

**Buckland Select Board
Meeting Minutes
April 12, 2022 5:00 p.m.
Buckland Town Hall**

Listing of Topics

Appointments

5:00 p.m. - Mass Development: Transformative Development Initiative (TDI)
6:30 p.m. - Council on Aging: Public Forum - West County Senior Services
District

Agenda Items

2022 Annual Town Election -
 Designation of Poll Location
 Appointment of Election Workers
2022 Annual Town Meeting Warrant - Review & Approve for Posting
 FY23 Budget
 FY23 Capital & Proposed American Rescue Plan Act Funds

Documents to Sign

Contract Documents

- > CDBG Environment Certifying Officer
- > FY21 Financial Audit Engagement Letter
- > Opioid Settlement, Mass State Subdivision Agreement

Permits and Licenses

- > Town Property - Street Permit, Marlboro Morris Men
- > Town Property - Street Permit, Buckland - Shelburne Youth Baseball

Minutes March 22, 2022

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting

Select Board Member Concerns

Town Administrator's Report

Public Comment

Volunteer Recognition

Announcements & Upcoming Meetings

Attendees

Barry Del Castilho - Select Board Chair

Clint Phillips - Select Board Vice-chair
 Heather Butler - Buckland Town Administrator
 Dana McNay - Falls Cable
 Mary Bolduc - Boards' Clerk
 Jessica Atwood - Economic Development Program Manager, FRCOG
 Larry Langford - Finance Committee
 Dena Willmore - Finance Committee
 Paula Consolo - Finance Committee
 Pamela Guyette - Director of Assessing and Pool Committee
 Cindy Schwartz - Recreation/Pool Committees
 Karen Blom - Town Clerk
 Ellen Eller - Buckland Council on Aging
 Joanne Soroka - Buckland Council on Aging
 Tony Jewell - Buckland Council on Aging
 Michael McCusker - Buckland Resident
 Sylvia Smith - Senior Center Expansion Committee
 Larry Wells - Buckland Resident
 Marilyn Kelsey - Buckland Resident
 Members of the Shelburne Council on Aging

Meeting

The meeting was called to order at 5:00 p.m. by Barry Del Castilho, Chair.

Appointments

5:00 p.m. - Mass Development Transformative Development Initiative (TDI) - Jessica Atwood, Economic Development Program Manager of FRCOG gave a presentation of the TDI, recapping its origins, purpose, and the benefits of Buckland's participation. Ms. Atwood answered questions posed by the Board. Following a brief discussion, Mr. Phillips moved to support the Town of Buckland's participation in the Mass Development Portico Project and to sign a letter of support to the U.S. Economic Development Administration to be included in Mass Development's grant application. Mr. Del Castilho seconded the motion, and vote in favor of the motion was unanimous.

There was brief discussion about a second initiative with suggestions regarding how and where funds (which must be committed by June 30) could be used. Though both Cricket Field and Buckland Recreation area were mentioned, Ms. Atwood stated that funds had to be used for projects in the village area. Ms. Butler also informed the Board that architects are reviewing recommendations for 50 Conway Street and designs will be ready in May.

6:00 p.m. Council on Aging: Public Forum - West County Senior Services District - Buckland Council on Aging members Ellen Eller, Joanne Soroka, and Tony Jewell, gave a presentation on the proposed West County Senior Services District describing what in fact the District is, what it is intended to accomplish and what it will not do. It further addressed the limitations of the current consortium agreement and needs which cannot be met under that agreement. Ellen Eller, in her presentation, recapped the timeline

leading to this senior services document and reported a predicted increase in the senior population. Joanne Sokora stated that currently only the creation of a district is being sought and Ms. Eller added that it (district) would be run by a board of managers.

Mr. Del Castilho stated that the Select Board has had two representatives serve on the Expansion Committee; Mr. Zachary Turner and Mr. Barry Del Castilho. He described the petition to the legislature to create a district, and recapped the committee's process as well as the legal process. He emphasized that any expenditures under such a district would have to be approved at three Annual Town Meetings (Ashfield, Buckland, and Shelburne), thus requiring approval of the select boards and finance committees of those towns. Mr. Del Castilho then asked if the Council on Aging members or Mr. Phillips had any further questions.

Paula Consolo of the Finance Committee explained why she abstained when the Finance Committee voted on the District document. She expressed concerns over the possibility of additional costs, and the overwhelming thought of another body politic. In spite of her concerns, she stated that she would not stand in the way of the process. Ms. Sokora stated that if anyone had better ideas/suggestions, to please come forward. Silvia Smith reported that the Expansion Committee has been open to suggestions throughout the process, and recognizes the challenges posed by the District.

Mr. Del Castilho stated that the Franklin Regional Council of Governments (FRCOG) charter does not allow it to function in the same manner as the proposed district; the same is true of the Senior Center Board of Directors. Ms. Eller stated that there is no intention to build the Taj Mahal, only to serve West County seniors.

Mr. Phillips reported that the greatest concerns he has heard are fears that creating the District is an avenue to raise money for a new Senior Center. He likened the work of the proposed District to the Sewer District, acknowledging that it is considerable work, but in the end, it **does** work. He stated that he believes the idea has been a long time coming.

Michael McCusker, a member of the Senior Center Foundation and the Expansion Committee explained that raising money is much easier as a district. He stated that the Commonwealth of Massachusetts favors people working together in partnerships. Further, if approved, this will be one of the first districts of its kind and an example moving forward.

Marilyn Kelsey submitted two documents regarding the West County Senior Services District to be entered into the meeting minutes.

Agenda Items

2022 Annual Town Election - Ms. Blom, Town Clerk, asked permission to use the robocall option to announce the 2022 Annual Town Election. Mr. Phillips moved to allow, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

> **Designation of Poll Location (and Appointment of Election Workers)** - Mr. Phillips moved to designate 1 William Street as the single polling location for the Annual

Town Election scheduled for Tuesday, May 3, 2022 beginning at 10:00 a.m., and further moved to appoint election workers as named on the list provided. Mr. Del Castilho seconded the motion, and vote in favor of the motion was unanimous.

> *Appointment of Election Workers* - See above vote, inclusive of poll location and election workers. Mr. Phillips also moved to sign the revised Town Election warrant to properly identify the date of the election from Monday, May 3 to Tuesday, May 3. Mr. Del Castilho seconded, and vote in favor of the motion was unanimous.

2022 Annual Town Meeting Warrant - Review & Approve for Posting FY23 Budget -

Town Clerk Karen Blom explained the magnitude of election expenses, and that portion for which the Town is responsible vs state expenses. She stated that warrant articles do not specify dollar amounts, so final expenses can be adjusted after Warrant is printed.

Board members reviewed all Annual Town Meeting Warrant Articles. Ms. Butler offered more in depth explanations, and the Finance Committee members Larry Langford and Dena Willmore presented budget articles and answered Board members' questions. Ms. Blom explained articles regarding General Bylaw Amendments.

Mr. Phillips moved to approve FY23 Operating Budget and other Article as written for inclusion in the 2022 Annual Town Meeting Warrant, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

FY23 Capital and Proposed American Rescue Plan Act Funds - Mr. Langford of the Finance Committee explained that if Buckland does not move forward on the pool construction soon, grant monies will be lost. He reported that there is enough money in ARPA (American Rescue Plan Act) funds to supplement the pool budget and cover expenses, and in free cash and stabilization fund to finance the salt shed. The pool was considered a community enrichment center, and an investment, not just a pool. Paula Consolo of the Finance Committee added that COVID is responsible for the timeline of the pool and increased price tag, therefore justifying use of ARPA funds.

Cindy Schwartz and Pam Guyette of the Pool Committee reported on the status of fund raising efforts with mailings to go out soon. Ms. Consolo added that we need a place for children to learn to swim, and Mr. Langford stated that it is appropriate to mention the pool project/appropriations at Annual Town Meeting.

Mr. Phillips asked if money from Pool Committee fund raising could/would come off of ARPA appropriations and redirected to the transfer station compactor. He emphasized his concern for recent compactor issues and fear that they would repeat themselves in cold weather. Ms. Willmore of the Finance Committee recapped how the ARPA balance was achieved through thrift and careful budgeting.

Mr. Phillips moved to approve the use of the Town of Buckland's American Rescue Plan Act funds in the amount of \$552,978 for the use of the Buckland Community Pool Building Committee to supplement the available budget for the purpose of putting the

project as designed to competitive bid. Mr. Del Castilho seconded the motion and vote in favor was unanimous.

Documents to Sign

Contract Documents -

> CDBG Environmental Certifying Officer - Ms. Butler reviewed the purpose of the document, and need to designate an Environmental Certifying Officer. Mr. Phillips moved to appoint Select Board Chair Barry Del Castilho as the Town's Environmental Certifying Officer for the Community Development Block Grant. Mr. Del Castilho seconded the motion and vote in favor of the motion was unanimous.

> FY21 Financial Audit Engagement Letter - Ms. Butler reported that there were no findings and she is pleased with the audit. Mr. Phillips moved to accept the FY21 Financial Audit Report and to sign the Audit Engagement Letter as prepared by Scanlon & Associates. Mr. Del Castilho seconded the motion, and vote in favor of the motion was unanimous.

> Opioid Settlement, Mass State Subdivision Agreement - Mr. Phillips moved to sign the MA Opioid Settlement State Subdivision Agreement, enabling the Town of Buckland to receive its allocation of municipal settlement proceeds and as recommended by Town Counsel. Mr. Del Castilho seconded. Vote in favor of the motion was unanimous.

Permits and Licenses -

> Town Property - Street Permit, Marlboro Morris Men - Ms. Butler recapped the history of the Morris Men appearing and performing in Buckland. Mr. Phillips moved to approve a Street Use Permit for the Marlboro Morris Men to perform from 4 to 5:30 p.m. on May 14, 2022 on the sidewalk and the parking spaces in front of McCusker's Market; Mr. Del Castilho seconded. Vote in favor of the motion was unanimous.

> Town Property - Street Permit, Buckland Shelburne Youth Baseball - Ms. Butler explained this request is to celebrate opening day for youth baseball. Mr. Phillips abstained from voting on this item because the application was submitted by his wife, Leah Phillips. Mr. Del Castilho moved to approve a Street Use Permit for Buckland Shelburne Youth Baseball to hold its 3rd Annual Opening Day Parade on April 23, 2022 starting in Shelburne at 1 p.m. and ending at Cricket Field. Mr. Del Castilho seconded the motion and voted in favor of the motion.

> Minutes March 22, 2022 - Mr. Del Castilho asked for minutes to be reviewed/ approved at next meeting.

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting -

There were no items within 48 hours in advance of meeting.

Select Board Member Concerns - Mr. Del Castilho expressed his concern and called attention to pot hole season. Ms. Butler reported that GCG is doing mitigation on

Charlemont Road to address problems created by run-off, and updated the Board on the current status and future plans for under drains. The goal is to apply for additional Mass Works Grants.

Town Administrator's Report - Ms. Butler reported that efforts are advancing to improve the upper portion of North Street, Nilman Road is being paved, and there is a forthcoming meeting regarding the former town garage at 50 Conway Street.

Public Comment - Ms. Kelsey stated that she hoped her handouts regarding the Senior Services District would be entered in meeting minutes.

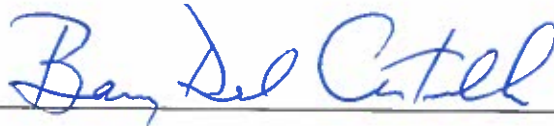
Volunteer Recognition - Buckland Shelburne Youth Baseball was recognized for building and setting up the new bleachers for Cricket Field and Buckland Recreation. Their efforts are greatly appreciated and the new bleachers are a wonderful addition to our recreation facilities.

Announcements & Upcoming Meetings - Mr. Larry Wells was introduced as a candidate for Select Board in the Annual Town Election on May 3. With no further business, Mr. Phillips moved to adjourn, seconded by Mr. Del Castillo. Vote in favor of the motion was unanimous and the meeting adjourned at 7:09 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, April 26, 2022

Signed:

Barry Del Castillo



Clint Phillips



**BUCKLAND SELECT BOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Shelburne Falls, MA 01370**

**Tuesday, April 12, 2022
5:00 p.m.**

AGENDA

Open Session: Listing of Topics

1. Appointments

5:00 p.m. MassDevelopment: [Transformative Development Initiative \(TDI\)](#)

6:30 p.m. Council on Aging: Public Forum – West County Senior Services District

2. Agenda Items

2022 Annual Town Election –

Designation of Poll location

Appointment of Election Workers

2022 Annual Town Meeting Warrant – Review & Approve for Posting

FY23 Budget

FY23 Capital & Proposed American Rescue Plan Act funds

3. Documents to Sign

a. Contract Documents

i. CDBG Environmental Certifying Officer

ii. FY21 Financial Audit Engagement Letter

iii. Opioid Settlement, Mass State Subdivision Agreement

b. Permits & Licenses

i. Town Property – Street Permit, Marlboro Morris Men

ii. Town Property – Street Permit, Buckland Shelburne Youth Baseball

c. Minutes March 22, 2022

4. Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting

5. Select Board Member Concerns:

6. Town Administrator's Report:

7. Public Comment:

8. Volunteer Recognition:

9. Announcements & Upcoming Meetings:

MassDevelopment TDI's Portico Project Proposal

Later this month, MassDevelopment will apply to the U.S. Economic Development Administration (EDA) for a grant that would fund a place-based community development pilot initiative focused on rural economies and downtown districts. The program is inspired by their successful [Transformative Development Initiative](#) (TDI) program available to Gateway Cities.

As a “portico” is a small gateway, this spin-off pilot project will target places that are very similar to, but smaller than, Gateway Cities such as low income rural communities and small cities. Gateway Cities were named as such because they were once portals to opportunity. The communities participating in the Portico Project have similarly suffered a loss of industry or even population and through comprehensive partnership-based work will help to re-establish pathways to opportunity for stronger local markets. Lastly, the term “portico” describes the physical area before an entrance – a place of gathering and preparation. The intent of TDI's Portico Project is to set the stage for follow-on investment and sustainability after the relatively short-term program participation.

The Portico Project will bring dedicated capacity (in the form of a point person or fellow), funded by MassDevelopment, to work on the ground in the community to facilitate partnership development work, community engagement, technical assistance, and project implementation. A partnership-led work-plan would be developed to focus on priority projects in a defined geographic area and leverage resources for their implementation. To be developed over a two-year period, the goal of the partnership is to build sustainable capacity for local economic development.

MassDevelopment has selected four communities for this pilot phase. Each community has recently completed a Local Rapid Recovery Plan, which provides a baseline of planning work that includes data on current conditions and identified community priorities. The pilot initiative proposes to include a defined downtown area in Gloucester in Essex County, and a coordinated cluster of downtown areas in Greenfield, Turners Falls (Montague) and Shelburne Falls (Buckland and Shelburne) in Franklin County. The proposal includes a dedicated point-person for Gloucester and another dedicated point-person shared among the three Franklin County communities. The three Franklin County communities also have many of the same prospective partners, including region-wide organizations and anchor institutions, who could work collaboratively with each other and the selected communities. The Franklin Regional Council of Governments (FRCOG) has already committed to participate in the program.

