

**Town of Deerfield, Massachusetts**  
**Annual Town Meeting**  
**April 24, 2023**

I, Wendy Houle, having been duly elected by town meeting members to act as Town Clerk for the Town of Deerfield for the 2023 Annual Town Meeting. I hereby verify that the following votes were taken at the Deerfield Annual Town Meeting held on Monday, April 24, 2023, in the Frontier Regional School Auditorium, 113 North Main Street in the Village of South Deerfield.

Moderator, Daniel Graves Esq., convened the town meeting at 7:04 pm, declaring that the meeting warrant was properly posted, and the quorum requirement was met.

Moderator led the Pledge of Allegiance.

Motion made by Trevor McDaniel and seconded by Carolyn Shore Ness to nominate Wendy Houle to serve as Town Clerk for the 2023 Annual Town Meeting. Town meeting members voted by ballot and Moderator Daniel Graves Esq., declared Wendy Houle the winner.

**Election Notification to Town Meeting by Trevor McDaniel**

**Notice is hereby given that a scrivener's error occurred in the Annual Election Warrant indicating there were TWO Deerfield School Committee seats to be elected. There is ONLY ONE SEAT for election, as noted in the posted specimen ballots.**

Motions were made by the Selectboard and other town officials and seconded by John Paciorek, Jr.

There were 167 voters in attendance.

**Moderator's Motions:**

Voted that the reading of all articles be waived and that prior to the reading of a motion under the article, the Moderator briefly summarize the content of the article to be considered; and, further, that unless an objection is raised, the reading of detailed motions be waived where the article as printed can, in the opinion of the Moderator, be incorporated by reference in any motion presented.

***Motion carried, so declared the Moderator.***

Voted the following people be allowed to address the audience during the Town Meeting:

- Attorney Lisa Mead, Town Counsel
- Brenda Hill, Town Accountant
- Kayce Warren, Town Administrator
- Darius Modestow, Superintendent, Frontier Regional/Union 38 Schools
- Shelly Poreda, Director of Business Administration, Frontier Regional/Union 38 Schools
- Tina Gemme, Principal, Deerfield Elementary School
- Richard Martin, Superintendent, Franklin County Technical School
- Russell Kaubris, Business Manager, Franklin County Technical School

**Motion carried, so declared the Moderator.**

**Article 1: Voted that the Town approve Article 1 on the following matters: A, B, C, D, E, F, and G.**

**A. Reports of Officers**

Voted that the Town hear the reports of the Selectboard, the Deerfield School Committee, and all other Town officers, boards, committees, and commissions;

**B. Elected Officials Compensation**

Voted that the Town vote to establish the salaries and compensation of all elected officers of the Town as contained within the omnibus budget of the Town, for the Fiscal Year beginning July 1, 2023;

<b>OFFICIAL</b>	<b>REQUESTED</b>	<b>RECOMMENDED</b>
<i>Moderator, Annual Town Meeting</i>	\$300.00	\$300.00
<i>Moderator, Special Town Meeting (\$50/mtg.)</i>	\$100.00	\$100.00
<i>Selectboard, Chair</i>	\$6,000.00	\$ 6,000.00
<i>Selectboard, Associate Members (2)</i>	\$5,000.00	\$5,000.00
<i>Assessors, Chair</i>	\$4,000.00	\$4,000.00
<i>Assessors, Associate Members (2)</i>	\$3,500.00	\$3,500.00
<i>School Committee, Chair</i>	\$150.00	\$150.00
<i>School Committee, Assoc. Members (4)</i>	\$100.00	\$100.00

**C. Acknowledgement of Gifts**

Voted that the Town acknowledge the following monetary gifts made to the Town in appreciation of services rendered, that have been deposited by the Treasurer in the General or related Special Funds of the Town; and to acknowledge countless non-monetary gifts made to the Town by our non-profit partners;

***Monetary Gifts in appreciation for services rendered***

Deerfield Academy	\$139,712
Eaglebrook School	\$52,000

Bement School	\$10,000
Woolman Hill	\$4,543

***Monetary pledges toward replacement of the Deerfield Elementary School Roof completed in 2016, paid over a 5 -to- 10-year period.***

Deerfield Academy	\$105,000
Eaglebrook School	\$75,000
Historic Deerfield	\$25,000
Bement School	\$20,000

***Pledges received in the last 12 months***

Deerfield Academy	\$10,500
Eaglebrook School	\$15,000
Bement School	\$2,000

***Monetary donation towards School Resource Officer Program the past 12 months***

Deerfield Academy	\$30,000
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***The Town of Deerfield gratefully acknowledges countless non-monetary gifts made by all our non-profit partners during the last 12 months.***

**D. Library Interest**

Voted that the Town transfer the interest earned for the preceding year from the Dickinson Library Trust fund to the Tilton Library, and to Frontier Regional School for Library use, for the Fiscal Year beginning July 1, 2023;

***Dickinson Library Trust Interest***

Tilton Library for Library Use (85%)	\$1,278
Frontier Regional School for Library use (15%)	\$225
Total	\$1,503

**E. Acceptance of Grants**

Voted the Town authorize the Selectboard to apply for, accept and expend for specific purposes any monies provided by any Federal or State Grants or Programs which may be awarded to the Town;

**F. Selectboard Contract Authority**

Voted that the Town, in accordance with G.L c. 30B §12(b) authorize the Selectboard to negotiate and enter into contracts with vendors as they deem necessary or beneficial, for a term of no more than five (5) years;

**G. Assessors Contract Authority**

Voted that the Town, in accordance with G.L c. 30B §12(b) authorize the Board of Assessors to negotiate and enter into contracts with vendors as they deem necessary or beneficial, for a term of no more than five (5) years.

