COMMISSION, 3-Year Term (1 position)

OPEN

TRUSTEES OF PUBLIC LIBRARY, 3-Year Term (2 positions)

Heather K. Bourque, 151 Gardner Rd
***Thomas F. Robinson**, 5 Brigham St

HOUSING AUTHORITY, 5-Year Term (1 position)

OPEN

HOUSING AUTHORITY, 3-Year Term (1 position)

OPEN

HOUSING AUTHORITY, 1-Year Term (1 position)

***Colleen M. O'Loughlin**, 50 Dogwood Rd - N

PARKS COMMISSIONER, 3-Year Term (1 position)

OPEN

* Nomination Papers have been returned.

Warrant Article List For the 2015 Annual Town Meeting		4/21/2015		Special		General	
#	Article	Amount	Funding	Vote	Consent	By-law	Zoning
	Sponsor						By-law
Standard Annual Articles							
1	Vote for officers						
2	Hear reports of officers and committees						
3	MassDOT annual C90 and grant acceptance						
4	Acceptance of misc. general municipal purpose grants for FY16						
5	Acceptance of educational grants for FY15						
6	Annual Holden Hospital Accounts annual authorization						
	Annual Reauthorization of Revolving Accounts (w/ edits to COA fund)						
	FY16 Budget						
	Ambulance Enterprise Budget/Tax Levy Subsidy		Tax Levy				
			Tax Levy / Amb Revenue				
Department Articles							
	Sr Citizen Work-off Tax Abatement Program	\$15,000.00	Free Cash				
General Stabilization Fund							
	Transfer \$ into Gen Stab Acct	\$20,000.00	Free Cash	2/3rds			
	Transfer \$ back into Gen Stab Fund	\$25,000.00	spec. audit account				
Capital Improvement Program							
	Transfer (Free Cash) available funds into the MCSA	\$140,000.00	Free Cash	2/3rds			
	Transfer (tax revenue) funds into MCSA	TBD		2/3rds			Likely will not need this
	Transfer remaining misc project balances back into MCSA	\$42,000.00	various accounts	2/3rds			
	FY16 Municipal Cash Capital Fund Appropriations (chart)	misc.	MCSA				
	Debt exclusion article for Fire Truck and Ambulance	\$650K	DE	2/3rds			requires ballot question
	Debt exclusion article for Senior Center/Public Safety Building	\$7.5M	DE	2/3rds			requires ballot question
Other \$ Articles							
	Authorization to purchase and Yr. 1 payment of Tax Collector Software	\$15,200.00	Free Cash				
General Articles							
	Authorization to do Vincent land swap						
	Authorization to acquire Mt. Jeff. land			2/3rds			
	Authorization of both member to conduct inspections			2/3rds			
	Approve Police Union contract			2/3rds			
	Approve DPW Union Contract		FY16 budget				BoH may put this article
	Set reasonable fees		FY16 budget				
CPA Articles							
	FY16 CPA Fund Yr 2 of 3 P/I payment for playground borrowing	\$15,250.00	CPA \$				
	FY16 CPA Fund Yr 1 of 2 P/I payment for rec court	\$26,138.89	CPA \$				
	FY16 CPA Fund Annual Appropriations		CPA \$				
	FY16 CPA Fund Library Roof architectural services	\$10,500.00	CPA \$				
	FY16 CPA Fund Malone Rd Acquisition	\$39,950.00	CPA \$				
Bylaw or Zoning Articles							
	Wireless Communications Facility Bylaw amendments			2/3rds			
	Use Regulation amendment			2/3rds			
	Solar Bylaw amendments			2/3rds			
Warrant Article List For the 2015 Special Town Meeting							
1	Revote CPA \$ for FY15						
2	Transfer \$ from Acct # 246-710-5910-0000 to cover deficit in vet benefit	\$15,000.00					
3	2010 - 2012 Unemployment Comp. Claims payoff	\$31,000.00					
4							
5							

COMMONWEALTH OF MASSACHUSETTS
TOWN OF HUBBARDSTON

SPECIAL TOWN MEETING

June 2, 2015 • 7:00 p.m.

CENTER SCHOOL

Worcester, ss. To either of the Constables of the Town of Hubbardston in the County of Worcester:
In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hubbardston, qualified to vote in elections and Town affairs, to meet at the **Center School in said Hubbardston on Tuesday, June 2, 2014, at 7:00 o'clock in the evening**, then and there to act on the following articles:

ARTICLE 1. To see if the Town will vote to amend appropriations for the fiscal year 2015, ARTICLE 23, June 04, 2014 Annual Town Meeting to read, based on final local assessments:

Appropriations:

From FY15 estimated revenues for Committee Administrative Expenses (5%) \$2,942.77

Reserves:

From FY15 estimated revenues for Historic Resources Reserve (10%) \$5,885.55

From FY15 estimated revenues for Community Housing Reserve (10%) \$5,885.55

From FY15 estimated revenues for Open Space Reserve (10%) \$5,885.55

From FY15 estimated revenues for Budgeted Reserve (65%) \$38,256.08

or take any action relative thereto.

(Submitted by: Community Preservation Committee)

(Fin Com _____)

ARTICLE 2. To see if the Town will vote to transfer from Account # 246-710-5910-0000 \$15,325.00 (Fifteen Thousand Three Hundred Twenty Five Dollars and Zero Cents), to the Veterans Benefits Account # 001-543-5770-0000, for the purpose of funding the additional unforeseen veterans benefits for Fiscal Year 2015; or take any action relative thereto.

