

Special Town Meeting

WARRANT



Town of Hudson
Monday, November 20, 2017
Finance Committee
Report and Recommendations

TABLE OF CONTENTS

ARTICLE 1	CHAPTER 90 ROADWAY FUNDS	4
ARTICLE 2	FY2018 BUDGET ADJUSTMENTS.....	4
ARTICLE 3	APPROPRIATION FROM RECEIPTS RESERVED	5
ARTICLE 4	APPROPRIATION FROM PENSION RESERVE FUND	5
ARTICLE 5	JOINT DISPATCH OFFSET RECEIPTS	5
ARTICLE 6	STABILIZATION FUND.....	6
ARTICLE 7	REVOLVING FUND	6
ARTICLE 8	WATER STORAGE TANK REPAIR/REHABILITATION.....	6
ARTICLE 9	WATER METER REPLACEMENT	7
ARTICLE 10	APPROPRIATION OF FUNDS: CEMETERY COMMISSION RECEIPTS	7
ARTICLE 11	UNPAID BILL OF PRIOR YEARS.....	7
ARTICLE 12	SCHOOL DEPARTMENT TRANSPORTATION CONTRACT: FIVE YEAR OPTION	8
ARTICLE 13	COMMUNITY PRESERVATION RESERVATION OF FUNDS.....	8
ARTICLE 14	TAX INCREMENT FINANCING AGREEMENT – CPI RADANT TECHNOLOGIES	8
ARTICLE 15	GATES POND CELL TOWER.....	9
ARTICLE 16	PETITIONED ARTICLE: AMEND ZONING BY-LAWS	9
ARTICLE 17	PETITIONED ARTICLE: AMEND ZONING BY-LAWS	10

Finance Committee Preamble

To The People of Hudson, Greetings:

The Finance Committee has reviewed and recommended all the articles for this Special Town Meeting. We have comments on some of the articles.

Article 2 FY2018 Budget Adjustments:

All the listed adjustments will reduce the current fiscal year's budget by a total of \$399,631.25 overall. Revenues were down compared to last year and with the drought we have been experiencing, Water and Sewer revenues were below what was expected. The Finance Committee voted to recommend this article by a 7-0-1 vote.

Article 6 Stabilization Fund

This article combines with Article 2 to balance this fiscal year's budget, and is a legal use of Stabilization Fund money. This appropriation will reduce the tax levy. The tax levy needs to be reduced because at its present level it will exceed the levy limit. This was caused by the temporary reduction in local receipts (water revenue). The Finance Committee recommends this article by a 6-2 vote.

Article 14 Tax Increment Financing Agreement—CPI Radant Technologies

This article allows the TIF for Radant Technologies, which already has a facility in Stow, to add a facility in Hudson. Reduction of taxes under the TIF would apply to only the new growth of the company. The Finance Committee vote unanimously to recommend this article.

Article 15 Gates Pond Cell Tower

This article would allow the Executive Assistant to enter into a lease agreement with wireless communication companies to put equipment on parcels of land owned by Hudson but located in Berlin. The companies would need approval of the relevant town boards in Berlin. Hudson would receive rental fees from the wireless companies. The Finance Committee voted to recommend this article by a 7-1-0 vote.

Article 16 Petitioned Article: Amend Zoning By-Laws

This article is petitioned by a property owner who owns 30.14 acres of land off Murphy road. This land is currently zoned in a M-6 zone. The petitioner is seeking to add a Retirement Community Overlay District for this acreage. This overlay district would allow for housing restricted to ages 55 and over. This allows an option, zoned as Industrial or Retirement Community Overlay District. The Finance Committee voted to recommend this article by a 6-2 vote.

Article 17 Petitioned Article: Amend Zoning By-Laws

This article is petitioned by a private property owner. The house and land is on Washington St. next to Dunkin Donuts. The property is currently zoned Single Family Residential and the petitioner seeks to change the zoning for his property to Commercial and to have his property be a continuation of the abutting commercial district, as was recommended in the Town Master Plan. The Finance Committee voted to recommend this article by a 5-2-1 vote.