***Motion carried, so declared the Moderator.***

**Article 2: Voted that the Town transfer from Free Cash for the following items A, B, and C, as set forth in the Warrant:**

**A. Reserve Fund Appropriation**

The sum of **\$120,000** for the Reserve Fund of the Town in accordance with G.L. c.40 §6 for the Fiscal Year beginning July 1, 2023;

**B. OPEB Liability Trust Fund Appropriation**

The sum of **\$39,308** for the Other Post-Employment Benefits (OPEB) Liability Trust Fund for the Fiscal Year beginning July 1, 2023;

**C. Out of District Placement (Vocational Education) Appropriation**

The sum of **\$160,000** for the tuition and transportation expenses of students to the Smith Vocational and Agricultural High School for the Fiscal Year beginning July 1, 2023.

***Motion carried, so declared the Moderator.***

**Article 3: Voted that the Town approve the maximum amounts for the revolving funds established in the Deerfield General Bylaws c. 20 §20-3, Departmental Revolving Funds, pursuant to G.L. c.44 §53E½. (for fiscal year beginning July 1, 2023)**

<b>FUND</b>	<b>SPENDING LIMIT</b>
Recycling	\$20,000.00
Parks and Recreation	\$75,000.00
Planning	\$25,000.00

***Motion carried, so declared the Moderator.***

**Article 4: Voted that the Town adopt the Classification-Compensation Plan in accordance with the Deerfield General Bylaws Chapter 35-Personnel, Article III, Classification-Compensation Plan for the Fiscal Year beginning July 1, 2023.**

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
<b>A</b>											
	Landfill Attendants	17.51	17.95	18.40	18.86	19.33	19.81	20.31	20.82	21.34	21.85
	Library Assistant(s)	17.51	17.95	18.40	18.86	19.33	19.81	20.31	20.82	21.34	21.85
<b>B</b>											
	Adult Circulation	20.14	20.64	21.16	21.69	22.23	22.79	23.36	23.94	24.54	25.15
	Circulation & Technical Services Assistant(s)	20.14	20.64	21.16	21.69	22.23	22.79	23.36	23.94	24.54	25.15
	Program Coordinator □	20.14	20.64	21.16	21.69	22.23	22.79	23.36	23.94	24.54	25.15
<b>C</b>											
	Head of Adult Services	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	Head of Young Adult Services	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	Operator-in-Training	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	Outreach Coordinator □	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	Administrative Assistant(s)	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	EMT-Basic(s) □	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
	Assistant Town Clerk	23.16	23.74	24.33	24.94	25.56	26.20	26.86	27.53	28.22	28.93
<b>D</b>											
	Children's Librarian	26.63	27.30	27.98	28.68	29.40	30.14	30.89	31.66	32.45	33.25
	Advanced EMT □	26.63	27.30	27.98	28.68	29.40	30.14	30.89	31.66	32.45	33.25
	Operator(s) - Sewer	26.63	27.30	27.98	28.68	29.40	30.14	30.89	31.66	32.45	33.25
<b>E</b>											
	Paramedic(s) □	30.62	31.39	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23
	Senior Center Director □	30.62	31.39	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23
	Assistant to Board of Assessors	30.62	31.39	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23
	Assistant Treasurer/Collector	30.62	31.39	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23
	Recreation Director	30.62	31.39	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23
<b>F</b>											

	Health Agent	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	EMS Deputy Chief □	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	Asst Town Administrator	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	Chief WWTP Operator	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	Library Director	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	Planning/Econ Develop Coordinator	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
	Asst Public Works Supt	35.21	36.09	36.99	37.91	38.86	39.83	40.83	41.85	42.90	4
<b>G</b>											
	Public Works Superintendent	38.73	39.70	40.69	41.71	42.75	43.82	44.92	46.04	47.19	4
	Town Clerk	38.73	39.70	40.69	41.71	42.75	43.82	44.92	46.04	47.19	4
	Treasurer/Collector	38.73	39.70	40.69	41.71	42.75	43.82	44.92	46.04	47.19	4
	Building Commissioner	38.73	39.70	40.69	41.71	42.75	43.82	44.92	46.04	47.19	4
	EMS Chief □	38.73	39.70	40.69	41.71	42.75	43.82	44.92	46.04	47.19	4