(Submitted by: Board of Selectmen) Required Vote:

(Fin Com _____)

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of \$31,000.00 (Thirty One Thousand Dollars and Zero Cents) to Account # _____ to reimburse the Commonwealth of Massachusetts for unemployment benefits paid to prior town employees in the years between 2010 and 2012, including any accrued interest or costs incidental or related thereto; or take any action relative thereto:

(Submitted by the Board of Selectmen)

(Fin Com _____)

You are hereby directed to serve this warrant by posting attested copies thereof at the Place of Meeting, Hubbardston Center School, "Mr. Mike's" convenience store, the Town Office, and the Post Office fourteen days, at least, before the day of said meeting. Hereof, fail not, and make due return of this warrant with your doings thereon to the Town Clerk at the time and place of meeting as aforementioned.

Given under our hands this ____th day of May 2015:

BOARD OF SELECTMEN of HUBBARDSTON

Michael Stauder

Daniel Galante

Jeffrey Williams

Raeanne Siegel

David Simmerer

A true copy, Attest:

Joyce E. Green, Town Clerk

Date of Posting: _____

Method: _____

By: _____, Constable

Any person requiring this warrant in a larger print format, or anyone requiring handicap related assistance at the town meeting, please contact the Selectmen's Office at 978-928-1400 x 200 prior to Wednesday, May 28, 2014, 2013. Every reasonable attempt will be made to provide the necessary assistance.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF HUBBARDSTON



ANNUAL TOWN MEETING Tuesday, June 2, 2015 • 7:30 p.m. CENTER SCHOOL

STABILIZATION: \$238,393

MUNICIPAL CAPITAL STABILIZATION: \$423,010

FREE CASH: \$252,788

AMBULANCE RETAINED EARNING: \$171,823

Comment [AS1]: Get updated numbers from Kristen

Worcester, ss. To either of the Constables of the Town of Hubbardston in the County of Worcester: In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hubbardston qualified to vote in elections and Town affairs to meet at the Center School in said Hubbardston on Tuesday, June 2, 2015 at 7:30 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. To choose all necessary officers.

ARTICLE 2. To hear the reports of the Town Officers and Committees and act thereon.

ARTICLE 3. To see if the Town will vote to authorize the Board of Selectmen to enter into agreements with the Commonwealth of Massachusetts Department of Transportation for the construction and maintenance of public highways for the twelve month period beginning July 1, 2015; or take any other action relative thereto. (Submitted by Board of Selectmen) (Fin Com ____)

ARTICLE 4. To see if the Town will vote to accept any general municipal purpose grants and aid for Fiscal Year 2016, to be expended for authorized purposes by the Board of Selectmen; or take any other action relative thereto. (Submitted by Board of Selectmen) (Fin Com ____)

Comment [AS2]: Joel - is this necessary to have? We will be applying for various grants in FY16.....

ARTICLE 5. To see if the Town will vote to accept educational grants and aid for Fiscal Year 2016, to be expended for authorized purposes by the Montachusett Regional Vocational Technical School and the Quabbin Regional School District; or take any other action relative thereto. (Submitted by Board of Selectmen) (Fin Com ____)

ARTICLE 6. To see if the Town will vote to authorize the continuation of the following Holden Hospital Account #220-512-5580-0000 for Fiscal Year 2016; or take any other action relative thereto:

The Holden Hospital Account is funded by monies received from the establishment of a \$2,500,000 trust fund under a settlement between the Medical Center of Central Massachusetts (MCCM) and the eleven communities formerly served by Holden Hospital. Any purchases to be presented for payment from this account shall be authorized by appropriate board, and only be used for the following:

a. Vehicle Replacement Assistance - This fund would be used to assist in funding the replacement of a RESCUE VEHICLE for the Town of Hubbardston. Fund would accumulate, and would supplement any town funds utilized for the purchase. Any purchases to be presented for payment from this Account shall be preauthorized by the Board of Selectmen with voucher authorized by the Town Administrator.

b. Education and Training - This fund would be used to reimburse Hubbardston residents for successfully completing EMT training only after one full year of active service with the Hubbardston EMS Division of the Fire Department. Fund would also be used to reimburse EMTs for successfully completing advanced

training in the same manner. Any purchases to be presented for payment from this Account shall be preauthorized by the Board of Selectmen with voucher authorized by the Town Administrator.

c. Health Related - This fund would be utilized for other Health related programs within the Town of Hubbardston, under the direction of the Board of Health, or other health related agencies. Funds to be withdrawn by voucher submitted by the Board of Health or other Town Health related agencies.

d. Excess Investment Surplus - Any return on investment above 8% will be placed in this account which will accumulate and can be used for any special project or acquisition associated with any of the above three categories of distribution, or any other health related projects deemed compatible with the fund's design, with the approval of the Board of Selectmen. Funds may be withdrawn by voucher submitted by the Town Administrator.

(Submitted by Board of Selectmen)

(Fin Com ____)

ARTICLE To see if the Town will vote to authorize the following Revolving Accounts for Fiscal 2016 under MGL Ch. 44 §53E ½, as shown on the following chart, with amendments to particular funds noted in *bold italicized* or ~~strikethrough~~ text; or take any other action relative thereto.

(Submitted by Board of Selectmen)

(Fin Com ____)

Fund	Authorization By	Revenue Source	Use of Fund	FY2016 Spending Limit
Wiring Fund	Wiring Inspector	Electrical Permit Fees and Applications	Pay inspector for inspection services and clerical wages	\$50,000
Gas Fund	Gas Inspector	Gas Permit Fees and Applications	Pay inspector for inspection services	\$3,000
Plumbing Fund	Plumbing Inspector	Plumbing Permit Fees and Applications	Pay inspector for inspection services	\$6,000
Recycling Fund	Board of Health	Fees collected for use of center and drop-off of recyclables	Costs associated with programs and facilities needed to recycle materials, including employee wages	\$5,000
Grave Fund	Cemetery Commissioners	Payments for grave openings	Payment to party hired to open grave	\$5,000
Haz Mat Fund	Fire Chief	Service charges for clean-up and disposal of hazardous materials	Expenditures related to clean-up and disposal of hazardous materials	\$3,000
Septic Fund	Board of Health	Fees for septic system plan review, agent inspections, and perc tests	Payments to septic system plan review engineers and to agents witnessing perc tests or performing inspections	\$20,000
Vaccine Administration Account	Board of Health	Fees, health insurance reimbursements and receipts for vaccine related services	Payments for vaccine, supplies, and services deemed necessary by the Board of Health	\$5,000
Con Com Fund	Conservation Commission	Receipts from fees for site inspections and plan review	Payment to member performing site inspection and expenses relating to such inspections or plan review	\$3,000