Respectfully Submitted,

The Finance Committee:

Stephen Domenicucci, Chairman, Robert Clark, Vice Chairman, Claudinor Salomão, Barbara Rose, Manuel A. Chaves, Andrew Massa, Dolores Sharek, Sam Calandra, Guy Beaudette

TOWN WARRANT
THE COMMONWEALTH OF MASSACHUSETTS
Middlesex, ss.

To any 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 on
Town affairs, to assemble in the Hudson High School, Brigham Street, in said Town on

MONDAY, THE TWENTIETH DAY OF
NOVEMBER, 2017

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

ARTICLE 1 Chapter 90 Roadway Funds

To see if the Town will vote to take from available funds the sum of \$587,803.00 for construction, reconstruction and improvements of Town roads as requested by the Board of Selectmen to be reimbursed by the Commonwealth of Massachusetts pursuant to the Town of Hudson's Chapter 90 apportionment for Fiscal 2018; or take any action relative thereto.

Director of Public Works
Executive Assistant
Board of Selectmen

Article 1: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$587,803.00 be taken from available funds.

Note: Due to law changes, it is no longer necessary for Town Meeting to appropriate Chapter 90 fund, although doing so does no harm. This will be the final warrant article for the Chapter 90 program.

ARTICLE 2 FY2018 Budget Adjustments

To see if the Town will vote to make the following adjustments to the FY2018 budget as voted in Article 2 of the May 1, 2017, Annual Town Meeting:

Reduce Line 52 Debt Service by \$349,631.25 (for interest savings due to an early debt payment)

Reduce Line 52 Debt Service by 50,000.00 (for actual debt costs less than estimate)

Increase Line 53 Pensions by \$92,810.00 and Reduce Line 52 Debt Service by \$92,810.00 (to fund a Middlesex Retirement Assessment increase due to an actuarial study)

Reduce Line 13 Finance Personnel \$27,125.00 and Increase Line 14 Finance Expense \$27,125.00 (to fund Information Technology part-time assistance on a contractual basis)

Reduce Line 52 Debt Service \$11,195.00 and Increase Line 14 Finance Expense \$11,195 ((to fund BARRACUDA BACKUP (Exchange Server) YEARLY RENEWAL))

Reduce Line 42 Board of Health Personnel \$5,000.00 and Increase Line 43 Board of Health Expense \$5,000.00 (to fund food service/health inspections on a contractual basis)

or to take any action relative thereto.

Executive Assistant
Finance Director/Town Accountant
Board of Selectmen

Article 2: The Finance Committee recommends the adoption of the subject matter of this article and that the FY2018 Budget Adjustments be made. This Article reduces the budget by \$399,631.25. Vote 7-0-1

Note: This article reduces the budget by \$399,631.25 overall.

ARTICLE 3 Appropriation from Receipts Reserved

To see if the Town will vote to transfer \$29,725.00 from the Receipts Reserved for Appropriation from the Sale of Real Estate in accordance with M.G.L. Ch. 44, Sec. 63 for the purposes of funding the FY2018 debt service for Washington Street and thereby reducing the amount to be raised and appropriated from the tax rate (as voted in Article 2, 5/1/2017, Line number 52) by \$29,725.00; or to take any action relative thereto

Executive Assistant
Finance Director/Town Accountant
Board of Selectmen

Article 3: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

Note: Proceeds from the sale of this property were reserved to pay for the debt service incurred to acquire and improve the property. The net cost to the taxpayer was zero.

ARTICLE 4 Appropriation from Pension Reserve Fund

To see if the Town will vote to transfer \$12,693.43 from the Pension Reserve Fund in accordance with M.G.L. Ch. 40, Section 5D for the purposes of funding the Contributory Retirement budget and thereby reducing the amount to be raised and appropriated from the tax rate (as voted in Article 2, 5/1/2017, Line number 53) by \$12,693.43 or to take any action relative thereto.

Executive Assistant
Finance Director/Town Accountant
Board of Selectmen

Article 4: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 5 Joint Dispatch Offset Receipts

To see if the Town will vote to appropriate the sum of \$55,000.00, said sum to be utilized to offset the cost of operating and maintaining a joint Police and Fire dispatch system through June 30, 2018, 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.