For this pilot phase, there is no match requirements by the participating municipalities. However, municipalities will be requested to have local government officials and staff engaged in the program.

The creation of a rural version of MassDevelopment's TDI program has been advocated for by Rep. Natalie Blais and the Franklin Regional Council of Governments, and is a recommendation included in the Rural Policy Advisory Commission's (RPAC) 2019 *Rural Policy Plan for the Commonwealth of Massachusetts* (2019).

Request to the Select Board:

- 1. Do you support your community's inclusion in this pilot initiative and EDA grant application?**
- 2. If funded, do you support municipal officials and staff engaging in this pilot initiative?**
- 3. Would you sign a letter of support to be included in the EDA grant application?**

**TOWN OF BUCKLAND
MASSACHUSETTS**



April 12, 2022

LINDA CRUZ-CARNALL, REGIONAL DIRECTOR
United States Department of Commerce
Economic Development Administration (EDA)
Robert N.C. Nix Federal Building
900 Market Street, Room 602
Philadelphia, PA 19107

RE: MassDevelopment TDI's Portico Project

Dear Regional Director Cruz-Carnall:

The Town of Buckland Select Board strongly supports MassDevelopment TDI's Portico Project application to the U.S. Economic Development Administration (EDA) for Economic Adjustment Assistance funding. The Portico Project will bring dedicated capacity (in the form of a point person or fellow), funded by MassDevelopment, to work on the ground in the community to facilitate partnership development work, community engagement, technical assistance, and project implementation. Selected to be part of this project is the Village of Shelburne Falls, a community shared by the Towns of Buckland and Shelburne.

On the west side of the Deerfield River is the Town of Buckland and on the east side is the Town of Shelburne. These two towns share the same village center of Shelburne Falls, which also serves as a commercial and population hub for rural western Franklin County. The Towns have a long history of collaboration and are engaged in helping its business community recover from the economic impacts of the pandemic and position itself to foster business growth. Economic development strategies and projects identified in last year's Village of Shelburne Falls Rapid Recovery Plan seek to achieve these goals. However, the Town government has limited capacity to implement projects and the Greater Shelburne Falls Business Association ceased operations in recent years.

17 STATE STREET - BUCKLAND • SHELburne FALLS, MA • 01370
PHONE: (413) 625-6330 • FAX: (413) 625-8570

MassDevelopment's TDI Portico Project is a important opportunity for the Village. The program will provide capacity and expertise to engage Village business community, local officials, and regional stakeholders to forge a new partnership and strategically implement vital projects. Ensuring capacity to advance economic development projects now and in the future was identified as an essential project in the Rapid Recovery Plan to ensure the Village's economic well-being. The Village has many unique advantages that include famous attractions (like the Bridge of Flowers and Deerfield River Glacial Potholes), creative artists and cultural groups, and the on-going redevelopment of a large historic mill complex for offices and artist studios. These and other assets could serve to inspire new business opportunities and greater private investment. However, without sustainable capacity to assist existing businesses and support new entrepreneurial ventures, economic recovery will be impeded.

The Buckland Select Board will support municipal officials and staff in participating in this project and will encourage the participation of the local business community and non-profit organizations. The Select Board looks forward to working collaboratively with the Greenfield, Montague, the Franklin Regional Council of Governments (the region's Economic Development District) and other regional partners and institutions.

The Town of Buckland appreciates your consideration of MassDevelopment TDI's Portico Project application. If there are any questions or concerns, please contact Town Administrator Heather Butler at townadmin@town.buckland.ma.us.

Thank you.

Sincerely,

Barry Del Casthilo
Buckland Select Board, Chair

Village of Shelburne Falls Rapid Recovery Plan (RRP) REDO Special Project

Memo prepared by the Franklin Regional Council of Governments, April 2022

In September 2021, the Towns of Buckland and Shelburne submitted projects identified in the Rapid Recovery Plan for possible funding by the Commonwealth. The Towns recently received notice that the project to *“Create More Opportunities for Outdoor Dining, Selling and Events [Temporary/ Seasonal Space] Project”* was selected. An award of \$19,000 is to be shared between the two Towns for this purpose. A Memorandum of Agreement between the Town of Shelburne and the Economic Development Council of Western Mass (EDC) (which is the entity that is receiving the State money and passing it through to the towns) has been signed. The Franklin Regional Council of Governments is providing staff support to assist in implementing the project. All grant funds are to be obligated by no later than June 30, 2022.

The project will create two new temporary, seasonal public spaces for patrons of local businesses to use for outdoor dining and/or to hold pop-up shopping experiences or cultural events/entertainment. One location will be on the Buckland side and one on the Shelburne side of the Village. Funds are to be used to pay for street furniture, equipment and supplies, and for two public art pieces (one on each side of the Village).

To implement this project:

- A site in Buckland and in Shelburne are to be selected for this project. If applicable, permission secured for their public use.
- The equipment and supplies for use at these sites need to be selected. Assistance may be needed to move and/or install equipment. In addition, where the equipment will be stored in the off-season needs to be determined. There is a budget of \$8,000 per town for equipment and supplies.
- A process to solicit and select proposals for the public art project at each site will be undertaken. The budget for each public art project is \$1,500.

**TOWN OF BUCKLAND
MASSACHUSETTS**



April 12, 2022

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900 Market Street, Room 602
Philadelphia, PA 19107

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The Town of Buckland appreciates your consideration of MassDevelopment TDI's Portico Project application. If there are any questions or concerns, please contact Town Administrator Heather Butler at townadmin@town.buckland.ma.us.

Thank you.

Sincerely,

Barry Del Casthilo
Buckland Select Board, Chair

2022 Poll workers

NAME	PARTY	MAILING ADDRESS	ZIP	TEL #	PREF.SHIFT
HINDS	D	23 UPPER ST	01338	625-6472	ANY
DOUGHERTY	U	CROSS ST	01338	625-1097	MORNING clerk
WILLMORE	D	PO BOX 26	01338	625-2076	warden
THURBER	D	PO BOX 26	01338	625-2076	
PHILLIPS	U	5 WILDE RD	01370	625-9274	cell: 1-413-824-1137
PARSONS	D	83A NORTH ST	01370	625-9272	ANY
DOBOSZ	U	ELM ST	01370	625-6825	prefers mornings
SCOTT	U	UPPER ST	01338	625-2679	Constable
SCHWARTZ	U	116 ELM ST	01338	834-1222	
GRADER	U	79 EAST BUCKLAND	01338	625-6603	Constable
CERONE	U	57 ELM ST	01338	522-6565	prefers mo warden
CONSOLO	U			522-3580	
DETERS	U			625-6776	buildeters@gmail.com
PARRELLA	D				
BOLDUC	U			625-9295	warden
MURRAY	U			625-9679	winters clerk
ZAGRUBSKI	U			625-6605	gezman4@clerk
DONAHUE	D			824-2627	
SHAUGER	U			625-2680	
LESSELS	U			625-6285	
BARTLETT	U			489-3314	
CONSOLO	U			522-3580	
DETERS	U			625-6776	buildeters@gmail.com
GUYETTE	U	PO BOX 134	01338	625-2183	ANY warden
MANNING	U	12 WELLINGTON ST	01338	768-8076	

TOWN OF BUCKLAND

ANNUAL TOWN MEETING

**SATURDAY, MAY 7, 2022
10:00 A.M.**

**MOHAWK TRAIL REGIONAL SCHOOL PARKING LOT
(or Auditorium ??)**

**26 ASHFIELD ROAD
BUCKLAND, MASSACHUSETTS**

TABLE OF CONTENTS (TBD)

ANNUAL TOWN MEETING WARRANT Town of Buckland Commonwealth of Massachusetts

Franklin, ss.

To either of the Constables of the Town of Buckland in the Commonwealth of Massachusetts,

Greetings:

You are hereby directed to notify and warn the Inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the **Mohawk Trail Regional School Parking Lot (or Auditorium), 26 Ashfield Road, at 10:00 AM on Saturday, May 7, 2022**, then and there to act on the following articles:

ARTICLE 1: REPORT OF THE TOWN CLERK

Moderator	for one year
Selectboard	for three years
Selectboard	for one year (unexpired)
Board of Assessors	for three years
Board of Health	for three years
Buckland Library Trustee	for three years
Finance Committee	for three years
Finance Committee	for three years
Finance Committee	for two years (unexpired)
Finance Committee	for one year (unexpired)
Constable	for three years
Tree Warden	for three years
School Committee	for three years

TOWN CLERK TO REPORT ON THE RESULTS OF THE ANNUAL TOWN ELECTION

ARTICLE 2: REPORTS OF TOWN OFFICERS

To see if the Town will vote to accept the **Reports of Town Officers**; or take any action relating thereto.

ARTICLE 3: SALARIES OF ELECTED OFFICIALS

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for [Elected Officials' Salaries](#) for Fiscal Year 2023, as line item appropriations, as recommended by the Finance Committee in the Town of Buckland Fiscal Year 2023 Operating Budget Report; or take any action relating thereto.

ARTICLE 4: TOWN OPERATING BUDGET

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money to fund the [Town Operating Budget](#) for Fiscal Year 2023, as line item appropriations, as recommended by the Finance Committee in the Town of Buckland Fiscal Year 2023 Operating Budget Report; or take any action relating thereto.

ARTICLE 5: SPECIAL LINE ITEMS

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the purpose of funding [Special Line Items](#) in the Town Operating Budget for Fiscal Year 2023, as line item appropriations, as recommended by the Finance Committee, in the Town of Buckland Fiscal Year 2023 Operating Budget Report, and further, to authorize that unspent amounts in said line items may be carried forward for use in following fiscal years without further appropriation; or take any action relating thereto.

ARTICLE 6: MOHAWK TRAIL REGIONAL SCHOOL DISTRICT ASSESSMENT

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the [Mohawk Trail Regional School District Operating Assessment](#) for Fiscal Year 2023; or take any action relating thereto.

ARTICLE 7: MOHAWK TRAIL REGIONAL SCHOOL DISTRICT CAPITAL ASSESSMENT

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the [Mohawk Trail Regional School District Capital Assessment](#) for Fiscal Year 2023; or take any action relating thereto.

ARTICLE 8: TUITION AND TRANSPORTATION FOR SMITH VOCATIONAL SCHOOL

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for [tuition and transportation of students to Smith Vocational and Agricultural High School](#) for Fiscal Year 2023; or take any action relating thereto.

ARTICLE 9: FRANKLIN COUNTY TECHNICAL SCHOOL OPERATING ASSESSMENT

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the [Franklin County Technical School Operating Assessment](#) for Fiscal Year 2023; or take any action relating thereto.

ARTICLE 10: FRANKLIN COUNTY TECHNICAL SCHOOL CAPITAL ASSESSMENT

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the [Franklin County Technical School Capital Assessment](#) for Fiscal Year 2023; or take any action relating thereto.

ARTICLE 11: SHELBURNE FALLS WASTEWATER TREATMENT FACILITY BUDGET

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money to fund the [operation and maintenance of the Shelburne Falls Wastewater Treatment Facility](#) for Fiscal Year 2023, an Enterprise Fund, for which a sum of money will be raised from anticipated receipts from the Buckland user assessment as a line item appropriation, and for which a sum of money will be raised from anticipated receipts from the Town of Shelburne (pursuant to the operation agreement), as recommended by the Finance Committee in the Town of Buckland Fiscal Year 2023 Budget Report; or take any action relating thereto.

ARTICLE 12: CAPITAL AND/OR DEBT EXPENSES FOR THE SHELBURNE FALLS WASTEWATER TREATMENT FACILITY ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, borrow, or otherwise provide a sum of money, which is the estimated cost of **capital and/or debt expenses for the Shelburne Falls Wastewater Treatment Facility**, an Enterprise Fund, for which a sum of money will be raised from anticipated receipts from the Town of Buckland user assessment, as a line item appropriation, and/or the Buckland Enterprise Fund Retained Earnings as recommended by the Finance Committee; or take any action relating thereto.

ARTICLE 13: SPECIAL WASTEWATER TREATMENT FACILITY LINE ITEMS

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money for the purpose of funding **Special Line Items in the Wastewater Treatment Facility Enterprise Fund** budget for Fiscal Year 2023, as line item appropriations, as recommended by the Finance Committee, and to further authorize that unspent amounts in said line items may be carried forward for use in following fiscal years without further appropriation; or take any action relating thereto.

ARTICLE 14: TOWN DEBT SERVICE

To see if the Town will vote to raise and appropriate, borrow, or otherwise provide a sum of money to pay the [interest and principal on Town debt](#), as shown in the chart below; or take any action relating thereto.

Project	Amount	Source of Funds	Excluded Debt
Town Hall Renovation	\$ 22,500	Raise & Appropriate	Yes
Highway Garage	\$136,825	Raise & Appropriate	Yes
TOTAL	\$159,326		

ARTICLE 15: TOWN CAPITAL EXPENSES

To see if the Town will vote to raise and appropriate, borrow or otherwise provide a sum of money to be placed in departmental **Capital Accounts**, or take any other action relating thereto.

ARTICLE 16: OTHER POST EMPLOYMENT BENEFITS (OPEB)

To see if the town will vote to raise and appropriate or transfer from available funds a sum of money to be deposited in the **OTHER POST EMPLOYMENT BENEFITS LIABILITY TRUST FUND** in order to offset future health insurance costs for retirees, or take any action relating thereto.

ARTICLE 17: ESTABLISH GRANT MATCH SPECIAL REVENUE ACCOUNT

To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to fund the **ADMINISTRATION AND MANAGEMENT OF GRANTS** to include application preparation, matching funds, engineering, and any other expenses associated with grants applied for and/or awarded to the Town of Buckland, or take any action relating thereto.

ARTICLE 18: ESTABLISH RECYCLING REVOLVING ACCOUNT

To see if the Town will vote to amend the General By-laws, Chapter V, Financial Affairs, sec. 6, Revolving Funds, subsection F, Authorized Revolving Funds, by inserting a new row therein establishing a new revolving fund entitled “Recycling Program” as follows:

ACCOUNT NAME	PURPOSE	SOURCE OF FUND	AUTHORITY
Solid Waste and Recycling Program	Operation of the Town's solid waste and recycling programs, membership in and services of the Franklin County Solid Waste Management District, and the purchase of recycled content or environmentally preferable products	Solid waste and recycling Fees	Select Board

And, further, to establish the fiscal year spending limit for this fund of \$10,000.

Or take any action relating thereto.

ARTICLE 19: WILLIAM STREET EASEMENT

To see if the Town will vote to authorize the Select Board to convey, upon such terms and conditions and for such consideration as the Select Board may determine, the fee or lesser interest in all or a portion of the property owned by the Town located at 5 William Street, Assessors' Parcel 6-1 0 35, and further to authorize the Select Board to enter into such agreements and execute

such instruments as are necessary to effectuate the purpose of this article; or take any action relating thereto.

ARTICLE 20: GENERAL BYLAW AMENDMENT – DATE OF TOWN ELECTION

To see if the Town will vote to amend the General Bylaws, Chapter II Town Meeting; Date of Meetings, Section 4 by inserting the underlined text and deleting the strikethrough text as follows; or take any action relating thereto.

The annual town ~~meeting for the~~ election of town officers shall be held on the first Tuesday after the first Monday of May~~June~~ of each year.

