



Town of Middlefield

Annual Town Meeting Warrant

Town Hall Auditorium
May 5, 2012
Polls open 12:00 noon
Business meeting starts at 1:30 pm

Hampshire, ss:

To either of the Constables of the Town of Middlefield in the County of Hampshire

GREETINGS: In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs, to meet in the Middlefield Town Hall on Saturday May 5, and there to act on the following articles:

ARTICLE 1. To choose on one ballot

For the term of three years:

Selectboard	Finance Committee (2)
Board of Assessors	Planning Board (2)
Zoning Board of Appeals	Library Trustee
Cemetery Commissioner	School Committee
Constable	

For the term of one year:

Moderator	Town Clerk
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The polls will open at 12:00 noon and may be closed at 5:00 pm. The business meeting will start at 1:30 pm.

ARTICLE 2. To act upon the reports of the Selectboard, Treasurer, Tax Collector, Assessors, and other elected or appointed officers or committees of the Town.

ARTICLE 3. To see if the Town will vote to fix the salaries and compensation of all elected officers of the Town for FY 2013, as provided in Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, and raise and appropriate \$17,780 for these salaries or compensations to be as of July 1, 2012 as follows, or take any other action in relation thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Moderator	100	100	100	100
Assessors, Chair	3,000	3,000	3,000	3,000
Assessors, Member	3,000	3,000	3,000	3,000
Assessors, Member	3,000	3,000	3,000	3,000
Town Clerk	4,000	4,000	4,000	4,000
Selectboard, Chair	1,500	2,000	2,000	2,000
Selectboard, Member	1,500	2,000	2,000	2,000
Selectboard, Member	1,500	2,000	2,000	2,000
Constable 1st	90	100	100	100
Constable 2nd	90	100	100	100
Total	17,780	19,300	19,300	19,300

ARTICLE 4. To see if the Town will vote to raise and appropriate the salaries and compensation of appointed staff for FY 2013; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Treasurer	9,000	9,000	9,000	9,000
Tax Collector	10,000	10,000	10,000	10,000
Secretary (Admin. Asst.)	9,000	9,000	9,000	9,000
Asst. Town Clerk	0	500	500	500
Town Accountant	9,000	9,000	9,000	9,000
Assistant Assessor	5,400	5,400	5,400	5,400
Town Hall Custodian	3,500	3,500	3,500	3,500
Total	45,900	46,400	46,400	46,400

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of money for General Government; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Town Counsel	5,000	6,000	6,000	6,000
Election & Registration	1,000	1,200	1,200	1,200
Maintenance of Public Buildings	46,800	50,000	45,000	45,000
Insurances and Bonds	40,000	40,000	40,000	40,000
Soc Sec/Medicare/Town Share	6,500	6,500	6,500	6,500
Total	99,300	103,700	98,700	98,700

ARTICLE 6. To see if the town will vote to raise and appropriate the sum of money for the Expense Accounts; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends

Selectboard Expense	3,000	3,000	3,000	3,000
Printing Expense	1,400	1,200	1,200	1,200
Copier Expense	1,420	1,420	1,420	1,420
Assessors Expense	3,400	3,600	3,600	3,600
Assessors Software/Support	1,650	1,650	1,650	1,650
Assessors' Revaluation	4,950	1,200	1,200	1,200
Commercial/Open Permit	1,200	0	0	0
Tax Map Update	1,000	1,000	1,500	1,000
Tax Collector Expense	3,600	3,600	3600	3,600
TC Tax Title & Legal Fees	1,500	1,500	1,500	1,500
Treasurer Expense	1,500	1,500	1,500	1,500
Treas. Tax Title & Legal Fees	4,500	10,000	10,000	10,000
Treasurer's Software Support	1,421	1,601	1,601	1,601
Town Accountant Expense	1,500	1,500	1,500	1,500
Accountant's Software Support	3,014	3,152	3,152	3,152
Town Clerk Expense	1,500	1,500	1,500	1,500
Payroll Software Support	1,500	1,500	1,500	1,500
Planning Board Expense	500	500	500	500
Zoning Board Expense	500	500	500	500
Electric Inspections Expense	250	250	250	250
Plumbing Inspection Expense	250	250	250	250
Constable Expense	150	150	150	150
Conservation Comm. Exp.	1,200	1,200	1,200	1,300
Communication Comm. Exp.	300	500	500	500
Website/Technology Expense	2,500	2,500	2,500	2,500
Total	43,705	44,773	45,273	44,873