Executive Assistant

Police Chief
Fire Chief
Board of Selectmen

Article 5: The finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$55,000.00 be used to offset the cost of operating and maintaining a joint Police and Fire dispatch through June 30, 2018.

ARTICLE 6 Stabilization Fund

To see if the Town will vote to appropriate two hundred thousand dollars (\$200,000.00) from the Stabilization Fund to reduce the Fiscal Year 2018 tax levy; or take any other action relative thereto.

Executive Assistant
Board of Selectmen, Vote 3-2

**Article 6: The Finance Committee recommends the adoption of the subject matter of this article and that the sum of \$200,000.00 be taken from the Stabilization fund.
Vote 6-2**

ARTICLE 7 Revolving Fund

To see if the Town will vote to establish and authorize the use of a revolving fund account pursuant to the provisions of Massachusetts General Law Chapter 44, Section 53E ½ as amended for the purpose, maximum expenditure, and authority to spend as outlined in the table below. Funds expended for this purposes may be used independently or in conjunction with other public or private funds provided for these same purposes

Title	Max Amount	Source of Fee and Use of Funds	Authority to Expend Funds
Farmers Market Revolving Fund	\$20,000.00	Applying fees received from vendors and through the sale of tote bags and t-shirts to the payment of expenditures related to the operation of the Hudson Farmers' Market through June 30, 2018	Board of Health and Conservation Agent

Or take any action relative thereto.

Board of Health
Conservation Commission
Finance Director/Town Accountant
Board of Selectmen

Article 7: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 8 Water Storage Tank Repair/Rehabilitation

To see if the Town will transfer the sum of \$259,854.46 from the balance remaining under Article 6 of the November 2015 Town Meeting, to be used for the maintenance and repair/rehabilitation of the towns water storage tanks; or take any action relative thereto.

Director of Public Works
Board of Selectmen, Vote 3-2

Article 8: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

Note: The original article appropriated funds for the maintenance, repair and rehabilitation of one water tank. This transfer will reserve the remaining funds from the previous appropriation for the same use on all water tanks, thus reducing the need for future appropriations.

ARTICLE 9 Water Meter Replacement

To see if the Town will transfer the sum of \$2,338.00 from the balance remaining from DPW Asphalt Hotbox under Article 9 of the November 2016 Town Meeting, transfer the sum of \$25,600.00 from the balance remaining from Sidewalk Tractor under Article 3 of the May 2017 for a total of \$27,938.00 to be used for the purchase of new various sized water meters, associated parts and components; or take any action relative thereto.

Director of Public Works
Board of Selectmen

Article 9: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 10 Appropriation of Funds: Cemetery Commission Receipts

To see if the Town will vote to appropriate \$35,000 from the Receipts Reserved for Appropriation from the Sale of Cemetery Lots in accordance with M.G.L. Chapter 114. Section 15 for the purpose of funding cemetery infrastructure improvements (drainage, roadway & lot expansion); or take any action relative thereto.

Cemetery Commission
Director of Public Works
Board of Selectmen

Article 10: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

Note: Expenditure of the funds was approved by the Cemetery Commission on September 11, 2017.

ARTICLE 11 Unpaid Bill of Prior Years

To see if the Town will vote to raise and appropriate \$3,740.87 for the purposes of paying an unpaid bill of the previous fiscal year in accordance with M.G.L. Chapter 44, Section 64 as follows:

McGregor & Legere, P.C.	Legal Department	\$3,740.87
or to take any action relative thereto.		

Executive Assistant
Finance Director/Town Accountant

Board of Selectmen

Article 11: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

Note: These expenditures exceeded the FY 2017 appropriation, and are legal costs associated with protecting the Town's interest with regard to the Eversource project.

ARTICLE 12 School Department Transportation Contract: Five Year Option

To see if the Town will vote to authorize the School Committee to enter into a five year contract for transportation services. The contract will be bid out in the Summer/Fall of 2017. The bid will include a request for pricing for a three year contract for fiscal years 2019, 2020, and 2021 with two one year options to renew for the additional fiscal years 2022 and 2023.

