

Annual Town Meeting

WARRANT

TOWN OF HUDSON



MONDAY, MAY 1, 2023

Finance Committee
Report and Recommendations

Finance Committee Preamble

To the people of Hudson, Greetings:

The Finance Committee:

Robert Clark, Chairman

Sam Calandra, Vice Chair

Claudinor Salomão, Guy Beaudette,

Jillian Jagling, Steve Forti,

Eugenia Vineyard, Joseph McNealy,

Joseph Fiorello

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TOWN WARRANT

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the constables of the Town of Hudson in the County of Middlesex,
Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to
notify and warn the inhabitants of the Town of Hudson, qualified to vote in elections and in
Town affairs, to assemble in the Hudson High School, Brigham Street, in said Town on

MONDAY, the First day of

MAY

in the year 2023

at 7:30 o'clock in the evening. Then and there to act on the following articles to wit:

ARTICLE 1 Amend General By-Laws - Stormwater Utility By-Laws

To see if the Town will vote to amend the Article VI of the General By-Laws of the Town of Hudson by adding a new Section number 52 "Stormwater Utility" to read as follows:

SECTION 1.0 GENERAL PROVISIONS

1.1. Title

This By-Law shall be known as the Stormwater Utility By-Law of the Town of Hudson, Massachusetts, hereinafter referred to as "this by-law."

1.2. Responsibility for Administration

The Select Board (the "Board") shall administer, implement, and enforce this by-law unless otherwise provided in this by-law. Any powers granted to, or duties imposed upon the Board may be delegated in writing by the Board to its employees or agents.

1.3. Purpose

The Select Board shall administer the stormwater management program of the Town. It shall be funded by revenue collected through the Stormwater Utility fee and such other revenue as may, from time to time, be appropriated. The stormwater management program is designed to promote the health and safety of the public, to protect property from flooding and the damage caused by stormwater runoff, to protect and manage water quality by controlling the level of pollutants in stormwater runoff and the flow of water as conveyed by manmade and by natural stormwater management systems and facilities, and to meet state and federal regulatory requirements under the National Pollution Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) General Permit.

SECTION 2.0 AUTHORITY

This by-law is adopted in accordance with the authority granted, inter alia, by Amendment Article 89 to Article II of the Massachusetts Constitution (the Home Rule Amendment), Section 16 of Chapter 83 of the General Laws of the Commonwealth of Massachusetts and such other powers as granted to towns in the said General Laws.

SECTION 3.0 DEFINITIONS

The following words, terms and phrases, when used in this by-law, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (1) *Credit* means a reduction in the amount of a Stormwater Utility fee charged to the owner of a particular property where that property owner owns, maintains and operates on-site or off-site stormwater management systems or facilities, or provides services or activities that reduce or mitigate the Town's cost of providing stormwater management services, in accordance with the Town's approved credit policy.

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- (2) *Developable* shall mean a parcel of land, as designated by the Board of Assessors or other local jurisdictional authority, that can be altered from its natural state to include impervious surface area.
- (3) *Developed* means property altered from its natural state by construction or installation of greater than or equal to five hundred (500) square feet of impervious surfaces.
- (4) *Drainage system* shall mean natural and manmade channels, swales, ditches, swamps, rivers, streams, creeks, wetlands, branches, reservoirs, ponds, drainage ways, inlets, catch basins, gutters, pipes, culverts, bridges, head walls, storm sewers, lakes, and other physical works, properties, and improvements that transfer, control, convey or otherwise influence the movement of stormwater runoff.
- (5) *General Laws* means the General Laws of the Commonwealth of Massachusetts.
- (6) *Impervious surface* includes any material or structure on below or above the ground that prevents water infiltrating the underlying soil. Impervious surfaces include, without limitation, roads, sidewalks, paved parking lots, driveways, rooftops, buildings or structures, artificial turf, compacted gravel or soil traveled ways, and other surfaces which prevent or impede the natural infiltration of stormwater runoff which existed prior to development.
- (7) *Stormwater* is surface water that results from precipitation and that travels over natural or developed land surfaces to discharge into a drainage system or surface water body. Stormwater includes stormwater runoff, snow melt runoff, and surface water runoff and drainage.
- (8) *Stormwater management services* mean all services provided by the Town which relate to the:
- (a) Transfer, control, conveyance or movement of stormwater runoff through the Town;
 - (b) Maintenance, repair and replacement of stormwater management systems and facilities owned, controlled, or maintained by the Town;
 - (c) Planning, development, design and construction of additional stormwater management systems and facilities to meet current and anticipated needs;
 - (d) Regulation, oversight, and enforcement of the use of stormwater management services, systems and facilities; and
 - (e) Compliance with applicable State and Federal stormwater management regulations and permit requirements including, but not limited to, public education and outreach. Stormwater management services may address the quality of stormwater runoff as well as the quantity thereof.
- (9) *Stormwater management systems and facilities* mean those natural and manmade channels, swales, ditches, rivers, streams, creeks, branches, reservoirs, ponds, drainage ways, inlets, catch basins, pipes, culverts and bridges, headwalls, storm sewers, outfalls and other physical works, properties and improvements which transfer, control, convey, detain, retain, treat or otherwise influence the movement of stormwater runoff.
- (10) *Stormwater Utility fee* means the periodic user fee imposed pursuant to this by-law by the Town of Hudson which will be dedicated to the provision of public stormwater

management services.

- (11) *Undevelopable land* is all land including crops, forest land, pasture, conservation or recreation as designated by the Assessor.
- (12) *Undeveloped land* shall mean all land that is not altered from its natural state to an extent that results in greater than five hundred (500) square feet of impervious surface area.

**SECTION 4.0 STORMWATER UTILITY FEE AND ENTERPRISE FUND ESTABLISHED;
BILLING; DEPOSIT TO STORMWATER ENTERPRISE FUND**

- (a) Pursuant to Section 16 of Chapter 83 of the General Laws, the Town hereby establishes a charge for the use of the stormwater management services of the Town to be known as the Stormwater Utility fee. Stormwater charges shall be established such that they will provide sufficient funds, proportionately calculated and assessed, to construct, operate, maintain, and regulate the stormwater management systems and facilities in the Town of Hudson.
- (b) The Stormwater Utility fee is assessed to each developed parcel, whether occupied or not. The fee shall be calculated on an annual basis and billed to the record title owner of the property.
- (c) The Town shall establish a dedicated Stormwater Enterprise Fund in the Town budget and an accounting system for the purpose of managing all funds collected for the purposes and responsibilities of the stormwater program. All revenues and receipts of the Stormwater Utility shall be placed in the Stormwater Enterprise Fund, which shall be separate from all other funds, and only expenses of the stormwater program shall be paid by the fund as provided in G.L. c.44, s. 53 F1/2.
- (d) Expenditure of funds may consider both stormwater quality and quantity management needs, and can be used as described in Section 7.0.
- (e) The Director of Public Works under the general supervision of the Select Board, shall within forty-five (45) days after the close of each fiscal year, prepare an annual report of the change in cash balances which shall detail the cash receipts and disbursements for the year and which shall be submitted to the Executive Assistant and Select Board.

