

Voter Information Bulletin

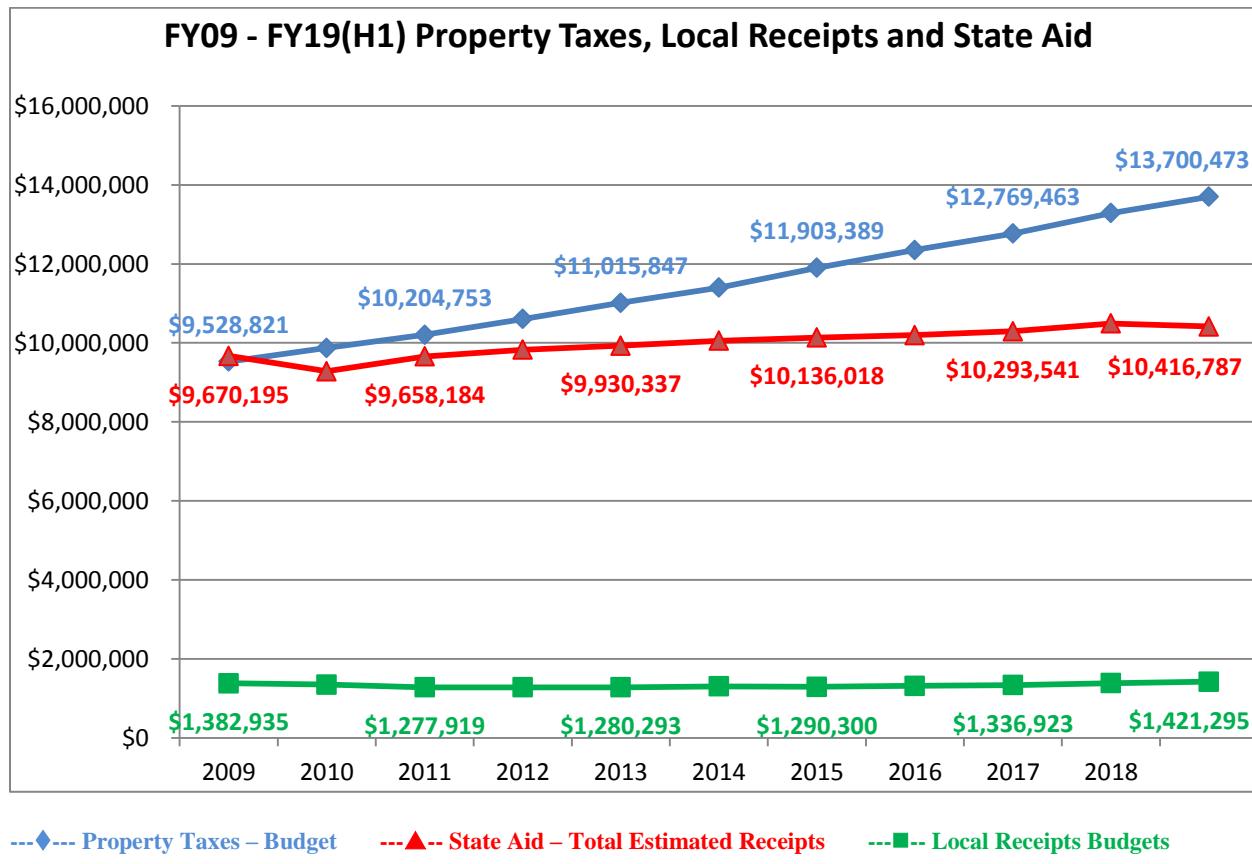
Town of Douglas

May 7, 2018

Special Town Meeting
Annual Town Meeting
Monday, May 7, 2018 at 7:00 pm
Douglas High School Auditorium
33 Davis Street

FINANCE COMMITTEE BUDGET MESSAGE FOR FISCAL YEAR 2019

The Town of Douglas is at a financial crossroads this spring. The state continues to increase funding at a significantly lower rate than costs are increasing. The graph below illustrates the contribution of the state compared to the contribution of the Douglas residents over the last eleven years.



---◆--- Property Taxes – Budget ---▲--- State Aid – Total Estimated Receipts ---■--- Local Receipts Budgets

Before 2009, the state contributed more to our town's budget than Douglas taxpayers did. Since then, the state's contribution has increased less than 1% per year on average. That increase does not keep up with the rate of inflation never mind the large year-to-year increases in health care and pension costs over the last decade.

Our budget struggles over the last few years have impacted all of the town and school departments. These struggles over the last few years have led to increased class sizes at our schools and increased user fees for athletics, band, and the chorus. These issues have resulted in more of our students choosing to attend other private schools, Blackstone Valley Tech and Norfolk County Agriculture High School. In the 2019 budget, the town must pay (per state law) \$5,000 for every regular education student that chooses another public school, approximately \$10,795 for every student who attends BVT, and \$22,286 for every student that attends Norfolk County Agriculture. Those funds are badly needed in our community.

In addition, over the years, the Municipal Department budgets have also been reduced leading to a reduction in staff. There have been very limited resources to address the equipment and building maintenance that is needed by the Town.

The Board of Selectmen has put an override question on both the town meeting warrant and annual election ballot to raise the tax levy by \$1.5 million dollars. Using FY18 information, this would increase the tax bill of the Douglas

average single family home with an assessed value of \$296,100 by \$453.03 on an annual basis. This override would allow the town to maintain services over the next few years while giving time for the town leaders to find additional revenue sources.

If this override does not pass, the town will close the town library on June 30th. In addition, the school department will receive \$200,000 less from the town than they did in Fiscal 2018. Cuts in town services will occur in future years as the costs the town cannot control (Health Care, Pension costs, BVT increased enrollment and School Choice Out) continue to increase.

The Finance Committee recommends that residents vote yes on this override question while realizing the financial stress this places on property owners in town. The Committee feels that the loss of town services and minimal funding for the school department will lead to a reduction in home values. We predict that the lack of additional funds for the school department will continue to lead to more kids choosing to go to other schools with the Town paying for those students that leave the district. This means less dollars for our schools and town services.

Town meeting will also vote to approve a No Solicitation Bylaw and amend the Use of Private Ways Bylaw. We will also be voting to make changes to the Temporary Moratorium for the Regulation & Taxation of Marijuana Act. Please attend town meeting and make a contribution to the future of our town.

Douglas continues to be a great place to live but we need your help to keep it this way. Please consider contributing your skills, expertise, and energy to one of the various boards. Committees are looking for people to help out. Please contact the Town Administrator's office if you are interested and they will be happy to find you a board or committee where you can help.

SPECIAL TOWN MEETING

Article 1.	Prior Year Bills
Article 2.	Fiscal Year 2018 Budget Transfers / Amendments
Article 3.	Snow & Ice Account Transfer
Article 4.	LED Street Light Funding
Article 5.	Water Main Work at North Street Bridge

Article 1: Prior Year Bills

No Prior Year Bills – Pass Over.

Explanation: There are no prior bills to be paid so this article will be passed over

Article 2: Fiscal Year 2018 Budget Transfers/Amendments

To see if the Town will vote to amend the action taken on Article 2 of the Annual Town Meeting of May 1, 2017 by transferring from available funds the following sums of money to the following budget line items in the Fiscal Year 2018 Budget:

Increase School Transportation	\$55,000
Increase Highway Construction & Maintenance	\$8,250
Increase Fire Wages	\$20,000
Increase Fire Expense	\$5,000
Increase Ambulance Expense	\$18,000
Decrease Ambulance Wages	\$43,000
Decrease Treasurer / Collector's Expense	\$6,000
Decrease Insurance / Employee Benefits	\$57,250

Or take any other action related thereto.

Explanation: The accounts listed above require additional funds to satisfy FY2018 operational needs. All revenues have been budgeted for the year; therefore, the funds must be transferred from other departmental accounts.

