

**DEDHAM
FINANCE AND WARRANT COMMITTEE**



**REPORT & RECOMMENDATIONS
FOR THE
SPRING ANNUAL TOWN MEETING**

MONDAY, MAY 18, 2015

TOWN MEETING – 7:00 PM

DEDHAM HIGH SCHOOL AUDITORIUM

FISCAL YEAR 2015 DEDHAM FINANCE AND WARRANT COMMITTEE

	PRECINCT	TERM ENDS
JOHN HEFFERNAN, CHAIR	6	2017
WILLIAM A. PODOLSKI, VICE CHAIR	4	2016
STEPHEN BILAFER	1	2015
SUSAN CARNEY	7	2015
MAUREEN HANLON*	4	2016
RUSSELL C. STAMM	2	2016
LIZ O'DONNELL*	5	2017
DAVID ROBERTS	3	2017
KEVIN HUGHES	5	2015

* At Large

DANIEL J. DRISCOLL, MODERATOR (1993-PRESENT)

PAST MODERATOR

H. HOLTON WOOD (1964-1993)

PAST FINANCE COMMITTEE CHAIRS

2012-2014	RUSSELL C. STAMM
2007-2012	DAVID N. MARTIN
2006-2007	MARK DRISCOLL
2002-2006	CHRISTOPHER E. MELLEN
2001-2002	WILLIAM A. PODOLSKI
2000-2001	VALERIE T. IRVING
1998-2000	CONSTANTINE P. CALLIONTZIS
1996-1998	PAUL G. JOYCE
1995-1996	FRANCIS T. KEALLY
1993-1995	RICHARD C. BREMER
1992-1993	DAVID E. KRUSZ
1991-1992	KEVIN E. YOUNG
1990-1991	JAMES A. MACDONALD
1989-1990	SANDRA A. LYNCH
1988-1989	JAMES V. HARRIGAN
1987-1988	STEPHEN P. RAHAVY
1986-1987	MARGOT C. PYLE
1985-1986	JAMES S. MCDONALD
1984-1985	FRANCIS J. SALLY
1983-1984	DAVID THIBODEAU
1981-1983	JOHN I. STANTON, JR.
1980-1981	ANTHONY THACHER
1979-1980	JOHN W. PUTNEY
1978-1979	GEORGE R. HOELL
1977-1978	ROBERT F. ASHMAN
1976-1977	JONATHAN A. NOONAN
1975-1976	FRANCIS E. MANNING
1974-1975	EDWARD J. HUGHES
1973-1974	HARRISON K. CANER
1972-1973	JOHN J. CARROLL

Table of Contents

FINANCE COMMITTEE CHAIR'S LETTER TO THE CITIZENS OF DEDHAM.....	I
FY2016 SOURCES AND USES OF FUNDS	III
ANNUAL TOWN MEETING ARTICLES AND RECOMMENDATIONS.....	1
1. ELECTION OF TOWN OFFICIALS	1
2. PERSONNEL BY-LAW CHANGES AND BARGAINING AGREEMENTS	1
3. TOWN OPERATING BUDGET.....	2
4. CAPITAL IMPROVEMENTS BUDGET.....	13
5. ELECTED OFFICIALS SALARIES.....	16
6. TRANSFER FROM PRIOR YEARS SPECIAL ARTICLES.....	16
7. APPROPRIATION FOR PRIOR YEARS BILLS	17
8. LINE ITEM TRANSFERS FOR CURRENT FISCAL YEAR.....	17
9. APPROPRIATION TO STABILIZATION FUND.....	18
10. SPECIAL PURPOSE STABILIZATION FUNDS, CREATION	19
11. SPECIAL PURPOSE STABILIZATION FUNDS, DEPOSIT FUNDS.....	19
12. SPECIAL PURPOSE STABILIZATION FUNDS, APPROPRIATION.....	20
13. LEASE/PURCHASE AGREEMENTS.....	20
14. REPORTS OF TOWN COMMITTEES.....	21
15. DEPARTMENTAL REVOLVING FUNDS.....	21
16. CERTIFICATION OF ALL REAL AND PERSONAL PROPERTY VALUES	23
17. APPROPRIATION FOR SEWER ENTERPRISE FUND	23
18. ENDICOTT ESTATE ENTERPRISE FUND	25
19. APPROPRIATION FOR TAX TAKINGS.....	27
20. COST OF LIVING ADJUSTMENT FOR RETIREES	27
21. RESCIND AUTHORIZED DEBT UNISSUED FOR DEDHAM SQUARE PROJECT	28
22. AUTHORIZATION TO PARTICIPATE IN AGGREGATION PLAN	28
23. APPROVAL OF A COMPREHENSIVE CONCEPT PLAN.....	29
24. ZONING BY-LAW: ARTS OVERLAY DISTRICT.....	31
25. ZONING BY-LAW: MAP OF ARTS OVERLAY DISTRICT	38
26. ZONING BY-LAW: AMENDMENTS TO DESIGN REVIEW ADVISORY BOARD.....	41
27. ZONING BY-LAW: AMENDMENTS TO SITE PLAN REVIEW PROCESS.....	44
28. BY-LAW: AMENDMENT TO SECTION 39-2.....	51
29. BY-LAW: AMENDMENT TO SECTION 85-12	52

30.	PROPOSAL TO CREATE SOCIALLY RESPONSIBLE INVESTMENT STUDY COMMITTEE	52
31.	BY-LAW: PROPOSED BY-LAW TO PROVIDE MORE EFFECTIVE NOTICE TO THE PUBLIC.....	53
32.	BY-LAW: PROPOSED BY-LAW REGARDING SNOW REMOVAL	54
33.	BY-LAW: PROPOSED AMENDMENTS TO SIGN CODE.....	55
34.	PROPOSED CONTRACT EXTENSION WITH WHEELABRATOR MILLBURY, INC.	89
35.	DESIGNATION OF OPEB SECURITY TRUST	90
36.	PROPOSED LEGISLATION: AN ACT RELATIVE TO THE ROBIN REYES SPECIAL PURPOSE STABILIZATION FUND 91	
37.	PROPOSED AMENDMENT TO COMPOSITION OF SCHOOL BUILDING REHABILITATION COMMITTEE.....	92
38.	PETITION PROPOSING TO AMEND SECTION 3 OF ARTICLE 34 OF THE 2013 ANNUAL TOWN MEETING REGARDING THE GEOGRAPHICAL DEFINITION OF THE AREA KNOWN AS DEDHAM SQUARE	93

APPENDICES

FULL-TIME EQUIVALENT PERSONNEL.....	9
MUNICIPAL FINANCIAL DATA COMPARISON	15
SELECTED STATUTES REFERENCED	16
CH 44, MUNICIPAL FINANCE, §7(1) AND §7(1A), CITIES AND TOWNS, PURPOSES FOR BORROWING MONEY WITHIN DEBT LIMITS.....	16
CH 41, OFFICERS AND EMPLOYEES OF CITIES, TOWNS AND DISTRICTS, §108, COMPENSATION	21
CH 44, MUNICIPAL FINANCE, §53E1/2, REVOLVING FUNDS	21
CH 32, §103(J), RETIREMENT SYSTEMS & PENSIONS	23
940 CMR OFFICE OF THE ATTORNEY GENERAL.....	27
29.03 (2)(B) NOTICE POSTING REQUIREMENTS	27
CH 30B UNIFORM PROCUREMENT ACT, §12, TERM OF CONTRACT; INFORMATION TO BE INCLUDED IN SOLICITATION; CANCELLATION OF CONTRACT.....	30
CH 32B CONTRIBUTORY GROUP GENERAL OR BLANKET INSURANCE FOR PERSON IN THE SERVICE OF COUNTIES, CITIES, TOWNS AND DISTRICTS, AND THEIR DEPENDENTS, §20, OTHER POST-EMPLOYMENT LIABILITY TRUST FUND.....	32
CH 44 MUNICIPAL FINANCE, §53 CITY, TOWN OR DISTRICT FUNDS; USE AND DISPOSITION	33
CH 64L LOCAL OPTION MEALS EXCISE, §2, LOCAL SALES TAX UPON RESTAURANT MEALS; DISTRIBUTION EFFECTIVE DATE UPON ACCEPTANCE BY MUNICIPALITY; REPORTS	34
CH 64G ROOM OCCUPANCY EXCISE, §3A, LOCAL EXCISE TAX; INFORMATION CONCERNING AMOUNT COLLECTED AVAILABLE.....	35
CH 40 POWERS AND DUTIES OF CITIES AND TOWNS, §5B, STABILIZATION FUNDS; ESTABLISHED.....	36
DEDHAM COMMUNITY ELECTRICITY AGGREGATION PROGRAM FREQUENTLY ASKED QUESTIONS.....	3
MUNICIPAL FINANCE TERMINOLOGY.....	37

Dedham Spring Annual Town Meeting 2015

Finance Committee Chair's Letter to the Citizens of Dedham



TOWN OF DEDHAM Finance and Warrant Committee

To the Town Meeting Representatives and the Citizens of Dedham

Presented herein for your consideration and vote is the Warrant recommendations of your Finance and Warrant Committee. After hearing from the various proponents, departments, committees and citizens we believe our recommendations represent the best interests of the Town of Dedham.

The Town continues to meet the financial goals of maximizing the highest bond rating, maintaining a balance within the General Stabilization Fund and fully funding the Town's pension, healthcare and other post-retirement benefits.

The May 2015 Warrant has important articles for consideration. Article 3 is the Town Operating Budget for 2016. This year's budget recommendation is a 4.1% increase over FY2015. The biggest impact continues to be healthcare which increased 14%. This increase represents more than one third of the total budget increase.

We continue to invest in our infrastructure as noted in Article 4 by improving roads (\$1,500,000), sidewalks (\$500,000) and sewer (\$1,600,000). FinCom has also recommended that \$766,530 from local meals excise and room occupancy tax receipts be deposited into the Robin Reyes Major Capital Facilities Stabilization Fund in Article 11.

There are two zoning articles that are worth particular mention. Articles 24 and 25 amend zoning of the Arts Overlay District. These changes will serve to improve revitalization in East Dedham.

I would like to welcome to Dedham Jim Kern as our new Town Manager and Andrea Terkelsen as our Finance Director. I look forward to working with Jim and Andrea as they settle in to their new roles.

Dedham Spring Annual Town Meeting 2015

There have been many people who have contributed heavily during the preparation of the Warrant. In particular, I wish to thank Carol Coppola who served as our Interim Director of Finance. Also, I would like to thank Nancy Baker and Lisa Bazinet who kept the Warrant process moving and kept me organized.

This past February we lost Karen O'Connell to cancer. Karen was the Town's Economic Development Director and was heavily involved in many organizations and represented Dedham well. Karen's passion for the arts was quite evident. She will truly be missed.

John Heffernan
Chairman of the Finance and Warrant Committee

Dedham Spring Annual Town Meeting 2015

FY2016 Sources and Uses of Funds

	FY2014 Actual	FY2015 Budget	FY2016 Proposed
PROPERTY TAXES			
Prior Year Levy Limit	73,915,450	76,698,653	79,745,732
Amended New Growth	-	-	
2.5% Increase	1,847,886	1,917,466	1,993,643
New Growth	1,198,803	1,129,613	750,000
New Growth Adjustment	(263,486)	-	-
Override	-	-	-
Subtotal	76,698,653	79,745,732	82,489,375
Debt Exclusion	3,654,036	3,320,267	3,100,361
Levy Capacity (Unused)	(479,008)	(2,794,913)	(1,675,695)
Other Adjustment	-	-	
PROPERTY TAX LEVY	79,873,681	80,271,086	83,914,041
LOCAL RECEIPTS			
Excise & Other Taxes	6,247,828	4,922,373	5,152,000
Motor Vehicle & Boat Excise	3,417,682	2,875,000	2,700,000
Tax Liens & Deferred Taxes	200,981	-	-
Local Option Room Occupancy Tax	1,187,574	1,207,019	1,200,000
Local Option Meals Tax	828,669	420,354	825,000
Penalty & Interest On Taxes	585,142	400,000	400,000
Payment In Lieu of Taxes	27,780	20,000	27,000
Departmental Revenue	999,929	770,000	940,000
Transfer Station & Stack Rentals	310,618	200,000	275,000
Medicaid Reimbursement	148,271	100,000	150,000
Health Department Fees	107,296	150,000	105,000
Police & Fire Details	75,193	35,000	75,000
Cemetery Fees	87,785	85,000	85,000
Other Departmental Revenue	270,766	200,000	250,000
Licenses & Permits	910,973	865,000	890,000
Building Permits & Inspections	647,896	625,000	650,000
Alcoholic Beverage Licenses	123,887	125,000	125,000
Fire Permits	42,726	45,000	45,000
Street Openings & Sewer Permits	13,730	30,000	30,000
Dog Permits	15,075	20,000	20,000
Other Licenses & Permits	67,659	20,000	20,000
Investment Income	209,876	150,000	200,000
Fines & Forfeits	151,455	130,000	142,500
RMV Fines Imposed By Court	130,408	115,000	120,000
Parking Fines	13,020	5,000	12,500
All Other Fines & Forfeits	8,028	10,000	10,000
All Other Misc / Non-Recurring	128,423	100,836	25,000
LOCAL RECEIPTS	8,648,483	6,938,209	7,349,500

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 Proposed
STATE AID			
Education Aid	4,164,510	4,356,366	4,528,857
Chapter 70	4,128,349	4,312,268	4,484,759
Charter Tuition Reimbursement	20,071	27,679	27,679
School Lunch	16,090	16,419	16,419
Unrestricted General Municipal Aid	2,781,897	2,909,839	2,909,839
General Govt Programs & Offsets	203,434	223,342	228,542
Exemptions	130,474	134,800	140,000
Veterans Benefits	52,942	61,208	61,208
Public Libraries	20,018	27,334	27,334
Police Career Incentive	-	-	-
STATE AID	7,149,841	7,489,547	7,667,238
OTHER SOURCES			
Sewer Receipts	7,613,174	7,600,000	7,600,000
Free Cash	1,624,916	2,628,101	4,178,964
Other Available Funds	211,000	310,000	50,000
Robyn Reyes Stabilization	-	59,097	511,270
Mitigation Stabilization	-	-	-
OTHER SOURCES	9,449,090	10,597,198	12,340,234
TOTAL REVENUE	105,121,095	105,296,040	111,271,013

Dedham Spring Annual Town Meeting 2015

EXPENSES	FY2014 Actual	FY2015 Budget	FY 2016 Proposed
OPERATING BUDGET			
Administrative Services	4,253,723	5,398,759	5,352,986
Community Services	2,766,080	2,966,229	2,877,359
Debt Service	8,475,397	8,316,483	8,461,782
Education	31,991,697	33,384,288	34,741,422
Blue Hills & Norfolk County Agricultural	1,026,834	1,466,393	1,526,393
Employee Benefits	14,274,424	15,149,446	17,217,606
Facilities	4,012,072	5,154,418	5,188,145
Public Safety	11,438,434	12,097,806	12,143,483
Public Works	6,742,927	6,150,505	6,262,853
Operating Capital	-	1,757,172	2,355,034
OPERATING EXPENSES	84,981,588	91,841,500	96,127,062
LOCAL ASSESSMENTS			
Non-Bonded Capital	1,376,547	1,600,000	1,600,000
Overlay Reserve	2,275,432	2,166,652	2,050,000
Reserve for Special Articles	29,854	7,566	150,000
Transfer to Robin Reyes Fund	611,054	1,027,373	1,625,400
Transfer to General Stabilization	-	500,000	250,000
MWRA Assessment	4,924,268	5,028,656	5,115,876
Snow & Ice Deficit	700,500	650,500	1,850,000
LOCAL ASSESSMENTS	9,917,655	10,980,747	12,641,276
STATE ASSESSMENTS (NON-DISCRETIONARY)			
Retired Teachers Health Insurance	1,392,520	1,397,499	1,402,530
MBTA/Transit Assessment	528,210	531,471	531,471
County Assessment	200,840	205,861	211,008
Charter School Sending Tuition	161,654	180,075	181,128
Mosquito Control	62,096	63,859	65,673
School Choice Sending Tuition	13,400	13,250	13,250
RMV Non-Renewal Surcharge	21,660	21,660	21,660
Air Pollution	8,484	8,464	8,464
Metropolitan Area Planning Council	7,794	7,901	12,191
Special Education & Offsets Against Receipts	36,467	43,753	43,753
STATE ASSESSMENTS	2,433,125	2,473,793	2,491,127
TOTAL EXPENSES	97,332,368	105,296,040	111,259,465

Dedham Spring Annual Town Meeting 2015

Spring Annual Town Meeting Articles and Recommendations

All recommendations of the Finance and Warrant Committee are by unanimous vote except where noted.

1. ELECTION OF TOWN OFFICIALS

ARTICLE ONE: To choose all necessary Town Officers. Saturday, April 11, 2015.

2. PERSONNEL BY-LAW CHANGES AND BARGAINING AGREEMENTS

ARTICLE TWO: *By the Board of Selectmen:* To see if the Town will vote to adopt changes in Schedule A (Classification Schedule), or Schedule B (Compensation Schedule), or Schedule C (Fringe Benefits) of the Personnel Wage and Salary Administration Plan; to act upon the recommendations of the Town Administrator as to actions he deems advisable and necessary in order to maintain a fair and equitable pay level and compensation policy; to implement collective bargaining agreements for the following:

1. AFSCME, Local #362 (Library Staff Unit)
2. Dedham Police Patrolmen's Association
3. Dedham Police Association (Lieutenants & Sergeants)
4. Dedham Firefighter's Association
5. AFSCME, Local #362 (DPW)
6. AFSCME, Local #362 (Town Hall)
7. AFSCME, Local #362 (Parks)
8. AFSCME, Local #362 (Civilian Dispatchers)

or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

Negotiations are ongoing. No new agreements with any municipal bargaining unit are anticipated prior to Town Meeting.

Dedham Spring Annual Town Meeting 2015

3. TOWN OPERATING BUDGET

ARTICLE THREE: To see what sum of money the Town will raise and appropriate, or transfer from available funds to defray departmental and incidental expenses of the Town for the fiscal year commencing July 1, 2015, not otherwise provided for, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the following sums of money be raised and appropriated or transferred from available funds as designated for the specific purposes hereinafter designated, to be expended only for those purposes under the direction of the respective boards, committees, or officers of the Town, and that for budgetary purposes all weekly/biweekly salaries are based upon a 52.4 week year.

Article 3 provides for the salaries and benefits of all Town employees and necessary expenditures to provide Town services.

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
<u>ADMINISTRATION</u>				
Town Administrator/Board of Selectmen				
1 Personnel Services	362,530	380,221	402,712	402,712
2 Purchase of Services	32,408	76,345	30,545	30,545
3 Supplies	566	600	600	600
4 Other Charges & Expenses	24,271	13,465	13,659	13,659
5 Annual Town Audit	51,934	75,000	70,000	70,000
6 SNARC	5,750	5,750	5,750	5,750
7 Bus Service	22,083	150,000	116,657	116,657
8 Property & Liability Insurance	710,979	850,657	850,000	850,000
TOTAL	1,210,521	1,552,038	1,489,923	1,489,923
 Finance Department				
9 Personnel Services	918,172	836,974	790,216	790,216
10 Purchase of Services	479,676	683,155	733,872	733,872
11 Supplies	28,090	50,000	35,000	35,000
12 Other Charges & Expenses	16,695	8,704	9,211	9,211
Prior Year Bills	1,511	497	-	-
TOTAL	1,444,143	1,579,330	1,568,299	1,568,299

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Finance Committee				
13 Purchase of Services	6,935	4,820	4,820	4,820
14 Supplies	130	150	150	150
15 Other Charges & Expenses	363	673	673	673
16 Reserve Fund	-	486,924	500,000	500,000
TOTAL	7,428	492,567	505,643	505,643
Central Purchasing				
17 Central Overtime & Sick	47,585	85,663	55,000	55,000
18 Central Postage	13,237	1,000	1,000	1,000
19 Purchase of Services	56,600	87,431	84,931	84,931
20 Supplies	31,458	36,420	39,920	39,920
21 Non-Capital Equipment	24,854	58,000	26,000	26,000
TOTAL	173,735	268,514	206,851	206,851
Board of Assessors				
22 Personnel Services	328,879	309,002	314,320	314,320
23 Purchase of Services	-	2,300	2,300	2,300
24 Supplies	-	1,100	1,250	1,250
25 Other Charges & Expenses	7,713	5,838	5,932	5,932
TOTAL	336,592	318,240	323,802	323,802
Legal				
26 Purchase of Services	278,421	215,550	250,000	250,000
27 Litigation & Damages	1,000	25,000	25,000	25,000
TOTAL	279,421	240,550	275,000	275,000
Human Resources				
28 Personnel Services	134,695	169,039	169,737	169,737
29 Purchase of Services	5,860	26,600	52,900	52,900
30 Other Charges & Expenses	827	4,191	4,341	4,341
TOTAL	141,382	199,830	226,978	226,978
Town Clerk				
31 Personnel Services	233,997	244,798	249,275	249,275
32 Purchase of Services	36,349	68,264	56,238	56,238
33 Supplies	747	750	750	750
34 Other Charges & Expenses	1,253	1,450	1,450	1,450
TOTAL	272,346	315,262	307,713	307,713

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Conservation Commission				
35 Personnel Services	48,430	51,268	92,481	92,481
36 Purchase of Services	19,607	37,917	2,500	2,500
37 Other Charges & Expenses	2,270	2,710	2,730	2,730
TOTAL	70,306	91,895	97,711	97,711
Environmental				
38 Personnel Services	81,711	82,927	83,239	83,239
39 Purchase of Services	6,500	11,521	12,597	12,597
40 Other Charges & Expenses	949	1,186	1,486	1,486
TOTAL	89,159	95,634	97,322	97,322
Planning Board				
41 Personnel Services	130,966	137,925	145,311	145,311
42 Purchase of Services	9,747	11,000	6,500	6,500
43 Other Charges & Expenses	270	1,282	1,230	1,230
TOTAL	140,982	150,207	153,041	153,041
Economic Development				
44 Personnel Services	79,873	81,392	81,703	81,703
45 Purchase of Services	-	300	10,300	10,300
46 Other Charges & Expenses	7,834	13,000	8,700	8,700
TOTAL	87,707	94,692	100,703	100,703
TOTAL ADMINISTRATION	4,253,723	5,398,759	5,352,986	5,352,986
FACILITIES OPERATIONS & MAINTENANCE				
Facilities - Municipal Buildings				
47 Personnel Services	195,852	227,549	226,508	226,508
48 Substitutes	14,974	32,640	32,784	32,784
49 Utilities	350,561	746,302	678,045	678,045
50 Telephone	130,255	129,173	154,683	154,683
51 Purchase of Services	301,258	466,484	451,157	451,157
52 Supplies	49,299	76,034	61,409	61,409
53 Other Charges & Expenses	1,137	1,264	1,811	1,811
TOTAL	1,043,336	1,679,446	1,606,397	1,606,397

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Facilities - School Buildings*				
54 Personnel Services	1,421,987	1,626,005	1,610,308	1,610,308
55 Overtime & Substitutes	41,081	100,467	100,467	100,467
56 Utilities	1,010,717	1,274,000	1,340,156	1,340,156
57 Telephone	33,149	42,800	42,800	42,800
58 Purchase of Services	277,479	245,370	306,517	306,517
59 Supplies	166,923	172,200	159,000	159,000
60 Other Charges & Expenses	-	2,500	2,500	2,500
TOTAL	2,951,336	3,463,342	3,561,748	3,561,748

* The Facilities budget for School buildings is accounted for with the Dedham Schools budget for State and Federal reports.

Building, Planning & Construction Committee				
61 Purchase of Services	17,399	20,361	20,000	20,000
TOTAL	17,399	20,361	20,000	20,000

TOTAL FACILITIES	4,012,071	5,163,149	5,188,145	5,188,145
-------------------------	------------------	------------------	------------------	------------------

PUBLIC SAFETY

Police

62 Personnel Services	4,533,663	4,864,613	4,942,778	4,942,778
63 Overtime	543,611	607,807	586,510	586,510
64 Purchase of Services	70,152	96,589	90,836	90,836
65 Supplies	224,537	171,586	143,842	143,842
66 Other Charges & Expenses	24,471	15,297	14,905	14,905
TOTAL	5,396,434	5,755,892	5,778,871	5,778,871

Fire

67 Personnel Services	4,185,654	4,446,012	4,555,842	4,555,842
68 Overtime	695,650	628,177	547,360	547,360
69 Purchase of Services	56,109	168,350	147,350	147,350
70 Supplies	91,322	56,752	64,343	64,343
71 Other Charges & Expenses	6,706	8,610	9,535	9,535
TOTAL	5,035,441	5,307,901	5,324,430	5,324,430

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Dispatch				
72 Personnel Services	485,631	497,091	498,937	498,937
73 Overtime & Substitutes	68,537	69,000	69,000	69,000
74 Purchase of Services	18,906	27,475	27,475	27,475
Supplies	4,173	-	-	-
75 Other Charges & Expenses	-	75	75	75
TOTAL	577,247	593,641	595,487	595,487
Building				
76 Personnel Services	400,017	408,782	419,580	419,580
77 Overtime & Substitutes	7,022	12,800	6,000	6,000
78 Supplies	1,152	525	525	525
79 Other Charges & Expenses	24,357	1,910	1,910	1,910
TOTAL	432,548	424,017	428,015	428,015
Sealer of Weights & Measures				
80 Personnel Services	-	10,000	10,000	10,000
Purchase of Services	14,000	-	-	-
81 Supplies	-	2,000	2,000	2,000
82 Other Charges & Expenses	-	-	325	325
TOTAL	14,000	12,000	12,325	12,325
Civil Preparedness				
83 Purchase of Services	1,215	1,395	1,395	1,395
84 Supplies	2,144	2,760	2,760	2,760
85 Other Charges & Expenses	-	200	200	200
TOTAL	3,359	4,355	4,355	4,355
TOTAL PUBLIC SAFETY	11,459,029	12,097,806	12,143,483	12,143,483
<u>PUBLIC WORKS</u>				
Engineering				
86 Personnel Services	418,382	439,422	436,383	436,383
87 Purchase of Services	71,052	77,087	79,605	79,605
88 Supplies	8,023	23,200	22,325	22,325
89 Other Charges & Expenses	3,136	8,762	10,927	10,927
TOTAL	500,592	548,471	549,240	549,240

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Public Works				
90 Personnel Services	1,532,783	1,601,217	1,601,977	1,601,977
91 Overtime	145,010	169,777	160,000	160,000
92 Purchase of Services	700,738	670,500	664,720	664,720
93 Supplies	281,227	281,040	266,960	266,960
94 Other Charges & Expenses	3,133	1,500	5,300	5,300
TOTAL	2,662,891	2,724,034	2,698,957	2,698,957
Snow & Ice				
95 Public Works Snow & Ice	1,284,874	650,000	700,000	700,000
TOTAL	1,284,874	650,000	700,000	700,000
Street Lighting				
96 Street Lighting	203,810	250,000	336,656	336,656
TOTAL	203,810	250,000	336,656	336,656
Rubbish & Recycling				
97 Rubbish & Recycling Contract	2,075,988	1,950,000	1,950,000	1,950,000
98 Supplies	14,773	28,000	28,000	28,000
TOTAL	2,090,760	1,978,000	1,978,000	1,978,000
TOTAL PUBLIC WORKS	6,742,927	6,150,505	6,262,853	6,262,853

EDUCATION

Dedham Public Schools

Education: Salaries

Superintendent & Central Office	474,881	415,129	432,129
Asst Supt, SPED, Pupil Service	114,736	121,857	121,857
Principals	718,027	736,116	726,616
Directors	824,911	849,615	972,296
Admin Assistants	356,832	358,639	358,638
Secretaries & Clerks	651,836	637,182	636,299
Specialists & Help Desk Assts	219,150	258,706	299,775
Teachers	18,981,752	19,889,895	21,102,406
Degree Change	-	107,705	107,705
Nurses	507,682	517,656	516,315
Mentor Stipends	16,480	38,051	34,051
Instructional Aides	1,627,417	1,843,476	1,790,796
Substitutes	311,457	235,356	302,516
Coaches	305,729	300,658	300,658

