

**TOWNSEND**  
**In the Commonwealth of Massachusetts**  
**SPECIAL TOWN MEETING**

**RECEIVED**  
NOV 23 2021  
TOWN OF TOWNSEND  
TOWN CLERK

**MIDDLESEX SS.**

To either of the Constables of the Town of Townsend in the County of Middlesex, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of the Town of Townsend, qualified to vote at Town Meetings for the transaction of Town affairs, to meet at the Townsend Memorial Town Hall, Great Hall, Townsend, MA for the Special Town Meeting on **December 14, 2021, at 7:00 PM**, then and there to act on the following articles:

**PRIOR FISCAL YEAR FINANCIAL ARTICLE**  
(9/10<sup>th</sup> Vote)

**ARTICLE 1**

To see if the Town will vote to raise and appropriate, or transfer from available funds in the treasury, the sum of **\$5,165.20**, or any other sum, for the purpose of paying prior fiscal year bills; or take any other action in relation thereto.

**SUBMITTED BY:** Board of Selectmen  
Read by: Chaz Sexton-Diranian

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** This article is required to pay any bills from a prior fiscal year and is an obligation of the Town. **\$1565.20** to Impact Fire for sprinkler system repair. **\$3600.00** to CM Geeks for installation of new PC's

**CURRENT FISCAL YEAR FINANCIAL ARTICLES**  
(MAJORITY VOTE)

**ARTICLE 2**

To see if the Town will vote to raise and appropriate, or transfer from available funds in the treasury, the sum of **\$159,857.46**, or any other sum, for the purpose of offsetting changes to the FY 22 budget voted under Article 5 of the May 8, 2021 Annual Town Meeting warrant; or take any other action in relation thereto. (See FY 22 Omnibus Budget Adjustment at the end of the warrant)

**SUBMITTED BY:** Board of Selectmen  
**READ BY:** Veronica Kell

**DESCRIPTION:**

When the Annual Town meeting voted the FY 22 budget there were several items, including union contracts covering wages and salaries that weren't finalized. The article fully funds the FY 22 budget and enables existing operations to continue.

### **ARTICLE 3**

To see if the Town will vote to transfer from Water Enterprise Free Cash the sum of \$14,917.22 to the Town's Stabilization fund; or take any other action in relation thereto.

**SUBMITTED BY:** David Vigeant

**READ BY:** Joe Shank

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** When the retroactive pay for Water Dept Union Employees was approved at the May 8, 2021, Town Meeting (Article 7), these funds should have been appropriated from the Water Enterprise Free Cash. This merely reimburses the Town's Stabilization funds for costs associated with Enterprise Fund employees

### **ARTICLE 4**

To see if the Town will vote to reallocate \$70,000, the amount voted under Article 11 of the May 8, 2021 Annual Town Meeting warrant, **from:**

| DEPT. | ITEM                          | FY22        | FUNDING SOURCE                  |
|-------|-------------------------------|-------------|---------------------------------|
| WATER | Main St. at South St. Upgrade | \$70,000.00 | Water Enterprise and Deficiency |

**to:**

| DEPT. | ITEM                 | FY22        | FUNDING SOURCE                  |
|-------|----------------------|-------------|---------------------------------|
| WATER | Greeley Road Upgrade | \$70,000.00 | Water Enterprise and Deficiency |

or take any other action in relation thereto.

**SUBMITTED BY:** David Vigeant

**READ BY:** Chaz Sexton-Diranian

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** The Main St. at South St. project is on hold pending details on a new treatment plant. Accordingly, the previously approved funds will be used for a more immediate project at Greeley Road.

### **ARTICLE 5**

To see if the Town will vote to transfer from Water Enterprise Free Cash the sum of \$130,000.00 for the purpose of funding the completion of the Main St Well Project; or take any other action in relation thereto.

**SUBMITTED BY:** David Vigeant

**READ BY:** Veronica Kell

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** This project was covered by a previous article but due to wording issue, the project needs to be presented again to transfer funds from Free cash to the project account.

**ARTICLE 6**

To see if the Town will vote to transfer from Water Enterprise Free Cash the sum of \$20,000.00 for the purpose of well cleaning at Witches Brook Well 2; or take any other action in relation thereto.

**SUBMITTED BY:** David Vigeant

**READ BY:** Joe Shank

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** This is part of a periodic cleaning that is needed due to the absence of this cleaning for several years.