- Finance Committee recommends unanimously.

Article 3: Snow & Ice Account Transfer

To see if the Town will vote to transfer the sum of **\$215,000** from available funds to the FY18 Snow & Ice Account, or take any other action related thereto.

Explanation: The cost of our winter storm clean-ups was larger than our budget estimates so this article supplements the Fiscal 2018 budget.

- Finance Committee recommends unanimously.

Article 4: LED Street Light Funding

To see if the Town will vote to transfer from Free Cash, the sum of **\$40,000**, for the purpose of funding the purchase of existing streetlights and the audit design, purchase, and/or conversion of existing lighting to energy efficient and long lasting LED, and other associated costs, same to be spent under the direction of the Town Administrator, or take any other action related thereto.

Explanation: These funds will be used to purchase LED street lights which are longer lasting and more energy efficient. We will be receiving a grant from the state to reimburse the town after the project is complete.

Finance Committee recommends unanimously.

Article 5: Water Main Work at North Street Bridge

To see if the Town will vote to transfer **\$30,000** from the Reserved for Water System Development Account, and **\$64,000** from Retained Earnings, for a total of **\$94,000** for the removal and replacement of an existing 8-inch diameter water main with a 12-inch diameter water main, along North Street between Charles and Gilboa Streets, and all associated costs, or take any other action related thereto.

Explanation: These funds from Water & Sewer department will upgrade the water infrastructure across the bridge while the bridge is being repaired for the currently damaged culvert.

• Finance Committee recommends unanimously.

⊗ ANNUAL TOWN MEETING ⊗

1. Finance Committee Report	12. Transfer From Free Cash to Stabilization Account
2. FY19 Budget	13. Ratify Police Union Contract
3. FY19 Budget Supplement	14. Ratify Fire Union Contract
4. Salaries of Elected Officials	15. Waterway Dive Rescue Team Account Transfer
5. Blackstone Valley Vocational Regional School District FY19 Budget	16. Adopt "No Solicitation" Bylaw
6. FY19 Transfer Station Enterprise Fund	17. Amend Zoning Bylaw – Accessory Apartment
7. FY19 Water/Sewer Enterprise Fund	18. Amend Zoning Bylaw - Penalties
8. FY19 PEG Access and Cable Receipts Reserved for Appropriation	19. Amend Zoning Bylaw - Temporary Moratorium for the Regulation and Taxation of Marijuana Act
9. Personnel Bylaw Classification & Update	20. Accept Stonewall Court as a Public Way
10. Recurring Business	21. Accept Darling Way & Brandywine Circle as a Public Way
11. Adoption of Revised FY19-23 Capital Improvement Plan	22. Amend General Bylaw - Use of Private Ways

Article 1: Finance Committee Report:

To see if the Town will vote to hear and act upon the report and recommendations of the Finance Committee as presented and printed in the Finance Committee's Annual Town Meeting recommendations, or to take any other action relative thereto.

Explanation: Finance Committee combines the first 2 articles listed here and makes a combined recommendation to Town Meeting. This will be read at Town Meeting. It encompasses salary and budget items listed below.

• Finance Committee recommends unanimously.

Article 2: FY19 Budget:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow such sums of money as are necessary to fund the annual operating budget of the Town for Fiscal Year 2019, or take any other action relative thereto.

***Explanation:** Finance Committee combines the first 2 articles listed here and makes a combined recommendation to Town Meeting. This will be read at Town Meeting. It encompasses salary and budget items listed below. This is the FY19 base budget, without the supplemental budget (Article 3) if the override passes.*

Finance Committee recommends unanimously.

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
General Government			
Selectmen			
Wages	181,781	172,989	180,528
Expenses	14,133	12,633	7,956
	195,914	185,622	188,484
Awards and Recognition	40	40	50
Town Hall Office Supplies	22,000	22,000	23,987
Town Reports	3,000	3,000	3,000
Town Counsel	75,000	75,000	76,085
Total Selectmen	295,954	285,662	291,606
Finance Director / Accountant / Audit			
Wages	124,050	126,530	131,596
Expenses	2,050	2,050	2,185
	126,100	128,580	133,781
Audit	23,500	23,500	23,500
Total Finance Director / Accountant / Audit	149,600	152,080	157,281
Assessors			
Wages	96,811	98,693	101,097
Expenses	39,498	34,498	36,611
	136,309	133,191	137,708
Revaluation	46,000	0	0
Total Assessors	182,309	133,191	137,708
Treasurer / Collector			
Wages	184,432	187,203	190,605
Expenses	63,726	63,726	63,483
	248,158	250,929	254,088
Tax Taking	5,500	5,500	5,000
Tax Title	17,000	17,000	21,210
Total Treasurer / Collector	270,658	273,429	280,298

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
Finance Committee			
Wages	700	700	700
Expenses	5,000	5,000	5,000
Reserve Fund	50,000	40,500	50,000
Total Finance Committee	55,700	46,200	55,700
Technology			
Wages	0	0	0
Expenses	87,300	87,888	90,570
Total Technology	87,300	87,888	90,570
Town Clerk			
Wages	106,452	101,372	110,304
Expenses	15,500	14,300	16,250
Total Town Clerk	121,952	115,672	126,554
Public Building Maintenance			
Wages	48,175	49,047	50,781
Expenses	154,189	154,189	140,623
Total Public Building Maintenance	202,364	203,236	191,404
Permanent Building Committee			
Wages	600	600	600
Expenses	1,500	1,500	500
Total Permanent Building Committee	2,100	2,100	1,100
Community Development			
Wages	179,609	183,214	183,671
Expenses	3,500	3,500	3,500
	183,109	186,714	187,171
Planning Board	2,910	2,910	3,677
Economic Development	1,000	1,000	1,000
Zoning Board	3,460	3,460	3,460
Open Space	100	100	100
Conservation Commission	2,789	2,789	2,789
Total Community Development	193,368	196,973	198,197
Other General Government			
Moderator	250	250	250
Housing Authority	100	100	100
Total Other General Government	350	350	350

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
Total General Government	1,561,655	1,496,781	1,530,768
Public Safety			
Police			
Wages	1,459,236	1,506,065	1,526,623
Expenses	129,887	129,887	148,490
Cruisers	0	0	79,500
Total Police	1,589,123	1,635,952	1,754,613
Fire			
Wages	270,501	342,464	389,621
Expenses	77,000	70,000	101,904
Total Fire	347,501	412,464	491,525
Ambulance			
Wages	266,585	375,286	240,494
Expenses	64,500	70,500	90,537
Total Ambulance	331,085	445,786	331,031
Building Department			
Wages	85,606	84,776	85,885
Expenses	5,650	5,650	4,055
Total Building Department	91,256	90,426	89,940
Tree Warden			
Wages	600	600	600
Expenses	4,500	9,500	10,000
Total Tree Warden	5,100	10,100	10,600
Civil Defense			
Wages	325	325	325
Expenses	1,200	1,200	2,800
Total Civil Defense	1,525	1,525	3,125
Sealer of Weights and Measures	750	750	750
Animal Control	23,458	23,458	25,000
Total Public Safety	2,389,798	2,620,461	2,706,584
Public Works			

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
Cemetery	10,000	10,000	10,260
Highway			
Wages	418,294	416,925	439,091
Expenses	26,012	26,012	30,212
	444,306	442,937	469,303
Maintenance	135,200	121,200	136,821
Special Sign Account	1,400	1,400	1,483
Snow & Ice	335,000	135,000	155,000
Total Highway	915,906	700,537	762,607
Other Public Works			
Landfill Maintenance	1,400	1,400	1,400
Monitor Wells	9,950	9,950	9,950
Street lighting	44,000	44,000	45,414
Total Other Public Works	55,350	55,350	56,764
Total Public Works	981,256	765,887	829,631
Health & Human Services			
Board of Health			
Wages	34,550	35,118	35,751
Expenses	7,000	7,300	7,513
	41,550	42,418	43,264
Nurse	14,654	13,486	13,000
Animal Inspection			
Wages	2,913	3,213	3,269
Expenses	650	650	650
	3,563	3,863	3,919
Total Board of Health	59,767	59,767	60,183
Council on Aging			
Wages	77,379	78,980	80,727
Expenses	5,900	5,900	5,900
Total Council on Aging	83,279	84,880	86,627