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Education: Salaries Continued				
Faculty Manager	6,242	6,398	-	
Extracurricular Activities	79,780	102,165	96,315	
Traffic Directors	101,693	106,102	106,380	
Director of Food Services	65,206	-	-	
Lunch Aides	11,540	20,474	20,172	
SPED Summer Program	100,096	108,500	56,085	
Sick Leave Buyback	35,188	16,646	16,646	
Unemployment & Fringe Benefits	55,228	57,736	-	
Retirement Incentive	97,445	166,804	-	
General Reserve	-	5,039	502,611	
Subtotal	25,663,308	26,899,905	28,500,266	
Education: Other Expenses				
Regular Instruction	696,123	697,384	827,682	
Special Instruction	4,240,021	4,368,818	3,717,919	
Instructional Support Services	316,420	300,398	419,605	
Operations Services	442,987	480,195	585,950	
Administrative Services	607,839	612,588	665,000	
Transportation Subsidy	25,000	25,000	25,000	
Subtotal	6,328,390	6,484,383	6,241,156	
99	TOTAL: DPS EDUCATION	31,991,698	33,384,288	34,741,422
Facilities: Salaries*				
Facilities Director & Stipend	130,768	116,725	116,725	
Facilities Assistant/Procurement	61,876	64,003	64,003	
Maintenance Personnel	194,935	282,178	255,398	
Custodians	1,021,452	1,152,855	1,100,971	
Summer Maintenance	12,957	10,244	10,244	
Overtime	22,623	83,967	113,967	
USP Overtime	18,458	16,500	16,500	
General Reserve	-	-	32,967	
Subtotal	1,463,069	1,726,472	1,710,775	
Facilities: Other Expenses*				
Operations Services	1,488,241	1,747,050	1,850,973	
Subtotal	1,488,241	1,747,050	1,850,973	
TOTAL: DPS FACILITIES	2,951,310	3,473,522	3,561,748	
TOTAL	34,943,008	36,857,810	38,303,170	
Less Allocated Facility Costs	31,991,698	33,384,288	34,741,422	34,741,422

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Regional School Districts				
100 Blue Hills Regional School District	973,390	1,410,353	1,470,353	1,470,353
101 Norfolk Agricultural School	53,444	56,040	56,040	56,040
TOTAL	1,026,834	1,466,393	1,526,393	1,526,393
TOTAL EDUCATION	33,018,532	34,850,681	36,267,815	36,267,815
<u>COMMUNITY SERVICES</u>				
Board of Health				
102 Personnel Services	232,991	248,982	278,964	278,964
103 Purchase of Services	2,273	3,600	3,600	3,600
104 Supplies	409	840	840	840
105 Other Charges & Expenses	11,027	1,860	2,168	2,168
106 Hazardous Waste Collection	8,829	9,243	9,043	9,043
TOTAL	255,529	264,525	294,615	294,615
Council On Aging				
107 Personnel Services	214,384	224,221	217,569	217,569
108 Purchase of Services	1,854	1,865	1,865	1,865
109 Supplies	6,950	5,900	5,540	5,540
110 Other Charges & Expenses	40	1,324	1,325	1,325
TOTAL	223,228	233,310	226,299	226,299
Youth Commission				
111 Personnel Services	248,409	265,239	267,417	267,417
112 Purchase of Services	2,517	2,975	2,975	2,975
113 Supplies	756	1,221	1,221	1,221
114 Other Charges & Expenses	6,660	360	1,860	1,860
TOTAL	258,342	269,795	273,473	273,473
Veterans Services				
115 Personnel Services	94,064	87,558	91,464	91,464
116 Memorial Day Program	1,555	5,000	5,000	5,000
117 Purchase of Services	229	300	300	300
118 Supplies	4,809	5,700	6,000	6,000
119 Other Charges & Expenses	2,744	3,365	3,414	3,414
120 Veterans Benefits	87,241	112,400	112,400	112,400
TOTAL	190,643	214,323	218,578	218,578

Dedham Spring Annual Town Meeting 2015

		FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Library					
121	Personnel Services	776,568	850,527	851,875	851,875
122	Overtime & Substitutes	10,093	11,672	11,000	11,000
123	Books, Periodicals & Bindings	156,898	160,290	171,061	171,061
124	Purchase of Services	66,438	66,569	66,569	66,569
125	Supplies	16,865	15,865	15,865	15,865
126	Other Charges & Expenses	11,004	6,900	6,900	6,900
	TOTAL	1,037,866	1,111,823	1,123,270	1,123,270
Parks & Recreation					
127	Personnel Services	526,396	533,862	574,324	574,324
128	Overtime & Substitutes	7,728	9,546	9,500	9,500
129	Purchase of Services	35,101	70,500	45,500	45,500
130	Supplies	97,192	87,863	95,125	95,125
131	Other Charges & Expenses	4,500	371	375	375
	TOTAL	670,917	702,142	724,824	724,824
Endicott Estate*					
	Personnel Services	99,645	133,177	-	-
	Purchase of Services	10,007	15,415	-	-
	Supplies	2,873	4,144	-	-
	Other Charges & Expenses	730	1,175	-	-
	TOTAL	113,255	153,911	-	-
*The FY2016 Endicott Estate operating budget is appropriated in Article 18 and Article 3 includes expenses as subsidy to the Enterprise.					
Civic & Cultural Programs					
132	Civic Pride	10,000	10,000	10,000	10,000
133	Cultural Council	6,300	6,300	6,300	6,300
	TOTAL	16,300	16,300	16,300	16,300
TOTAL COMMUNITY SERVICES		2,766,080	2,966,129	2,877,359	2,877,359
<u>DEBT SERVICE</u>					
134	Principal & Interest On Debt	8,475,397	8,316,483	8,461,782	8,461,782
	TOTAL	8,475,397	8,316,483	8,461,782	8,461,782
TOTAL DEBT SERVICE		8,475,397	8,316,483	8,461,782	8,461,782

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
<u>EMPLOYEE BENEFITS</u>				
135 Pensions, Contributory	3,928,166	4,107,233	4,531,244	4,531,244
136 Insurance & Hospitalization	8,000,270	8,585,037	9,931,983	9,931,983
137 OPEB	1,700,000	1,674,110	1,473,816	1,473,816
138 Medicare Tax	624,832	698,566	726,063	726,063
139 Unemployment Payments	8,911	50,000	50,000	50,000
140 Pensions, Non-Contributory	12,246	15,000	15,000	15,000
141 Bargaining Reserve	-	-	470,000	470,000
142 Deferred Compensation	-	19,500	19,500	19,500
TOTAL	14,274,424	15,149,446	17,217,606	17,217,606
TOTAL EMPLOYEE BENEFITS	14,274,424	15,149,446	17,217,606	17,217,606
TOTAL NON-CAPITAL	85,002,182	90,092,958	93,772,029	93,772,029

The line items below are operating capital expenditures recommended for FY2016. The annual operating budget in article 3 includes the amounts voted below.

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
<u>OPERATING CAPITAL</u>				
Information Technology				
143 Video Mgmt System for Police/Schools			35,000	35,000
144 Emergency Ops Center Support Technology			10,000	10,000
145 Police Data Security, Dada Security Compliance, Police Laptop			10,833	10,833
146 Secondary Core Switch for Redundancy			11,000	11,000
TOTAL			66,833	66,833
Town Clerk				
147 Election Voting Machine/Box			50,500	50,500
148 Election Voting Booths			23,814	23,814
TOTAL			74,314	74,314

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Facilities - Municipal Buildings				
149			50,000	50,000
150			30,000	30,000
151			20,000	20,000
152			40,000	40,000
153			11,250	11,250
154			40,000	40,000
155			30,000	30,000
156			40,000	40,000
157			30,000	30,000
158			35,000	35,000
			326,250	326,250
Facilities - School Buildings				
159			30,000	30,000
160			50,000	50,000
161			70,000	70,000
162			50,000	50,000
163			75,000	75,000
164			50,000	50,000
165			50,000	50,000
166			50,000	50,000
			425,000	425,000
Police				
167			19,417	19,417
			19,417	19,417
Fire				
168			34,000	34,000
			34,000	34,000
Dedham Public Schools				
169			326,060	326,060
			326,060	326,060

Dedham Spring Annual Town Meeting 2015

	FY2014 Actual	FY2015 Budget	FY2016 TM Proposed	FY2016 FinCom
Engineering				
170 Computer Stations			7,500	7,500
171 Engineering Dept Vehicle			39,000	39,000
172 Colburn St. Dam-Phase II Study			80,000	80,000
173 Engineering Field Equipment			40,000	40,000
TOTAL			166,500	166,500
Public Works				
174 Brookdale Cemetery			10,000	10,000
175 Old Village Cemetery			15,000	15,000
TOTAL			25,000	25,000
Parks & Recreation				
176 Park Remote Lighting			23,000	23,000
177 New Dump Truck			77,460	77,460
178 Parks & Rec Equipment			24,000	24,000
179 Field Improvements			18,000	18,000
TOTAL			142,460	142,460
TOTAL OPERATING CAPITAL			1,605,834	1,605,834
TOTAL OPERATING BUDGET		85,002,182	90,092,958	95,377,863
		95,377,863	95,377,863	95,377,863

4. CAPITAL IMPROVEMENTS BUDGET

ARTICLE FOUR: To see what sum of money the Town will vote to raise and appropriate, transfer from available funds or borrow to implement capital improvements and capital projects, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

Dedham Spring Annual Town Meeting 2015

FY2016 Capital Improvement Plan

Item	Department	Request	Recommended Funding Sources		
	Capital Project		Free Cash	Borrowing	Sewer
	Engineering				
1	Design Rustcraft Rd/Elm St & Bussey Street	505,000		505,000	
2	Inflow & Infiltration	1,000,000			1,000,000
		1,505,000	-	505,000	1,000,000
	Facilities - School Buildings				
3	DHS resurfacing parking lot/ADA to lower entrance	200,000		200,000	
4	DHS NSTAR PCB transformer removal	150,000	150,000		
5	Asbestos abatement program for floor tiles	150,000	150,000		
		500,000	300,000	200,000	-
	Fire				
6	Rescue Equipment	173,130	173,130		
		173,130	173,130	-	-
	Police				
7	Police Vehicles	165,692		165,692	
		165,692	-	165,692	-
	Public Works				
8	Roads	1,500,000		1,500,000	
9	Sidewalks & misc. repairs	500,000		500,000	
10	Sewer Improvements	600,000			600,000
11	Motor Equipment	403,000		403,000	
12	Gateway to Manor Project	550,000		550,000	
		3,553,000	-	2,953,000	600,000
	Total Capital Article Projects	5,896,822	473,130	3,823,692	1,600,000

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: Voted 4-3 that the Town appropriate \$505,000 to pay the costs of design services as indicated in Item 1 in the chart entitled "FY2016 Capital Improvement Plan" under Article 4, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(22) of the General Laws, or any other enabling authority, and to issue bonds or notes of the

Dedham Spring Annual Town Meeting 2015

Town therefor.

That \$1,600,000 be raised through Sewer Enterprise Fund revenues to fund Items 2 and 10.

That the Town appropriate \$200,000 to pay the costs of resurfacing the DHS parking lot and ADA compliance to lower entrances as indicated in Item 3 in the chart entitled "FY2016 Capital Improvement Plan" under Article 4, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Sections 7 and 8 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

That the Town appropriate \$473,130 from Free Cash to pay the costs of Item 4 (DHS NSTAR PCB Transformer removal/padmout; \$150,000), Item 5 (Asbestos Abatement Program for Floor Tiles in Schools; \$150,000) and Item 6 (Rescue Equipment; \$173,130) in the chart entitled "FY2016 Capital Improvement Plan" under Article 4.

That the Town appropriate \$2,568,692 to pay the costs of roadway improvements (\$1,500,000), sidewalk and miscellaneous repairs (\$500,000), purchasing various motor vehicles and heavy equipment (\$568,692) as indicated in Items 7, 8, 9, and 11 in the chart entitled "FY2016 Capital Improvement Plan" under Article 4, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7 and 8 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

That the Town appropriate \$550,000 to pay the costs of constructing the Gateway to the Manor Project as indicated in Item 12 in the chart entitled "FY2016 Capital Improvement Plan" under Article 4, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7 and 8 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

Article 4 is the Town's capital budget. This Article approves capital expenditures totaling \$5,896,822 to be funded by \$3,823,692 borrowing, \$473,130 in free cash, and \$1,600,000 in sewer receipts. The actual amounts borrowed will be reduced by any grants received.

Dedham Spring Annual Town Meeting 2015

5. ELECTED OFFICIALS SALARIES

ARTICLE FIVE: To see if the Town, in accordance with the provisions of the General Laws, Chapter 41, §108, will vote to fix the salary and compensation of all elected officials of the Town, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the salaries of elected officials be fixed as follows for Fiscal Year 2016, provided however, under the revised Charter approved by the voters at the April 12, 2014 Annual Town Election, only elected incumbents holding office as of the date of the election may receive the compensation set forth below:

Board of Selectmen, Chair	\$818
Board of Health, One Member	\$350
Board of Assessors, One Member	\$2,300
Town Clerk*	\$91,504

*includes Certification Stipend and Deferred Compensation

Article 5 sets the salaries of elected officials, pursuant to the requirement of Massachusetts General Laws Chapter 41, Section 108 that all elected officials' compensation be approved annually by the Town Meeting.

6. TRANSFER FROM PRIOR YEARS SPECIAL ARTICLES

ARTICLE SIX: *By the Finance Committee:* To see if the Town will vote to transfer unexpended balances from line items of special articles of prior years to fund expenses for Fiscal Year 2016, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

No transfers from prior years' special articles are proposed.

Dedham Spring Annual Town Meeting 2015

7. APPROPRIATION FOR PRIOR YEARS BILLS

ARTICLE SEVEN: *By the Town Manager at the request of the Director of Finance:* To see what sum of money the Town will vote to raise, appropriate, or transfer from available funds for payment of outstanding bills of prior years, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

No prior years bills have been presented for payment.

8. LINE ITEM TRANSFERS FOR CURRENT FISCAL YEAR

ARTICLE EIGHT: *By the Finance Committee:* To see what sum of money the Town will vote to raise and appropriate, or transfer from available funds to meet additional expenses of the current fiscal year not adequately funded under Article Three of the 2014 Annual Town Meeting (FY'15) or any other article thereof; or to take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the following sums of money, totaling \$2,049,100, be transferred from current appropriations as scheduled on the following chart to meet additional expenses for the current fiscal year.

Dedham Spring Annual Town Meeting 2015

From			To		
Department	Line Item	Amount	Department	Line Item	Amount
1	Police Personnel Services	18,000	Police	Purchase of Services-Medical	15,300
				Purchase of Services-Vehicle Maint	2,700
2	Board of Selectmen	10,000	Health	Personnel Services	10,000
3	Economic Development	20,000	Legal	Purchase of Services	20,000
4	Free Cash	2,000,000	Snow & Ice	Snow & Ice Deficit	2,000,000
5	Veterans	1,100	Veterans	Other Charges & Expenses	1,100
2,049,100					2,049,100

Article 8 transfers money from one municipal account to another for the payment of additional expenses in the current fiscal year ending June 30, 2015, and supplements the Snow & Ice appropriation from available funds.

9. APPROPRIATION TO STABILIZATION FUND

ARTICLE NINE: *By the Finance Committee:* To see what sum of money the Town will vote to raise and appropriate, or transfer from available funds for deposit in the Stabilization Fund, or to take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the sum of \$250,000 be raised and appropriated to the General Stabilization Fund.

Article 9 would raise and appropriate \$250,000 for deposit into the General Stabilization Fund. The second goal of the Town’s Financial Policy, adopted in 1998 and revised in 2003 and 2012, is “to achieve to maintain a balance in the General Stabilization Fund of from 5% to 10% of its operating budget.

After appropriation from this article the fund balance would be approximately \$5,430,000 or 5.7% of the FY2016 General fund operating budget.

Dedham Spring Annual Town Meeting 2015

10. SPECIAL PURPOSE STABILIZATION FUNDS, CREATION

ARTICLE TEN: *By the Town Manager at the request of the Director of Finance.* To see if the Town will vote to create one or more special purpose stabilization funds and to specify the purpose or purposes thereof, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

No new special purpose stabilization funds are proposed in Article 10.
--

11. SPECIAL PURPOSE STABILIZATION FUNDS, DEPOSIT FUNDS

ARTICLE ELEVEN: *By the Town Manager at the request of the Director of Finance.* To see if the Town will vote to raise and appropriate or transfer from available funds a sum or sums to one or more special purpose stabilization funds, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That \$215,190, an amount equal to the amount collected from the local meals excise (2nd quarter FY'15), be raised and appropriated, that \$214,241, an amount equal to the amount collected from the room occupancy tax receipts (2nd quarter FY'15), be raised and appropriated, that \$214,396, an amount equal to the amount collected from the local meals excise (3rd quarter FY'15), be raised and appropriated, and that \$122,703, an amount equal to the amount collected from the room occupancy tax receipts (3rd quarter FY'15), be raised and appropriated, and that such amounts be deposited into the Robin Reyes Major Capital Facilities Stabilization Fund, created under Articles 6 and 7 of the November 16, 2009 Special Town Meeting.

Article 11 authorizes receipts from the local meals excise and room occupancy tax, held in reserve since the November 2014 Fall Town Meeting, to be deposited into the Major Capital Facilities Stabilization Fund. With this transfer, the Major Capital Facilities Stabilization Fund balance will increase to approximately \$5,800,000.

Dedham Spring Annual Town Meeting 2015

12. SPECIAL PURPOSE STABILIZATION FUNDS, APPROPRIATION

ARTICLE TWELVE: *By the Town Manager at the request of the Director of Finance.* To see if the Town will vote to appropriate money from one or more special purpose stabilization funds to one or more of the stated purposes for such funds to be expended at the direction of a specified officer or multiple member body of the Town, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the sum of \$345,020 be appropriated for the purpose of paying debt service associated with the purchase of the Ames property.

Article 12 appropriates \$345,020 from the Robin Reyes Major Capital Facilities Stabilization Fund to pay debt service related to the Ames property for Fiscal Year 2016.

13. LEASE/PURCHASE AGREEMENTS

ARTICLE THIRTEEN: *By the Finance Committee:* To see whether the Town will vote to authorize one or more lease/purchase agreements for certain described municipal equipment by certain Town departments as budgeted by them, and to be set forth in a recommendation of the Finance Committee for such term of time and upon such terms as the board authorized to enter into such contract shall deem appropriate, provided that such lease/purchase(s) be made in accordance with the provisions of applicable Town By-laws, and provided further, that each such lease/purchase be subject to annual appropriation, or to take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

No lease or purchase agreements require Town Meeting action at this time.

Dedham Spring Annual Town Meeting 2015

14. REPORTS OF TOWN COMMITTEES

ARTICLE FOURTEEN: *By Town Meeting Vote:* To hear and act upon the reports of the various Town Committees, as required by vote of prior Town Meetings; to see what sum of money the Town will vote to raise and appropriate, transfer from available funds, or borrow to carry out the recommendations of said committees; or to take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

No reports from Town Committees are anticipated.

15. DEPARTMENTAL REVOLVING FUNDS

ARTICLE FIFTEEN: To see if the Town will vote to authorize the use of the following revolving funds pursuant to G.L. c.44 Section 53E ½ for the fiscal year beginning July 1, 2015 to be credited with receipts from the following revenue sources, to be expended under the authority and direction of the following agencies or officials, for the following stated purposes, not to exceed the following spending limits, respectively:

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUND	SPENDING LIMIT	RESTRICTIONS/ COMMENTS
Pool Fund	Pool User Fees	Parks & Recreation Director	Operation and Maintenance of the Dedham Pool	\$225,000	None
Firearms Fee Fund	Firearms Permits	Police Chief	Pay share of State fees/Balance to be expended for needs of Police Department	\$5,000	None
Police Cruiser Fee Fund	Fees for police cruisers used at private details	Police Chief	Police cruiser maintenance, repairs and fuel	\$20,000	None

Dedham Spring Annual Town Meeting 2015

Surplus Vehicle and Equipment Fund	Receipts from sale of surplus vehicles and equipment	Town Manager	Paying costs and expenses of surplus sales and replacement vehicles and equipment	\$75,000	None
Board of Health Programs	Various Health Clinics & Tobacco Related Fines	Health Director	Paying costs and expenses associated with health clinics, educational programs, and Tobacco enforcement	\$10,000	None
Dedham Recycling Program	Recycling User Fees	Town Manager	Paying costs and expenses associated with Recycling Program not otherwise provided for	\$8,000	None
Council on Aging Programs	Fees from Various Council on Aging Programs	Council on Aging Director	Paying costs and expenses related to said Programs	\$8,000	None
Recreation	Receipts from recreational programs, including dog park	Parks and Recreation Director	Paying costs and expenses related to said Programs	\$175,000	None
Sustainability Fund	Donations and Fees	Town Manager	Paying costs and expenses associated with educational and outreach events	\$2,500	None
Veterans' Fund	Receipts from all Veterans Programs	Veterans' Agent	Paying costs and expenses related to said Programs	\$5,000	None
Ames Building	Rental Income	Town Manager	Paying costs and expenses related to building maintenance	\$500,000	None
Avery School (MBACC)	Rental Income	Town Manager	Paying costs and expenses related to building maintenance	\$2,500	None
Youth Commission	Receipts from all Youth Commission Programs or Events	Town Manager	Paying costs and expenses related to said programs or events	\$25,000	None

Dedham Spring Annual Town Meeting 2015

or to take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the Town authorize the use of revolving funds pursuant to Massachusetts General Law Chapter 44 Section 53E ½ for the fiscal year beginning July 1, 2015 to be credited with receipts from the designated revenue sources, to be expended under the authority and direction of the designated agencies or officials for the stated purposes, not to exceed the spending limits respectively as presented in the chart above.

Article 15 authorizes the annual use of departmental revolving funds. Departmental receipts from the defined revenue sources are credited to the funds and expended up to the stated limits without further appropriation by the designated agencies or officials for the purposes shown.

16. CERTIFICATION OF ALL REAL AND PERSONAL PROPERTY VALUES

ARTICLE SIXTEEN: *By the Board of Assessors.* To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to provide for the triennial certification of all Real and Personal Property located within the Town of Dedham, as required by the Massachusetts General Laws, AND to allow for specialized services and support documenting the basis of the values, if required, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the sum of \$125,000 be raised and appropriated for the Board of Assessors certification of all Real and Personal Property values located within the Town of Dedham as required by Massachusetts General Laws.

Article 16 is the annual appropriation to provide for the mandatory certification of property valuation, required for property taxation.

17. APPROPRIATION FOR SEWER ENTERPRISE FUND

ARTICLE SEVENTEEN: *By the Town Manager at the request of the Finance Director.* To see whether the town will adopt a budget relative to the Sewer Enterprise Fund, or

Dedham Spring Annual Town Meeting 2015

take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the following sums listed under the heading “Revenues” be raised or transferred from available funds to operate the Sewer Enterprise Fund for FY2016, and, further, to approve the FY2016 budget for the Sewer Enterprise, including amounts appropriated under Article 4 and included herein for reference only, all as set forth in the chart below:

FY2016 SEWER ENTERPRISE FUND BUDGET	
REVENUES:	
Sewer Revenues	7,575,000
Sewer Mitigation	25,000
Enterprise Retained Earnings	107,910
	7,707,910
EXPENSES:	
DIRECT COSTS	
<u>Appropriate for Non-capital Operating Expenditures</u>	
SE1 MWRA Assessment	5,115,876
SE2 Sewer Mitigation	25,000
Subtotal	5,140,876
<u>Capital Expenditures Appropriated in Article 4 (for reference only)</u>	
2 Inflow & Infiltration	1,000,000
10 Sewer Improvements	600,000
Subtotal	1,600,000
Subtotal Direct Expenses	6,740,876
INDIRECT COSTS	
<u>Transfer for Line Items Appropriated in Article 3</u>	
5 Board of Selectmen, Annual Town Audit	4,900
9 Finance Department, Personnel Services	22,697

Dedham Spring Annual Town Meeting 2015

10 Finance Department, Purchase of Services	5,300
18 Central Purchasing, Postage	17,640
90 Public Works, Personnel Services	105,230
91 Public Works, Overtime	11,200
92 Public Works, Purchase of Services	235,000
93 Public Works, Supplies	5,000
86 Engineering, Personnel Services	113,167
87 Engineering, Purchase of Services	19,901
88 Engineering, Supplies	5,581
140 Employee Benefits, Contributory Pensions	36,250
136 Employee Benefits, Employee Health Insurance	37,673
136 Employee Benefits, Retiree Health Insurance	164,604
141 Employee Benefits, Salary Reserve	6,888
138 Employee Benefits, Medicare Tax	3,329
134 MWPAT Debt Service	161,924
170 Computer Workstations & Field Equipment	10,750
Subtotal Indirect Expenses	967,034
Total Expenses	7,707,910

Article 17 authorizes the budget for the operation, maintenance, and extension of the sewer system and the billing and collection of sewer use fees as an enterprise fund in Fiscal Year 2016.

18. ENDICOTT ESTATE ENTERPRISE FUND

ARTICLE EIGHTEEN: *By the Town Manager.* To see what sum of money the Town will raise and appropriate or transfer from available funds to operate the Endicott Estate Enterprise Fund for the fiscal year commencing July 1, 2015, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the following sums listed under the heading “Revenues” be raised from Endicott Estate Receipts and related revenues to operate the Endicott Estate Enterprise Fund for FY2016, and further, to approve the FY2016 budget for the Endicott Estate Enterprise, including the amount provided as a budgeted subsidy from the tax levy as appropriated under Article 3 and included herein for reference only, all as set forth in the chart below:

Dedham Spring Annual Town Meeting 2015

FY2016 ENDICOTT ESTATE ENTERPRISE FUND BUDGET

REVENUES:

Endicott Estate Rentals	250,000
Endicott Contributions & Donations	10,000
	<u>260,000</u>

EXPENSES:

DIRECT COSTS

Appropriate for Non-capital Operating Expenditures

EE1	Endicott Estate, Personnel Services	139,505
EE2	Endicott Estate, Purchase of Services	15,505
EE3	Endicott Estate, Supplies	4,091
EE4	Endicott Estate, Other Charges & Expenses	1,175
EE5	Facilities, Electricity	17,600
EE6	Facilities, Heat	30,400
EE7	Facilities, Water	2,813
EE8	Facilities, Utility Rate Increase	1,524
EE9	Facilities, Equipment Repair/Maintenance	120
EE10	Facilities, Building Repair/Maintenance	20,506
EE11	Facilities, Grounds Repair/Maintenance	4,540
EE12	Facilities, Service Contracts	3,300
EE13	Facilities, Maintenance Supplies	6,307
EE14	Facilities, Custodial Supplies	12,614
	Subtotal Direct Expenses	<u>260,000</u>

INDIRECT COSTS

Appropriated in Article 3 from Tax Levy as Budgeted Subsidy (for reference only)

47	Facilities, Personnel Services	63,082
50	Facilities, Telephone	2,134
51	Facilities, HVAC Repair/Maintenance	4,368
51	Facilities, Plumbing Repair/Maintenance	1,364
51	Facilities, Professional/Technical	9,932
53	Facilities, Trainings & Certifications	822
53	Facilities, Tools & Small Equipment	182
9	Finance Department, Personnel Services	2,292
5	Board of Selectmen, Annual Town Audit	158
18/20	Central Purchasing, Postage & Office Supplies	281

Dedham Spring Annual Town Meeting 2015

134	Debt Service	82,219
136	Employee Benefits, Employee Health Insurance	57,396
138	Employee Benefits, Medicare Tax	2,938
141	Employee Benefits, Salary Reserve	6,146
140	Employee Benefits, Contributory Pensions	9,062
136	Employee Benefits, Retiree Health Insurance	11,971
154	Endicott Estate Porch Repairs	40,000
155	Endicott Estate Roof Replacement	30,000
Subtotal Indirect Costs		324,346
Total Expenses		584,346

Article 18 authorizes the budget for the operation and maintenance of the Endicott Estate, and collection of rental fees as an enterprise fund for Fiscal Year 2016.

19. APPROPRIATION FOR TAX TAKINGS

ARTICLE NINETEEN: *By the Town Manager at the request of the Treasurer/Collector.* To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purposes of the costs associated with tax takings, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the sum of \$25,000 be raised and appropriated for the purposes of paying the costs associated with tax takings.

Article 19 would appropriate \$25,000 for costs associated with the Treasurer pursuing tax takings.

20. COST OF LIVING ADJUSTMENT FOR RETIREES

ARTICLE TWENTY: *By the Dedham Retirement Board.* To see if the Town will vote pursuant to the provisions of G.L. c. 32, §103 (j), to approve the acceptance by the Dedham Retirement Board of an increase of \$2,000 in the maximum base amount on which the cost of living adjustment is calculated for pension payments, which would increase such base amount from \$13,000 to a base amount of \$15,000 as of July 1, 2015, and which, once accepted, may not be revoked, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

Dedham Spring Annual Town Meeting 2015

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: Voted 6-1 that it be so voted.

Article 20 would authorize a cost of living adjustment of \$2,000 for retirees.

21. RESCIND AUTHORIZED DEBT UNISSUED FOR DEDHAM SQUARE PROJECT

ARTICLE TWENTY-ONE: *By the Town Manager at the request of the Director of Engineering.* To see if the Town will vote to rescind the authorized but unissued \$356,395.00 balance of the \$6,100,000.00 borrowing approved under Article 4 of the May 16, 2011 Annual Town Meeting Warrant for the Dedham Square Improvement Project, which balance is no longer required to complete the project for which it was authorized, or to take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted.

Article 21 would rescind the authorized but unissued amount of \$356,395.00, a portion of the total of \$6,100,000 originally authorized for the Dedham Square Improvement Project.

