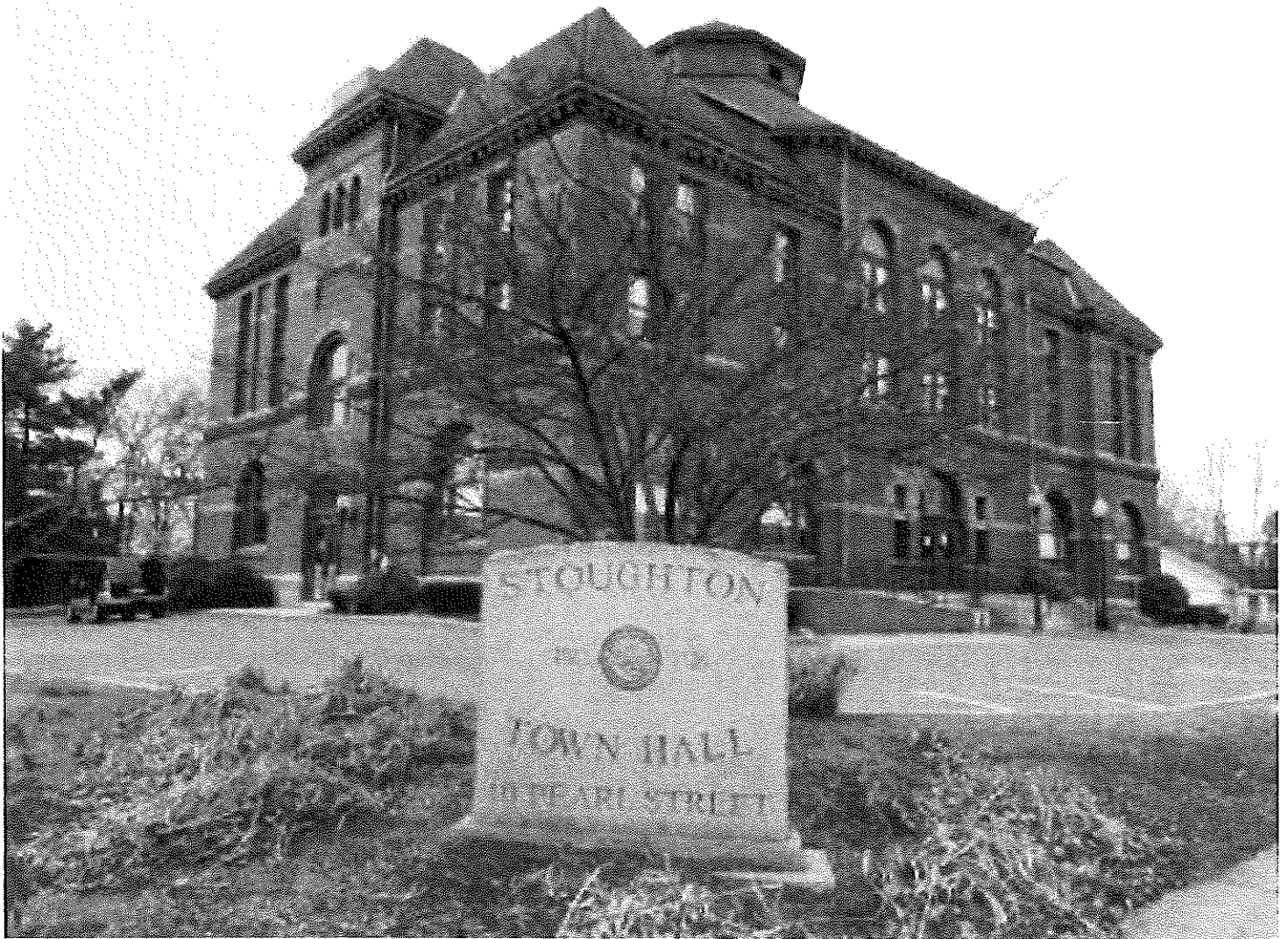


TOWN OF STOUGHTON

ANNUAL REPORT



For the Year Ending December 31, 2020

**TOWN OF STOUGHTON
MASSACHUSETTS**

TWO HUNDRED AND NINETY THIRD TOWN REPORT

Form of Government: Representative Town Meeting
8 Precincts – 168 Town Meeting Representatives)

