

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HOLBROOK  
WARRANT FOR THE ANNUAL TOWN MEETING

TOWN CLERK  
APR 25 AM 04:47 '19

HOLBROOK

GREETING

NORFOLK, SS.

To any Constable of the Town of Holbrook, in said County:

You are hereby directed and required to notify and warn the inhabitants of the Town of Holbrook, qualified to vote in town affairs, to meet in Holbrook Middle-High School, Auditorium, 245 South Franklin Street, Holbrook, on:

Tuesday, May 7, 2019

at 7:15 p.m. in the evening, then and there to act on the following articles:

ARTICLE 1: Reports of Town Officers

To hear reports of the Town Officers and act thereon.

ARTICLE 2: Reports of Committees

To hear reports of the Committees and act thereon, to choose committees, and act upon any other business that may legally come before said meeting.

ARTICLE 3: Establish PEG Cable Access Fund as an Enterprise Fund

To see if the Town will vote to accept the provisions of Chapter 44, § 53F½ of the Massachusetts General Laws in order to establish a PEG Cable Access Fund as an enterprise fund, to be effective on July 1, 2019, or take any other action thereon.

Submitted by the Town Accountant

ARTICLE 4: Town Budget

To see if the Town will raise such sums of money as may be required for Town expenses as recommended by the Finance Committee, and appropriate money for the same, or take any other action thereon.

Submitted by the Finance Committee

ARTICLE 5: Personnel Board Wage and Salary Adjustments

To see if the Town will vote to amend the Town By-Laws, Section 10, Salary Administration Plan, Article III, Section 10.5(g), Schedule B, or take any other action thereon.

Submitted by the Board of Selectmen/Personnel Board

ARTICLE 6: Fund Amendments to the Wage and Salary Plan

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to provide pay raises, pay adjustments, new positions, and any other benefits resulting from amendments to the Salary Administration Plan, and to authorize the Town Accountant to allocate such payments and the transfer of any portion of said sum to any department budget where it may be required for payment of the aforesaid, or take any other action thereon.

Submitted by the Board of Selectmen

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ARTICLE 7: Salary Increase for Town Treasurer/Collector

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide the sum of Ten Thousand Four Hundred Dollars and zero cents (\$10,400.00) for the fiscal year ending on June 30, 2020, to provide a pay increase for the elected Town Treasurer/Collector, said funds to be added to the departmental budget under Treasurer/Collector Salary 01-145-5100-5112, or take any other action thereon.

Submitted by the Town Treasurer/Collector

ARTICLE 8: Rescind Vote to Adopt MGL Chapter 40, Section 13C – Worker’s Compensation Funds

To see if the Town will vote to rescind the vote taken under Article 13 of the Annual Town Meeting held on May 11, 1998, which provided for the creation of a self-insured worker’s compensation fund for the Town, or take any other action thereon.

Submitted by the Town Accountant

ARTICLE 9: Accept M.G.L. Chapter 60, Section 15B – Establish a Tax Title Revolving Fund

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 60, Section 15B, as recommended by the Board of Selectman, in order to establish a tax title collection revolving fund for the Treasurer-Collector. Said fund shall be credited by the collection of fees, charges in costs incurred by the Treasurer-Collector under Massachusetts General Laws Chapter 60, Sections 15, 55, 62, 65, 68 or 79, and monies collected upon the redemption of tax titles and sales of the real property acquired through foreclosures of tax titles. Expenditures from said fund shall be spent for the payment of expenses incurred by the Treasurer-Collector under Massachusetts General Laws Chapter 60, Section 15B, as amended, or take any other action thereon.

Submitted by the Town Treasurer/Collector

ARTICLE 10: Capital Improvements

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, and/or otherwise provide a certain sum of money for the purchase or the lease/purchase of capital items as recommended by the Capital Improvements Planning Committee, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 11: Athletic Field Master Plan & Sumner and Brookville Field Reconstruction

To see if the Town will vote to raise and appropriate a certain sum of money, said sum to be used for the development of an athletic field master plan, the reconstruction of the Sumner Field, and the Brookville Field reconstruction, or take any other action thereon.

Submitted by the Superintendent of Public Works

ARTICLE 12: Authorize Borrowing for Improvements at the Public Safety Building

To see if the Town will appropriate Five Hundred Forty-Three Thousand Dollars (\$543,000.00) or any other amount, to pay costs of replacing the exterior siding, trim and downspouts of the Public Safety Building, and, to the extent that funds remain after the completion of the foregoing work, any remaining funds shall be expended to pay costs of other capital improvements to the Public Safety Building as set forth in the Comprehensive Facilities Assessment for such building, and for the payment of all other costs incidental and related thereto, and to determine whether this appropriation shall be raised by taxation, transfer from available funds, borrowing, or otherwise provided; or to take any other action relative thereto.