SECTION 5.0 RATES

- (a) The Select Board shall establish reasonable rates for the cost of administering and implementing the stormwater management program of the Town. The initial rates, and any later modifications, shall be based upon recommendation of staff and shall be set by the adoption of a Stormwater Fee Schedule by vote of the Select Board. The schedule of said rates shall be on file in the office of the Town Clerk of the Town of Hudson.
- (b) The billing rate structure shall consist of the following based on the square feet of impervious area on a developed parcel, which is derived from a Town-wide analysis of impervious area where the median or typical single-family residential property has

approximately 3,400 square feet of impervious area:

- (1) Single-family residential properties with 500 - 5,000 square feet of impervious area = one billing unit
- (2) Single-family residential properties with 5,000 - 10,000 square feet of impervious area = 1.5 billing units
- (3) Non-single-family residential properties = one billing unit per 3,400 square feet of impervious area (minimum one billing unit)

Billing units for single-family residential properties with >10,000 square feet of impervious area are calculated as non-single-family residential properties.

- (c) Impervious area per parcel is determined by the Town of Hudson by utilizing available GIS data layers to calculate the area of building footprints, building structures, driveways, pathways, pools, sport courts, and parking areas. Any impervious areas within the town-owned right-of-way will not be attributed to the parcel and will not be considered as part of the total impervious area of the parcel.

SECTION 6.0 SCOPE OF RESPONSIBILITY FOR STORMWATER MANAGEMENT SYSTEMS AND FACILITIES

- (a) The Town owns or otherwise has rights which allow it to operate, maintain, improve and access those stormwater management systems and facilities which are located:
 - (1) Within public road rights-of-way;
 - (2) On private property but within easements granted to, and accepted by, the Town of Hudson, or are otherwise permitted to be located on such private property by written agreements for rights-of-entry, rights-of-access, rights-of-use or such other lawful means to allow for operation, maintenance, improvement and access to the stormwater management system facilities located thereon; and
 - (3) On public land which is owned by the Town and/or land of another governmental entity upon which the Town has agreements providing for the operation, maintenance, improvement and access to the stormwater management systems and facilities located thereon.
- (b) Operation, maintenance and/or improvement of stormwater management systems and facilities which are located on private or public property not owned by the Town, and for which the Town lacks a lawful right of entry, shall be and remain the legal responsibility of the property owner, except as otherwise provided for by state and federal laws and regulations.

SECTION 7.0 PURPOSES OF THE STORMWATER UTILITY FUND

Receipts from the Stormwater Utility fee, to the extent consistent with G.L. c. 44, s. 53 F1/2, shall be used for the following purposes:

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- (a) The acquisition by gift, purchase or condemnation of real and personal property, and interests therein, necessary to construct, operate, and maintain stormwater management systems and facilities;
 - (b) All costs of administration and implementation of the stormwater management program, including the cost of labor and equipment attributable to the stormwater management program and the establishment of reasonable operating and capital reserves to meet unanticipated or emergency stormwater management requirements;
 - (c) Payment on principal and interest on debt obligations;
 - (d) Engineering and design, debt service and related financing expenses, construction costs for new facilities (including costs for contracted services) and enlargement or improvement of existing facilities;
 - (e) Operation and maintenance of the stormwater system, including catch basin cleaning, ditch maintenance, street sweeping, pipe repairs, and stormwater facility repairs;
 - (f) Capital investments including stormwater best management practices (BMPs) and components (e.g., purchase of plants, soils, and other amenities to support stormwater management alternatives utilizing vegetation);
 - (g) Illicit discharge detection and elimination;
 - (h) Monitoring, surveillance, and inspection of stormwater control devices;
 - (i) Water quality monitoring and water quality programs;
 - (j) Retrofitting developed areas for pollution control;
 - (k) Inspection and enforcement activities;
 - (l) Billing and related administrative costs; and
 - (m) Other activities which are reasonably necessary, including costs related to regulatory compliance.

SECTION 8.0 STORMWATER UTILITY FEE EXEMPTIONS

- (a) The Town of Hudson finds that all developed property in the Town contributes to runoff and either uses or benefits from the maintenance of the stormwater system. Therefore, except as provided in this section or otherwise provided by law, no developed public or private property located in the Town of Hudson shall be exempt from the Stormwater Utility fee charges. No exception, credit, offset, or other reduction in stormwater utility fee charges shall be granted based on age, tax status, economic status, race, religion or other condition unrelated to the cost of providing stormwater management services and facilities.

(b) The Town establishes exemptions to the Stormwater Utility fee as follows:

- (1) Undevelopable land.
- (2) Railroad rights-of-way (tracks). However, railroad stations, maintenance buildings, and/or other developed property used for railroad purposes shall not be exempt from Stormwater Utility fee charges.
- (3) Public streets, highways, rights-of-way, and Town owned properties. All other State, Federal, and County properties are subject to the user fee charges on the same basis as private properties.

SECTION 9.0 STORMWATER UTILITY FEE CREDITS

- (a) The Director of Public Works or his or her designee (the "Director") (or their designee) is hereby authorized to grant credits to property owners to be applied against the Stormwater Utility fee based on the technical and procedural criteria set forth in the Stormwater Utility Credit Manual (Credit Manual) to be developed, maintained and, from time to time, amended by the Board. The Credit Manual shall be implemented during the first year of the Stormwater Utility and shall be available for inspection by the public at the Department of Public Works.
- (b) The percentages for credits shall reflect the extent to which the subject properties reduce the peak rate of runoff from the property, or avoid other costs incurred by the stormwater management program in the delivery of services, and shall be approved by the Board (or their designee). The maximum possible credit for properties shall be detailed in the Credit Manual.
- (c) Any credit allowed against the Stormwater Utility fee is conditioned on continuing compliance with the Town's design and performance standards as stated in the Credit Manual and/or upon continuing provision of the controls, systems, facilities, services, and activities provided, operated, and maintained by the property owner or owners upon which the credit is based. The Board or Director may revoke a credit at any time for noncompliance with applicable standards and criteria as established in the Credit Manual or this by-law.
- (d) In order to obtain a credit, the property owner must make application to the Town on forms provided by the Town for such purpose. The forms are to be fully completed in accordance with the procedures outlined in the Credit Manual.
- (e) When an application for a credit is deemed complete by the Director, the Director may either grant the credit in whole, grant the credit in part, or deny the credit. Credits applied for by the property owner and granted in whole or in part, shall apply to all Stormwater Utility fees in accordance with the terms defined in the Credit Manual.

SECTION 10.0 STORMWATER UTILITY FEE BILLING, DELINQUENCIES, COLLECTIONS AND ABATEMENTS

- (a) Failure to receive a Stormwater Utility bill is not justification for non-payment. The

property owner, shall be obligated to pay the appropriate Stormwater Utility fee for that property. If a property is unbilled, or if no bill is sent for a particular parcel of developed land, the Town may back bill for the fees as applicable for a period not to exceed six years of charges, but no late fees or delinquency charges of any kind shall be charged or recovered from any property owner so back billed.

