



WARRANT

For

Annual Town Meeting

April 6, 2019

9:00 a.m.

Hamilton-Wenham Regional High School
Auditorium

Annual Town Election

April 11, 2019

7:00 a.m. – 8:00 p.m.

Hamilton-Wenham Recreation Gymnasium

Please note: The appendices are available at Town Hall, on-line at www.hamiltonma.gov, and at the meeting. They were omitted from the warrant mailing to save on printing and postage costs.

Town By-Laws

CHAPTER II

RULES AND PROCEDURE OF TOWN MEETINGS

SECTION 1. All articles in the warrant shall be taken up in the order of their arrangement, unless otherwise decided by a two-thirds vote, except that unanimous consent shall be required for inclusion of an Article in a "Consent Motion" group of Articles that will be taken up by the meeting for voting on the group.

SECTION 2. In case of motions to amend, or to fill out blanks, the one expressing the largest sum or the longest time shall be put first, and an affirmative vote thereon shall be a negative vote on any smaller sum or shorter time.

SECTION 3. The report of a committee shall be deemed properly before a meeting if a request for its acceptance is included in an article of the warrant and a copy is published in the Special Report or is filed with the Town Clerk fifteen days prior to the meeting. A vote to accept a final report shall discharge the committee but shall not be equivalent to a vote to carry out its recommendations. A vote on recommendations included in a committee report shall only be in order under an article to that effect in the warrant. A vote to accept a report of progress shall continue the committee under its original authority unless otherwise specified.

SECTION 4. If an article of the Warrant has once been acted upon and disposed of, it shall not be again considered at the meeting except by a two-thirds vote.

SECTION 5. No money shall be appropriated from the Stabilization Fund except by a 2/3 vote at a Town Meeting.

SECTION 6. Only registered voters of the Town shall be admitted and entitled to vote at any Annual or Special meeting provided that upon prior request the Moderator may admit to the meeting persons who are not registered voters and in his discretion may permit them to speak on a subject. Any person so permitted to speak at a meeting shall announce his full name and address to the meeting.

SECTION 7. Motions at Town Meeting shall be made orally, but the Moderator may require any motion also to be submitted in writing. Unless otherwise directed thereby the Moderator shall appoint all committees created by the vote of the Town.

SECTION 8. The conduct of all Town Meetings not prescribed by law or by the foregoing rules shall be determined by the rules of practice contained in the most current edition of Town Meeting Time, A Handbook of Parliamentary Law.

SECTION 9. On matters requiring a two-thirds vote, either by statute or these By-Laws, a count need not be taken and the vote need not be recorded unless the vote declared is immediately questioned by seven or more voters as provided in General Laws, Chapter 39, Section 15.

Annual Town Meeting – April 6, 2019

TABLE OF CONTENTS

WARRANT ARTICLE	DESCRIPTION	PAGE No.
SECTION 1	ELECTIONS, REPORTS, PROCEDURES	
2019/4 1-1	Election of Officers	
2019/4 1-2	Reports	
2019/4 1-3	Article for Consent Motion	
SECTION 2	FINANCIAL ACTIONS	
2019/4 2-1	Prior Year Bills	
2019/4 2-2	Compensation/Classification Table (Appendix A)	
2019/4 2-3	Capital Expenditures	
2-19/4 2-4	General Town Departmental Appropriations (Appendix B and Appendix C)	
2019/4 2-5	School District Capital Expenditures	
2019/4 2-6	Water Enterprise Budget (Appendix D)	
2019/4 2-7	Annual Financial Actions	
2019/4 2-8	Community Preservation Budget (Appendix E)	
2019/4 2-9	Annual Budget for Revolving Funds	
2019/4 2-10	Hamilton Development Corporation	
2019/4 2-11	OPEB Trust Fund	
2019/4 2-12	Patton Homestead Operating Budget	
SECTION 3	PLANNING / ZONING ACTIONS	
2019/4 3-1	Sign Bylaw	
2019/4 3-2	Inclusionary Housing Bylaw	
2019/4 3-3	Wireless Facilities Bylaw	
SECTION 4	TOWN BY-LAW AMENDMENTS	
2019/4 4-1	Affordable Housing Trust Bylaw	
2019/4 4-2	Acceptance of Streets Bylaw	
SECTION 5	OTHER APPROPRIATIONS AND ACTIONS	
2019/4 5-1		
SECTION 6	CLOSING FINANCIAL ACTIONS	
2019/4 6-1	Free Cash Application	

Please note: The appendices are available at the Town Hall, on-line @ www.hamiltonma.gov and at the meeting. They were omitted from the warrant mailing to save on printing and postage costs.