Open Burn Fund	Fire Chief	Receipts for fees for open burning	Payment of expenses related to fighting brush fires in town, including payment of part-time wages, forest fire fighting equipment and other costs of fighting such fires	\$11,000
Late fee Dog License Fund	Town Clerk	Fees for late licensing of dogs and kennels	Payment of costs associated with the regulation of dogs, including ACO capital expense.	\$10,000
MART Transportation Management Fund	COA Director	MART Reimbursement	Payment of costs associated with the supervision and operation of the MART Transportation	\$35,000
Hubbardston 250 th Anniversary Fund	250 th Anniversary Committee	Donations, sale of promotional items and other sources	Payment of the costs associated with the 250 th Anniversary Celebration of Hubbardston's Founding	\$50,000
Hazardous Building Demolition Fund	Board of Health and the Building Department	Reimbursement from property owners for demolition of hazardous buildings	Payment of expenses associated with the demolition of hazardous buildings and related clean-up of underlying property	\$20,000
Planning Board Fund	Planning Board	Site Plan Review, Special Permit & Subdivision and Application fees.	Expenses related to Site Plan Review, Special permit, Subdivision Applications and Zoning Bylaw & Subdivision Regulations revisions	\$10,000
			Total of all Revolving Funds:	\$236,000
LIMIT OF FY15 REVOLVING FUND TOTAL = 10% of FY15 Tax Levy \$5,867,617 which = \$586,761			LIMIT FOR EACH REVOLVING FUND ** Single department authorization may not exceed 1% of Tax Levy which = \$58,676	

Comment [AS3]: Check the math

Comment [AS4]: Get updated numbers from Amy

ARTICLE . To see if the Town will vote to raise and appropriate from taxation, transfer from available funds, or otherwise provide, to meet the salaries and compensation of Town Employees, and Town Officers, as provided by MGL Ch. 41 §108, expense, and outlays of the Town Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the operation of the Town for Fiscal Year 2016 (July 1, 2015 through June 30, 2016), and further, to accept and expend Federal and State Funds to offset certain salaries or expenses and outlay;

Note: Numbers pending final QRSD assessment...

General Government \$
Public Safety \$
Education \$
Public Works \$
Human Services, Culture and Recreation \$
Unclassified \$
TOTAL GENERAL FUND OPERATING BUDGET EXPENSES \$

or take any other action relative thereto.

Note: The detailed FY16 Operating Budget included with this warrant is only a guide and non-binding as to the raise and appropriate vote of the category totals shown above.

(Submitted by Board of Selectmen)

(Fin Com ____)

ARTICLE. To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to operate the Ambulance Enterprise as follows:

That the following sums be appropriated for the Ambulance Enterprise.

Salaries \$168,523
Expenses \$ 68,530
Total \$237,053

And that the \$237,053 to be raised as follows:

Department Receipts	\$148,000
Retained Earnings	\$ 41,797
Raise and Appropriate from Taxation	\$ 47,256
Total	\$237,053

; or take any other action relative thereto.

(Submitted by the Board of Selectmen)

(Fin Com ____)

ARTICLE . To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of \$15,000 (Fifteen Thousand Dollars and Zero Cents) to fund the Senior Citizen Work-off Tax Abatement Program Account # 001-141-5120-0000 for Fiscal Year 2016; or take any action relative thereto:

(Submitted by the Board of Selectmen)

(Fin Com ____)

ARTICLE To see if the Town will vote to transfer from available funds \$20,000.00 (Twenty Thousand Dollars and Zero Cents) to the General Stabilization Account # 250-000-5961-0000; or take any action relative thereto.

(Submitted by Board of Selectmen) 2/3 Vote Required (Fin Com)

ARTICLE To see if the Town will vote to transfer from Specialized Audit Account # 001-135-5300-0003 \$25,000 (Twenty Five Thousand Dollars and Zero Cents), to the General Stabilization Account # 250-000-5961-0000; or take any action relative thereto.

(Submitted by Board of Selectmen) 2/3 Vote Required (Fin Com)

ARTICLE To see if the Town will vote to raise and appropriate the sum of \$ _____ (_____ Thousand Dollars and Zero Cents) to the Municipal Capital Stabilization Account # 251-000-5961-0000; or take any action relative thereto.

(Submitted by Board of Selectmen) 2/3 Vote Required (Fin Com)

Comment [AS5]: This likely will not be needed due to lack of levy capacity.

ARTICLE To see if the Town will vote to transfer from the following accounts those sums as noted below, with those sums being the remaining balances from prior capital projects approved on the dates noted, to the Municipal Capital Stabilization Account # 251-000-5961-0000, as follows:

Transferring Remaining Account Balances Back into The MCSA Acct # 251-000-5961-0000

Authorized Project	Date of Vote	Article #	\$ Amt to Transfer Back	Current Account #
A FY13 Engine 4 Rehabilitation	5/4/2013	17	\$42,000.00	001-220-5870-0001
Total:			\$42,000.00	

Add in \$8500 for 6/5/12 ATM Art 18 Cruiser #1 001-210-5870-2011
 Add in \$610.49 for 6/3/14 ATM Art 20 Slade Bldg Insulation 001-122-5430-0001
 Add in \$4529.61 for 6/3/14 ATM Art 20 for bond costs 001-145-5300-0001
 Add in \$500 for 6/3/14 ATM Art 20 for used backhoe 001-422-5850-0000
 \$42K needs to be confirmed.

or take any action relative thereto.
 (Submitted by Board of Selectmen) 2/3 Vote Required (Fin Com)

ARTICLE To see if the Town will vote to transfer from the Municipal Capital Stabilization Account # 251-000-5961-0000, the following sums to pay for the following capital expenses:

Note: The table below reflects the reduced FY16 amounts owed for the Road Project, the Rt. 68 Engineering, the Dump Truck and the Cruiser, because 2014 ATM already voted some funds to apply to the Year 1 P/I. The table below shows the net amount needed to pay the FY16 P/I costs.