22. AUTHORIZATION TO PARTICIPATE IN AGGREGATION PLAN

ARTICLE TWENTY-TWO: *By the Town Manager.* To see if the Town will vote to authorize the Board of Selectmen to research and develop a plan to participate in a contract or contracts, to aggregate the electricity load of the residents and businesses in the Town of Dedham and for other related services, independently or in joint action with other municipalities, in accordance with the provisions of Chapter 164 of the Acts of 1997, which provision established a competitive marketplace through deregulation and restructuring of the electric utility industry; and further authorize the Town Manager to establish, and/or appoint representatives for a committee to oversee such independent or joint action, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted.

Dedham Spring Annual Town Meeting 2015

Article 22 would authorize the Selectmen to research and develop a plan to participate in a contract to aggregate the electricity load of residents and businesses.

23. APPROVAL OF A COMPREHENSIVE CONCEPT PLAN

ARTICLE TWENTY-THREE: *By the Planning Board.* To see if the Town will vote to approve the “Comprehensive Concept Plan”, reviewed and recommended by the Dedham Planning Board, and on file in the office of the Town Clerk, for a Planned Residential Development (“PRD”) at 255 West Street (Dedham Assessor’s Map 117, Lot 3) submitted by Concinnitas Corporation and shown on the plan entitled “Comprehensive Concept Plan, 255 West Street, Site Layout Plan C3”, dated December 29, 2014, revised through January 16, 2015, prepared by McKenzie Engineering Group, Inc. with the following conditions: (a) the PRD shall have a maximum of seven (7) dwelling units; (b) the maximum total gross floor area of dwelling units with the PRD shall be 29,792 square feet inclusive of all finished basement areas; (c) the minimum dedicated open space within the PRD shall be 48 percent of the total area; and (d) subject to a comprehensive review of the site development plan by the Planning Board, or take any other action relative thereto. *Referred to Planning Board and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE PLANNING BOARD: That it be so voted.

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be voted consistent with the recommendation of the Planning Board.

Article 23 would approve a Comprehensive Concept Plan for a Planned Residential Development at 255 West Street, Dedham.

SEE PROPOSED COMPREHENSIVE CONCEPT PLAN ON NEXT PAGE

Dedham Spring Annual Town Meeting 2015



Dedham Spring Annual Town Meeting 2015

24. ZONING BY-LAW: ARTS OVERLAY DISTRICT

ARTICLE TWENTY-FOUR: *By the Planning Board at the request of the East Dedham Revitalization Committee.* To see if the Town will vote to amend the Zoning Bylaws, Section 12.0, Arts Overlay District (AOD) as follows:

Delete Section 12.2 in its entirety, renumbering accordingly, and insert a new Section 12.3, as follows (with text to be deleted shown in strikethrough and text to be inserted shown in bold):

12.1 Purpose: The Arts Overlay District (AOD) is established to encourage the development, preservation and enhancement of Arts-Related Uses, particularly within East Dedham. The district shall preserve and enhance the area as a center for a variety of retail, business services, housing, and office uses and promote a strong pedestrian character and scale throughout the district.

~~12.2 Conflict: Development in the AOD shall be governed by the bylaws underlying zoning district except when developing arts-related uses. For projects incorporating Arts-Related Uses hereunder, certain exceptions may be allowed; in the event of conflicts, the standards with this section shall be applied:~~

12.2 ~~3~~ AOD Boundaries

The boundaries of the AOD are depicted on the Zoning Map on file with the Town Clerk.

12.3 Applicability

The provisions of the Arts Overlay District (AOD) shall apply to all land within the AOD. Any matter not addressed herein shall be governed by the Single Residence B, General Residence, General Business and Limited Manufacturing A provisions of the Zoning By-Law. To the extent of any inconsistency between the provisions of the AOD and any other provisions of the Dedham Zoning By-Law, the provision of the AOD shall govern. Uses allowed by right in the Single Residence B, General Residence, General Business and Limited Manufacturing A shall also be allowed by right in the AOD

And further, insert new sections 12.4 through 12.10, as follows:

12.4 Use Regulation

Dedham Spring Annual Town Meeting 2015

1. Where a use in the AOD triggers site plan review, the Planning Board shall review the project in accordance with Section 9.5 Site Plan Review of the Dedham Zoning By-Law.
2. Where a use in the AOD requires a special permit, the Planning Board shall be the Special Permit Granting Authority and follow the procedures of M.G.L Chapter 40A.
3. A special permit shall be granted by the Planning Board, unless otherwise specified herein, only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this By-Law, the determination shall include consideration of each of the following:
 - a. Social, economic, or community needs which are served by the proposal;
 - b. Traffic flow and safety, including parking and loading;
 - c. Adequacy of utilities and other public services;
 - d. Neighborhood character and social structures;
 - e. Impacts on the natural environment; and
 - f. Potential fiscal impact, including impact on town services, tax base, and employment.

12.5 Arts-Related Definitions

Art – The production of art or creative work either written, composed, created or executed by a craftsperson, visual artist, musician, photographer, sculptor, woodworker, digital media, literature, illustrator, printmaker, fabric artist, and culinary artist. Such use may include the fine and applied arts including painting or other like picture, traditional and fine crafts, sculpture, food, writing, print, motion picture production, creating animation, the composition of music, choreography studio and the performing art studio.

Art Center – A facility where creative arts are produced, exhibited, performed, taught and sold such as drawing, painting, music, sculpture, metal and woodworker, culinary arts, printmaking, ceramics, digital media and broadcasting, textiles, fabric art, performance and dance, literature, illustration, industrial art which includes art gallery, art school, artist studio, concert hall, dinner theatre, live theatre, movie theatre

Dedham Spring Annual Town Meeting 2015

with seating capacity of not more than 100, museum, retail sales of goods and services, provided The facility is operated in a unified way under one management.

Art and Community Center – A facility containing an Art Center and one or more additional uses such as full service restaurant, community space open to the general public for community activities, events and other similar community activities not associated with the arts.

Creative Art Home Occupation – The use of any portion of a dwelling or building accessory thereto as an office, studio, or workroom for architect, landscape architect, industrial designer, craftsman, visual artist, musician, photographer, sculptor, woodworker, digital media, literature, illustrator by a person who owns the premises, provided that:

- a) Such use is clearly incidental and secondary to the use of the premises as a dwelling;
- b) Not more than two person other than residents of the premises regularly provided paid services in connection with such use;
- c) commodity or service can be sold or provided to another person who is not on the premises provided the space is less than 100 square feet;
- d) No offensive noise, traffic, vibration, smoke, dust, odor, heat, or glare is produced as a result of the home occupation;
- e) There is no exterior display or exterior sign except as permitted under the Sign Code;
- f) There is no exterior storage of materials or equipment, and no other exterior indication of such use or variation from the residential character of the premises;
- g) All parking for such home occupation, other than for residents of the premises, shall be provided off street. Adequate off-street parking shall be provided in accordance with the provisions of the Zoning By-Laws; and
- h) Such use has been approved in writing by the Building Commissioner.

Specialty artistic manufacturing/production – An establishment for the preparation, manufacturing, production, display, and sale of individually crafted artwork, jewelry, furniture, sculpture, pottery, leathercraft, hand-woven articles, and related items of unique artistic works.

Specialty artistic manufacturing/production small-scale – An establishment for the preparation, manufacturing, production, display, and sale of individually crafted artwork, jewelry, furniture, sculpture, pottery, leathercraft, hand-woven articles, and

Dedham Spring Annual Town Meeting 2015

related items of unique artistic works. Such manufacturing shall not be of mass-production or assembly line nature and will be consistent with an artisan or craftsman custom producing individual items. The maximum amount of space for this use shall be 2,000 square feet or less.

12.6 Dimensional Requirements

The following dimensional requirements shall govern within the AOD for the uses listed in the Table of Dimensional Requirements for the AOD. Within the AOD, these requirements shall supersede any contrary or inconsistent requirements in the Zoning By-Law including, but not limited to, the requirements set forth in Section 4.0. Except as set forth below, the dimensional requirements (Table 2) shall continue to apply to other uses allowed in the Single Residence B, General Residence, General Business and Limited Manufacturing A.

Use	Area (sq. ft.)	Frontage (ft.)	Front Setback (ft.)	Side Setback	Rear Setback	Floor area ratio
Art Center	N/A	N/A	0	N/A	N/A	.5
Art and Community Center	120,000	200	25	15	15	.5
Artist in combination with dwelling units	16,000	50	0	N/A	N/A	.5
Artist	N/A	N/A	0	10	10	.5
Specialty artistic manufacturing/production small	N/A	N/A	0	10	10	.5
Specialty artistic manufacturing/production	N/A	N/A	0	15	15	.5

Notes to Table:

1. More than one principal building is allowed on the same lot, whether characterized as residential or non-residential
2. Buildings may be connected across internal lot lines with the AOD.

Dedham Spring Annual Town Meeting 2015

12.7 Table of Allowable Uses

PRINCIPAL USE	Arts Overlay District			
	SRB	GR	GB	LMA
Residential Uses				
Creative Art Home Occupation.	YES	YES	YES	YES
Building containing 3 dwelling units in combination with artist	NO	NO	YES	SP
Exempt and Institutional Uses				
Art Center	NO	NO	SP	SP
Art and Community Center	NO	NO	SP	NO
Commercial Uses				
Artist	NO	NO	YES	YES
Manufacturing and Processing Uses				
Specialty artistic manufacturing/production small	NO	NO	SP	SP
Specialty artistic manufacturing/production	NO	NO	NO	SP

12.8 Landscaping and Screening Requirements

1. All outdoor refuse collection and loading areas shall be screened from adjoining streets and abutting residential properties by a visually impermeable six foot high landscape screen or fence or through use of appropriate landscaping, unless enclosed by building walls.

2. All parking areas shall be screened from abutting properties and from adjoining streets.

3. Buffer: Unless already densely planted in its natural state, a 5 foot buffer shall be provided along the property boundary that abuts a residential property. The buffer shall be landscaped as follows:
 - a) Materials - Plant materials characterized by dense growth which will form an effective year-round screen shall be planted to form the screen. Screening shall consist of natural materials. To the extent practical, existing trees and vegetation shall be retained and used to satisfy the provisions of this section.
 - b) Height - Natural screening shall be at least five (5) feet in height when planted. Height shall be measured from finished grade.

Dedham Spring Annual Town Meeting 2015

4. Except for access driveways, sidewalks, and paths only landscaping shall be allowed in the landscape buffer.

5. Parking lot interior landscaping: Trees and shrubs shall also be preserved or planted in the interior of the parking lot (defined as the space enclosing the parking spaces, maneuvering areas, and aisles) so that such landscaped space shall comprise not less than ten (10) percent of the paved parking area. One tree per 10 parking spaces shall be required that are a minimum caliper size of 3 inches at the time of planting, as measured by the America Nursery and Landscape Association ANSI Z60.1 Standard (Nursery Stock). This interior landscaped area shall not include the landscaping provided in the frontage strip. Trees and shrubs shall be planted in the landscaped rounding between the end of a row of parking and the curved wedge-shaped spaces. Where the landscaping area is not large enough for a tree, shrubs and/or perennials shall be planted instead. Shrubs to be planted shall be of at least 2 to 2.5 feet in height. The distance from a shrub or other vegetation to a paved area shall be at least two (2) feet. Landscaping that is less than two (2) feet from the paved area shall not block the line of sight. Other unpaved areas on the lot shall be suitably landscaped with trees, grass, hedges, occasional trees, and flower beds or benches and ornamental structures.

6. Where soil conditions, lot shape, topography, architectural or structural conditions make literal compliance with the terms of this Section 12.8 impracticable or infeasible, the Planning Board may approve a site plan showing alternative means of complying with the objectives of this Section 12.8 and may allow the use of ground cover and ornamental screening or buffers, as long as such action is in the public interest and not inconsistent with the intent and purpose of this Section 12.8.

12.9 Required Parking

1. The following required parking shall govern within the AOD for the uses listed in the Table of Required Parking for the AOD. Within the AOD, these requirements shall supersede any contrary or inconsistent requirements in the Zoning By-Law including, but not limited to, the requirements set forth in Section 5.1.4 Required Parking Spaces Table 3. Except as set forth below, the parking requirements (Table 3) shall continue to apply to other uses allowed in the Single Residence B, General Residence, General Business and Limited Manufacturing A.

Dedham Spring Annual Town Meeting 2015

2. Required Parking Table

Principal Use	Number of Required Parking
Residential Uses	
Building containing 3 dwelling units in combination with artist	1.5 parking spaces per dwelling unit plus 1 parking space per every 250 square feet of gross floor area of non-residential space
Exempt and Institutional Uses	
Art Center	1 parking space per 3 occupants according to occupancy rate under the Massachusetts State Building Code, plus 1 parking space per 300 square feet of gross floor area for other space not used for assembly.
Art and Community Center	1 parking space per 3 occupants according to occupancy rate under the Massachusetts State Building Code, plus 1 parking space per 300 square feet of gross floor area for other space not used for assembly.
Commercial Uses	
Artist	1 parking space per every 250 square feet of gross floor area
Manufacturing and Processing Uses	
Specialty artistic manufacturing/production small	1 parking space per 1,000 sq. ft. gross floor area or 1 parking space for each 3 employees on largest shift, whichever is greater.
Specialty artistic manufacturing/production	1 parking space per 1,000 sq. ft. gross floor area or 1 parking space for each 3 employees on largest shift, whichever is greater.

Dedham Spring Annual Town Meeting 2015

3. Alternative Parking – The Planning Board may grant a modification of any provision of this Section 12.9 provided that such waiver shall not cause substantial detriment to public safety. In granting a waiver, the Planning Board may require as a condition of approval the use of mitigating measures such as carpools, shuttles from an off-site lot, assigned employee parking spaces with reduced stall dimensions, or the designation of compact car parking spaces with reduced dimensions.

12.10 Modification of Landscaping & Parking Standards

Where soil conditions, lot shape, topography, architectural or structural conditions make literal compliance with the terms of Section 12.8 or Section 12.9 impracticable or infeasible, the Planning Board may approve a site plan showing alternative means of complying with the objectives of this Bylaw and may allow the use of alternative landscaping, buffers or parking, provided it determines that such alternatives to be in the public interest and not inconsistent with the intent and purpose of this Bylaw. For any modification, the Planning Board shall make detailed written findings of:

- 1) specific conditions that render literal compliance with the terms of this Bylaw impracticable or infeasible,
- 2) the specific alternative means of complying with the terms of this Bylaw, and
- 3) an analysis of the manner in which the modification is in the public interest and not inconsistent with the intent and purposes of this Bylaw.

or, take any other action relative thereto. *Referred to Planning Board and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE PLANNING BOARD: That it be so voted.

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be voted consistent with the recommendation of the Planning Board.

Article 24 would create definitions to the previously approved Arts Overlay District.

25. ZONING BY-LAW: MAP OF ARTS OVERLAY DISTRICT

ARTICLE TWENTY-FIVE: *By the Planning Board.* To see if the Town will vote to amend the Zoning Map of the Town of Dedham, by changing a portion of Map 96-Parcel 109 from Limited Manufacturing A to Single Residence B, changing a portion of Map 96-Parcel 15 and Map 96-Parcel 17A from General Business to General Residence, changing Map 95-Parcel 74 and Map 95-Parcel 75 from Limited Manufacturing A to General Business, changing Map 95-Parcel 76 and Map 95-Parcel 77 from Limited

Dedham Spring Annual Town Meeting 2015

Manufacturing A and General Residence, to General Business, changing Map 95-Parcel 78, Map 96-Parcel 1, Map 96-Parcel 2, Map 96-Parcel 3, Map 96-Parcel 3A, Map 96-Parcel 4, Map 96-Parcel 18, Map 96-Parcel 27, Map 96-Parcel 31, Map 96-Parcel 32, Map 96-Parcel 33, Map 96-Parcel 38, Map 96-Parcel 110, Map 96-Parcel 112 from General Residence to General Business, changing a portion Map 96-Parcel 13, Map 96-Parcel 14, Map 96-Parcel 15, Map 96-Parcel 28, Map 96-Parcel 29 and Map 112-Parcel 146 from General Residence to General Business. The zoning map changes for said parcels are shown on a map prepared by the Town of Dedham Geographic Information System (GIS) and available for review in the Office of the Town Clerk, or take any action relative thereto. *Referred to Planning Board and Finance & Warrant Committee for study and report.*

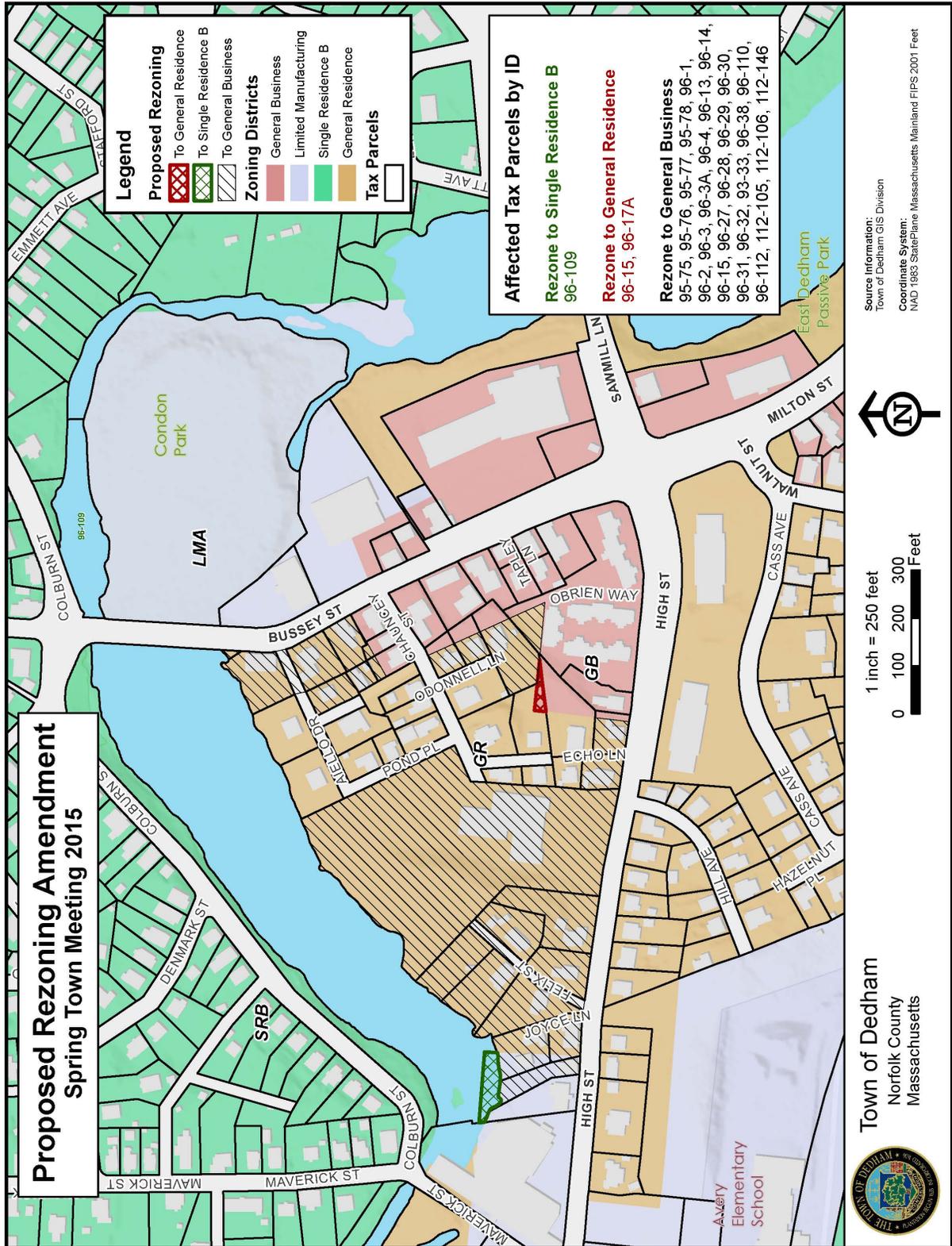
RECOMMENDATION OF THE PLANNING BOARD: That it be so voted, with the following changes: that Map 95-Parcel 74 remain Limited Manufacturing A, and Map 96-Parcel 18 and Map 112-Parcel 106A remain General Residence.

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be voted consistent with the recommendation of the Planning Board.

Article 25 amends the Zoning Map for the Town of Dedham to expand the General Business District in conjunction with the Arts Overlay District.
--

SEE PROPOSED REZONING MAP ON NEXT PAGE

Dedham Spring Annual Town Meeting 2015



Dedham Spring Annual Town Meeting 2015

26. ZONING BY-LAW: AMENDMENTS TO DESIGN REVIEW ADVISORY BOARD

ARTICLE TWENTY-SIX: *By the Planning Board.* To see if the Town will vote to amend the Zoning Bylaws, Section 9.6 Design Review Advisory Board, as follows, with text to be deleted shown in strikethrough and text to be inserted shown in bold:

9.6.1 Establishment.

1. There shall be a Design Review Advisory Board comprised of five unpaid voting members, including two members qualified by education or training and experience in design professions (architecture, landscape architecture, **graphic design**, or urban planning), appointed one each by the Board of Selectmen and the Planning Board; one member qualified by education or training and experience in historic preservation, design, or a related field appointed by the Historic District Commission or Civic Pride Committee; one member, who shall be a building contractor or an engineer experienced in commercial or industrial building construction, appointed by the Planning Board; and one member owning retail or other commercial business in town, appointed by the Board of Selectmen. The Planning Director shall be ex-officio non-voting member of the Design Review Advisory Board. The members shall be appointed **for three (3) year alternating terms.**

~~, and may be reappointed to the following terms:~~

Design professional member appointed by Board of Selectmen	3 years
Design professional member appointed by the Planning Board	3 years
Design specialist appointed by Historic District Commission or Civic Pride	2 years
Building Contractor or Engineer	2 years
Business owner	1 year

2. The Board may from time to time designate as non-voting associate members for a period not exceeding one year persons nominated by civic organizations that hold an interest in or have special knowledge of specific projects, issues, or areas of Dedham and are willing and able to actively participate in the work of the Design Review Advisory Board.

9.6.2 Duties.

The Board shall develop, with assistance and input from local civic organizations and interested citizens, design guidelines for areas of town having different visual and functional character. It shall meet at the call of the chair to review and make

Dedham Spring Annual Town Meeting 2015

recommendations for building projects defined in Subsection 9.6.3 hereof. Administrative and logistic support for the Design Review Advisory Board shall be provided by the Planning Board, but the Board may also seek support and advice from the Historical Society and other entities and individuals concerned about Dedham's visual character.

9.6.3 Jurisdiction.

The following projects shall be submitted to the Design Review Advisory Board for their review and advisory report:

1. All new construction, additions to and exterior alterations of existing buildings, ~~and all new signage or alterations of existing signs~~ in the Central Business (CB), General Business (GB), Highway Business (HB), Local Business (LB), Limited Manufacturing (LMA), Limited Manufacturing Type B (LMB), and Research, Development, and Office (RDO) districts.
2. Any project ~~that All projects~~ subject to ~~parking plan approval~~, site plan review, or Major Nonresidential Project, ~~or requiring a Special Permit or variance from the Board of Appeals.~~, if located in RDO, PC, PR, or LM districts.

9.6.4 Applicability.

A copy of preliminary or conceptual architectural plans shall be transmitted to the Board for review and advisory report. The Design Review Advisory Board shall consider the size or scale, bulk, architectural style, material, texture, color, location, orientation, signs, lighting, landscaping, and site layout in relation to the surrounding area and the visual character of the neighborhood and the town, and shall make written recommendations to the applicant or owner, to the approving town agency, and to the Building Commissioner, referring to the applicable design guidelines. Such recommendations shall be advisory and shall be given due weight by the owner and the Planning Board or other approving agency or official. In the event that the Planning Board, or special permit granting authority, does not adopt the substance of such recommendation, it shall state in writing in its decision the reasons therefor. ; ~~including the lack of authority, where applicable.~~

9.6.5 Procedures.

~~Whenever possible, the owner or applicant shall make an appointment and consult with the Design Review Advisory Board prior to the formal submission of preliminary plans to the Planning Board or other town agency, and the recommendations may be~~

Dedham Spring Annual Town Meeting 2015

~~voluntarily adopted or negotiated by the applicant. Otherwise, within five (5) working days after formal submission to the Planning Board, Board of Appeals, or the Building Commissioner, the applicant shall transmit a completed Design Review Advisory Board application form together with all supporting materials and one seven (7) complete sets of plans to the Design Review Advisory Board, and request its review and recommendations within twenty one (21) days of transmittal or such longer period as the applicable legal requirements may allow. The Design Review Advisory Board may request additional information, may seek to meet with the applicant, or may determine that the project does not warrant design review. An official decision, action, or approval required by law to be taken within a certain time period or by a certain date shall not be postponed beyond the required date while awaiting Design Review Advisory Board comments.~~

- ~~4. Town agencies and officials may consult the Design Review Advisory Board relative to construction projects not subject to its mandatory review, and the Board shall select projects for its review and recommendations based on time availability and their importance to the image and visual character of Dedham.~~

9.6.5 Exemptions.

Any project subject to Section 9.6.3.2 that does not include any new building construction, addition to existing building, exterior alterations to a building and/or any new or changes to landscaping.

9.6.6 Procedures.

1. Whenever possible, the owner or applicant shall make an appointment and consult with the Design Review Advisory Board prior to the formal submission of plans to the Planning Board the recommendations may be voluntarily adopted or negotiated by the applicant. Projects subject to Section 9.6.3 shall be transmitted to Design Review Advisory Board by the Planning/Zoning Office for its review and recommendations within thirty five (35) days of transmittal or such longer period of time that may be needed to review and make a recommendation. A longer period of time to review a project shall be agreed to be extended by the applicant. An official decision, action, or approval required by law by the Planning Board shall be taken within a certain time period or by a certain date shall not be postponed beyond the required date while awaiting Design Review Advisory Board comments.

Dedham Spring Annual Town Meeting 2015

2. Town agencies and officials may consult the Design Review Advisory Board relative to construction projects not subject to its mandatory review and the Board shall select projects for its review and recommendations based on time availability and their importance to the image and visual character of Dedham. or take any other action relative thereto. *Referred to Planning Board and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE PLANNING BOARD: That it be so voted with the following change: delete the words “or negotiated” in Section 1 of 9.6.6 Procedures.

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be voted consistent with the recommendation of the Planning Board.

Article 26 amends the Design Review Advisory Board by-law in an effort to streamline the permitting process.
--

27. ZONING BY-LAW: AMENDMENTS TO SITE PLAN REVIEW PROCESS

ARTICLE TWENTY-SEVEN: *By the Planning Board.* To see if the Town will vote to amend the Zoning Bylaws, Section 9.5, Site Plan Review, as follows, with text to be deleted shown in strikethrough and text to be inserted shown in bold:

9.5 SITE PLAN REVIEW

9.5.1 Purpose.

The purpose of this section is to protect the health, safety, convenience, and general welfare of the inhabitants of the Town by providing for a review of plans for uses and structures which may have significant impacts on traffic, municipal, and public services and utilities, environmental quality, community economics, and community values in the Town. The site plan review process provides for a comprehensive review of proposed projects within an expedited time frame.

9.5.2 Applicability.

Site plan review and approval by the Planning Board shall be required before a building or occupancy permit can be issued. Site plan review has two (2) levels: MINOR site plan review and MAJOR site plan review:

Dedham Spring Annual Town Meeting 2015

Threshold for MINOR site plan review:

1. For any construction or additions to any structure which increases its usable floor space or parking requirements;
2. For any change to a use which increases parking requirements;
3. For increases or changes in outdoor uses subject to parking requirements, such as outdoor sales or spectator sports;
4. For the construction, alteration, or expansion of a parking lot or parking structure, including changes to parking spaces, circulation aisles, driveway access, location of landscaped areas, or any other feature comprising a part of the parking plan;
5. For any modification not shown on a parking or site plan previously approved by the Planning Board.

Threshold for MAJOR site plan review:

1. Any new construction, addition, or alteration of a building so as to create or result in more than 5,000 square feet gross floor area, even where a part of the building is being demolished.
2. Any change of use to more than 5,000 square feet gross floor area which requires the addition of more parking spaces irrespective of existing parking spaces or the relocation of existing parking spaces.
3. Any new parking area for a multifamily dwelling with three or more dwelling units; or take any action relative thereto.