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
Veterans			
Expenses	18,115	17,000	17,350
Benefits	69,000	90,000	87,000
Total Veterans	87,115	107,000	104,350
Total Health and Human Services	230,161	251,647	251,160
Culture & Recreation			
Recreation expenses	3,000	3,000	3,000
Library			
Wages	154,759	158,406	0
Expenses	60,287	56,512	2,701
Total Library	215,046	214,918	2,701
Memorial Day	1,750	1,750	1,750
Total Culture & Recreation	219,796	219,668	7,451
Education			
Douglas Public Schools			
Personnel & Expenses	12,798,878	12,889,337	12,679,853
Transportation	1,242,029	1,192,593	1,354,786
Total Douglas Public Schools	14,040,907	14,081,930	14,034,639
Blackstone Valley Regional			
Assessment	715,072	912,049	See Article 5
Debt Assessment	46,205	44,995	See Article 5
Representative Expense	500	500	500
Total Blackstone Valley Regional	761,777	957,544	500
Medicaid Reimbursement	5,000	5,000	5,000
Norfolk County Agricultural	158,351	186,351	186,994
Total Education	14,966,035	15,230,825	14,227,133
Total Insurance & Employee Benefits	3,798,719	4,052,613	4,233,092
Total Debt Service	2,657,970	2,651,969	2,655,141

General Fund	FY 2017 Final Budget	FY 2018 Revised Budget STM 11/6/17	FY19 FinCom / BOS / Town Administrator Budget
Total Capital Outlay	Capital Article	Capital Article	Capital Article
Total Special Articles	37,707	85,700	0
Transfer to Special Articles	0	0	0
Transfer to Special Revenue Funds	0	0	0
Transfer Capital Projects	70,000	0	0
Transfer to Stabilization	11,664	0	0
Transfer to OPEB	123,322	116,842	50,000
Summary - Expenditures			
Total General Government	1,561,655	1,496,781	1,530,768
Total Public Safety	2,389,798	2,620,461	2,706,584
Total Public Works	981,256	765,887	829,631
Total Health and Human Services	230,161	251,647	251,160
Total Culture and Recreation	219,796	219,668	7,451
Total Education	14,966,035	15,230,825	14,227,133
Total Insurance / Employee Benefits	3,798,719	4,052,613	4,233,092
Total Debt Service	2,657,970	2,651,969	2,655,141
Total Capital Outlay	Capital Article	Capital Article	Capital Article
Total Special Articles	37,707	85,700	0
Total Transfers	204,986	116,842	50,000
TOTAL BUDGET REQUEST	27,048,083	27,492,393	26,490,960
	27,048,083	27,492,393	26,490,960

Article 3: FY19 Budget Supplement:

To see if the Town will vote to raise and appropriate the sum of **\$1,500,000** for supplemental funding of the Fiscal Year 2019 Operational Budgets contingent upon the successful passage of a Proposition 2-1/2 Override Ballot Question, or take any other action relative thereto.

Library Wages (Zero Budgeted in Article 2)	\$164,380
Library Expenses (\$2,701 Budgeted in Article 2)	\$63,192
Total Library	\$227,572

Douglas Schools Personnel & Expenses	\$643,647
OPEB	\$75,000
Capital	\$553,781
• Brush Chipper	\$67,000
• Asphalt Hot Box	\$24,000

• Municipal Gym Door Replacement	\$20,000
• Municipal Gym Windows	\$95,000
• Police Dept Windows	\$140,000
• F550 Dump Truck w/ Plow	\$68,000
• School Tractor / Loader	\$14,414
• DHS A/C Compressor	\$10,000
• Municipal A/C Units	\$55,000
• MS4 Compliance Design	\$38,000
• DMS Door Card Reader	\$12,000
• Portable Radios	\$10,367
Total:	\$553,781

Explanation: This article would seek, contingent upon successful passage of the ballot vote for a \$1.5 million override, supplemental funding for the FY19 budget.

- Finance Committee recommends by a vote of 6-1.

Article 4: Salaries of Elected Officials:

To see if the Town will vote to fix the salary and compensation of all elected officials of the Town as provided by Chapter 41 Section 108 of the Massachusetts General Laws, as amended, as follows:

Board of Assessors	\$2,900.00
Blackstone Valley Vocational School District Rep.	\$500.00
Moderator	\$250.00
Board of Selectmen	\$1,600.00
Clerk	\$74,545.58
Water/Sewer Commission	\$3,000.00

Or take any other action relative thereto.

Explanation: This article approves the salary and budget items listed above. This is a standard yearly article.

- Finance Committee recommends unanimously.

Article 5: Blackstone Valley Vocational Regional School District FY19 Budget

To see if the Town will vote to raise and appropriate the sum of **\$1,209,047** for its operating and capital assessment by the Blackstone Valley Vocational Regional School District (the “District”) for the Fiscal Year commencing July 1, 2018, which is inclusive of \$43,339 of Proposition 2 ½ exempted funds to be applied against debt service associated with Douglas’ previously (2001) voted amount for the District’s addition/renovation project, or take any other action relative thereto.

Explanation: This article was submitted by the Blackstone Valley Vocational Regional School District for their Fiscal 2019 Budget.

- The Board of Selectmen & the Finance Committee unanimously do not recommend this article. The Committee recommends to raise and appropriate the sum of **\$1,138,529**. This amount is the state mandated minimum, transportation, Capital equipment, and retiree medical that Douglas is required to pay and does not include the additional assessment requested by BVT.

Article 6: FY19 Transfer Station Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$228,000** from Transfer Station charges and fees, and transfer the sum of **\$56,257** from Retained Earnings, for a total of **\$284,257** to operate and maintain the Transfer Station.

Salaries/Wages	\$63,917
Expenses	\$220,340
Total	\$284,257

Or take any other action relative thereto.

Explanation: The Transfer Station is an Enterprise Account which is operated using funds received from Transfer Station charges, fees, and retained earnings.

- Finance Committee recommends unanimously.

Article 7: FY19 Water/Sewer Enterprise Fund:

To see if the Town will vote to raise and appropriate, and/or transfer the sum of **\$1,000,000** from Water & Sewer charges and fees, transfer the sum of **\$118,012** from the Reserved For Debt account, and transfer the sum of **\$200,779** from Retained Earnings, for a total budget of **\$1,318,791** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$392,611
Expenses	\$796,690
Debt	\$129,490
Total	\$1,318,791

Or take any other action relative thereto.

Explanation: The Water/Sewer Department is another Enterprise Account within the Town. Funds received from users of these services are used to operate and maintain the Water and Sewer Systems.

- Finance Committee recommends unanimously.

Article 8: FY19 PEG Access and Cable Receipts Reserved for Appropriation:

To see if the Town will vote to transfer the sum of **\$86,240** from the PEG Access and Cable Receipts Reserved for Appropriation to operate and maintain the Cable Department.

Salaries/Wages	\$48,032
Expenses	\$26,708
Capital	\$11,500
Total	\$86,240

Or take any other action relative thereto.

Explanation: The Cable Department receives an annual payment from Charter Communications to provide Local Access and televised municipal meetings. This article appropriates those funds for the operational and capital needs of the Cable Department.

- Finance Committee recommends unanimously.

Article 9: Personnel Bylaw Classification & Update:

To see if the Town will vote to approve the Personnel Classification and Compensation plans for Fiscal Year 2019, or to take any other action relative thereto.