School Committee

Article 12: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 13 Community Preservation Reservation of Funds

To 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 2018, with each item to be considered a separate appropriation:

- \$20,000.00** From Community Preservation Historic Preservation Reserve to the Hudson Historical Commission for a Survey and Inventory to be conducted.
- \$80,000.00** From Community Preservation Undesignated Fund Balance to Hudson Youth Soccer for the Expansion of the Sauta Cornfield Parking Lot.

Or take any action relative thereto.

Community Preservation Committee
Board of Selectmen

Article 13: The Finance Committee recommends the adoption of the subject matter of this article. Historic Preservation Reserve to the Hudson Historical Commission. \$20,000.00 Vote 7-0-1. Community Preservation Undesignated Fund to the Hudson Youth Soccer \$80,000.00 Vote 7-0-1

ARTICLE 14 Tax Increment Financing Agreement – CPI Radant Technologies

To see if the Town will vote to: (a) approve the signing of a Tax Increment Financing (TIF) Agreement by and between CPI Radant Technologies Division Inc., and the Town of Hudson, pursuant to Massachusetts General Laws Chapter 23A, sections 3A through 3H, as amended; for a term of twenty years, for the land at 2 & 4 Robert Bonazzoli Avenue, Hudson, MA, containing approximately 7.79 Acres, as shown on Assessor's Map 31, Parcels 15, and 70; a draft of said TIF being on file with the Hudson Board of Selectmen and

Town Clerk; (b) authorize the Board of Selectmen to execute said TIF Agreement, and any documents relating thereto, and (c) to take such other actions as are necessary or appropriate to implement those documents; or take any other action relative thereto.

Executive Assistant
Board of Selectmen
Finance Director/Town Accountant
Board of Selectmen

Article 14: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

Note: Radant is a California company that makes radar housing for aircraft and large ships. They have a facility in Stow and have expanded to Hudson, bring jobs and a large investment into the community.

ARTICLE 15 Gates Pond Cell Tower

To see if the Town will vote to authorize and empower the Board of Selectmen, in accordance with Chapter 40, section 3 of the Massachusetts General Laws, to issue a Request for Proposals to lease and enter into a lease agreement or agreements or other appropriate forms of agreement for the use of the following parcels of land owned by the Town of Hudson:

<u>Assessor's Map/Lot No.</u>	<u>Parcel No.</u>	<u>Location/Description</u>
Map 17.0, lot 30	905	172 Gates Pond Road, Berlin (47 acres)
Map 16.0, lot 31	857	Taylor Road, Berlin (33 acres)
Map 11.0, lot 18	545	Gates Pond Road, Berlin (10.25 acres)
Map 11.0, lot 15	542	Taylor Road, Berlin (230 acres)

Any leased area located on the above-listed parcels shall be used for the primary purpose of one or more wireless communication facilities and shall be used in accordance with the Town of Berlin Zoning By-Laws and any other appropriate law or regulation; or take any other action relative thereto.

Executive Assistant
Board of Selectmen

Article 15: The Finance Committee recommends the adoption of the subject matter of this article. Vote 7-0-1

Note: We have received interest in this site. Town meeting approval is necessary to issue a request for proposals.

ARTICLE 16 Petitioned Article: Amend Zoning By-Laws

To see if the Town will vote to amend the Zoning Map of the Town of Hudson, as most recently amended, by including the following land, which is currently zoned in a M-6 Zone, so that the said land is also in the Retirement Community Overlay District pursuant to

section 5.8 of the Protective Zoning Bylaws of the Town of Hudson or to take any action relative thereto:

A certain parcel of land in Hudson, Middlesex County, Massachusetts, shown on a plan entitled "Plan of Land in Hudson, Massachusetts, owned by EHP Realty Corp., prepared by RJP Construction and Engineering, dated July 29, 2017, bounded and described as follows:

WESTERLY: in several courses by Chestnut Street and Murphy Road 248.56', 195.60', 159.60', 145.49', 79.50' and 272.92', thence