9.5.3 Exemptions.

The following are exempt from Section 9.5:

1. One or two family dwellings;
2. Farms on parcels of more than five (5) acres or two (2) qualified acres as set forth in G.L. c. 40A, s.3;
3. Buildings devoted to a religious use or educational use and owned by or leased

Dedham Spring Annual Town Meeting 2015

to an agency or political subdivision of the Commonwealth of Massachusetts, a religious denomination, or a nonprofit educational corporation, or a child care center; provided, however, that such entities shall be subject to minor site plan review limited to the imposition of reasonable conditions as set forth in G.L. c. 40A, s.3;

4. Premises subject to Section 9.4.

9.5.4 Application.

The applicant, who shall be the owner of the building, **or** a prospective purchaser under a binding purchase-and-sale agreement, or a lessee having the authority to make the modifications and to comply with the conditions which may be imposed by the Planning Board, shall submit a completed application, processing and review fees, a plan or plans, all as set forth in the rules and regulations of the Planning Board. The plan shall show the following information:

- 1 Legal boundaries of the parcel with dimensions, bearings, and radii, including any easements on the property and its area, and showing boundaries of zoning districts, including flood plain;
- 2 Abutting owners and streets;
- 3 Material or planting species where applicable;
- 4 Existing or proposed: buildings and structures;
- 5 Parking spaces and aisles or driveways;
- 6 Pavement and curbs;
- 7 Landscaping and vegetation;
- 8 Topography existing and proposed with two (2) foot contours (grading);
- 9 Water and sewer lines;
- 10 Drainage in detail;
- 11 Wetlands;

Dedham Spring Annual Town Meeting 2015

- 12 Traffic signs, easements, and rights of way;
- 13 Access and curb-cuts;
- 14 Safety provisions;
- 15 Loading berths;
- 16 Dumpster and snow storage areas;
- 17 Utilities and electrical service;
- 18 Pedestrian ways;
- 19 Polar diagram showing the direction and intensity of outdoor lighting;
- 20 Zoning district boundaries;
- 21 Elevations and floor plans of existing and proposed buildings; location and design of all signs and exterior lighting, **and material list of all exterior finishes**;
- 22 A tabulation of floor areas (and outdoor areas, where this is applicable) devoted to various principal uses, the applicable parking requirements, the estimated cost of construction and of landscaping meeting the requirement for parking plans;
- 23 Title block, showing address, scale, north arrow, seal and signature of the registered architect, engineer, land surveyor, or landscape architect responsible for a particular component of the site plan, and a locus plan at 1" = 200' scale showing abutting lots;
- 24 The location, showing distances from property lines, dimensions, and use of existing and proposed buildings, structures, additions, and demolitions, also fences, streams, and other conduits;
- 25 The location and size of underground utilities, including water, sewer, and drain piping, the inverts of manholes and drain catch basins, underground or overhead electric and other conduits;
- 26 The location and size of existing and proposed vegetation;
- 27 The location and size of any proposed signage on the site;

Dedham Spring Annual Town Meeting 2015

- 28** Information required to determine compliance with parking requirements shall be shown on the plan in a tabular form, including lot area, floor area ratio (FAR), and the existing and the proposed total floor area and floor areas dedicated to various uses, the parking spaces required for each principal use, the numbers of existing and proposed parking spaces, and the maximum legal occupancy, where required; and
- 29** Other information needed or helpful for verifying compliance with the applicable parking requirements, and any waivers requested shall be noted on the parking plan.

9.5.5 Major Site Plan: Additional Information.

1. A separate traffic and access report may be required by the Planning Board shall be submitted, citing and substantiating the number of cars and trucks expected to enter and leave the premises in a 24-hour period and during the morning and afternoon peak hours; traffic volumes, pavement width, and Level of Service on each road abutting or serving the site; signalization and turning movements for any intersection abutting or within 500 feet of the site; any special conditions affecting it; and mitigating measures proposed.
2. The applicant may also submit other explanatory or relevant exhibits and materials to assist the Planning Board in evaluating the site plan and its effect on the neighborhood.

9.5.6 Procedures.

Upon receipt of all required items, the Planning Board shall distribute copies thereof to the Conservation Commission, Chief of Police, Chief of Fire Department, Public Works Commissioner, Building Commissioner, Board of Selectmen, and other boards or officials believed by the Planning Board to be affected, with the request for a review or comment within 35 days, and failure to do so comment shall be deemed to indicate no objection. Site plan review for lots requiring nine (9) or fewer parking spaces shall be submitted to the Planning Director for review and report to the Planning Board. Site plan review for lots requiring ten (10) or more parking spaces shall be submitted to the Planning Board's Peer Review Consultant for review and report to the Planning Board. **The Planning Board shall determine whether or not site plan modifications in accordance with Section 9.5.9 Modification Site Plan Review for lots requiring ten (10) or more parking will require peer review.**

Dedham Spring Annual Town Meeting 2015

The Planning Board shall **not** hold ~~an~~ advertised public hearing on site plan review, but shall, within 30 days of receipt of the complete plans, application, and fees, **contact the applicant to schedule a review meeting and provide written notice to owners of property abutting the site.** ~~invite the applicant and his representatives to a meeting, the posted agenda of which shall list the review of the site plan as an item. Within said 30 days, the Planning Board shall also send written notice to property owners abutting the site.~~ The Planning Board shall in writing within 90 days of said meeting approve, with or without conditions and modifications, or disapprove the site plan. In the event of disapproval, the Planning Board shall state in writing where the site plan fails to conform, to the letter or intent of this bylaw or of any other laws or regulations, or to the applicable professional standards.

9.5.7 Approval.

Site plan approval shall be granted upon determination by the Board that the plan meets the following objectives. The Board may impose reasonable conditions at the expense of the applicant, including performance guarantees, to promote these objectives. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and storm water drainage consistent with the functional requirements of the Planning Board's Subdivision Rules and Regulations. New building construction or other site alteration shall be designed to address the qualities of the specific location, the proposed land use, the design of the building form, grading, egress points, and other aspects of the development, in order to:

1. Minimize the volume of cut and fill, the number of removed trees 6" caliper or larger, the length of removed stone walls, the area of wetland vegetation displaced, the extent of storm water flow increase from the site, soil erosion, and threat of air and water pollution;
2. Maximize pedestrian and vehicular safety, both on the site and accessing and exiting the site;
3. Minimize obstruction of scenic views from publicly accessible locations;
4. Minimize visual intrusion by controlling the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned.
5. Minimize glare from headlights, minimize light glare into the night sky, and

Dedham Spring Annual Town Meeting 2015

minimize overspill into adjacent properties; and installation of lighting to minimize glare into the night sky and spill into adjacent properties;

6. Minimize unreasonable departure from the character, materials, and scale of buildings in the vicinity, as viewed from public ways and places.
7. Minimize contamination of groundwater from on-site waste-water disposal systems or operations on the premises involving the use, storage, handling, or containment of hazardous substances;
8. Ensure compliance with the provisions of this Zoning By-Law, including parking and landscaping.

9.5.8 Regulations.

The Planning Board shall adopt and may from time to time revise by vote at a duly posted meeting its regulations for site plan reviews and the processing and consultant review fees for site plan reviews. The cost of consultant review and inspections shall be borne by the applicant, who shall be billed for costs in excess of the initial review fee, and shall be refunded any part of the fee not used, together with any interest accrued thereon. The schedule of Planning Board fees shall be available at the offices of the Town Clerk and the Planning Board.

9.5.9 Modification Site Plan Review

A modification to an approved site plan or an approved parking plan shall be submitted to the Planning Board with a written description of the proposed modification along with the necessary plans that show the modification with accompanying detail. Modified site plans or approved parking plans will, in most instances, be subject to the same review and procedures of Section 9.5.6.

However, for insignificant modifications, the Planning Board may determine that a particular modification does not warrant a notice to abutters or require peer review. After said determination the modification shall be placed on the next available agenda for a vote.

For modifications that do not require notice and/or peer review, the Planning Board shall act on the modification within thirty (30) days of receipt after said determination. A copy of the determination and revised plan shall be filed with the Town Clerk, Building Commissioner and Engineering Department.

Dedham Spring Annual Town Meeting 2015

9.5.9 ~~9.5.10~~ Lapse.

Any approval of a site plan which has been granted pursuant to this By-law shall lapse, if a substantial use thereof has not sooner commenced, except for good cause, within two (2) years from the grant thereof or, in the case of a permit for construction, if construction has not begun, except for good cause, within such two (2) year period.

9.5.~~10~~ **11** Appeal.

The decision of the Planning Board shall be filed with the Town Clerk. Any appeal shall be filed in accordance with G.L. c. 40A, s.17 to a court of competent jurisdiction. If 20 days elapse without the Town Clerk being notified that an appeal has been filed, the Planning Board shall endorse its approval and any required conditions or modifications on the plans and distribute copies thereof to the applicant and to the Building Commissioner.

or take any other action relative thereto. Referred to Planning Board and Finance & Warrant Committee for study and report.

RECOMMENDATION OF THE PLANNING BOARD: That it be so voted with the following change: delete the word "no" and replace with the word "an" in the second paragraph of 9.5.6 Procedures.

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be voted consistent with the recommendation of the Planning Board.

Article 27 amends the Site Plan Review by-law to clarify the permitting process.

28. **BY-LAW: AMENDMENT TO SECTION 39-2**

ARTICLE TWENTY-EIGHT: *By Trust Fund Commissioner Brian M.B. Keaney.* To see if the Town will vote to amend section 39-2 of the By-Laws by inserting the word "spring" before the word "annual" in each instance, or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

Dedham Spring Annual Town Meeting 2015

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted.

Article 28 would make section 39-2 of the By-Laws consistent with the Town Charter .

29. BY-LAW: AMENDMENT TO SECTION 85-12

ARTICLE TWENTY-NINE: *By Trust Fund Commissioner Brian M.B. Keaney.* To see if the Town will vote to amend Section 85-12 (a) of the By-Laws by adding the following at the end of the first sentence: ", unless the article would adopt or amend a zoning by-law, in which case the Planning Board's recommendation shall be the original motion," or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted.

Article 29 would make section 85-12 (a) of the By-Laws consistent with the Town Charter.

30. PROPOSAL TO CREATE SOCIALLY RESPONSIBLE INVESTMENT STUDY COMMITTEE

ARTICLE THIRTY: *By Trust Fund Commissioner Brian M.B. Keaney.* To see if the Town will vote to create a Socially Responsible Investment Study Committee consisting of one member of the Finance and Warrant Committee, one member of the Commission on Trust Funds, one member of the Financial Policies Committee, appointed by said committees, and two members appointed by the Board of Selectmen, at least one of whom shall have financial or investment expertise and both whom shall be residents, with the Director of Finance or her designee serving as a non-voting member. The Committee shall be charged with studying the advisability of taking into account environmental, social, and corporate governance issues when investing Town funds, and to issue a set of guidelines if they find it to be appropriate, or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

Dedham Spring Annual Town Meeting 2015

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

Article 30 would create a Socially Responsible Investment Study Committee to study the advisability of investing Town Funds.

31. BY-LAW: PROPOSED BY-LAW TO PROVIDE MORE EFFECTIVE NOTICE TO THE PUBLIC

ARTICLE THIRTY-ONE: *By Trust Fund Commissioner Brian M.B. Keaney.* To see if the Town will vote to codify a policy unanimously adopted by the Board of Selectmen on September 11, 2008 and to “provide more effective notice to the public” (940 CMR 29.03 (2)(b)) by adding a new chapter to the By-Laws, to be assigned a number by the Town Clerk, as follows:

The chairman of each multiple member body shall be responsible for:

- (i) Ensuring that their committee’s webpage includes a list of members and other key personnel and their contact information, including phone numbers and email addresses.
 - (ii) Posting meeting dates on the Town’s website as soon as meetings are scheduled.
 - (iii) Posting meeting agendas on the Town’s website at least 48 hours prior to the meeting.
 - (iv) Submitting to the Town Clerk and posting on the Town’s website a draft version of meeting minutes within ten days of the meeting date.
 - (v) Submitting to the Town Clerk and posting on the Town’s website an official version of meeting minutes within five days of the minutes being approved.
- or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

Article 31 would require the Town to codify a policy to “provide more effective notice to the public.”

Dedham Spring Annual Town Meeting 2015

32. BY-LAW: PROPOSED BY-LAW REGARDING SNOW REMOVAL

ARTICLE THIRTY-TWO: *By Trust Fund Commissioner Brian M.B. Keaney.* To see if the Town will vote to add three new sections to the By-Laws, as set forth below, and further to authorize the Town Clerk to identify and assign appropriate numbers for said sections.

Section__

Snow Removal - Residences

The owner or occupant of any residentially zoned land abutting a paved sidewalk in the Town shall cause all snow and ice to be removed from said sidewalk by plowing, shoveling, scraping or otherwise so as not to damage such sidewalk, and within eight hours between sunrise and sunset after such snow and ice have come upon the sidewalk. Only so much of said sidewalk that shall afford a space wide enough to accommodate the passage of two pedestrians shall be required. Violations of this section shall be punishable by a fine of \$25 per day that the snow and ice are not so removed.

The Board of Selectmen is authorized to promulgate rules and regulations consistent with this section relative to the ticketing procedures to be utilized. The Board is also authorized to exempt citizens upon petition showing demonstrable extreme hardship due to a combination of health and financial distress.

Section__

Snow Removal - Apartments / Condominiums

The owner of any residential property utilized for apartment house or multi-unit condominium use that abuts a paved sidewalk in the Town shall cause all snow and ice to be removed from the entire width of such sidewalk by plowing, shoveling, scraping or otherwise so as not to damage such sidewalk, and within the first three hours between sunrise and sunset after such snow and ice have come upon such sidewalk.

Violations of this section shall be punishable by a fine of \$50 for each day the snow and ice are not so removed.

The Board of Selectmen is authorized to promulgate rules and regulations consistent with this section relative to the ticketing procedures to be utilized.

Dedham Spring Annual Town Meeting 2015

Section__

Snow Removal - Businesses

The owner or occupant of any land abutting upon a sidewalk of a public way in the Town, which said property is used for business purposes other than farm business, shall cause all snow and ice to be removed from such sidewalk. Such snow and ice shall be so removed by plowing, shoveling, scraping or otherwise so as not to damage such sidewalk, and within the first three hours between sunrise and sunset after such snow and ice has come upon such sidewalk. Violation of this section shall be punishable by a fine of \$50 per day that the snow and ice are not so removed.

The Board of Selectmen is authorized to promulgate rules and regulations consistent with this section relative to the ticketing procedures to be utilized, or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

Article 32 would require residents and business owners to remove snow from the sidewalks abutting their respective properties.
--

33. BY-LAW: PROPOSED AMENDMENTS TO SIGN CODE

ARTICLE THIRTY-THREE: *By the Town Manager at the request of the Design Review Advisory Board.* To see if the Town of Dedham will vote to amend the General Bylaws, Chapter 237 Signs, as follows, with text to be deleted shown in strikethrough and text to be inserted shown in bold:

Article I: General Provisions

SECTION 237-1. Purpose.

The purpose of this chapter is to establish reasonable regulations for the design, construction, installation, and maintenance of all exterior signs in the Town of Dedham in order to:

- A. Encourage the use of signs as an effective means of communication, to promote public access and awareness of goods and services and to improve the town's

Dedham Spring Annual Town Meeting 2015

ability to attract sources of economic development and growth;

B. Maintain and enhance the aesthetic environment by promoting visual order and clarity on town streets and appropriate relationship between signs and the buildings and environment to which they relate;

C. Promote pedestrian and traffic safety by controlling the location, design, and placement of signs on Town streets;

D. Protect property values by ensuring the appropriate location, size, number and use of signs in neighborhoods and business districts.

SECTION 237-2. Authority.

This chapter is adopted pursuant to Chapters 93 and 43B of the General Laws of Massachusetts.

SECTION 237-3. Applicability and Effect.

A. sign may be erected, placed, established, painted, created or maintained in the town only in conformance with the standards, procedures, exemptions, and other requirements of this chapter.

B. The effect of this chapter as more specifically set forth herein is:

(1). To establish a permit system to allow a variety of types of signs subject to the standards and the permit procedures of this chapter;

(2). To **allow signs that are not expressly prohibited** ~~all signs not expressly permitted~~ by this chapter; and

(3). To provide for the enforcement of the provisions of this chapter.

Article II Definitions

SECTION 237-4. Definitions and interpretation.

Words and phrases used in this chapter shall have the meanings set forth in this section. Words and phrases not defined in this section but defined in Massachusetts Building Code shall be given the meanings set forth therein.

Dedham Spring Annual Town Meeting 2015

Animated or Flashing Sign:

Any sign that uses movement or change of lighting to depict action or create a special effect or scene.

Applied Lettering:

A sign or informative text which is created by applying each letter individually, adhering them directly to a wall or the surface of a window, without any contrasting background material.

Awning:

An awning or canopy is any device, fixed or retractable, made of canvas or duck cloth, which extends over or otherwise cover a sidewalk, courtyard, walkway, eating area, driveway, or other area or space, whether that area or space is intended for pedestrians, vehicles or other purposes. (see Table 1 Footnote #1, for controls)

Awning Sign:

Any and every sign displayed on an awning or canopy. An awning or canopy on which the only commercial message is a maximum of ~~three (3)~~ **six (6)** inches in height shall not be considered a sign for purposes of this chapter.

Back-Lighted Sign:

Any wall mounted sign which is illuminated by a diffused light source providing so-called "halo effect" to allow light to extend beyond the actual limits of the sign panel or individual letters. Any such illumination shall be by steady, white, non-neon lighting.

Banner:

Any sign of lightweight fabric or similar material that is mounted to a pole or a building ~~by a frame~~ at one or more edges. National flags, state, or the official flag of any institution or business shall not be considered ~~B~~anners.

Dedham Spring Annual Town Meeting 2015

Beacon:

Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same lot as the light source or any light with one or more beams that rotate or move.

Billboard:

A freestanding off-premises sign larger than one hundred square feet (100) of sign panel area, or a sign affixed to a building covering more than twenty percent (20) of the wall area to which it is affixed.

Board:

~~The Design Review Advisory Board.~~ **Zoning Board of Appeals**

Building ~~m~~Marker:

Any sign indicating the name of a building, date of construction or other incidental information about its construction or history.

Building ~~s~~Sign:

Any wall sign, projecting sign, suspended sign, or any sign attached to any exterior part of a building.

Business ~~i~~Identification ~~s~~Sign:

A sign identifying or directing attention to the name of the building, development, business, product, activity or service sold, provided, or offered upon the lot.

Center ~~i~~Identification ~~s~~Sign:

A sign identifying only the name and location of an entire planned commercial, office or industrial complex developed or managed under one ownership or single control.

Changeable ~~s~~Sign ~~e~~Copy:

A sign or portion thereof with characters, letters, or illustrations that can be changed without altering the face or the surface of the sign. A sign on which the

Dedham Spring Annual Town Meeting 2015

message changes more than eight times per day shall be considered an animated sign and not a changeable copy sign for the purposes of this chapter. A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall be considered a time and temperature portion of a sign and not a changeable copy sign for purposes of this chapter.

Commercial ~~m~~Message:

Any sign wording, logo, or other representation that directly or indirectly names, advertises or calls attention to a business, product, service, or other commercial activity.

Commissioner:

The Building Commissioner of the town or a designee of the Commissioner.

~~Department:~~

~~The building department of the Town of Dedham.~~

Design Review Advisory Board:

DRAB.

Digital Display Sign:

A sign utilizing a digital display. This sign type utilizes a light source derived from LCD, LED, or other display technologies, featuring changeable graphics and streaming video. A digital display is effective at close viewing range. Free-standing digital display signs shall be allowed only in Planned Commercial (PC) developments provided the message on same is not legible from a public way. This sign type is not considered an animated or flashing sign for purposes of this Chapter.

Directory ~~s~~Sign:

A sign located at or near the entrance of a multi-tenant building, lot, park or campus, the sole purpose of which is to provide a listing of the names of the individual tenants or users located therein.

Dedham Spring Annual Town Meeting 2015

Externally illuminated Sign:

A sign which is lighted from a source which is outside of the sign panel, with the light source mounted on the building face, the sign structure, or on the ground.

Flag:

Any fabric, ~~banner, or bunting~~ containing distinctive colors, patterns, or symbols used as a symbol of a government, political subdivision, business corporation or other entity **on a pole or suspended from a building.**

Free-standing Sign:

Any sign supported by structures or supports that are placed on or anchored in the ground and that are independent from any building or other structure.

Incidental Sign:

A sign, generally informational, that has a purpose secondary to the use of the lot on which it is located such as 'no parking', 'entrance', 'loading only' or similar directives. No sign with a commercial message legible from a position off the lot on which the sign is located shall be considered incidental.

Internally illuminated Sign:

A sign that is lighted by a source concealed behind a translucent sign panel.

LED Illuminated Sign:

A sign that is illuminated from a light emitting diode.

Lot:

~~Any piece or parcel of land or a portion of a subdivision, the boundaries of which have been established by some legal instrument of record, that is recognized and intended as a unit for the purpose of transfer of ownership.~~

An area of land in single ownership with definite boundaries, established by a recorded plan or deed, including a lot created by combining several previously recorded lots, and used or available for use as the site of one or more buildings or for any other purpose.

Dedham Spring Annual Town Meeting 2015

Marquee:

Any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed and constructed to provide protection from the weather.

Monument sSign:

Any detached sign whose sign surface is attached to a proportionate base or structural frame, the width of which shall be a minimum of one-half the width of the widest part of the sign face. Said base shall not exceed a height of three (3) feet above the average finished grade. An enclosed or solid sign base shall not be required if the sign face is within one (1) foot of the average finished grade.

Multi-~~t~~Tenant ~~H~~Lot:

Any lot with more than one business or more than one use with exterior signs.

Neon sSign:

~~A neon sign is any sign comprised of any electric discharge tubing manufactured into shapes that form letters, parts of letters, skeleton tubing, outline lighting, other decorative elements, or art forms, and filled with various inert gases whether contained within a sign frame, letter frame or as exposed lettering.~~

Nonconforming sSign, **Pre-existing:**

Any sign that does not comply with the requirements of this Chapter, and **which was either erected on a date prior to April 8, 1996 the effective date of this Chapter or which conformed to the provisions of this Chapter in effect on the date of the erection of the sign.**

Normal gGrade:

Normal grade shall be construed to be the lower of (i) existing grade prior to construction or (ii) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point

Dedham Spring Annual Town Meeting 2015

of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the lot, whichever is lower.

Off-premises Sign:

A sign pertaining to products, accommodations, services, or activities not located on the premises.

On-Premises Sign:

A sign pertaining exclusively to the premises on which it is located or to the products, accommodations, services, or activities on the premises.

Pennant:

Any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string.

Pole or Pylon Sign:

Any sign that is supported by uprights, braces, columns, poles, or other vertical members which are not attached to a building and where the bottom edge of the sign face is located three (3) feet or more above the normal grade at the base of the sign.

Portable Sign:

Any sign not permanently attached to the ground or some type of permanent structure; a sign designed to be transported by means of wheels; a sign converted to or located on A- or T-frames other than a Sandwich Board sign with a sign permit; an inflatable sign or tethered balloon; and a sign attached to or painted on a vehicle parked and visible from the public right-of-way, unless such vehicle is used in the normal day-to-day operations of the business.

Principal Building:

The building in which is conducted the principal use of the lot on which it is located. Lots with multiple principal uses may have multiple principal buildings, but storage buildings, garages, and other clearly accessory uses shall not be considered principal buildings.

Dedham Spring Annual Town Meeting 2015

Principal Façade:

Any facade that constitutes the primary visual and functional orientation of the building or tenant space, characterized by a combination of such features as principal entry, storefront, and visibility from streets or parking areas.

Projecting Sign:

Any sign affixed to a building or wall in such a manner that its leading edge extends more than twelve (12) inches beyond the surface of the building or wall. A projecting sign may be either perpendicular or parallel to a wall and may have a message on more than one (1) face.

Real Estate Open House Sign:

Any Real Estate sign advertising an open house showing may be displayed in the front yard of the subject property provided that such sign location does not block passage on the sidewalk and complies with the size specified in the Sign Code and further that such sign is installed and removed on the day of the open house.

Residential Sign:

Any sign for residential uses that contains no commercial message except advertising for goods and services offered on the premises where the sign is located, provided that offering such goods or services conforms with all requirements of applicable zoning and town regulations.

Roof Sign:

A sign which is located above, or projected above, the lowest point of the eaves or the top of the parapet wall of any building, or which is painted on or fastened to the roof.

Sandwich Board Sign:

A non-illuminated, free-standing sign located on an A- or T-frame support, which advertises goods or services sold or available at adjacent premises, ~~if located on a public sidewalk, within 30 feet of the main entrance of said premises, subject to sign permit (see Table 1, Footnote #9 7 for controls), which may not restrict~~

Dedham Spring Annual Town Meeting 2015

~~free pedestrian passage. A sign permit issued by the Dedham Building Department is required for any sandwich board sign erected on private or public property, including the public sidewalk. Sandwich Board signs are prohibited on any public way or sidewalk not under the control of the Dedham Department of Public Works.~~

Setback:

The distance from the property line to the nearest part of the applicable building, structure, or sign, measured perpendicularly to the property line.

Sign:

Any device, fixture, placard, or structure that uses any color, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify ~~the purpose of~~ a person or entity, or to communicate information of any kind to the public.

Street ~~f~~Frontage:

~~The distance for which a lot line of a lot adjoins a street or streets.~~ **A linear measurement of the distance between side lot lines along the street where the signage will be viewed.**

Sign ~~h~~Height:

The height of a sign shall be computed as the distance from the base of the sign at the normal grade to the top of the highest attached component of the sign.

Sign Package:

An optional master sign plan for an entire lot and/or multi-tenant building that includes drawings, material, color specifications, number of signs, types of signs and locations, as recommended by DRAB.

Sign ~~area~~ Panel:

The area of a sign face (which is also called the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representations, emblem, or other display for

Dedham Spring Annual Town Meeting 2015

applied lettering, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed for all other signs, but not including any supporting framework, bracing, or decorative fence or wall when such fence or wall otherwise meets all applicable regulations and is clearly incidental to the display itself.

Suspended sSign:

A sign that is suspended from the underside of a horizontal plane surface and is supported by that surface.

Temporary sSign:

Any sign that is not permanently mounted, except for a window sign, that is in place for a period of not more than thirty (30) days.

Waiver Application Packet: A completed Waiver Application for Hearings, Application for Abutters List, Dedham Times Legal Ad Form, Letter of Authorization from the property owner and additional materials in support of the waiver request.

Wall aArea:

The area of a wall within a single plane.

Wall sSign:

Any sign parallel and attached to a wall, painted on the wall surface of, or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building, and displays only one (1) sign surface.

Window sSign:

Any sign, pictures, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service that is placed ~~inside~~ **within** a window or upon the interior face of a window panes or glass, **including lettering applied to the window surface and a sign panel hung within or mounted close to the transparent portion of a window** so as to be ~~that is~~ visible from the exterior of the window.

Dedham Spring Annual Town Meeting 2015

Article III Administration

SECTION 237-5. Permits; review by Design Review Advisory Board required.

No sign ~~requiring a permit~~ shall be erected, enlarged, redesigned, structurally altered, or used without the review of the ~~Design Review Advisory Board~~ **DRAB** and a sign permit issued by the Building Commissioner, except as provided for elsewhere in this chapter. Permits shall be issued only for signs in conformance with this chapter.

SECTION 237-6. Applications; issuance of permits, notification of denial.

~~A. All applications for sign permits shall be submitted to the Commissioner on application forms approved by the Commissioner.~~

~~A. Application and hearing fees shall be established and revised from time to time by DRAB Town Meeting at a level not exceeding that sufficient to defray the estimated cost of administering this article. There shall be an application and hearing fee.~~

~~C. The Commissioner shall review all sign permit applications for completeness and compliance with this chapter prior to submission to the Design Review Advisory Board.~~

~~D. The Commissioner shall transmit all completed sign applications to the Board for review except as provided in Section 237-8, below. The Board may hold hearings and request additional information as necessary for their review. The Board shall provide a written recommendation to the Commissioner, the applicant, the Board of Selectmen, and any other parties in interest within 30 days of the receipt of the sign application. This response period may be extended with the concurrence of the applicant. However, the Commissioner's decision on a sign permit application shall not be delayed beyond the time period required by law unless the Board notifies the Commissioner of such extension of time. Otherwise, the failure of the Board to provide a recommendation within the 30 day review period shall be deemed a favorable recommendation.~~

~~E. If, after a review of the application by the Board, the Commissioner finds that the proposed sign conforms in all respects with this chapter, the Commissioner shall issue a sign permit within thirty (30) days of the filing of the application. If the Commissioner finds that said proposed sign is not in conformance with this chapter,~~

Dedham Spring Annual Town Meeting 2015

~~the Commissioner shall within the thirty (30) day period after the filing of the application notify the applicant in writing of the reasons why such permit was denied and shall forward a copy of such notice of disapproval to the Board. The Commissioner shall also provide a copy of sign permit approvals to the Board.~~

B. All applications for sign permits shall be submitted to the Planning and Zoning Board Office. The DRAB at their December meeting shall vote on the upcoming year submittal deadline and meeting schedule. The 30 day review process starts on submittal deadline and meeting schedule that is posted.

C. The Planning Director and Building Commissioner shall review all sign permit applications for completeness and compliance with the Sign Code. Once an application is deemed complete it will be placed on the next available agenda of DRAB. In cases where an application does not comply with the Sign Code; the applicant will be notified by the Planning and Zoning Board Office that a waiver needed for whatever element of a sign does not comply with the Sign Code.

D. DRAB shall hold a meeting within 30 days of submittal of a sign permit application to review the application and provide a recommendation letter. The recommendation letter may recommend in favor or against the applications, or may recommend in favor on condition of specified modifications. Upon the written assent of the applicant the review period may be extended to provide additional time for review of the application. DRAB shall provide a written recommendation to the Building Commissioner and the applicant within 10 business days after the recommendation is so voted. The failure of DRAB to provide a recommendation within 10 business days shall be deemed a favorable recommendation.