Explanation: The Board of Selectmen has approved this year's Classification & Compensation Plan. It includes a minimal salary increase for non-union workers of 1.75%. STEPs will be applied to non-union salaries for the upcoming fiscal year.

- Finance Committee recommends unanimously.

FISCAL YEAR 2019 CLASSIFICATION & COMPENSATION PLAN										
MANAGEMENT Compensation Plan - FY19 Budget										
Grade	Position	Grade	Position							
M-1		M-3	Building Commissioner Library Director Planning & Conservation Agent Treasurer/Collector							
M-2	Assistant Tax Collector Municipal Facilities Maint Mgr. Principal Assessor Senior Center Director/Outreach Coordinator	M-4	Fire Chief System Manager Water & Sewer Town Accountant							
		M-5	Highway Superintendent Town Engineer							
				COLA Increase %						
				1.75%						
				1	2	3	4	5	6	7
1	\$41,910.81	\$42,853.80	\$43,818.01	\$44,803.92	\$45,812.01	\$46,842.78	\$47,896.74	\$48,974.42	\$50,076.34	\$51,203.06
2	\$52,387.20	\$53,565.99	\$54,771.23	\$56,003.58	\$57,263.66	\$58,552.09	\$59,869.52	\$61,216.56	\$62,593.95	\$64,002.32
3	\$65,487.20	\$66,960.66	\$68,467.28	\$70,007.79	\$71,582.97	\$73,193.58	\$74,840.44	\$76,524.35	\$78,246.15	\$80,006.68
4	\$75,307.80	\$77,002.23	\$78,734.78	\$80,506.31	\$82,317.70	\$84,169.85	\$86,063.67	\$88,000.10	\$89,980.10	\$92,004.66
5	\$80,958.73	\$82,780.30	\$84,642.86	\$86,547.32	\$88,494.64	\$90,485.77	\$92,521.70	\$94,603.43	\$96,732.01	\$98,908.48

OFFICE ADMINISTRATIVE Compensation Plan - FY19 Budget

Grade	Position	Grade	Position
OA-1	Library Assistant Meeting Minute Recorder	OA-3	Admin Assist Treasurer/Collector Asst. to the Town Accountant Asst. Treasurer
		OA-4	Asst. Town Clerk Children's Librarian
OA-2	Adm. Sec Water & Sewer Highway Clerk Circulation Librarian Principal Clerk -Fire, Building, Assessors		Adm. Sec/Comm Development Assessors' Admin Asst.
		OA-5	Adm. Asst. to Town Admin./BOS Adm. Supervisor/Bd Health

COLA Increase % **1.75%**

Grade	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$14.31	\$14.63	\$14.96	\$15.30	\$15.64	\$15.99	\$16.35	\$16.72	\$17.10	\$17.48
2 Hourly	\$17.18	\$17.57	\$17.96	\$18.37	\$18.78	\$19.20	\$19.63	\$20.08	\$20.53	\$20.99
3 Hourly	\$18.89	\$19.32	\$19.75	\$20.19	\$20.65	\$21.11	\$21.59	\$22.07	\$22.57	\$23.08
4 Hourly	\$21.71	\$22.20	\$22.70	\$23.21	\$23.73	\$24.26	\$24.81	\$25.37	\$25.94	\$26.52
5 Hourly	\$24.11	\$24.65	\$25.21	\$25.77	\$26.35	\$26.95	\$27.55	\$28.17	\$28.81	\$29.46

PUBLIC WORKS Compensation Plan - FY19 Budget

Grade	Position	Grade	Position
PM-1	Truck Driver/Laborer	PM-3	
PM-2	Asst Water/Sewer Operator Highway Laborer Operator	PM-4	Group Leader
		PM-5	Water Operator Chief Operator Highway Mechanic

COLA % Increase **1.75%**

Grade	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$18.29	\$18.70	\$19.12	\$19.55	\$19.99	\$20.44	\$20.90	\$21.37	\$21.85	\$22.35
2 Hourly	\$19.99	\$20.44	\$20.90	\$21.37	\$21.85	\$22.34	\$22.85	\$23.36	\$23.88	\$24.42
3 Hourly	\$20.97	\$21.44	\$21.92	\$22.42	\$22.92	\$23.44	\$23.97	\$24.50	\$25.06	\$25.62
4 Hourly	\$21.99	\$22.48	\$22.99	\$23.51	\$24.04	\$24.58	\$25.13	\$25.70	\$26.27	\$26.87
5 Hourly	\$24.28	\$24.83	\$25.38	\$25.96	\$26.54	\$27.14	\$27.75	\$28.37	\$29.01	\$29.66

MISCELLANEOUS Compensation Plan - FY19 Budget

Grade	Position	Grade	Position
MS-0	Library Page Cable Recording Assistant	MS-3	
MS-1	Senior Center Clerk Transfer Station Employees	MS-4	
MS-2	Cable Access Coordinator		

COLA % Increase **1.75%**

Grade	1	2	3	4	5	6	7	8	9	10
0 Hourly	\$11.00	\$11.42	\$11.68	\$11.94	\$12.21	\$12.48	\$12.76	\$13.05	\$13.34	\$13.64
1 Hourly	\$14.31	\$14.63	\$14.96	\$15.30	\$15.64	\$15.99	\$16.35	\$16.72	\$17.10	\$17.48
2 Hourly	\$17.18	\$17.57	\$17.96	\$18.37	\$18.78	\$19.20	\$19.63	\$20.08	\$20.53	\$20.99
3 Hourly	\$18.89	\$19.32	\$19.75	\$20.19	\$20.65	\$21.11	\$21.59	\$22.07	\$22.57	\$23.08
4 Hourly	\$21.71	\$22.20	\$22.70	\$23.21	\$23.73	\$24.26	\$24.81	\$25.37	\$25.94	\$26.52

Public Safety Compensation Plan - FY19 Budget

Grade	Position	Grade	Position
PS-1	Probationary Call Fire Fighter	PS-5	Assistant Fire Chief Deputy Fire Chief
PS-2	Basic Call Fire Fighter Lt. Call Fire Fighter Part-time Dispatcher*	PS-6	Part-time Call EMT P
PS-3	Captain Fire Fighter Part-time Reserve Officer*	PS-7	Full-time 911 Trainer
		PS-8	
PS-4	Full-time Dispatcher Part-time Call EMT B	PS-9	Administrative/Secretary/Dispatcher

* Police part-time position have a one year probationary period.

COLA % Increase **1.75%**

	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$11.00	\$11.42	\$11.68	\$11.94	\$12.21	\$12.48	\$12.76	\$13.05	\$13.34	\$13.64
2 Hourly	\$14.31	\$14.63	\$14.96	\$15.30	\$15.64	\$15.99	\$16.35	\$16.72	\$17.10	\$17.48
3 Hourly	\$17.18	\$17.57	\$17.96	\$18.37	\$18.78	\$19.20	\$19.63	\$20.08	\$20.53	\$20.99
4 Hourly	\$18.89	\$19.32	\$19.75	\$20.19	\$20.65	\$21.11	\$21.59	\$22.07	\$22.57	\$23.08
5 Hourly	\$19.82	\$20.27	\$20.72	\$21.19	\$21.66	\$22.15	\$22.65	\$23.16	\$23.68	\$24.21
6 Hourly	\$20.81	\$21.28	\$21.76	\$22.25	\$22.75	\$23.26	\$23.78	\$24.32	\$24.86	\$25.42
7 Hourly	\$21.88	\$22.37	\$22.88	\$23.39	\$23.92	\$24.45	\$25.01	\$25.57	\$26.14	\$26.73
8 Hourly	\$22.96	\$23.48	\$24.00	\$24.54	\$25.10	\$25.66	\$26.24	\$26.83	\$27.43	\$28.05
9 Hourly	\$24.14	\$24.68	\$25.24	\$25.81	\$26.39	\$26.98	\$27.59	\$28.21	\$28.84	\$29.49

Article 10: Recurring Business:

A. Assessors To Work Additional Hours: To see if the Town will vote to authorize the Board of Assessors to appoint one or more of their members to work for compensation, in accordance with the provisions of the Town's Personnel Bylaw, and to establish such compensation to be paid said member for Fiscal Year 2019 or take any other action related thereto.

