



## **TOWN OF ASHLAND SPECIAL TOWN MEETING MINUTES WEDNESDAY NOVEMBER 20, 2019**

Mr. Adam Shuster, Town Moderator called the Wednesday November 20, 2019 Special Town Meeting to order at 7:00 PM. The Special Town Meeting was held at the Ashland High School, 65 East Union St. He announced that a quorum was present. Twenty Five (25) voters represent a quorum; Two Hundred Twenty Two (222) voters were present. The Special Town Meeting Warrant was signed by the Ashland Board of Selectmen on Wednesday October 16, 2019 and was posted per our Town Bylaws at least fourteen (14) days prior to the Special Town Meeting in each Precinct in the Town of Ashland on Tuesday October 22, 2019 by Constable Barry W. Sims.

The warrant as posted at the following places:

The Ashland Town Website

Ashland Town Hall, 101 Main St (Precinct 1)

Ashland Police Station, 137 Main St (Precinct 1)

Ashland Public Library, 66 Front St (Precinct 1)

Marathon Mobil, 103 West Union St (Precinct 2)

Ashland Convenience Store/Pizza Palace, 72 Union St (Precinct 3)

Shaw's Supermarket, 307 Pond St (Precinct 4)

Ashland Community Center, 162 West Union St (Precinct 5)

### **Call to Order & Pledge**

A quorum of twenty-five (25) voters being present, this Special Town Meeting is called to order.

Good evening. For those of you still entering the auditorium, please find a seat quickly and quietly.

As I have done since I became Moderator, I have asked a veteran to lead us in the pledge of allegiance tonight. Ashland PD Officer Ryan Puzzo enlisted in the US Army in 2006 as a Combat Engineer and completed basic training at Fort Leonard Wood. In 2010, he deployed to Afghanistan in support of Operation Enduring Freedom. During his tour he earned several awards including the Army Accommodation Medal and a Combat Action Badge. He was honorably discharged in 2013 while holding the rank of Sergeant. During his time in the military he earned a Bachelor's degree in Criminology from Framingham State University and subsequently joined the

Ashland Police Department in 2014. After the military he started a non-profit called Rifles to Rods where they use fishing as a form of therapy for veterans transitioning back to civilian life. Officer Puzzo on behalf of all of Ashland, thank you for your service.

### Teller Oath

"Do you solemnly swear or affirm that you will faithfully and impartially discharge and perform all the duties incumbent upon you to count all the sections in Town Meeting to the best of your ability and understanding agreeably to the rules and regulations of the Constitution and the laws of this Commonwealth?"

### Preliminaries

Welcome and thank you for being here this evening. The first order of business is what I call the Preliminaries. This is where I go through some of the basics and explain how we will operate tonight.

1. TM is not the public comment section of a Board of Selectmen or School Committee meeting nor is it a public forum or a public hearing. What TM is, is the ***legislature*** for the Town of Ashland and tonight we are sitting in legislative session. Together we collectively approve the Town Budget, vote on capital purchases, approve by-laws and more.
2. My name is Adam Shuster and I am the Moderator. My job as Moderator is to serve as the presiding officer of this legislature. I believe that part of my job is also to ensure that those here in attendance understand what is going on. So I'll do my best to explain anything out of the ordinary. If at any time you have a question about something, please ask – as there are likely others with the same question. Additionally, I feel that I have an obligation to provide a fair opportunity for voters to be heard and discuss the issues, yet also respect your time and avoid lengthy and repetitious debate. I will do my best to strike a fair balance
3. I'll be guided in running TM by the 3<sup>rd</sup> edition of *Town Meeting Time*
  - a. Published by the Massachusetts Moderators Association
  - b. Generally recognized as THE authoritative guide to running town meetings in Massachusetts
4. Joining me at the front of the auditorium are...

Members of the School Committee  
Members of the Select Board

Members of the Finance Committee  
Town Counsel Adam Costa  
Town Manager Michael Herbert  
Assistant Town Manager Jenn Ball  
Finance Director/Town Accountant Brittany Iacaponi  
Ashland Public School Superintendent Jim Adams

With me onstage are Town Clerk Tara Ward and, Assistant Town Clerk Cindy Livingstone

5. This meeting is being broadcast live and recorded for later re-broadcast on WACA-TV. Welcome to those watching us.
6. When you checked-in this evening you received a blue index card. It is important that you hang on to these cards as you will not be able to vote without them.
7. Because votes will be counted based on the display of cards, non-voters and members of the press may sit anywhere in the auditorium.
8. I will generally be able to determine the results of each vote by a simple show of cards. In the event I am unable to do so we have tellers that will perform an actual vote count. Tonight's tellers have not been sworn in. (Les Clark, Preston Crow, Jane Greenstein, Tricia Kendell, John Mihnos, Bonnie Mitchell, Cathy Rooney) Emberley Family. They will be given the oath if they are needed.
9. Please ensure that you have turned all cell phones and other electronic devices to mute. If you have to take or make a phone call during these proceedings, please leave the auditorium to do so.
10. The warrant that was posted and from which we are working tonight constitutes a notice or "warning" to all voters of what we will discuss tonight. TM can only take action within the scope of an article on the posted warrant.
11. TM acts on motions. If there isn't a motion before TM, no action – including discussion – can take place. In order to allow for discussion, I will entertain a motion and a second for that motion after each article has been introduced and explained but before discussion commences.
12. Once a motion has been made and seconded it is subject to amendments from the floor. The procedures for amending an article are listed at the back of your handbook in the section titled "Selected Town Meeting Procedures".

13. If you have a question or comment during discussion of an article, make your way to one of the two microphones and wait to be recognized. After being recognized please state your name and address and direct all your remarks to the Moderator. *Please keep your comments brief and ensure that they relate directly to the article being discussed.* If you are unable to get to one of the microphones, please raise your hand and I will have a microphone brought to you when it is your turn to speak.
14. To ensure that we are able to hear from the greatest number of people, each speaker will be limited to one 90-second turn at the microphone during discussion of each article. Time permitting, speakers may return to the microphone for a second time once all others wishing to speak have done so, but that second turn will be limited to one-minute.
15. If you are responding to a question please do so through the Moderator. There should be no direct discussion between parties at Town Meeting.
16. All debate is to be conducted in a respectful and courteous manner. No comments of a personal nature are to be made. Rude behavior - especially shouting, bullying and personal attacks - will not be tolerated. Anyone unwilling or unable to comply with this rule will be removed.
17. I'd also ask that everyone refrain from applause and similar outbursts during discussions.
18. We have 15 articles on the warrant, and they'll all be addressed one way or the other before we leave this evening. The biggest complaint I get after every Town Meeting is how long it takes us to get through our business. As such, I am going to work hard to keep things moving along tonight.