ARTICLE 21: GENERAL BYLAW AMENDMENT – TOWN MEETING POSTING REQUIREMENTS

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 110A, treating Saturdays as legal holidays for purposes of the General Laws, and, in connection therewith, amend the General Bylaws, Chapter II Town Meeting; Date of Meetings by inserting new Section 6A as follows; or take any action relating thereto.

Consistent with the Town's acceptance of the provisions of Massachusetts General Laws Chapter 44, Section 110A. Saturdays shall be treated as legal holidays for purposes of calculation of election-related dates

ARTICLE 22: GENERAL BYLAW AMENDMENT – TOWN MEETING, SECRET BALLOT

To see if the Town will vote to amend the General Bylaws, Chapter II Town Meeting; Manner of Voting, Section 17 by deleting the language of that section in its entirety and inserting in its place the following; or take any action relating thereto.

No secret ballot shall be used unless use of such vote counting process has first been approved by majority vote of the Town Meeting.

ARTICLE 23: GENERAL BYLAW AMENDMENT – TOWN OFFICERS, APPOINTED

To see if the Town will vote to amend the General Bylaws, Chapter III, Town Officers, by inserting therein a new Section 1, identifying the Town officers who are elected and appointed, and as appropriate setting forth their terms of office, as follows, or take any action relative thereto:

Section 1.

- A. The following offices shall be elected by the voters of the Town, each for a term of three year terms. Members of multiple member bodies shall be elected on a staggered basis, with no more than one third of the members being elected in any one year. Any vacancy shall be filled in accordance with law.

Office	Number of positions
Clerk	1
Select Board	3
Assessors	3
Board of Health	3
Moderator	1
School Committee	2
Finance Committee	5
Library Trustee	3

- B. The following offices shall be appointed by the Select Board and the appointees thereto shall serve at the discretion of the Board. Members of multiple member bodies shall be appointed on a staggered basis, with no more than one third of the members being appointed in any one year.

Office	Number of positions
Treasurer	1
Collector of Taxes	1
Auditor	1
Constables	3
Highway Superintendent	1
Sewer Commissioners	3
Tree Warden	1

ARTICLE 24: GENERAL BYLAW AMENDMENT – TOWN OFFICERS, ELECTED

To see if the Town will vote to amend the General Bylaws, Chapter III, Town Officers; Select Board, Section 3, consistent with the provisions of Massachusetts General Laws Chapter 41, Section 1 by inserting therein a new section establishing the date for taking office and, as may be appropriate, to authorize the Town Clerk to make non-substantive ministerial revisions to ensure that number issues in related text is revised to properly reflect such change, or take any action relating thereto.

Each elected official may be sworn following the election in the manner set forth in Massachusetts General Laws Chapter 41, Section 107, and shall take office on the date following such election or

such later time as they may be sworn, and shall hold office until their successors are elected and sworn; provided, however, that the term of the Town Clerk shall not begin until seven days after the date of the election.

ARTICLE 25: GENERAL BYLAW AMENDMENT – FINANCE COMMITTEE

To see if the Town will vote to amend the General Bylaws, Chapter IV, Advisory Committee, to revise the title of said Chapter, rename the Advisory Committee as the Finance Committee, and change the number of members from six (6) to five (5) by inserting the underlined text and deleting the strikethrough text as follows; and further to authorize the Town Clerk to make non-substantive ministerial revisions to ensure that gender and number issues in related text is revised to properly reflect such change in title, or take any action relating thereto.

CHAPTER IV ~~ADVISORY~~ TOWN COMMITTEES

Finance Committee

Sec. 1. There shall be ~~an Advisory~~ a Finance Committee consisting of ~~six~~ five ~~legal~~ registered voters of the town. No elective or appointive town officer or town employee shall be eligible to serve on said committee.

ARTICLE 26: GENERAL BYLAW AMENDMENT – RECYCLING

To see if the Town will vote to amend the General Bylaws, Article IX, Recycling, Section 2, Definitions, by deleting the language in that section in its entirety and inserting in place thereof the following so as to reference those definitions included in the Franklin County Solid Waste Management District agreement, and further to authorize the Town Clerk to make non-substantive ministerial revisions to ensure that number issues in related text is revised to properly reflect such change, or take any action relating thereto.

Recyclables are the discarded materials which may be reclaimed and are considered saleable by the Town of Buckland. For the purpose of this ordinance, such materials are defined in the categories established by the [Franklin County Solid Waste Management District](#), and may from time to time be amended, and shall be separated as specified by the District.

ARTICLE 27: REDUCTION OF SPEED LIMITS TO 25 MPH

To see if the Town will vote to accept the of provisions Massachusetts General Laws Chapter 90, Section 17C authorizing the Select Board to establish a speed limit of 25 miles per hour on any roadway inside a thickly settled or business district in the Town that is not a state highway, or take any other action relating thereto.

ARTICLE 28: ESTABLISHMENT OF DESIGNATED SAFETY ZONES

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 90, Section 18B, authorizing the Select Board to establish designated “safety zones” with a posted speed limit of 20 miles per hour on, at or near any way in the Town that is not a state highway, and, if a state highway, with the approval of the Department of Transportation, or take any other action relating thereto.

ARTICLE 29: PETITION FOR SPECIAL ACT FOR WEST COUNTY SENIOR CENTER DISTRICT

To see if the Town will vote to authorize the Select Board to petition the General Court to enact a special act for the Towns of Ashfield, Buckland and Shelburne to create a West County Senior Center District as follows, and to authorize the General Court to make clerical or editorial changes of form only to any bill so filed unless approved in advance by the Select Board, and to authorize the Select Board to approve such revisions as fall within the public purpose of this article; or take any action related thereto:

AN ACT ESTABLISHING THE “WEST COUNTY SENIOR SERVICES DISTRICT”.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The terms hereof having been duly approved by the respective town meetings of the towns of Ashfield, Buckland and Shelburne, it is hereby declared essential for the benefit of the people of the towns of Ashfield, Buckland and Shelburne, in order to sustain and protect the welfare, prosperity and the living conditions of their senior populations, that the towns establish a Senior Services District upon the acceptance hereof by their select boards; that accurate, appropriate, and sustaining assessments, fees and charges for said services be established; that said supplementary services for said towns be operated in an efficient and financially sustaining manner to further encourage the availability and soundness of senior programming and resources all to the public benefit and good, and to the extent and in the manner provided herein.

SECTION 2. For the purposes specified in section 1, Ashfield, Buckland and Shelburne may create a Senior Services District to be known as the “West County Senior Services District”, hereinafter referred to as “the district”, which upon its creation shall be a body politic and corporate and a public instrumentality. Except as set forth in Section 2A hereof, the district shall be created when: (a) this act has been accepted by the select board of each of the aforementioned Towns, which in their capacities as members of the district shall be referred to herein separately as a “member town” and collectively as the “member towns;” and (b) the member towns’ execution of an agreement terminating the agreement known as and entitled “The Senior Center Consortium Agreement Among the Towns of Ashfield, Buckland and Shelburne,” as amended as of January 8, 2019 (the “Consortium Agreement”). Upon its creation, the district shall have, any general or special law notwithstanding, as hereinafter provided and in accordance with this act, the authority to provide senior services and programs, construct, operate, and maintain a shared senior center within the geographical boundaries of a member town.

If any member town, once having accepted this act in accordance with the provisions of this section, desires, upon town meeting vote, to withdraw from the district, it may do so with prior written notice to the board of managers, as herein defined, which withdrawal shall become effective one year from the July 1 next following the delivery of such timely written notice, and in the same manner provided for acceptance of this act; provided, however, that such withdrawing town shall be obligated to pay as follows its annual shares of operational costs and debt costs, respectively and as defined in sections six and seven hereof: (1) the withdrawing town shall continue to accrue and be obligated to pay its assessed share of operational costs through the conclusion of the fiscal year next commencing following the withdrawing town’s delivery of timely written notice as set forth above; and (2) in addition, the withdrawing town shall continue to accrue and be obligated to pay its assessed share of principal and interest costs that such town had approved to be incurred by or on behalf of the district, for so long as said debt costs are due and owing. Upon the effective date of its withdrawal the membership of the board of managers shall be reduced to reflect the termination of such withdrawing town’s seats.

The board of managers may, in its discretion, establish requirements in the By-Laws relating to the admission into the district of any additional municipality, including without limitation with respect to the allocation of charges to be assessed to such municipalities. Addition of member towns shall be by select board approval of all member towns.

SECTION 2A. For purposes of providing for the transition from the terms of the Consortium Agreement to the terms of this act, the board of managers shall be deemed created and authorized to act upon acceptance of this Section 2A by the Select Board of each of the aforementioned Towns. Prior to the termination of the Consortium Agreement the board of managers shall present a transition plan to the select boards of the aforementioned towns for each select board's approval.

SECTION 3. The management and control of all property acquired by, and the exercise of all powers, privileges and duties conferred upon, the district pursuant to the provisions of this act shall be vested in and exercised by a board of managers, which shall consist of two members each from Ashfield, Buckland and Shelburne and any future member municipalities appointed by their respective select boards. The board of managers shall annually elect from its members a chairperson, vice chairperson and secretary, provided that no member town may have more than one representative serving as an officer contemporaneously. The district shall be deemed a governmental body pursuant to chapter 30B of the General Laws. Notwithstanding any general or special law to the contrary, the administrators of the district who are procurement officers for said district shall participate in the Massachusetts public purchasing official certification program conducted by the office of the inspector general in order to earn a Massachusetts public purchasing official certificate or shall hire a certified procurement officer for purchases subject to chapter 30B. Of the two representatives of each member town on the board of managers, one member shall serve for a term of two years, and the other shall serve for a term of three years; at least one member shall be appointed from the town's Council on Aging or such Council's designee duly appointed by the select board. Members of the board of managers may be removed for cause by their appointing authority. Members of the board of managers, together with the board's agents, employees, and professional staff shall be indemnified against personal liability by the district in accordance with, and subject to the limitations set forth in, chapter 258 of the General Laws. The district shall be deemed a public employer pursuant to chapter 258 of the General Laws. The district acting through its initial board of managers shall promptly adopt by-laws describing by whom and how meetings of the board may be called, notified and conducted; establish rules and regulations for the management of its affairs not inconsistent with this act or any other provision of law; shall appoint for such term as it may determine, a treasurer of the district, and such other officers and employees not specifically provided for in this act as it may deem necessary and proper, and shall fix their compensation and benefits. The treasurer shall not be a member of the board of managers, and shall give bond to the district in such an amount as may be approved by said board with a surety company authorized to transact business in the commonwealth as a surety. The district may contract with any of its member towns or other qualified entities for treasurer services. A majority of appointed managers shall constitute a quorum of the board of managers. Unless otherwise specified herein, the board of managers may act by a majority vote, provided that no vote pertaining to the district's budget or debt issuances may be deemed approved unless at least one representative from each member town has voted affirmatively thereon. Vacancies occurring in the membership of the board of managers from any cause may be filled for the remainder of the unexpired term by the appointing authority. No vacancy occurring in the membership of the board of managers shall disqualify the board of managers from taking any action authorized by this act.

The Board of Managers shall annually prepare and provide to the select boards of the member towns, a written report of the operations and programming, the actions of the board of managers, and receipts and expenditures of the district for the preceding fiscal year.

SECTION 4. The district, acting by and through its board of managers, shall have all the rights and powers necessary or convenient to carry out and effectuate the purposes of this act including, but without limiting the generality of the foregoing, the following rights and powers:

- (a) to adopt the by-laws for the regulation of its affairs and the conduct of its business, to promulgate rules, regulations and procedures in connection with the performance of its functions and duties, and to fix, enforce, and collect penalties for the violations thereof;
- (b) to adopt an official seal and alter the same at its pleasure;
- (c) to maintain an office at such place or places as it may determine;

(d) to apply for, receive, accept, administer, expend, and comply with the conditions, obligations and requirements respecting any grant, gift, loan, including without limitation any grant, gift or loan from agencies of local, state, and federal governments, donation or appropriation of any property or money in aid of the purposes of the district, and to accept contributions of money, property, labor, or other things of value;

(e) To incur debt for the purpose of acquiring land and constructing, reconstructing, adding to and equipping buildings or for the purpose of remodeling and making extraordinary repairs to buildings and for the construction or reconstruction of any and all facilities incidental or related thereto, and for the purpose of purchasing district equipment; or for the purpose of any other public work or improvement of a permanent nature required by the district; or for the purpose of any planning, architectural or engineering costs relating to any of the above purposes; provided, however, that such debt is incurred in accordance with Section 7. Debt incurred under this section shall be payable within 30 years, but no such debt shall be issued for a period longer than the maximum useful life of the project being financed as determined in accordance with guidelines established by the director of accounts pursuant to section 38 of chapter 44;

(f) To incur temporary debt in anticipation of revenue to be received from any source;

(g) to acquire by purchase, lease, lease purchase, sale and lease back, gift, or devise, or to obtain options for the acquisition of, any property, real or personal, easements, or any interest therein, in the exercise of its powers and the performance of its duties in compliance with the District Bylaws and this Act;

(h) to sell, lease, mortgage, exchange, transfer or otherwise dispose of, or grant options for any such purposes with respect to, any property, real or personal, tangible or intangible, or any interest therein in compliance with the District Bylaws and this Act, and, with regard to real property, subject to approval by the town meetings of each of the member towns;

(i) to fix, revise, charge, collect and abate fees, rates, rents, and other charges for services, facilities, and commodities furnished or supplied by it;

(j) to construct, improve, extend, enlarge, maintain, and repair the senior facilities located within the geographical jurisdiction of the district;

(k) to make contracts of every name and nature, and to execute and deliver all instruments necessary or convenient for carrying out any of its purposes;

(l) to sue and be sued and to prosecute and defend actions relating to its properties and affairs, provided that only property of the district other than revenues pledged to the payment of bonds or notes shall be subject to attachment or levied upon execution or otherwise;

(m) to engage architectural, engineering, accounting, management, legal, financial, and environmental consulting and other professional services;

(n) to employ an Executive Director and personnel

(o) to charge a programming and use fee to senior clients who are or are not residents of the member towns, and seek to use the services and resources of the district in a manner as the Board of Managers may determine; and

(p) to do all things necessary, convenient or desirable for carrying out the purposes of this act for the purposes expressly granted or necessarily implied in this act;

(q) and all other powers expressly conferred upon the district under this act

SECTION 5. Notwithstanding any general or special law to the contrary, and subject to the terms set forth in this act, fees, rates, rents, assessments, and other charges for resources and services, facilities, and commodities furnished or supplied by the district shall be fixed and adjusted by the board of managers so as to provide funds at least sufficient in each fiscal year, together with other revenues and funds of the district, if any, available therefor, to pay the full cost of operation of the district for that fiscal year, including all current expenses; all debt service on bonds or notes of the district; all costs of maintenance, repair and replacement, including the establishment of reasonable stabilization funds, replacement reserves, and other similar funds in accordance with generally accepted accounting principles, as determined by the board of managers to be necessary or desirable; and all other amounts which the district may be obligated to pay or provide for by law or by contract.