B. Ambulance Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from ambulance user charges, user billings, and ambulance donations and gifts to the Ambulance Receipts Reserved Account, or take any other action related thereto.

C. Cable Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from Cable user charges, to the Cable Receipts Reserved Account, or take any other action related thereto.

D. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in Fiscal Year 2019 from State Aid Grants for the Public Library be transferred to a Special Account for the Simon Fairfield Public Library, or take any other action related thereto.

E. State and Federal Grants: To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State or Federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public hearing prior to the Board's acceptance of any such grant, if said grant requires the Town to meet future conditions or requirements, or take any other action related thereto.

F. Separate Account Funds: To see if the Town will vote to adopt a Revolving Fund Bylaw to be placed at Article 2, section 11 as "Revolving Funds", as follows, "The Town is authorized to adopt revolving funds pursuant to MGL Chapter 44, § 53E ½, subject to specific annual authorization of the terms", or to take any other actions related thereto:

#	Department	Receipts	Expenditures
1	Simon Fairfield Library pursuant to MGL Chapter 44, § 53E ½	All fines received during Fiscal Year 2019 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Two Thousand Five Hundred dollars (\$2,500) for the purpose of purchasing books, films and other library supplies and materials.

#	Department	Receipts	Expenditures
2	Home Composting Program pursuant to MGL Chapter 44, § 53E ½	All receipts received in connection with the Home Composting Program	The Board of Health may expend a sum not to exceed Two Thousand Five Hundred dollars (\$2,500) for the purpose of operating the Home Composting Program.
3	Planning Board & Engineering – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Planning Board or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$30,000.
4	Conservation – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Conservation Commission or their Conservation Agent for such consulting and project review costs. Expenditures from the Fund may not exceed \$30,000.
5	Zoning Board of Appeals – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Zoning Board of Appeals or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$30,000.

G. Acceptance of Chapter 90: To see if the Town will vote to authorize to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws (as pertaining to Highway Funds), for the construction, reconstruction and improvement of Town roads, said funds may be borrowed in anticipation of State Revenue, and expended without further appropriation under the direction of the Highway Superintendent with the approval of the Board of Selectmen, or take any other action related thereto.

H. Compensating Balance Agreements: To see if the Town will vote to authorize the Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2019 pursuant to MGL Chapter 44 § 53F, or take any other action related thereto.

I. Acceptance of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, an easement or easements for the purpose of construction, installation, maintenance and repair of municipal drainage, sewer and water systems, and roadway, or take any other action relative thereto.

Explanation: These articles are used to operate the finances and business of the Town according to State Laws. The Town affirms these yearly by voting to accept them. They are self-explanatory.

- Finance Committee recommends unanimously.

Article 11: Adoption of Revised FY 19 – 23 Capital Improvement Plan:

To see if the Town will vote to approve the Town of Douglas FY19 – 23 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate and/or transfer the sum of **\$450,556** to fund the following Capital Projects, or take any other action relative thereto.

Ambulance & Associated Equipment	\$240,000
Defibrillators	\$24,000
Douglas High School Security Cameras	\$32,000
Douglas High School Water Booster	\$32,640
Douglas Primary School Security Key System	\$42,346
Fire Station Bay Exhaust System	\$12,000
Highway F550 Dump with Plow & Related Costs	\$67,570
	\$450,556

Explanation: The Capital Improvement Committee voted to fund these items based on the needs and funds available.

- Finance Committee recommends unanimously.

FY 2019 Capital Improvement Committee Report

The Capital Improvement Committee reviews, prioritizes and offers recommendations concerning all requests for funds for capital projects submitted by School and Town Departments. This plan/list represents all departmental capital requests received by the Capital Committee as of this date.

<u>Department</u>	<u>Item Requested</u>	<u>Fiscal Yr.</u>	<u>Est. Cost</u>
FY2019 Proposed For Funding - Article 11			
Fire Dept.	Replace Ambulance 1	FY19	\$240,000
Fire/Police/Hwy	Defibrillators	FY19	\$24,000
School Dept.	High School Security Cameras	FY19	\$32,000
School Dept.	High School Water Booster	FY19	\$32,640
School Dept.	Primary School Door/Key Security	FY19	\$42,346
Fire Dept.	Exhaust System Repair	FY19	\$12,000
Highway Dept.	F550 Dump Truck	FY19	\$67,570

<u>FY 2019 Contingent Upon Override - Article 3</u>			
Highway Dept.	Brush Chipper	FY19	\$67,000
Highway Dept.	Asphalt Hot Box	FY19	\$24,000
Maint. Dept.	Gym Door Replacement	FY20	\$20,000
Maint. Dept.	Gym Windows	FY19	\$95,000
Maint. Dept.	Police Dept Windows	FY19	\$140,000
Highway Dept	F550 Dump Truck w / Plow	FY20	\$68,000
School Dept	Tractor/Loader	FY19	\$14,414
School Dept	High School A/C Compressor	FY19	\$10,000
Maint. Dept.	Municipal A/C Units	FY19	\$55,000
Town Engineer	MS4 Compliance Design	FY19	\$38,000
School Dept.	Middle School Door Card Reader	FY19	\$12,000
Fire Dept.	Portable Radios	FY19	\$10,367

FY 2019 - Unfunded			
Fire Dept.	Replace Ambulance 2	FY19	\$220,000
Fire Dept.	Replace Engine 1	FY19	\$400,000
Highway Dept.	International Dump Truck w/Plow&Sander	FY19	\$174,000
Maint. Dept.	Municipal Main Roof	FY19	\$325,000
Maint. Dept.	Municipal Backup Generator	FY19	\$60,000
Water Dept.	Water Main Gilboa Street	FY19	\$470,000
Water Dept.	North St 16" Water Main to Gilboa	FY19	\$280,000
Water Dept.	Wastewater Master Plan	FY19	\$150,000
Water Dept.	North St 12" Water Main from Gilboa	FY19	\$675,000
School Dept.	Primary & High School Crack Seal Parking Lot	FY19	\$15,000
School Dept.	High School I Beam Painting	FY19	\$18,720
School Dept.	High School Gym Painting	FY19	\$22,000
School Dept.	High School Access Road Paving	FY19	\$25,000

FY 2020			
Maint. Dept.	P.O. /Senior Center Windows	FY20	\$265,000
Maint. Dept.	P.O. A/C Replacement	FY20	\$18,000
Maint. Dept.	P.O. Interior/Exterior Painting	FY20	\$35,000
Maint. Dept.	P.O. Air Handler/Furnace Replacement	FY20	\$40,000
Maint. Dept.	P.O. Parking Lot Paving	FY20	\$60,000
Fire Dept.	Station Heat & A/C Units	FY20	\$40,000
School Dept.	High School Replace PC's	FY20	\$45,000
School Dept.	Middle School Replace I Pads	FY20	\$40,000
School Dept.	Elementary School I Pads	FY20	\$40,000

FY 2020 - Continued

School Dept.	Primary School Main Roof Seam Repairs	FY20	\$50,000
School Dept.	Recoat & Repaint Running Track	FY20	\$100,000
School Dept.	High School Phone System Upgrade	FY20	\$55,000
School Dept.	Primary School Electrical Upgrade	FY20	\$150,000
School Dept.	Tractor w/ Mower	FY20	\$55,000