<b>LONGEVITY</b>	<b>10-14 Yrs \$200</b>	<b>15-19 Yrs \$300</b>	<b>20-24 Yrs \$400</b>
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- South County Emergency Medical Services employees
- South County Senior Center employees

***Motion carried, so declared the Moderator.***

**Article 5: Voted that the Town transfer from Free Cash the amount of \$87,296 to fund a Fiscal Year 2023 shortfall for snow and ice removal expenses.**

***Motion carried, so declared the Moderator.***

**Article 6: Move that the Moderator read amounts recommended to be appropriated under this article as referenced in the Guide and unless objection is made, each item recommended in the report of the Finance Committee shall be tentatively accepted as appropriated for the purpose stated. If an objection is made to any recommendation, such appropriation shall be taken separately and the amount thereof and the manner of taking the same shall be determined by vote of the meeting and tentatively accepted. One vote shall be taken appropriating each amount so accepted as a single appropriation not to be exceeded.**

**Seconded**

**The FY2024 Omnibus Budget**

<b>100 SERIES - GENERAL GOVERNMENT</b>	<b>FY2023 Appropriated</b>	<b>FY2024 Requested</b>	<b>FY2024 Recommended</b>
114-5100 - MODERATOR	\$400	\$400	\$400
122-5100 - SELECTBOARD SALARIES	\$16,000	\$16,000	\$16,000
122-5110 - SELECTBOARD STAFF SALARIES	\$259,724	\$349,168	\$349,168
122-5400 - SELECTBOARD/ADMINISTRATOR EXP	\$12,250	\$15,950	\$15,950
131-5400 - FINANCE COMMITTEE	\$500	\$500	\$500
135-5110 - ACCOUNTANT SALARY	\$78,094	\$91,613	\$91,613
135-5400 - ACCOUNTANT EXPENSE	\$17,025	\$17,350	\$17,350
141-5100 - ASSESSORS SALARIES	\$11,000	\$11,000	\$11,000
141-5110 - ASSESSORS ADMIN ASSISTANT	\$69,007	\$74,322	\$74,322
141-5400 - ASSESSORS EXPENSE	\$18,875	\$18,525	\$18,525
142-5400 - ASSESSORS QUINQUENNIAL RECERT	\$25,000	\$22,000	\$22,000
145-5110 - CLERK / TREAS / COLLECTOR SALARIES	\$191,507	\$157,648	\$157,648
145-5410 - TREASURER / COLLECTOR EXPENSE	\$37,710	\$31,540	\$31,540
151-5110 - LEGAL EXPENSE	\$75,500	\$96,000	\$96,000
152-5400 - PERSONNEL BOARD	\$750	\$750	\$750
155-5400 - IT HARDWARE	\$5,000	\$5,000	\$5,000

155-5800 - PEG ACCESS CAPITAL EXPENSE	\$4,000	\$4,000	\$4,000
159-5410 - CONTRACTED SERVICES	\$331,435	\$260,375	\$260,375
161-5110 - TOWN CLERK SALARY	\$34,760	\$101,880	\$101,880
161-5400 - TOWN CLERK EXPENSE	\$25,568	\$22,850	\$22,850
171-5400 - CONSERVATION COMMISSION	\$1,000	\$2,000	\$2,000
172-5400 - OPEN SPACE COMMITTEE	\$250	\$250	\$250
175-5400 - PLANNING BOARD	\$2,000	\$2,000	\$2,000
176-5400 - ZONING BOARD OF APPEALS	\$1,000	\$1,000	\$1,000
179-5400 - AGRICULTURAL COMMISSION	\$100	\$100	\$100
182-5400 - ENERGY COMMITTEE	\$1,000	\$1,000	\$1,000
192-5400 - TOWN OFFICE BLDG MAINTENANCE	\$85,500	\$92,900	\$92,900
192-5430 - TOWN OFFICE EXPENSE	\$14,000	\$16,500	\$16,500
196-5400 - GENERAL INSURANCE	\$63,000	\$65,520	\$65,520
<b>TOTAL - GENERAL GOVERNMENT</b>	<b>\$1,381,955</b>	<b>\$1,478,141</b>	<b>\$1,478,141</b>
<b>200 SERIES - PUBLIC SAFETY</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
210-5110 - POLICE PAYROLL	\$994,014	\$1,083,917	\$1,083,917
210-5400 - POLICE DEPT EXPENSE	\$114,300	\$115,100	\$115,100
210-5800 - POLICE DEPT - CRUISER	\$55,000	\$55,000	\$55,000
241-5110 - INSPECTIONS DEPT PAYROLL	\$169,177	\$175,292	\$175,292
241-5400 - INSPECTIONS DEPT EXPENSE	\$4,950	\$4,950	\$4,950
291-5400 - EMERGENCY MANAGEMENT	\$2,800	\$2,800	\$2,800
292-5400 - CANINE CONTROL	\$20,954	\$21,527	\$21,527
<b>TOTAL - PUBLIC SAFETY</b>	<b>\$1,361,195</b>	<b>\$1,458,586</b>	<b>\$1,458,586</b>
<b>300 SERIES - EDUCATION</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
300-5400 - DEERFIELD ELEMENTARY SCHOOL	\$5,098,948	\$5,265,247	\$5,265,247
310-5400 - FRONTIER REGIONAL SCHOOL	\$4,100,475	\$4,306,795	\$4,306,795
310-5800 - FRONTIER REGIONAL - CAPITAL	\$1,385	\$11,290	\$11,290
315-5800 - FRONTIER REGIONAL TRANSPORTATION	\$79,511	\$96,311	\$96,311
320-5410 - FRANKLIN TECH ASSESSMENT	\$541,163	\$471,415	\$471,415
320-5800 - FRANKLIN TECH - CAPITAL	\$18,561	\$17,827	\$17,827
<b>TOTAL - EDUCATION</b>	<b>\$9,840,043</b>	<b>\$10,168,885</b>	<b>\$10,168,885</b>