Annual Town Meeting – April 6, 2019



ESSEX, SS

TO THE CONSTABLE OF THE TOWN OF HAMILTON:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hamilton qualified to vote in election and town affairs, to meet at the Hamilton-Wenham Regional High School in said town, on Saturday, the sixth day of April, in the year Two Thousand Nineteen (April 6, 2019) at nine o'clock in the morning (9:00 a.m.), then and there to act on the following articles.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

<p>ARTICLE 2019/4 1-1 <i>Election of Officers</i></p>	<p>To elect the following Town and School District Officers at the Annual Town Election on Thursday, April 11, 2019 from 7:00 a.m. to 8:00 p.m. at the Hamilton-Wenham Recreation Gymnasium.</p> <ul style="list-style-type: none"> • Town Moderator for one year • Two members of the Board of Selectmen for three years • Assessor for three years • Three members of the Planning Board for three years • Housing Authority for five years • Hamilton-Wenham Public Library Trustee for three years • Three members of the Hamilton-Wenham Regional School Committee for three years
<p>ARTICLE 2019/4 1-2 <i>Reports</i></p>	<p>To hear reports of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Town Report for Calendar Year 2018.</p>
<p>ARTICLE 2019/4 1-3 <i>Article for Consent Motion</i></p>	<p>To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any action thereon or relative thereto.</p>

SECTION 2: FINANCIAL ACTIONS

<p>ARTICLE 2019/4 2-1 <i>Prior Year Bills</i></p>	<p>To see if the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay any unpaid bills incurred in prior years, or take any action thereon or relative thereto. <i>(Expected request \$)</i></p> <p><i>Brief Summary:</i> <i>This article provides for payment of a prior year bill which was not submitted prior to the fiscal year ending on June 30, 2018</i></p>
---	--

Annual Town Meeting – April 6, 2019

	<p>Fiscal Impact: Payment of these bills will have a negligible effect on the tax rate.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-2</p> <p align="center"><i>Compensation/ Classification Table</i></p>	<p>To see if the Town will amend the Personnel By-law by adopting changes to the classification and compensation table, or take any action thereon, or relative thereto. [The Proposed Compensation/Classification Table appears as Appendix A to the 2019 Appendix Book.]</p> <p>Brief Summary: <i>The Classification/Compensation table reflects a ___% cost of living increase, which was incorporated in the Fiscal Year 2020 Operating Budget. This table has also been updated for the resolution of Collective Bargaining Agreements and personal contracts settled after the April 2018 ATM.</i></p> <p>Fiscal Impact: _____; approximately \$0.____ per \$1,000 assessed value; \$____ on average home values at \$____k.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-3</p> <p align="center"><i>Capital Expenditures</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds money for the purpose of capital expenditures and further, to authorize the Town Manager to administer and expend funds from said accounts, or take any action thereon or relative thereto. (<i>Expected request \$_____.00</i>)</p> <p>Brief Summary: <i>This article funds capital expenditures for the Town. A five-year capital plan has been developed and the items listed on Appendix B, represent the highest priorities for fiscal year 2020.</i></p> <p>Fiscal Impact: <i>The requested funds represent approximately \$0.____ per \$1,000 assessed valuation, or \$____ tax assessment on the average home valued at \$____k.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-4</p> <p align="center"><i>General Town Departmental Appropriations</i></p>	<p>To see if the Town will raise and appropriate, or transfer from available funds, money to defray the expenses of schools and all other Town expenses for the Fiscal Year beginning July 1, 2019, or take any action thereon or relative thereto. (<i>Expected requests Town - \$_____ and School District - \$_____</i>)</p> <p>[The proposed budget appears as Appendix B to the 2019 Appendix Book.] [The approved school budget appears as Appendix C to the 2019 Appendix Book.]</p> <p>Brief Summary: <i>This article is to approve the general operating budget for the Town and Schools. The Town budget request is based on level services with an increase in expenses (not including HWRSD) of _____%.</i></p> <p><i>The HWRSD budget request represents an increase of total school spending by</i></p>