## **Announcements**

The Ashland Farmer's Market will return for one more day this Saturday from 9-1 at the Ashland Middle School cafeteria. Head down and get everything you need for your Thanksgiving meal! I do a lot of my Thanksgiving shopping there every year and can attest to the both the quality and variety of products.

The Annual Holiday Tree Lighting and Festival will take place December 7<sup>th</sup> and the Community Menorah Lighting is December 22<sup>nd</sup>. These are both great events for the whole family.

## **Moderator's Motions**

The Moderator's Motions are listed in your handbook on page 4. They are the same standard motions we approve each Town Meeting so I'll ask to address them as a group.

1. That this meeting dispense with the reading of the warrant and of the Constable's return of service of that warrant and that the Moderator not be required to read warrant articles verbatim, but may refer to them by number and/or subject matter.
2. That the moderator may extend the floor to Town management and staff and other non-voters provided that they must first be recognized by the Moderator.
3. That the Moderator, pursuant to G.L. c. 39 § 15 be allowed to declare a two-thirds vote rather than taking a standing count.
4. That once final action has been taken on an article and the next order of business has been taken up, or the session of the meeting has been adjourned, the matter may not again be taken under consideration at that town meeting unless, in the best judgment of the Moderator, a significant error or omission occurred in the language or the process of the original action on the article, or a significant change of circumstances has occurred, such that there is a clear likelihood that the outcome could change upon reconsideration or that reconsideration would be in the Town's best interest.

Do I have a motion to approve Moderator's Motions 1, 2, 3 & 4 as printed in the handbook? Motion was made. Is there a second? Yes, there was a second. Raise cards to vote.

Thank you.

On to our business for the night...

## Warrant Article Index

<u>Art #</u>	<u>Article Name</u>	<u>Article Sponsor</u>	<u>Maj</u>
1	Town Reports	BOS	
2	FY20 Budget Adjustments	Director of Fin/TM	SM
3	Free Cash Transfer	Director of Fin/TM	SM
4	Property Tax Exemption	BOS	SM
5	Purchase Property at 0 Tri Street	BOS	2/3
6	Approve Development Restriction – 378 Eliot Street	BOS	2/3
7	Dispose of Property – 433 Chestnut Street	BOS	2/3
8	Main Street Easements	BOS	2/3
9	CPC: Fund Mill Pond Beautification Project	CPC	SM
10	CPC: Fund Phase II Town Forest Project	CPC	SM
11	Decrease Demand Fees	BOS	SM
12	Net Zero Resolution	Sustainability Committee	SM
13	Amend bylaws: Replace “Board of Selectmen” with “Select Board”	BOS	SM
14	Amend zoning bylaw: Replace “Board of Selectmen” with “Select Board”	BOS/Planning Board	2/3
15	Amend zoning bylaw: Amend Industrial Uses in the Commercial Highway, Commercial Village, and Commercial Neighborhood District	Planning Board	2/3

## Disposition of Warrant Articles and Votes

<u>Art #</u>	<u>Article Name</u>	<u>Article Sponsor</u>	<u>Maj</u>
1	Town Reports	BOS	N/A
2	FY20 Budget Adjustments	Director of Fin/TM	Unanimous
3	Free Cash Transfer	Director of Fin/TM	Unanimous
4	Property Tax Exemption	BOS	Unanimous
5	Purchase Property at 0 Tri Street	BOS	Unanimous
6	Approve Development Restriction – 378 Eliot Street	BOS	Unanimous
7	Dispose of Property – 433 Chestnut Street	BOS	Unanimous
8	Main Street Easements	BOS	Unanimous
9	CPC: Fund Mill Pond Beautification Project	CPC	Unanimous
10	CPC: Fund Phase II Town Forest Project	CPC	Unanimous
11	Decrease Demand Fees	BOS	Withdrawn
12	Net Zero Resolution	Sustainability Committee	SM
13	Amend bylaws: Replace “Board of Selectmen” with “Select Board”	BOS	SM
14	Amend zoning bylaw: Replace “Board of Selectmen” with “Select Board”	BOS/Planning Board	2/3 Declared
15	Amend zoning bylaw: Amend Industrial Uses in the Commercial Highway, Commercial Village, and Commercial Neighborhood District	Planning Board	2/3 Declared

## **Article 1: Hear Report of Town Manager**

**Sponsor: Routine**

To see if the town will hear any report of the Town Manager, or pass any vote or take any action relative thereto.

Town Manager Mr. Herbert gave updates to the Townspeople so that they are aware of what is going on with the Town projects in Town. He specifically mentioned projects from previous warrant articles:

Good Evening: If it's your first time at Town Meeting, I'd like to welcome you on behalf of the Town. If it's not your first Town Meeting, then welcome back. Typically what I like to do before Town Meeting is I give an update on a few of the warrant articles that have been passed previously. As you all know, there is usually a big build-up to the warrant articles and a big build-up to the vote. But then what happens after it has passed? Sometimes it feels as though some of these projects go into a black hole. The fact is that once it's passed at Town Meeting, that's probably one tenth of the way to getting a project completed. I just wanted to do this as a public service and let you know the progress on some of these warrant articles that have been passed previously.

I'd first like to start with the Rail Transit District.

1. Rail Transit District. In the fall of 2018 we passed a couple of warrant articles related to this. Purchasing the Rail Transit District which in turn triggered a couple of other events as well. First there was the donation of the property to the YMCA. A 12-acre parcel so that the MetroWest YMCA could do a new regional facility here that would service Ashland, Holliston and Hopkinton. This has been completed and so the YMCA is getting to work on developing a programming schedule and then also will start the work of developing donations and engineering. Things that are necessary to get this completed. They are conducting a survey right now. The YMCA is asking what you would like to see in your new YMCA. If you have an opportunity, please go to the MetroWest YMCA website and fill out that survey so that you can share with them what you would like to see in your new YMCA. We are also working with the developer known as United Group Companies to do a senior affordable housing unit on lot 2. That is a 38 acre lot. We are looking at development that would give the Town back 24 acres of Open Space. Conversations about that are ongoing. Part of the section we have secured is for the Upper Charles Trail. There is a specific section known as the Trolley Brook Trail and we will actually have a vote on that article later on tonight.
2. Second, I would like to give you an update on the Downtown. The progress downtown. That was voted on at the 2019 Annual Town Meeting. We had about four hundred people there for that. Those of you who drove through downtown know that we have started the work. We did the water line replacement and relining of Main