<b>400 SERIES - PUBLIC WORKS</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
422-5110 - GEN HIGHWAY PAYROLL	\$557,845	\$588,676	\$588,676
422-5400 - GEN HIGHWAY EXPENSE	\$304,550	\$321,900	\$321,900
423-5400 - WINTER SNOW AND ICE REMOVAL	\$95,000	\$95,000	\$95,000
424-5400 - STREET LIGHTING	\$23,000	\$20,000	\$20,000
433-5400 - TRANSFER STATION EXPENSE	\$219,900	\$244,200	\$244,200
439-5400 - TEST WELL MONITORING / MAINT	\$38,000	\$41,000	\$41,000
<b>TOTAL - PUBLIC WORKS</b>	<b>\$1,238,295</b>	<b>\$1,310,776</b>	<b>\$1,310,776</b>
<b>500 SERIES - HUMAN SERVICES</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
512-5110 - BOARD OF HEALTH PAYROLL	\$97,884	\$88,369	\$88,369
512-5400 - BOARD OF HEALTH EXPENSE	\$13,975	\$14,975	\$14,975
512-5500 - EMERGENCY COVID-19 EXP	\$0	\$0	
541-5400 - COUNCIL ON AGING	\$500	\$500	\$500
541-5420 - SENIOR CENTER EXPENSE	\$64,993	\$75,822	\$75,822
543-5400 - VETERANS DISTRICT ASSESSMENT	\$13,743	\$14,195	\$14,195
543-5410 - VETERANS BENEFITS	\$21,000	\$21,000	\$21,000
549-5400 - ADA COORDINATOR	\$250	\$250	\$250
<b>TOTAL - HUMAN SERVICES</b>	<b>\$212,345</b>	<b>\$215,111</b>	<b>\$215,111</b>
<b>600 SERIES - CULTURE AND RECREATION</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
610-5400 - TILTON LIBRARY	\$202,983	\$210,068	\$210,068
630-5400 - SUMMER SWIM PROGRAM	\$6,310	\$6,310	\$6,310
630-5410 - TRI-TOWN BEACH EXPENSE	\$27,220	\$41,022	\$41,022
634-5110 - RECREATION DEPT DIRECTOR SALARY	\$53,167	\$63,108	\$63,108
691-5400 - HISTORICAL COMMISSION	\$1,175	\$1,175	\$1,175
692-5800 - VETERANS DAY / MEMORIAL DAY EXP	\$2,000	\$2,000	\$2,000
<b>TOTAL - CULTURE AND RECREATION</b>	<b>\$292,855</b>	<b>\$323,683</b>	<b>\$323,683</b>
<b>700 SERIES - DEBT SERVICE</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
710-5900 - MATURING DEBT	\$457,815	\$422,051	\$422,051
751-5900 - INTEREST ON MATURING DEBT	\$196,545	\$234,941	\$234,941

752-5900 - INTEREST ON TEMPORARY LOANS	\$5,000	\$5,000	\$5,000
<b>TOTAL - DEBT SERVICE</b>	<b>\$659,360</b>	<b>\$661,992</b>	<b>\$661,992</b>
<b>800 &amp; 900 SERIES - BENEFITS</b>	FY2023 Appropriated	FY2024 Requested	FY2024 Recommended
830-5400 - FRCOG CORE ASSESSMENT	\$45,091	\$42,264	\$42,264
910-5800 - UNFUNDED SICK LEAVE AND VACATION	\$10,000	\$10,000	\$10,000
911-5400 - FRANKLIN CTY REGIONAL RETIREMENT	\$623,521	\$640,352	\$640,352
912-5400 - WORKERS COMPENSATION	\$40,928	\$48,901	\$48,901
913-5400 - UNEMPLOYMENT INSURANCE	\$47,000	\$22,000	\$22,000
914-5400 - GROUP INSURANCE - TOWN	\$310,939	\$338,070	\$338,070
914-5410 - GROUP INSURANCE - SCHOOL	\$635,418	\$652,739	\$652,739
916-5400 - MEDICARE INSURANCE	\$103,386	\$111,159	\$111,159
<b>TOTAL - BENEFITS</b>	<b>\$1,816,283</b>	<b>\$1,865,485</b>	<b>\$1,865,485</b>
<b>TOTAL - OMNIBUS BUDGET</b>	<b>\$16,802,331</b>	<b>\$17,482,659</b>	<b>\$17,482,659</b>