FY16 Capital Article Table

Item	\$ Amt	Funding Mechanism	Year First Authorized
Existing/Prior Obligations			
Fire Engine # 3 - Principle and interest	\$ 55,336	Borrowing - Yr 7 of 10	STM 2005
2013 Road Paving Project	\$ 20,887	Borrowing - Yr 1 of 13	ATM 2011
2013 Road Paving Project *	\$ 165,000	Acct# 001-710-5910-0003	ATM 2011
Rt. 68 Engineering*	\$ 46,164	Borrowing - Yr 1 of 2	STM 2014
QRSD Roof - Green Repair	\$ 44,900	Borrowing - Yr 3 of 14	ATM 2010
Fire SCBA Tanks	\$ 47,000	Lease - Yr 3 of 3	ATM 2013
Police Cruiser (SUV)*	\$ 4,741	Borrowing - Yr 1 of 5	ATM 2014
DPW Dump Truck w Plow*	\$ 9,214	Borrowing - Yr 1 of 10	ATM 2014

* Note: The annual cost for these items are reduced by the funds voted at the 2014 Town Meeting under Article 20.

Existing Obligations Total \$ 393,242

New Obligations

To fund the cost of borrowing and short-term interest for FY16 - including all costs incidental and related thereto. \$ 5,000 Cash Allocation

To fund the purchase of a heavy duty vehicle lift, and any related equipment, for the DPW, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment. \$ 20,000 Cash Allocation

To fund the purchase of a used forestry truck for the Fire Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment. \$ 25,000 Cash Allocation

New Obligations Total \$ 50,000

Total FY16 \$ 443,242

or take any action relative thereto.
(Submitted by Board of Selectmen)

2/3 Vote Required

(Fin Com _____)

Comment [A56]: Insert final version of capital chart

ARTICLE . To see if the Town will vote to raise and appropriate the sum of _____, by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase a fire truck and a new ambulance, and any related equipment, including all costs incidental and related thereto for the Fire Department; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts required to pay for the bond or any notes issued for such purchase from the provisions of Proposition 2 ½, so called; or take any other action relative thereto.

(Submitted by Board of Selectmen)

2/3 Vote Required

(Fin Com _____)

ARTICLE . To see if the Town will vote to raise and appropriate the sum of _____ by taxation, by transfer from available funds, by borrowing or any combination thereof, to complete the construction of a new Senior Center facility and a new combined police/fire Public Safety facility, and including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts required to pay for the bond or any notes issued for such project from the provisions of Proposition 2 ½, so called; or take any other action relative thereto.

(Submitted by Board of Selectmen) 2/3 Vote Required (Fin Com _____)

ARTICLE . To see if the Town will vote to authorize the purchase of new financial software modules for the Tax Collector's office, including all costs incidental and related thereto; with the purchase price to be paid in three annual installments, and to transfer from available funds the sum of \$15,290.00 (Fifteen Thousand Two Hundred and Ninety Dollars and Zero Cents) to Account # 001-145-5380-0000 to fund the FY16 Year 1 costs; or take any action relative thereto:

(Submitted by the Board of Selectmen) (Fin Com _____)

Comment [A57]: Revised. Needs Joel's review

ARTICLE . To see if the Town will authorize the Board of Selectman to petition the General Court for special legislation, as set forth below, to authorize the Board to enter into an agreement for the transfer of property between the Town of Hubbardston and the Vincent Family Trust for the purpose of conveying and swapping a 5.09 +/- acre parcel of town-owned land located on Ragged Hill Road (Map __ Lot __), with a 5.0 acre portion of Vincent Family Trust owned land located at Gardner Road (Map __ Lot __), adjacent to the DCR parcel being acquired by the Town, to be used for general municipal purposes in conjunction with the 12 acre DCR parcel, and to authorize the Board of Selectmen to accept said parcel; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action relative thereto.

Insert petition language here

Sponsored by: Board of Selectmen Required Vote: 2/3rds vote (Fin Com _____)

ARTICLE . To see if the Town will authorize the Board of Selectman To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain, __ parcels of land located on Malone Road, adjacent to the existing Malone Road Conservation area, from __insert name of Trust __, (Map __ Lot __; Map __ Lot __;.....) and for conservation purposes; or take any other action relative thereto.

Sponsored by: Open Space Committee Required Vote: 2/3rds vote (Fin Com _____)

ARTICLE . To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 268A, to authorize the Board of Health to appoint a member of the Board of Health to the position of Kitchen Inspector; or take any other action relative thereto.

(Submitted by the Board of Health) (Fin Com _____)

ARTICLE . To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 40, Section 22F, to authorize Town boards and officers to set reasonable fees for licenses, permits or certificates issued pursuant to statutes or regulations, and to fix reasonable fees for services rendered or work performed by the Town; or take any action in relation thereto.

(Submitted by Board of Selectmen) (Fin Com _____)

Comment [A58]: Does this need to be voted each year? Or is once adequate?