SECTION 6. The District, for the purpose of paying annual operating expenses (the “operational costs,” which shall include all costs not requiring the issuance of debt) shall prepare a preliminary proposed annual

budget for each fiscal year by November 30, of the preceding year. The board of managers shall determine what assessment is necessary to pay for that portion of the operational costs not covered by fees or other receipts in accordance with section 5, and shall apportion such amount in accordance with the proportional five-year average usage formula by each member town of the services being supplied by the district, as follows: each member town shall be assessed that portion of the operational costs that represents the same percentage of the total operational costs (the “Operations Assessment Percentage”) that such member town’s residents’ total usage over the immediately preceding five year period bears relative to the total usage during such span (each as reported to the Massachusetts Executive Office of Elder Affairs annually via Form).

The board of managers shall hold a public hearing on the draft proposed annual budget after notice to the member towns and such notice to the public as it shall determine and shall adopt such proposed annual budget, with or without amendment, after the public hearing but not later than the fifteenth (15th) day of December.

Within one week of its adoption, the board of managers shall cause the proposed annual budget and proposed assessment to be delivered to the select board and finance committee in each member town.

The board of managers shall receive comments from the member towns until the next following January 31st. After the final day for the towns’ comment and prior to the March 1st next following, the board of managers shall, by majority vote, adopt an annual budget, with or without amendment to the proposed annual budget, and shall notify the member towns of the same by mail in the same manner and within the same time frame as is required above with respect to a proposed annual budget and assessment.

The annual budget shall include all revenue receipts, expenses, capital costs and other financial information to sufficiently inform the towns of the costs of operating the District.

The budget shall not be deemed effective and binding unless the annual assessment has been approved by each member town by a majority vote of its town meeting held prior to the commencement of the fiscal year to which the budget pertains. The annual budget and annual assessment shall then become final and effective for the next following fiscal year upon the adoption of each member town’s assessment.

If the annual assessment is not approved, the board of managers may from time to time resubmit it or may submit a revised budget and assessment for consideration in the manner described above, but without need for an additional public hearing, and if no annual budget has been adopted prior to the commencement of the fiscal year to which it pertains, the District shall, on a month to month basis until a new annual budget and assessment become effective, operate with the budget and assessment used for the previous fiscal year. Any sums assessed by the district and raised and appropriated by a municipality in accordance with this section shall not be subject to sections 20A, 20B and 21C of chapter 59 of the General Laws.

SECTION 7. Each member town’s share of debt costs (the “Debt Cost Share”) shall be calculated as follows with respect to each debt issuance, with each component calculated for the most recent fully completed fiscal year immediately preceding the date of notice of such proposed debt issuance: (1) 50% shall be divided among the members in the amounts of their respective Operations Assessment Percentages; (2) 25% shall be divided among the member towns based upon their equalized property values relative to one another, as reported by the Massachusetts Department of Revenue (such that if a member town’s equalized property value amounts to 50% of the total sum of the member towns’ collective equalized property value, such member town would be responsible for at least 12.5% of the debt costs); and (3) 25% shall be divided among the member towns based upon their equalized income values relative to one another, as reported by the Massachusetts Department of Revenue (such that if a member town’s equalized income value amounts to 50% of the total sum of the member towns’ collective equalized income value, such member town would be responsible for at least 12.5% of the debt costs). Upon determining each member town’s debt cost share, which shall remain static and binding upon each of the member towns until the District has fully paid the underlying debt, the board of managers shall certify, to the select board in each member town, that the board of managers shall propose the issuance of such bonds or notes, either in the name of the district or one or more of the member towns, and the amount to be assessed against each

member unit therefor, provided that the decision as to whether the district or one or more member towns shall incur the underlying debt shall be subject to a majority approval by the select board of each member town. Upon such approval by each such select board, the select board of each member town, shall cause to be placed in the warrant for the next available annual town meeting, an article in the form specified by the board of managers, seeking authorization from each member town meeting for the district to issue such bonds or notes, and the amount to be assessed therefor against each member town. Upon approval by each member town's town meeting by a two-thirds vote at an annual town meeting, the district may issue such bonds or notes as have been so approved. The indebtedness on bonds or notes issued by the district and the member towns pursuant to this act shall not be subject to section 10 of chapter 44, and sums assessed by the district to repay such bonds or notes shall not be subject to sections 20A, 20B and 21C of chapter 59 of the General Laws.

The fiscal year of the district shall commence July 1 and end June 30.

SECTION 8. In the event that the board of managers desires to terminate the district and dispose of its assets, a majority of the board of managers then existing shall first vote to do so, and give notice of such vote, in writing, to the select board of each member town. Each member town shall thereafter provide, at its next regular or special town meeting a warrant article to dissolve in the same manner in which the district was created, the warrant article shall contain the question "Shall the West County Senior Services District be dissolved, and its assets disposed of in accordance with the vote of its board of managers?" If all member towns vote in the affirmative, the district shall be dissolved, but not otherwise. In the event of such affirmative vote, the board of managers shall be empowered to dispose of the assets of the district in accordance with the General Laws.

SECTION 9. If the district authorized by section 2 is not created in the manner described in said section 2 within ten years from the effective date of this act, then this act shall be without further legal effect.

SECTION 10. This act shall take effect upon its passage.

ARTICLE 30: APPROVE PRIOR FISCAL YEAR INVOICE

To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money to pay an unpaid FY2021 USA Blue Book invoice in the amount of \$234.75, or take any action relating thereto.

You are directed to serve this warrant by posting attested copies thereof at the Post Office, the Public Library in Buckland Center and Buckland Town Hall, 17 State Street, in said Town, seven days at least, before the time of holding said election and meeting.

A copy of this warrant is also available on the Town website <https://www.town.buckland.ma.us/>

Thereof fail not, and make due return of this warrant, with your doings, thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this 12th day of April in the year Two Thousand Twenty-Two

BARRY L. DEL CASTILHO- Chair, Select Board

CLINTON PHILLIPS – Member, Select Board

CONSTABLE'S RETURN

FRANKLIN, SS

Pursuant to the within warrant I have notified and warned the inhabitants of the Town of Buckland by posting attested copies of same at three public places and at least seven days before the day hereof, as within directed.

CONSTABLE: _____ DATE: _____

FY2023: Buckland Operating Budget

Art. #	Item	FY2021 Actual	FY2022 Town Mtg Appropriated	FY2023 Requests	FY2023 FinCom recommend	\$ Request v. FY2022	FinCom \$ Change FY2022 to FY2023	% Change FY2022 to FY2023
	TOWN OPERATING	1,839,307	1,964,939	2,009,111	2,009,111	44,172	44,172	2.2%
	SCHOOL ASSESSMENTS	2,722,040	2,815,447	2,967,230	2,967,230	151,783	151,783	5.4%
	Sub-Total Town Operating (Lines 7+10)	4,561,347	4,780,386	4,976,341	4,976,341	195,955	195,955	4.1%
	GENERAL GOVERNMENT							
3	MODERATOR STIPEND	250	250	250	250	0	0	0.0%
3	SELECTBOARD STIPENDS	4,600	6,000	6,000	6,000	0	0	0.0%
4	SELECTBOARDS OFFICE/ADMIN	102,203	99,766	120,733	120,733	20,967	20,967	21.0%
	Advertising Expense	710	1,000	1,000	1,000	0	0	0.0%
	Safety/Drug Testing	289	750	1,000	1,000	250	250	33.3%
	Selectboard's Expenses	1,192	7,000	7,000	7,000	0	0	0.0%
	Shelburne Falls Partnership	0	0	0	0	0	0	0.0%
	Administrative Assistant Salary	29,389	17,828	36,833	36,833	19,005	19,005	106.6%
	Town Reports	500	500	500	500	0	0	0.0%
	Administrator Expense	623.63	3,500	1,500	1,500	(2,000)	(2,000)	-57.1%
	Administrator Salary	69,499	69,188	72,900	72,900	3,712	3,712	5.4%
4	RESERVE FUND	18,227	20,000	25,000	25,000	5,000	5,000	25.0%
5	PERSONNEL RESERVE FUND	0	7,500	2,000	2,000			
4	COLLECTOR/TREASURER OFFICE	68,148	72,162	70,248	70,248	(1,914)	(1,914)	-2.7%
	Collector/Treasurer Exp	13,802	18,934	16,504	16,504	(2,340)	(2,340)	-12.4%
	Asst. Treasurer Stipend	2,190	3,000	4,020	4,020	1,020	1,020	34.0%
	Collector/Treasurer Salary	46,556	47,378	46,634	46,634	(744)	(744)	-1.6%
	OPEB Expense	5,600	2,850	3,000	3,000	150	150	5.3%
5	TAX TITLE EXPENSE	1,099	7,000	2,000	2,000	(5,000)	(5,000)	-71.4%
4	ACCOUNTANT	26,589	28,124	29,063	29,063	939	939	3.3%
	FRCOG Accounting Program	25,914	27,674	28,613	28,613	939	939	3.4%
	Accountant Expenses	675	450	450	450	0	0	0.0%
3	ASSESSORS STIPENDS	3,900	3,900	3,900	3,900	0	0	0.0%
4	ASSESSORS OFFICE	44,139	45,798	42,054	42,054	(3,744)	(3,744)	-8.2%
	Assessors Expenses	6,350	7,150	7,029	7,029	1,875	1,875	26.2%
	Assessors Office Salary	37,789	38,648	35,029	35,029	(5,619)	(5,619)	-14.5%
5	ASSESSORS TAX MAP	4,400	4,400	4,400	4,400	0	0	0.0%
5	ASSESSORS REVALUATION	13,067	24,500	24,500	24,500	0	0	0.0%
4	BLDGS & GROUNDS (formerly Town Hall)	52,247	92,318	115,129	115,129	22,811	22,811	24.7%
	Postage	2,000	5,000	5,000	5,000	0	0	0.0%
	Town Office Supplies	450	950	950	950	0	0	0.0%
	Office Equip Maintenance	6,398	7,500	8,500	8,500	1,000	1,000	13.3%
	Public Bldgs Expenses	18,835	36,868	37,000	37,000	132	132	0.4%
	Communications/IT	24,564	22,000	25,000	25,000	3,000	3,000	13.6%
	Bldgs & Grounds Salary	0	20,000	36,679	36,679	18,679	18,679	93.4%
4	TOWN CLERK OFFICE/ELECTIONS	8,102	13,300	14,550	14,550	1,250	1,250	9.4%
	Town Clerk Expenses	1,667	2,300	2,300	2,300	0	0	0.0%
	Assistant Town Clerk	0	2,500	2,500	2,500	0	0	0.0%
	Street Listing	233	600	750	750	150	150	25.0%
	Record Books	0	1,500	1,000	1,000	2,500	2,500	166.7%
	Election Expenses	5,802	6,000	600	600	(5,400)	(5,400)	-90.0%
	Election salaries inc. Registrars	400	400	400	4,400	4,000	4,000	1000.0%
3	TOWN CLERK SALARY	35,867	30,015	31,066	31,066	1,051	1,051	3.5%
4	BOARDS AND COMMITTEES	4,325	12,830	7,362	7,362	(5,468)	(5,468)	-42.6%
	Energy Committee	0	200	200	200	0	0	0.0%
	Conservation Commission	500	500	500	500	0	0	0.0%
	Planning Board	0	500	500	500	0	0	0.0%
	Zoning Board of Appeals	0	500	200	200	(300)	(300)	-60.0%
	Boards Clerk	3,825	11,130	5,962	5,962	(5,168)	(5,168)	-46.4%
5	AUDITOR	16,000	7,200	7,200	7,200	0	0	0.0%
4	LEGAL	18,620	15,000	15,000	15,000	0	0	0.0%
4	INSURANCE & BONDS	46,860	56,000	58,000	58,000	2,000	2,000	3.6%
4	REGIONAL SERVICES (FRCOG)		16,246	16,008	16,008	(238)	(238)	-1.5%
	Procurement Services	2,614	2,614	2,609	2,609	55	55	2.1%
	Statutory Assessment	710	710	710	710	0	0	0.0%
	Core Assessment	12,970	12,922	12,629	12,629	(293)	(293)	-2.3%
	Sub-Total General Government	468,642	554,809	592,463	592,463	37,654	37,654	6.8%

FY2023: Buckland Operating Budget

Art. #	Item	FY2021 Actual	FY2022 Town Mtg Appropriated	FY2023 Requests	FY2023 FinCom recommend	\$ Request v. FY2022	FinCom \$ Change FY2022 to FY2023	% Change FY2022 to FY2023
	PROTECTION OF PERSONS AND PROPERTY							
4	POLICE SALARIES	168,072	178,564	178,027	178,027	(537)	(537)	-0.3%
4	POLICE DEPARTMENT	28,922	45,590	40,250	40,250	(5,340)	(5,340)	-11.7%
	<i>OUI / Speed Enforcement</i>	0	0			0	0	0.0%
	<i>Police Bldg Maintenance</i>	5,618	11,340	0	0	(3,840)	(3,840)	-33.9%
	<i>Police Expense</i>	23,304	34,250	7		(1,500)	(1,500)	-4.4%
4	BUILDING INSPR PROG	7,600	7,600	7,600	7,600	0	0	0.0%
4	EMERG MGT DIR STIPEND	2,600	3,000	3,000	3,000	0	0	0.0%
4	EMERG MGT EXPENSE	2,750	2,150	2,500	2,500	350	350	16.3%
4	ANIMAL CONTROL REGIONAL	6,101	6,200	6,446	6,446	246	246	4.0%
4	ANIMAL CONTROL EXPENSE	660	1,000	1,000	1,000	0	0	0.0%
4	FOREST FIRE WARDEN STIPEND	150	150	150	150	0	0	0.0%
3	TREE WARDEN STIPEND	1,200	1,200	1,200	1,200	0	0	0.0%
4	TREE WARDEN EXPENSE	4,500	5,000	6,000	6,000	1,000	1,000	20.0%
	Sub-Total Protection	222,555	250,454	248,173	248,173	(4,281)	(4,281)	-1.7%
	EDUCATION							
6	K-12 MOHAWK OPERATING	2,588,505	2,673,693	2,686,885	2,686,885	13,192	13,192	0.5%
8	SMITH VOCATIONAL	49,235	30,000	55,000	55,000	25,000	25,000	83.3%
9	FRANKLIN COUNTY TECH OPER.	84,300	111,754	225,345	225,345	113,591	113,591	101.6%
	Sub-Total Education	2,722,040	2,815,447	2,967,230	2,967,230	151,783	151,783	5.4%
	PUBLIC WORKS							
4	HIGHWAY SALARIES	117,238	147,651	129,759	129,759	(17,892)	(17,892)	-12.1%
4	HIGHWAY DEPARTMENT	128,166	137,850	136,100	136,100	(1,750)	(1,750)	-1.3%
	<i>Highway Supplies</i>	57,436	55,000	50,000	50,000	(5,000)	(5,000)	-9.1%
	<i>Road Machinery</i>	36,095	39,400	50,000	50,000	10,600	10,600	26.9%
	<i>Street Lights</i>	9,744	13,000	7,800	7,800	(5,500)	(5,500)	-42.3%
	<i>Town Garage Expense</i>	24,891	30,450	28,600	28,600	(1,850)	(1,850)	-6.1%
4	WINTER RDS SALARIES	72,026	98,108	98,108	98,108	0	0	0.0%
4	WINTER RDS EXPENSE	242,267	145,000	145,000	145,000	0	0	0.0%
4	REFUSE/RECYCLING	92,813	99,937	99,773	99,773	(164)	(164)	-0.2%
	<i>Refuse Salaries</i>	19,787	20,638	21,359	21,359	721	721	3.5%
	<i>Refuse/Recycling Expense</i>	55,475	61,000	60,000	60,000	(1,000)	(1,000)	-1.6%
	<i>Hazardous Waste</i>	1,831	950	950	950	0	0	0.0%
	<i>Landfill Monitoring & Mowing</i>	8,464	10,000	10,000	10,000	0	0	0.0%
	<i>Solid Waste Mgmt District</i>	7,256	7,349	7,400	7,400	115	115	1.6%
5	CDBG MATCH EXPENSES	12,855	8,500	9,000	9,000	500	500	5.9%
	<i>Application Expense</i>	0	3,500	4,000	4,000	500	500	14.3%
	<i>Engineering Expenses</i>	7,855	5,000	5,000	5,000	0	0	0.0%
	<i>Matching Funds</i>	5,000	0	0	0	0	0	0.0%
	Sub-Total Public Works	665,365	637,046	617,740	617,740	(19,306)	(19,306)	-3.0%
	HUMAN SERVICES							
4	ANIMAL INSPECTOR	800	800	800	800	0	0	0.0%
3	BOARD OF HEALTH STIPENDS	1,350	1,350	1,350	1,350	0	0	0.0%
4	BOARD OF HEALTH	16,756	17,363	15,407	15,407	(1,956)	(1,956)	-11.3%
	<i>FRCOG Health Program</i>	16,379	16,863	14,907	14,907	(1,956)	(1,956)	-11.6%
	<i>Board of Health Expenses</i>	377	500	500	500	0	0	0.0%
4	SENIOR CENTER	66,159	68,638	70,579	70,579	1,941	1,941	2.8%
4	VETERANS SERVICES	39,855	42,813	45,597	45,597	2,784	2,784	6.5%
	<i>Regional Service Center</i>	3,924	4,613	4,455	4,455	(158)	(158)	-3.4%
	<i>Veterans Benefits</i>	35,155	37,000	40,922	40,922	3,392	3,392	9.2%
	<i>Veterans Recognition Services</i>	776	1,200	1,250	1,250	(450)	(450)	-37.5%
	Sub-Total Human Services	124,920	130,964	133,733	133,733	2,769	2,769	2.1%
	CULTURE & RECREATION							