E. Once the recommendation letter is issued the applicant may apply for a sign permit with the Building Department. Cases where a sign waiver is needed, an applicant may not apply for sign permit until the waiver is granted by the Board.

SECTION 237-7 Inspection; certificate of compliance; notice of deficiencies.

During the sixth month after the issuance of a permit or at such earlier date as the applicant may request, the Commissioner shall cause an inspection of the lot for which each such permit for a new sign or for modification of an existing sign has been issued. If the construction is complete and in full compliance with this chapter and with the

Dedham Spring Annual Town Meeting 2015

building and electrical codes, the Commissioner shall issue a certificate of compliance. If construction is not substantially complete or not in full compliance with this chapter and applicable codes, the Commissioner shall give the owner or applicant notice of the deficiencies and shall allow an additional thirty (30) days from the date of inspection for the deficiencies to be corrected. If the deficiencies are not corrected by such date, the permit shall lapse. If construction is completed within said 30 days and the deficiencies corrected, the Commissioner shall issue a certificate of compliance.

SECTION 237-8 Replacing signs **shown on Sign Package.**

Where the owner of a property has a **recommended Sign Package** on file with the Board ~~DRAB, and the Building Department Commissioner drawings and material and color specifications for a signage plan for an entire lot/or multi-tenant building and where the application is to replace one of the signs described on the drawings that is and in conformance with the specifications,~~ the Commissioner shall **notify the Board of his intent to issue a sign permit for a sign that conforms to a Sign Package without Board review seven days prior to taking such action.**

Article IV General Regulations

SECTION 237-9 Permits required.

Signs identified as "P" on Table 1 shall be erected, installed, or created only in conformance with a duly issued and valid sign permit. Such permits shall be issued only in accordance with the following requirements and procedures.

Section 237-10 Public right of way signs.

No sign shall be allowed in the public right-of-way, except as follows and in conformance with the following conditions:

- A. Permanent bus stop signs erected by a public transit company;
- B. Permanent informational signs of a public utility regarding its poles, lines, pipes, or facilities;
- C. Awning, projecting, and suspended signs projecting over a public right-of-way in conformance with all other regulations of this chapter.

Dedham Spring Annual Town Meeting 2015

D. Temporary emergency warning signs erected by a governmental agency, a public utility company, or a contractor doing authorized or permitted work within the public right-of-way.

E. Sandwich Board signs in conformance with all other regulations of this chapter.

F. Banner signs including signs with commercial message approved by the Board of Selectmen.

SECTION 237-11 Town-Owned property – temporary signs.

Temporary signs promoting events, programs or functions sponsored by charitable, cultural, educational or religious organizations based in Dedham are permitted on town-owned property upon fifteen (15) days notice to the town agency with jurisdiction for the property, subject to space availability at places designated by the agency; provided, however, that an organization may at each location place a single sign not to exceed nine (9) square feet; provided, further, that such signs may be installed only during the period from thirty (30) days prior to the event to three (3) days subsequent to the event. For the purposes of this section multi-day events occurring at least once per week may be treated as a single event.

SECTION 237-12 Town-owned property – sponsorship signs.

Notwithstanding the prohibition of roof signs and commercial signs attached to fences cited in Section 237-15, sponsorship signs supporting municipal recreational facilities and activities are permitted on Town-owned property subject to the approval of the Town agency with the jurisdiction for such property, provided in the case of roof signs that such signs be limited to forty (40) square feet in size and shall be limited to the following locations, with no more than one (1) sign allowed at each such location; Memorial Field, Condon Park, Rustcraft Road and Stone Park.

SECTION 237-13 Exempt signs.

The following do not require a permit under this chapter:

A. Any sign erected or required by public agencies pursuant to federal, state, or local law.

B. Public signs erected by or on behalf of a governmental body to post legal notices, to identify public property, to convey public information, and to direct or regulate pedestrian or vehicular traffic.

Dedham Spring Annual Town Meeting 2015

C. Any sign inside a building, not attached to a window or door, that is not visible from a distance of more than three (3) feet beyond the lot line of the lot or parcel on which such sign is located.

D. On-premises traffic control devices on private property, the face of which meet Department of Transportation standards and which contain no commercial message of any sort.

SECTION 237-14 Private property – exempt signs.

The following signs are allowed on private property without sign permits:

A. On all residential properties, one sign, either attached or freestanding, indicating only the name of the owner or occupant, street number, and permitted uses or occupations engaged in thereon, not to exceed two (2) square feet in area.

B. On all residential properties, one temporary, unlighted, on-premises sign announcing or identifying **occasional** ~~casual~~-sale, such as a yard or garage sale or an institutional or school fair, provided that such sign shall not exceed nine (9) square feet.

C. In any location, one temporary unlighted real estate sign advertising the sale, rental, or lease of the premises or subdivision on which it is erected, such sign not to be larger than nine (9) square feet.

D. In any location, one temporary unlighted sign not larger than nine (9) square feet indicating the name and address of the parties involved in construction on the premises. Said sign shall not be installed until the construction work commences on the property and shall be removed immediately upon completion of the project.

E. In any location, unlighted non-commercial signs, provided that each such sign shall not exceed nine (9) square feet.

F. In any location within the SC District, lighted or unlighted signs **visible** ~~illegible~~ from a position outside of the SC District, provided that each such sign shall not exceed fifteen (15) square feet. Such signs shall not be included in a determination of Maximum Total Sign Area for a lot within the SC District.

G. In any location, one temporary unlighted real estate open house sign may be displayed in the front yard of the subject property, provided that such sign location

Dedham Spring Annual Town Meeting 2015

does not block passage on the sidewalk and complies with the size limitations specified in this

chapter and further that such sign is both installed and removed on the day of the open house.

SECTION 237-15 Prohibited sign types.

The following are prohibited:

Animated or flashing signs

Beacons

Billboards

Commercial signs attached to fences or rocks

Digital Display Sign except for Planned Commercial Development

Neon signs

Pennants

Portable commercial signs other than Sandwich Board signs in Districts LB, GB, and CB with sign permit

Roof signs

Signs having red or green lights erected within sight of a traffic signal unless approved as non-hazardous by the Chief of Police

Signs which obscure or tend to block a clear view of traffic, warning and control signs or signals, pedestrian crosswalks, or handicapped access ramps, or any sign that the Commissioner determines may endanger public safety.

Wind-driven, whirling, turning, or spinning signs.

Article V Special Regulations

SECTION 237-16. Central Business District.

These regulations shall be in addition to existing relevant general regulations contained in the Sign Code.

A Signs.

(1) Location. Any wall sign installed on a building with an architectural sign band shall be located within that sign band which is the horizontal plane of the facade of the building defined by architectural details such as cornices, lintels, pediments, pilasters and windows.

Dedham Spring Annual Town Meeting 2015

(2) Design. Sign design shall conform to the materials specified in the Design Guidelines incorporated in Appendix A.

B. Awnings.

(1) Location. The awning location on the building shall not obscure or cover the architectural sign band of the building.

(2) Design. The shape of the awnings ~~may shall~~ be triangular as viewed from the side and ~~may~~ contain a valance with sufficient area for lettering.

(3) Colors. The color of the awning shall be consistent with the overall design scheme for the building and the Central Business District. The color of the awning material shall be selected from the range of colors provided for in Appendix A.

SECTION 237-17. Design Guidelines.

~~The following Design Guidelines shall apply to the review of all sign applications by the Board.~~

- ~~1. Sign scale shall be appropriate in relation to development scale, viewer distance and travel speed, and sign sizes on nearby structures.~~
- ~~2. Sign size, shape, and placement shall serve to define or enhance such architectural elements of the buildings as columns, sill lines, cornices, and roof edges, and not to interrupt, obscure, or hide them.~~
- ~~3. Sign design shall be compatible with other signage on the same or adjacent structures, providing continuity in mounting location and height, proportions, materials, or other important qualities.~~
- ~~4. Sign materials, colors, lettering style, and form shall be compatible with building design, neighborhood context, and use.~~
- ~~5. Sign legibility shall not be impaired by excessive complexity, multiple lettering styles or colors, or other distracting elements.~~

In reviewing sign applications DRAB shall apply design guidelines in “Building Better: A Design Manual for Building Improvements and Design Bulletins” by RBA Group adopted on April 11, 2013. ~~should be used for all sign applications that are reviewed by the BOARD for all Zoning Districts. For sign applications that do not~~

Dedham Spring Annual Town Meeting 2015

~~follow these Design Guidelines, a design waiver must be sought from the BOARD as part of the review process.~~

SECTION 237-18 Illumination.

- A. No sign shall be lighted except by a steady, stationary, non-neon light, shielded and directed ~~solely at or internal~~ to the sign.
- B. External illumination shall be by steady, stationary, non-neon light, shielded and directed ~~solely (or by silhouette)~~ at the sign. The foregoing is **also** applicable to ~~signs exterior to a building, and to~~ permanent interior signs which are designed to be visible through a door or window.
- C. Internal illumination shall be by white, steady, stationary, non-neon light, directed on translucent materials to illuminate the sign. No more than ~~three (3)~~ **four (4)** colors shall be used. Black and white shall not be considered colors.
- D. Times of illumination. No sign shall be illuminated in any district beyond the business hours of the establishment to which it pertains, nor between 12 a.m. midnight and 6 a.m. unless allowable business hours extend into such period.
- E. No internally illuminated signs shall be permitted in ~~any~~ residential districts, ~~the~~ Limited Manufacturing ~~Districts~~, Central Business, General Business, or Local Business districts.
- F. No illumination shall be permitted which casts light or glare beyond the perimeter of the property on which the sign is located.
- G. No illumination shall be permitted which casts light or glare onto any residential premises or onto any portion of a way as to create a traffic hazard.
- H. No pylon, pole, or sign-supporting structure shall be illuminated, except as required by other applicable state or federal law.
- I. ~~The illumination of any sign shall not exceed one hundred fifty (150) foot lambert.~~

SECTION 237-19 Computation of sign area and height.

The following principles shall control the computation of sign area and height:

Dedham Spring Annual Town Meeting 2015

- A. The sign area of a sign with more than one face shall be computed by adding together the area of all sign faces visible from any one point. When two (2) identical sign faces are placed back to back so that both faces cannot be viewed from any point at the same time, and when such faces are part of the same sign structure, the sign area shall be computed by the measurement of one of the faces.
- B. The permitted sum of all individual signs on a lot shall be computed by applying the formula contained in Table 2 for Maximum Total Sign **Panel** Area to the lot frontage for the district in which the lot is located. Lots fronting on two (2) or more streets are allowed the permitted sign area for each street frontage. However, the total **Sign Panel** area that is oriented toward a particular street may not exceed the portion of the lot's sign area allocation that is derived from the lot, building, or wall area frontage on that street. The computation of frontage shall only include the actual, physical frontage of a lot on a street.
- C. If not located in a larger landscaped area, all free-standing signs shall be located with a curbed, landscaped area extending a minimum of three (3) feet on all sides of the sign base.
- D. A sign projecting more than twelve (12) inches from the face of a building shall be at least ~~ten (10)~~ **eight (8)** feet above ground level and its upper edge no more than fourteen (14) feet above ground level. Such sign shall be located only as allowed elsewhere in this chapter.
- E. No wall sign, except window signs which identify a business occupying space in a level above the ground floor level, shall extend higher than the lowest of (i) twenty-five (25) feet above grade; or (ii) **below the second floor window frame** ~~the top of the sills of the first level of windows above the first story;~~ or (iii) the lowest point of the roof.

SECTION 237-20 Construction and maintenance standards.

All signs shall be constructed and maintained in accordance with the following standards:

- A. All signs shall comply with applicable provisions of the state building code, General By-Laws, and the electrical code of the town at all times.

Dedham Spring Annual Town Meeting 2015

- B. Except for banners, flags, temporary signs, and window signs conforming in all respects with the requirements of this chapter, all signs shall be constructed of permanent materials and shall be permanently attached to the ground, a building, or another structure by direct attachment to a rigid wall, frame, or structure.

Article VI: Nonconforming Signs and Signs without Permits

SECTION 237-21 Removal of nonconforming existing sign: permit for conforming sign.

The owner or person in control of any lot or other premises on which exists a sign that does not conform with the requirements of this chapter and for which there is no current and valid sign permit shall remove such sign. The owner or person in control of any lot or other premises on which exists a sign without a permit but which would otherwise comply with this chapter shall apply for a permit.

SECTION 237-22 Continuation of certain existing signs.

A sign that would be permitted under this chapter only with a sign permit, but which was lawfully in existence on the seventeenth of June nineteen hundred and ninety-six and which was constructed in accordance with the by-laws and other applicable laws in effect on the date of its construction, but which by reason of its size, height, location, design, or construction does not conform to the requirements of this chapter may remain in place ~~without a sign permit~~ and be repaired and maintained, but not expand in size or in degree of nonconformity. A change in the information on the face of a ~~pre-existing nonconforming sign~~ is allowed by replacing ~~the sign panel~~ in an existing frame or repainting the information on an existing **Sign panel with review by DRAB and a sign permit**. Maintenance shall be limited to cleaning and refinishing existing sign frames and supports, but shall not include any modifications to the frames and, in the case of a free-standing or monument sign, shall not include any modification to the support structure.

SECTION 237-23 Requirements for sign modification.

A sign permit shall lapse and become void whenever there are modifications to a preexisting nonconforming sign other than as described in section 237-22. Upon notification by the Building Commissioner of such modification, the owner shall, within forty-five (45) days, make the sign conform to the prior permit, remove the sign, or re-apply for a new sign **with review by DRAB and a sign permit**.

Dedham Spring Annual Town Meeting 2015

SECTION 237-24 Removal of sign when business is discontinued.

A sign permit shall lapse and become void when there has been a discontinuance of the activities, business, goods or services described on the sign. ~~Upon notification by the Building Commissioner, T~~ **the owner shall remove a sign shall be removed within 45 30 days of discontinuance of the activities, business, goods or services described on the sign. A Freestanding Pre-existing Non-conforming Sign structure shall be removed after three-hundred and sixty five days have elapsed where all signage on said structure has been or is required to be removed for discontinuance of the activities, business, goods or services.**

SECTION 237-25 Previously nonconforming sign still in violation.

Nothing in this chapter shall be construed to make permissible a pre-existing sign which was constructed or displayed in violation of this chapter or any predecessor to this chapter and which continues not to be in conformance with the requirements of this chapter.

SECTION 237-26 Sign Area; setback.

Notwithstanding any provision to the contrary, an **pre-existing** nonconforming sign with a sign area greater than allowable under this chapter and/or with a setback from a public way less than allowable under this chapter may be replaced with a sign erected on the same lot with a sign area greater than allowable under this chapter and/or a setback less than allowable under this chapter upon the issuance of a waiver by the Board of Appeals; provided, however, that the maximum sign area of any sign **waived** ~~erected~~ under this paragraph shall be no greater than seventy percent (70%) of the sign area of the nonconforming sign being replaced and the minimum setback of any sign erected under this paragraph shall be no less than the current setback of the nonconforming sign being replaced.

Article VII. Enforcement

SECTION 237-27. Violations.

A. Each sign installed, created, erected, or maintained in violation of this chapter shall be considered a separate violation when applying the penalty portions of this chapter.

B. Each such day of a continued violation shall be considered a separate violation when applying the penalty portions of this chapter.

Dedham Spring Annual Town Meeting 2015

SECTION 237-28. Enforcement and remedies.

A. The Commissioner may enforce the provisions of this chapter in accordance with section 1-6 of these bylaws; provided however, that except where he determines that public safety requires immediate abatement of any violation, the Commissioner shall, prior to initiating such enforcement, for purposes of a warning, give written notice to abate the violation of this chapter by delivery of same to the premises where said violation is or has occurred, or by certified mail, return receipt requested, addressed to the owner, resident or person in charge of the premises.

B. All such remedies provided herein shall be cumulative and shall not impair the authority of the Commissioner to take any action authorized or required by the State Building Code or other local, state or federal law.

SECTION 237-29. Appeals **Waiver from requirements.**

~~A. Any person aggrieved by the Commissioner's action or failure to act, including abutters and abutters to abutters, may file an appeal within thirty (30) days with the Town Clerk and the Board of Appeals. The members of the Board of Appeals constituted pursuant to G.L.c.40A shall decide on appeal within seventy-five (75) days of the date of filing said appeal with the Town Clerk or the Board of Appeals, whichever is later. If the Board of Appeals denies relief to the applicant, it shall forthwith notify the applicant in writing of its decision with reasons. If, on appeal from the denial of a permit, said permit is approved, the Commissioner shall issue the permit.~~

~~B. The Board of Appeals may by an affirmative vote of four of its members, after determining that a proposed sign complies with Section 237-17 of this chapter and that it is consistent with the Purpose of this chapter as stated in Section 237-1, grant relief or waivers as described in Subsection C of this section except that no relief or waivers may be granted from the requirements of Article V, Special Regulations 237-16, Central Business District, and 237-18, illumination.~~

~~C. The Board of Appeals may by an affirmative vote of four (4) of its members grant relief or waivers from the provisions of this chapter upon making a written finding that such are warranted owing to any circumstances including a) that literal compliance with the provisions of~~

Dedham Spring Annual Town Meeting 2015

~~this chapter is not practical or is unfeasible or b) that such relief or waivers are recommended by the Design Review Advisory Board; provided that in all cases the desired relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of the by-law; provided further, however, that no such relief or waivers may be granted for signs subject to Sections 237-14, 237-15 or Article VI of this chapter no such relief or waivers may be granted from the requirements of Article V, Special Regulations Section 237-16, Central Business District and 237-18, Illumination. Not less than fourteen (14) days prior to the filing of an application with the Board of Appeals under this section, the applicant shall submit a scaled drawing of the proposed sign(s) and a description of the proposed relief or waivers to the Design Review Advisory Board for review. Upon filing of an application with the Board of Appeals, the applicant shall provide a copy thereof to the Design Review Advisory Board. At least seven (7) days prior to the Board of Appeals public hearing, the Design Review Advisory Board shall provide a written recommendation to the Board of Appeals and to the applicant. Failure to provide such recommendations within such time shall be deemed a favorable recommendation.~~

A. No waiver may be granted by the Board from Section 237-15 Prohibited Sign Type.

B. A waiver request shall be submitted on a Board application, together with a Waiver Application Packet. The application must identify each section or sections of the Sign Code where a waiver is being sought and include a statement explaining the reasoning why a waiver is being sought. Applicants shall apply to DRAB first for sign review in order for DRAB to make a recommendation on the waiver request. The Board cannot act on any waiver unless DRAB has made a recommendation that has been forwarded to the Board prior to the hearing.

C. Seven (7) copies of the Waiver Application Packet shall be filed with the Town Clerk with DRAB's recommendation. In cases where an applicant simultaneously applies to DRAB for sign review which requires a sign waiver the Planning and Zoning Office will forward DRAB's recommendation letter to the Board prior to the hearing.

D. A hearing for any waiver request shall be held within 65 (sixty-five) days

Dedham Spring Annual Town Meeting 2015

from the date of filing with the Town Clerk. A decision shall be made within (100) one hundred days from the date of filing. The Board shall cause notice of such hearing to be published in a newspaper of general circulation and said notice shall be sent to the applicant, abutters and abutters to abutters within (300) three-hundred feet of the property line of the application as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town.

E. The Board may by an affirmative vote of four (4) of its members grant waivers from the provisions of this chapter.

SECTION 237-30. Severability Waiver criteria.

~~If any provision of this chapter, or the application thereof to any person or circumstance, shall be held invalid by any court of competent jurisdiction, such invalidity shall not affect the other provisions, or application thereof, of this chapter which can be given effect without the invalid provision or application, and to this end the provisions of this chapter are hereby declared to be severable.~~

The Board may grant a waiver upon making a written finding that:

- A. literal compliance with the provisions of this chapter is not practical or is unfeasible or
- B. such waivers are recommended by the DRAB, and

provided that in all cases the desired relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of the by-law.

SECTION 237-31. Appeal.

Any person aggrieved by the Commissioner's action or failure to act may file an appeal within thirty (30) days with the Town Clerk. An appeal from the provisions of the Sign Code is heard by the Board. A hearing for any appeal shall be held within 65 (sixty-five) days from the date of filing with the Town Clerk. A decision shall be made within (100) one hundred days from the date of filing. The Board shall cause notice of such hearing to be published in a newspaper of general circulation and said notice sent to applicant, abutters and abutters to abutters within (300) three-hundred feet of the property line of the application

Dedham Spring Annual Town Meeting 2015

parties of interest within (300) three-hundred feet of the property line of the application as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town.

SECTION 237-32. Severability.

If any provision of this chapter, or the application thereof to any person or circumstance, shall be held invalid by any court of competent jurisdiction, such invalidity shall not affect the other provisions, or application thereof, of this chapter which can be given effect without the invalid provision or application, and to this end the provisions of this chapter are hereby declared to be severable.

APPENDIX A

Dedham Central Business District Awning & Sign Background Colors

Color	Pantone No.	Sunbrella Equivalent
BLUE		
8 shades	DS 213-1 C DS 202-1 C DS 201-1 C DS 201-2 C DS 201-3 C DS 206-1 C DS 206-2 C	Navy
GREEN		
3 shades	no match no match	Spruce Forest Green Hemlock Tweed
RED		
7 shades	DS 85-1 C DS 85-2 C DS 79-1 C DS 79-2 C DS 78-1 C DS 80-1 C DS 79-4 C	Burgundy Jockey Red Terracotta
NEUTRALS		
6 shades (or combined w/ whitestripe)	DS 329-5 C DS 329-3 C DS 329-4 C 329-6 C	Taupe Charcoal Grey Cadet Grey

Dedham Spring Annual Town Meeting 2015

	329-7C DS-330-7C	
--	---------------------	--

Awning Colors

Color	Shades
Sunbrella® or Equivalent color and material	
BLUE	Admiral Navy Regatta Regatta Tweed
GREEN	Forest Green Forest Green Tweed
RED	Crimson Red Burgundy Terracotta
BLACK	
NEUTRALS Or Combined w/white stripe	Sand Toasty Beige Grey

TABLE 1 - PERMITTED SIGNS BY TYPE AND DISTRICT

SIGN TYPE		DISTRICT								
		All Resid	LB	GB	CB	HB	LMA LMB	AP RDO (2)	PC	SC
Freestanding	Residential (8)	A	A	A	A	A	A	A	N	A
	Pole or Pylon Monument	N	N	P	N	P	P	P	P	P
	Incidental (5)	N	A	A	A	A	A	A	A	A
	Identification (3)	A	A	A	A	A	A	A	A	A
	Sandwich Board (9)	N	P	P	P	N	N	N	N	N

Dedham Spring Annual Town Meeting 2015

Wall Mount	Awning Sign (1)	N	P	P	P	P	P	P	P	N
	Building Marker	A	A	A	A	A	A	A	A	A
	(6) Identification	A	A	A	A	A	A	A	A	A
	(3) Incidental (5)	N	A	A	A	A	A	A	A	A
	Marquee	N	N	N	P	P	N	N	N	N
	Projecting	N	P	P	P	N	N	N	N	N
	Residential (8)	A	A	A	A	N	N	N	N	A
	Wall Sign	N	P	P	P	P	P	P	P	P
Window	Applied Lettering	N	P	P	P	P	P	P	P	P
	(7) Sign Panel	N	P	P	P	P	P	P	P	P
Misc.	Banner Flag	P (4) A	N A							

Insert new table below:

Sign Type	Zoning Districts									
		All Resid.	Local Bus.	General Bus.	Central Bus.	Highway Bus.	Limited Manufact. A & B	Research Development Office (2)	Planned Com.	Senior Campus
Free standing	Residential (8)	A	A	A	A	A	A	A	N	A
	Pole Pylon	N	N	P	P	P	P	P	P	P
	Monument	N	N	P	P	P	P	P	P	P
	Incidental (5)	N	A	A	A	A	A	A	A	A
	Identification (3)	A	A	A	A	A	A	A	A	A
	Sandwich Board (9)	N	P	P	P	N	N	N	N	N
Wall Mount	Awning Sign (1)	N	P	P	P	P	P	P	P	N
	Building Marker (5)	A	A	A	A	A	A	A	A	A
	Identification (3)	A	A	A	A	A	A	A	A	A
	Incidental	N	A	A	A	A	A	A	A	A
	Marquee	N	N	N	P	P	P	N	N	N
	Projecting	N	P	P	P	P	N	N	N	N
	Residential (6)	A	A	A	A	A	N	N	N	A
Window	Applied Lettering (7)	N	P	P	P	P	P	P	P	P
	Sign Panel	N	P	P	P	P	P	P	P	P
Misc.	Banner (4)	P	P	P	P	P	P	P	P	N
	Flag	P	P	P	P	P	P	P	P	P

Dedham Spring Annual Town Meeting 2015

A = Allowed without sign permit
P = Allowed only with sign permit
N = Not allowed

1. The following provisions shall apply to all awning signs: a.) Awning signs may only be located at the first floor level and must be painted on or attached flat against the surface of the awning ~~or canopy~~ **or attached at an angle projecting through the awning** and shall not extend beyond the valance or any other part of the awning ~~or canopy~~ nor be attached to or displayed on the sides or underside; b.) The area of an awning sign shall not exceed 25% of the surface area of the awning ~~or canopy~~ eligible for placement of signs; c.) Awning signs shall not be back lit or internally illuminated; d.) Awnings must be made of canvas or duck cloth and be completely opaque.
2. Lots in the RDO district with street frontage providing actual physical access onto a major highway such as Route 1A, Providence Highway or any other street designated as a numbered highway by the Commonwealth and having at least two travel lanes in each direction, are subject to the signage regulations for the HB district and may use only the frontage on a major highway in computing the amount allowed under HB regulations.
3. One sign containing only name and address of occupant, not to exceed 4 sq. ft.
4. ~~Each sign permit shall be for a specified period not to exceed one (1) year.~~ Community/Cultural banners may be permitted by the Board of Selectmen on private property or on the public ways for periods of not more than thirty (30) days. Banners may be approved **for up to thirty (30) days** ~~a limited time period~~ by the Building Commissioner without DRAB ~~Design Review Advisory Board~~ review.
5. No commercial message of any kind allowed on sign if such message is legible from any off-premises location.
6. May include only building name, date of construction, or historical data on historic site; must be cut or etched into masonry, bronze, wood, or similar material.
7. Area of signage may not exceed 25% of the window area. ~~and installation shall conform to definition as listed in "Definitions."~~

Dedham Spring Annual Town Meeting 2015

8. In multi-tenant residential complexes, each tenant shall be allowed a residential sign, either freestanding or wall-mounted. In addition, there may be one additional sign, either freestanding or wall-mounted, listing the name and address of the complex, total area not to exceed 25 sq. ft.
9. Each business is allowed one sandwich board sign, **within 30 feet of the main entrance of said premises** whether on a public sidewalk or private property. The sign may be displayed only during business hours and must be removed after business hours. A sandwich board sign shall not be included in the calculation of total signage allowed on the site.

The sign frame shall be no greater in size than 2 feet wide and 3 feet 6 inches high. The message panels attached to the frame shall be no greater than 2 feet wide by 3 feet high.

The sign must be located in front of the establishment it advertises. Under no circumstances shall a sign obstruct vehicular/bus stops, benches, fire hydrants, or other features legally in the right of way, nor shall it obstruct parking access, handicapped parking access, or vehicular paths of travel. A minimum clear sidewalk width of 48 inches shall be maintained.

The sign frames must be constructed of materials that present a finished appearance and use durable weather-resistant materials including, but not limited to, painted or decay-resistant wood, metal, or wrought iron. Natural chalkboard or corkboard shall be used for message area.

Sign lettering shall either be painted in a professional-looking manner, computer-generated, or handwritten on a chalkboard. Lettering and number characters shall not exceed 8 inches in height.

Logos are encouraged.

The following are prohibited: Sign frames constructed of rough cut plywood, cardboard, paper, fabric, or non-rigid materials or use of whiteboards, magnetic letters, illumination, or changeable letters on tracks.