ARTICLE . To see if the Town will vote to appropriate \$15,250.00 (Fifteen Thousand Two Hundred Fifty and 00/100 Dollars) from the Community Preservation Budgeted Reserve to cover year two (of three) for the

borrowing associated with the Hubbardston Center School Playground Committee Project approved at the Special Town Meeting of April 23, 2013, or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

ARTICLE __. To see if the Town will vote to appropriate \$26,138.89 (Twenty Six Thousand One Hundred Thirty Eight and 89/100 Dollars) from the Community Preservation Budgeted Reserve to cover year one (of two) for the permanent borrowing associated with the Hubbardston Parks Committee Project approved at the Annual Town Meeting of June 4, 2013, or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

ARTICLE __. To see if the Town will vote to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended as shown below, by the Committee Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2016, with each item to be considered a separate appropriation:

Appropriations:

From FY 2016 estimated revenues for Committee Administrative Expenses (5%) \$2706.88

Reserves:

From FY 2016 estimated revenues for Historic Resources Reserve (10%)	\$5,412.77
From FY 2016 estimated revenues for Community Housing Reserve (10%)	\$5,412.77
From FY 2016 estimated revenues for Open Space Reserve (10%)	\$5,412.77
From FY 2016 estimated revenues for Budgeted Reserve (65%)	\$35,188.49

or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

Comment [AS9]: Revised 4/21 by Dennis O'Donnell

ARTICLE __. To see if the Town will vote to appropriate \$10,500.00 (Ten Thousand Five Hundred and 00/100 Dollars) from the Community Preservation Historic Reserve Account to cover the cost of an architectural analysis of the Hubbardston Library Roof, estimate scope and materials needed to replace the roof, prepare bid documents for the project, and provide oversight of the project, including all costs incidental and related thereto; or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

ARTICLE __. To see if the Town will vote to appropriate \$39,950.00 (Thirty Nine Thousand Nine Hundred Fifty and 00/100 Dollars) from the Community Preservation Budgeted Reserve Account to be used in conjunction with the Malone Road acquisition as submitted under Article XX of the June 2, 2015 Annual Town Meeting, or act or transact anything in relation thereto.
(Submitted by Community Preservation Committee) (FinCom)

ARTICLE __. To see if the Town will vote to amend Article 18, the WIRELESS COMMUNICATION FACILITY Zoning By-law, as follows:

Sect. 18.4.1 Structure Type

a) Delete first sentence. Add to second sentence: "If artificial lighting is required by the FAA or FCC, it...."

b) Change first sentence to: "New structures may be of the monopole or lattice type, no greater than 150' in height, designed for maximum co-location."

or take any other action relative thereto.

(Submitted by the Planning Board)

(Fin Com ____)

ARTICLE. To see if the Town will vote to amend Article 4, the USE REGULATION By-law, as follows:

Sect. 4.2. Uses Permitted by Special Permit in Residential Districts

f) Radio, Television and Communication Transmission Towers
Add: "with a maximum height of 150' "

or take any other action relative thereto.
(Submitted by the Planning Board)

(Fin Com ____)

ARTICLE. To see if the Town will vote to amend Article 20, the USE OF LARGE – SCALE SOLAR PHOTOVOLTAIC INSTALLATIONS By-law as follows:

Section 20.2.0 Definitions

20.2.1 As of Right Siting – Delete and replace with: Siting, Construction, Regulation, Development, Generating and Distribution of Large Scale Photovoltaic Installations. All installations shall be regulated by the Planning Board through Article 7 – Special Permits, Article 8 – Environmental and Community Impact Analysis, and Article 9 – Site Plan Approval of the Town of Hubbardston Zoning Bylaws.

Sect. 20.3.3.2 – Delete and replace with: The large Scale Solar Photovoltaic Installation Fee shall be \$10,000.00 which shall include the fees for the Special Permit and Site Plan Review applications.

Sect. 20.3.12.3 – Financial Surety

a) Change first sentence by deleting "a form of" and the words from "either through otherwise". Replace with "provide surety in the form of cash or certified bank check, held by and for the Town of Hubbardston in an interest bearing escrow account to cover the cost, etc.

Comment [AS10]: Vin – this does not read clearly. Can you rephrase this?

b) In first sentence change "Site Plan Permit Review Authority" to "Planning Board"

Comment [AS11]: Added by Town Clerk

c) At the end of the first sentence, insert new sentence: "50% of this surety will be due and payable at the issuance of the building and 50% due and payable at the issuance of the occupancy permit. Proof of both payments in the form of a receipt from the Town Treasurer will be shown to the Building Inspector before the permits are issued."

ADD A NEW SECTION: 20.4.0 – CERTIFICATE TO GENERATE

"No solar facility may sell or distribute generated power until all conditions and requirements of this bylaw are approved and certified at a meeting of the Planning Board and the "Certificate to Generate" is issued and recorded in the Worcester Registry of Deeds."

or take any other action relative thereto.
(Submitted by the Planning Board)

(Fin Com ____)



You are hereby directed to serve this warrant by posting attested copies thereof at the Place of Meeting, Hubbardston Center School, "Mr. Mike's" convenience store, the Town Office and the Post Office fourteen days, at least, before the day of said meeting. Hereof, fail not, and make due return of this warrant with your doings thereon to the Town Clerk at the time and place of meeting as aforementioned.

Given under our hands this ____ day of May 2015:

BOARD OF SELECTMEN of HUBBARDSTON

Michael Stauder

Daniel Galante

Jeffrey Williams

Raeanne Siegel

David Simmerer

A true copy, Attest:

Joyce E. Green, Town Clerk

Date of Posting: _____

Method: _____

By: _____, Constable

2015 Election Ballot Questions:

Question 1 Shall the Town of Hubbardston be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase one new fire truck and one new ambulance, and any related equipment, including all costs incidental and related thereto?