FY2023: Buckland Operating Budget

Art. #	Item	FY2021 Actual	FY2022 Town Mtg Appropriated	FY2023 Requests	FY2023 FinCom recommend	\$ Request v. FY2022	FinCom \$ Change FY2022 to FY2023	% Change FY2022 to FY2023
4	BUCKLAND LIBRARY	40,348	43,383	44,350	44,350	967	967	2.2%
	Library Operating Costs	18,739	20,745	20,578	20,578	(167)	(167)	-0.8%
	Library Salaries	21,609	22,638	23,772	23,772	1,134	1,134	5.0%
4	ARMS LIBRARY	22,839	22,839	24,483	24,483	1,644	1,644	7.2%
4	RECREATION DEPARTMENT	19,066	21,300	20,275	20,275	(1,025)	(1,025)	-4.8%
	Management	8,500	8,500	9,000	9,000	500	500	5.9%
	Maintenance	10,566	12,800	11,275	11,275	(1,525)	(1,525)	-11.9%
4	EVENTS	1,250	1,550	2,150	2,150	600	600	38.7%
	4th of July	150	150	150	150	0	0	0.0%
	Band Concerts	800	800	800	800	0	0	0.0%
	Bridge of Flowers & SF&G	300	600	1,200	1,200	600	600	100.0%
5	250th ANNIVERSARY	250	250	250	250	0	0	0.0%
	Sub-Total Culture & Recreation	83,753	89,322	91,508	91,508	2,186	2,186	2.4%
	INSURANCE/RETIREMENT							
4	RETIREMENT	119,714	122,681	125,595	125,595	2,914	2,914	2.4%
4	UNEMPLOYMENT/MEDICARE	11,470	13,429	13,116	13,116	(313)	(313)	-2.3%
	Unemployment Insurance	1,752	1,943	2,285	2,285	342	342	17.6%
	Medicare	9,718	11,486	10,831	10,831	(655)	(655)	-5.7%
4	HEALTH/LIFE INSURANCE	142,888	166,234	188,783	188,783	22,549	22,549	13.6%
	Employees	118,433	134,306	153,727	153,727	19,421	19,421	14.5%
	Retirees	24,455	31,928	35,056	35,056	3,128	3,128	9.8%
16	OPEB ACCOUNT	0	0	20,000	20,000	20,000	20,000	0.0%
	Sub-Total Ins./Ret. and Debt Expense	274,072	302,344	327,494	327,494	25,150	25,150	8.3%

FY2023:

FY2023: Buckland Capital and Debt Budget

Line Def	Art. #	Item	FY2021 Actual	FY2022 Town Min	FY2023 Deductions	FY2023 FinCom	\$ Request w/ FY2022	FinCom \$ Change	% Change
		CAPITAL ITEMS							
13		TOWN BLDG REPAIRS (museum)							
14	15	POLICE EQUIPMENT	13,850	0	10,000	10,000	10,000	10,000	
15		POLICE CRUISER	10,000	5,000	0	0	(5,000)	(5,000)	-100.0%
16		B&G EQUIPMENT	0	51,946	0	0	(51,946)	(51,946)	
17	15	HIGHWAY EQUIPMENT (F550)	0	18,100	80,000	10,000	41,900	(8,100)	
18	15	HIGHWAY - ROAD REPAVING	0	0	485,000	172,000	485,000	172,000	
19	15	HIGHWAY SALT SHED	64,107	50,000	50,000	50,000	0	0	0.0%
20	15	TRANSFER STATION - FENCE	0	35,000	350,000	350,000	315,000	315,000	900.0%
21	15	SWIMMING POOL	0	0	15,000	0	15,000	0	
22	15	TECHNOLOGY (TOWN CLERK)	0	150,000	0	0	(150,000)	(150,000)	-100.0%
23	15	PARKS (DOG PARK)	0	0	10,000	10,000	10,000	10,000	
24	15		0	0	25,000	0	25,000	0	
25			0	0	0	0	0	0	
26		Sub-Total Capital Items	87,957	310,046	1,005,000	602,000	694,954	291,954	94.2%

B. Designate an Environmental Certifying Officer (ECO)

The Grantee's Chief Executive Officer must designate either him/herself or a competent staff person to serve as the Environmental Certifying Officer (ECO). The ECO must be:

- designated in writing. See sample form in Appendix 2 Chapter 10. A copy of the designation must be kept in the ERR file.
- an employee of the municipality. The ECO may not be a person or entity with whom the municipality contracts to carry out project activities. *The ECO acts as the responsible Federal official under the provisions of NEPA and will be named as the responsible party in any legal action.*

Responsibilities of the ECO include making findings and signing all required certifications. The ECO does not need to be a technical expert on environmental activities but should be credible if it becomes necessary for the grantee to defend a finding or conclusion of the review.

C. Define the project

While the definition does not have to be lengthy, it should include enough information to provide the reader with a clear understanding of what is to take place. This should include all project activities, the location of the project and the anticipated cost of the project. The description should not be isolated in time and place and must consider future related actions, cumulative effects and activities associated with non-HUD funds.

D. Determine the Level of Environmental Review Required for Each Activity

Each program activity which is or will be funded by Mass. CDBG must be reviewed for its impact on the environment. In addition, all activities which are part of a federally funded project must be reviewed even if the particular activity receives no federal funds.

The levels of environmental review are as follows:

- Exempt activities (58.34)
- Categorically Excluded Activities Not Subject to Section 58.5
- Categorically Excluded Activities Subject to Section 58.5 [Statutory review, 58.35(b)]
- Full Environmental Assessment Required Activities [NEPA review, 58.35(a)]

Each review category is fully detailed below. Defining the correct level of review is a critical step. Grantees must be sure that they are categorizing a project correctly. An incorrect determination for the level of review can lead to delays or a discontinuation of project activities



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To the Honorable Select Board
Town of Buckland
Buckland, Massachusetts

We are pleased to confirm our understanding of the services we are to provide Town of Buckland, Massachusetts for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Town of Buckland, Massachusetts as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Buckland's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Buckland's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Pension Plan Schedules
- 3) Other Post-Employment Benefit Plan Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Buckland's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of Revenues, Expenditures and Changes in Fund Balances – Non-major Governmental Funds
- 2) Schedule of Property Taxes
- 3) Schedule of Excise Taxes
- 4) Schedule of Tax Liens

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Town of Buckland, Massachusetts's financial statements. Our report will be addressed to Select Board of Town of Buckland, Massachusetts. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Buckland's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements and related notes of Town of Buckland, Massachusetts in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities relating to the financial statements and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior

management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Scanlon and Associates, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Department of Revenue or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Scanlon and Associates, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to Department of Revenue or its designee.

Thomas J Scanlon Jr is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be \$16,500 for the year ending June 30, 2021.

We appreciate the opportunity to be of service to Town of Buckland, Massachusetts and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Scanlon and Associates, LLC

Scanlon & Associates, LLC
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Town of Buckland, Massachusetts.

Signature: _____

Title: _____

TOWN OF BUCKLAND, MASSACHUSETTS
MANAGEMENT LETTER
FOR THE YEAR ENDED JUNE 30, 2021

TOWN OF BUCKLAND, MASSACHUSETTS

Management Letter

Year Ended June 30, 2021

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To the Honorable Select Board
Town of Buckland
Buckland, Massachusetts

Dear Members of the Board:

In planning and performing our audit of the basic financial statements of the Town of Buckland as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Buckland's internal accounting control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

However, during our audit, we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. We have already discussed these comments and suggestions with Town personnel. We will be pleased to discuss them in further detail and to assist you in implementing the recommendations.

The Town's written response to our comments and suggestions has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it. This communication is intended solely for the information and use of the management, the Select Board, others within the entity and the Commonwealth of Massachusetts Department of Revenue and is not intended to be and should not be used by anyone other than these specified parties.

Scanlon and Associates, LLC

Scanlon & Associates, LLC
South Deerfield, Massachusetts

March 21, 2022

CURRENT YEAR COMMENTS AND RECOMMENDATIONS - Other Matters

1. Monitor and Reconcile Covid Grants

Comment:

There are various federal and state grants that have become available in response to the Covid-19 pandemic (ARPA, CvRF, FEMA and Shared Receipts). These grants come with various compliance and reporting requirements. Furthermore, to make things more complicated the guidance on spending these grants funds have changed from initial receipt of the funds. We recommend the Town constantly monitor and reconcile the grant records to the Town's general ledger accounts to ensure the grant reporting is proper and all grant funds are received and spent in accordance with the grant compliance requirements.

2. Implementation of Future GASB Statements

Comment:

In an effort to enhance financial information of a government's financial statements, the GASB is continually issuing new pronouncements that will effect what is required to be reported in a government's financial statements. Over the past couple years GASB has been active in developing new standards. It is important that the Town be aware of the current and future statements. The following are some of new GASB pronouncements that will be required to be implemented in future fiscal years:

- GASB Statement No. 87 – *Leases*. This statement is required to be implemented in fiscal year 2021(revised to 2022).

Given the significant impact of this GASB statement on the Town's financial accounting and reporting, we recommend that the Town familiarize and educate themselves with the aforementioned statement to ensure proper implementation.

3. Other Areas

- Stabilization Fund – Bank Balance vs. Fund Balance.

Allocation of Recoveries from Statewide Opioid Settlements

April 6, 2022

As many of you are aware, a settlement has been reached in the national opioid litigation involving the big three distributors and Johnson & Johnson, pursuant to which Massachusetts will receive approximately \$500 million. An allocation agreement reached with the Attorney General through which Massachusetts municipalities will receive 40% of the settlement proceeds. The remaining 60% will be placed in a statewide Opioid Recovery and Remediation Fund to be administered by the Attorney General.

In order to benefit from this settlement and receive the increased allocation of municipal settlement proceeds, each municipality must execute and submit to the Attorney General a State Subdivision Agreement. The form for submittal is attached, and may also be found [here](#). Completed and executed forms should be submitted to MAOpioidSettlements@mass.gov.

We hope this information is helpful, and we encourage municipalities to submit their State Subdivision Agreement as soon as possible to be eligible for increased allocation funds. Additional information is available on the Attorney General's website [here](#).

Please contact [Mark Reich](#) or [Lauren Goldberg](#) with any further questions.

Disclaimer: This information is provided as a service by KP Law, P.C. This information is general in nature and does not, and is not intended to, constitute legal advice. Neither the provision nor receipt of this information creates an attorney-client relationship with KP Law, P.C. Whether to take any action based upon the information contained herein should be determined only after consultation with legal counsel.

**Town of Buckland
Parade Or Street Use Permit**

This permit to be filled out in conjunction with the Town's written policy - see separate document.

Name of applicant or organization: MARLBORO MORRIS MEN

Date of Event: MAY 14, 2022 Profit _____ Non-Profit X

Description of activity and purpose of request: (including date, time location, etc.
Use back of sheet if necessary).

SEE ATTACHED

FRED DEVECCA

Print Name

Fred Devecca

Signature

45 SCHOOL ST
SHELBURNE FALLS, MA
01370

Address

413-512-0850

Telephone Number

Bill Police Services To:

This permit must be completed in full and returned with a non-refundable \$5.00 application fee to the Town of Buckland, no later than 30 days prior to date requested for the activity.

(Town Use Only)

Date this application is received by Town 3/12/2022

Fee Paid: Check # _____ /Cash 45 Rcd by: UFBCom

Police Department: Approved _____ Disapproved _____ Date _____

Recommendation of Police Department: Traffic &/or crowd control assessment:

Estimated cost to the Town: _____

Chief of Police _____ Date _____

Board of Selectmen: Approved _____ Disapproved _____ Date _____

_____, Chair, Board of Selectmen,

DESCRIPTION OF ACTIVITY AND PURPOSE OF REQUEST (INCLUDING DATE, TIME, LOCATION, ETC) –

About 40 Morris dancers and musicians will dance in front of McCusker's Market from about 4-5:30pm on Saturday May 14. We usually dance in 2 or 3 parking spaces in front of McCusker's. Dancers also stand in the alley between McCusker's and Mos Fudge Factor.

We police ourselves and make sure a lane is kept open on sidewalks so others can move by freely. We will not block doorways and will clean up after the event.

We are largely local residents. I live in Buckland. We have been doing this event for about 30 years now (except for the past 2 years which we did not do due to Covid) and as far as I know there have been few problems.

Please contact me if you have any questions.

THANK YOU!!

A handwritten signature in black ink, appearing to read "Fred DeVecca", with a stylized, flowing script.

Fred DeVecca

413-512-0850

We do not object to the Morris dancers performing in front of McCusker's Market on May 14 from about 4-5:30pm.

A handwritten signature in dark ink, consisting of a large, stylized 'M' followed by a long, sweeping horizontal line that ends in a small upward flick.

3/22/22

McCusker's Market

MANAGER

**Town of Buckland
Parade Or Street Use Permit**

This permit to be filled out in conjunction with the Town's written policy - see separate document.