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of money for the Highways; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Highway Department Wages	110,000	118,000	110,000	118,000
Holidays	3,000	3,200	3,000	3,200
Vacations	6,000	6,000	6,000	6,000
Unemployment Insurance	1,000	1,000	1,000	1,000
Hampshire County Retirement	29,948	30,587	30,587	30,587
Health Insurance	44,300	44,300	44,300	44,300
Fuel	30,000	30,000	30,000	30,000
Snow Removal	45,000	45,000	45,000	45,000
Highway Maintenance	30,000	30,000	30,000	30,000
Unpaved Roads Material	15,000	15,000	15,000	15,000
Machinery Maintenance	27,000	27,000	27,000	27,000
Street Lights	500	500	500	500
Total	341,748	350,587	342,387	350,587

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of money to the Library, Veterans and Cemetery Accounts; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Librarian Salary	750	5,200	5,200	5,200
Library Expense	2,250	1,500	1,500	1,500
Veterans Agent Salary	100	100	100	100

War Memorials/Playground	3,500	3,500	3,500	3,500
Cemetery Expense	3,500	3,500	3,500	3,500
Total	10,100	13,800	13,800	13,800

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of money for Protection of Persons & Property Accounts; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Police Chief's Salary	1,000	1,000	1,000	1,000
Officers' Comp./Training	6,000	6,000	6,000	6,000
Police Dept. Operating Expense	8,000	8,000	8,000	8,000
Regional Lockup	505	505	505	505
Fire Chief/Forest Warden Salary	500	500	500	500
Fire Dept. Operating Expense	4,300	8,000	10,000	8,000
Fire Dept. Inspector Salary	300	300	300	300
Fire Dept. Dispatch Service	6,660	6,660	6,660	6,660
Forest Fire	10	10	10	10
Civil Defense	10	10	10	10
Bldg. Commissioner/Asst Comp.	12,740	13,500	13,500	13,500
Bldg. Commissioner/Asst Expense	0	1,500	1,500	1,500
Board of Health Agent Comp.	0	2,225	2,225	2,225
Board of Health Expense	500	275	275	275
Asst. Electrical Inspector Salary	100	100	100	100
Plumbing Inspector Salary	300	300	300	300
Animal Control Officer's Salary	400	400	400	400
Animal Control Officer's Exp.	300	300	300	300
Insect pest Control Expense	100	100	100	100
Animal Inspector Expense	100	100	100	100
Total	41,325	49,785	51,785	49,785

ARTICLE 10. To see if the Town will vote to raise the sum of money for Health & Sanitation; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Ambulance	1,200	1,500	1,500	1,500
Hilltown Resource Management	1,690	1,690	1,690	1,690
Disposal Area	24,500	24,500	24,500	24,500
Health & Sanitation	10	10	10	10
Lee Visiting Nurse	1,110	1,110	1,110	1,110
Total	28,510	28,510	28,810	28,810

ARTICLE 11. To see if the Town will vote to Raise and Appropriate \$5,000.00 to establish a Reserve Fund to provide for extraordinary or unforeseen expenditures, as provided by M.G.L. Chapter 40, section 6, as amended; or take any other action in relation thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Reserve Fund	5,000	5,000	5,000	5,000

ARTICLE 12. To see if the town will vote to raise and appropriate the sum of money for

the Miscellaneous Accounts; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Council on Aging Expense	1,500	1,500	1,500	1,500
Historical Commission Expense	500	500	500	500
Pioneer Valley Planning	85	85	85	85
Recreation Committee Expense	1,000	1,000	1,000	1,000
Hampshire Council of Govt	512	512	512	512
Agricultural Commission Exp.	100	100	100	100
Total	3,697	3,697	3,697	3,697

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$349,274 for Middlefield's minimum contribution of the budget for the Gateway Regional School District; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Minimum Contribution	341,755	349,274	349,274	349,274

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$47,910 for Middlefield's share of the above minimum contribution to the budget for the Gateway Regional School District; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Above Minimum Contribution	88,145	47,910	47,910	47,910

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$112,637 for Middlefield's share of the Non-Foundation portion (Transportation and Debt Service) of the budget for the Gateway Regional School District for the period July 1, 2011 through June 30, 2012; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Non-Foundation portion	87,646	112,637	112,637	112,637

ARTICLE 16. To see if the Town will vote to raise and appropriate the sum of \$90,000 for vocational education; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Vocational Education	75,000	90,000	90,000	90,000

ARTICLE 17. To see if the town will vote to discontinue the old East - West road running from Alderman Road to the site of the old grist mill on Factory brook. The road has been known as "The Becket Road", "The Old Road to the Mill" and "Meecham's Road" amongst others. The length of this abandoned road is about 1.19 miles; and also to discontinue the North - South road that runs from the first said road to where the Legal Harry Pease Road ends at the locked gate. This side road to be discontinued has a length of about 0.18 miles.