**ARTICLE 7**

To see if the Town will vote to appropriate from Water Enterprise Free Cash the sum of \$75,000.00 for the purpose of funding the planning of the Harbor Trace PFAS Water Treatment Facility; or take any other action in relation thereto.

**SUBMITTED BY:** David Vigeant

**READ BY:** Chaz Sexton-Diranian

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** These funds will help determine the appropriate filter media for removing PFAS from the water.

**GENERAL BUSINESS, GENERAL BYLAWS AND ADOPTIONS**  
**(MAJORITY VOTE)**

**ARTICLE 8**

To see if the Town will vote to accept Massachusetts General Law Chapter 41 Section 19K, to allow the Town Clerk who has completed the necessary courses of study and training, and has been awarded a certificate by the Massachusetts Town Clerks' Association as a Certified Massachusetts Municipal Clerk, to receive as compensation from such town, in addition to the regular annual compensation paid by such town for services in such office, an amount equal to 10 per cent of such regular annual compensation, but not more than \$1,000 per year; or take any other action in relation thereto.

**SUBMITTED BY:** Kathleen Spofford

**READ BY:** Chaz Sexton-Diranian

**RECOMMENDED BY:** Finance Committee

**DESCRIPTION:** This article "Accepts" MGL to enable the Town to pay the Town Clerk according to the provision of this law. The amount is already in the FY 22 budget that was approved last May.

## ARTICLE 9

To see if the Town will vote: (i) to amend Chapter 1 of the Town's General Bylaws, entitled "General Provisions," Article II, entitled "Noncriminal Disposition of Violations," Section 1-1, entitled "Fine schedule and enforcing officers," Subsection D, entitled "Unregistered Motor Vehicles Bylaw," as follows, with additions thereto underlined and deletions therefrom ~~stricken through~~:

D. Unregistered Motor Vehicles Bylaw.

(1) Enforcing officers:

(a) Townsend Police.

(b) Building Inspector.

(2) Fine schedule:

(1a) First offense: written warning.

(2b) Second offense: \$100 per day.

and (ii) to delete from Chapter 112 of the General Bylaws, entitled "Streets and Sidewalks," Section 112-14, entitled "Unregistered motor vehicles," it its entirety, but to relocate and renumber the same as Chapter 128 of the General Bylaws, as follows, with additions to the existing text underlined and deletions from the existing text ~~stricken through~~:

~~§ 112-14~~ Chapter 128 Unregistered Motor Vehicles

- A. No person or entity shall keep or permit to be kept on any premises within the Town of Townsend more than one unregistered motor vehicle assembled or disassembled unless said vehicles are stored within an enclosed building. The one unregistered motor vehicle shall be no closer than ~~75~~ 15 feet to a public way, and no closer ~~than 75 feet~~ to the property line of another ~~than the~~ minimum setback for a new primary building or dwelling, whichever setback is greater, in the applicable zoning district.
- B. For good cause shown, and upon application on a form approved for such purpose and the payment of any applicable fee, the Board of Selectmen may issue a permit to keep more than one unregistered motor vehicle on any premises not within an enclosed building. Issuance of a permit hereunder shall occur only after a duly called public hearing, to of which all abutters to the premises have received a at least five (5) days advance notice, if it finds and only upon a finding by the Board of Selectmen that such keeping:
- (1) Will not adversely affect the neighborhood;
  - (2) Will not be a nuisance; ~~or~~ and
  - (3) The keeping of such vehicles will not be in conjunction with a use that is:
    - (a) Otherwise not permissible in the zoning district; or
    - (b) Is permissible by a special permit from the Zoning Board of Appeals but no permit has been granted.