Name of applicant or organization: Buckland Shelburne Youth Baseball

Date of Event: 4/23/22 1pm Profit Non-Profit X

Description of activity and purpose of request: (including date, time location, etc. Use back of sheet if necessary). 3rd annual opening day parade for the youth baseball league. We would like to line up at 12:30 on Shelburne side, with a kick off at 1pm. The parade would travel over the bridge and down to Cricket Field. (we have also requested permission from Shelburne)

Leah M. Phillips

413-522-1250

Print Name

Telephone Number

Leah M. Phillips

Signature

49 Crittenden Hill Road
Buckland, MA 01338

Address

Bill Police Services To:

This permit must be completed in full and returned with a non-refundable \$5.00 application fee to the Town of Buckland, no later than 30 days prior to date requested for the activity.

(Town Use Only)

Date this application is received by Town

Fee Paid: Check # /Cash Rcd by:

Police Department: Approved ✓ Disapproved Date 3/31/22

Recommendation of Police Department: Traffic &/or crowd control assessment:

will work with Shelburne PD to accommodate

Estimated cost to the Town: 0

[Signature]
Chief of Police

3/31/22
Date

Board of Selectmen: Approved Disapproved Date

_____, Chair, Board of Selectmen,

PUBLIC FORUMS

ON THE

“WEST COUNTY SENIOR SERVICES DISTRICT”

The Councils on Aging of Ashfield, Buckland and Shelburne invite residents to learn more about the proposed “West County Senior Services District” that will be on Annual Town Meeting warrants this spring. Discussion and Q & A will follow.

MONDAY, APRIL 11
7:00 P.M.
ASHFIELD TOWN HALL
412 Main Street, Ashfield, MA

TUESDAY, APRIL 12
6:30 P.M.
BUCKLAND TOWN HALL
17 State Street, Shelburne Falls, MA

THURSDAY, APRIL 21
2:00 P.M.
SHELBURNE-BUCKLAND COMMUNITY CENTER
53 Main Street, Shelburne Falls, MA

TUESDAY, MAY 31
6:30 P.M.
FELLOWSHIP HALL
17 Little Mohawk Road, Shelburne Center, MA

Senior Center Exploration and Expansion Project History

2012-2022

2012 FRCOG conducts a needs assessment of Franklin County COA's in response to the changing demographics in the county and the 2010 Census.

2014 "Aging in West County Communities, Coming Together to Age in Place" Report is completed by the Center for Social and Demographic Research on Aging, Gerontology Institute, John W. McCormack Graduate School of Policy and Global Studies at University of Massachusetts, Boston with findings presented to the Senior Center Board of Directors. [2014-12 Aging In West County UMass Report.pdf \(the-senior-center.org\)](#)

2014 Senior Center Foundation, Inc. is formed to support The Senior Center.

2015 "The Senior Center Feasibility Study" Report by Jones Whitsett Architects Report is completed and presented to the Senior Center Board and the public. [2015-12 Feasibility Study Report by Jones Whitsett.pdf \(the-senior-center.org\)](#)

2016 Senior Center Board of Directors discusses greater coordination to address needs of the aging population.

2017 Senior Center Expansion Committee is formed with Council on Aging, Select Board, Senior Center Foundation and At-large representatives from each town, Finance Committee representatives added in 2019.

2017-9 Expansion Committee meets monthly.

2017-9 Four Subcommittees: Ownership, Site, Budget, Funding meet to research additional space opportunities for The Senior Center.

2017-9 Appropriations from the Towns of Ashfield, Buckland, and Shelburne, the Commonwealth of Massachusetts, and the Senior Center Foundation support Consortium expansion research and planning through the Expansion Committee.

2019 The Senior Center Consortium Agreement is amended as Step 1 to address Ownership, or more accurately, Governance to meet the expanded needs of our aging demographic.

2019 "Community Needs Assessment" Report by Philanthropy Resources, Inc. is completed by Philanthropy Resources, Inc. [2020-01-09 Needs Assessment Report.pdf \(the-senior-center.org\)](#)

2020 A consultant, P3, Inc. is hired to bring the work of the subcommittees into perspective with the priority of Ownership/Governance taken as the next necessary step.

2021 The Expansion Committee approves and recommends the creation of The West County Senior Services District; the Covid-19 pandemic slows the process.

2022 Interim step: A 5 member Working Group of 3 Select Board and 2 Expansion Committee representatives, with consultants, P3, Inc. and independent legal counsel, refines and reworks elements of a draft Senior Services District Special Act for the Expansion Committee to present to the three Select Boards for questions and comments.

2022 Interim step: The Expansion Committee accepts Select Board revisions and votes this proposed Special Legislative Act language to send to the three Select Boards for Annual Town Meeting Warrants.

West County Senior Services District

Section Summary of Recommended Annual Town Meeting Warrant Special Act Language

March 10, 2022

Introduction

This summary provides key provisions of each section of the recommended language of the “West County Senior Services District Special Act” as voted by the Senior Center Expansion Committee on March 10, 2022 to include on Annual Town Meeting Warrants in a more readable format compared to the legal version required for approval. Because we are the first to be creating a senior services district in the Commonwealth of Massachusetts, this Agreement has been modeled after previous legislatively approved districts, but modified to address our needs. This proposal 1) does not cost the towns additional money, 2) relates to governance, 3) includes a transition period from the current Consortium Agreement to the District, and 4) provides the basis for future discussions and possible votes on any senior center facility updates. (Blue text notes general comments and notable changes from previous drafts.)

Section 1. Purpose. This is a standard Declaration statement to establish a Senior Services District to meet the needs of the senior population in the member towns of Ashfield, Buckland and Shelburne as further detailed in the document. (The town meeting approval of this document begins the process of creating the District and is added clarification.)

Section 2. Authority. This allows the towns of Ashfield, Buckland and Shelburne to create the “West County Senior Services District,” henceforth District, as a public entity when a) each Select Board accepts this legislative act and b) the member towns terminate the Consortium Agreement. The District is able to provide senior services and programs, and operate and maintain a shared senior center within the District. A town can withdraw from the District upon town meeting vote under specific timelines and financial obligations. The District can accept new member towns in accordance with requirements of the Board of Managers and approval of the Select Boards. (Legal updates are incorporated to reflect up-to-date language and practice. Transition clarification beginning with town meeting approval to the time when a district would be operational is specified. Town addition and withdrawal language is more fully defined.)

Section 2A. Transition. To begin a transition period from operating under the current Consortium Agreement to operating under the District Agreement, the Select Boards accept this Section and appoint members to the Board of Managers who are required to submit a transition plan to the Select Boards for approval. (The Consortium Agreement remains effective during the transition period. This section establishes a transition period to provide the Board of Managers time to put in place the operational elements of a district while still operating under the Consortium Agreement. This is a relocated and expanded Section from the previous draft.)

Section 3. Governance. A 6-member Board of Managers consists of 2 members from each member town appointed by their Select Board, at least one from their Council on Aging or the designee of the Council. The Board elects a chairperson, vice-chairperson and secretary annually, requiring each town to be represented. The Board of Managers adopts by-laws to describe meetings and establish rules and regulations for the management of its affairs, requires a procurement officer to meet the provisions of state law, appoints a treasurer and any other officers or employees, and determines compensation and benefits. The District may contract with any of the municipal entities for treasurer services. A majority of the Board constitutes a quorum. Votes require a majority for approval; budget or debt issuance votes require affirmative votes from at least one member from each town. Vacancies may be filled for unexpired terms by the corresponding Select Board. The District is a public entity and must follow state laws. (This is a 6-member Board requiring the officers to represent each of the towns. If a COA member is unable or unwilling to serve the COA will select a designee to be appointed by the Select Board. Votes for budget or debt issuance require an affirmative vote from at least one Board member of each town prior to being brought to all town meetings for consideration.)

Section 4. Powers and Duties. The Board of Managers has the typical rights and powers afforded to public entities. Among them are to adopt by-laws and an official seal, to address finances of the District, to incur temporary and debt not to exceed 30 years, to acquire and sell property, to construct, improve, extend, enlarge, maintain and repair facilities, to make and execute contracts, to hire personnel and contract professional services, and to sue and be sued. (These provisions are standard. Subsections (e) and (f) provide greater clarity; (e) more specifically addresses debt including reference to Section 7 which is the main provision to authorize debt and (f) temporary debt in anticipation of revenue.)

Section 5. Financial Authority. The Board of Managers has the authority to set fees, rates, rents, assessments and other charges to provide sufficient funds to operate the District and meet any other financial obligations of the District. (This is standard legal language. As an example, this allows for setting fees for activities for residents of member towns as well as other towns as space allows, or renting space for outside activities.)

Section 6. Operating Budget and Assessments. This section details the requirement for the Board of Managers to prepare an annual budget and assessment to present to the member towns using the 5-year average usage formula/"Operation Assessments Percentages"; the 5-year average usage formula is detailed. The operating budget and assessment approval process for operational costs is as follows:

- By November 1 – prepare a proposed annual budget and determine the assessment necessary to pay expenses not covered by fees and other receipts; and apportion the assessment to each town using the proportional five-year average usage formula
- By December 15 - hold at least one public hearing, and adopt a proposed annual budget

- Within 1 week of adoption – mail the proposed annual budget and proposed assessments to the Select Boards and Finance Committees
- By January 31 – receive comments from member towns
- By March 1 – adopt an annual budget, with or without amendment, by majority vote
- Within 1 week of adoption - mail it to the Select Boards and Finance Committees. The annual budget must include all revenue receipts, expenses, capital costs and other financial information to sufficiently inform the towns of the cost of operating the District.
- The annual assessment must be approved by each member town by a majority vote at a town meeting. The annual budget becomes final when all three towns approve their assessment.
- If the assessment is not approved it may be resubmitted or a revised assessment may be submitted.
- If no annual budget is adopted by the beginning of the fiscal year, the District shall operate with the previous year's budget on a month to month basis until a new annual budget becomes effective.

(The operating budget and assessment language is very detailed and is the same formula and procedure we currently use; this is greater legalese.)

Section 7. Borrowing and Debt Cost Share (Capital Apportionment). The major provisions of this section:

- The Debt Cost Share is determined by three parts: $\frac{1}{2}$ in accordance with the Operations Assessment Percentages (proportional 5-year average usage formula of services supplied by the District), $\frac{1}{4}$ by the equalized property values by the Massachusetts Department of Revenue (DOR) and $\frac{1}{4}$ by the income values provided by the DOR of each municipal entity.
- Each member town's share is binding until the debt has been fully paid by the District.
- The Board of Managers shall propose the issuance of bonds or notes, either in the name of the District or one or more of the member towns and the amount assessed to each member town; decision is by majority vote of each member town's Select Board.
- Each Select Board is required to place an article on the warrant for the next annual town meeting seeking authorization to issue bonds or notes and the amount to be assessed.
- Each town meeting vote requires $\frac{2}{3}$ vote for approval.

The fiscal year of the district begins July 1 and ends June 30.

(This section has been substantially reworked by the Working Group under the leadership of our P3 consultant, independent municipal counsel and in consultation with bond counsel. The language provides greater specificity and clarity; retains the basic capital apportionment policy that's been discussed since 2019; provides an option for the District, or one or more towns to incur the underlying debt. Every member town must approve a debt authorization by a $\frac{2}{3}$ vote.)

Section 8. District Dissolution. Termination of the District begins with a vote of the Board of Managers requiring the Select Boards to bring a warrant article at the next town meeting with the question: “Shall the West County Senior Services District be dissolved, and its assets deposited in accordance with the vote of the Board of Managers?” If all member towns vote to dissolve, the Board of Managers are empowered to dispose of the assets of the district in accordance with General Laws. (This specifies an affirmative town meeting vote in all member towns is required to end the District, which is the same way in which the District is approved.)

The Act may be amended in the same manner it was created.

Section 9. Effective Period of the Act. If the district is not created within 10 years of this act, this act is no longer in effect. (This authorizes up to 10 years for the towns and Board of Managers to put all the pieces in place.)

Section 10. Effective Date of this Act. This Act is effective upon its passage. (Passage is when the Governor signs the legislation.)

To see if the Town will vote to petition the General Court to enact a special act for the Towns of Ashfield, Buckland and Shelburne as follows or take any other action thereto:

AN ACT ESTABLISHING THE “WEST COUNTY SENIOR SERVICES DISTRICT”.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The terms hereof having been duly approved by the respective town meetings of the towns of Ashfield, Buckland and Shelburne, it is hereby declared essential for the benefit of the people of the towns of Ashfield, Buckland and Shelburne, in order to sustain and protect the welfare, prosperity and the living conditions of their senior populations, that the towns establish a Senior Services District upon the acceptance hereof by their select boards; that accurate, appropriate, and sustaining assessments, fees and charges for said services be established; that said supplementary services for said towns be operated in an efficient and financially sustaining manner to further encourage the availability and soundness of senior programing and resources all to the public benefit and good, and to the extent and in the manner provided herein.

SECTION 2. For the purposes specified in section 1, Ashfield, Buckland and Shelburne may create a Senior Services District to be known as the “West County Senior Services District”, hereinafter referred to as “the district”, which upon its creation shall be a body politic and corporate and a public instrumentality. Except as set forth in Section 2A hereof, the district shall be created when: (a) this act has been accepted by the select board of each of the aforementioned Towns, which in their capacities as members of the district shall be referred to herein separately as a “member town” and collectively as the “member towns;” and (b) the member towns’ execution of an agreement terminating the agreement known as and entitled “The Senior Center Consortium Agreement Among the Towns of Ashfield,

Buckland and Shelburne,” as amended as of January 8, 2019 (the “Consortium Agreement”). Upon its creation, the district shall have, any general or special law notwithstanding, as hereinafter provided and in accordance with this act, the authority to provide senior services and programs, construct, operate, and maintain a shared senior center within the geographical boundaries of a member town.

If any member town, once having accepted this act in accordance with the provisions of this section, desires, upon town meeting vote, to withdraw from the district, it may do so with prior written notice to the board of managers, as herein defined, which withdrawal shall become effective one year from the July 1 next following the delivery of such timely written notice, and in the same manner provided for acceptance of this act; provided, however, that such withdrawing town shall be obligated to pay as follows its annual shares of operational costs and debt costs, respectively and as defined in sections six and seven hereof: (1) the withdrawing town shall continue to accrue and be obligated to pay its assessed share of operational costs through the conclusion of the fiscal year next commencing following the withdrawing town’s delivery of timely written notice as set forth above; and (2) in addition, the withdrawing town shall continue to accrue and be obligated to pay its assessed share of principal and interest costs that such town had approved to be incurred by or on behalf of the district, for so long as said debt costs are due and owing. Upon the effective date of its withdrawal the membership of the board of managers shall be reduced to reflect the termination of such withdrawing town’s seats.

The board of managers may, in its discretion, establish requirements in the By-Laws relating to the admission into the district of any additional municipality, including without limitation with respect to the allocation of charges to be assessed to such municipalities. Addition of member towns shall be by select board approval of all member towns.

SECTION 2A. For purposes of providing for the transition from the terms of the Consortium Agreement to the terms of this act, the board of managers shall be deemed created and authorized to act upon acceptance of this Section 2A by the elect board of each of the aforementioned Towns. Prior to the termination of the Consortium Agreement the board of managers shall present a transition plan to the select boards of the aforementioned towns for each select board’s approval.