Voted that the town appropriate \$17,482,659 to fund the accepted amounts voted, and to meet this appropriation, transfer:

- \$62,400 From SCEMS Enterprise Fund
- \$8,400 From SCSC Fund
- \$77,600 From Sewer Enterprise Fund
- \$5,535 From Receipts Reserved for Debt
- \$4,700 From the Wetlands Protection Fund
- \$10,000 From the Cemetery RRA Fund
- \$52,158 From Free Cash

and raise and appropriate \$17,261,866.

*Motion carried, so declared the Moderator.*

*Article 7: Voted that Article 7 be moved to be considered after Article 11, Community Preservation Act funding.*

*Motion carried, so declared the Moderator.*

Voted that the Town approve the sum of \$48,693.38 which is the amount equal to the Town's Share of the total project cost of \$100,000 to replace the tennis courts for the Frontier Regional School District under the Regional School Agreement, as such amount is approved in Article 11 of this warrant for the Fiscal Year beginning July 1, 2023.

*Motion carried, so declared the Moderator.*

Allocated Costs	
Conway	\$16,463.41
Deerfield	\$48,693.38
Sunderland	\$23,432.06
Whately	\$11,411.15
Total	\$100,000.00

Article 8: Voted that the Town appropriate \$2,142,731 for the Fiscal Year beginning July 1, 2023, to fund the Sewer Enterprise Fund.

**Revenues**

<i>User and Hookup Fees</i>	<b>\$ 1,890,731</b>
<i>Retained Earnings</i>	<b>\$ 250,000</b>
<i>Investment Income</i>	<b>\$ 2,000</b>
<b><i>Total Revenues</i></b>	<b><u>\$2,142,731</u></b>

**Expenses**

<i>Salaries/Wages</i>	<b>\$ 435,366</b>
<i>Operating Expenses</i>	<b>\$ 742,700</b>
<i>Debt Service</i>	<b>\$ 846,065</b>
<i>Indirect Costs</i>	<b>\$ 77,600</b>
<i>Operational Reserve</i>	<b>\$ 41,000</b>
<b><i>Total Enterprise Fund Expenses</i></b>	<b><u>\$2,142,731</u></b>

*Motion carried, so declared the Moderator.*

Article 9: Voted that the Town appropriate the sum of \$1,587,242 and to transfer from Free Cash the sum of \$346,898 to fund the South County Emergency Medical Service Enterprise Fund for the Fiscal Year beginning July 1, 2023, and to meet the Town of Deerfield's allocated share of costs as follows:

<b><u>Revenues</u></b>	
<i>Medical Service Fees</i>	\$ 625,000
<i>Grants</i>	\$ 0
<i>Retained Earnings</i>	\$ 292,054
<i>Deerfield Assessment (from Free Cash)</i>	\$ 346,898
<i>Sunderland Assessment</i>	\$ 210,953
<i>Whately Assessment</i>	\$ 112,337
<i>Other</i>	\$ 0
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<i>Total Revenues</i>	\$ 1,587,242
 <b><u>Expenses</u></b>	
<i>Salaries/Wages</i>	\$ 1,288,093
<i>Operating Expenses</i>	\$ 236,749
<i>Indirect Costs</i>	\$ 62,400
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<i>Total Enterprise Fund Expenses</i>	\$ 1,587,242

**Town of Deerfield's Allocated Share of Total Enterprise Fund Expenses:**

*FY2024 Subsidy from Free Cash* \$ 346,898

*Motion carried, so declared the Moderator.*

Article 10: Voted the Town transfer \$125,000 from the Sale of Real Estate Fund to fund \$80,000 for the Deerfield Elementary School Front Entry Repairs and \$45,000 for the Air Conditioning Phase 2 project;

Voted that the Town transfer \$325,000 from Capital Stabilization for the purchase of a Freightliner Truck;

Voted that the Town transfer \$150,000 from SCEMS Retained Earnings to purchase three (3) Cardiac Heart Monitors;

Voted that the Town transfer \$100,000 from SCEMS Retained Earnings and \$142,343 from Capital Stabilization to meet the Town's share of allocated costs to purchase a new ambulance as follows:

Deerfield	51.76%	\$142,343
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Sunderland	31.48%	\$86,561
Whately	16.76%	\$46,096
SCEMS Retained Earnings		<u>\$100,000</u>
<b>Total Equipment Cost</b>		<b>\$375,000</b>