- C. All permits granted shall limit the number of unregistered motor vehicles to be kept on the premises by the permit holder, shall not run with the land, and shall be limited to a reasonable length of time to be determined by the Board of Selectmen.
- D. The provision of ~~Subsections~~ Sections A through ~~E~~ F, inclusive, of this ~~section~~ Bylaw, shall not apply to motor vehicles designed and used for farming purposes, nor to persons or entities in the lawful exercise of licenses granted under MGL c. 140, §§ 58 and 59.
- E. The Police Chief, the Building Inspector or ~~his~~ their respective designees, shall enforce this ~~section~~ Bylaw. ~~No other Town official shall have the authority to enforce the section. No other Town official shall investigate any potential violations.~~ Upon receipt of a written complaint to the ~~Board of Selectmen~~, the Police Chief, the Building Inspector or ~~his~~ their respective designees, shall perform a site inspection and investigation and shall report ~~his~~ their findings to the Board of Selectmen in writing. The report shall contain the the property address ~~on~~ at which the vehicle(s) ~~is~~ are located, as well as the make, model, year and color of the vehicle(s), if known, and their approximate location on the site. ~~If the report finds that the vehicle(s) is in a violation of this section, the Board of Selectmen shall send a certified letter to the owner of the land, on which said vehicle(s) is parked, and the property owner will have 30 days to remove said vehicle(s).~~
- F. ~~Whoever violates any provisions of this section of the Townsend General Bylaws shall be liable for a penalty of \$100 per day for each day of violation. Violations will be calculated from the date of the certified mailing. No penalty will be assessed if the vehicle(s) is removed within 30 days and there are no subsequent violations on the same property. This Bylaw may be enforced by the designated enforcing officers and/or by the Board of Selectmen, through any lawful means in law or in equity, including but not limited to noncriminal disposition in accordance with the provisions of MGL c. 40, § 21D and § 1-1 of the Townsend Code, Article II, including the fine schedule incorporated therein. Each violation and each day that such violation occurs or continues to occur shall constitute a separate offense.~~

or take any other action in relation thereto.

**SUBMITTED BY:** Building Commissioner  
**READ BY:** Veronica Kell

**DESCRIPTION:** The current bylaw doesn't adequately address unregistered vehicles that have accumulated on some properties. This change provides a legal process to deal with these problems.



5/8/21

ATM

## December 2021 Adjustments to FY 22 Omnibus Budget

11/22/2021 8:15

| LINE # | ACCOUNT NAME                              | FY22 Original | FY22 Adjustment | Change        |
|--------|---|---------------|-----------------|---------------|
| 1      | BOS SALARY - TOWN ADMINISTRATOR (NU)      | \$ 133,560.00 | \$ 257,560.00   | \$ 124,000.00 |
| 5      | BOS WAGES-WAGES SETTLEMENT                | \$ 18,750.00  | \$ 20,549.00    | \$ 1,799.00   |
| 33     | ACCOUNTING SALARY - TOWN ACCNT. (NU)      | \$ 72,550.00  | \$ 77,775.00    | \$ 5,225.00   |
| 35     | ACCOUNTING WAGES-SUPPORT STAFF (U)        | \$ 10,101.00  | \$ 10,304.00    | \$ 203.00     |
| 86     | TREASURER COLL. WAGES - TREAS/COLL (NU)   | \$ 60,198.00  | \$ 64,438.00    | \$ 4,240.00   |
| 87     | TREASURER/ COLL WAGES - OPER STAFF (U)    | \$ 84,913.00  | \$ 82,500.00    | \$ (2,413.00) |
| 105    | TOWN COUNSEL PROF LEGAL SERVICES          | \$ 63,000.00  | \$ 80,000.00    | \$ 17,000.00  |
| 173    | CON COM WAGES-CONSERV.AGENT (U)           | \$ 17,956.00  | \$ 19,903.00    | \$ 1,947.00   |
| 174    | CON COM WAGES-CONSERV SUPPORT (U)         | \$ 20,925.00  | \$ 19,955.02    | \$ (969.98)   |
| 194    | PB WAGES-SUPPORT STAFF (U)                | \$ 32,776.00  | \$ 27,313.00    | \$ (5,463.00) |
| 208    | ZBA WAGES - OPER STAFF (U)                | \$ 5,442.00   | \$ 5,462.00     | \$ 20.00      |
| 209    | FACILITIES WAGES - FAC MAINT COORD (U)    | \$ 67,038.00  | \$ 64,438.00    | \$ (2,600.00) |
| 230    | FACILITIES WAGES - TEMP HELP (NU)         | \$ 7,656.00   | \$ 13,390.00    | \$ 5,734.00   |
| 233    | FACILITIES WAGES - PT CLEANER (NU)        | \$ 17,297.00  | \$ 17,645.00    | \$ 348.00     |
| 279    | FACILITIES COMMUNICATIONS                 | \$ 11,900.00  | \$ 16,900.00    | \$ 5,000.00   |
| 309    | POLICE - SALARY -POLICE CHIEF (NU)        | \$ 131,250.00 | \$ 134,534.00   | \$ 3,284.00   |
| 346    | FIRE/EMS - SALARY-FIRE CHIEF/EMS DIR (NU) | \$ 128,500.00 | \$ 158,113.00   | \$ 29,613.00  |
| 428    | BLDG INSP -SALARY -BLDG COMMISSIONER (U)  | \$ 72,550.00  | \$ 69,742.00    | \$ (2,808.00) |
| 429    | BLDG INSP - WAGES-SUPPORT STAFF (U)       | \$ 36,206.00  | \$ 36,926.00    | \$ 720.00     |