- (b) Stormwater Utility bills shall be committed to the Treasurer/Collector or Director of Public Works (or their designee) for collection. The Treasurer/Collector shall notify the Board (or their designee) of the amounts collected, and shall keep records of all paid and unpaid Stormwater Utility bills.
- (c) In any case of nonpayment of a Stormwater Utility bill for thirty (30) days after the same is due, the Treasurer/Collector shall send a notice to the delinquent, and shall inform the Board (or their designee) in writing that such notice has been sent.
- (d) In accordance with Sections 16A through 16F of Chapter 83 of the General Laws, charges for the Stormwater Utility fee, together with interest thereon and costs relative thereto, shall be a lien upon the real estate for which the charge was billed. Such lien shall take effect by operation of law on the day immediately following the due date of such charge and, unless dissolved by payment or abatement, shall continue until such charge has been added to or committed as a tax in accordance with the requirements of Section 16C of Chapter 83 of the General Laws, and thereafter, unless so dissolved, shall continue as provided in Section 37 of Chapter 60 of the said General Laws.
- (e) In addition to the method of collection specified in Sections 16A through 16F of the General Laws, the overdue charge may be collected through any other lawful means.
- (f) In the event that a property owner believes the Stormwater Utility fee is improperly calculated or is otherwise incorrect, the property owner may, within thirty (30) days from the date of issuance of the Stormwater Utility bill, and after payment of the bill in full, apply to the Director of Public Works for an abatement. The Director of Public Works shall have sixty (60) days to consider the request for abatement and render a written decision which may deny the abatement, grant the abatement in full or grant the abatement in part.

SECTION 11.0 APPEALS AND HEARINGS

In the event that a property owner is aggrieved by a written decision of the Director denying an application for abatement in whole or in part, or denying an application for a credit, in whole or in part, the property owner shall have thirty (30) days from the date of the written decision to file an appeal to the Board. The appeal shall be in writing and shall specify the grounds thereof. Upon the filing of the notice of appeal, the Board shall make available all documents constituting the record upon which the particular decision was made. The Board shall set a date for hearing which shall be within ninety (90) days of the date of the filing of the appeal and notice thereof setting forth the place, date and time of hearing shall be sent to the property owner no less than ten (10) days prior to the hearing date. The Board shall render a written decision within thirty (30) days of the conclusion of the hearing affirming the action or reversing

the action. If reversing the denial of an abatement, the decision shall specify the sum to be abated, which shall not exceed the amounts paid. If reversing the denial of a credit, the decision shall specify the credit to be applied prospectively against future charges unless the property owner has paid the full amount of the Stormwater Utility fee as charged and has also requested an abatement.

SECTION 12.0 SEVERABILITY

The invalidity of any section, provision, paragraph, sentence, or clause of this by-law shall not invalidate any section, provision, paragraph, sentence, or clause thereof, nor shall it invalidate any permit or determination that previously has been issued.

SECTION 13.0 EFFECTIVE DATE

To be inserted upon by-law approval of the Attorney General.

Or take any other action relative thereto.

Executive Assistant
Director of Public Works
Select Board

ARTICLE 2 Year-End Transfer of Funds

To see if the Town will vote to transfer a sum of money from available funds and appropriate said sum to various departmental appropriations for Fiscal 2023, or take any action relative thereto.

Executive Assistant
Select Board

ARTICLE 3 FY2024 Budget

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, and raise and appropriate or take from available funds a sum of money therefore to provide funds needed to defray the usual and necessary expense of the Town for the fiscal year beginning on July 1, 2023 and ending on June 30, 2024; and raise and appropriate the money needed to carry into effect the provisions of this article, or take any action relative thereto.

Executive Assistant
Select Board

Department		<u>FY21 Actual</u>	<u>FY22 Actual</u>	<u>FY23 BUDGET</u>	<u>FY24 – Executive Asst. Request</u>	<u>FY24 - Selectmen Recommend</u>	<u>FY234- Fin Com Recommend</u>
1 Select Board	Personnel	9,000	8,850	9,150	13,000	13,000	
2 Select Board	Expenses	4,147	4,761	4,750	4,850	4,850	
Select Board Total		13,147	13,611	13,900	17,850	17,850	
3 Executive Assistant	Personnel	322,089	326,116	338,884	353,421	353,421	
4 Executive Assistant	Expenses	4,304	11,323	5,613	5,863	5,863	
5 Election & Town Meeting	Personnel	32,264	10,085	49,353	36,021	36,021	
6 Election & Town Meeting	Expenses	16,971	17,171	13,650	19,900	19,900	
7 Community Development	Personnel	217,533	238,286	264,085	276,791	276,791	
8 Community Development	Expenses	10,908	11,885	19,700	19,700	19,700	
9 Legal Services	Expenses	207,305	254,507	250,000	250,000	250,000	
10 Building Maintenance	Personnel	58,516	59,868	63,342	.00	.00	
11 Building Maintenance	Expenses	189,801	221,364	238,512	78,808	74,808	
12 Personnel Expense	Expenses	13,870	12,568	13,960	16,260	16,260	
Exe. Assistant Total		1,073,561	1,163,173	1,257,099	1,052,764	1,052,764	
13 Finance/IT Department	Personnel	569,924	600,887	783,419	888,401	888,401	
14 Finance/IT Department	Expenses	139,028	157,105	224,100	281,075	281,075	
Finance/IT Total		708,952	757,992	1,007,519	1,169,476	1,169,476	
15 Town Clerk/Registrar	Personnel	164,846	159,674	162,608	167,358	167,358	
16 Town Clerk	Expenses	12,723	12,669	14,355	15,943	15,943	
Town Clerk Total		177,569	172,343	176,963	183,301	183,301	
17 Moderator	Expenses	110	110	110	110	110	
18 Finance Committee	Expenses	245	245	603	603	603	
19 Board of Assessors	Personnel	29,704	30,793	30,904	31,522	31,522	
20 Board of Assessors	Expenses	89,997	48,677	160,104	95,750	95,750	
21 Board of Appeals	Personnel	0	0	0	0	0	
22 Board of Appeals	Expenses	0	0	0	0	0	
23 Conservation Comm.	Personnel	0	0	0	0	0	
24 Planning Board	Personnel	0	0	0	0	0	
25 Planning Board	Expenses	0	0	0	0	0	
26 Municipal Light Board	Personnel	3,900	3,300	3,600	3,600	3,600	
27 Econ. Develop. Comm.	Personnel	0	0	0	0	0	
28 Econ. Develop. Comm.	Expenses	0	0	0	0	0	
29 Fort Meadow Comm.	Expenses	5,480	5,700	6,500	8,200	8,200	
30 Lake Boon Comm.	Expenses	2,063	0	6,545	3,200	3,200	
31 Historical District Comm.	Expenses	370	750	784	784	784	
Board & Com Total		131,869	89,575	209,150	143,769	143,769	
32 Police Department	Personnel	3,081,942	3,470,793	4,021,902	4,184,941	4,184,941	
33 Police Department	Expenses	341,130	444,091	555,312	592,974	592,974	
Police Dept. Total		3,423,072	3,914,884	4,577,214	4,777,915	4,777,915	