Town Manager and Five (5) Member Board of selectmen

Area of the Town: 16.46 square miles

Population: 23,848

Registered Voters:

Democrats	7,132
Republicans	1,694
Unenrolled	11,771
Libertarian	91
Green-Rainbow	7
Interdependent 3 rd Party	25
MA Independent	17
American Independent	19
Reform	2
Green Party USA	1
Working Families	5
Veteran Party America	2
Conservative	16
Constitution Party	3
Rainbow Coalition	1
Socialist	4
United Independent Party	113

Town Roads: 154.88 miles

Paved Roads: 124.44 miles

State Highways: 13.44 miles

Sewer Mains: 99.74 miles

“The Birthplace of American Liberty”

BOARDS/COMMISSIONS

Board of Selectmen

Christine D. Howe, Chair
Stephen M. Cavey
Joseph M. Mokrisky
Robert J. O'Regan
Debra C. Roberts

Term Expires

April 2023
April 2021
April 2022
April 2021
April 2023

Area Agency on Aging

Janiece Bruce

Board of Assessors

Richard Hill
Louis Jutras
Stanley Zoll

June 2021
June 2022
June 2023

Board of Health

Richard Parolin
Ellen Epro
Steven Snyder
Andrew M. Tibbs
Michael Varner

June 2022
June 2021
June 2022
June 2021
June 2022

Board of Registrars

Stephanie Carrara
Lester Davis
Alethea McFarlane
Jarred Rose

June 2023
June 2023
June 2021

Borderland State Park

Ardis Johnston

June 2022

Brockton Area Transit Representative

Beverly Harris

June 2021

Cedar Hill Committee

Steven Bennett	June 2021
Paul Collins	June 2021
Linda Guertin	June 2023
David Jardin	June 2022
Jay Kiedrowski	June 2023
Joseph Klements	June 2021
Forrest Lindwall	June 2021
Walter Parshley	June 2021
Joseph Taylor, Jr.	June 2023
Cynthia A. Walsh	June 2021

Charter Review Committee

Peter Brown	Roberta Harback
Carolyn Campbell	Brian Holmes
Robert Cohn	Rebecca Markson
Patricia Colburn	Robert Mullen
Jeanne Fleming	Laurence Sauer
Juan Fox	Patricia Yanikoski

Commission on Disabilities

Randall DeWitt	June 2021
Michael Hardman	June 2023
Ann Maderer	June 2021
Charlotte Mullen	June 2023
Allison Pulafico	June 2023

Community Preservation Act Advisory Committee

Barry R. Crimmins	April 2022
Janice Esdale Lindwall	June 2021
John Linehan	June 2023
Dwight H. MacKerron	June 2023
John Morton	June 2023
Olubunmi Aramide Oluto	June 2023
Laurice Rubel	June 2022
Joseph Scardino	June 2023
Mark Zamanian	April 2022

Conservation Commission

David Asack	June 2023
Richard DiPiro	June 2022
Candace Fisher	June 2022
William Francis	June 2022
J. Lionel Lucien	June 2021
Gerald J. McDonald	June 2023
John Morton	June 2021

Constables

Michael Beaudette	June 2022
Kevin Cupoli	June 2022
Joseph Faria	June 2022
Benjamin Morgan	June 2023
Lawrence Verdun	June 2022
Andrew D. Werman	June 2022
Vacant (5)	June 2022