*Quantum 2/3 Vote Required*

*Motion carried by 2/3 vote, so declared the Moderator.*

**Article 11: Voted that the Town appropriate \$572,000 for the "Subsidized Senior Housing Feasibility Study and Land Acquisition" request, and to meet said appropriation, transfer \$43,000 from the Community Preservation Fund 2024 estimated revenues and \$529,000 from the Reserve for Community Housing all in a manner consistent with the proposal submitted by the Ad Hoc Senior Housing Committee and approved by the Community Preservation Committee subject to approval by Capital Improvements Planning Committee, said funds to be expended within three years under the direction of the Selectboard and any unused funds to be returned to the Community Preservation Fund as required by statute.**

*Motion carried, so declared the Moderator.*

**Voted that the Town appropriate \$48,693.38 from the Community Preservation Fund 2024 Estimated Revenues for the Town's share of the "Frontier Regional Tennis Courts Reconstruction Project" request all in a manner consistent with the proposal submitted by the FRS Capital Committee and the Selectboard and approved by the Community Preservation Committee, said funds to be expended within three years under the direction of the Selectboard and any unused funds to be returned to the Community Preservation Fund as required by statute.**

Allocated Costs by Town

Conway	\$16,463.41
<b>Deerfield</b>	<b>\$48,693.38</b>
Sunderland	\$23,432.06
Whately	<u>\$11,411.15</u>
<b>Total</b>	<b>\$100,000.00</b>

*Motion carried, so declared the Moderator.*

**Voted that the Town appropriate \$700 from the Community Preservation Fund 2024 Estimated Revenues for the "Preservation of 45 Account Books Kept by**

**Deerfield Residents over a period of nearly 300 years" all in a manner consistent with the proposal submitted by the Pocumtuck Valley Memorial Association and approved by the Community Preservation Committee, said funds to be expended within three years under the direction of the Selectboard and any unused funds to be returned to the Community Preservation Fund as required by statute.**

***Motion carried, so declared the Moderator.***

**Voted that the Town transfer \$42,300 of the Community Preservation Fund 2024 Estimated Revenues to the Reserve for Historic Resources. General Law Chapter 44B requires that a minimum of 10% of estimated revenues be set aside for Historic Resources.**

***Motion carried, so declared the Moderator.***

**Voted that the Town appropriate \$15,000 from the Community Preservation Fund 2024 Estimated Revenues for Community Preservation Committee administrative expenses.**

***Motion carried, so declared the Moderator.***

**Voted that the Town transfer \$280,306.62, the balance of the Community Preservation Fund 2024 Estimated Revenues, to the Community Preservation Budgeted Reserve.**

**Community Preservation Reserve Balances as of June 30, 2022:**

Reserve for Open Space	\$25,000
Reserve for Historic Resources	\$33,525
Reserve for Community Housing	\$559,455
Undesignated Fund Balance	\$1,144,297

***Motion carried, so declared the Moderator.***

**Article 12: Voted the that the Town amend the Town Meeting vote of April 29, 2019, Article 16 by deleting the words “Any appropriation shall be contingent upon a permanent deed restriction in compliance with the Massachusetts Historical Commission recommendations on said property for present and future owners being recorded at the Massachusetts Registry of Deeds.” and replacing them with “Any appropriation shall be contingent upon a historical preservation deed restriction on said property for present and future owners being recorded at the Franklin County, Massachusetts Registry of Deeds and which may be done in two steps and when finalized will be perpetual. The release of funds may be made following the initial recording of the restriction.”**

***Motion carried, so declared the Moderator.***

**Article 13: Voted that the Town vote to approve establishment of a Capital Stabilization Fund for the Frontier Regional School District.**

***Motion carried, so declared the Moderator.***

**Article 14: Voted that the Town accept the fourth paragraph of Massachusetts General Laws Chapter 40, Section 5B, and create an Opioid Settlement Stabilization Fund, stabilization fund to be established under Massachusetts General Laws Chapter 40, Section 5B, effective for fiscal year 2024 beginning on July 1, 2023 for the purposes of using Opioid Settlement money received by the Town for Opioid Use Disorder (“OUD”) Treatment; Support Programs for People with OUD in Treatment and Recovery; Connects to Care for People with or at risk of developing OUD; Harm Reduction efforts to prevent overdoses deaths or other opioid related harms; Support of diversion and deflection programs and strategies for criminal-justice-involved persons with OUD; Support of Pregnant or Parenting Women And Their Families, Including Babies With Neonatal Abstinence Syndrome; To Prevent Misuse of Opioids And Implement Prevention Education; and dedicate without further appropriation all of the particular fees, charges or receipts to established under Massachusetts General Laws Chapter 40, Section 5B, to be effective for the fiscal year beginning on July 1, 2023**

***Motion carried, so declared the Moderator.***

**Article 15: To see if the Town will dedicate all or a percentage, which may not be less than 25 percent, of the Opioid Settlements to the Opioid Settlement Stabilization Fund established under Massachusetts General Laws Chapter 40, Section 5B, effective for fiscal year 2024 beginning on July 1, 2023; or take any other action relative thereto.**

***Quantum 2/3 Vote Required***

**Voted that the Town Passover his article.**

***Motion carried, so declared the Moderator.***

Article 16: To see if the Town will vote to amend Deerfield General Bylaw, c.48, §48-1, as follows (cross through deletion and underline and bold new):

The Annual Town Meeting shall be held on the ~~last Monday of April~~ **third Saturday of May** in each year. The Meeting will be at ~~7:00 p.m.~~ **9:00 a.m.** for the consideration of all lawful business and Town affairs that may properly come before the Meeting. The Meeting will then adjourn to **no earlier than** the ~~first Monday in May~~ **following Tuesday** at 10:00 a.m. with the polls to close at 8:00 p.m. for the election of such officers and the determination of such matters as by law are required to be elected or determined by ballot.