<u>Department</u>		<u>FY21 Actual</u>	<u>FY22 Actual</u>	<u>FY23 BUDGET</u>	<u>FY24 - Executive Asst. Request</u>	<u>FY24 - Selectmen Recommend</u>	<u>FY24 - Fin Com Recommend</u>
34 Fire Department	Personnel	3,191,980	3,376,797	3,611,215	3,832,979	3,832,979	
35 Fire Department	Expenses	309,417	385,709	387,076	422,783	422,783	
Fire Dept. Total		3,501,397	3,762,506	3,998,291	4,255,762	4,255,762	
36 Inspections Dept.	Personnel	173,660	181,614	224,426	306,660	306,660	
37 Inspections Dept.	Expenses	10,278	8,048	9,299	12,359	12,359	
Insp. Dept. Total		183,938	189,662	233,725	319,019	319,019	
38 DPW Snow & Ice	Personnel	166,945	179,736	135,797	138,763	138,763	
39 DPW Snow & Ice	Expenses	424,475	511,113	212,700	212,700	212,700	
40 Public Works	Personnel	3,166,615	1,968,841	2,145,388	2,371,104	2,371,104	
41 Public Works	Expenses	2,882,441	876,680	2,298,700	1,182,650	1,182,650	
DPW Total		6,640,476	3,536,370	4,792,585	3,905,217	3,905,217	
42 Board of Health	Personnel	203,647	183,162	189,834	189,901	189,901	
43 Board of Health	Expenses	15,475	24,091	26,770	21,270	21,270	
BOH Total		219,122	207,253	216,604	211,171	211,171	
44 Council on Aging	Personnel	271,135	273,548	279,048	301,481	301,481	
45 Council on Aging	Expenses	28,289	32,355	36,880	39,418	39,418	
COA Total		299,424	305,903	315,928	340,899	340,899	
46 Veterans' Services	Personnel	71,662	73,060	74,464	75,628	75,628	
47 Veterans' Services	Expenses	72,319	69,464	78,000	78,000	78,000	
Veterans' Total		143,981	142,524	152,464	153,628	153,628	
48 Library	Personnel	439,537	503,035	630,465	662,391	662,391	
49 Library	Expenses	210,041	211,098	220,600	226,628	226,628	
Library Dept. Total		649,578	714,133	851,065	889,019	889,019	
50 Recreation	Personnel	256,869	322,983	372,886	382,364	382,364	
51 Recreation	Expenses	52,163	67,272	68,366	72,960	72,960	
Recreation Dept. Total		309,032	390,255	441,252	455,324	455,324	
52 Debt Service	Expenses	6,630,777	7,238,826	7,599,829	4,554,074	4,554,074	
Debt Total		6,630,777	7,238,826	7,599,829	4,554,074	4,554,074	
53 Pensions	Expenses	6,213,802	6,383,857	6,794,331	7,443,000	7,443,000	¹
Pension Total		6,213,802	6,383,857	6,794,331	7,443,000	7,443,000	
54 Group Health Ins.	Expenses	5,238,811	5,263,971	6,292,000	6,220,600	6,220,600	
55 General Insurance	Expenses	380,627	421,514	462,463	473,337	473,337	
Insurance Total		5,619,438	5,685,485	6,754,463	6,693,937	6,693,937	

¹ Recommend that \$225,00 be taken from Light & Power Surplus Account and be applied to Line 53, Contributory Retirement and Pensions.

ARTICLE 4 Capital Plan – General Fund

To see if the Town will vote to transfer \$1,615,258 from Free Cash to purchase items of equipment and make capital improvements requested by the various departments, or take any other action relative thereto

Department:	Project:	Amount:	Source of Funds:
Public Works	Roadway Resurface	\$300,000	Free Cash
	DPW Garage Environmental Analysis & Survey	\$60,000	Free Cash
	Ford T-150 Van AWD (Facilities Maintenance)	\$62,900	Free Cash
	Ford T-150 Van AWD (Facilities Maintenance)	\$62,900	Free Cash
	Electric Vehicle Charging Infrastructure	\$30,000	Free Cash
	Ford F-150 Lighting (EV)	\$58,000	Free Cash
	Public Works Total:	\$573,800	
Fire Dept.	Utility Truck C-4 (Brush Truck)	\$165,000	Free Cash
	Station #1 Structural Analysis	\$7,500	Free Cash
	Fire Dept. Total:	\$172,500	
Info.Tech	Police Storage & Server Replacement	\$154,562	Free Cash
	Town's Fiber Transfer - 18 Double Poles	\$16,490	Free Cash
	UPS - Town Hall Server Room	\$20,000	Free Cash
	Info Tech Total:	\$191,052	
Library	Integrated Telecommunication	\$9,406	Free Cash
		Library Total:	\$9,406
Police	Police Cruisers (3)	\$206,000	Free Cash
	Ford Mustang EV (SRO)	\$64,500	Free Cash
	Police Total:	\$270,500	
School	Farley – Replace Boilers	\$398,000	Free Cash
		School Total:	\$398,000
	Grant Total Capital Plan:	\$1,615,258	

Works, Finance Director, Library Director,
Fire Chief, Police Chief, Select Board

ARTICLE 5 HVAC Improvements for Town Hall

To see if the Town will vote to transfer the sum of \$200,000 from Free Cash to upgrade the Town Hall HVAC System; or take any action relative thereto.

Executive Assistant
Select Board

ARTICLE 6 PEG Access and Cable Related Budget

To see if the Town will vote to appropriate the following expenditures from the PEG Access and Cable Related Fund for the fiscal year beginning on July 1, 2023, in accordance with M.G.L. Chapter 44, Section 53F ¾:

HUD Access Television Studio

HUD-TV Salaries	\$222,609
HUD-TV Operational Expenses	\$78,516

Town Internet Networking (INET)

INET Salaries	\$0
INET Operational Expenses	\$131,000

\$432,125

or take any action relative thereto.

Executive Assistant
Finance Director
School Director of Technology
Select Board

ARTICLE 7 Fund Unemployment Compensation Trust Fund

To see if the Town will vote to raise and appropriate and transfer the sum of \$25,000 to the Unemployment Compensation Trust Fund to provide for the anticipated costs of funding reimbursements to the Commonwealth for unemployment compensation benefits and administration in accordance with M.G.L. Chapter 40, Section 5E, or take any action relative thereto.

Executive Assistant
Finance Director
Select Board

ARTICLE 8 Fund Workers' Compensation Insurance Trust Fund

To see if the Town will vote to raise and appropriate and transfer the sum of \$125,000 to the Workers' Compensation Insurance Trust Fund for the purpose of paying insurance and liabilities to pay workers' compensation, or take any action relative thereto.