Submitted by the Fire Chief

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ARTICLE 13: Transfer Parcel 10-038 to the Town Forest

To see if the Town will vote to transfer parcel 10-038, approximately 0.20 acres, currently deeded Town of Holbrook public domain, to the Holbrook Town Forest care of to the Town Forest. Said parcel from C. Leslie Mann to the Town of Holbrook currently used as the Mann Entrance, and contains Boundary, Wiggin and Elfin Trails. Part of the parcel in the 85<sup>th</sup> Annual Town Meeting Article 17, and the same as parcel 2 recorded as deed 3552-231, recorded April 15, 1957 conveyed from Charles L. Mann and Mary R. Mann to the Town of Holbrook, or take any other action thereon.

Submitted by the Town Forest Committee

ARTICLE 14: Create Town By-Law to Evaluate Tax Title Properties

To see if the town will vote to amend the Holbrook Town By-Laws to create a five member advisory committee of Holbrook residents, to review Town tax title foreclosure parcels to determine whether said parcels offer open space, conservation, or recreational value to the community; and advise the tax title custodian accordingly, or take any other action thereon.

Submitted by the Town Forest Committee

ARTICLE 15: Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Stabilization Fund, as established in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5B, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 16: Capital Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Capital Stabilization Fund, as established in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5B, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 17: Other Post-Employment Benefits Liability Trust Fund (OPEB)

To see if the Town will vote to raise and appropriate, transfer from available funds and/or otherwise provide a certain sum of money to be added to the Other Post-Employment Benefits (OPEB) Liability Trust Fund, as established in accordance with the provisions of Massachusetts General Laws, Chapter 32B, Section 20, said sum to provide a funding source for the unfunded actuarial liability of retirees' health care and life insurance benefits, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 18: Compensated Absences Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Reserve Fund for Future Compensated Absences, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 13D, as amended, said sum to provide for the future payment of accrued liabilities for compensated absences due any employee or full-time officer of the Town upon the termination of the employee's or full-time officer's employment, or take any other action thereon.

Submitted by the Board of Selectmen

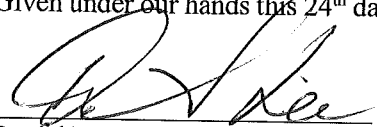
TOWN OF HOLBROOK  
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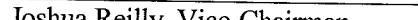
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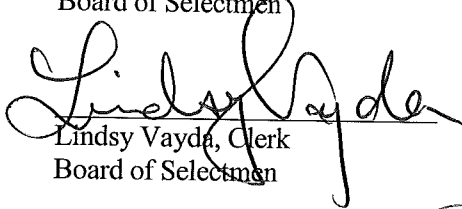
And you are hereby directed to serve this warrant by posting attested copies thereof at three (3) public places in said Town, at least seven (7) days prior to the day of the actual meeting.

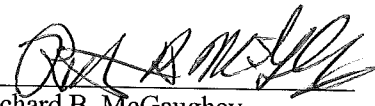
Hereof fail not, and have you there this warrant with your doings thereon.

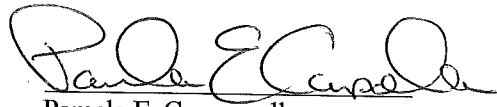
Given under our hands this 24<sup>th</sup> day of April in the year 2019.

  
Daniel R. Lee, Chairman  
Board of Selectmen

  
Joshua Reilly, Vice-Chairman  
Board of Selectmen

  
Lindsay Vayda, Clerk  
Board of Selectmen

  
Richard B. McGaughey  
Board of Selectmen

  
Pamela E. Campanella  
Board of Selectmen

Pursuant to the foregoing warrant, I the undersigned, one of the Constables of the Town of Holbrook, have notified and warned the inhabitants of the Town qualified to vote in Town affairs, to meet at the time and place for the purpose of aforesaid by posting attested copies thereof at three public places in said Town seven days at least before the day of said meeting.

4-25-19  
Date

  
Constable

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HOLBROOK  
WARRANT FOR THE SPECIAL TOWN MEETING

NORFOLK, SS.

GREETING

To any Constable of the Town of Holbrook, in said County:

You are hereby directed and required to notify and warn the inhabitants of the Town of Holbrook, qualified to vote in town affairs, to meet in Holbrook Middle-High School, Auditorium, 245 South Franklin Street, Holbrook, on:

Tuesday, May 7, 2019

at 8:15 p.m. in the evening, then and there to act on the following articles:

ARTICLE 1: Unpaid Bills from Fiscal Year 2018

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a sum or sums of money, to be expended by the departments indicated, in order to pay for unpaid bills from Fiscal Year 2018, or take any other action thereon.