- Street and Summer Street. We are still working with our engineer and Eversource to get the street scape design finalized and hopefully out to bid in February. If all things go well, you can expect some work and some traffic inconveniences starting in the summer of next year. Just remember, it's going to look great when it's all done.
3. Riverwalk Project. Next I wanted to give you an update on the Riverwalk Project. This is probably the most visible project that has happened. With special thanks to the Open Space and Recreation Committee, Assistant Town Manager Jenn Ball and our DPW. Everybody has seen the bridge that has been erected over Mill Pond Park and I think it's a great addition to the Town. Many of you had the opportunity to experience that in the fall or at least looked at it not necessarily crossed it. But it's something of a jewel for the Community. It actually connected the previous section which was a section of the actual trail and the observation deck. Actually, later tonight, we'll have an article to finishing that up and then also have an article relating to improvements at Mill Pond Park.
  4. MWRA Connection. This is actually an older one. The MWRA Connection was in 2017. Obviously this project has taken a little while. There has been a lot of red tape involved with it. I am pleased to say that we have now received permission from the Massachusetts Water Resource Commission to do the hook-up. We also received approval from the State Legislature and the Governor's office for approval as well. We have received bids to start constructing the actual connection in the Town of Southborough which is scheduled to be completed next year. By June of next year, we should actually have a supplemental water connection. So, hopefully we won't have any water bans anymore.
  5. Mindess School. Finally, I just wanted to give an update on the Mindess School. That was from the 2018 Annual Town Meeting. We have entered into the MSBA process. This is the Massachusetts School Building Authority process which in turn makes us eligible for re-imbursement for the eligible costs that we incur in this project. Since then, the School Department, the School Committee and the Mindess School Building Committee has gone through the process of hiring what's known as an Owner's Project Manager and also, an Architect. We've had several input sessions for the public related to this. What we would like to see in a renovated or new Mindess School. I am compelled to remind you that the next forum that we are going to have regarding this is actually going to be on Monday, November 25<sup>th</sup> in the Mindess Cafeteria. Hopefully we'll get to see you there.

Thank you Mike.

No vote is required for Article 1, so we moved on to Article 2.

**Article 2: Adjust Fiscal Year 2020 Appropriation**

**Sponsor: Town Manager/Finance Director**

To see if the town will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to or to make adjustments to Article 3 of the May 2019 annual town meeting (fiscal year 2020 budget), or pass any vote or take any action relative thereto.

Department	Account Number	ATM Budget	Adjusted Budget	Difference
Fire	01220-51130	2,484,431.00	2,541,357.00	56,926.00
School	0130880-51170	33,151,646.00	33,284,473.00	132,827.00

**Finance Committee Recommendation:** The Finance Committee recommends that the Town so vote to adjust the FY2020 budget appropriation as proposed.

Speaker: Ms. Iacaponi

**Motion on Article 2:** Motion made that the Town vote to adjust the FY2020 budget appropriations as proposed.

Motion was made and seconded.

A simple majority vote is required for Article 2.

**Vote on Article 2:** The Moderator announced that Article 2 was voted unanimously.

**Article 3: Free Cash Allocation**

**Sponsor: Town Manager/Finance Director**

To see if the Town will vote to transfer from available funds, a sum of money to be placed in the Stabilization Fund, OPEB Trust Fund, Special Education Special Purpose Stabilization Account, Capital Account, Capital Stabilization Account and/or FY20 budgetary line items as [indicated in the chart in the warrant handbook] proposed, or pass any vote or take any action relative thereto.

	Amount
General Stabilization Fund	\$235,000
OPEB Trust	\$768,548.70
Capital (Deferred from May Town Meeting)	\$708,765
Capital Stabilization Fund	\$500,000
Riverwalk/Mill Pond Improvements	\$144,515.30
Electronic Signs – Downtown/High School	\$50,000
Trolley Brook Trail Survey & Design	\$90,000
<b>TOTAL</b>	<b>\$2,496,829</b>

**Finance Committee Recommendation:** The Finance Committee recommends that the Town [so] vote to transfer from Free Cash the following; the sum of \$235,000 to the Stabilization Fund; and the sum of \$768,548.70 to the OPEB Trust Fund; and the sum of \$708,765 to the Capital Account; and; and the sum of \$144,515.30 to the Riverwalk/Mill Pond improvement project; and the sum of \$50,000 for electronic signs; and the sum of \$90,000 for Upper Charles Trail – Trolley Brook Trail survey/engineering; and the sum of \$500,000 to the Capital Stabilization Account.

Speaker: Mr. Herbert

**Motion on Article 3:** That the Town vote to transfer from Free Cash the following; the sum of \$235,000 to the Stabilization Fund; and the sum of \$768,548.70 to the OPEB Trust Fund; and the sum of \$708,765 to the Capital Account; and the sum of \$144,515.30 to the Riverwalk/Mill Pond improvement project; and the sum of \$50,000 for electronic signs; and the sum of \$90,000 for Upper Charles Trail – Trolley Brook Trail survey/engineering; and the sum of \$500,000 to the Capital Stabilization Account.

Motion was made and seconded.

A simple majority is required for Article 3.

**Vote on Article 3:** The Moderator announced that Article 3 was voted unanimously.

**Article 4: Property Tax Exemptions**

**Sponsor: Board of Selectmen**

To see if the Town will vote to adjust (the exemption amount and eligibility factors) for the property tax exemption for senior citizens under MGL Chapter 59, Section 5 Clause 41C½, to be effective for exemptions granted for any fiscal year beginning July 1, 2019, or pass any vote or take any action relative thereto.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town vote to adjust (the exemption amount and eligibility factors) for the property tax exemption for senior citizens under MGL Chapter 59, Section 5 Clause 41C½ to 9.75% to be effective for exemptions granted for any fiscal year beginning July 1, 2019.

Speaker: Mr. Magnani

**Motion on Article 4:** That the Town vote to adjust (the exemption amount and eligibility factors) for the property tax exemption for senior citizens under MGL Chapter 59, Section 5 Clause 41C½ to 9.75%, to be effective for exemptions granted the fiscal year beginning July 1, 2019.

Motion was made and seconded.

Selectman Joe Magnani stated that the exemption is going down. This is in order to help the senior population.