Executive Assistant
Finance Director
Select Board

ARTICLE 9 Fund General Stabilization Fund

To see if the Town will vote to raise and appropriate the sum of \$100,000, said sum to be transferred to the General Stabilization Fund; or take any action relative thereto.

Executive Assistant
Finance Director
Select Board

ARTICLE 10 Fund Other Post Employment Benefit (OPEB) Liability Trust Fund

To see if the Town will vote to transfer a sum of money from Free Cash to fund the OPEB Liability Trust Fund established under Article 16 of the November 2016 Town Meeting for retiree health insurance and other post-employment benefits in accordance with the provision of Massachusetts General Laws Chapter 32B, Section 20; or take any action relative thereto.

Executive Assistant
Finance Director
Select Board

ARTICLE 11 The Reserve Fund

To see if the Town will vote to adopt a Reserve Fund to provide for extraordinary or unforeseen expenditures or transfers, to be made to the departments only by vote of the Finance Committee, as provided for in Chapter 40, Section 6 of the Massachusetts General Laws as amended, and to raise and appropriate the sum of \$100,000 to carry into effect the provisions of this article; or take any action relative thereto.

Executive Assistant
Select Board

ARTICLE 12 Water Enterprise Fund

To see if the Town will vote:

1. To appropriate the sum of \$4,980,539 for use of the Water Department for Fiscal Year 2024, as shown more particularly below, and to fund said appropriation with a transfer from the receipts and revenue of the Water Enterprise Fund collected by the Water Department for said Fiscal Year; a transfer of \$101,842 from the Water System Improvement Account; and a transfer of \$114,224 from the Precision Settlement Account;

Personnel Services	\$912,818
Expenses	\$1,871,800
Indirect Costs	\$903,727

Debt Service Costs	\$1,202,194
Capital Outlay	\$90,000
TOTAL	\$4,980,539

2. to authorize Indirect Costs, from FY2024 revenues, for Fiscal Year 2024 at \$903,727; and
3. to have the Select Board set the Fiscal Year 2024 rates and fees to meet said appropriation and level of Indirect Costs;

or take any other action in relation thereto.

Executive Assistant
 Director of Public Works
 Select Board

ARTICLE 13 Sewer Enterprise Fund

To see if the Town will vote:

1. to appropriate the sum of \$4,839,837 for use of the Sewer Department for Fiscal Year 2024, as shown more particularly below, and to fund said appropriation with a transfer from the receipts and revenue of the Sewer Enterprise Fund collected by the Sewer Department for said Fiscal Year;

Personnel Services	\$768,369
Expenses	\$1,776,500
Indirect Costs	\$848,234
Debt Service Costs	\$1,401,734
Capital Outlay	\$45,000
TOTAL	\$4,839,837

2. to authorize Indirect Costs, from FY2024 revenues, for Fiscal Year 2024 at \$848,234; and
3. to have the Select Board set the Fiscal Year 2024 rates and fees to meet said appropriation and level of Indirect Costs;

or take any other action in relation thereto.

Executive Assistant
 Director of Public Works
 Select Board

ARTICLE 14 Stormwater Enterprise Fund

To see if the Town will vote:

1. to appropriate the sum of \$1,106,997 for use of the Stormwater Department for Fiscal Year 2024, as shown more particularly below, and to fund said appropriation with a transfer from the receipts and revenue of the Stormwater Enterprise Fund collected by the Stormwater Department for said Fiscal Year;

Personnel Services	\$108,788
Expenses	\$768,000
Indirect Costs	\$177,209
Capital Outlay	\$53,000
TOTAL	\$1,106,997

2. to authorize Indirect Costs, from FY2024 revenues, for Fiscal Year 2024 at 177,209; and
3. to have the Select Board set the Fiscal Year 2024 rates and fees to meet said appropriation and level of Indirect Costs;

or take any other action in relation thereto.

Executive Assistant
 Director of Public Works
 Select Board

ARTICLE 15 Community Preservation Reservation of Funds

To see if the Town will vote to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses and other expenses in fiscal year 2024, with each item to be considered a separate appropriation:

Appropriations:

From FY 2024 estimated revenues for Committee Administrative Expenses	\$16,116.32
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Reserves:

From FY 2024 estimated revenues for Historic Resources Reserve	\$80,581.60
From FY 2024 estimated revenues for Community Housing Reserve	\$80,581.60
From FY 2024 estimated revenues for Open Space Reserve	\$80,581.60
From FY 2024 estimated revenues for Budgeted/General Reserve	\$547,954.88

Or take any action relative thereto.

Community Preservation Committee

ARTICLE 16 Community Preservation Appropriation of Funds

see if the Town will vote to appropriate from **Community Preservation** available funds the following amounts recommended by the Community Preservation Committee for community preservation projects in fiscal year 2024, with each item to be considered a separate appropriation:

- \$ **36,000** From Undesignated Fund Balance for matching funds to a Mass Trails Grant for the design study of the 2.6 miles of Central Mass Rail Trail. The matching funds are contingent upon receipt of the grant;
- \$ **3,000** From Undesignated Fund Balance to purchase and install a sign at the Albertini Recreation Land on Wilkins Street;

Or take any action relative thereto.

Community Preservation Committee

ARTICLE 17 Community Preservation Transfer to Affordable Housing

To see if the Town will vote to appropriate and transfer the sum of \$80,581.60 from the Community Preservation Reserve for Community Housing fund balance to the Municipal Affordable Housing Trust Fund, or to take any other action relative thereto.

Community Preservation Committee

Note: From housing keeping Article – 10% set aside for Community Housing

ARTICLE 18 Community Preservation Appropriation of Funds – Debt Service

To see if the Town will vote to appropriate from Community Preservation Undesignated Fund Balance the sum of \$107,500 to pay the annual Centennial Beach Bond debt service recommended by the Community Preservation Committee for the beach renovation project.

Or take any action relative thereto.

Community Preservation Committee

ARTICLE 19 Joint Dispatch Offset Receipts

To see if the Town will vote to appropriate the sum of \$670,093, said sum to be utilized to offset the cost of operating and maintaining a joint Police and Fire dispatch system through June 30, 2024, and such sum to be offset, in the aggregate, by the

estimated receipts from public safety fees paid by the Highland Commons Shopping Center, all in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 53E as authorized in Article 14 of the Town Meeting of May 2, 1988; or take any action relative thereto.

Fire Chief, Police Chief
Executive Assistant
Select Board

ARTICLE 20 Lake Boon Water Quality Remediation

To see if the Town will vote to transfer from available funds the sum of \$7,100 to be added to any balance remaining from the previous appropriation, and to be expended under the direction of the Lake Boon Commission, for the purpose of weed control, including all costs incidental and related thereto; or take any other action relative thereto.

Executive Assistant
Lake Boon Commission
Select Board

ARTICLE 21 Assabet River Water Quality Monitoring

To see if the Town will vote to transfer from available funds the sum of \$3,000 to be expended to cover the costs of OARS Inc., for the purpose of water quality monitoring of the Assabet River in Hudson and for the control of invasive water chestnut plants in the Assabet River in Hudson, or take any other action relative thereto.