SECTION 3. The management and control of all property acquired by, and the exercise of all powers, privileges and duties conferred upon, the district pursuant to the provisions of this act shall be vested in and exercised by a board of managers, which shall consist of two members each from Ashfield, Buckland and Shelburne

and any future member municipalities appointed by their respective select boards. The board of managers shall annually elect from its members a chairperson, vice chairperson and secretary, provided that no member town may have more than one representative serving as an officer contemporaneously. The district shall be deemed a governmental body pursuant to chapter 30B of the General Laws. Notwithstanding any general or special law to the contrary, the administrators of the district who are procurement officers for said district shall participate in the Massachusetts public purchasing official certification program conducted by the office of the inspector general in order to earn a Massachusetts public purchasing official certificate or shall hire a certified procurement officer for purchases subject to chapter 30B. Of the two representatives of each member town on the board of managers, one member shall serve for a term of two years, and the other shall serve for a term of three years; at least one member shall be appointed from the town's Council on Aging or such Council's designee duly appointed by the select board. Members of the board of managers may be removed for cause by their appointing authority. Members of the board of managers, together with the board's agents, employees, and professional staff shall be indemnified against personal liability by the district in accordance with, and subject to the limitations set forth in, chapter 258 of the General Laws. The district shall be deemed a public employer pursuant to chapter 258 of the General Laws. The district acting through its initial board of managers shall promptly adopt by-laws describing by whom and how meetings of the board may be called, notified and conducted; establish rules and regulations for the management of its affairs not inconsistent with this act or any other provision of law; shall appoint for such term as it may determine, a treasurer of the district, and such other officers and employees not specifically provided for in this act as it may deem necessary and proper, and shall fix their compensation and benefits. The treasurer shall not be a member of the board of managers, and shall give bond to the district in such an amount as may be approved by said board with a surety company authorized to transact business in the commonwealth as a surety. The district may contract with any of its member towns or other qualified entities for treasurer services. A majority of appointed managers shall constitute a quorum of the board of managers. Unless otherwise specified herein, the board of managers may act by a majority vote, provided that no vote pertaining to the district's budget or debt issuances may be deemed approved unless at least one representative from each member town has voted affirmatively thereon. Vacancies occurring in the membership of the board of managers from any cause may be filled for the remainder of the unexpired term by the appointing authority. No vacancy occurring in the membership of the board of

managers shall disqualify the board of managers from taking any action authorized by this act.

The Board of Managers shall annually prepare and provide to the select boards of the member towns, a written report of the operations and programming, the actions of the board of managers, and receipts and expenditures of the district for the preceding fiscal year.

SECTION 4. The district, acting by and through its board of managers, shall have all the rights and powers necessary or convenient to carry out and effectuate the purposes of this act including, but without limiting the generality of the foregoing, the following rights and powers:

(a) to adopt the by-laws for the regulation of its affairs and the conduct of its business, to promulgate rules, regulations and procedures in connection with the performance of its functions and duties, and to fix, enforce, and collect penalties for the violations thereof;

(b) to adopt an official seal and alter the same at its pleasure;

(c) to maintain an office at such place or places as it may determine;

(d) to apply for, receive, accept, administer, expend, and comply with the conditions, obligations and requirements respecting any grant, gift, loan, including without limitation any grant, gift or loan from agencies of local, state, and federal governments, donation or appropriation of any property or money in aid of the purposes of the district, and to accept contributions of money, property, labor, or other things of value;

(e) To incur debt for the purpose of acquiring land and constructing, reconstructing, adding to and equipping buildings or for the purpose of remodeling and making extraordinary repairs to buildings and for the construction or reconstruction of any and all facilities incidental or related thereto, and for the purpose of purchasing department equipment; or for the purpose of any other public work or improvement of a permanent nature required by the district; or for the purpose of any planning, architectural or engineering costs relating to any of the above purposes; provided, however, that such debt is incurred in accordance with Section 7. Debt incurred under this section shall be payable within 30 years, but no such debt shall be issued for a period longer than the maximum useful life of the project being financed as determined in accordance with guidelines established by the director of accounts pursuant to section 38 of chapter 44;

- (f) To incur temporary debt in anticipation of revenue to be received from any source;
- (g) to acquire by purchase, lease, lease purchase, sale and lease back, gift, or devise, or to obtain options for the acquisition of, any property, real or personal, easements, or any interest therein, in the exercise of its powers and the performance of its duties in compliance with the District Bylaws and this Act;
- (h) to sell, lease, mortgage, exchange, transfer or otherwise dispose of, or grant options for any such purposes with respect to, any property, real or personal, tangible or intangible, or any interest therein in compliance with the District Bylaws and this Act, and, with regard to real property, subject to approval by the town meetings of each of the member towns;
- (i) to fix, revise, charge, collect and abate fees, rates, rents, and other charges for services, facilities, and commodities furnished or supplied by it;
- (j) to construct, improve, extend, enlarge, maintain, and repair the senior facilities located within the geographical jurisdiction of the district;
- (k) to make contracts of every name and nature, and to execute and deliver all instruments necessary or convenient for carrying out any of its purposes;
- (l) to sue and be sued and to prosecute and defend actions relating to its properties and affairs, provided that only property of the district other than revenues pledged to the payment of bonds or notes shall be subject to attachment or levied upon execution or otherwise;
- (m) to engage architectural, engineering, accounting, management, legal, financial, and environmental consulting and other professional services;
- (n) to employ an Executive Director and personnel
- (o) to charge a programming and use fee to senior clients who are or are not residents of the member towns, and seek to use the services and resources of the district in a manner as the Board of Managers may determine; and
- (p) to do all things necessary, convenient or desirable for carrying out the purposes of this act for the purposes expressly granted or necessarily implied in this act;
- (q) and all other powers expressly conferred upon the district under this act

SECTION 5. Notwithstanding any general or special law to the contrary, and subject to the terms set forth in this act, fees, rates, rents, assessments, and other charges for resources and services, facilities, and commodities furnished or

supplied by the district shall be fixed and adjusted by the board of managers so as to provide funds at least sufficient in each fiscal year, together with other revenues and funds of the district, if any, available therefor, to pay the full cost of operation of the district for that fiscal year, including all current expenses; all debt service on bonds or notes of the district; all costs of maintenance, repair and replacement, including the establishment of reasonable stabilization funds, replacement reserves, and other similar funds in accordance with generally accepted accounting principles, as determined by the board of managers to be necessary or desirable; and all other amounts which the district may be obligated to pay or provide for by law or by contract.

SECTION 6. The District, for the purpose of paying annual operating expenses (the “operational costs,” which shall include all costs not requiring the issuance of debt) shall prepare a preliminary proposed annual budget for each fiscal year by November 30, of the preceding year. The board of managers shall determine what assessment is necessary to pay for that portion of the operational costs not covered by fees or other receipts in accordance with section 5, and shall apportion such amount in accordance with the proportional five-year average usage formula by each member town of the services being supplied by the district, as follows: each member town shall be assessed that portion of the operational costs that represents the same percentage of the total operational costs (the “Operations Assessment Percentage”) that such member town’s residents’ total usage over the immediately preceding five year period bears relative to the total usage during such span (each as reported to the Massachusetts Executive Office of Elder Affairs annually via Form ____).

The board of managers shall hold a public hearing on the draft proposed annual budget after notice to the member towns and such notice to the public as it shall determine and shall adopt such proposed annual budget, with or without amendment, after the public hearing but not later than the fifteenth (15th) day of December.

Within one week of its adoption, the board of managers shall cause the proposed annual budget and proposed assessment to be delivered to the select board and finance committee in each member town.

The board of managers shall receive comments from the member towns until the next following January 31st. After the final day for the towns’ comment and prior to the March 1st next following, the board of managers shall, by majority vote, adopt an annual budget, with or without amendment to the proposed annual budget, and shall notify the member towns of the same by mail in the same manner

and within the same time frame as is required above with respect to a proposed annual budget and assessment.

The annual budget shall include all revenue receipts, expenses, capital costs and other financial information to sufficiently inform the towns of the costs of operating the District.

The budget shall not be deemed effective and binding unless the annual assessment has been approved by each member town by a majority vote of its town meeting held prior to the commencement of the fiscal year to which the budget pertains. The annual budget and annual assessment shall then become final and effective for the next following fiscal year upon the adoption of each member town's assessment.

If the annual assessment is not approved, the board of managers may from time to time resubmit it or may submit a revised budget and assessment for consideration in the manner described above, but without need for an additional public hearing, and if no annual budget has been adopted prior to the commencement of the fiscal year to which it pertains, the District shall, on a month to month basis until a new annual budget and assessment become effective, operate with the budget and assessment used for the previous fiscal year.

Any sums assessed by the district and raised and appropriated by a municipality in accordance with this section shall not be subject to sections 20A, 20B and 21C of chapter 59 of the General Laws.

SECTION 7.

Each member town's share of debt costs (the "Debt Cost Share") shall be calculated as follows with respect to each debt issuance, with each component calculated for the most recent fully completed fiscal year immediately preceding the date of notice of such proposed debt issuance: (1) 50% shall be divided among the members in the amounts of their respective Operations Assessment Percentages; (2) 25% shall be divided among the member towns based upon their equalized property values relative to one another, as reported by the Massachusetts Department of Revenue (such that if a member town's equalized property value amounts to 50% of the total sum of the member towns' collective equalized property value, such member town would be responsible for at least 12.5% of the debt costs); and (3) 25% shall be divided among the member towns based upon

their equalized income values relative to one another, as reported by the Massachusetts Department of Revenue (such that if a member town's equalized income value amounts to 50% of the total sum of the member towns' collective equalized income value, such member town would be responsible for at least 12.5% of the debt costs). Upon determining each member town's debt cost share, which shall remain static and binding upon each of the member towns until the District has fully paid the underlying debt, the board of managers shall certify, to the select board in each member town, that the board of managers shall propose the issuance of such bonds or notes, either in the name of the district or one or more of the member towns, and the amount to be assessed against each member unit therefor, provided that the decision as to whether the district or one or more member towns shall incur the underlying debt shall be subject to a majority approval by the select board of each member town. Upon such approval by each such select board, the select board of each member town, shall cause to be placed in the warrant for the next available annual town meeting, an article in the form specified by the board of managers, seeking authorization from each member town meeting for the district to issue such bonds or notes, and the amount to be assessed therefor against each member town. Upon approval by each member town's town meeting by a two-thirds vote at an annual town meeting, the district may issue such bonds or notes as have been so approved. The indebtedness on bonds or notes issued by the district and the member towns pursuant to this act shall not be subject to section 10 of chapter 44, and sums assessed by the district to repay such bonds or notes shall not be subject to sections 20A, 20B and 21C of chapter 59 of the General Laws.

The fiscal year of the district shall commence July 1 and end June 30.

SECTION 8. In the event that the board of managers desires to terminate the district and dispose of its assets, a majority of the board of managers then existing shall first vote to do so, and give notice of such vote, in writing, to the select board of each member town. Each member town shall thereafter provide, at its next regular or special town meeting a warrant article to dissolve in the same manner in which the district was created, the warrant article shall contain the question "Shall the West County Senior Services District be dissolved, and its assets disposed of in accordance with the vote of its board of managers?" If all member towns vote in the affirmative, the district shall be dissolved, but not otherwise. In the event of such affirmative vote, the board of managers shall be empowered to dispose of the assets of the district in accordance with the General Laws.

SECTION 9. If the district authorized by section 2 is not created in the manner described in said section 2 within ten years from the effective date of this act, then this act shall be without further legal effect.

SECTION 10. This act shall take effect upon its passage.

VOTE NO

The Senior Expansion Committee document being reviewed is a binding contract that the three towns are being asked to sign. As with any contract you should be suspicious. The devil's in the details.

This contract does not satisfy current stated needs. Bob Manners has it right in his (3/16/22) e-mail, ".....we know the main reason for this (District) is getting a new senior center and to leverage funds to make it happen." He vaguely referenced an earlier offer he made to the Senior Center to provide at no cost to the Senior Center an outdoor, heated, luxury porta potty. This was a free option that met their own and still restated urgent need for a backup second toilet. They turned his offer down!

The end game is to build and own a new building at taxpayer's expense. This contract gives them a ten year window to execute this plan. Originally, various town representatives and FRCOG met to explore FRCOG's ownership of the Senior Center. FRCOG ownership was not possible. It was agreed that if the Regional/District Senior Center concept was to survive, the three-towns would need the power to create debt. At some point before the pandemic a paid consultant was named to chair most, if not all, the Senior Center Committees: Expansion Committee, Expansion Site & Design, Expansion Ownership. The paid consultant chaired Expansion meetings throughout the pandemic, thereby having years to resolve all those details long before now. Again, Bob Manners is spot on that the process "feel[s] rushed".

Is it the best way to go? This District concept is the same as Regional, as in Mohawk Regional District. How is that for faulty, costly projections? In the beginning, Mohawks' graduating seniors numbered in the low 100s. This year's graduating class is at least 50% less than when we entered into the Mohawk agreement. With enrollment decline, the taxpayers' burden increases. The superintendent acknowledges that its survival is challenging. Promising noncommitted State funding is irresponsible.

The Recorder in December of 2019 wrote: "Franklin County is actually losing people, which means fewer allocated resources to the area." If Mohawk is the prototype, do we want another one?

Is there adequate time for taxpayers to review and ask questions before town meeting? The expansion committee has had over three years to develop this proposal. Yet you the taxpayer will be asked to approve this proposal at the eleventh hour.

How can a town make a change at their town meeting if all three towns must approve the changes? Two of these town meetings are being held simultaneously. Who or what is the watchdog to changes?

Is this agreement clear to you? What are the costs beyond the current consortium? The current draft (3/11/22) represents over 3 years of expansion committee dickering. Yet it's still lacking in clarification. For example: The previous draft (2/11/22) stated, "members of the Board of Managers shall not be compensated." That sentence was removed. The three-town Selectboard members present agreed they should be paid, although nothing to that effect has been documented in the 3/11/22 agreement. The current draft states there will be two managers from each town, but it only specifies that one of them must be appointed from each member town. What are the requirements for other personnel?

Please Vote NO. This is a mess. You and future homeowners will pay dearly forever if voted in.

4-12-22 (e)

townadmin

From: Robert Manners <llamamedic@gmail.com>
Sent: Wednesday, March 16, 2022 6:21 AM
To: Sylvia Smith
Cc: townadmin; Margaret Payne; Andrew Baker; Jim Burnham (burnhaj@netzero.net); Deborah Andrew
Subject: Re: Sr Center follow up

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi

Sorry that it has taken a bit to get back to you but life has been traveling at 100mph. Regardless, thanks for reaching out.

I did read the document and it is way better than the first one. and addressed a lot of the concerns that had been previously brought up. and I look forward to seeing the revised one from the meeting.

With that being said I am going to be frank for a moment.

I have several areas of concern. Now the overall concept is okay, but we know the main reason for this is getting a new senior center and to leverage funds to make that happen. Again wonderful and we need more space and better facilities for our growing elder population. As I mentioned to Margaret that Ashfield hasn't fully committed to the idea of a new brick and mortar building and then how does one deal with debt and services if only 2 members move this forward.