***No recommendation by Finance Committee***

**Voted that the Town Passover of this article.**

***Motion carried, so declared the Moderator.***

Article 17: To see if the Town will vote to amend chapter 48 of the Town of Deerfield General Bylaws as follows:

Section 48-1 shall be amended by adding the following paragraph at the end of the current language (cross through deletion and underline and bold new):

**A Special Town Meeting shall be held at 9:00 a.m. on the fourth Saturday of October in each year. The Selectboard may vote at least fourteen days before the Special Town Meeting to cancel the meeting if no business requires consideration.**

**Voted that the Town Passover of this article.**

***Motion carried, so declared the Moderator.***

Article 18: To see if the Town will vote to accept G.L. c. 41 §110A, to authorize the Town Clerk's office to remain closed on all Saturdays and to treat Saturdays as a legal holiday for the purpose of calculating the time frame for filing matters in that office.

**Voted that the Town Passover of this article.**

*Motion carried, so declared the Moderator.*

**ARTICLE 19: Moved and seconded that the Town amend the Deerfield Zoning Bylaws, c.179 by deleting Section 2244 in its entirety, adding a new Section 3900, amend Section 2230, Use Regulation Schedule; and amend Section 3100 Town wide Parking and Loading Requirements, as required in the Warrant.**

Planning Board member Kathy Sylvester gave an oral report.

Amendment to the main motion:

**Moved and seconded to strike section 3960. Termination of Accessory Apartment Use. 2.**

- iii. ~~Any additional exterior entrance constructed to provide access to the Accessory Apartment shall be permanently closed unless the Building Commission provides a waiver. The owner shall permit an inspection by the Building Commission without a warrant.~~

**Moderator declared that the amendment carries.**

**Moderator declared that main motion with amendment carries, with a 2/3 vote.**

### **3900. ACCESSORY APARTMENTS**

**3910. Purpose.** The purpose of the Accessory Apartment bylaw is to:

1. Provide homeowners with a means of obtaining, through tenants in Accessory Apartments, rental income, companionship, security, and services, and thereby to enable them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave.
2. Make rental housing units available to households who might otherwise have difficulty finding homes within the town, and to meet the needs of smaller households, both young and old.
3. Protect stability, property values, and the residential character of a

neighborhood by ensuring that Accessory Apartments are installed only in owner-occupied houses and under such additional conditions as may be appropriate to further the purposes of this bylaw.

**3920. Definitions.** The words and phrases below shall be defined, for purposes of this bylaw, Section 3900, as follows:

*Accessory Dwelling Unit or Accessory Apartment:* a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; (ii) is not larger in floor area than 900 square feet, excluding unfinished attic and basement, garage and porch; and (iii) is subject to such additional restrictions as may be imposed herein. In no case will the ADU be larger than the principal dwelling.

*Building, Attached:* A building having any portion of one or more walls in common with an adjacent building.

*Building, Detached:* A free standing structure on a permanent foundation with no walls in common with the principal dwelling.

*Floor Area:* The finished area of above grade floors in a residential structure, excluding unfinished areas with ceiling heights less than seven (7) feet and attics, unfinished areas of unheated space and attached or detached garages. As used in these by-laws, the term “finished area” shall mean the heated enclosed area within a Dwelling Unit that is suitable for year-round use, embodying walls, floors, and ceilings that are similar to the rest of the area within the Dwelling Unit.

*Principal dwelling:* A building providing the principal residential use for the lot on which it is located. For residentially zoned lots, such a building would be a dwelling.

### **3930. Accessory Apartment Standards.**

#### **3931. Owner Occupied dwellings with Accessory Apartments Allowed By Right.**

Accessory Apartments that are contained within the existing structure of the primary single-family dwelling unit shall be allowed by-right.

#### **3932. Accessory Apartments Allowed by Special Permit.**

The Planning Board may authorize a Special Permit for the following:

1. Accessory Apartments that are attached to the existing primary single-family dwelling unit, but that require structural modifications larger than the existing footprint of the primary single-family dwelling unit, in all

districts.

2. Accessory Apartments in a detached structure on a permanent foundation on the same lot as a primary single-family dwelling unit.