The moderator recognized a group of five students led by Student Council President, Ben Pepper who spoke about the need for a new electronic sign at the High School. The students are concerned about safety concerns due to the current sign being located at the exit instead of the entrance of the school. It is old and rusty and in a dangerous spot for students changing the sign. Over the last couple of years, the Student Council has raised \$10,000.00 through fund raising and the generosity of parents matching their funds raised. They have currently raised enough money for the sign but need funding for the installation and electrical work. A new sign would allow notification of school and community events.

A simple majority vote is required for Article 4.

**Vote on Article 4:** The Moderator announced that Article 4 was voted unanimously.

Articles 5 and 6 are related and we will take them up together. Because Article 5 is only necessary with the approval of Article 6, we'll take up Article 6 first. After the introduction of Article 6 we'll have an explanation of both Article 5 and Article 6 followed by a single discussion of both articles. After the discussion we'll vote on Article 6. Assuming Article 6 passes, I'll introduce Article 5 and seek an immediate motion and vote on Article 5.

**Article 6: Approve Development Restriction – 378 Eliot Street**  
**Sponsor: Board of Selectmen**

To see if the Town will authorize the Board of Selectmen to accept a Restrictive Covenant for the land known as and numbered 378 Eliot Street, Ashland, Middlesex County, Commonwealth of Massachusetts, conveyed by deed recorded with the Middlesex South District Registry of Deeds in Book 24575 Page 11 and dated May 18, 1994, to limit the number of homes to no more than one per acre; and in exchange therefore, raise and appropriate, or transfer, by borrowing or otherwise, as sum of money sufficient to pay for said restriction [and] further to see if the Town will authorize

the Board of Selectmen to accept said development restriction, and to authorize the Board of Selectmen to enter into and negotiate all agreements necessary to effectuate same; or take any other action related thereto.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town accept the Restrictive Covenant for 378 Eliot Street and to transfer \$10,000 from the Sewer Enterprise Fund to pay for said restriction as partial reimbursement for sewer betterment costs paid by the owner.

Speaker: Mr. Scherer

**Motion on Article 6:** That the Town vote to authorize the Board of Selectmen to accept a Restrictive Covenant for the land known as and numbered 378 Eliot Street, Ashland, Middlesex County, Commonwealth of Massachusetts, conveyed by deed recorded with the Middlesex South District Registry of Deeds in Book 24575 Page 11 and dated May 18, 1994, to limit the number of units to no more than one per acre; and in exchange therefore, and transfer \$10,000 from Sewer Enterprise Fund to pay for said restriction further to see if the Town will authorize the Board of Selectmen to accept said development restriction, and to authorize the Board of Selectmen to enter into and negotiate all agreements necessary to effectuate same.

Motion was made and seconded.

Mr. Scherer stated that this property is on the Open Space Priority list. He spoke on behalf of the Board of Selectmen. There was discussion regarding wetlands & acreage. Roberta Soolman spoke on behalf of the Open Space & Recreation Committee. Carl Hakansson spoke on behalf of the Conservation Commission. Matt Marshquist spoke on behalf of Sustainability Committee. All three committees voted to support both the purchase of Tri Street and the deed restriction of 378 Eliot Street.

Given that this involves both the acquisition of an interest in land it will require a 2/3 majority.

**Vote on Article 6:** The Moderator announced that Article 6 was voted unanimously.

**Article 5: Approve Purchase/Taking of Land – 0 Tri Street**  
**Sponsor: Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to purchase, acquire, or take by eminent domain, and to raise and appropriate, either by appropriation, borrowing or otherwise, a sum of money to fund said purchase or taking along with all associated legal and engineering costs necessary, the property, or any part thereof, located in Ashland, Massachusetts identified as those certain parcels of land off of Tri Street totaling approximately 9.5 acres +/-, located at Map 26 Lots 75 and 76 an as more fully set forth on the plan on file with the Town Clerk and including Parcel A and Lots 1-6 inclusive (collectively the "Property") , the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Ashland and to

be used for open space and recreation to be under the care, custody and control of the Board of Selectmen; or pass any vote or take any action relative thereto.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town vote to authorize the Board of Selectmen to purchase and acquire the property at 0 Tri Street as presented in the motion above to protect against the potential development.

I'll entertain a motion after which we'll move to an immediate vote.

**Motion on Article 5:** That the Town vote to authorize the Board of Selectmen to purchase, acquire, or take by eminent domain, and to transfer, raise and appropriate, \$614,000 to fund said purchase or taking along with all associated legal and engineering costs necessary, the property, or any part thereof, located in Ashland, Massachusetts identified as those certain parcels of land off of Tri Street totaling approximately 9.5 acres +/-, located at Map 26 Lots 75 and 76 and as more fully set forth on the plan on file with the Town Clerk and including Parcel A and Lots 1-6 inclusive (collectively the "Property"), the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Ashland and to be used for open space and recreation to be under the care, custody and control of the Board of Selectmen. And to meet said appropriation, transfer \$300,000 from Free Cash, and authorize the Town Treasurer, with the approval of the Board of the Selectmen, to borrow \$314,000 under and pursuant to M.G.L Chapter 44, or pursuant to any other enabling authority and that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, s. 20 thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Motion made and seconded.

Given that this involves both the acquisition of land and borrowing it will require a 2/3 majority.

A 2/3 majority vote is required for Article 5.

**Vote on Article 5:** The Moderator announced that Article 5 was voted unanimously.

**Article 7: Dispose of Real Property**

**Sponsor: Board of Selectmen**

To see if the Town will vote to change the use, which is currently general municipal, of 433 Chestnut Street, more fully set forth on that certain plan by, Feldman Land Survey dated November 15, 2016 and which is on file with the Town Clerk, to the purpose of conveyance and/or transfer and to authorize the Board of Selectmen to sell, transfer or otherwise convey same, and take any legal action necessary to effectuate said conveyance or transfer and to further authorize the Board of Selectmen to negotiate and execute any and all documents necessary to effectuate same including entering into a Historic Preservation Restriction on the Property, or pass any vote or take any action relative thereto.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town [so] vote to change the use at 433 Chestnut Street and authorize the Board of Selectmen to sell and transfer ownership to restore and preserve this historical property.

Speaker: Mr. Mitchell

**Motion on Article 7:** That the Town vote to change the use, which is currently general municipal, of 433 Chestnut Street, more fully set forth on that certain plan by, Feldman Land Survey dated November 15, 2016 and which is on file with the Town Clerk, to the purpose of conveyance and/or transfer and to authorize the Board of Selectmen to sell, transfer or otherwise convey same, and take any legal action necessary to effectuate said conveyance or transfer and to further authorize the Board of Selectmen to negotiate and execute any and all documents necessary to effectuate same including entering into a Historic Preservation Restriction on the Property.