FY 2021

Maint. Dept.	Arch Plans 2nd Floor Fire Supression Municipal	FY21	\$50,000
Maint. Dept.	Municipal 2nd Floor Heat & A/C Units	FY21	\$90,000
Maint. Dept.	Municipal Renovation Arch Plans	FY21	\$45,000
Maint. Dept.	Municipal 1st & 2nd Floor Lobby Window Replacement	FY21	\$95,000
Maint. Dept.	Municipal Hallway & Meeting Room Carpet & Flooring	FY21	\$20,000
Maint. Dept.	Police Dept Electrical Upgrade	FY21	\$95,000
Maint. Dept.	Police Dept A/C Replacement	FY21	\$30,000
Highway Dept.	International Dump Truck w/Plow&Sander	FY21	\$174,000
Fire Dept.	Bay Floors	FY21	\$20,000
Fire Dept.	Replace Engine 2	FY21	\$475,000
School Dept.	Primary School Window Replacement	FY21	\$110,000
School Dept.	Primary School Flooring	FY21	\$252,000
School Dept.	Primary School Bathroom Fixture Replacement	FY21	\$15,000

FY 2022

Maint. Dept.	Municipal 1st Floor Electrical Upgrade	FY22	\$185,000
Maint. Dept.	Municipal 2nd Floor Fire Supression System	FY22	\$250,000
Maint. Dept.	Municipal 2nd Floor Renovation	FY22	\$150,000
Maint. Dept.	Municipal & Police Parking Lot Paving & Drainage	FY22	\$165,000
Maint. Dept.	Municipal Elevator Wing Roof Replacement	FY22	\$70,000
Highway Dept.	International Dump Truck w/Plow&Sander	FY22	\$174,000
Fire Dept.	Station Roof	FY22	\$50,000

FY 2023

Maint. Dept.	Senior Center Electrical Upgrade	FY23	\$85,000
Maint. Dept.	Maintenance Truck Replacement	FY23	\$25,000
Highway Dept.	Remodel Office & Windows	FY23	\$100,000
Highway Dept.	Barn & Salt Shed Roof Replacements	FY23	\$100,000
Fire Dept.	Station Windows	FY23	\$50,000

Debt Exclusion Projects

Police Dept	New Police Station	TBD	\$8,500,000
Library	Library Building Renovation	TBD	\$2,371,525
Highway Dept	New Highway Garage	TBD	\$1,300,000

Article 12: Transfer from Free Cash to the Stabilization Account

To see if the Town will vote to transfer the sum of **\$282,000** from Free Cash to the Stabilization Account, or take any other action related thereto.

Explanation: This article transfers funds to our Stabilization Fund which is used to provide adequate levels of reserves to protect the town's financial condition. These funds replace those spent for the purchase of land last year.

- Finance Committee recommends unanimously.

Article 13: Ratify Police Union Contract

To see if the Town will vote to ratify the collective bargaining agreement executed by the Board of Selectmen and the Police on April 3, 2018, or take any other action relative thereto.

Explanation: The Town has successfully negotiated a 3 year contract with the Police Union and Town Meeting must ratify this contract

- **Finance Committee delayed making a recommendation. The contract was not approved at the time of our last meeting. We intend to review the contract and make a recommendation at town meeting.**

Article 14: Ratify Fire Union Contract

To see if the Town will vote to ratify the collective bargaining agreement executed by the Board of Selectmen and the Fire Union on XXXXX, or take any other action relative thereto.

Explanation: The Town is working to successfully negotiate a 3 year contract with the Fire Union and Town Meeting must ratify this contract

- **Finance Committee delayed making a recommendation. The contract was not approved at the time of our last meeting. We intend to review the contract and make a recommendation at town meeting**

Article 15: Waterway Dive Rescue Team Account Transfer

To see if the Town will vote to transfer the sum of **\$10,500**, from the Waterway Improvement RRA Account, to a Waterway Dive Rescue Team Account for the purpose of paying costs associated with the purchase of supplies, professional services, equipment and training, or take any other action related thereto.

Explanation: The articles transfers funds to the Waterway Dive Rescue Team Account to purchase supplies & equipment and fund training.

- **Finance Committee recommends unanimously.**

Article 16: Adopt “No Solicitation” Bylaw

To see if the town will vote to adopt the following general bylaw.

Or take any other action relative thereto:

Article Title: This Article shall be known as the “Door to Door Solicitation and No Solicitation Law” of the Town of Douglas.

16.1 Findings and intent:

This Article is intended to regulate door to door sales by licensing sales agents; establishing a No Solicitation Registry and setting reasonable time and manner restrictions on door to door solicitation, including enforcement of the No Solicitation Registry.

16.2 Definitions:

Door to Door Sales – The in-person solicitation of sales and goods or services for present or future delivery by entry upon residential property, including multifamily or duplex residential property, or by soliciting persons located on residential property from a street, sidewalk, or other adjacent property, without the prior invitation of the person to be solicited.

Door to Door Sales Permit – A permit issued to a sales agent to engage in door to door sales in accordance with this article.

No Solicitation Registry - A registry of residential addresses in the Town, organized alphabetically by street name, indicating those residential properties placed on the registry at the request of the owner or occupant indicating that he or she does not want sales agents to enter his or her property.

Sales Organization - Any entity engaged in the supervision, recruitment, retention, or employment of a salesperson or salespersons, including any person or representative thereof.

Salesperson – Any person engaged in door to door sales of goods or services for present or future delivery.

Sales Supervisor – Any person who directs or supervises a salesperson or salespersons engaged in door to door sales.

16.3 Administration:

The Town of Douglas door to door sales permit process shall be administered by the Douglas Police Department. The Town of Douglas No Solicitation Registry shall be administered by the Douglas Town Clerk.

16.4 Application requirements:

A. Each salesperson must apply individually to the Douglas Police Department during posted administrative hours by submitting a completed application, which shall require:

1. Government issued photographic identification
2. Date of birth
3. Social Security number
4. Permanent residential address
5. Current home / cell phone number
6. Sales organization information
7. Sales supervisor identity
8. Make, model, color, and registration number of any vehicle(s) used to transport the sales agent, sales supervisor, or sales materials.

B. Failure to submit any of the information listed above may be grounds for denial for the permit.

C. An Application Fee to be established and adjusted from time to time by the Board of Selectmen shall accompany each Town of Douglas door to door sales permit application.

D. Background check. Subject to the provisions of the Massachusetts Criminal records Offender Information Act, MGL Chapter 6 and 167 et seq., and regulations set thereunder, the Douglas Police Department shall conduct a criminal records check of each applicant for a Town of Douglas door to door sales permit to determine the applicant's fitness and suitability to conduct door to door sales. The background check shall be initiated within seven (7) days of receipt of the application. The Douglas Police Department may deny a permit hereunder if the background check reveals any convictions for felonies, or other offenses that, in the judgement of the Department, may imperil the public health, safety, or welfare.

E. A decision on the application shall be issued by the Douglas Police Department, in writing, within 30 days following receipt of the results of the background check.

F. A permit issued under this by-law will be valid for thirty days (30) days from the time of issuance unless suspended or revoked by the Chief of Police.

16.5 No Solicitation Registry:

A. Residents may submit their property for inclusion on the No Solicitation Registry, without charge, to the Douglas Town Clerk.

B. Upon approval and issuance of a Town of Douglas door to door sales permit, each salesperson shall be provided with a copy of the No Solicitation Registry.

C. The only exception to the No Solicitation Registry shall be limited to Douglas youth groups serving children 17 years of age and under, politicians campaigning, and religious organizations. Such excepted organizations and entities shall not be required to obtain a permit hereunder.