Next is we find ourselves in the same predicament that we were in several years ago coming in at the last minute with a new document rushing to get it on the annual town meeting warrant. This frustrated me greatly, the last time we were here and again as we draw closer to town meeting there must be informational meetings for the public and my concern again is that this document and concept has known this deadline since the committee began working on it and why now it is coming in at the last minute with a feeling again of being rushed.

My last conversation with the finance committee indicated that several members were not in support of the document. I can't recall exactly what their concerns were but unless things have changed since late February early March this will be a very hard sell on town meeting floor. (yes I know tactics of stacking the meetings and such) but it again comes down to here we are in the middle of March rushing to get things finished up. Granted COVID has not helped the situation.

Lastly, there seems to be such focus on the end prize that the present needs and the time it takes to make a new senior center happen has completely gone to the wayside. This is an area that COVID actually helped with limited access to the senior center and remote programs and services. However we still have the elephant in the room and that is there is no place for elders can go to the senior center for a meal or program but they still can't poop there, as well as office space needed for private conversations (we all know the challenges of the present location). Yet there has been no plan to address those needs. I had offered to help address these concerns several years ago and that was dismissed. Yet now here we are with more and more services being offered again at the present location with full services and opening now within site there is still no place to poop. Thus we are back to square one.

So how does this tie back to your question. Simple put, I fully disagree with how this process has gotten to this point. I would have preferred to see a plan that speaks of addressing the temporary needs of the present location,

addressing the needs and concerns of Ashfield and incorporating an overall strategy to address present needs while laying out a plan to get to a new senior center. Yes the district can address this when and if it is established yet here we are two years later and there is still no place for seniors to poop and no plan in place to allow them to poop and have a private conversation in the 3 plus years to a new senior center can be built. All of which I spoke to back when this whole concept was beginning.. In my opinion the Town of Shelburne has taken a systematic approach on large projects i.e. Arms Library, the new Police Station to name a few. To me I feel like this document is saying okay create the district and then we will figure everything else out. That in my opinion should have been addressed in the lead up to where we are now and incorporated into a strategic plan that could be presented to town meetings for support. Basically The Devil Is In The Details and knowing folks here in west county they are going to want to know the details and how much this all is going to cost them before they approve it. Now granted I could be completely wrong in this analysis and if so I will be the first to stand up and admit it.

In closing I want to go on record that the time and work done by the committee is greatly appreciated and I can't thank you all enough for what you have done as well as future work. To be truthful I am not sure how the vote will turn out and ask if it doesn't go through then what?

I thank you in advance for allowing me to speak to your question.

BEst regards and have a great day as we finally seem to be heading into spring
Bob

On Wed, Mar 9, 2022 at 8:12 AM Sylvia Smith
Hi Bob,

wrote:

Sorry you weren't able to be at last night's joint Select Board meeting. The group reached consensus with a couple of small changes. I expect to take the document to the Expansion Committee tomorrow (Thursday) to vote the version to submit to towns for Annual Town Meetings. I heard you mention at a Shelburne Select Board meeting you had read the document and am wondering if you have any issues of concern to you.

Email or a phone response works for me.

Sylvia
413-~~555-5555~~

Sent from my iPhone

**Buckland Select Board
Meeting Minutes - Open Session
March 22, 2022 5:00 p.m.
Buckland Town Hall**

5:00 p.m Executive Session:

Executive Session under the provisions of MGL c.30A, Sec.21(a) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct contract negotiations with non-union personnel.

Open Session: Listing of Topics

Appointments:

> 6:00 p.m. - Public Hearing: FY20 CDBG reprogramming of surplus funds.

Agenda

- > Shared Police Services update.
- > Senior Services District Special Act update.
- > FY23 Budget update.
- > 2022 Annual Town Meeting - proposed Town Bylaw amendment recommendations.
- > WWTF Employee - Vote to conclude probation period, effective Feb. 10, 2022.
- > Highway Employee - vote to conclude probation period, effective March 14, 2022

Documents to Sign

- > Contract Documents
 - > Efficiency & Regionalization Grant
 - > Acceptance of Deed, 0 Conway Street
- > Permits & Licenses - Town Hall Use Permit, Carmela Lanza-Weil.
- > Minutes, March 9, 2022

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting.

Select Board Member Concerns.

Town Administrator's Report.

Public Comment.

Volunteer Recognition.

Announcements & Upcoming Meetings .

Attendees

Barry Del Castilho - Select Board Chair
Clint Phillips - Select Board Vice-chair
Heather Butler - Town Administrator

Mary Bolduc - Boards' Clerk
 Dana McNay - Falls Cable
 Linda Overing - Breezeway Farm Consulting
 Karen Blom - Town Clerk
 Dena Willmore - Finance Committee
 Sam Bartlett - Shelburne Falls Trolley Museum
 Janna Tetreault - Food Pantry
 Jose Ramos - Food Pantry
 Carmela Lanza-Weil - Buckland Resident
 Marilyn Kelsey - Buckland Resident

Meeting - Meeting was called to order by Chair Del Castilho. Mr. Phillips moved to go into Executive Session under the provisions of MGL c.30A, Sec. 21(a) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct contract negotiations with non-union personnel. Mr. Del Castilho seconded. Vote: Phillips, yes; Del Castilho, yes.

At 5:30 p.m Open Session resumed.

Appointments:

*6:00 p.m. - Public Hearing: FY20 CDBG reprogramming of surplus funds - Notice of Public Hearing read: **The Town of Buckland will hold a Public Hearing on Tuesday, March 22, 2022 at 6:00 p.m. in the Select Board Meeting Room, Buckland Town Hall, 17 State Street, Shelburne Falls. The purpose of this hearing is to discuss the reprogramming of surplus grant funds from the Town's FY20 Community Development Block Grant. Projects under consideration include engineering design services for CDBG eligible infrastructure projects, including Depot Street improvements, and additional funds for the West County Emergency Food Pantry.***

Any agency or individual who wishes to be heard on this matter will be given the opportunity. In addition, comments in writing or by email to townadmin@town.buckland.ma.us will be accepted prior to the hearing. Special accommodations will be attempted upon written request to the Select Board Office.

Linda Overing of Breezeway Farm Consulting explained reprogramming the projected \$40,000 surplus from the lower Ashfield Street construction project, and her recommendations for a design project for the improvement of Depot Street (\$25,000) and assistance for the West County Emergency Food pantry (\$6,250).

Mr. Phillips made a motion to request DHCD to reprogram surplus funds from the FY20 CDBG Lower Ashfield Street Improvements project to \$25,000 for Depot Street Engineering Design and \$6,250 for the West County Emergency Food Pantry and to extend the grant to September 30, 2022. Mr. Del Castilho seconded the motion.

Discussion followed with Ms. Tetreault and Mr. Ramos of the Food Pantry expressing their gratitude for donation to the Pantry. Ms. Willmore also stated her support for this use of funds. Ms. Lanza-Weil asked about the possibility of the area of the Depot Street project being extended; Ms. Overing responded. Mr. Phillips asked about the remaining \$8,700 of the surplus. Ms. Overing explained that any unused funds go back into the CDBG pool and are recycled. Mr. Sam Bartlett of the Trolley Museum was present to express his appreciation and support of the Depot Street project. Discussion also included inquiries on the possibility of giving more to the Food Pantry and Ms. Overing explained the reasons why that is not an option.

Vote on the earlier motion by Mr. Phillips was taken; vote in favor of the motion was unanimous.

Agenda Items

Shared Police Services update - Mr. Del Castilho explained there is a signed MOA, and Mr. Phillips stated there will be more public discussion as Buckland and Shelburne move forward with shared services. The Shared Police Services Grant Award Contract is available on the town website as an attachment to this meeting.

Senior Services District Special Act update - Mr. Del Castilho reported that the document should now go before the Senior Center Board of Directors for recommendations. There must be a warrant article by the next meeting. Ms. Kelsey inquired about postings regarding the Senior Services District, stating she had seen Council on Agings postings but none for Senior Center. Mr. Del Castilho stated that town counsel has reviewed the West County Senior Services District Act with minor changes, but none of substance.

FY23 Budget Update - Ms. Butler reported that the budget will be ready for the Select Board to vote on at their April 12, 2022 meeting. The FY23 Budget is available on the town website as an attachment to this meeting. Highlighted in Ms. Butlers presentation of the budget were:

- > 2.7% increase in town operating expenses
- > 5.2% increase in school assessments, ranging from a .5% increase in Mohawk budget to 101% increase in Franklin Tech budget.
- > 3% proposed COLA increase for all full-time employees with the exception of the Town Administrator who is contracted and will receive a 2.6% increase over 2022.
- > Eliminates salary for one full-time highway employee.
- > Adds salary for one full-time building and grounds employee.
- > Reduces hours for Director of Assessing but adds an Assistant Assessor position.
- > Increases hours for Administrative Assistance position.
- > Includes first long term debt payment (\$136,825) of highway garage, as well as other, significantly smaller, debt payments for past town hall and school building renovations and improvements.
- > Appropriate \$315,00 of the available approximately \$363,000 reserving just under \$50,00 for future need and/or transfer to stabilization:

- * \$125,000 - F550 Highway Truck
- * \$ 50,000 - Road Repairs
- * \$100,000 - Swimming Pool
- * \$ 20,000 - OPEB Savings Account
- * \$ 10,000 - Buckland Museum Building Improvements
- * \$ 10,000 - Town Clerk Imaging Project

Ms. Kelsey inquired about the current balance in OPEB fund and the projected amount in the FY23 budget. Ms. Butler explained the rationale and the process, adding that an OPEB audit is conducted every 2 years. Ms. Lanza-Weil asked for an explanation of OPEB to which Mr. Del Castilho responded. Ms. Willmore of the Finance Committee added to OPEB responses by addressing future value of benefits.

Annual Town Meeting - proposed Town Bylaw amendment recommendations - Ms. Willmore of the Finance Committee and Ms. Blom, Town Clerk, presented a list of Town Bylaw recommendations. Examples of recommendations are: changing annual town election of officers from the first Tuesday in May, to the first Tuesday in June; voting to accept the MGL which treats Saturdays as holidays for election purposes; changing Constables and Tree Warden from elected to appointed positions. Ms. Blom and Ms. Willmore accompanied each proposal with supporting reasoning/purpose. Discussion followed. Regarding a proposed change to paper voting procedure, Ms. Kelsey asked if that would impact her ability to request a paper ballot; she was told it would not.

After a pause for the 6:00 p.m. appointment for the FY20 CDBG Hearing, discussion resumed on bylaw amendment recommendations, with positions of tree warden and constable generating much of the conversation. There are no candidates for tree warden for the upcoming election on May 3. Mr. Phillips moved to include the *position only* for tree warden on the ballot (no candidates listed), seconded by Mr. Castilho. Vote in favor of the motion was unanimous. This will provide the opportunity for write-in candidates.

Other items addressed were to change the name of Advisory Committee to Finance Committee and to make that a 5 member board rather than 6 to prevent the occurrence of tie votes.

A recommendation was given to lower the speed limit to 25 mph within thickly settled and commercial districts. This would require that the town accept the provisions of the Municipal Modernization Act (Chapter 218, of the Acts of 2016). Ms. Butler stated that much of what Buckland does is already in compliance with those Acts, so to adopt them would cover the town for what it is already doing. Included in this recommendation is the request for the Select Board to place an Article on this year's Town Meeting Warrant that the Town accept this Act. Discussion followed on possible areas of town impacted by such a speed limit change, change in traffic flow/speed following road improvements on Upper Street, the safety benefits, and signage. Ms. Kelsey asked who would be responsible for the cost of sign changes. Mr. Phillips responded.

Ms. Blom will submit the recommendations to town counsel for review and the Select Board will vote on the night they approve the warrant.

WWTF Employee - vote to conclude probation period, effective February 10, 2022 - Mr. Phillips moved to conclude probation period for WWTF employee effective February 10, 2022 and to conclude the probationary period for highway employee effective March 14, 2022. (see next agenda item). Motion was seconded by Mr. Del Castilho and vote in favor of the motion was unanimous.

Highway Employee - vote to conclude probationary period effective March 14, 2022 - See vote on above agenda item. Select Board voted on one motion covering both employees.

Documents to Sign

Efficiency and Regionalization Grant - Mr. Phillips moved to sign, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Documents are available on the town website as an attachment to this meeting,

Acceptance of Deed, 0 Conway Street - Ms. Butler recapped the conveyance of the deed. Documents for this item are available on the town website as an attachment to this meeting. Mr. Phillips moved to accept, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

Town Hall use Permit, Carmela Lanza-Weil - Ms. Lanza-Weil explained her purpose in using Town Hall and Ms. Butler added that it is similar to use by a film company. Ms. Lanza-Weil's application for the permit is available on the town website as an attachment to this meeting. Mr. Phillips moved to approve/sign, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

March 9, 2022 Minutes - Mr. Phillips moved to approve the March 9, 2022 Open Session minutes, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Mr. Phillips then moved to approve Executive Session minutes of March 9, 2022, seconded by Mr. Del Castilho. Vote: Phillips, yes; Del Castilho, yes.

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting - Ms. Butler reported that the Pool Committee needs Select Board approval to send a fund raising mailing they had prepared. Board members read the letter. Mr. Phillips moved to sign final draft, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

Select Board Member Concerns - There were no Select Board member concerns presented.

Town Administrator's Report - Ms. Butler reported updates on the Conway Street TIP project; Baltazar Construction is scheduled to begin work on Monday, March 28.

Regarding ARPA, she reported that she met with Mr. Phillips of the Select Board and Ms. Consolo of the Finance Committee to prioritize projects that could be funded through American Rescue Plan Act. They identified several areas, and after further investigation will present their recommendations to the Finance Committee and Select Board for discussion.

The Recreation Committee met March 21st to review proposed swimming pool design, and the building committee reported on color scheme and materials. Reference was also made to the fund raising letter the Board approved earlier in the meeting (see Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting).

A letter was received from State Auditor Suzanne Bump acknowledging concerns for mandated funding for out-of-district regional technical school transportation. Also, a letter was received from Pat and Devin Schmidt stating their intentions to continue planting and maintenance of the garden at the corner of State Street and Route 2, and at the town triangle, quoting two payments, one of \$375 and one for \$350.

Public Comment - Public comment had been recognized throughout the meeting when addressing individual agenda items. At this time, Ms. Kelsey asked if there was a reserve account for Smith Vocational School; Ms. Butler responded that there is not. Ms. Kelsey also asked if there is drug testing for employees; there is.

Volunteer Recognition - The Recreation Committee was recognized for their ongoing work to complete the design and construction of the new pool.

Announcements & Upcoming Meetings - There will be a public input session regarding **Repurpose Opportunities for 50 Conway Street** on March 24, 2022 at 6:30 p.m. via Zoom; details on the website. Attendees must pre-register for this event, and Ms. Butler explained the process. Mr. Phillips asked how the event was advertised; Ms. Butler responded with the various avenues used to promote the input session.

With no further business to conduct, Mr. Phillips moved to adjourn, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Meeting adjourned at 7:16 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, April 12, 2022

Signed:

Barry Del Castilho_____

Clint Phillips_____