Motion was made and seconded.

Given that this involves the disposition of land it will require a 2/3 majority.

A 2/3 majority vote is required for Article 7.

**Vote on Article 7:** The Moderator announced that Article 7 was voted unanimously.

**Article 8: Authorize Easements along Main Street Sponsor: Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to purchase, acquire or take by eminent domain, and to raise and appropriate, either by appropriation, borrowing or otherwise, a sum of money to fund said purchase or taking along with all associated legal and engineering costs necessary, easements in the parcels of land located along Main and Front Street at: 10-60 Main Street, 446 sq. ft. +/-; 98-100 Main Street, 273 sq. ft. +/-; 118 Main Street, 370 sq. ft. +/-; 128-132 Main Street, 191 sq. ft. +/-; 4-12 Front Street, 37 sq. ft. +/-; all as shown on a plan by BSC Group dated May 6, 2019 and on file with the Town Clerk, the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Ashland and to be used for municipal purposes; or pass any vote or take any action relative thereto.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town so vote to authorize the Board of Selectmen to purchase, acquire, or taking of land as described above.

Speaker: Ms. Greaves

Downtown Beautification project asks for support from Town Meeting.

**Motion on Article 8:** That the Town vote to authorize the Board of Selectmen to purchase, acquire or take by eminent domain, and to raise and appropriate \$10,000 to fund said purchase or

taking along with all associated legal and engineering costs necessary, easements in the parcels of land located along Main and Front Street at: 10-60 Main Street, 446 sq. ft. +/-; 98-100 Main Street, 273 sq. ft. +/-; 118 Main Street, 370 sq. ft. +/-; 128-132 Main Street, 191 sq. ft. +/-; 4-12 Front Street, 37 sq. ft. +/-; all as shown on a plan by BSC Group dated May 6, 2019 and on file with the Town Clerk, the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Ashland and to be used for municipal purposes.

Motion was made and seconded.

Discussion was regarding tree replacement and future bike lanes.

This article seeks to accept an easement which requires a 2/3 majority

**Vote on Article 8:** The Moderator announced that Article 8 was voted unanimously.

### **Article 9: Mill Pond Park Beautification**

#### **Sponsor: Community Preservation Committee**

To see if the Town will vote to appropriate up to \$100,000 in Community Preservation Act [funds] from an account to be determined to allow the Board of Selectmen to undertake construction for the beautification of Mill Pond Park and increase accessibility of the Riverwalk and that to meet this appropriation, the sum of up to \$100,000 be transferred from the Community Preservation [Account] Fund, account to be determined with the following stipulations: the Board of Selectmen shall obtain all required town board and town department permits and approvals prior to the disbursement of any funds, the Board of Selectmen shall enter into a grant agreement with the Community Preservation Committee prior to disbursement of any funds and unexpended funds as of June 30, 2021 being returned to their funding sources, or pass any vote or take any other action thereon.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town vote to appropriate \$100,000 for the Beautification of Mill Pond Park project.

Speakers: Joe Rubertone and Aaron Ladd, Co-Chairs of the Community Preservation Committee

**Motion on Article 9:** That the Town vote to appropriate up to \$100,000 in Community Preservation Act General Fund account to allow the Board of Selectmen to undertake construction for the beautification of Mill Pond Park and that to meet this appropriation, the sum of up to \$100,000 be transferred from the General Fund account of the Community Preservation Fund with the following stipulations: the Board of Selectmen shall obtain all required town board and town department permits and approvals prior to the disbursement of any funds, the Board of Selectmen shall enter into a grant agreement with the Community Preservation Committee prior to disbursement of any funds and unexpended funds as of June 30, 2021 being returned to their funding sources.

Motion was made and seconded.

A simple majority vote is required for Article 9.

**Vote on Article 9:** The Moderator announced that Article 9 was voted unanimously.

**Article 10: Town Forest Restoration Project Phase 2**

**Sponsor: Community Preservation Committee**

To see if the Town will vote to appropriate up to \$5,000 in Community Preservation Act historical funds to allow the Town Forest Committee to complete phase 2 of a Restoration Project within the town forest to preserve the remains of the Stone Bungalow; and that to meet this appropriation, the sum of up to \$5,000 be transferred from the Community Preservation Fund, Historical Preservation Account with the following stipulations: the Town Forest Committee shall obtain all required town board and town department permits and approvals prior to the disbursement of any funds, the Town Forest Committee shall enter into a grant agreement with the Community Preservation Committee prior to disbursement of any funds and unexpended funds as of June 30, 2021 being returned to their funding sources, or pass any vote or take any other action thereon.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town [so] vote to appropriate up to \$5,000 in Community Preservation Act historical funds to allow the Town Forest Committee to complete phase 2 of a Restoration Project within the town forest to preserve the remains of the Stone Bungalow.

Speakers: Joe Rubertone and Aaron Ladd, Co-Chairs of the Community Preservation Committee

As was just mentioned, the only reason a phase 2 renovation of the bungalow is possible is due to the massive cleanup performed by now Eagle Scout Sam Clancy. Sam is here tonight and I wanted to share with everyone what Rob St. Germaine said about Sam and this project:

He contacted us in early January to say he was considering several possible Eagle projects. He lives close to the Ashland Town Forest, walks in the forest frequently and was disturbed at how bad the stone ruins looked — all overgrown and littered with debris from the long-ago fire, leaf and human litter. I told him that we could not just clean it up because the structure was unstable. I indicated that this would be a lot of work. Undaunted, he agreed to take on the work, which later evolved to an even larger effort with the bench (equivalent to many eagle projects by itself) and historic research. There were numerous planning meetings and work sessions throughout the year adding up to nearly 260 hours of work. It included:

- planning
- seeking and organizing helpers
- initial cleanup
- obtaining a grant from the SB and other funding
- researching bench designs
- drawing site plans

- removal of a large steel cylinder, an old furnace and a large quantity of structural debris
- removal of invasive plants and some trees
- rebuilding the chimney and further cleanup
- rebuilding some window frames
- building 50+/- ft. stone wall
- building forms and a jig for installing a bench and bench installation
- historical research including meetings with Historical Society
- composing a historical description
- final report drafting and presentation

He is not a quitter. He worked long and hard, and always with a positive attitude.

Sam, would you please stand and allow us to express our appreciation for your hard work? Town Meeting applauded him.