**3933. All Accessory Apartments allowed by Special Permit must meet the standards in Sections 3934-3940.**

**3934. Standards for All Accessory Apartments.** Any Accessory Apartment in an owner-occupied, single-family dwelling, whether allowed by-right or by Special Permit, shall meet the following standards and criteria:

1. The apartment will be a complete, separate housekeeping unit that functions as a separate unit from the original unit.
2. Only one apartment will be created on a single-family lot.
3. When expansion of the principal dwelling is required to accommodate the Accessory Apartment, the principal dwelling and addition must comply with set back and maximum lot coverage requirements for its district. Accessory Apartments in detached structures (new or existing) must comply with set back and maximum lot coverage requirements for its district.
4. In a residence with an Accessory Apartment, only one unit can be rented.
5. The Accessory Apartment shall be designed so that the appearance of the building remains that of a one-family residence as much as feasibly possible. The Accessory Apartment shall maintain a separate entrance, which shall be located on the side or rear of the building, or shall be combined into single front entryway, leading to an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress. Any exterior changes made must conform with the single-family character of the neighborhood.
6. An Accessory Apartment addition to the original building is permitted provided that the addition does not increase the floor area or volume of the original building by more than 900 square feet, (excluding unfinished attic and basement, garage, and porch). The Accessory Apartment, whether within a single-family dwelling or in a detached structure, shall be clearly a subordinate part of the principal-family dwelling.
7. The Accessory Apartment shall have no more than 2 bedrooms.
8. At least three off-street parking spaces are required, for use by the owner-occupant(s) and renters. Parking spaces shall be located to the side or the rear of the structure, to the extent feasible. No parking

within side or rear setbacks.

9. For dwellings to be served by on-site septic system, the owner must obtain written approval from the Board of Health before a building permit can be obtained. This is to ensure that the existing sewage disposal system is adequate for the proposed Accessory Apartment.
10. The construction of any Accessory Apartment must be in conformity with the State Building Code requirements.
11. The Accessory Apartment is not to be used for short term rentals (rentals for less than thirty (30) days).
12. The Building Commissioner shall administer and enforce the provisions of this section.

#### **3940. Special Permit Application Procedure.**

**3941. Special Permit Procedures.** The procedure for the submission and approval of a Special Permit for an Accessory Apartment shall be the same as prescribed in the Section 5300. Special Permits, except it shall include a notarized letter of application from the owner(s) stating that he/she will occupy one of the dwelling units on the premises. A non-refundable fee shall be included with the application for an Accessory Apartment to cover the cost of processing the application and code inspections. The applicant shall also be responsible for the cost of legal notices. As part of the public hearing process, parties of interest, as defined in M.G.L. Chapter 40A, Sec. 11 must be notified.

**3942. Accessible Units.** To provide for the development of accessible housing units, the Planning Board will allow reasonable deviation from the stated conditions where necessary to install features that facilitate access and mobility, for example, in the creation of a separate entrance.

#### **3950. Transfer of Ownership of a Principal Dwelling with an Accessory Apartment Approved by Special Permit.**

When a property with an Accessory Apartment is sold, the new owner(s), if they wish to continue operations of the Accessory Apartment, they must, within thirty (30) days of the sale, submit a notarized letter to the Building Commissioner stating that they wish to continue to exercise the permit in compliance with this bylaw. This statement shall be listed as a condition on any Permits which are issued under this Section. Notarized letters must be recorded in the Franklin County Registry of Deeds, with documentation of the recording provided to the Building Commissioner, prior to occupancy of the Accessory Apartment.

#### **3960. Termination of Accessory Apartment Use.**

1. The Accessory Apartment unit use shall terminate immediately upon any violation of any term or condition of this bylaw that the owner fails

to cure, upon thirty (30) days written notice from the date the notice is mailed to the applicant/owner and to the occupants at the dwelling address by certified mail, return receipt requested.

2. Duty of Owner Upon Termination:

- i. The owner shall discontinue the use of the Accessory Apartment as a separate dwelling unit.
- ii. The kitchen facilities of the Accessory Apartment shall be removed unless determined by the Building Commissioner to be incidental and subordinate as an accessory use of the principal dwelling.
- iii. ~~Any additional exterior entrance constructed to provide access to the Accessory Apartment shall be permanently closed unless the Building Commission provides a waiver. The owner shall permit an inspection by the Building Commission without a warrant.~~

*The following changes shall be made to the shall be made to the existing Section 2230. Use Regulation Schedule. The additions and deletions shown below are the only changes to the Use Regulation Schedule proposed, and the remainder of the schedule will remain as it currently is:*

**2230. Use Regulation Schedule.**

Principal Use	RA	CVRD	C-I	C-II	I	PI	EPD
A. RESIDENTIAL							
Accessory Apartments that are contained within the existing structure of the owner-occupied single-family dwelling unit.	Y	Y	Y	Y	N	N	N
Accessory Apartments that are attached to the existing owner-occupied single-family dwelling unit, but that require structural modifications larger than the existing footprint of the primary single-family dwelling unit, in all districts.	SP	SP	N	N	N	N	N



And upon closure of the polls, to dissolve.

Motion Carried, so declared the Moderator.

Respectfully submitted,

Wendy Houle, MMC, CMMC

Town of Deerfield, Temporary Town Clerk