Dedham Spring Annual Town Meeting 2015

TABLE 2 - SIGN DIMENSIONS AND LOCATION

Delete the entire table below

DISTRICT	MAXIMUM TOTAL SIGN AREA PER LOT (NOTE 1)	SIGN TYPE	MAXIMUM NUMBER	MAXIMUM AREA OF SIGNAGE	MAXIMUM HEIGHT	MINIMUM FRONT	SETBACK SIDE
Residence	4 Total Square Feet (Note 3)	Wall	per residence 1	4 sf (Note 8)			
		Freestanding	per lot 1	4 sf (Note 8)	5 ft (Note 8)	3 ft	5 ft
CB	1.0 sf per 1f of street frontage	Wall	per building N/A	5% wall area	(Note 6)		
LB/CB	1.0 sf per 1f of street frontage	Wall	per building N/A	5% wall area	(Note 6)		
		Freestanding	per lot 1	20 sf	8 ft (Note 2)	5 ft	5 ft (Note 6)
HB	2.0 sf per 1f of street frontage	Wall	per building N/A	20% wall area	(Note 6)		
		Freestanding	per lot 1	100 sf (Note 5)	20 ft	25 ft (Note 7)	10 ft
LMA/LMB	1.0 sf per 1f of street frontage	Wall	per building N/A	10% wall area	(Note 6)		
		Freestanding	per lot 1	40 sf	12 ft	25 ft (Note 7)	10 ft
AP/RDO (Note 9)	2.0 sf per 1f of street frontage	Wall	per building N/A	5% wall area	(Note 6)		
		Freestanding	per lot 1	40 sf	12 ft	25 ft (Note 7)	10 ft
PC	(Note 4)						
SC (Note 10)	2.0 sf per 1f of street frontage	Wall	per building N/A	10% wall area	(Note 6)		
		Freestanding	per lot 1	40 sf	12 ft	5 ft	10 ft

Dedham Spring Annual Town Meeting 2015

Insert new table below:

DISTRICT	MAXIMUM TOTAL SIGN AREA PER LOT (NOTE 1) sq. ft.	SIGN TYPE	MAXIMUM NUMBER	MAXIMUM AREA OF SIGNAGE	MAXIMUM HEIGHT	MINIMUM SETBACK FRONT	MINIMUM SETBACK SIDE
Residential	4 sq. ft.	Wall	1 per residence	4 sq. ft.			
		Freestanding	1 per residence	4 sq. ft.	5 ft. (Note 9)	3 ft.	5 ft.
		Identification	(Note 5)	4 sq. ft.			
Central Business (Note 12)	1 sq. ft. per 1 linear foot of street frontage	Wall	N/A	10 % of wall area	(Note 7)		
		Freestanding	1 per lot	20 sf.	8 ft (Note 2)	5 ft	5 ft
		Identification	1 per lot (Note 5)	4 sq. ft.			
		Awning		25 % of awning			
		Window		25 % of window area			
Local Business/General Business (Note 12)	1 sq. ft. per 1 linear foot of street frontage	Wall	N/A	10 % of wall area	(Note 7)		
		Freestanding	1 per lot	20 sf.	8 ft (Note 2)	5 ft	5 ft
		Identification	1 per lot (Note 5)	4 sq. ft.			
		Awning		25 % of awning			
		Window		25 % of window area			
Highway Business (Note 12)	2.0 sq. ft. per 1 linear foot of street frontage	Wall	N/A	20 % of wall area	(Note 7)		
		Freestanding	1 per lot	100 sq. ft. (Note 5)	20 ft.	10 ft. (Note 8)	10 ft.
		Identification	1 per lot (Note 5)	4 sq. ft.			
		Awning		25 % of awning			
		Window		25 % of window area			
Limited Manufacturing A & B (Note 12)	1 sq. ft. per 1 linear foot of street	Wall	N/A	10 % of wall area	(Note 7)		
		Freestanding	1 per lot	40 sf.	12 ft.	10 ft. (Note 8)	10 ft.

Dedham Spring Annual Town Meeting 2015

	frontage	Identification	1 per lot (Note 5)	4 sq. ft.	(Note 5)			
		Awning		25 % of awning				
		Window						
Research Development & Office (Note 12)	2.0 sq. ft. per 1 linear foot of street frontage	Wall	N/A	5 % of wall area	(Note 7)			
		Freestanding	1 per lot	40 sf.	12 ft.	10 ft. (Note 8)	10 ft.	
		Identification	1 per lot (Note 5)	4 sq. ft.				
		Awning		25 % of awning				
		Window		25 % of window area				
Planned Commercial (Note 4)		Identification	1 per lot (Note 5)	4 sq. ft.				
		Awning						
		Window						
Senior Campus (Note 11)	1.0 sq. ft. per 1 linear foot of street frontage	Wall	N/A	10 % of wall area	(Note 7)			
		Freestanding	1 per lot	40 sf.	12 ft.	5 ft	10 ft.	
		Identification	1 (Note 5)	4 sq. ft.				
		Window		25 % of window area				

- Note 1 The maximum total area of all signs on a lot, except incidental, building marker, and identification signs and flags shall not exceed the lesser of the listed calculations
- Note 2 In no case shall the actual sign height exceed the actual sign setback from any adjacent lot that is zoned and used for residential purposes.
- Note 3 For multi-tenant residential projects, each lot may have a free-standing or wall-mounted sign not to exceed 15 feet.
- Note 4 Dimensions and locations shall be determined during approval process and shall be based on underlying district.
- Note 5 ~~Shall be based on one side only for sign panels mounted back-to-back which are not currently viable signs.~~ **One sign containing only name**

Dedham Spring Annual Town Meeting 2015

and address of occupant, not to exceed 4 sq. ft.

- Note 6 ~~See Section 7(d) for description of height and locations for wall signage. **Shall be based on one side only for sign panels mounted back-to-back that are viewable from one side only.**~~
- Note 7 ~~The front setback requirement for free-standing signs may be reduced provided that, for each foot of setback reduced, the height of the sign shall be reduced by a corresponding amount (one foot of setback reduction for one foot of sign height reduction). However, in no case shall the front setback be reduced below sixteen (16) feet. **See Section 237-19 for description of height and locations for wall signage.**~~
- Note 8 ~~For institutional uses (items B. 1-8 of the Use Regulation Table in Section II-2 of Chapter 18) in a residential district, sign area for any commercial message on a sign may not exceed 20 square feet, with a maximum vertical dimension of six (6) feet. **The front setback requirement for free-standing signs may be reduced provided that, for each foot of setback reduced, the height of the sign shall be reduced by a corresponding amount (one foot of setback reduction for one foot of sign height reduction). However, in no case shall the front setback be reduced below sixteen (16) feet.**~~
- Note 9 ~~Lots in the RDO District with street frontage providing actual physical access onto Route 1A, Providence Highway, or any other street designated as a numbered highway by the Commonwealth, and having at least two (2) travel lands in each direction, are subject to the signage regulations for the HB District. **For institutional uses (items B. 1-8 of the Use Regulation Table in Section II-2 of Chapter 18 of Dedham Zoning Bylaws) in a residential district, sign area for any commercial message on a sign may not exceed 20 square feet, with a maximum vertical dimension of six (6) feet.**~~
- Note 10 ~~Lighted or unlighted signs illegible from a position outside of the SC District, provided that each such sign shall not exceed fifteen (15) square feet, are exempt from the provisions set forth in this Table (see Section 6(e)). **Lots in the RDO District with street frontage providing actual physical access onto Route 1A, Providence Highway, or any other street designated as a numbered highway by the Commonwealth,**~~

Dedham Spring Annual Town Meeting 2015

and having at least two (2) travel lanes in each direction may use only the frontage on a major highway in computing the amount of signage allowed under HB regulations.

Note 11 Lighted or unlighted signs visible from a position outside of the SC District, provided that each such sign shall not exceed fifteen (15) square feet, are exempt from the provisions set forth in this Table Section 237-14.

Note 12 The amount of wall signage and compliance with the Sign Code for a multi-tenanted building is calculated based upon leased lines of each individual storefront. In cases where a multi-tenanted building has tenant space without any storefront fronting on said street; the landlord may reserve a portion of the wall area for tenant(s) signage without any storefront.

or take any other action relative thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted with the following changes:

Section 237-22; delete the letter “a” after the word “replacing” in the second sentence of this section.

Table 2 – Sign Dimensions and Location; Replace the words “10 ft.” with the words “25 ft.” in the sections of the table identified as Highway Business, Limited Manufacturing A&B, and Research, Development & Office

Article 33 amends the Sign Code by clarifying language, updating standards, and further defining the review process.
--

34. PROPOSED CONTRACT EXTENSION WITH WHEELABRATOR MILLBURY

ARTICLE THIRTY-FOUR: *By the Town Manager.* To see if the Town will vote to authorize, in accordance with the provisions of Section 73-5 of the Revised By-Laws of the Town of Dedham and G.L. c.30B, §12(b), the execution of a contract extension with Wheelabrator Millbury, Inc., for the disposal of residential acceptable waste, for an additional ten (10) years to December 31, 2027, or take any other action relative

Dedham Spring Annual Town Meeting 2015

thereto. *Referred to By Law Review Committee and Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted.

Article 34 would authorize the Town Manager to enter into a long term agreement with Wheelabrator Millbury, Inc. for the disposal of residential waste.

35. DESIGNATION OF OPEB SECURITY TRUST

ARTICLE THIRTY-FIVE: *By the Board of Selectmen.* To see if the Town will vote in accordance with the provisions of G.L. c.32B, §20(b)(iii), to designate the Health Care Security Trust (HCST) Board of Trustees as the custodian of its Other Post Employment Benefits Fund, created under Article 19 of the 2009 Annual Town Meeting, and further, to authorize appropriate Town officials to negotiate an Investment Agreement with the HCST Board of Trustees and execute the same on such terms and conditions as the Town deems acceptable, and to take such other action as may be necessary to carry out the vote taken hereunder including the withdrawal and transfer of monies in the OPEB account as may be directed by the HCST Board of Trustees and the execution of any and all instruments as may be necessary to effectuate the purposes of the vote taken hereunder, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the Town vote in accordance with the provisions of G.L. c.32B, §20(b), to authorize the Town to invest all or a portion of its Other Post Employment Benefits Fund (OPEB Fund), which fund was created under Article 19 of the 2009 Annual Town Meeting by the Town's acceptance of said section 20, with the State Retiree Benefits Trust Fund, the state Pension Reserves Investment Trust, or such other state trust or fund in which municipal OPEB funds may be pooled with other public funds similar in nature and invested, or that monies in the Town's OPEB Fund be invested in whole or in part in any other manner permitted by said section G.L. c.32B, §20(b), and further, to authorize the Town Treasurer, with the approval of the Board of Selectmen and Town Manager, to negotiate an investment agreement or agreements for such purposes and execute the same on such terms and conditions as the identified Town officials deem acceptable, and to take such other action including but not limited to the withdrawal and transfer of monies in the OPEB Fund and the execution of any and all instruments as may be necessary to effectuate the purposes of the vote taken hereunder.

Dedham Spring Annual Town Meeting 2015

Article 35 would authorize and provide flexibility to the Town to invest all or a portion of its OPEB Fund with one or more state funds or trusts.

36. PROPOSED LEGISLATION: AN ACT RELATIVE TO THE ROBIN REYES SPECIAL PURPOSE STABILIZATION FUND

ARTICLE THIRTY-SIX: *By the Town Manager.* To see if the Town will vote to authorize the Board of Selectmen to submit to the General Court a Home Rule Petition for Special Legislation relative to placement in the Robin Reyes Fund of local options meals and room tax receipts in a form substantially similar to the following:

An Act Relative to the Robin Reyes Capital Stabilization Fund in the Town of Dedham

SECTION 1. Notwithstanding the provisions of section 53 of chapter 44 of the General Laws or any other general or special law to the contrary, the town of Dedham shall deposit directly and without further appropriation receipts received annually by said town in connection with collection of the local meals excise under section 2 of chapter 64L of the General Laws and the local room occupancy tax under section 3A of chapter 64G of the General Laws to the Robin Reyes Major Capital Facilities Stabilization Fund (the "Robin Reyes Fund"), a special purpose stabilization fund created by vote of the town under Article 3 of the November 16, 2009 Special Town Meeting in accordance with the provisions of section 5B of chapter 40 of the General Laws for the purposes of receiving and segregating funds for major facility improvements, facility replacements, new facilities or for debt service on bonds and notes issued for these purposes.

SECTION 2. No later than March 15 and September 15 in each fiscal year, and more frequently as may be requested by the town manager, the finance director shall certify to the board of selectmen, finance and warrant committee, and town manager the amount available for expenditure in the Robin Reyes Fund.

SECTION 3. The finance director of the town of Dedham, in consultation with the town manager, and following a meeting with the board of selectmen for which at least one week's notice is provided on the official website of the town, shall hereby be authorized to promulgate appropriate policies to address any accounting or reporting requirements necessary to properly implement this act.

SECTION 4. Notwithstanding the provisions of section 1 of this act providing for all receipts described in said section to be credited directly and without further appropriation to the Robin Reyes Fund, in fiscal year 2016 only 2/3 of such receipts shall be so credited, and in fiscal year 2017 only 5/6 of such receipts shall be so

Dedham Spring Annual Town Meeting 2015

credited, with the remainder in each such fiscal year to be considered General Fund revenues as would otherwise be required by law.

SECTION 5. Notwithstanding the provisions of section 5B of chapter 40 of the General Laws, no change may be made by the town to limit or expand the purpose for which the Robin Reyes Fund may be expended except upon a 2/3 vote of town meeting following a positive recommendation from the board of selectmen and finance and warrant committee; provided, further, that the limitation imposed by this section shall not prohibit said town of Dedham, following the positive recommendation of the board of selectmen and finance committee, from voting by a 2/3 vote to dissolve the Robin Reyes Fund, and after the effective date of such vote, all receipts described in section 1 of this act shall be considered General Fund revenues as required by law.

SECTION 6. This act shall take effect upon passage.

provided, however, that the General Court may make clerical or editorial changes of form only to such bill, unless the Board of Selectmen approves amendments to the bill prior to enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be so voted, with the provision that such act should be effective in the Town beginning July 1, 2016, or such later time as it is approved by the General Court.

Article 36 would allow for the local option meals and hotel/motel taxes to be directly deposited into the Robin Reyes Major Capital Facilities Stabilization Fund, rather than the General Fund.
--

37. PROPOSED AMENDMENT TO COMPOSITION OF SCHOOL BUILDING REHABILITATION COMMITTEE

ARTICLE THIRTY-SEVEN: *By the Town Moderator.* To see if the Town will vote to amend the composition of the School Building Rehabilitation Committee, originally formed under Article 5 of the December 4, 2000 Special Town Meeting, as follows: One (1) member of the Board of Selectmen or designee; Two (2) members of the School Committee or designees; One (1) member of the Finance & Warrant Committee or designee; One (1) member of the Capital Expenditure Committee or designee; Superintendent of Schools or designee; Principal of affected school or designee; Town

Dedham Spring Annual Town Meeting 2015

Manager or designee; and Three (3) members at large, appointed by the Moderator, for terms of one, two and three years, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That the matter be referred to the By-Law Review Committee for study and recommendation.

Article 37 would amend the composition of the SBRC and provide defined terms for the at-large members.

38. PETITION PROPOSING TO AMEND SECTION 3 OF ARTICLE 34 OF THE 2013 ANNUAL TOWN MEETING REGARDING THE GEOGRAPHICAL DEFINITION OF THE AREA KNOWN AS DEDHAM SQUARE

ARTICLE THIRTY-EIGHT: *By Petition of Carla M. Foley, et al.* To see if the Town will vote to amend Article 34, Section 3 of the Dedham Annual Town Meeting of 2013 to read as follows:

For the purposes of this Act, Dedham Square shall be the geographical area in the Town of Dedham consisting of Bryant Street, Eastern Avenue, those portions of Washington Street from Bryant Street to Star Lane, Harris Street, and those portions of High Street from Maple Place to Harvard Street, or take any other action relative thereto. *Referred to Finance & Warrant Committee for study and report.*

RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE: That it be indefinitely postponed.

Article 38 would reduce the geographical area known as Dedham Square and previously defined and approved in Sec. 3 of Art. 34 of the 2013 Annual Town Meeting, and voted by the State Legislature.

APPENDICES

Dedham Spring Annual Town Meeting 2015

ARTICLE 3 & 4: ALL CAPITAL REQUESTS

Capital Project	Request	Town Mgr. Rec. Original	CEC	Town Mgr. Rec. Revised	Fincom Rec.	Capital Improvements		Recommended Funding Source			
						Operating Capital	Debt Capital	Free Cash	Borrowing	Sewer	Total
Engineering											
Engineering Computer Workstations	15,000	15,000	15,000	7,500	7,500	7,500		3,750		3,750	7,500
Design Rustcraft Rd/Elm St & Bussey Street	325,000	325,000	325,000	505,000	505,000		505,000		505,000		505,000
ENG Department Vehicle	39,000	39,000	39,000	39,000	39,000	39,000		39,000			39,000
Inflow & Infiltration	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000		1,000,000			1,000,000	1,000,000
Colburn St Dam - Phase II Study	80,000	80,000	80,000	80,000	80,000	80,000		80,000			80,000
Colburn St Dam - Phase I Study	15,000	15,000	-	-	-						-
Violet Ave Drainage Improvement	1,700,000	-	-	-	-						-
ENG Field Equipment	40,000	40,000	40,000	40,000	40,000	40,000		40,000			40,000
	3,214,000	1,514,000	1,499,000	1,671,500	1,671,500	166,500	1,505,000	162,750	505,000	1,003,750	1,671,500
Environment											
Dedham Greenway	280,000	-	-	-	-						-
	280,000	-	-	-	-	-	-	-	-	-	-
Facilities - Town Buildings											
PRIORITIES											
Vehicle Replacement 1986 F350 dump & 1998 Ford F150	50,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
East Dedham Fire Steel Building	265,200	-	-	-	-						-
East Dedham Fire Rubber Tile flooring - 2nd floor	30,000	30,000	30,000	30,000	30,000	30,000		30,000			30,000
Pool Interior Renovations - doors, showers, sinks, toilets, partitions	20,000	20,000	20,000	20,000	20,000	20,000		20,000			20,000
Youth Commissions Office Renovations	40,000	40,000	40,000	40,000	40,000	40,000		40,000			40,000
Dolan Parks & Rec Renovations - Balconies	11,250	11,250	11,250	11,250	11,250	11,250		11,250			11,250
Endicott Estate Repairs - FY16 Porch Repairs; FY17+ Painting	40,000	40,000	40,000	40,000	40,000	40,000		40,000			40,000
Endicott Roof Replacement - FY16 Bam and FY17 Main House	30,000	30,000	30,000	30,000	30,000	30,000		30,000			30,000
Endicott Exterior Lighting - FY16 sign and FY17 house perimeter lighting	10,000	-	-	-	-						-
Endicott Library Parking Lot & concrete sidewalk ADA requirements	40,000	40,000	40,000	40,000	40,000	40,000		40,000			40,000
Main & Endicott LIBRARY - Security/Access Control	30,000	30,000	30,000	30,000	30,000	30,000		30,000			30,000
Main & Endicott LIBRARY - Interior Painting	35,000	35,000	35,000	35,000	35,000	35,000		35,000			35,000
Police Interior Painting	20,000	-	-	-	-						-
OTHER REQUESTS:											
Dolan Roof Replacement	50,000	-	-	-	-						-
DPW Parking Lot Security Camera Surveillance	20,000	-	-	-	-						-
DPW Interior Renovations - Workstations and Offices	20,000	-	-	-	-						-
Main Library History Room Renovations	20,000	-	-	-	-						-
Main & Endicott Library Bathroom Renovations for ADA	35,000	-	-	-	-						-
	766,450	326,250	326,250	326,250	326,250	326,250	-	326,250	-	-	326,250
Facilities - School Buildings											
PRIORITIES											
DHS Underground Oil Storage Tank Removal	30,000	30,000	30,000	30,000	30,000	30,000		30,000			30,000
DHS Resurfacing parking lot/ADA to lower entrances	200,000	200,000	200,000	200,000	200,000		200,000		200,000		200,000
DHS NSTAR PCB Transformer removal/padmount	150,000	150,000	150,000	150,000	150,000		150,000	150,000			150,000

Dedham Spring Annual Town Meeting 2015

Capital Project	Request	Town Mgr. Rec. Original	CEC	Town Mgr. Rec. Revised	Fincom Rec.	Capital Improvements		Recommended Funding Source			
						Operating Capital	Debt Capital	Free Cash	Borrowing	Sewer	Total
School Security Surveillance/Access Control	50,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
DHS Guidance/Nurse Renovations	70,000	70,000	70,000	70,000	70,000	70,000		70,000			70,000
Middle School Re-commissioning Repairs	150,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
Bathroom Renovations - Partitions, Flooring, Fixtures	75,000	75,000	75,000	75,000	75,000	75,000		75,000			75,000
Elementary School Parking Lots Resurfacing/Crack n Seal	50,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
Shade Replacement Program	50,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
Avery Gym Ventilation	25,000	-	-	-	-			-			-
Asbestos Abatement Program for Floor Tiles in Schools	150,000	150,000	150,000	150,000	150,000		150,000	150,000			150,000
Interior painting	50,000	50,000	50,000	50,000	50,000	50,000		50,000			50,000
	1,050,000	925,000	925,000	925,000	925,000	425,000	500,000	725,000	200,000	-	925,000
Fire											
Engine & Ladder Replacement	825,000	-	-	-	-			-	-		-
Rescue Equipment	149,200	149,200	173,130	173,130	173,130		173,130	173,130			173,130
Truck Equipment	34,000	34,000	34,000	34,000	34,000	34,000		34,000			34,000
SCBA Lease	100,230	100,230	-	-	-			-			-
	1,108,430	283,430	207,130	207,130	207,130	34,000	173,130	207,130	-	-	207,130
Information Technology											
Video Mgmt. System for Police/Schools	35,000	35,000	35,000	35,000	35,000	35,000		35,000	-		35,000
Emergency Ops Center Support Technology	8,500	8,500	10,000	10,000	10,000	10,000		10,000			10,000
Police Data Security, Data Security Compliance, Police Laptop	4,400	4,000	10,833	10,833	10,833	10,833		10,833			10,833
Data Security Compliance	4,000	-	-	-	-			-			-
Secondary Core Switch for Redundancy	11,000	11,000	11,000	11,000	11,000	11,000		11,000	-	-	11,000
	62,900	58,500	66,833	66,833	66,833	66,833	-	66,833	-	-	66,833
Parks & Recreation											
Park Remote Lighting	23,000	23,000	23,000	23,000	23,000	23,000		23,000			23,000
Replace Rustcraft Retaining Wall	110,000	-	-	-	-			-			-
New Dump Truck	75,000	77,460	77,460	77,460	77,460	77,460		77,460			77,460
Parks & Rec Equipment	24,000	24,000	24,000	24,000	24,000	24,000		24,000			24,000
Rider Mower	20,000	-	-	-	-			-			-
Field Improvements	18,000	18,000	18,000	18,000	18,000	18,000		18,000			18,000
	270,000	142,460	142,460	142,460	142,460	142,460	-	142,460	-	-	142,460
Police											
Communications Equipment	19,417	19,417	19,417	19,417	19,417	19,417		19,417			19,417
Computer Hardware	2,833	2,833	-	-	-			-			-
Police Vehicles	165,692	165,692	165,692	165,692	165,692		165,692	165,692			165,692
	187,942	187,942	185,109	185,109	185,109	19,417	165,692	19,417	165,692	-	185,109
Public Works											
Roads	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000		1,500,000		1,500,000		1,500,000
Sidewalks & Misc. Repairs	500,000	500,000	500,000	500,000	500,000		500,000		500,000		500,000
Sewer Improvements	600,000	600,000	600,000	600,000	600,000		600,000			600,000	600,000
Motor Equipment	403,000	403,000	403,000	403,000	403,000		403,000		403,000		403,000
Brookdale Cemetery	25,000	10,000	10,000	10,000	10,000	10,000		10,000			10,000
Old Village Cemetery	25,000	15,000	15,000	15,000	15,000	15,000		15,000			15,000
Gateway to Manor Project	550,000	550,000	-	550,000	550,000			550,000			550,000
	3,603,000	3,578,000	3,028,000	3,578,000	3,578,000	25,000	3,003,000	25,000	2,953,000	600,000	3,578,000
Town Clerk											
Election Voting Machines/Box	50,500	50,500	50,500	50,500	50,500	50,500		50,500	-	-	50,500
Election Voting Booths	23,814	23,814	23,814	23,814	23,814	23,814		23,814	-	-	23,814
	74,314	74,314	74,314	74,314	74,314	74,314	-	74,314	-	-	74,314
Schools											
Educational Technology - Computer Refresh	326,060	326,060	326,060	326,060	326,060	326,060		326,060			326,060
Video Distribution Replacement	140,000	-	-	-	-			-			-
	466,060	326,060	326,060	326,060	326,060	326,060	-	326,060	-	-	326,060
TOTAL	11,083,096	7,415,956	6,780,156	7,502,656	7,502,656	1,605,834	5,346,822	2,075,214	3,823,692	1,603,750	7,502,656
FY2016 CAPITAL IMPROVEMENT PLAN	11,083,096	7,415,956	6,780,156	7,502,656	7,502,656	1,605,834	5,346,822	2,075,214	3,823,692	1,603,750	7,502,656

Dedham Spring Annual Town Meeting 2015

ARTICLE 22: DEDHAM COMMUNITY ELECTRICITY AGGREGATION PROGRAM FREQUENTLY ASKED QUESTIONS

1. What is Community Electricity Aggregation?

Also known as “Municipal Aggregation,” it is a program created under "Massachusetts General Laws Chapter 164 Section 134. (a) Any municipality or any group of municipalities acting together within the commonwealth is hereby authorized to aggregate the electrical load of interested electricity consumers within its boundaries; provided, however, that such municipality or group of municipalities shall not aggregate electrical load if such are served by an existing municipal lighting plant. Such municipality or group of municipalities may group retail electricity customers to solicit bids, broker, and contract for electric power and energy services for such customers. Such municipality or group of municipalities may enter into agreements for services to facilitate the sale and purchase of electric energy and other related services. Such service agreements may be entered into by a single city, town, county, or by a group of cities, towns, or counties."

2. What are the objectives of Community Electricity Aggregation?

The objective of municipal aggregation is simply to lower the electricity bills through the formation of a buying group composed of the residents and businesses of one or more municipalities without interfering with the level of service provided by the utility (National Grid, Eversource or WMECo) that distributes the electricity supply.

3. How does Community Electricity Aggregation work?

First, the municipality must approve an article at a Town Meeting. A consultant will then be selected to seek bids from suppliers to obtain competitive electricity rates for participants. Resident and businesses will be able to Opt-Out of the program during a 30 day period at the onset of the program or leave the program at any point for no termination penalty.

4. How does Community Electricity Aggregation impact my electricity bill?

The impact of Community Electricity Aggregation (CEA) is primarily savings and long term price stability. Your current rate changes twice a year. Participants will see no change in their utility bill other than a change in price under the Supply Services section of your

Dedham Spring Annual Town Meeting 2015

Eversource electric bill. You will continue to receive a single bill, make one payment, and continue to receive the same quality of service from your utility, Eversource.

5. **Will the single bill come from Eversource? Yes.**
6. **When will the Community Electricity Aggregation go into effect?**

The Dedham CEA group expects to have accounts enrolled in for the January 2016 rate change.

7. **What do I need to do in order to participate?**

If you are currently receiving your electricity supply from the default Eversource basic service you do not need to do anything. You will automatically be enrolled in the program.

8. **Do I have to participate in the Community Electricity Aggregation program if I don't want to?**

No. Residents can Opt-Out without penalty during a 30-day Opt-Out period. Opt-Out notices will be provided via USPS mail prior to the program commencing. Simply return the Opt-Out notice within 30 days and your account(s) will not be included. ***Participating account holders may leave the program at any time and without penalty.***

9. **What part of my electricity bill will this program affect?**

Your electricity bill has two cost components – delivery and supply. The aggregation program only changes the supply component of your bill. The delivery portion of your bill will not be affected.

10. **When will I begin seeing a change in my electricity bill?**

The enrollment will take place for the January 2016 billing period. Changes will be reflected on the next billing cycle after enrollment.

11. **Under the program, can I continue to participate in my utility's budget billing/equal payment plan? Yes!**

Dedham Spring Annual Town Meeting 2015

12. Will the Community Electricity Aggregation program include both electricity and natural gas?

No. The program focus is exclusively on electricity.

13. What if I choose to leave the program early?

Residents who are enrolled in the program may terminate their participation at any time without any early termination or exit fees.

14. How will I be notified that my account(s) was successfully enrolled in the Community Electricity Aggregation program?

Each residential customer will receive a written notification after the bid informing them of the winning supplier price compared to the local utility, and the account holder's right to Opt-Out. In addition, after the 30-day Opt-Out period has ended, each resident will receive a letter from their utility confirming enrollment and that supply service will soon be switched to the winning supplier.

15. Can businesses participate in the program?

Yes, any account currently on basic service is eligible and will be automatically enrolled unless choosing to opt-out.

16. I switched to a third party supplier and a few months later, my rate increased and I was paying much more than the utility rate. How do I know this won't happen again by participating in this program?

The winning supplier rate will not change for the entire term of the supply contract.

17. How do I know the Community Electricity Aggregation rate will always be below the utility rate?

The consultant has extensive knowledge of how utility tariff rates are determined, and as such, will structure a term that ensures annual savings throughout the term of the contract. Due to the fact that the utility rate changes twice a year, the CEA rate could be slightly higher than the default utility rate during some periods of the contract term but

Dedham Spring Annual Town Meeting 2015

there will be net savings over the average utility rate over the course of the year.

18. How are we sure that a competent and reputable supplier will be selected?

Only third party suppliers licensed by the state will be eligible to bid. In addition, an in-depth request for proposal is disseminated by the energy consultant to interested third party suppliers requiring them to provide their qualifications. Among other things, the request requires suppliers to demonstrate financial strength, experience, as well as customer service capabilities.

19. How long will the contract term be for?

The contract term will be between 12 and 36 months. The final term will be based on the most favorable price and will be selected by the Board of Selectmen after consulting with the consultants.