16.6 Door to Door sales regulations:

- A. No salesperson shall engage in door to door sales without first having applied for and received a Town of Douglas door to door sales permit.
- B. No sales organization shall allow any salesperson to engage in door to door sales who has not applied for and received a Town of Douglas door to door sales permit.
- C. No sales supervisor shall direct or supervise, or allow any salesperson to engage in door to door sales who has not applied for and received a Town of Douglas door to door sales permit.
- D. No salesperson shall enter within the perimeter of any residential property included on the No Solicitation Registry. In addition to the fine(s) established below, inclusion of a residential property on the No Solicitation Registry except those identified in © above shall constitute notice prohibiting trespass under MGL Chapter 266 section 120.
- E. No salesperson shall solicit sales from a person situated in a residential property included on the No Solicitation Registry from a street, sidewalk, or other adjacent property except those identified in © above.
- F. Each salesperson shall carry the Town of Douglas door to door sales permit at all times while engaged in door to door sales and shall display said permit upon request by any Police Officer, Town Official, or any person present at a residential property where door to door sales are solicited.
- G. No salesperson or supervisor shall use any vehicle to transport persons or materials for door to door sales unless said vehicle is identified in the Town of Douglas sales permit application.
- H. Door to door sales shall not be conducted except during the hours between 9:00 a.m. and 7:00 p.m.

16.7 Violations and Penalties:

- A. Each violation of any provision of this article shall be punished by a fine not to exceed \$100.00
- B. Upon the occurrence of a second violation of this article by any salesperson, the issuing authority may, by written notice, revoke that salesperson's Town of Douglas door to door sales permit.

16.8 Severability:

The invalidity of any portion of this article shall not invalidate any other portion.

Explanation: This article approves a bylaw that requires solicitors to register with the police station before going door-to-door. It also allows residents to be placed on a No Solicitation Registry to prevent solicitors visiting their homes.

- Finance Committee recommends unanimously.

Article 17: Amend Zoning Bylaw – Accessory Apartment

To see if the Town will vote to modify Town of Douglas Zoning Bylaws, Section 3.3.3, Paragraph # 3, as follows:

Existing Language:

“Prior to the initial lease or any subsequent lease of the apartment, lease documents complying with the terms set forth above shall be approved as to form by the Board’s legal counsel.”

Proposed Language:

“As a condition of approval, the Board may require that, prior to the initial lease or any subsequent lease of the apartment, lease documents complying with the terms set forth above shall be approved as to form by the Board’s legal counsel.”

Or take any other action relative thereto.

Explanation: This article changes the requirement of showing a lease for an accessory apartment from mandatory to at the planning board’s request.

- Finance Committee recommends unanimously.

Article 18: Amend Zoning Bylaw – Penalties

To see if the Town will vote to modify the Town of Douglas Zoning Bylaws, Section 9.1.3, as follows:

Existing Language:

“9.1.3 Penalties. The penalty for violation of any provision of this Bylaw, of any of the conditions under which a permit is issued, or of any decision rendered by the Board of Appeals shall be consistent with a schedule developed by the Zoning Board of Appeals and with MGL c.40A s.7. Each day that each violation continues shall constitute a separate offense.”

Proposed Language:

“9.1.3 Penalties. The penalty for violation of any provision of this Bylaw, of any of the conditions under which a permit is issued, or of any decision rendered by the Board of Appeals shall be consistent with a schedule developed by the Zoning Board of Appeals and with MGL c.40A s.7. Each day that each violation continues shall constitute a separate offense. Such penalties may be enforced via non-criminal disposition, with any violation carrying a penalty of \$300.00 per violation.”

Explanation: This article adds a fine of \$300 per day to the bylaw to enforce violations of zoning bylaws. These fines are at the discretion of the building inspector.

- Finance Committee recommends by a vote of 4 - 3.

Article 19: Amend Zoning Bylaw - Temporary Moratorium of the Regulation & Taxation of Marijuana Act

To see if the Town will vote to amend its zoning bylaws by adding the following changes to Section 8.4, imposing a temporary moratorium regulating recreational marijuana, as follows:

Section 8.4 Temporary Moratorium of the Regulation and Taxation of Marijuana Act

8.4.1. Purpose.

The Initiative Petition for the Regulation and Taxation of Marijuana, also known as Ballot Question Four, Acts 2016, Chapter 334, was approved by voters at the Massachusetts State election on November 8, 2016 (the “Act”). The purpose of the Act is to control the cultivation, production, distribution and sale of marijuana under a system that licenses, regulates and taxes the entities engaged in such activities in a manner similar to alcohol and to make the use of marijuana legal for adults 21 years of age or older. The Act took effect on December 15, 2016, which effective date was postponed for six months pursuant to Acts of 2016, Chapter 351. Section 5 of the Act provides that a town may adopt by-laws that impose reasonable safeguards on the operation of marijuana establishments, provided they are not unreasonably impracticable and are not in conflict with the Act or with regulations made pursuant to the Act. However, ~~the Act contains certain ambiguities and, to date, regulations and anticipated legislative amendments have not been regulations promulgated pursuant to the Act were adopted as recently as March 9, 2018 and published on March 23, 2018. As a consequence, the means by which a municipality may regulate the sale, distribution and use of recreational marijuana are unclear.~~

Under the current zoning by-law, a marijuana establishment is not defined and is not a specified permitted use in the town. As this is a new type of land use in the state, there will be unique and new aspects to the use that could require oversight and regulations. These local impacts, which could be legal, land use, public safety, and public health, should be evaluated and addressed in a comprehensive manner in the zoning by-law prior to the permitting of a marijuana establishment. The moratorium, of a finite duration, will allow the town to carefully study the potential impacts, both primary and secondary, of such establishments and, through a directed planning process, recommend zoning by-law amendments, consistent with the new regulations, to address the town’s concerns in the context of comprehensive land-use planning and other town planning goals and objectives. The Town already has considered evaluated the impacts of marijuana cultivators and marijuana product manufacturers, which shall be excluded from this moratorium.

8.4.2. Definitions. ~~“Marijuana Establishment”, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.~~ The definitions of a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business as set forth in the Act, as amended, shall apply equally to this article. This definition does not include the cultivation, distribution and/or sale of medical marijuana, which is expressly excluded from regulation under the Act.

8.4.3. Establishment and Duration.

- Moratorium - No building permit, special permit, variance, site plan or other permit may be issued under this zoning bylaw, and no use of land or structures shall be allowed for the purpose of establishing a

marijuana testing facility, marijuana retailer or any other type of licensed marijuana-related business, provided however, no such moratorium shall apply to a marijuana cultivator or marijuana product manufacturer. Marijuana Establishment.

b. The moratorium shall be in effect through and including January 1, 2019December 31, 2018, or until such time as zoning amendments are adopted that address marijuana testing facilities, marijuana retailers or any other type of licensed marijuana-related business, excluding marijuana cultivators and marijuana product manufacturers marijuana establishments, whichever shall be sooner.

8.4.4. Applicability. This Bylaw shall be effective in all zoning districts in the town, including overlay districts. This Bylaw does not apply to the cultivation, distribution or sale of medical marijuana.

Or take any other action relative thereto.

Explanation: This article changes the Temporary Moratorium of Marijuana Act to allow the manufacturing of marijuana for retail sales in addition to medical marijuana. This article does not change that retail sales are not currently allowed in Douglas per the moratorium.

- **Finance Committee recommends unanimously**

Article 20: Accept Stonewall Court as a Public Way

To see if the Town will vote to accept as a public way "Stonewall Court", as heretofore laid out by the Board of Selectmen as shown on the plan of land entitled "Definitive Subdivision of 'Douglas Woods' in Douglas, MA" dated September 27, 1994, a copy of which is on file with the Worcester County Registry of Deeds as Plan Book 692, Plan 92, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Stonewall Court for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

Explanation: The roads have been built according to standards required by the Town of Douglas. Acceptance of these roads requires the Town to maintain and plow them. The length will be added to the Total Road Miles provided to the State for Chapter 90 road funding in future years.