Annual Town Meeting – April 6, 2019

	<p>over \$_____ million -- an increase of ____% or \$_____ for Hamilton.</p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 2-5</p> <p><i>School District Capital Expenditures</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds money for the purpose of capital expenditures as approved by the Hamilton-Wenham Regional School District or take any action thereon or relative thereto. (Expected request \$_____.00)</p> <p><i>Brief Summary:</i> This article funds capital expenditures for the School District.</p> <p><i>Fiscal Impact:</i> The requested funds represent approximately \$0.____ per \$1,000 assessed valuation, or \$____ tax assessment on the average home valued at \$____k.</p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 2-6</p> <p><i>Water Enterprise Budget</i></p>	<p>To see if the Town will approve the FY'20 Water Enterprise Budget or take any action thereon or relative thereto. (Expected request \$_____.00)</p> <p>[The proposed budget appears as Appendix D to the 2019 Appendix Book.]</p> <p><i>Brief Summary:</i> The FY20 operating budget for the Water Department represents a or ____%.</p> <p><i>Fiscal Impact:</i> The Water Department is supported by water fees; adoption of the budget will not impact the tax rate. Current water rates will not be impacted.</p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 2-7</p> <p><i>Annual Financial Actions</i></p>	<p>To see if the Town will authorize the following financial actions, or take any action thereon or relative thereto.</p> <p>A. To transfer a sum of money from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes (Expected request \$2,000.00);</p> <p>B. To transfer a sum of money from the Clark Property Fund to the Conservation Fund (Expected request \$_____.00);</p> <p>C. To transfer a sum of money from the Water Enterprise Fund to the General Fund to be used for indirect expenses (Expected request \$_____.00);</p> <p><i>Brief Summary:</i> This article is occurs annually as part of the budget process.</p> <p><i>Fiscal Impact:</i> The proposed transfers will reduce the estimated tax rate by approximately \$0.____.</p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 2-8</p> <p><i>Community Preservation Budget</i></p>	<p>To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies from community preservation fund annual revenues, specific reserves or other</p>

Annual Town Meeting – April 6, 2019

	<p>available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, or take any action thereon or relative thereto.</p> <p align="center">[The Budget appears as Appendix E of the 2019 Appendix Book.]</p> <p>Brief Summary: <i>The Community Preservation Budget supports many requests made by different groups and organizations each year.</i></p> <p>Fiscal Impact: <i>The Community Preservation Budget is allocated from a 2% surcharge on to the property tax plus State matching funds. This is noted as a separate line item on your tax bill.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-9</p> <p align="center"><i>Annual Budget for Revolving Funds</i></p>	<p>To see if the Town, pursuant to M.G.L. c. 44, § 53E ½, will set the limit on the total amount that may be expended from each revolving fund established under Ch. XXXIV of the General Bylaws for the fiscal year beginning July 1, 2019, or take any action thereon or relative thereto.</p> <p>Brief Summary: <i>This article authorizes the fiscal year 2020 expenditure caps on the Town’s revolving funds, per MGL Chapter 44, Section 53E1/2.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-10</p> <p align="center"><i>Hamilton Development Corporation</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Hamilton Development Corporation, or take any action thereon or relative thereto. <i>(Expected request is \$65,000.00)</i></p> <p>Brief Summary: <i>These funds are generated by the town as a separate meals tax for the improvement of Hamilton’s commercial base.</i></p> <p>Fiscal Impact: <i>The proposed transfer will increase the estimated tax rate by approximately \$0.____.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 2-11</p> <p align="center"><i>OPEB Trust Fund</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Other Post-Employment Benefits (OPEB) Liability Trust Fund, or take any action thereon or relative thereto. <i>(Expected request is \$_____.00)</i></p> <p>Brief Summary: <i>This article serves to provide money to the Other Post-Employment Benefits (OPEB) Trust Fund for the payment of future insurance benefits for retirees. The basis for the amount being requested was the current OPEB Actuarial Report (a new OPEB Actuarial study is currently ongoing). By funding the OPEB account on a regular basis, the Town reduces its future liabilities.</i></p> <p>Fiscal Impact: <i>The allocation of this money to the OPEB Trust Fund is included</i></p>

Annual Town Meeting – April 6, 2019

	<p><i>in the current budget request, represents approximately \$0.__ on the estimated tax rate or \$__ on the average home of \$538,000.</i></p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 2-12</p> <p><i>Patton Homestead Operating Budget</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds a sum of money for the purpose of funding ordinary maintenance and operating expenses of the Patton Homestead, 656 Asbury Street, or take any action thereon or relative thereto.</p> <p><i>Brief Summary:</i> <i>This article serves to fund the annual upkeep of the Patton Homestead.</i></p> <p><i>Fiscal Impact:</i> <i>The allocation of this money to the Patton Homestead is included in the current budget request, represents approximately \$0.__ on the estimated tax rate or \$__ on the average home of \$538,000.</i></p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>