20. Do I have to sign a contract?

No. There is no contract to sign. The program is designed to be as easy as possible for participants. Accounts are automatically enrolled as long as they are currently receiving supply from the utility. Regular updates will be posted on the Town's website as the opt-out period approaches.

21. If I Opt-Out, can I opt back in at a later date?

No, once you opt-out of the program you will not be able to re-enroll until the end of the current contract term.

22. What if I have a photo-voltaic or solar panel system?

Having a solar system does not preclude you from participating. If an account holder is receiving any supply from the local utility, they are able to participate in the aggregation program.

23. Who do I call if there is an outage or issues with my electricity bill?

All service and billing questions will continue to be directed to your local electric

Dedham Spring Annual Town Meeting 2015

distribution company: **EVERSOURCE:** (800) 592-2000

24. Will the utility take longer to restore my electricity if I am with a Third Party Supplier?

No. The delivery of your electricity is always the responsibility of the utility. As a result of energy deregulation in 1997 in Massachusetts, utilities are only able to collect revenue from delivering the power to your meter, not from the actual supply. This is why utilities in Massachusetts are indifferent to the supply portion of the bill. Simply put, your utility does not make any money from the electricity they supply your account(s), only the delivery of that electricity.

25. Will I be charged a higher delivery rate?

No. Delivery rates do not change based on participation in a municipal aggregation program, or from any third party supplier. Utility delivery rates are regulated by the state and the Federal Energy Regulatory Commission, or FERC.

26. I am currently receiving offers from third-party suppliers promising lower electricity rates. What should I do?

Third party suppliers are currently very active within the Commonwealth. This is due to the recent significant increases in electricity rates for all utilities within Massachusetts. We strongly advise any household or business to read the complete contract fine print and have a clear understanding of any termination penalties along with rate details before agreeing to purchase electricity from a third party supplier.

27. Does the Town of Dedham profit from the program? No.

28. What administrative functions will the Town of Dedham be performing related to this program?

The energy consultant will be responsible for managing the program and keeping the Town appropriately informed.

Dedham Spring Annual Town Meeting 2015

29. What if the selected supplier goes out of business or is bought?

The due diligence process requires bidding suppliers to meet strict qualification requirements. Among other things, the request requires suppliers to demonstrate financial strength, experience, as well as customer service capabilities. This process minimizes any chance of a supplier going out of business. If supplier is bought the purchasing entity will continue to provide supply service under the existing contract terms.

30. Is there any change to my meter? If so, how/who reads the meter?

There are no changes to your current meter. Your local utility continues to read your meter.

31. Is a deposit required? No

32. What happens at the end of the municipal aggregation supply contract term?

The consultant will work with the group to obtain renewal pricing. Similarly to the original term, eligible customers will be given the opportunity to opt-out.

33. Who is Good Energy, L.P.?

Good Energy, LP is a leading national energy management and consulting firm that has been implementing large and small Community Electricity Aggregation programs in various states across the country since 2008, and has partnered with your municipality to design and operate the CEA program. Good Energy is headquartered in New York City and is currently the retained municipal aggregation consultant for over 160 communities in various states.

Dedham Spring Annual Town Meeting 2015

FULL-TIME EQUIVALENT PERSONNEL

DEPARTMENT	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
-------------------	-------------	-------------	-------------	-------------	------------------------	-------------

TOWN MANAGER

Town Manager	1.0	1.0	1.0	1.0	1.0	-
Assistant Town Manager	1.0	1.0	1.0	1.0	1.0	-
Assistant to Administration	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
	4.0	4.0	4.0	4.0	4.0	-

FINANCE DEPARTMENT

Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Finance	1.0	1.0	-	-	-	-
Treasurer/Collector	-	-	1.0	1.0	1.0	-
Assistant Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Town Accountant	-	-	1.0	1.0	1.0	-
Director of Technology	1.0	1.0	1.0	1.0	1.0	-
Asst Director of Technology	1.0	1.0	1.0	1.0	1.0	-
Financial Analyst	-	1.0	1.0	1.0	1.0	-
Assistant Treasurer	1.0	1.0	1.0	1.0	1.0	-
Accounting Supervisor	1.0	1.0	-	-	-	-
Senior Accounting Clerk	2.0	2.0	2.0	2.0	2.0	-
Senior Admin Clerk	1.0	1.0	-	-	-	-
Senior Tax Clerk	4.0	4.0	3.0	3.0	3.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0	-
Benefits Coordinator	1.0	1.0	-	-	-	-
	16.0	17.0	14.0	14.0	14.0	-

FINANCE COMMITTEE

Budget Assistant	1.0	-	-	-	-	-
	1.0	-	-	-	-	-

BOARD OF ASSESSORS

Director of Assessing	1.0	1.0	1.0	1.0	1.0	-
Assistant Director of Assessing	1.0	1.0	1.0	1.0	1.0	-
Assessing Specialist	3.0	3.0	3.0	3.0	3.0	-
	5.0	5.0	5.0	5.0	5.0	-

Dedham Spring Annual Town Meeting 2015

DEPARTMENT	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
------------	------	------	------	------	----------------	------

HUMAN RESOURCES

Human Resources Director	-	-	1.0	1.0	1.0	-
Benefits Coordinator	-	-	1.0	1.0	1.0	-
Administrative Assistant II	-	-	-	0.2	0.2	-
	-	-	2.0	2.2	2.2	-

TOWN CLERK

Town Clerk	1.0	1.0	1.0	1.0	1.0	-
Assistant Town Clerk	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
	4.0	4.0	4.0	4.0	4.0	-

CONSERVATION COMMISSION

Conservation Agent	-	-	-	0.5	0.5	-
Administrative Assistant II	0.8	0.8	-	-	-	-
Administrative & Social Media Coordinator	-	-	1.0	1.0	1.0	-
	0.8	0.8	1.0	1.5	1.5	-

ENVIRONMENTAL

Environmental Coordinator	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

PLANNING BOARD

Town Planner	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
	2.0	2.0	2.0	2.0	2.0	-

ECONOMIC DEVELOPMENT

Director of Economic Development	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

CENTRAL FACILITIES

Facilities Director	1.0	1.0	1.0	1.0	1.0	-
Assistand to Director	1.0	1.0	1.0	1.0	1.0	-
Facilities Manager	0.5	-	-	-	-	-
Maintenence Personnel	4.0	4.0	4.0	4.0	4.0	-
Custodians	22.0	25.0	25.0	25.0	25.0	-
Assistant Custodians	0.5	0.5	0.5	0.5	0.5	-
	29.0	31.5	31.5	31.5	31.5	-

Dedham Spring Annual Town Meeting 2015

DEPARTMENT	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
POLICE						
Police Chief	1.0	1.0	1.0	1.0	1.0	-
Deputy Chief	-	-	-	-	1.0	1.0
Lieutenant	4.0	4.0	4.0	4.0	4.0	-
Sergeant	9.0	9.0	9.0	9.0	8.0	(1.0)
Police Officer	46.0	46.0	46.0	46.0	46.0	-
Canine Control Officer	1.0	-	1.0	-	-	-
Animal Control Officer	-	-	-	1.0	1.0	-
Administrative Assistant	2.0	2.0	2.0	2.0	2.0	-
Custodian	1.5	-	-	-	-	-
	64.5	62.0	63.0	63.0	63.0	-

FIRE						
Fire Chief	1.0	1.0	1.0	1.0	1.0	-
Deputy	4.0	4.0	4.0	4.0	4.0	-
Lieutenant	9.0	9.0	13.0	13.0	13.0	-
Firefighter-Mechanic	1.0	1.0	-	-	-	-
Firefighter	45.0	45.0	43.0	44.0	44.0	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
	61.0	61.0	62.0	63.0	63.0	-

DISPATCH						
Dispatch Supervisor	1.0	1.0	1.0	1.0	1.0	-
Civilian Dispatcher	8.0	8.0	8.0	8.0	8.0	-
	9.0	9.0	9.0	9.0	9.0	-

BUILDING						
Building Commissioner	1.0	1.0	1.0	1.0	1.0	-
Assistant Building Inspector	1.0	1.0	1.0	1.0	1.0	-
Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0	-
Electrical Inspector	1.0	1.0	1.0	1.0	1.0	-
Plumbing & Gas Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Clerk	-	-	1.0	1.0	1.0	-
Administrative Assistant I	1.0	1.0	-	-	-	-
	6.0	6.0	6.0	6.0	6.0	-

Dedham Spring Annual Town Meeting 2015

DEPARTMENT	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
PUBLIC WORKS						
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Highway Superintendent	1.0	1.0	1.0	1.0	1.0	-
Cemetery Superintendent	1.0	1.0	1.0	1.0	1.0	-
Working Foreman	5.0	5.0	5.0	5.0	5.0	-
Motor Equipment Repairman	1.0	1.0	1.0	2.0	2.0	-
Special Motor Equipment Oper	12.0	12.0	12.0	12.0	11.0	(1.0)
Heavy Motor Equipment Oper	-	-	-	-	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
	22.0	22.0	22.0	23.0	23.0	-

ENGINEERING						
Town Engineer	1.0	1.0	1.0	1.0	1.0	-
Infrastructure Engineer	1.0	1.0	1.0	1.0	1.0	-
Field Engineer	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
	5.0	5.0	5.0	5.0	5.0	-

BOARD OF HEALTH						
Health Director	1.0	1.0	1.0	1.0	1.0	-
Assistant Health Director	1.0	1.0	1.0	1.0	1.0	-
Public Health Nurse	0.6	0.6	0.6	0.6	1.0	0.4
Environmental Inspector	-	-	-	-	-	-
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
	3.6	3.6	3.6	3.6	4.0	0.4

COUNCIL ON AGING						
Council On Aging Director	1.0	1.0	1.0	1.0	1.0	-
Assistant to Director	1.0	1.0	1.0	1.0	1.0	-
Outreach Worker	1.0	1.0	1.0	1.0	1.0	-
Van Driver	0.9	0.9	0.8	0.8	0.8	-
	3.9	3.9	3.8	3.8	3.8	-

YOUTH COMMISSION						
Youth Commission Director	1.0	1.0	1.0	1.0	1.0	-
Youth Services Counselor	1.0	1.0	1.0	1.0	1.0	-
Youth Coordinator	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
	4.0	4.0	4.0	4.0	4.0	-

Dedham Spring Annual Town Meeting 2015

DEPARTMENT	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
------------	------	------	------	------	----------------	------

VETERANS SERVICES

Veterans Agent / Procurement Officer	1.0	1.0	-	-	-	-
Veterans Services Officer	-	-	1.0	1.0	1.0	-
Administrative Assistant II	1.0	1.0	1.0	0.8	0.8	-
	2.0	2.0	2.0	1.8	1.8	-

LIBRARY

Library Director	1.0	1.0	1.0	1.0	1.0	-
Technical Services Librarian	1.0	1.0	1.0	1.0	1.0	-
Children's Librarian	1.0	1.0	1.0	1.0	1.0	-
Supervis., Branch/Community	-	-	-	-	1.0	1.0
Children's / Branch Librarian	-	-	-	1.0	-	(1.0)
Reference Librarian	2.0	2.0	2.0	1.0	1.0	-
Circulation Supervisor	1.0	1.0	1.0	1.0	1.0	-
Library Assistant	6.1	6.1	6.1	6.5	6.5	-
Lib Asst/IT Support Specialist	-	-	-	-	-	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
Asst Director, Administration	-	-	-	-	-	-
Custodian	1.0	1.0	1.0	1.0	1.0	-
Assistant Custodian	1.0	1.0	1.0	1.0	1.0	-
	15.1	15.1	15.1	15.5	15.5	-

PARKS & RECREATION

Parks & Recreation Director	1.0	1.0	1.0	1.0	1.0	-
Asst Parks & Rec Director	0.5	1.0	1.0	1.0	1.0	-
Swimming Pool Director	1.0	1.0	1.0	1.0	1.0	-
Working Foreman	1.0	1.0	1.0	1.0	1.0	-
Special Motor Equipment Oper	3.0	3.0	3.0	3.0	3.0	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
	7.5	8.0	8.0	8.0	8.0	-
	267.4	267.9	269.0	271.9	272.3	0.4

Town Departments	267.4	267.9	269.0	271.9	272.3	0.4
School Department	496.7	502.0	491.6	492.6	496.6	4.0
	764.1	769.9	760.6	764.5	768.9	4.4

Dedham Spring Annual Town Meeting 2015

	FY12	FY13	FY14	FY15	FY16 BUDGET	DIFF
General Government	34.8	34.8	34.0	34.7	34.7	-
Central Facilities	29.0	31.5	31.5	31.5	31.5	-
Public Safety	140.5	138.0	140.0	141.0	141.0	-
Public Works	27.0	27.0	27.0	28.0	28.0	-
Community Services	36.1	36.6	36.5	36.7	37.1	0.4
Education	496.7	502.0	491.6	492.6	496.6	4.0
Total FTE's*	764.1	769.9	760.6	764.5	768.9	4.4

*Excludes Enterprise fund personnel

Dedham Spring Annual Town Meeting 2015

MUNICIPAL FINANCIAL DATA COMPARISON

Population	
Shrewsbury	36,077
Natick	33,760
Needham	29,366
Norwood	28,780
North Andover	28,422
Saugus	27,338
Wakefield	25,613
Marshfield	25,436
Dedham	24,974
Walpole	24,562
Stoneham	21,605
Westwood	14,768

Income Per Capita	
Westwood	89,020
Needham	86,712
North Andover	54,201
Natick	47,011
Shrewsbury	44,402
Dedham	42,962
Walpole	42,111
Marshfield	40,283
Wakefield	37,889
Stoneham	35,603
Norwood	33,874
Saugus	28,272

EQV Per Capita	FY15	FY14	% Change
Needham	277,242	281,849	-1.6%
Westwood	250,698	253,270	-1.0%
Natick	194,815	199,265	-2.2%
Marshfield	177,977	180,130	-1.2%
Dedham	170,856	172,549	-1.0%
Walpole	161,667	164,971	-2.0%
Norwood	160,517	161,516	-0.6%
Wakefield	158,698	163,033	-2.7%
North Andover	156,435	156,821	-0.2%
Stoneham	144,375	145,507	-0.8%
Shrewsbury	140,561	142,413	-1.3%
Saugus	138,018	141,698	-2.6%

FY14 Tax Levy	
Needham	106,008,114
Natick	93,436,666
Dedham	79,873,682
North Andover	63,441,828
Norwood	62,431,667
Walpole	59,597,054
Westwood	59,453,775
Wakefield	58,082,423
Shrewsbury	58,037,815
Marshfield	55,576,225
Saugus	54,768,878
Stoneham	43,265,510

FY14 New Growth	
Needham	2,823,111
Natick	2,503,189
Dedham	1,198,803
Wakefield	1,125,335
Norwood	966,388
Walpole	805,543
North Andover	773,625
Shrewsbury	756,076
Marshfield	679,281
Westwood	613,522
Saugus	575,543
Stoneham	345,049

Levy / Revenue	FY13	FY12	% Change
Westwood	78.7%	77.5%	1.5%
Dedham	75.7%	76.0%	-0.4%
Needham	69.3%	70.4%	-1.6%
Saugus	67.4%	64.8%	4.1%
Walpole	66.8%	65.3%	2.2%
Natick	66.6%	66.0%	0.9%
North Andover	65.8%	67.0%	-1.8%
Wakefield	65.1%	65.6%	-0.7%
Stoneham	59.3%	59.6%	-0.5%
Marshfield	57.1%	58.4%	-2.3%
Shrewsbury	51.6%	50.8%	1.6%
Norwood	37.1%	37.2%	-0.2%

Most Recent Free Cash	
Needham	10,133,912
Wakefield	7,060,031
Natick	6,827,707
Walpole	5,353,107
Shrewsbury	5,062,332
Westwood	3,806,582
Norwood	3,111,464
North Andover	2,462,552
Saugus	2,063,605
Dedham	2,031,815
Stoneham	781,512
Marshfield	674,027

Most Recent Stabilization	
Needham	4,665,095
Natick	4,579,370
Dedham	4,341,975
Norwood	4,157,754
North Andover	2,646,278
Marshfield	2,298,917
Stoneham	1,670,094
Wakefield	1,661,105
Walpole	1,354,019
Westwood	1,219,595
Saugus	524,936
Shrewsbury	201,029

Net State Aid	FY14	FY13	% Change
Shrewsbury	20,129,573	19,890,332	1.2%
Marshfield	15,405,049	15,395,132	0.1%
Natick	10,837,328	10,133,691	6.9%
Walpole	8,824,501	8,692,150	1.5%
Norwood	8,502,673	8,202,947	3.7%
Needham	8,327,792	8,075,935	3.1%
North Andover	8,280,996	7,307,136	13.3%
Wakefield	7,040,741	6,678,171	5.4%
Saugus	5,837,905	5,407,687	8.0%
Stoneham	5,731,588	5,714,869	0.3%
Dedham	4,735,361	4,582,906	3.3%
Westwood	4,733,457	4,599,614	2.9%

Dedham Spring Annual Town Meeting 2015

SELECTED STATUTES REFERENCED

Ch 44, Municipal Finance, §7(1) and §7(1A), Cities and Towns, Purposes for Borrowing Money Within Debt Limits

Section 7 Cities and towns may incur debt, within the limit of indebtedness prescribed in section ten, for the purposes hereinafter set forth, and payable within the periods hereinafter specified or, except for clauses (3C), (11), (16), (18), (19), (21) and (22), within such longer period not to exceed 30 years based upon the maximum useful life of the public work, improvement or asset being financed, as determined in accordance with guidelines established by the division of local services within the department of revenue:

(1) For the construction or reconstruction of surface drains, sewers, sewerage systems and sewage treatment and disposal facilities, thirty years

(1A) For the lining by cement or metal of sewers constructed for sanitary and surface drainage purposes and for sewage disposal, ten years

(2) For acquiring land for public parks or playgrounds or public domain under chapter forty-five, thirty years; but no indebtedness incurred for public domain shall exceed one half of one per cent of the equalized valuation of the city or town

(2A) For the construction of an artificial ice-skating rink for which refrigeration equipment is required on land owned by the city or town, fifteen years

(2B) For the construction of an outdoor swimming pool on land owned by the city or town, fifteen years

(3) For acquiring land, or interests in land, for any purpose for which a city or town is or may hereafter be authorized to acquire land or interests therein, not otherwise specifically provided for; for the construction of buildings which cities or towns are or may hereafter be authorized to construct, or for additions to such buildings where such additions increase the floor space of said buildings, including the cost of original equipment and furnishings of said buildings or additions, twenty years

(3A) For remodeling, reconstructing or making extraordinary repairs to public buildings owned by the city or town, including original equipment and

Dedham Spring Annual Town Meeting 2015

landscaping, paving and other site improvements incidental or directly related to such remodeling, reconstruction or repair, for a term not exceeding 20 years

(3B) For energy conservation, alternative energy or renewable energy improvements to public buildings or facilities owned or leased by the city or town, or on property owned or leased by the city or town, 20 years

(3C) For a revolving loan fund established under section 53E3/4; to assist in the development of renewable energy and energy conservation projects on privately-held buildings, property or facilities within the city or town, 20 years

(4) For the construction or reconstruction of bridges of stone or concrete or of iron superstructure, twenty years

(5) For the original construction of public ways or the extension or widening thereof, including land damages and the cost of pavement and sidewalks laid at the time of said construction, or for the construction of stone, block, brick, cement concrete, bituminous concrete, bituminous macadam or other permanent pavement of similar lasting character, or for the original construction and surfacing or the resurfacing with such pavement of municipally owned and operated off-street parking areas, under specifications approved by the department of highways, ten years

(6) For macadam pavement or other road material, or for the resurfacing with such pavement or other road material of municipally owned or operated off-street parking areas, under specifications approved by the department of highways, or for the construction of sidewalks of brick, bituminous concrete, stone or concrete, five years

(7) For the construction of walls or dikes for the protection of highways or property, ten years

(8) For the purchase of land for cemetery purposes, ten years

(9) For the cost of equipment, 5 years

(9A) For the remodeling, reconstruction or rehabilitation of existing firefighting apparatus and heavy equipment including, but not limited to, front-end loaders,

Dedham Spring Annual Town Meeting 2015

road graders, sidewalk plows and motorized sweepers; five years

(10) For connecting dwellings or other buildings with common sewers, when the cost is to be assessed in whole or in part on the abutting property owners, five years

(11) For the payment of final judgments, one year
[There is no clause (12)]

(13) In Boston, for acquiring fire or police boats, fifteen years

(14) For traffic signal, or public lighting installations, fire alarm or police communication installations and for the purpose of extending and improving such installations, ten years

(15) In Boston, for the original construction, or the extension or widening, with permanent pavement of lasting character conforming to specifications approved by the state department of highways and under the direction of the board of park commissioners of the city of Boston, of ways, other than public ways, within or bounding on or connecting with any public park in said city, including land damages and the cost of pavement and sidewalks laid at the time of said construction, or for the construction of such ways with stone, block, brick, cement concrete, bituminous concrete, bituminous macadam or other permanent pavement of similar lasting character under specifications approved by said department of highways, ten years

(16) For the payment of premiums for fire insurance contracts or policies covering a period of five years, four years

(17) For improvements made under section twenty-nine of chapter ninety-one and for the construction or reconstruction of public wharves, ten years

(17A) For dredging of tidal and non-tidal rivers and streams, harbors, channels and tidewaters, 10 years

(18) For the payment of charges incurred under contracts authorized by section four of chapter forty for the expert appraisal of taxable property or for the preparation of assessors maps, including charges for aerial mapping in

Dedham Spring Annual Town Meeting 2015

connection with the preparation of such maps, ten years

(19) For the payment of charges incurred under contracts authorized by section four D of chapter forty, but only for such contracts as are for purposes comparable to the purposes for which loans may be authorized under the provisions of this section Each authorized issue shall constitute a separate loan, and such loans shall be subject to the conditions of the applicable clauses of this section

(20) For developing land for burial purposes and for constructing paths and avenues and embellishing the grounds in said developed areas in a cemetery owned by the city or town, five years The proceeds from the sale of the exclusive rights of burials in any of the lots in such cemetery shall be kept separate from other funds and be appropriated for the payment of any indebtedness incurred for such developments, notwithstanding the provisions of section fifteen of chapter one hundred and fourteen

(21) For the cost of architectural services for plans and specifications for any proposed building for which a city, town or district is authorized to borrow, or for the cost of architectural services for plans and specifications for additions to buildings owned by a city, town, or district where such additions increase the floor space of said buildings, five years if issued before any other debt relating to said buildings or additions is authorized, otherwise the period fixed by law for such other debt relating to said building or additions; provided, however, that at the time the loan is issued the city, town or district owns the land on which the proposed building or additions would be constructed

(22) For the cost of engineering or architectural services for plans and specifications for any project not defined in clause (21) for which a city, town or district is authorized to borrow, five years if issued before any other debt relating to said project is authorized, otherwise the period fixed by law for such other debt relating to said project

(23) For the construction of municipal tennis courts, including platform tennis courts and the acquisition of land and the construction of buildings therefor, including the original equipment and furnishing of said buildings, fifteen years

[There is no clause (24)]

Dedham Spring Annual Town Meeting 2015

- (25) For the construction of municipal outdoor recreational and athletic facilities, including the acquisition and development of land and the construction and reconstruction of facilities; fifteen years
- (26) For energy audits as defined in section three of chapter twenty-five A, if authorized separately from debt for energy conservation or alternative energy projects; five years
- (27) For the undertaking of projects for the preservation and restoration of publicly-owned freshwater lakes and great ponds in accordance with the provisions of section thirty-seven A of chapter twenty-one
- (28) For the development, design, purchase and installation of computer hardware, other data processing equipment and computer assisted integrated financial management and accounting systems; ten years
- (29) For the development, design, purchase of computer software incident to the purchase, installation and operation of computer hardware and other data processing equipment and computer assisted integrated financial management and accounting systems; five years
- (30) For installation, repair or replacement of exposed structural or miscellaneous steel, which has been treated with the hot-dip galvanizing process; three years
- (31) For the purpose of removing asbestos from municipally owned buildings; ten years
- (32) For the cost of cleaning up or preventing pollution caused by existing or closed municipal facilities not referenced in clause (21) of section 8, including cleanup or prevention activities taken pursuant to chapter 21E or chapter 21H, 10 years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to and approved by the department of environmental protection
- (33) For the construction or reconstruction of seawalls, riprap, revetments, breakwaters, bulkheads, jetties and groins, stairways, ramps and other related structures, 20 years

Dedham Spring Annual Town Meeting 2015

(34) For any other public work, improvement or asset not specified in this section, with a maximum useful life of at least 5 years, determined as provided in this paragraph, 5 years

Debts may be authorized under this section only by a two-thirds vote.

Ch 41, Officers and Employees of Cities, Towns and Districts, §108, Compensation

Section 108. The salary and compensation of all elected officers of a town shall be fixed annually by vote of the town at an annual town meeting, but said salary or compensation may be revised by a two-thirds vote of any special town meeting called to conduct business later in the same fiscal year for which said salary or compensation was originally fixed; provided, however, that such salary revision occurs prior to the establishment of the tax rate of the town in said fiscal year. Except as provided in section four A and section one hundred and eight A, and except in any city in which salaries and wages are fixed by special law or by ordinance in accordance with the provisions of any general or special law, all boards or heads of departments of a town shall, as soon as may be after the passage of the annual budget, fix the salary or compensation of all officers or employees appointed or employed by them, subject to the provisions of section thirty-one of chapter forty-four. The provisions of this section shall be operative notwithstanding the provisions of sections thirteen and thirty-four of said chapter forty-four. A city may by ordinance prescribe that all fees, charges or commissions allowed by law to any officer thereof shall be paid into the city treasury and belong to the city, and in such case shall pay such officer such compensation as the city council may determine.

Ch 44, Municipal Finance, §53E1/2, Revolving Funds

Section 53E1/2 Notwithstanding the provisions of section fifty-three, a city or town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such city or town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund Expenditures may be made from such revolving fund without further appropriation, subject to the provisions of this section; provided, however, that expenditures shall not be made or liabilities incurred

Dedham Spring Annual Town Meeting 2015

from any such revolving fund in excess of the balance of the fund nor in excess of the total authorized expenditures from such fund, nor shall any expenditures be made unless approved in accordance with sections forty-one, forty-two, fifty-two and fifty-six of chapter forty-one

Interest earned on any revolving fund balance shall be treated as general fund revenue of the city or town No revolving fund may be established pursuant to this section for receipts of a municipal water or sewer department or of a municipal hospital No such revolving fund may be established if the aggregate limit of all revolving funds authorized under this section exceeds ten percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine No revolving fund expenditures shall be made for the purpose of paying any wages or salaries for full time employees unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid; provided, however, that such prohibition shall not apply to wages or salaries paid to full or part-time employees who are employed as drivers providing transportation for public school students; provided further, that only that portion of a revolving fund which is attributable to transportation fees may be used to pay such wages or salaries and provided, further, that any such wages or salaries so paid shall be reported in the budget submitted for the next fiscal year

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen, and by vote of the city council in a city, upon recommendation of the mayor or city manager, in Plan E cities, and in any other city or town by vote of the legislative body upon the recommendation of the chief administrative or executive officer Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year; and, provided, further, that no board, department or officer shall be authorized to expend in any one fiscal year from all revolving funds under its direct control more than one percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine Notwithstanding the provisions of this section, whenever, during the course of any fiscal year, any

Dedham Spring Annual Town Meeting 2015

new revenue source becomes available for the establishment of a revolving fund under this section, such a fund may be established in accordance with this section upon certification by the city auditor, town accountant, or other officer having similar duties, that the revenue source was not used in computing the most recent tax levy

In any fiscal year the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city, or with the approval of the selectmen and finance committee, if any, in a town; provided, however, that the one percent limit established by clause (4) of the third paragraph is not exceeded

The board, department or officer having charge of such revolving fund shall report to the annual town meeting or to the city council and the board of selectmen, the mayor of a city or city manager in a Plan E city or in any other city or town to the legislative body and the chief administrative or executive officer, the total amount of receipts and expenditures for each revolving fund under its control for the prior fiscal year and for the current fiscal year through December thirty-first, or such later date as the town meeting or city council may, by vote determine, and the amount of any increases in spending authority granted during the prior and current fiscal years, together with such other information as the town meeting or city council may by vote require

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year, or in which a city or town changes the purposes for which money in a revolving fund may be spent in the following year, the balance in the fund at the end of the fiscal year shall revert to surplus revenue unless the annual town meeting or the city council and mayor or city manager in a Plan E city and in any other city or town the legislative body vote to transfer such balance to another revolving fund established under this section

The director of accounts may issue guidelines further regulating revolving funds established under this section

Ch 32, §103(j), Retirement Systems & Pensions

Section 103. (a) Any system other than the state employees' retirement system and the teachers' retirement system may, by accepting the provisions of this section as hereinafter provided, elect to establish a cost of living adjustment

Dedham Spring Annual Town Meeting 2015

calculation pursuant to this section; provided, however, that such system shall have established a funding schedule pursuant to the provisions of subdivision (6A) of section 22 or section 22D. Such election shall be made by majority vote of the board of such system, subject to the approval of the legislative body. For the purposes of this section, legislative body shall mean in the case of a city the city council in accordance with its charter, in the case of a town the town meeting, in the case of a county the county retirement board advisory council, in the case of a district the district members, and in the case of an authority the governing body. The base amount upon which such cost of living adjustment shall be calculated shall be \$12,000. Acceptance of this section shall be deemed to have occurred upon the filing of certification of such votes with the commission. A decision to accept the provisions of this section may not be revoked.