NORTHERLY: by land now or formerly of Shaughnessy, 101.71', thence

WESTERLY: by land of said Shaughnessy, 100.46', thence

SOUTHERLY: by land of said Shaughnessy, 100.00', thence

WESTERLY: by Murphy Road in two courses of 17.00 feet and 82.85', thence

NORTHEASTERLY: in several courses by land now or formerly of Newcombe, 325.86', 142.62', 32.82', 147.74', 32.50', 51.25', 92.71', 128.40' and 153.63', thence

EASTERLY: in several courses by land now or formerly of Underwood 74.86', 69.42', 60.00', 155.11', 310.50', 222.23' and 117.29', thence

SOUTHERLY: in several courses by other land of EHP Realty Corp. and Sandy Knoll Drive 240.43', 234.09', 83.45', 27.40', 164.83', 200.00' and 34.19' to point of beginning.

Containing according to said Plan 30.14 acres.

Being the premises owned by EHP Realty Corp. and shown as Lots 1 and 2 in a deed recorded with Middlesex South District Registry of Deeds at Book 65573, Page 389 and the land described in a deed at Book 69771, Page 112.

Said parcels are also shown as Town of Hudson Assessors Parcels 45009, 57002 and 57036.

Edward H. Perkins, President & Treasurer
EHP Realty Corporation
560 Main Street, Hudson, MA

Article 16: The Finance Committee recommends the adoption of the subject matter of this article. Vote 6-2

ARTICLE 17 Petitioned Article: Amend Zoning By-Laws

To see if the Town will be vote to amend the Zoning Map of the Town of Hudson, as most recently amended, by including the following land, which is currently zoned in a SA-7 Residential Zone, so that the said land is also in the C-11 Commercial District, pursuant to Section 5.3 of the Protective Zoning Bylaws of the Town of Hudson, as shown on a plan

entitled "Zoning District Amendment Plan", prepared by GRAZ Engineering, LLC., dated December 12, 2012, and described as follows:

COMMERCIAL DISTRICT C-11

Beginning at a point on the westerly side of Washington Street, 415 feet north of the Boston and Maine Railroad;

Thence northwesterly 175.75 feet by the westerly side of Washington Street to a corner at land now or formerly of Steven L. Grossman;

Thence S 74-03-38 W 170.94 feet to a point;

Thence S 07-06-35 E 145.00 feet to a point;

Thence N 73-33-13 E 55.53 feet to a point;

Thence S 16+26-39 E 87.97 feet to a point that is 209-76 feet west of the westerly side of Washington Street;

Thence southwesterly 205-24 feet at a right angle to Washington Street to a corner that is 415 feet from the westerly side of Washington Street;

Thence southerly 415 feet from and parallel to Washington Street to a point on the Boston and Maine Railroad;

Thence in a general southerly direction by said Railroad 1,700' to a point;

Thence northeasterly to a point on the southerly side of Washington Street, said point being the intersection point of Districts SA-7 and SA-8 at Washington Street;

Thence in a northwesterly direction by the westerly side of Washington Street to the point of beginning.

SINGLE FAMILY DISTRICT SA-7 (1)

Beginning at a point on the Hudson-Berlin line at the end of Chapin Road;

Thence southwesterly by the Hudson-Berlin line to a point on the easterly side of Dudley Road;

Thence southerly by the easterly side of Dudley Road to a point on the northerly side of River Road;

Thence southwesterly by the northerly side of River Road to a point on the easterly side of Interstate Route 495;

Thence southerly by the easterly side of Route 495 to a corner of the Marlboro-Hudson line;

Thence easterly by the Marlboro-Hudson line to a corner at Residence District SA-8, said point being 200' westerly of Washington Street;

Thence northerly 200' from and parallel to Washington Street and along District SA-8 to a point at the intersection of the Rio-Kerdok property line extended;

Thence westerly by said property line extension to a point being 300 feet west of Washington Street;

Thence northerly 300 feet from and parallel to Washington Street; to a point on the southerly side of formerly Hudson Street;

Thence northeasterly along formerly Hudson Street to the intersection of the SA-8 zone, said intersection being 200' westerly of Washington Street;