Conservation Commission
Select Board

ARTICLE 22 New Operations Facility for Public Works

To see if the Town will vote to appropriate \$23,975,884, or any other sum of money, for the design, engineering, permitting and construction costs of a new operations facility, including salt storage facility, for the Department of Public Works to be located at 1 Municipal Drive, Hudson, MA 01749, shown on Assessor Map 13, as Parcel 66, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; that the approval of the Town's borrowing under this article shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by General Laws, Chapter 59, Section 21C (Proposition 2 ½); or to take any other action relative thereto.

Executive Assistant
Director Public Works
Select Board

ARTICLE 23 Transfer Funds to Opioid Settlement Stabilization Fund

To see if the Town will vote to transfer the sum of \$73,625 to the National Opioid Settlement Stabilization Fund; Or to take any other action thereto.

Executive Assistant
Board of Health
Select Board

ARTICLE 24 Amend General By-Laws: Establish a New Revolving Fund – Shared Public Health Services

To see if the Town will vote to amend Article III, Section 2 of the General Bylaws entitled “Appropriations” by adding thereto a new revolving fund, pursuant to M.G.L. c.44, § 53E½, for the MetroWest Shared Public Health Services, under the Hudson Health Department, to receive payment into the fund so established from all participating municipalities in the shared services group. Said funds to be utilized for employment of personnel, supplies, training, and other authorized expenses, in order to deliver public health services to the MetroWest Shared Public Health Services District; or take any action relative thereto

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/Reports	Fiscal Years
Shared Public Health Services	Board of Health	Payments Received from participating municipalities in the shared service group	To be utilized for employment of personnel, supplies, training, and other authorized expenses			Fiscal Year 2024 and subsequent years

Executive Assistant
Board of Health
Select Board

ARTICLE 25 Amend General By-Laws: Establish a New Revolving Fund – Vaccination Program

To see if the Town will vote to amend Article III, Section 2 of the General Bylaws entitled “Appropriations” by adding thereto a new revolving fund for the Health Department to receive payment and reimbursement into the fund so established for providing free or low-cost vaccination services to residents and employees of the Town. The funds are to be utilized for personnel, supplies and other necessary expenses in order to administer the vaccination program; or take any action relative thereto

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/Reports	Fiscal Years
Vaccination Program	Board of Health	Commonwealth of Massachusetts Department of Public Health & residents & Health Insurance	Expenses related to the administration and operation of Vaccine Clinics to residents and Town of Hudson			Fiscal Year 2024 and subsequent years

		Employees		
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Executive Assistant
 Board of Health
 Select Board

ARTICLE 26 Departmental Revolving Funds Annual Spending Limits

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2024 beginning on July 1, 2023, for the Revolving Funds established in the Town by-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, as follows:

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2024 Spending Limit
Hazardous Materials	Fire Chief	\$20,000
Fire Alarm	Fire Chief	\$30,000
Infiltration and Inflow	DPW Director	\$400,000
Inspection Fees	Building Commissioner	\$200,000
School Department Professional Development	Superintendent of Schools	\$20,000
Senior Citizens Programs	Council on Aging	\$75,000
Public Health Inspections	Board of Health	\$75,000
Tobacco Control	Board of Health	\$15,000
Curbside Pick-Up	Department of Public Works	\$875,000
Affordable Housing	Community Development Director	\$60,000
Farmers Market	Board of Health and Conservation Agent	\$20,000
Shared Public Health Services	Board of Health	\$20,000

Vaccination Program	Board of Health	\$20,000
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Or take any other action relative thereto.

Executive Assistant, Fire Chief, Finance Director, DPW Director, Building Commissioner, School Committee, Council on Aging, Board of Health, Community Development Director, Select Board

ARTICLE 27 Light and Power Surplus Account

To see if the Town will appropriate the receipts of the Light and Power Department for the operation, maintenance, expenses, repairs and construction for the Department for the fiscal year ending June 30, 2024, as defined in Section 57 and 58, Chapter 164 of the General Laws (1921) of Massachusetts, as thereafter amended, and that if there shall be any unexpended balance as of December 31, 2023, an amount not to exceed \$225,000 of the same shall be transferred to the Light and Power Surplus Account.

Municipal Light Board
Select Board

ARTICLE 28 Amend General By-Laws: Dog Licensing & Management

To see if the Town will vote to amend the General By-Laws of the Town of Hudson by deleting from Article VI, section 7 in its entirety and inserting a new section 7 of Article VI to read as follows:

Section 7. Dog Licensing & Management

A. Annual Fee to be charged by the Town of Hudson for issuance of licenses for dogs shall be as follows: males and females, twenty dollars (\$20.00), and neutered males and spayed females, fifteen dollars (\$15.00). The annual fee shall be waived for the license of a dog owned by a person 70 years or over in accordance with MGL Ch140 §139.

The Annual Fee to be charged by the Town of Hudson for issuance of licenses for kennels shall be as follows: more than four but not more than ten dogs, one hundred dollars (\$100.00), and more than ten dogs, one hundred fifty dollars (\$150.00).

All money received from the sale of dog licenses by the Town of Hudson, or recovered as fines or penalties under the provisions of Massachusetts General Laws Chapter 140 relating to dogs shall be paid to the Town treasury of the Town.

The registration, number listing, description and licensing of dogs, if kept in said town, shall be conducted by the Town Clerk.

B. All owners or keepers of dogs kept in the Town of Hudson during the preceding

Or take any other action relative thereto.

Executive Assistant
Town Clerk
Select Board

ARTICLE 29 Disposition of Real Estate – 35 Washington Street (Hudson Armory)

To see if the Town will vote to transfer the care, custody, management and control of a parcel of land located at 35 Washington Street together with buildings and improvements thereon, containing approximately 1.87 acres of land, more or less, identified as Parcel No. 29-272 on the Assessor’s Maps with a title reference of a deed of conveyance to the Town of Hudson on August 27, 2022, Book 80630, Page 355, recorded in the Middlesex South Registry of Deeds for the permitted use and purpose for which it is currently held, a performing arts center, as restricted in a Special Act, Chapter 43 of the Acts of 2022, to the Select Board, and further, to authorize the Select Board to sell, convey or transfer all or a portion of said parcel, pursuant to the General Laws, Chapter 30B, Section 16, paragraphs (a), (b) and (g) thereof, as may be applicable or take any other action relative thereto

Executive Assistant
Select Board

ARTICLE 30 Annual Town Reports

To hear the reports of the Town Officers, Boards and Committees and to act thereon.