YES

NO

Question 2 Shall the Town of Hubbardston be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to construct a new Senior Center facility and new combined police/fire Public Safety facility on the DCR lot, so called, on Rt 68, including all costs incidental and related thereto?

YES

NO

To: Hubbardston Board of Selectmen

From: Anita Scheipers, Town Administrator

Date: April 6, 2015

Re: Bi-weekly Town Administrator Report

The following is a summary of several key issues addressed during the past weeks:

1. FY16 Budget Updates: We still have not received a final QRSD assessment number. According to Business Manager Cheryl Duval, the original draft school budget would cost the Town \$4,772,794; a 22.4% over the FY15 assessment. Currently I have a placeholder number of \$4,079,893; a 3% increase over FY15. We have approximately \$30,000 of uncommitted tax levy funds that can be used to increase the QRSD line item without requiring significant cuts from other budgets. Ms. Duval stated the school is working to come up with a reduced budget which will lead to an assessment of something less than a 22% increase by April 27th, but in advance of that school committee meeting I will be sending Supt. Marshall and Ms. Duvall a letter outlining the constraints we face in Hubbardston. There has been no discussion of requesting an override to afford the proposed school budget, so our options will be to get the school committee to agree to a budget that fits within our existing fiscal constraints, or we will have to look to reduce other department budgets to free up funds to pay for the assessment. - send letter

As to the local aid projections, the House Ways and Means budget proposes the same level of unrestricted general government aid as the House 1 budget, so our revenue projections are still on track.

2. Veterans Services Officer (VSO): I continue to have follow-up discussions with our current VSO Phil Buso, and Westminster's new VSO, retired Lt. Colonel Thomas Maeder, as relates to Mr. Buso's desire to step down from his Hubbardston role, and his strong recommendation that we appoint Mr. Maeder as our VSO. I have drafted the attached intermunicipal agreement between the Town of Hubbardston and the Town of Westminster regarding the nominal annual compensation to be given to the Town of Westminster to cover the cost of use of their facilities to provide benefits services to Hubbardston veterans. This is being reviewed by Westminster. Does the Board wish to delegate the signing of this agreement to me, or shall this be an action of the Selectmen? ✓

3. Center School Fence and Future Snow Removal Operations: On Wednesday of last week DPW Director Tim Kilhart and I met on site with Principal McComb, Facilities Manager Clare Barnes, members of her staff, and representatives of the Playground Committee to discuss the repairs needing to be completed on the fence after the snow damage from this past winter. The repair is being completed this week. We also came to agreement about the best practices to be used in future winters to handle "normal" snow loads and the (hopefully rare) extreme winters as we have just experienced. Everyone present expressed a comfort level with the plan as devised. ✓

4. Town Officials and Private Group Efforts on Voter Education on the Construction Debt Exclusion Questions: The LRFPC and the SR Center Building Committee are planning to hold two key information sessions regarding the proposed construction and related town costs. On April 28 there will be an evening debate weighing the pros and cons of the proposed projects. This debate will be taped and town website and our Facebook pages will have links to YouTube for public viewing in advance of town meeting. On May 19th there will be panel discussion with Q&A to help voters understand the issues and the costs behind the proposals. Locations for these events TBD. Attached are examples of the flyers being prepared by private citizen groups using non-town funds to help make people aware of the proposals. ✓

5. New Hubbardston Population and Employment Statistics: The MMPO has released updated population and employment projections for Hubbardston. These latest population projections from the MMPO state Hubbardston will have a population of 4791 in 2020, 5232 in 2030, and 5479 in 2040. It also shows the number of people employed in town increasing 6% by 2020 to 519 (from 490 in 2010), but then dropping over the next 20 years (although it looks like there is a typo or error in their percentage calculations for 2030 and 2040. I have emailed them to confirm their numbers.) ✓

**INTER-MUNCIPAL AGREEMENT
FOR THE PROVISION OF VETERANS SERVICE OFFICER SUPPORT**

This agreement ("Agreement") dated _____, 2015, ("the Effective Date") entered into pursuant to the provisions of M.G.L. c. 40, § 4A, by and between Town of Hubbardston, Massachusetts, a Massachusetts municipal corporation having an address of 7 Main Street, Hubbardston, MA 01452 ("Hubbardston") and the Town of Westminster, Massachusetts, a Massachusetts municipal corporation having an address of 11 South Street, Westminster MA 01473 ("Westminster")

WHEREAS, Westminster employees Thomas Maeder as their Veterans Services Officer (VSO); and

WHEREAS, Westminster provides an office, and the related equipment and materials required during the course of providing VSO services to their veteran residents; and

WHEREAS, Hubbardston wishes to employ Thomas Maeder as their Veterans Services Officer,

NOW THEREFORE, in consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

A. TOWN OF HUBBARDSTON AND WESTMINSTER

1. Thomas Maeder will be appointed as Hubbardston's Veterans Services Officer, and compensate him for the provision of these services. The Town will provide the necessary administrative and financial staffing support required by Maeder during the course of his Hubbardston VSO duties.
2. Westminster agrees to allow Thomas Maeder use of the Westminster VSO office, and related equipment and materials, for the purpose of assisting Hubbardston veterans.

3. Hubbardston agrees to pay the Westminster the amount of \$100 per year as compensation for the use of Westminster office space, utilities and nominal supplies.

C. TERM AND TERMINATION

1. Initial Term: This agreement shall commence on the effective date and shall continue for two (2) years from such date, unless otherwise terminated in accordance with this Agreement (the "Initial Term").
2. Renewal: Unless notice of intent not to renew is given by either party at least six (6) months before the end of the then-current term, this Agreement shall automatically renew for successive one-year terms (each, a "Renewal Term" and, with the Initial Term, the "Term"). The number of such successive one-year terms plus the initial term shall not exceed twenty five years.
3. Termination: Either party shall have the right to terminate this Agreement with or without cause with six (6) months prior written notice, or upon the failure of its respective Town Meeting to appropriate sufficient funds to continue performance.