Thence northerly 200' from and parallel to Washington Street by the SA-8 zone to a point on the southerly side of Washington Street at the intersection of Commercial District C-11;

Thence southwesterly by District C-11 to a corner at the Boston and Maine Railroad;

Thence northerly by said railroad 1700' to a point;

Thence still in a northerly direction 700 feet to a corner that is 415 feet from the westerly side of Washington Street;

Thence northeasterly 205.24 feet at a right angle to Washington Street to a corner point that is 209.76 feet west of the westerly side of Washington Street;

Thence N 16-26-39 W 87.97 feet to a point;

Thence S 73-33-13 W 55.53 feet to a point;

Thence N 07-06-35 W 145.00 feet to a point;

Thence N 74-03-38 E 170.94 feet to a point on the westerly side of Washington Street;

Thence northerly by the westerly side of Washington Street to a point on the southerly side of Brigham Street;

Thence westerly by the southerly side of Brigham Street to a point at the intersection of Brigham Street and the westerly side of Park Street;

Thence still by the northerly side of said Brigham Street southwesterly to a point at District SB-1, said point being 1,000' westerly of Chapin Road;

Thence northerly by District SB-1 to a corner at the Assabet River;

Thence northeasterly by the Assabet River 1,000' to a corner on the westerly side of Chapin Road;

Thence northerly by the westerly side of Chapin Road to the point of beginning; or take any action relative thereto

Containing according to said Plan 0.79 acres.

Being the premises owned by Steven Lee Grossman and shown as Lot 4 in a deed recorded with Middlesex South District Registry of Deeds at Book 43036, Page 553. Said parcels are also shown as Town of Hudson Assessor's Parcel 257.

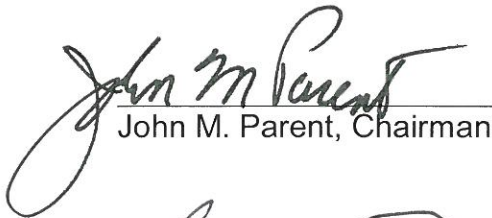
Steven Lee Grossman, Owner
139 Washington Street, Hudson MA

Article 17: The Finance Committee recommends the adoption of the subject matter of this article. Vote 5-2-1

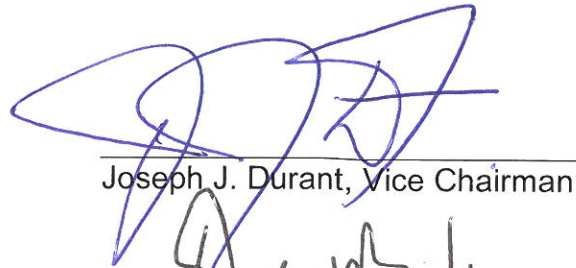
And you are directed to serve this warrant by posting up copies attested by you in the following places: one at the Post Office, one at the Town House, one at the Office of the Town Clerk, and in six other public places in said Town, Fourteen days at least before the time of holding said meeting and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

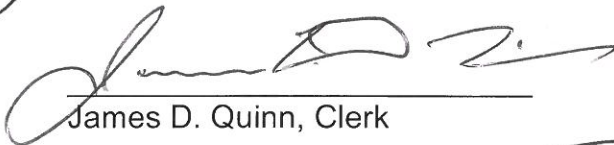
Given under our hands this 25th day of September signed by the Selectmen in the year Two Thousand and Seventeen.



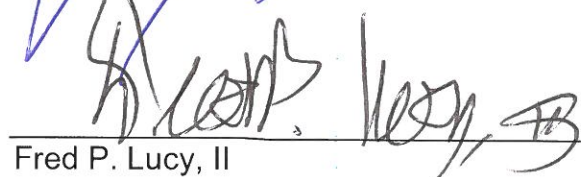
John M. Parent, Chairman



Joseph J. Durant, Vice Chairman



James D. Quinn, Clerk



Fred P. Lucy, II



Scott R. Duplisea

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 Board of Selectmen. 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 votes otherwise, 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 make an effort 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 lie 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 neither 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".