(b) For each system that has accepted the provisions of this section, the board, in consultation with the commission, shall prepare a funding schedule which shall reflect the costs and the actuarial liabilities attributable to the cost of living allowance that may be paid in accordance with the provisions of this section and said schedule shall be designed to reduce the applicable retirement system's additional pension liability to zero by such year as approved by the commission. The board shall file revised funding schedules triennially with the joint committee on public service until such costs and liabilities are reduced to zero.

(c) On April 1 of each year, the commission shall send to every system that has accepted the provisions of this section the report prepared in accordance with paragraph (f) of subdivision (3) of section 21. Such report shall be subject to the review of the retirement board of such system after said April 1. In the event that the board determines that the cost of living adjustment recommended by said report shall substantially impair the funding schedule of said system, the board may elect not to pay a cost of living increase for said fiscal year and shall file notice of its election not to pay and analysis of the impact on the funding schedule with the commission within 30 days of its action. In the event that the board votes to adopt the cost of living increase recommended by said report, it shall file notice of its election to pay with the commission within 30 days of its action and the retirement allowance, pension or annuity of every member of the system who has received a retirement allowance, pension or annuity on June 30 of the prior fiscal year, or of a spouse or other beneficiary of such member who has received a retirement allowance, pension or annuity on June 30 of the prior fiscal year, shall be increased by the percentage as recommended by said report. Said cost of living increase shall be funded from the investment income account of the system. The

Dedham Spring Annual Town Meeting 2015

sum of the dollar amount of each cost of living increase, together with the amount of retirement allowance, pension or annuity to which the cost of living per cent factor is applied, shall become the fixed retirement allowance, pension or annuity for all future purposes, including the application of subsequent cost of living adjustments in future years.

(d) Whenever the amount of any retirement allowance, pension or annuity is revised in accordance with the provisions of this section, the monthly payment provided for in section 13 shall be recomputed on the basis of such revised retirement allowance, pension or annuity, and one-twelfth of such new figure shall be due and payable each month. In any case where such revised retirement allowance, pension or annuity cannot be administratively determined in time for adjusting the monthly payment for July pursuant to said section 13, such cost of living adjustment shall be added to the monthly retirement allowance, pension or annuity in August or September, as the case may be.

(e) In any case where such former employee, spouse, or other beneficiary is receiving an annual retirement allowance, pension or annuity which is equal to or in excess of the maximum base amount set by the board and approved by the legislative authority pursuant to clause (i) of paragraph (a) exclusive of an additional annuity obtained by special purchase under paragraph (g) of subdivision (1) of section 22 or any similar law, the cost of living adjustment shall be in an amount determined by applying the percentum of change set by the board pursuant to said paragraph (c) to said maximum base amount. When a cost of living adjustment is granted pursuant to paragraph (c), the dollar amount of such increase as determined in said paragraph (c) shall be added to each retirement allowance, pension or annuity which is in excess of said maximum base amount. The sum of the dollar amount of such cost of living adjustments, together with the amount of retirement allowance, pension or annuity to which the cost of living percentum factor is applied and any amounts in excess of said maximum base amount shall become the fixed retirement allowance, pension or annuity for all future purposes including the application of subsequent cost of living adjustments in future years; provided, however, that the limitations of this paragraph shall continue to apply.

(f) Whenever the amount of any retirement allowance, pension or annuity is revised in accordance with the provisions of subsection (c), the monthly payment provided for in section 13 shall be recomputed on the basis of such revised retirement allowance, pension or annuity and one-twelfth of such new figure shall

Dedham Spring Annual Town Meeting 2015

be due and payable each month. In any case where such revised retirement allowance, pension or annuity cannot be administratively determined in time for adjusting the monthly payment for July pursuant to said section 13, such cost of living adjustment shall be added to the monthly retirement allowance, pension or annuity in August or September, as the case may be.

(g) Notwithstanding any provision of this section to the contrary, the supplemental payments due and payable to a spouse receiving the minimum allowance under the provisions of option (d) of subdivision (2) of section 12, or under section 101, or under the provisions of chapter 526 of the acts of 1963 to any spouse, child or children under the provisions of section 12B, shall be, at all times, in an amount equal to the cumulative percentum of change in the cost of living resulting from the determination by the life actuary, with the average of the cost of living for the year 1972 serving as the basis of the comparison to be made by the actuary as set forth in paragraph (a) of section 102.

(h) Whenever a cost of living adjustment is granted pursuant to this section, a former employee of a county, city, town, district, or authority, or spouse or other beneficiary of such employee, who is receiving a noncontributory pension from such governmental unit under the provisions of this chapter or under corresponding provisions of earlier laws or any general or special law, shall receive the same cost of living adjustment from such governmental unit in accordance with the applicable provisions of this chapter or under corresponding provisions of earlier laws or any other general or special law, if the legislative body of such governmental unit accepts this paragraph by a majority vote. For purposes of this paragraph, legislative body shall mean in the case of a city the city council in accordance with its charter, in the case of a town the town meeting, in the case of a county the county retirement board advisory council, in the case of a district the district members, and in the case of an authority the governing body.

(i) Notwithstanding the provisions of paragraph (c) to the contrary, the board of any system may, by accepting the provisions of this as hereinafter provided, elect annually to pay a cost-of-living increase greater than the percentage increase, as recommended in the report prepared in accordance with paragraph (f) of subdivision (3) of section 21 for that year, but not greater than 3 per cent. The board shall conduct such election in a public meeting, properly posted, called specifically for such election. The board shall also notify each legislative body at least 30 days before such election.

Dedham Spring Annual Town Meeting 2015

Acceptance of this subsection shall be by a majority vote of the board of such system, subject to the approval of the legislative body. For the purpose of this section, "legislative body" shall mean, in the case of a city, the city council in accordance with its charter, in the case of a town, the town meeting, in the case of a county, the county retirement board advisory council, in the case of a district, the district members, and, in the case of an authority, the governing body. Acceptance of this subsection shall be deemed to have occurred upon the filing of the certification of such vote with the commission. A decision to accept the provisions of this subsection may not be revoked.

(j) Notwithstanding paragraph (a), the board of any system that establishes a schedule pursuant to section 22D or 22F, may increase the maximum base amount on which the cost-of-living adjustment is calculated, in multiples of \$1,000. Each increase in the maximum base amount shall be accepted by a majority vote of the board of such system, subject to the approval of the legislative body. For the purpose of this section, "legislative body" shall mean, in the case of a city, the city council in accordance with its charter, in the case of a town, the town meeting, in the case of a district, the district members, and, in the case of an authority, the governing body. In the case of a county or region, acceptance shall be by the county or regional retirement board advisory council at a meeting called for that purpose by the county or regional retirement board that shall notify council members at least 60 days before the meeting. Upon receiving notice, the treasurer of a town belonging to the county or regional retirement system shall make a presentation to the town's chief executive officer, as defined in paragraph (c) of subdivision (8) of section 22, regarding the impact of the increase in the cost-of-living adjustment base, the failure of which by a treasurer shall not impede or otherwise nullify the vote by the advisory council. Acceptance of an increase in the maximum base amount shall be deemed to have occurred upon the filing of the certification of such vote with the commission. A decision to accept an increase in the maximum base amount may not be revoked.

940 CMR Office of the Attorney General **29.03 (2)(b) Notice Posting Requirements**

29.03: Notice Posting Requirements

(1) Requirements Applicable to All Public Bodies.

(a) Except in an emergency, public bodies shall file meeting notices sufficiently in

Dedham Spring Annual Town Meeting 2015

advance of a public meeting to permit posting of the notice at least 48 hours in advance of the public meeting, excluding Saturdays, Sundays and legal holidays, in accordance with M.G.L. c. 30A, § 20. In an emergency, the notice shall be posted as soon as reasonably possible prior to such meeting.

(b) Meeting notices shall be printed or displayed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. The list of topics shall have sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting. The date and time that the notice is posted shall be conspicuously recorded thereon or therewith.

(c) Notices posted under an alternative posting method authorized by 940 CMR 29.03(2) through (5) shall include the same content as required by 940 CMR 29.03(1)(b). If such an alternative posting method is adopted, the municipal clerk, in the case of a municipality, or the body, in all other cases, shall file with the Attorney General written notice of adoption of the alternative method, including the website address where applicable, and any change thereto, and the most current notice posting method on file with the Attorney General shall be consistently used.

(2) Requirements Specific to Local Public Bodies.

(a) The municipal clerk, or other person designated by agreement with the municipal clerk, shall post notice of the meeting in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located. Such notice shall be accessible to the public in the municipal clerk's office. If such notice is not conspicuously visible to the public during hours when the clerk's office is closed, such notice shall also be made available through an alternative method prescribed or approved by the Attorney General under 940 CMR 29.03(2)(b)4. A description of such alternative method, sufficient 940 CMR: OFFICE OF THE ATTORNEY GENERAL to allow members of the public to obtain notice through such method, shall be posted in a manner conspicuously visible to the public at all hours on or adjacent to the main and handicapped accessible entrances to the municipal building in which the clerk's office is located.

Dedham Spring Annual Town Meeting 2015

(b) For local public bodies, the Attorney General has determined, pursuant to M.G.L. c. 30A, § 20(c), that the following alternative methods will provide more effective notice to the public:

1. public bodies may post notice of meetings on the municipal website;
2. public bodies may post notice of meetings on cable television, AND, post notice or provide cable television access in an alternate municipal building (*e.g.*, police or fire station) where the notice is accessible at all hours;
3. public bodies may post notice of meetings in a newspaper of general circulation in the municipality, AND, post notice or a copy of the newspaper containing the meeting notice at an alternate municipal building (*e.g.*, police or fire station) where the notice is accessible at all hours;
4. public bodies may place a computer monitor or electronic or physical bulletin board displaying meeting notices on or in a door, window, or near the entrance of the municipal building in which the clerk's office is located in such a manner as to be visible to the public from outside the building; or
5. public bodies may provide an audio recording of meeting notices, available to the public by telephone at all hours.

(3) Requirements Specific to Regional or District Public Bodies.

(a) Notice shall be filed and posted in each city and town within the region or district in the manner prescribed for local public bodies in that city or town.

(b) As an alternative method of notice, a regional or district public body may post a meeting notice on the regional or district public body's website. A copy of the notice shall be filed and kept by the chair of the public body or the chair's designee.

(4) Requirements Specific to Regional School Districts.

(a) The secretary of the regional school district committee shall be considered to be its clerk. The clerk of the regional school district shall file notice with the municipal clerk of each city and town within such district and each such municipal clerk shall post the notice in the manner prescribed for local public bodies in that city or town.

(b) As an alternative method of notice, a regional school district committee may post a meeting notice on the regional school district's website. A copy of the

Dedham Spring Annual Town Meeting 2015

notice shall be filed and kept by the secretary of the regional school district committee or the secretary's designee.

(5) Requirements Specific to County Public Bodies.

(a) Notice shall be filed and posted in the office of the county commissioners and a copy of the notice shall be publicly posted in a manner conspicuously visible to the public at all hours in such place or places as the county commissioners shall designate for this purpose.

(b) As an alternative method of notice, a county public body may post a meeting on the county public body's website. A copy of the notice shall be filed and kept by the chair of the county public body or the chair's designee.

(6) Requirements Specific to State Public Bodies. Notice shall be posted on a website in accordance with procedures established by the Attorney General in consultation with the Information Technology Division of the Executive Office for Administration and Finance for the purpose of providing the public with effective notice. A copy of each notice shall also be sent by first class or electronic mail to the Secretary of State's Regulations Division. The chair of each state public body shall notify the Attorney General in writing of its Internet notice posting location and any change thereto. The public body shall consistently use the most current notice posting method on file with the Attorney General.

Ch 30B Uniform Procurement Act, §12, Term of contract; information to be included in solicitation; cancellation of contract

Section 12. (a) Unless otherwise provided by law and subject to paragraph (b), a governmental body may enter into a contract for any period of time which serves the best interests of the governmental body; provided, however, that the procurement officer shall include in the solicitation the term of the contract and conditions of renewal, extension or purchase, if any. The procurement officer shall not enter into a contract unless funds are available for the first fiscal year at the time of contracting. Payment and performance obligations for succeeding fiscal years shall depend on the availability and appropriation of funds.

(b) Unless authorized by majority vote, a procurement officer shall not award a contract for a term exceeding three years, including any renewal, extension, or option. Such authorization may apply to a single contract or to any number or

Dedham Spring Annual Town Meeting 2015

types of contracts, and may specify a uniform limit or different limits on the duration of any such contracts.

(c) The invitation for bids, request for proposals, or other solicitation of any contract for a term exceeding one year, including a renewal, extension or option, shall state, in addition to the other information required by this chapter:

(1) the amount of supplies or services required for the proposed contract period, and whether such amount is the actual amount required or an estimate;

(2) that the bidder or offeror shall give a unit price for each supply or service, and that the unit price shall remain the same throughout the contract, except to the extent that the solicitation and resulting contract provides for price adjustments;

(3) that the procurement officer shall cancel the contract if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year succeeding the first year;

(4) whether the bidder or offeror shall submit prices for:

(i) the first fiscal year only;

(ii) the entire time of performance only; or

(iii) both the first fiscal year and the entire time of performance; and

(5) how the award will be determined, including, if the contractor submits prices for the first fiscal year and the entire time of performance, how the prices will be compared.

When a contract is to contain an option for renewal, extension, or purchase, the solicitation shall include notice of the provision. The governmental body shall retain sole discretion in exercising the option, and no exercise of an option shall be subject to agreement or acceptance by the contractor.

(d) When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the procurement officer shall cancel the contract.

Dedham Spring Annual Town Meeting 2015

(e) The governmental body shall not exercise an option for renewal, extension or purchase unless the procurement officer, after reasonable investigation of costs and benefits, has determined in writing that the exercise of the option is more advantageous than alternate means of procuring comparable supplies or services.

(f) Notwithstanding the provisions of paragraphs (a), (b), clause (3) of paragraph (c) and paragraph (d) and further notwithstanding any contrary provision of any law or the provisions of any charter, a city or town may, in a contract for the disposal of its garbage, refuse, and offal or treatment or disposal of sewage, septage or sludge, agree that said city or town shall not be exempt from liability on such contract; provided, however, that such disposal shall be in a sanitary manner approved by the department of environmental protection; provided further, that the contract, including any renewal, extension, or option, shall be for a period not exceeding twenty years; and provided, further, that such contract has been authorized by majority vote.

Ch 32B Contributory Group General or Blanket Insurance for Person in the Service of Counties, Cities, Towns and Districts, and their Dependents, §20, Other Post-Employment Liability Trust Fund

Section 20. (a) A city, town, district, county or municipal lighting plant that accepts this section may establish an Other Post-Employment Benefits Liability Trust Fund, and may appropriate amounts to be credited to the fund. Any interest or other income generated by the fund shall be added to and become part of the fund. Amounts that a governmental unit receives as a sponsor of a qualified retiree prescription drug plan under 42 U.S.C. section 1395w-132 may be added to and become part of the fund. All monies held in the fund shall be segregated from other funds and shall not be subject to the claims of any general creditor of the city, town, district, county or municipal lighting plant.

(b) The custodian of the fund shall be (i) a designee appointed by the board of a municipal lighting plant; (ii) the treasurer of any other governmental unit; or (iii) if designated by the city, town, district, county or municipal lighting plant in the same manner as acceptance prescribed in this section, the Health Care Security Trust board of trustees established in section 4 of chapter 29D, provided that the board of trustees accepts the designation. The custodian may employ an outside custodial service to hold the monies in the fund. Monies in the fund shall be invested and reinvested by the custodian consistent with the prudent investor rule established in chapter 203C and may, with the approval of the Health Care

Dedham Spring Annual Town Meeting 2015

Security Trust board of trustees, be invested in the State Retiree Benefits Trust Fund established in section 24 of chapter 32A.

(c) This section may be accepted in a city having a Plan D or Plan E charter, by vote of the city council; in any other city, by vote of the city council and approval of the mayor; in a town, by vote of the town at a town meeting; in a district, by vote of the governing board; in a municipal lighting plant, by vote of the board; and in a county, by vote of the county commissioners.

(d) Every city, town, district, county and municipal lighting plant shall annually submit to the public employee retirement administration commission, on or before December 31, a summary of its other post-employment benefits cost and obligations and all related information required under Government Accounting Standards Board standard 45, in this subsection called "GASB 45", covering the last fiscal or calendar year for which this information is available. On or before June 30 of the following year, the public employee retirement administration commission shall notify any entity submitting this summary of any concerns that the commission may have or any areas in which the summary does not conform to the requirements of GASB 45 or other standards that the commission may establish. The public employee retirement administration commission shall file a summary report of the information received under this subsection with the chairs of the house and senate committees on ways and means, the secretary of administration and finance and the board of trustees of the Health Care Security Trust.

Ch 44 Municipal Finance. §53 City, Town or District Funds; Use and Disposition

Section 53. All moneys received by any city, town or district officer or department, except as otherwise provided by special acts and except fees provided for by statute, shall be paid by such officers or department upon their receipt into the city, town or district treasury. Any sums so paid into the city, town or district treasury shall not later be used by such officer or department without specific appropriation thereof; provided, however, that (1) sums allotted by the commonwealth or a county to cities or towns for highway purposes and sums allotted by the commonwealth to cities, towns or districts for water pollution control purposes shall be available therefor without specific appropriation, but shall be used only for the purposes for which the allotment is made or to meet temporary loans issued in anticipation of such allotment as provided in section six or six A, (2) sums not in excess of twenty thousand dollars

Dedham Spring Annual Town Meeting 2015

recovered under the terms of fire or physical damage insurance policy and sums not in excess of twenty thousand dollars received in restitution for damage done to such city, town or district property may be used by the officer or department having control of the city, town or district property for the restoration or replacement of such property without specific appropriation and (3) sums recovered from pupils in the public schools for loss of school books or paid by pupils for materials used in the industrial arts projects may be used by the school committee for the replacement of such books or materials without specific appropriation.

Ch 64L Local Option Meals Excise, §2, Local Sales Tax upon restaurant meals: distribution effective date upon acceptance by Municipality; reports

Section 2. (a) A city or town which accepts this section in the manner provided in section 4 of chapter 4 may impose a local sales tax upon the sale of restaurant meals originating within the city or town by a vendor at a rate of .75 per cent of the gross receipts of the vendor from the sale of restaurant meals. No excise shall be imposed if the sale is exempt under section 6 of chapter 64H. The vendor shall pay the local sales tax imposed under this section to the commissioner at the same time and in the same manner as the sales tax due to the commonwealth.

(b) All sums received by the commissioner under this section shall, at least quarterly, be distributed, credited and paid by the state treasurer upon certification of the commissioner to each city or town that has accepted this section in proportion to the amount of the sums received from the sales of restaurant meals in that city or town. Any city or town seeking to dispute the commissioner's calculation of its distribution under this subsection shall notify the commissioner, in writing, not later than 1 year from the date the tax was distributed by the commissioner to the city or town.

(c) This section shall take effect in a municipality on the first day of the calendar quarter following 30 days after its acceptance by the municipality or on the first day of a later calendar quarter that the city or town may designate.

(d) Notwithstanding any provisions in section 21 of chapter 62C to the contrary, the commissioner may make available to cities and towns any information necessary for administration of the excise imposed by this section including, but not limited to, a report of the amount of local option sales tax on restaurant meals collected in the aggregate by each city or town under this section in the preceding

Dedham Spring Annual Town Meeting 2015

fiscal year, and the identification of each individual vendor collecting local option sales tax on restaurant meals collected under this chapter.

Ch 64G Room Occupancy Excise, §3A, Local Excise Tax; information concerning amount collected available

Section 3A. Any city or town which accepts the provisions of this section shall be authorized to impose a local excise tax upon the transfer of occupancy of any room or rooms in a bed and breakfast establishment, hotel, lodging house or motel located within such city or town by any operator at a rate up to, but not exceeding, 6 per cent of the total amount of rent for each such occupancy; provided, however, that the city of Boston is hereby authorized to impose such local excise upon the transfer of occupancy of any room in a bed and breakfast establishment, hotel, lodging house or motel located within said city by any operator at the rate of up to but not exceeding 6.5 per cent of the total amount of rent of each such occupancy. No excise shall be imposed if the total amount of rent is less than fifteen dollars per day or its equivalent or if the accommodation is exempt under the provisions of section two of this chapter. The operator shall pay the local excise tax imposed under the provisions of this section to the commissioner at the same time and in the same manner as the excise tax due the commonwealth. All sums received by the commissioner under this section as excise, penalties or forfeitures, interest, costs of suit and fines shall at least quarterly be distributed, credited and paid by the state treasurer upon certification of the commissioner to each city or town that has adopted the provisions of this section in proportion to the amount of such sums received from the transfer of occupancy in each such city or town. This section shall only take effect in a city or town accepting the provisions of this section by a majority vote of the city council with the approval of the mayor, in the case of a city with a Plan A, Plan B, or Plan F charter; by a majority vote of the city council, in the case of a city with a Plan C, Plan D, or Plan E charter; by a majority vote of the annual town meeting or a special meeting called for the purpose, in the case of a municipality with a town meeting form of government; or by a majority vote of the town council, in the case of a municipality with a town council form of government. The provisions of this section shall take effect on the first day of the calendar quarter following thirty days after such acceptance, or on the first day of such later calendar quarter as the city or town may designate. The city or town, in accepting the provisions of this section, may not revoke or otherwise amend the applicable local tax rate more often than once in any twelve month period.

Dedham Spring Annual Town Meeting 2015

The commissioner of the department of revenue shall make available to any city or town requesting such information the total amount of room occupancy tax collected in the preceding fiscal year in the city or town requesting the information.

Ch 40 Powers and Duties of Cities and Towns, §5B, Stabilization Funds; Established

Section 5B. For the purpose of creating 1 or more stabilization funds, cities, towns and districts may appropriate in any year an amount not exceeding, in the aggregate, 10 per cent of the amount raised in the preceding fiscal year by taxation of real estate and tangible personal property or such larger amount as may be approved by the director of accounts. The aggregate amount in such funds at any time shall not exceed 10 per cent of the equalized valuation of the city or town as defined in section 1 of chapter 44. Any interest shall be added to and become part of the fund.

The treasurer shall be the custodian of all such funds and may deposit the proceeds in national banks or invest the proceeds by deposit in savings banks, co-operative banks or trust companies organized under the laws of the commonwealth, or invest the same in such securities as are legal for the investment of funds of savings banks under the laws of the commonwealth or in federal savings and loans associations situated in the commonwealth.

At the time of creating any such fund the city, town or district shall specify, and at any later time may alter, the purpose of the fund, which may be for any lawful purpose, including without limitation an approved school project under chapter 70B or any other purpose for which the city, town or district may lawfully borrow money. Such specification and any such alteration of purpose, and any appropriation of funds into or out of any such fund, shall be approved by two-thirds vote, except as provided in paragraph (g) of section 21C of chapter 59 for a majority referendum vote. Subject to said section 21C, in a town or district any such vote shall be taken at an annual or special town meeting, and in a city any such vote shall be taken by city council.

Dedham Spring Annual Town Meeting 2015

MUNICIPAL FINANCE TERMINOLOGY

The following terms are frequently used in the Annual Town Report and at Town Meeting. Definitions are provided in order to provide an understanding of their meaning:

FREE CASH: The amount certified annually by the State Bureau of Accounts by deducting from Surplus Revenue (formally the “Unreserved Fund Balance” or “Excess and Deficiency”) all uncollected taxes of prior years. Surplus Revenue is the amount by which the cash accounts receivable and other assets of the Town exceed the liabilities and reserves. Surplus revenues build up mainly from unexpended balances of general appropriations and from excess receipts from non-tax sources (Local Receipts) over estimated receipts. Free Cash may be appropriated by vote of the Town Meeting.

OTHER AVAILABLE FUNDS: Certain receipts, when received by the Town, must be set aside and reserved for particular appropriation. These include the Endicott Estate Receipts, Sale of Cemetery Lots and Graves, and Parking Meter Receipts. In addition, funds from the Overlay Surplus (the accumulated amount of the overlay for various years not used or required to be held in the overlay account) may be used by a town to offset budget requests for the next year. Also, all unused balances from prior years’ Special Article Appropriations may be transferred to meet a new appropriation.

CHERRY SHEET: Named for the cherry colored paper on which the Massachusetts Department of Revenue traditionally has printed it, listing the amounts of state and county assessments, as well as the estimated state distribution (State Aid).

RESERVE FUND: This fund is established by the Town Meeting and may be composed of (a) an appropriation (not exceeding 5% of last year’s levy), (b) money transferred from existing accounts or funds, or (c) both. The Reserve Fund amounts to an omnibus appropriation, to be transferred by vote of the Finance Committee for extraordinary or unforeseen expenditures where the Committee decides such expenditures would be approved by Town Meeting. “Extraordinary” covers items, which are not in the usual line, or are great or exceptional. “Unforeseen” includes items, which were unforeseen at the time of the Town Meeting, when appropriations were voted.

GENERAL STABILIZATION FUND: This fund serves as a general financial reserve for the Town. Money may be appropriated to the Fund up to ten percent of the

Dedham Spring Annual Town Meeting 2015

preceding year's tax levy, but the Fund may not exceed ten percent of the total tax valuation of the Town. The Fund may be used for any legal purpose by a two-thirds vote of the Town Meeting. Interest earned remains in the Fund.

OVERLAY SURPLUS: The Overlay is the amount from the property tax levy in excess of appropriations and other charges. It is used to cover abatements and exemptions granted locally or on appeal. The Overlay Surplus is the unused portion of previous years' overlays.

MITIGATION STABILIZATION: These are special purpose reserves created by vote of Town Meeting. Like the General Stabilization Fund, expenditures from these funds require a two-thirds vote of Town Meeting.

MAJOR CAPITAL FACILITIES STABILIZATION: This is another special purpose reserve created by vote of Town Meeting. Expenditures may be made from the fund only on a two-thirds vote of Town Meeting. It is a management policy of the Town that this fund be used for major construction or renovation of buildings estimated to cost \$4 million or more.

MWRA: The Massachusetts Water Resources Authority was established in 1985 to provide water supply services and sewer collection, treatment and disposal services to the region. To fund its operations and debt the MWRA sets user rates and assesses each town in the area according the metered flow of water through the sewers. Dedham funds its sewer assessment from billings based upon a metered water use rate set by the Selectmen. The Town is not assessed water use charges.

PROPERTY TAX LEVY: The total revenue a community raises through property taxes. Often just called the "levy," it is the largest source of revenue for most Massachusetts cities and towns. This is different from the tax rate, which is the tax amount charged individual properties per \$1,000 of property valuation. The tax rate is set each year by the town.

LEVY LIMIT: The maximum amount a community may levy in a year. The levy limit can increase only by 2 ½ percent each year, plus adjustment for new growth and the addition of the debt service for previously voted tax overrides, such as debt exclusions.

Dedham Spring Annual Town Meeting 2015

LEVY CEILING: The maximum amount a community may levy under all conditions. A community's levy ceiling is 2 ½ percent of the aggregated valuation of all taxable properties.

EXCESS LEVY CAPACITY: If a community sets its levy below its levy limit, the difference between them is called excess levy capacity. The levy limit is not affected by excess capacity, however, meaning that in future years a town can tax up to that limit regardless of the previous levy. For example, a one percent levy increase one year allows the town to raise the levy by 4 percent the next year - the normal 2 ½ percent, plus the 1 ½ percent not taxed the year before.

NEW GROWTH: A community can increase its levy limit annually based on new development and other growth in the tax base. Property that has increased in value because of new construction, new subdivision parcels and condominium conversions, and new properties are all considered new growth. An increase in property value assessed during triennial reevaluation (appreciation) is not considered new growth.

GENERAL OVERRIDE: Residents can vote to increase tax levies beyond the levy limit, as long as the community is below the levy ceiling. The increase is included in the levy for that year and added to the base used to calculate future levy limits. An override requires a majority vote of the town at a special town election.

DEBT EXCLUSION: A debt exclusion allows towns to raise funds to pay for debt incurred by the town. The amount of the payment is added to the levy for the life of the debt, and is not included in calculations of the new levy limit for future years. A debt exclusion requires a two-thirds majority vote to borrow at town meeting and requires a majority vote at a special town election.

CAPITAL OUTLAY EXPENDITURE EXCLUSION: A type of tax override that allows towns to raise funds for capital projects. Its rules are similar to those for debt exclusions, except the cost is only added to the levy for the year in which the project is undertaken.

FINANCE COMMITTEE



**PRSRT STD
U.S. POSTAGE
PAID
PERMIT #62
DEDHAM, MA**

Please bring this report to
Town Meeting for reference.