D. INDEMNIFICATION

Each party agrees to indemnify, defend, hold harmless the other party and it's officers, employees and agents from any claim, liability, or Loss (including reasonable attorneys fees) arising out of or resulting from the acts or omissions of the indemnifying party or any of its employees or agents in connection with this Agreement. Each party shall notify other immediately in writing of any claim of injury or damage related to activities performed pursuant to the Agreement, whether the claim is verbal or written, or whether informal or by summons and complaint. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities of this Agreement, provided that nothing shall require wither party to disclose any documents, records or communications that are protected under the the attorney-client privilege or the attorney work-product doctrine. The provisions of this section shall survive the termination of this Agreement.

E. INSURANCE

Each party agrees to obtain and maintain throughout the term of this Agreement the following insurance coverage for the Veterans Services Officer for the performance of his duties for the respective community:

General Liability (Broad Form) - \$1,000,000 min. limit

Auto Liability - \$1,000,000 min. limit

Workers Comp. /Injured on Duty - per statutory requirements

F. NOTICES

All notices required by this Agreement shall be deemed given when in writing and delivered personally or by United States mail, postage prepaid, return receipt requested, addressed to the other party at the addresses set forth below:

To the Town of Hubbardston: Anita Scheipers, Town Administrator, 7 Main Street, Unit 3, Hubbardston MA 01452

To the Town of Westminister: Karen Murphy, Town Administrator, 11 South Street, Westminister MA 01473

H. MISCELLANEOUS

1. Binding Effect: This Agreement shall be binding upon and shall inure to the benefit of each party and its successors and permitted assigns.
2. Assignment: No assignment of this Agreement or of the rights and obligations hereunder shall be valid without the specific written consent of both parties.
3. Governing Law: This Agreement has been executed and delivered in, and shall be construed and enforced in accordance with the laws of the Commonwealth of Massachusetts.
4. Relationship of Parties: None of the provisions of this Agreement is intended to create any relationship between the parties other than that of independent parties contracting with each other for the purpose of effecting the provisions of this Agreement. The parties are not, and shall not be construed to be in a relationship of joint venture partnership principal-agent or employer-employee.
5. Amendments: Only a written instrument signed by the parties may amend or modify this Agreement.
6. Waiver: No delay or failure to require performance of any provisions of this Agreement shall constitute a waiver of the provision as to that or any other instance. Any waiver granted by a party must be in writing.
7. Entire Agreement: This Agreement represents the entire agreement of the parties and supersedes any previous agreements between the parties relating to the same subject matter.

8. Appropriation Contingency: Each Town's financial obligations under this Agreement are subject to annual appropriation. The maximum financial liability of each Town under this Agreement shall not exceed the amount appropriated for such purpose by their respective town meetings, or otherwise made available for such purpose, on an annual basis. Each Community agrees to include in the annual budget submitted to their respective Town Meeting a request for appropriation sufficient to meet said obligations. If funds are not appropriated or otherwise made available to support continuation of performance of this Agreement, the affected Town shall cancel this Agreement, effective on the last day of the fiscal year for which funding is available.

IN WITNESS WHEREOF, this agreement is signed as of the date first written above by the duly authorized representatives of the parties.

Town of Westminster

By: _____
Karen Murphy,
Town Administrator
Duly Authorized

Town of Hubbardston

by: _____
Anita Scheipers
Town Administrator
Duly Authorized

Municipality/District	Chapter 70	Unrestricted General Government Aid
FRAMINGHAM	\$37,533,893	\$9,171,536
FRANKLIN	\$27,575,946	\$2,277,858
FREETOWN	\$393,713	\$875,363
GARDNER	\$19,085,780	\$3,906,404
GEORGETOWN	\$5,332,268	\$660,385
GILL	\$0	\$224,229
GLOUCESTER	\$6,238,892	\$3,681,780
GOSHEN	\$96,111	\$73,749
GOSNOLD	\$16,414	\$1,933
GRAFTON	\$10,650,490	\$1,441,388
GRANBY	\$4,557,815	\$813,957
GRANVILLE	\$0	\$147,800
GREAT BARRINGTON	\$0	\$699,614
GREENFIELD	\$12,035,012	\$2,926,707
GROTON	\$0	\$714,094
GROVELAND	\$42,110	\$671,036
HADLEY	\$953,529	\$418,387
HALIFAX	\$2,714,617	\$836,822
HAMILTON	\$0	\$619,359
HAMPDEN	\$0	\$634,237
HANCOCK	\$200,990	\$52,048
HANOVER	\$6,654,914	\$1,952,822
HANSON	\$58,345	\$1,180,504
HARDWICK	\$8,284	\$429,165
HARVARD	\$1,842,181	\$1,365,206
HARWICH	\$0	\$397,085
HATFIELD	\$795,746	\$287,642
HAVERHILL	\$46,348,986	\$9,060,317
HAWLEY	\$35,202	\$39,895
HEATH	\$0	\$77,130
HINGHAM	\$6,603,785	\$1,454,878
HINSDALE	\$104,683	\$205,257
HOLBROOK	\$5,369,926	\$1,360,202
HOLDEN	\$5,255	\$1,762,511
HOLLAND	\$911,123	\$186,066
HOLLISTON	\$7,219,350	\$1,427,574
HOLYOKE	\$70,541,434	\$9,362,400
HOPEDALE	\$5,941,845	\$601,120
HOPKINTON	\$5,961,103	\$724,166
HUBBARDSTON	\$0	\$415,258
HUDSON	\$11,273,235	\$1,838,276
HULL	\$3,734,246	\$1,953,645
HUNTINGTON	\$257,686	\$317,710
IPSWICH	\$3,079,600	\$1,479,783
KINGSTON	\$4,216,165	\$884,834
LAKEVILLE	\$73,946	\$754,281
LANCASTER	\$7,390	\$881,188
LANESBOROUGH	\$752,323	\$317,995
LAWRENCE	\$177,628,396	\$18,100,359
LEE	\$1,995,699	\$574,111
LEICESTER	\$9,574,112	\$1,600,620
LENOX	\$1,198,130	\$491,368