SECTION 3: PLANNING /ZONING ACTIONS

<p>ARTICLE 2019/4 3-1</p> <p><i>Sign Bylaw</i></p>	<p>To see if the Town will amend the Zoning Bylaw Section 6.3 “Signs” by deleting the current text and replacing it with the text set forth in Appendix __ to the 2019 Appendix Book or take any action thereon or relative thereto.</p> <p>[The proposed bylaw appears as Appendix ____ to the 2019 Warrant Book.]</p> <p><i>Brief Summary:</i> <i>The article seeks to amend the sign bylaw to conform to constitutional requirements.</i></p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 3-2</p> <p><i>Inclusionary Housing Bylaw</i></p>	<p>To see if the Town will amend the Zoning Bylaw Section 8.3 “Inclusionary Housing” by _____ or take any action thereon or relative thereto.</p> <p>[The proposed bylaw appears as Appendix ____ to the 2019 Warrant Book.]</p> <p><i>Brief Summary:</i> <i>The article seeks to amend the inclusionary housing bylaw to conform to current DHCD guidance.</i></p> <p><i>The Board of Selectmen and the Finance and Advisory Committee recommend.</i></p>
<p>ARTICLE 2019/4 3-3</p> <p><i>Wireless Facilities Bylaw</i></p>	<p>To see if the Town will amend the Zoning Bylaw _____</p> <p>or take any action thereon or relative thereto.</p> <p>[The proposed bylaw appears as Appendix ____ to the 2019 Warrant Book.]</p>

Annual Town Meeting – April 6, 2019

	<p>Brief Summary: <i>The article seeks to amend the zoning bylaw to regulate small wireless facilities to the extent permitted by federal law.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
--	--

SECTION 4: TOWN BY-LAW AMENDMENTS

<p>ARTICLE 2019/4 4-1</p> <p align="center"><i>Affordable Housing Trust Bylaw</i></p>	<p>To see if the Town will amend the Town Bylaws Chapter XXXII “Hamilton Affordable Housing Trust” by striking the current language of Sections 3 and 7 and substituting therefor the language set forth in Appendix __ of the 2019 Warrant Book or take any action thereon or relative thereto.</p> <p>[The proposed bylaw appears as Appendix F to the 2019 Warrant Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>
<p>ARTICLE 2019/4 4-2</p> <p align="center"><i>Acceptance of Streets Bylaw</i></p>	<p>To see if the Town will amend the Town Bylaws Chapter IX “Acceptance of Streets” by deleting the current text and substituting therefor the language set forth in Appendix ___ to the 2019 Warrant Book or take any action thereon or relative thereto.</p> <p>[The proposed bylaw appears as Appendix __ to the 2019 Warrant Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend.</p>

SECTION 5: OTHER APPROPRIATIONS AND ACTIONS

<p>ARTICLE 2019/4 5-1</p>	
----------------------------------	--

SECTION 6: CLOSING FINANCIAL ACTIONS

<p>ARTICLE 2019/4 6-1</p> <p align="center"><i>Free Cash Application</i></p>	<p>To see if the Town will reserve, appropriate, and authorize the Assessors to use available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2019, or take any action thereon or relative thereto. (<i>Expected request \$_____.</i>)</p> <p>Fiscal Impact: <i>Adoption of this article will reduce the estimated tax rate by approximately \$0.__ per \$1,000 assessed valuation or \$__ for an average home valued at \$538k.</i></p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend</p>
---	--

Annual Town Meeting – April 6, 2019

Annual Town Meeting – April 6, 2019

ADJOURNMENT

Given under our hands this _____ day of March, 2019.

HAMILTON BOARD OF SELECTMEN

Shawn M. Farrell, Chair

Scott F. Maddern

Jeffrey M. Hubbard

Allison M. Jenkins

William Olson

Hamilton, Massachusetts

I have this day served this warrant as directed by Chapter 1, Section 1b of the Town By-laws.

Constable

**BULK RATE
U.S. POSTAGE PAID
PERMIT #24
HAMILTON, MA
01936**

POSTAL PATRON

Visit our website at www.hamiltonma.gov

Please join us

Saturday, April 6, 2019

ANNUAL TOWN MEETING

*Hamilton-Wenham Regional High School
Auditorium*

9:00 a.m.

DEMOCRACY IS NOT A SPECTATOR SPORT

Please bring this warrant with you to the Town Meeting. Thank you.