Sam Clancy then spoke. "I wanted to say that this is the first time that I've done anything of this nature. I had a lot of fun with the project. I learned a lot. This certainly would not have been possible without the generous help and assistance of so many, especially Mr. St. Germaine and just in more general, the members of the Town Forest Society. I've always been historically minded so this is pretty much the perfect project I could have done. I learned a lot of very practical skills doing this. It took me about six months but it was definitely a good venture and I hope that we engage in efforts to continue the work that I began. Thank you very much." Town Meeting then applauded Sam.

Not to be forgotten are Rich Glidden, the volunteer mason and the DPW for their support.

**Amendment to Article 10:** This is to change "Community Preservation Historical Funds to Community Preservation General Funds." The reason being is that you cannot take funds from the Historical account without authorization from the Historical Commission of which there is not enough members to constitute a quorum.

To allow discussion I'll entertain a motion.

**Motion on Article 10:** That the Town vote to appropriate up to \$5,000 in Community Preservation Act "General funds" to allow the Town Forest Committee to complete phase 2 of a Restoration Project within the town forest to preserve the remains of the Stone Bungalow; and that to meet this appropriation, the sum of up to \$5,000 be transferred from the Community Preservation Fund, General Account with the following stipulations: the Town Forest Committee shall obtain all required town board and town department permits and approvals prior to the disbursement of any funds, the Town Forest Committee shall enter into a grant agreement with the Community Preservation Committee prior to disbursement of any funds and unexpended funds as of June 30, 2021 being returned to their funding sources.

Motion was made and seconded.

A simple majority vote is required for Article 10.

**Vote on Article 10:** The Moderator announced that Article 10 was voted unanimously.

**Article 11: Decrease Demand Fees**

**Sponsor: Board of Selectmen**

To see if the Town, in accordance with G.L. c. 60§15(2), will vote to change the fee charged by the Collector for each written demand issued from a fee of \$30 to a fee of \$15 to be added and collected as part of the tax, or pass any vote or take any other action thereon.

Town Manager Michael Herbert stated that they are looking at other options regarding this and have decided to withdraw this article.

**Vote on Article 11:** The Moderator announced that Article 11 was withdrawn.

**Article 12: Net Zero Resolution**

**Sponsor: Sustainability Committee**

To see if the Town will adopt the following Resolution to Adopt a Net Zero Emissions Goal [as is printed in your handbooks]:

WHEREAS, Massachusetts has adopted a carbon emissions reduction goal (as defined in the 2008 Global Warming Solutions Act) and the Patrick and Baker Administrations have taken leadership to mitigate and adapt to climate change by reducing greenhouse gas emissions and building a more resilient Commonwealth that safeguards residents, municipalities, and businesses (as outlined in the Global Warming Solutions Act and Executive Order 569); and

WHEREAS, The Town of Ashland is one of 210 cities and towns across the Commonwealth that have committed to reducing municipal energy use as part of the Green Communities Program. The Town of Ashland has been taking actions to reduce its carbon emissions, promote clean energy, and increase resilience including: installing municipal solar arrays, supporting private and public renewable energy installations, installing electric vehicle charging stations, opting for renewable electricity aggregation, promoting residential and commercial energy efficiency programs, and converting to LED streetlights, among other efforts; and

WHEREAS, More than 30 communities, including Acton, Arlington, Bedford, Boston, Brookline, Cambridge, Concord, Framingham, Lexington, Melrose, Medford, Natick, Newton, Wayland, and Wellesley, are in the process of adopting greenhouse gas emissions reduction goals and comprehensive, cost-effective plans to achieve these goals; and

WHEREAS, Many Massachusetts communities are already feeling the impacts of a changing climate, with rising temperatures, increased flooding and more intense and frequent storms, increased health risks such as tick-borne diseases and heat-related health conditions. In addition, the state's centralized energy system and transit infrastructure is becoming more vulnerable to climate-related risks like storms and extreme temperatures; and

WHEREAS, A Net Zero community is one for which, on an annual basis, all greenhouse gas

emissions resulting from operations are reduced or offset. Net Zero communities adopt multi-pronged strategies including energy efficiency, renewable energy, zero waste, and nature-based solutions to CO2 removal, such as the protection and restoration of forests, wetlands and other ecosystems; and

WHEREAS, The transition to a Net Zero community brings many potential benefits, including improved health, reduced pollution, the creation of clean energy and energy efficiency jobs, and the ability to retain more of our energy dollars in the local economy.

NOW THEREFORE be it resolved that:

1. The Town of Ashland supports a Net Zero goal of eliminating or offsetting by 2040 all greenhouse gas emissions in Ashland:
  - a. Originating from heating and cooling, electricity consumption, transportation, industry, agriculture, gas leaks, and waste streams
  - b. Including households, businesses, the municipality, institutions and utilities
2. The Town of Ashland will develop a Net Zero Action Plan by November 2020 that outlines specific strategies and sets measurable, attainable and realistic interim targets for achieving the 2040 Net Zero goal, and will provide an annual progress report to Ashland Town Meeting.
3. In developing and implementing the Net Zero Action Plan, the voices and interests of all members of the Ashland community are considered including the most vulnerable (such as seniors, low-income residents, immigrants, people with disabilities, and youth) to ensure the benefits and related costs of a transition to a clean energy economy are shared equitably by the entire community.

or pass any vote or take any other action thereon.

**Finance Committee Recommendation:** The Finance Committee recommends that the Town adopt the resolution as presented while recognizing that there are unidentified costs and savings that will be considered as the plan evolves.

Speaker: Mr. Marshquist asks that town meeting support this.

The Moderator called on Matt Marshquist, Chair of the Sustainability Committee. Matt thanked the Select Board for their support then had a PowerPoint presentation.

Robert Scherer, Member of the Select Board briefly stated that the genesis of this is a few years ago, some members of the Select Board (Yolanda Greaves and Rob Scherer) went to a municipal climate summit and came back with a number of measures to discuss and subsequently the Select Board identified Net Zero Initiative as being the most important step that Ashland should take to address the challenges posed by climate change. That's probably one of the most important

efforts we can take as individuals and as a Town at this level. Subsequently, they asked the Sustainability Committee to investigate that and they came up with this plan. This plan of action which would be review with them. As you may recall last Town Meeting there was a public information session at Town Meeting and this is the follow up step. Mr. Scherer wanted to thank Matt Marshquist and the other members of the Sustainability Committee for their great efforts and their willingness to move onward with this. He further stated that the other great news is that we have a Sustainability Coordinator who will be on board soon to help implement this plan. So on behalf of the Select Board, they ask that Town Meeting support this resolution and the measures that will be taken as a result of the resolution.