More exactly the first point on Alderman Road is at (all approximate) decimal coordinates (42.339276 -73.004869) and runs to (42.330330 -73.027818).

The second road runs from a point on the first (42.331884 -73.019943) to the locked gate at (42.334287 -73.021102), which is also the Southern dead end of Harry Pease Road.

This vote to discontinue ratifies the original approved town votes of 1886 and 1984 whose intents were this very same discontinuance.

Sponsor: Citizens' Petition

ARTICLE 18. To see if the Town will vote to direct the Board of Assessors to remove the erroneous use of the name "Harry Pease Road" from any place on the town Assessors' maps other than the accepted Town Road with its north end starting at Town Hill Road and running southward for a distance of .81 miles to a dead end, encompassing only a north to south orientation as shown on the 1983 map of town roads, which accompanied the list of accepted roads voted at the 1984 Town Meeting.

Sponsor: Citizens' Petition

ARTICLE 19. To see if the Town will vote to authorize revolving fund accounts for the receipt of inspection fees, pursuant to MGL Chapter 44, Section 53E½, to be expended during FY 2012 without further appropriation for the purpose of administrative duties, capped at the amounts in the table below; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Electrical Inspector	2,500	2,500	2,500	2,500
Conservation Commission	2,000	2,000	2,000	2,000

ARTICLE 20. To see if the Town will vote to authorize a revolving fund, under Massachusetts General Law Chapter 44, Section 53E1/2, which may be spent on the Transfer Station without further appropriation during FY2012. Collected Transfer Station fees may be used for the Transfer Station attendant's salary, for capital equipment, grounds improvement, or other related expenses to benefit the Transfer Station. The Selectboard may spend up to \$6,000 in revolving fund monies for the Transfer Station during FY2012 and retain in this account all collected fees; or take any other action relative thereto:

Sponsor: Selectboard

Finance Committee: Recommends

ARTICLE 21. To see if the Town will vote to raise and appropriate the sum of money for Debt & Interest; or take any other action relative thereto:

	FY2012 Adopted	FY 2013		
		Requested	Selectboard Recommends	Finance Com. Recommends
Interest on Short-term Debt	1,500	1,500	1,500	1,500
Building Project Loan	20,000	20,000	20,000	20,000
Total	21,500	21,500	21,500	21,500

ARTICLE 22. To see if the Town will to raise and appropriate \$25,000 to purchase turnout gear for the fire department; or take any other action relative thereto:

Sponsor: Fire Department

Selectboard: Recommends

Finance Committee: Recommends

ARTICLE 23. To see if the Town will vote to authorize the Board of Assessors to appoint a member of the Board or some other person, if the Board so desires, to serve as the assistant assessor at the salary fixed and voted on by the Town; or take any other action relative thereto:

Sponsor: Board of Assessors

Finance Committee: Recommends

ARTICLE 24. To see if the Town will raise and appropriate \$10,000 for town's fiscal audit; or take any other action relative thereto: action relative thereto:

Sponsor: Finance Committee

Selectboard: Recommends

ARTICLE 25. To see if the Town will vote to establish an EMS (Emergency Medical Service) Department and raise and appropriate a sum of \$1,000; or take any other action relative thereto:

Sponsor: Police Department

Selectboard: Recommends

Finance Committee: Recommends

ARTICLE 26. To see if the Town will vote to expend the sum of \$3,922 from free cash towards the Town's share of the cost to restore and preserve the historic Hampshire County Court House; or take any other action relative thereto:

ARTICLE 27. To see if the Town will vote to expend the sum of \$5,000 from free cash to hire an architect to design a garage to house the EMS, fire department, and police vehicles; or take any other action relative thereto:

Sponsor: Police Department

Finance Committee: Recommends

ARTICLE 28. To see if the Town will vote to expend the sum of \$3,000 from free cash to engage a consultant to develop a plan to bring the Town Hall electrical wiring to code compliance; or take any other action relative thereto:

Sponsor: Finance Committee

Selectboard: Recommends

ARTICLE 29. To see if the Town will vote to expend the sum of \$44,000 from free cash for a new police cruiser; or take any other action relative thereto:

Sponsor: Police Department

Finance Committee: Recommends

Selectboard: Recommends

ARTICLE 30. To see if the Town will vote to transfer \$25,000 from the 2008 Ice Storm account for the down payment for a new ten ton two-wheel, tandem axle drive dump truck, equipped, and borrow the \$150,000 balance for up to five years; or take any other action relative thereto:

Sponsor: Highway Department

ARTICLE 31. To see if the Town will vote to accept the Franklin Regional Transit Authority as the official transportation agent for the Council on Aging; or take any other action relative thereto:

Sponsor: Selectboard

Finance Committee: Recommends

ARTICLE 32. To see if the Town will vote to accept Chapter 90 and all other Highway grant Funds from the Commonwealth of Massachusetts, for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges and other related costs; or take any other action relative thereto:

Sponsor: Selectboard

Finance Committee: Recommends

ARTICLE 33. To see if the Town will vote to expend the sum of \$10,000 from free cash for tree removal at Bell cemetery; or take any other action relative thereto:

Sponsor: Cemetery Commission

ARTICLE 34. To see if the Town will vote to transfer from the Refunded Dog Tax Fund the sum of \$150 to the Library Account; or take any other action relative thereto:

Sponsor: Finance Committee

Library Board of Trustees: Recommends

ARTICLE 35. To see if the Town will vote to raise and appropriate the sum of \$5,000 for a fuel monitoring system at the Town Garage ; or take any other action relative thereto:

Sponsor: Highway Department

ARTICLE 36. To see if the Town will vote to expend the sum of \$60,000 from free cash to reduce the FY 2013 tax rate; or take any other action relative thereto:

Sponsor: Finance Committee

ARTICLE 37. To see if the Town will vote to replace the Town's Chapter IV, Article II, SECTION 2 By-Law: The Building Inspector shall also be the Board of Health agent for observing percolation tests and septic disposal systems.

With

The Board of Health or its agent shall witness all title 5 inspections for percolation tests and septic disposal systems; or take any other action relative thereto:

Sponsor: Board of Health Agent

Selectboard: Recommends

ARTICLE 38. To see if the Town will vote to replace the Town's Chapter II, SECTION 7 By-Law: Notice of every Town Meeting shall be given by posting an attested copy of the Warrant calling the same in the Town Post Office and on another designated place in the center of Town on the bulletin board at the Middlefield Elementary School, on a designated place in the Bancroft section of the Town, and on a designated place in Smith Hollow, not less than seven days before the day appointed for the Annual Town Meeting, and not less than 14 days before the day appointed for a Special Town Meeting and the return of the officer stating the manner of notice shall be endorsed in the Warrant.

With:

Notice of every Town Meeting shall be given by posting an attested copy of the Warrant calling the same in the Town Post Office and on the outside bulletin board at the Middlefield Town Hall, not less than seven days before the day appointed for the Annual Town Meeting, and not less than 14 days before the day appointed for a Special Town Meeting and the return of the officer stating the manner of notice shall be endorsed in the Warrant.

Sponsor: Constable

Selectboard: Recommends

ARTICLE 39. To transact any other business to come before said meeting

And you are directed to serve this warrant by posting attested copies of same in the Middlefield Post Office, on the bulletin board at the Town Hall, a designated place in the Bancroft section of the Town and a designated place in Smith Hollow, at least seven days before 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 meeting as aforesaid.

Given under our hands at Middlefield the 23th day of April in the year two thousand twelve.

Noreen Suriner, Chair Mitchell Feldmesser, Selectman Alan Vint, Selectman

I have this day posted copies of the above warrant.

Constable

Date

ATTEST

GLOSSARY

APPROPRIATION: An authorization granted by a Town Meeting to make expenditures and to incur obligations for specific purposes. The appropriation is carried forward year to year until spent for the designated purpose, unless transferred by a Town Meeting vote to another account.

AVAILABLE FUNDS: *Free Cash*, reserves and unexpended balances available for appropriation.

ESTIMATED RECEIPTS: Estimated monies to be received by the Town from various sources, such as licenses and state reimbursements. This estimate is deducted by the Assessors from the gross amount to be raised by taxes when the tax rate is set.

FISCAL YEAR: The twelve-month period from July 1 – June 30 to which the annual budget applies, at the end of which a Town determines its financial position and the results of its operations.

FREE CASH: The surplus or deficit revenue account (also called “excess and deficiency” or “available funds”), less any uncollected taxes of prior years, certified each July 1 by the Director of Accounts. Any surplus is available for appropriation upon certification. By action of a Special Town Meeting after certification and before setting the tax rate, part or all of any free cash may be applied to reduce the tax rate for the current year.

OVERLAY: The amount of money allocated by Assessors to cover abatements and uncollectable taxes.

OVERLAY SURPLUS: Unused, accumulated *overlay* from various years, which may be released by the Assessors for extraordinary or unforeseen purposes.

RESERVE FUND: An account with monies allocated for unforeseen or emergency purposes, controlled exclusively by the Finance Committee.

STABILIZATION ACCOUNT: A special account created to provide for capital expenditures, which is invested until used.

SURPLUS REVENUE: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

TOWN MEETING WARRANT: A written order calling an Annual or Special Town Meeting, containing a list of items to be acted upon. Warrants are posted at the official posting places, such as the Town Hall and Post Office.