Executive Assistant
Select Board

ARTICLE 31 Road Acceptance of a Portion of Forbes Road

To see if the Town will vote to accept a layout for a portion of Forbes Road as a town way as shown on Plan entitled "Acceptance Plan of a Portion of Forbes Road in Hudson, MA" prepared by Thomas DiPersio, Jr. & Associates, 641 Concord Road, Marlborough, MA 01752, Date: November 30, 2022, Scale: 1" = 40', a point of which has been duly filed in the office of the Town Clerk of Hudson, MA. Said road being more particularly described as follows:

A portion of Forbes Road

Beginning at a point at the northwesterly corner of Exeter Street, on the southerly side line of Forbes Road, Thence S. 48° 05' 24" W. 100.00 feet to a point of curvature;

Thence by a curve to the right having a radius of 825.00 feet and an arc length of 206.25 feet to a point of curvature;

Thence by a curve to the left having a radius of 575.00 feet and an arc length of 143.75 feet to a point of curvature;

Thence by a curve to the left having a radius of 30.00 feet and an arc length of 27.40 feet to a point of curvature;

Thence by a curve to the right having a radius of 60.00 feet and an arc length of 298.10 feet to a point of curvature;

Thence by a curve to the left having a radius of 30.00 feet and an arc length of 27.40 feet to a point of curvature;

Thence by a curve to the right having a radius of 625.00 feet and an arc length of 156.25 feet to a point of curvature;

Thence by a curve to the left having a radius of 775.00 feet and an arc length of 193.75 feet to a point of tangency;

Thence N. 48° 05' 24" E. 100.00 feet to a point;

Thence S. 41° 54' 36" E. 50.00 feet across Forbes Road to the point of beginning. Said portion of Forbes Road being 34,539.06 square feet in area.

Or take any other action relative thereto.

Planning Board

ARTICLE 32 Petitioned Article: Addictions Referral Center

To see if the Town will vote to transfer from available funds the sum of \$20,000 to assist the Addiction Referral Center in Marlborough in its efforts to provide assistance to persons from Hudson and surrounding communities who have problems with alcohol and/or substance use disorder (SUD), said funds to be expended under the direction of the Executive Assistant and the Board of Selectmen, or take any other action relative thereto.

Petitioned by Tracey Gustafson and Ernie Kapopoulos

ARTICLE 33 Petitioned Article: Amend General By-Laws – Noise Regulation

To see if the Town will vote to amend the Hudson General By-Laws as follows:
Add the following Article VI Section 33A:

Section 33A: Excessive noise from compression brakes prohibited:

It is unlawful for the driver of any vehicle, except fire trucks and any emergency vehicle, except in case of emergency to use or operate, or cause to be used or operated along any public way maintained by the Town of Hudson, any compression brake, engine brake, dynamic brake, or mechanical exhaust device designed to assist in the deceleration or braking of any motor vehicle, if such device or devices result in excessive, loud, or otherwise unusual noise.

Add the following to Article XII – Application and Penalties

Section	Fine	Enforcing Officer
Section 33A	\$250 each offense	Police Department

Or take any other action relative thereto.

Petitioned by Elizabeth Brown, et al.

ARTICLE 34 Petitioned Article: Amend and Recodify Protective Zoning By-Laws

To see if the Town will vote to authorize the sum of \$30,000 to be taken from Available Funds for the Planning/Community Development Department to update the Comprehensive Revisions to the Town Protective Zoning By-Laws, initially funded by Article 2 of the May 5, 2015 Annual Town Meeting, with the objective of submitting a warrant article to Amend and Recodify the Town Protective Zoning By-Laws at either the November 20, 2023 Special Town Meeting or the May 6, 2024 Annual Town Meeting, that being 2 years after the November 15, 2021 Special Town Meeting.

Or take any other action relative thereto.

Petitioned by Michael T. McCormack, et al.

ARTICLE 35 Petitioned Article: Amend Protective Zoning By-Laws: Definitions

To see if the Town will vote to amend the Protective Zoning By-Laws 2.0 DEFINITIONS to add the following:

Cold Storage Warehouse (LUC-157): Temperature controlled building for frozen food or other perishable products, not a Parcel Hub or Distribution Center.

Parcel Hub (LUC-156): A building with a net floor area larger than 40,000 square feet used as a regional and local freight-forwarder facility with limited or no breakbulk, repack or assembly activities.

Fulfillment Center (LUC-155): An establishment with a building net floor area larger than 40,000 square feet used primarily for the receiving, short-term enclosed storage, repackaging, and/or reshipping or distribution of goods and materials to retail stores and other market outlets, or directly to the consumer via telephone or Internet remote sales. Including office, administrative, and support facilities related to the foregoing.

Transload Warehouse (LUC-154): A building used for consolidation and distribution of pallet loads of manufacturers, wholesalers, or retailers with little storage duration, not a Parcel Hub or Distribution Center.

Standard Warehouse (LUC-150): A building used primarily for the enclosed storage of goods and materials for extended periods, not a Parcel Hub or Distribution Center.

Warehouse Crossdocking Types:

Full pallet load operation: Pallet loads are re-routed into outgoing trucks having different destinations. Products move directly from one truck to another.

Case-load order makeup: Merchandise arrives sorted and marked by stock-keeping units (SKUs). Pallet Loads broken down by customer order, re-palletized to outbound vehicles

Hybrid crossdocking: Materials in storage are blended with incoming materials. Palletized orders are routed to outbound trucks. Some goods routed to temporary storage.

Opportunistic crossdocking: Late-arriving products are crossdocked directly upon receipt or combined with items from storage.

Truck Consolidation: Products consolidated to complete customer orders, combined and sorted for shipment with 24 to 48 hours.

Short-term storage: Seasonal or bulky items stored temporarily until just before shipment.

Or take any other action relative thereto.

Petitioned by Michael T. McCormack, et al.

ANNUAL TOWN MEETING

And you are also directed to notify and warn said inhabitants to meet at the several designated polling places in their respective precincts in said Hudson, to wit:

Precinct I & Precinct V	Hudson High School, 69 Brigham Street
Precinct II	Glen Road Community Center, 4 Glen Road
Precinct III & Precinct IV	David J. Quinn Middle School, 201 Manning Street
Precinct VI	Auditorium, Town Hall, 78 Main Street

On Monday, May 8, 2023, at seven o'clock in the forenoon, then and there to choose by ballot the following Town Officers for the ensuing year:

Select Board, one for three years; Moderator, one for one year; School Committee, two for three years; Trustees of Susan Cox, Joseph S. Bradley, J.J. Angell, Sarah A. Brown, George E.D. and Abigail E. Wilkins, Addie E. Cahill, Helen M. Lewis, Mary E. Tacey, Maude A. Whitney, Clara E. Houghton and Martin Joseph Moran, III Funds, one for three years; Housing Authority, one for five years; Municipal Light Board, one for three years; Park Commission, one for three years; Board of Health, one for three years; Library Trustees, one for three years; Planning Board, one for three years; Cemetery Commission, one for three years; Cemetery Commission, one for one year (to fill a vacancy); Constable, one for three years; Board of Assessors, one for three years and Regional School Committee Member, one for four years.