The Moderator stated that he encouraged young people to attend Town Meeting and even though they cannot vote, they can speak.

Young resident, Miss Anya Ratanchandani spoke to Town Meeting and said "I just wanted to say that could you vote for this because it's humanities future that you're voting for. Thank you."

Town Meeting applauded Miss Ratanchandani for speaking.

Many citizen's rose to speak in favor of this.

One resident said that this is a non-binding resolution. This sets a goal and a vision for the Community. Any plans or actions that would come out of this are purely directional and anything concrete that comes out if this would have to be voted.

A group of High School students stood at the microphone. Led by Arayana Seniuk she stated: "On behalf of the Environmental Action Club at Ashland High School, we ask that you vote to support the Net Zero bylaw here in Ashland. Use your power of voting to make a positive impact on all our futures. Help my generation and generations after have a foundation for creating a healthier and cleaner Earth. Thank you."

Ms. Ahlers, Member of the Sustainability Committee stated that the children and grandchildren of everyone in this room are counting on us to take more drastic caution to protect them. She urged Town Meeting to vote to pass this article.

To allow discussion I'll entertain a motion.

**Motion on Article 12:** That the Town vote to adopt the resolution as presented.

Motion was made and seconded.

A simple majority vote is required for Article 12.

**Vote on Article 12:** The Moderator announced that Article 12 was passed.

Like Articles 5 and 6, Articles 13 and 14 are related and we will take them up together. After the introduction of Article 13 we'll have an explanation of both articles followed by a single discussion. After the discussion we'll vote on Article 13 after which I'll introduce Article 14 and seek an immediate motion and vote on Article 14.

**Article 13: Bylaw Change: Replace "Board of Selectmen" with "Select Board" in General Bylaws**  
**Sponsor: Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to petition the general court of the Commonwealth of Massachusetts to amend the Ashland Home Rule Charter; and to see if the Town will vote to amend the Ashland General Bylaws, to replace all gendered references to "Board of Selectmen" with "Select Board" or take any other action relative thereto.

**Finance Committee Recommendation:** The Finance Committee defers its recommendation to Town Meeting.

Speaker: Ms. Kinsman

To allow discussion I'll entertain a motion

**Motion on Article 13:** That the Town vote to authorize the Board of Selectmen to petition the legislature to amend the Town of Ashland Home Rule Charter to replace all gendered references to "Board of Selectmen" with "Select Board", and further that the Town votes to amend the Ashland General Bylaws to replace all gendered references to "Board of Selectmen" with "Select Board".

Motion was made and seconded.

A simple majority vote is required for Article 13.

**Vote on Article 13:** The Moderator announced that Article 13 was passed.

**Article 14: Zoning Bylaw Change: Replace "Board of Selectmen" with "Select Board" in the Zoning Bylaws**  
**Sponsor: Board of Selectmen**

To see if the Town will vote to see if the Town will vote to amend the Ashland Zoning Bylaws, to replace all gendered references to "Board of Selectmen" with "Select Board" or take any other action relative thereto.

**Finance Committee Recommendation:** The Finance Committee defers its recommendation to Town Meeting.

Does the Planning Board have a report? Yes, Planning Board Chairman Preston Crow read aloud the report from the Planning Board. **Article 14: Zoning Bylaw Change: Replace "Board of Selectmen" with "Select Board" in the Zoning Bylaws** Sponsor: Board of Selectmen

This article seeks to amend the zoning bylaw by replacing "Board of Selectmen" with "Select Board." This amendment was filed with the town clerk on October 18<sup>th</sup>, and notice of the public hearing was mailed to interested parties on October 21<sup>st</sup>. The notice was advertised in the MetroWest Daily News on October 30<sup>th</sup> and November 6<sup>th</sup>. The Planning Board held a public hearing on November 14<sup>th</sup>.

The Planning Board voted to support the amendment as presented, 3-0-0.

I'll entertain a motion after which we'll move to an immediate vote

**Motion on Article 14:** That the Town adopt the amendment to the Zoning Bylaws as printed in Article 14 in the warrant.

Motion was made and seconded.

Given that this is a change to Zoning Bylaws, it requires a 2/3 majority.

A 2/3 majority vote is required for Article 14.

**Vote on Article 14:** The Moderator declared that Article 14 was voted by a 2/3 majority vote.

**Article 15:** Zoning Bylaw: Amend Industrial Uses in the Commercial Highway, Commercial Village, and Commercial Neighborhood District  
**Sponsor: Planning Board**

To see if the Town will vote to amend the Town of Ashland Zoning Bylaw Chapter 282, Section 3, as [printed in your handbooks]follows (cross out are eliminations and bold underline is new language):

Section 3.0 Use Regulations:

**PRINCIPAL USES**

<b>F. INDUSTRIAL USES</b>	<b>RA</b>	<b>RB</b>	<b>RM</b>	<b>CH</b>	<b>CD</b>	<b>CV</b>	<b>CN</b>	<b>I</b>
Mini-storage warehouse facility	N	N	N	<del>Y</del> / <b><u>N</u></b>	N	<del>PB</del> / <b><u>N</u></b>	<del>PB</del> / <b><u>N</u></b>	Y
Construction yard or landscaping business	N	N	N	<del>Y</del> / <b><u>N</u></b>	N	<del>PB</del> / <b><u>N</u></b>	<del>PB</del> / <b><u>N</u></b>	Y

or pass any vote or take any other action relative thereto.

**Finance Committee Recommendation:** The Finance Committee defers its recommendation to Town Meeting.

Speaker: Ms. Greaves

Does the Planning Board have a report? Yes, Planning Board Chairman Preston Crow read aloud the report from the Planning Board. **Article 15: Zoning Bylaw: Amend Industrial Uses in the Commercial Highway, Commercial Village, and Commercial Neighborhood District**  
**Sponsor: Planning Board**

This article seeks to amend the industrial uses in the Commercial Highway, Commercial Village and Commercial Neighborhood districts by removing the uses of mini-storage warehouse facility and construction yard or landscape business from the allowed uses in those districts. This amendment was filed with the town clerk on October 7<sup>th</sup>, and notice of the public hearing was mailed to interested parties on October 7<sup>th</sup>. The notice was advertised in the MetroWest Daily News on October 9<sup>th</sup> and 16<sup>th</sup>. The Planning Board held a public hearing on October 24<sup>th</sup>.