- **Finance Committee recommends by a vote of 6 – 0 – 1.**

Article 21: Accept Darling Way & Brandywine Circle as a Public Way

To see if the Town will vote to accept as public ways Darling Way (Road A) and Brandywine Circle (Road B), as heretofore laid out by the Board of Selectmen as shown on the plan of land entitled "Darling Way, A Definitive Subdivision Plan in Douglas, MA" dated November 3, 1995, a copy of which is on file with the Worcester County Registry of Deeds as Plan Book 700, Plan 87, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use said Darling Way and Brandywine Circle for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto.

Explanation: The roads have been built according to standards required by the Town of Douglas. Acceptance of these roads requires the Town to maintain and plow them. The length will be added to the Total Road Miles provided to the State for Chapter 90 road funding in future years.

- **Finance Committee recommends by a vote of 6 – 0 – 1.**

Article 22: Amend General Bylaw - Use of Private Ways

To see if the Town will vote to delete the current text of General Bylaws Article 5, Section 4, and insert in its place the following language, or take any other action relative thereto:

Article 5: Regulation of Property

Section 4 – Repair of Private Ways

4.1.1 The Town may make temporary repairs on private ways which have been open to public use for a period of six (6) consecutive years or more, provided the-repairs are for the protection of the health and safety of the general public using , - such private ways, subject to the provisions of this Bylaw.

4.1.2 No repairs shall be made on private ways that have not been released from covenant and/or bond.

Section 4.2 - Minor Temporary Repairs

4.2.1 The Town may make minor temporary repairs upon a private way in the Town. Such repairs shall be made only after the board of selectmen determines that, based on recommendation from the highway superintendent, the repairs are required by public necessity. No petition by abutters shall be necessary for the Town to make such minor repairs.

4.2.2 Minor temporary repairs shall include the filling of holes in the subsurface of such ways and repairs to the surface materials thereof. Materials for such repairs, where practical, should be the same as, or similar to, those used for the existing surfaces of such ways, but may include surfacing the ways with, bituminous materials, including but not limited to bituminous concrete.

4.2.3 Minor temporary repairs shall be limited to minor work such as filling, patching and not more than grading or scraping twice per year. Such repairs shall not include surfacing, resurfacing, installation of drainage of any kind or the original construction of sidewalks, curbing, street construction, or brush cutting and tree removal.

4.2.4 The cost of such minor temporary repairs shall be borne entirely by the Town, subject to funds being available through an appropriation voted by the Town; no betterment shall be assessed against the abutters; and, no cash deposit shall be required.

Section 4.3 - Major Temporary Repairs

4.3.1 The Town may make major temporary repairs on a private way in the Town. Such repairs shall be made only after a petition has been filed in the office of the board of selectmen. Such petition shall identify the repairs to be made and shall be signed by the owners of no less than fifty (50) percent of the lineal frontage of said way. Where a property is owned by more than one person or entity, each such person, and where appropriate, each trustee and/or representative, must sign the petition in order for that property's frontage to count towards the frontage percentage.

Following the submission of said petition, the board of selectmen shall conduct a public hearing, at which hearing interested persons may present evidence relative to the petition.

No repairs shall be made until the board, by a majority vote of its members, and following such hearing, determines that such repairs are required by public necessity, and until the town meeting has appropriated funds for such repairs.

4.3.2 Following such determination by the board that said repairs are a public necessity, the board shall issue an order stating on its face that betterment are to be assessed upon the owners of estates which derive particular benefit or advantage from making of such repairs.

Such assessment shall be a sum equal, in the aggregate, to the total cost of such repairs, and, in the case of each estate, shall be in proportion to the frontage thereof upon such private way.

4.3.3 Such repairs may include surfacing, resurfacing and the installation of drainage, but shall not include the original construction of sidewalks, curbing or street construction. No cash deposit shall be required.

4.3.4 Drainage easements, if necessary, shall be the responsibility of the petitioners.

Section 4.4 – Assessments

4.4.1 Except as herein otherwise provided, the provisions of G.L. c.80, as it relates to public improvements and assessments therefor, shall apply to major temporary repairs, as defined in this Bylaw, to private ways where such repairs are ordered to be made under authority of this Bylaw.

4.4.2 Any assessment made in accordance with the provisions of this Bylaw upon the owner of an estate shall be paid within six (6) months of the date that such assessment is levied, where the total assessment is less than two hundred dollars (\$200.00).

4.4.3 Where the total assessment amounts to two hundred dollars (\$200.00) or more, the owner of the estate may divide the payment of such assessment into not more than ten (10) equal payments, the final installment payment to be made not later than five (5) years from the date of the levy of the assessment.

4.4.4 Assessments made under this Bylaw shall constitute a lien upon the land assessed in accordance with the provisions of G.L. c.80, §12.

Section 4.5 - Liability

4.5.1 In no event shall the Town be liable for bodily injury, death or damage to personal property caused by reason of a defect or want of repair in any private way.

4.5.2 The Town shall not be liable or accountable for any damage caused by repairs made pursuant to this Bylaw.

4.5.3 G.L. c.84, §25 shall not apply

Explanation: This article approves a bylaw that allows the town to do minimal work on private ways not owned by the town while protecting the town from any liability while doing so.

- **Finance Committee recommends unanimously**

❖ MESSAGE FROM TOWN MODERATOR ❖

It is time for our Annual Town Meeting! As some of you know, Town Meeting is a New England tradition that dates back to the beginning of our country. As Town Moderator, I am proud to be a steward of Douglas Town Meeting. We have a system known as Open Town Meeting. Among other things, it means that any registered voter has the opportunity to participate and vote on the Town Warrant, as placed there by the Board of Selectmen. In this pamphlet, you will also see recommendations by the Finance Committee. The Finance Committee is an appointed board which reviews all appropriation articles in the warrant. Town Meeting itself is run by a simplified version of Robert's Rules of Order as laid out in our Town bylaws. I am happy to answer any questions you may have about how the meetings are run.

Whenever Proposition 2 1/2 Overrides or Debt Exclusions are proposed, there is a piqued interest in Town Meeting and the way our town is governed. I would encourage you to start getting answers to those questions before Town Meeting as some answers require more research than can be done on the floor of Town Meeting. Our Board of Selectmen's office is usually a great place to start to get information, or be pointed in the right direction. Information will also be on the town website as it becomes available

Because of this increased interest, attendance at Town Meeting sometimes grows beyond what our normal facilities can handle. We are working on having an overflow room available. We ask for your help in some of the following areas:

- 1) Arrive early. We will begin seating people an hour before the meeting starts. I encourage you to arrive as early as possible so we can start the meeting promptly. We typically start the meeting with the Pledge of Allegiance, led by any Veterans in the office. Please show your respect by being seated when the meeting starts.
- 2) The main room will be initially reserved for registered voters and town representatives only. Non-registered voters will be directed to the overflow room, and invited into the main room if space permits.
- 3) When seating yourself, please move to the innermost seat and fill in every seat. We need to use every seat we have. This will be strictly enforced.
- 4) Be respectful of each other. While we always encourage a healthy debate, please keep in mind that we are all neighbors. Town Meeting is a legislative session, not an open forum. The rules in place are there to provide a forum for people to speak and vote their conscience within a common set of guidelines.

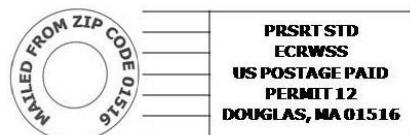
I encourage everyone to stay for the entire meeting. The town isn't run by just one article alone, but rather the entire warrant. Take the time to understand the entire warrant, and you will have a better understanding of the entire town in which we live. There really is no place that your vote matters more, or has more of a direct impact on your community than Town Meeting.

I look forward to seeing you there!

-Keith Menard, Town Moderator Douglas MA

DOUGLAS

Town of Douglas
29 Depot Street
Douglas, MA 01516



**CURRENT RESIDENT
DOUGLAS, MA 01516**