REPORT OF THE BOARD OF SELECTMEN

Board Organization

Michael Stauder –Chair

Daniel Galante – Vice Chair

Jeffrey Williams – Clerk

Raeanne Siegel – Member

David Simmerer – Member

In 2014, the Town of Hubbardston faced some significant opportunities and challenges:

1. \$500,000 State Grant for Senior Center/DCR Land Swap: Thanks to the very strong support of Senator Stephen Brewer, and Representative Anne Gobi, the Town of Hubbardston was awarded a grant of just under \$500,000 to assist with the cost of building a new senior center for our community. This grant equals one fourth of the total cost of the proposed senior center construction and will be a huge help to the town in moving the project forward. The funds must be spent by June 30, 2016. Related to this, many hours of staff and volunteer time was spent on the ongoing negotiation of a land swap between the Town of Hubbardston and the Massachusetts Department of Conservation and Recreation (DCR). This land swap, initiated by the efforts of the Senior Center Building Committee, was finally approved by the state legislature with the condition that the Town provide land and/or cash funds to the DCR equal to the appraised value of the DCR property. The State then conducted a property appraisal on the 12 acres of DCR land on Rt. 68 (near the intersection of New Templeton Road), and the 17 acre town-owned parcel on Mile Road. The resulting appraisal valued the Town parcel at approximately \$50,000 less than the DCR parcel; requiring either additional town funds be given to the DCR, or another parcel be added to the swap to equalize the value of the properties. At a June special town meeting, voters authorized adding a 46+/- acre land-locked parcel of town-owned land (wetlands located off Natty Pond Drive) to the land swap. As of the writing of this report, the new appraisals have yet to be completed. This entire process has been frustratingly slow, but DCR estimates that all necessary action items can be completed by August 2015; thus allowing for the land swap to officially take place.

2. Tax Collector Office Transitions: During the course of the 2012 annual audit in early 2014, administration became aware of some irregularities in the cash collections of the Tax Collector's office. With the resignation of the Tax Collector, Treasurer Kristen Noel, was quickly appointed as Acting Tax Collector, and the Town immediately notified the Worcester District Attorney's (DA's) office of the situation. The Town Administrator began a forensic audit to identify exactly

what transpired in past years tax collections. This information has been provided to the DA's office, who is conducting an investigation. Because much of the details of this case must be kept confidential until the DA releases their findings, we are not able to share with our residents what has occurred and what we are actively doing to recover the losses of the Town. We understand the frustration felt by many of you by this lack of information sharing. Please be assured that despite the slow process, our staff is committed to continue to work with the proper authorities until all options for making the Town whole have been exhausted. In addition to this ongoing effort, our Town Administrator and financial staff have made great strides in developing and implementing a very strong set of financial policies and procedures that are now in effect to ensure that the actions of past years will not and cannot occur again. .

3. Loss of Fire Engine 4: In an effort to extend the life of our fire apparatus, in the fall of 2014, the Town sent Engine 4 to be rebuilt. Unfortunately, when the truck was inspected by Greenwood, the qualified repair contractor, it was determined the truck was too deteriorated, and a repair of the vehicle was not a viable option. At the strong recommendation of Greenwood, the truck was taken out of service. This loss of Engine 4 is significant in that it is the only four wheel drive fire truck owned by the Town, allowing for safe access to fires during winter storms, as well as being able to assist with off road access to fight brush fires. Engine 4 was also the only truck with a front end pump which makes it the only vehicle able to easily access the fire ponds in winter. The Fire Department will be seeking funds at the 2015 annual town meeting for replacement of this important vehicle.

4. Rt. 68 Improvements: Thanks to town meeting having approved the funds to pay for the completion of a Rt. 68 survey and road reconstruction design, MassDOT has agreed to pay for and complete the reconstruction of Rt. 68 South (from Brigham Street to the Rutland town line) under the state and federally funded Transportation Improvement Plan (TIP). Most of the required engineering work was completed in 2014, and, at this point, the State anticipates the actual construction on Rt. 68 South will take place in the summer of 2016. We will continue to work with the State to ensure both the Rt. 68 South project, and then the Rt. 68 North project (from Williamsville Road to the Gardner line), will be done in as timely a manner as possible. By having the State complete these almost 9 mile stretch of roadway, our Chapter 90 money is freed up to continue with much needed improvements on our smaller local roads.

5. Healdville Road Bridge: Due to the failing results of the twice yearly MassDOT bridge inspection, it was determined in late 2014 that the Healdville Road Bridge must be closed. We recognize that this created a hardship to many people living in the vicinity of the bridge, and we appreciate the patience and understanding of our residents. As of the writing of this report, we are pleased to say the bridge replacement has been designed and is currently out to bid. We anticipate having a contractor on board soon, and having the bridge repair work begin in late spring/early summer of this year, and the bridge should be able to be reopened by early autumn at latest.

< Jeannette to insert license issuance data here >

FY16 Board of Selectmen Meeting Dates

(All dates are Mondays and at 6:30pm unless otherwise noted.)

July 13, 2015	January 11, 2016
July 27	January 25
August 10	February 8
August 24	February 22
September 8 (Tuesday after Labor Day)	March 7
September 21	March 21
October 5	April 4
October 19	April 19 (Tuesday after Patriots Day)
November 2	May 2
November 16	May 16
November 30	May 31 (Tuesday after Memorial Day)
December 14	June 13
December 28 (? Delete)	June 27