The Planning Board voted to recommend Town Meeting vote in favor of this article, 4-0-0. The Planning Board also voted that each use may be voted on independently if Town Meeting so desires, 4-0-0.

To allow discussion I'll entertain a motion

**Motion on Article 15:** That the Town adopt the amendment to the Zoning Bylaws as printed in Article 15 in the warrant.

Motion was made and seconded.

Given that this is a change to Zoning Bylaws, it requires a 2/3 majority.

**Vote on Article 15:** The Moderator declared that Article 15 was voted by a 2/3 majority vote.

There being no further business, I'll entertain a Motion to dissolve the November 20, 2019 Special Town Meeting. There was a second.

Town Meeting dissolved at 8:47PM.

**A true copy**

**Attest:** \_\_\_\_\_  
**Tara M. Ward, CMC/CMMC Ashland Town Clerk**

## TOWN MEETING VOCABULARY

<b>Abatement</b>	A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed.
<b>Available Funds</b>	Balances in the various fund types that represent non-recurring revenue sources. Examples include free cash, stabilization funds, overlay surplus, and enterprise retained earnings.
<b>Bond</b>	A means to raise money through the issuance of debt.
<b>Bond Authorization</b>	The action of town meeting authorizing the executive branch to raise money through the sale of bonds in a specific amount and for a specific purpose. Once authorized, issuance is by the treasurer upon signature of the selectmen.
<b>Cherry Sheet</b>	An annual statement from the Massachusetts Department of Revenue detailing estimated reimbursements and charges to the Town. Its name derives from the fact that it was once written on cherry colored paper. In this manner the Town receives its share of various state funds and aid accounts, and is charged its share of running state government. Although the Cherry Sheet is required to be distributed by the first of March of each year, in actuality it is sent after the Legislature has passed the budget, which may not occur until June or July.
<b>Citizens' Petitions</b>	10 citizens for an Annual Town Meeting or 100 citizens for a Special Town Meeting may submit a petition requesting that a specific article be included in the next Town Meeting warrant for consideration. 200 citizens may submit a petition calling the Board of Selectmen to set a Town Meeting within 45 days.
<b>Community Preservation Act</b>	Permits towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; and c) the acquisition, creation and preservation of land for recreational use; d) the creation, preservation and support of community housing; and e) the rehabilitation and restoration of open space, land for recreational use and community housing that is acquired or created using monies from the fund.
<b>Community Preservation Fund</b>	A special revenue fund established to receive all monies collected to support the community preservation program, including but not limited to, tax surcharge receipts, proceeds from borrowings, and funds received from the State.
<b>Debt Exclusion</b>	A community may vote at an election to exclude debt service payments for a particular capital project from the levy limit. The amount necessary to cover each year's principal & interest is added to the levy limit for the life of the debts.
<b>Enterprise Fund</b>	An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services.

With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. We have sewer, water and trash enterprise accounts.

<b>Exemption</b>	Established by statute, it is a discharge from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.
<b>Fiscal Year</b>	The Fiscal Year starts July 1 <sup>st</sup> of each year and ends June 30 <sup>th</sup> the following year.
<b>Free Cash</b>	Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's accountant. This amount is certified annually by the Massachusetts Department of Revenue and thereafter is available for appropriation by a Town Meeting.
<b>Levy Limit</b>	The amount of property taxes that can be raised in accordance with Proposition 2½ formulas. The levy may be raised by 2½% plus new construction.
<b>Local Receipts</b>	Income derived by the Town from Motor Vehicle excise taxes, fees, licenses and permits, penalties & interest on taxes, etc.
<b>New Construction</b>	New growth and increases to property independent of market inflation are added to the levy limit in addition to the 2½% inflation increase allowed under Proposition 2½.
<b>Omnibus Budget</b>	For convenience, all recommended appropriations for operating expenses of the various Town departments and boards are gathered together in one article called the Omnibus Budget. The period covered by the Omnibus Budget is the upcoming Fiscal Year, and money not spent during this period reverts to Free Cash. No department or board can overspend its budget.
<b>Overlay</b>	An account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve need not be funded by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet.
<b>Override</b>	A vote by a community at an election to permanently increase the levy limit. An override question on the election ballot must state a purpose for the override and the

dollar amount.

**Raise and Appropriate**

A type of funding for Town expenditures voted at Town Meetings. The funds are raised through taxes, local receipts, and state reimbursements. Funds raised and appropriated in warrant articles are available until a time set by the article or until voted out by a subsequent Town Meeting.

**Reserve Fund**

A fund, established by each Town Meeting, for extraordinary or unforeseen expenses in the upcoming fiscal year. The Finance Committee alone may transfer money from this fund, thus eliminating the need for frequent Special Town Meetings. The fund may not exceed 5% of the preceding year's tax levy.

**Revolving Account**

Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Stabilization Fund**

A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose. It retains its own investment income. A two-thirds vote is required on any vote relative to this Fund. This fund serves as the Town's primary "rainy day" fund.

**Town of Ashland  
Selected Town Meeting Procedures**

**Amending an Article:** Any time after a main motion has been made and seconded, but before being voted on, it is possible to amend the main motion using the following procedures:

1. Proceed to a microphone and wait to be recognized by the Moderator.
2. Announce your intent to amend the motion verbally and submit a copy of the amended motion in writing to the Moderator. The motion to amend must include your name as sponsor. Any increase in appropriation must include a funding source.
3. The Moderator will ask for a second to the motion to amend.
4. If passed, the motion to amend will be opened for discussion and then must be voted on by Town Meeting separately from the main motion.
5. A simple majority is required to pass a motion to amend.
6. More than one motion to amend can be made to a main article, but each must be presented and voted on one at a time. A motion to amend must be made before the main motion is voted on.
7. After all motions to amend are voted, the main motion (or as amended) must be voted on.

**Necessary Majorities \***

Unless noted otherwise, a simple majority is required to pass a motion.

A 2/3 majority is required for all borrowing, land acquisitions or transfers and all zoning by-laws.

A 4/5 majority is required at Annual Town Meeting for unpaid bills of prior fiscal years.

A 9/10 majority is required at Special Town Meetings for unpaid bills of prior years.

Only votes cast will be counted in determining the percentage of votes in favor of a motion. If there are 170 voters present and 100 vote yes, 50 vote no and 20 do not vote, the results shall be interpreted as 100 yes votes out of 150 votes or 66.67% in favor.

\* Please note that these vote majorities are for example only and there may be other types of votes which fall under each of the categories listed above.