Department	Vendor	Amount	Description	Funding Source
Inspectional Services	MX Consulting	\$2,974.00	Computers	01-240-5200-5400
Police	Express Scripts	\$ 478.58	Medical bills	01-210-5200-5400
Police	Union Service Center	\$ 12.95	Gas for motorcycles	01-210-5200-5400

Submitted by Chief of Police & Inspectional Services

ARTICLE 2: Transfer to Randolph/Holbrook Joint Water Expenses

To see if the Town will vote to transfer the sum of Eighty-Two Thousand Two Hundred Dollars (\$82,200.00) from Randolph/Holbrook Joint Water Retained Earnings, said sum to be added to Randolph/Holbrook Joint Water Expenses, in order to pay for salaries and an engineering study, or take any other action thereon.

Submitted by the Supt. of Public Works

ARTICLE 3: Fund the Snow & Ice Deficit

To see if the Town will transfer a certain sum of money from Free Cash, said sum to be added to the amount already appropriated for the Fiscal Year ending on June 30, 2019 under Snow & Ice Expenses 01-423-5200-5530, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 4: Repairs to the Elevator Pit at the Public Library

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money (to be determined), for the necessary repairs to the elevator pit (interior and exterior) at the Holbrook Public Library, 2 Plymouth Street, Holbrook, MA 02343, or take any other action thereon.

Submitted by Board of Library Trustees

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ARTICLE 5: Establish Special Education Reserve Fund – School Department

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 13E, in order to establish a Special Education Reserve Fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, unanticipated or unbudgeted costs of special education, out of district education or special education transportation, or take any other action thereon.

Submitted by the School Business Administrator

ARTICLE 6: Transfer Balances in Closed-Out Capital Projects to Capital Stabilization

To see if the Town will vote to transfer the following remaining balances in closed-out capital projects, said sum to be added to Capital Stabilization, in order to be utilized for future projects, or take any other action thereon.

Project	Balance to Close
FY19 – Superintendent Truck	\$9.47
FY19 – Fire Ambulance Lease Payment	\$70.68
FY19 – Library Light Efficiency Project	\$534.66
FY19 – DPW Park Lawnmower	\$44.67
FY19 – DPW Retrieval System/Trench Box	\$2,844.80
<b>Total to Capital Stabilization</b>	<b>\$3,504.28</b>

Submitted by the Town Accountant

ARTICLE 7: Transfer Funding Back into the Stabilization Fund

To see if the Town will vote to transfer the sum of Fifty-four Thousand Seven Hundred Nine Dollars and eighteen cents (\$54,709.18) from the LED Street Light Capital Project, said sum to be deposited in the Stabilization Fund, in order to return said sum to the Stabilization Fund, as voted under Article 9 of the Special Town Meeting held on May 9, 2018, or take any other action thereon.

Submitted by the Town Accountant

ARTICLE 8: Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Stabilization Fund, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 5B, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 9: Capital Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Capital Stabilization Fund, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 5B, or take any other action thereon.

Submitted by the Board of Selectmen

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SPECIAL TOWN MEETING WARRANT  
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ARTICLE 10: Other Post-Employment Benefits Liability Trust Fund (OPEB)

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Other Post-Employment Benefits (OPEB) Liability Trust Fund, as established in accordance with the provisions of Massachusetts General Laws Chapter 32B, Section 20, said sum to provide a funding source for the unfunded actuarial liability of retirees' health care and life insurance benefits, or take any other action thereon.

Submitted by the Board of Selectmen

ARTICLE 11: Compensated Absences Fund

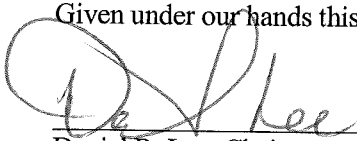
To see if the Town will vote to raise and appropriate, transfer from available funds, and/or otherwise provide a certain sum of money to be added to the Reserve Fund for Future Compensated Absences, as established in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 13D, as amended, said sum to provide for the future payment of accrued liabilities for compensated absences due any employee or full-time officer of the Town upon the termination of the employee's or full-time officer's employment, or take any other action thereon.

Submitted by the Board of Selectmen

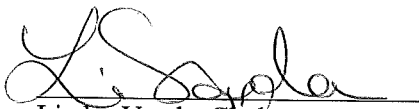
And you are hereby directed to serve this warrant by posting attested copies thereof at three (3) public places in said Town, at least fourteen (14) days prior to the day of the actual meeting.


Hereof fail not, and have you there this warrant with your doings thereon.


Given under our hands this 10<sup>th</sup> day of April in the year 2019.

  
Daniel R. Lee, Chairman  
Board of Selectmen

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Joshua Reilly, Vice-Chairman  
Board of Selectmen

  
Lindsay Vayda, Clerk  
Board of Selectmen

  
Richard B. McGaughey, Associate  
Board of Selectmen

  
Pamela E. Campanella, Associate  
Board of Selectmen

Pursuant to the foregoing warrant, I the undersigned, one of the Constables of the Town of Holbrook, have notified and warned the inhabitants of the Town qualified to vote in Town affairs, to meet at the time and place for the purpose of aforesaid by posting attested copies thereof at three public places in said Town fourteen days at least before the day of said meeting.

4-17-19  
Date

  
Constable