BALLOT QUESTION (May 8, 2023)

Shall the Town of Hudson be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued for the design, engineering, permitting and construction costs of an operations facility for the Department of Public Works to be located at 1 Municipal Drive, Hudson, MA 01749, shown on Assessor Map 13, as Parcel 66, including the payment of all costs incidental or related thereto? Yes _____ No _____

And you are directed to serve this warrant by posting up copies attested by you in the following places: one at the Post Office, one at the Town House, one at the Office of the Town Clerk, and in six other public places in said Town, seven days at least before the time of holding said meeting and by publication in a newspaper published in said Town.


Hereof fail not and make due return of this warrant with your doings thereon to the Town Clerk on or before time of holding said meeting.

Given under our hands this day of March in the year Two Thousand Seventeen.


Scott R. Duplisea, Chairman




Michael D. Burks, Vice Chairman



James D. Quinn, Clerk



Judy Congdon



Shawn S. Sadowski

INTRODUCTION TO TOWN MEETING

The Town Meeting is a deliberative assembly, charged with considering a number of questions of varying complexity in a reasonable period of time, and with full regard to the rights of the majority.

AUTHORITY

The three elements of authority at Town Meeting are a quorum of 150 registered voters or more, the Moderator and the Town Clerk.

The Moderator presides at and regulates the proceedings, decides all questions of order, and makes declarations of all votes. No one may speak on an issue without being recognized by the Moderator. It is his responsibility to approve the distribution of materials, and persons wishing to do so must seek his permission. The Moderator appoints Tellers and alternates for the purpose of counting votes of the meeting.

THE WARRANT

All matters to be considered at Town Meeting must be published in the Town Meeting Warrant, which is the responsibility of the Select Board. The Finance Committee reviews the warrant, making recommendations on items of business to be presented. In accordance with the by-laws, all articles in the Warrant are considered in the order in which they appear in the Warrant, unless the Town Meeting, after reasons have been stated. The Moderator has full discretion to decide whether or not the motion to change the order of articles will be entertained.

PARTICIPATION

All remarks should be limited to the subject then under discussion. It is improper to indulge in references to personalities. The Moderator may request any person to keep silent. If after warning from the Moderator, a person refuses to be silent or persists in other disorderly behavior, the Moderator may order a person to withdraw and if he fails to withdraw, may order a police officer to remove such person from the Meeting. Each individual who speaks to the Meeting should try to be as brief as possible out of consideration for others attending the Meeting and the need to give adequate time to all matters coming before it.

CLASSIFIED MOTIONS

Pursuant to section 8 of article II of the by-laws of the Town of Hudson, when a question comes before Town Meeting certain motions shall be received and have precedence in the following order:

PRIVILEGED MOTIONS: These are motions that have no connection with the main motion before the Town Meeting, but are motions of such importance that they are entitled to immediate consideration. These motions have the privilege of temporarily setting aside the main business before the Town Meeting.

TO ADJOURN (decided without debate):

TO FIX THE TIME FOR ADJOURNMENT:

SUBSIDIARY MOTIONS: These are motions that are used to modify or dispose of the main motion being considered. Their existence as motions depend on the main motion to which they are subordinate.

TO LAY ON THE TABLE (decided without debate)

FOR THE PREVIOUS QUESTION (decided without debate)

TO COMMIT

TO AMEND

TO POSTPONE INDEFINITELY

All motions may be withdrawn by the maker if no objection is made.

INFORMATION ON MOTIONS

A motion is the means of bringing a proposal or question before the Meeting for consideration. When put forward it is a motion; after is seconded and acknowledged by the Moderator, it becomes the question or proposal; and if it is approved by the Meeting, it becomes a resolution. Generally, no motion shall be entertained unless the subject is contained within a warrant article. The Moderator shall determine whether a motion is within the "scope of the article," that is, whether the warrant gives adequate notice that the action proposed by the motion might be taken at the Meeting. Articles only give notice and do not initiate action; motions do. Motions may be withdrawn; articles may not be.

Some motions avoid a final determination by the Meeting. A motion to commit or refer sends the matter to

an existing board or committee or one to be established. The motion to postpone indefinitely disposes of the question without bringing it to a direct vote. The motion to postpone indefinitely should not be confused with the motion to lay on the table which only temporarily delays a vote.

Pursuant to article II, section 3 of the Town of Hudson by-laws, no vote of Town Meeting shall be reconsidered except upon notice by an individual who voted with the majority thereon given within one hour of such vote at the same or succeeding session. If the individual who gives notice does not immediately make such motion, then a motion to reconsider may be made by another individual voter who voted with the majority.

Pursuant to section 4 of article II, no article in the Warrant shall be again taken into consideration after disposed of unless ordered by a vote of two-thirds of the voters present and voting. Pursuant to section 5 of article II, no voter shall speak more than twice upon any question without obtaining leave of Town Meeting except to correct an error or explain a point, nor until all other individuals who have not spoken and so desire have been given the opportunity to speak. Pursuant to section 6 of article II, all motions must be reduced to writing before being submitted to the Town Meeting if required by the Moderator.

Pursuant to section 9 of article II, a motion to receive the report of a committee shall put the report before Town Meeting but not discharge the committee. A vote to accept or adopt such report with or without amendment shall discharge the committee.

Pursuant to section 10 of article II, a 150-voter quorum is required to conduct business at Town Meeting. However, no quorum is needed for a motion to adjourn.

Pursuant to section 11 of article II, articles in a warrant shall be considered in order, except that the Moderator upon request and for reasons stated, may entertain a motion to consider an article out of regular order.

Pursuant to section 12 of article II and in addition to the authority already specified above, the Moderator may administer the oath of office to a town officer chosen at Town Meeting. If a vote declared by the Moderator is immediately questioned by seven or more voters, then the Moderator must verify the vote by polling voters or dividing the Town Meeting. If a two-thirds vote of Town Meeting is required by State Statute, the count shall be taken and the vote recorded by the Town Clerk. However, if the vote is declared to be unanimous, a count is not needed and the Town Clerk shall record the vote as unanimous unless immediately questioned by seven or more voters.

TOWN FINANCE TERMINOLOGY

The following terms are used from time to time in the Annual Report and Town Meeting. In order to provide everyone with a better understanding of the meaning, the following definitions are offered:

SURPLUS REVENUE: (Sometimes referred to as Excess and Deficiency Account). This fund is the amount by which the Cash, Accounts Receivable, and other assets exceed the liabilities and reserves.

AVAILABLE FUNDS: (Often called "Free Cash") This fund represents the amount of money remaining after deducting from the Surplus Revenue all uncollected taxes for prior years, taxes in litigation and court judgments. This fund is certified annually by the State Bureau of Accounts and may be used to defray town costs by a vote of the Town Meeting.

OVERLAY: The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover tax abatements and exemptions granted and to avoid fractions in the tax rate.

RESERVE FUND: This is a fund established by the voters at the annual town meeting and may consist of direct appropriations or transfers. Transfers from the Reserve Fund are initiated by the Executive Assistant and require the approval of the Finance Committee. The use of the Reserve Fund is restricted to "extraordinary or unforeseen expenditures".