| LINE # | ACCOUNT NAME                          | FY22 Original    | FY22 Adjustment  | Change         |
|--------|---------------------------------------|------------------|------------------|----------------|
| 552    | N.M.R.S.D. ASSESSMENT                 | \$ 11,759,157.00 | \$ 11,709,894.00 | \$ (49,263.00) |
| 562    | HIGHWAY - WAGES-OPER STAFF (U)        | \$ 254,903.00    | \$ 262,315.44    | \$ 7,412.44    |
| 633    | CEM/PARKS - WAGES-SUPERINTENDENT (U)  | \$ 67,038.00     | \$ 64,438.00     | \$ (2,600.00)  |
| 634    | CEM/PARKS - WAGES - OPER FOREMAN (NU) | \$ 36,966.00     | \$ 37,700.00     | \$ 734.00      |
| 658    | THA - WAGES-SUPPORT STAFF (U)         | \$ 5,254.00      | \$ 4,203.00      | \$ (1,051.00)  |
| 659    | BOH - WAGES-SUPPORT STAFF (U)         | \$ 42,916.00     | \$ 43,495.00     | \$ 579.00      |
| 700    | COA - WAGES - DIRECTOR (U)            | \$ 67,038.00     | \$ 64,438.00     | \$ (2,600.00)  |
| 730    | LIBRARY - WAGES - LIBRARY TECHS (NU)  | \$ 217,694.00    | \$ 222,072.00    | \$ 4,378.00    |
| 749    | RECREATION DEPT HEAD (U)              | \$ 41,626.00     | \$ 42,461.00     | \$ 835.00      |
| 766    | BAND CONCERTS - BAND SERVICES         | \$ 12,400.00     | \$ 12,900.00     | \$ 500.00      |
| 836    | GENERAL PROP LIABILITY & VEHICLE INS. | \$ 295,717.00    | \$ 311,771.00    | \$ 16,054.00   |

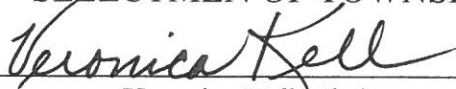
**Total Adjustment \$ 159,857.46**

And you are directed to serve this Warrant, by posting up attested copies thereof at MEMORIAL HALL, 272 MAIN STREET at the Center, WEST TOWNSEND FIRE STATION, 460 MAIN STREET in West Townsend, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET in said Town, at least FOURTEEN (14) days before the time of holding said meeting.

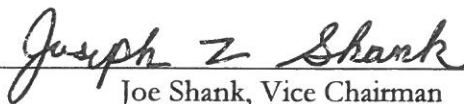
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting, as aforesaid.

Given under our hands this {date}, in the year TWO THOUSAND TWENTY-ONE.

SELECTMEN OF TOWNSEND



Veronica Kell, Chairman



Joe Shank, Vice Chairman



Chaz Sexton-Diranian, Clerk

A true copy. ATTEST:

\_\_\_\_\_  
CONSTABLE



MIDDLESEX, SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of TOWNSEND by posting up attested copies of the same at: MEMORIAL HALL, 272 MAIN STREET AT THE CENTER, WEST TOWNSEND READING ROOM, 264 DUDLEY ROAD IN WEST TOWNSEND, POLICE STATION, 70 BROOKLINE ROAD, HARBOR FIRE STATION, 41 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET, AT LEAST FOURTEEN (14) DAYS BEFORE THE DATE OF THE MEETING, AS WITHIN DIRECTED.

*Constable* of TOWNSEND

\_\_\_\_\_  
SIGNATURE

| LOCATION              | TIME  | MONTH | DAY   | YEAR  |
|-----------------------|-------|-------|-------|-------|
| MEMORIAL HALL         | _____ | _____ | _____ | _____ |
| HARBOR FIRE STATION   | _____ | _____ | _____ | _____ |
| WEST TOWNSEND READING | _____ | _____ | _____ | _____ |
| POLICE STATION        | _____ | _____ | _____ | _____ |
| HARBOR CHURCH         | _____ | _____ | _____ | _____ |