Council on Aging

Christean Jones-Powell	June 2022
Eileen Kirchdorfer	June 2023
Ellen Lash	June 2021
Mary Ellen Soares	June 2022
Vacant	June 2021
Vacant (3)	June 2023

Cultural Council

Eric Anderson, Jr.	June 2021
Lauren Duff	June 2022
Pamela Dykeman	June 2021
Adam Hartsock	June 2021
Alethea McFarlane	June 2021
Jaclyn O'Riley	June 2023
Max Ponticelli	June 2023
Teresa Tapper	June 2022
Vacant (1)	June 2023

Energy Sustainability Committee

David Billo	June 2022
Nathan Cleveland	June 2022
Nicholas Petitpas	June 2022

Glen Echo Open Space and Recreation Development Plan

John Denison	Tad Johnston
Janice Esdale Lindwall	Eric Kolman
Christine Howe	Dwight MacKerron
Lynn Jardin	Marc Racicot

Historical Commission

Dwight MacKerron	June 2021
Jarred Rose	June 2021
Vacant	June 2023

Library Trustees

David Allen Lambert	June 2022
Rachel Lazerus	June 2023
Harvey Levensohn	June 2021
Sheila Osborne	June 2022
Peggy N. Sewcyk	June 2021
Susan Zbinski	June 2023

Local Emergency Planning Committee

Robin A. Muksian, Ph. D., Town Manager
Janiece Bruce, Public Health Director
Thomas J. Fitzgerald, Superintendent of Public Works
Michael K. Laracy, Fire Chief
Donna McNamara, Chief of Police
John Marcus, Ph. D., Superintendent of Schools
Marc J. Tisdelle, Town Engineer

Metropolitan Area Planning Council

Louis Gitto	June 2021
Pamela McCarthy, Alternate	June 2021

MWRA Advisory Board

Vacant

Norfolk County Advisory Board

Stanley Zoll	June 2022
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Old Colony Elderly Services

Janiece Bruce

Old Colony Planning Council

Douglas R. Sylvestre, Delegate	June 2022
Vacant	June 2023

Open Space Committee

Daniela Dana	June 2023
Ardis Johnston	June 2021
John Linehan	June 2022
Gerald J. McDonald	June 2022
John T. Perry, III	June 2021
Deborah Sovinee	June 2022
Jasmine Tanguay	June 2022

Planning Board

Shawn Bailey	June 2023
Paul T. Demusz	June 2025
Senesie M. Kabba	June 2024
Daniel Kelly	June 2021
Joseph Scardino	June 2022

Self Help, Inc.

Beverly Dancey	June 2021
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Southeastern Massachusetts Commuter Rail Task Force

Louis Gitto

Stoughton Media Access Corp. ~ (SMAC)

Stephen Bates	June 2022
Robert Mullen	June 2022

Youth Commission

Peter E. Banis	June 2023
Joan Foley	June 2021
Rebekah Hunt	June 2022
Kimberlie Hurley	June 2023
Lindsey Kreckler	June 2023
Carl C. Thompson	June 2023
David Walsh	June 2022

Zoning Board of Appeal

Vacant	June 2023
Sherman Epro	June 2025
Gary Ilacqua	June 2023
Marguerite M. Mitchell	June 2022
Daniel Pessia	June 2021
Alternates:	
Jeffrey Iverson	June 2021
Shane McNeill	June 2021

TOWN MEETING STANDING COMMITTEES

Finance Committee

Elliott Hansen	Precinct 1
Scott Carrara	Precinct 2
John Roch	Precinct 3
John Anzivino	Precinct 4
Edward Trunfio	Precinct 5
Marty West	Precinct 6
Dianne Dolan	Precinct 7
Benjamin Thomas	Precinct 8
Chet Collins	Moderator Appointee
Robert H. Desmond, Jr.	Moderator Appointee
Vaughn Enokian	Moderator Appointee
David M. Lurie	Moderator Appointee
Jess Miner	Moderator Appointee
Henock Rodriguez	Moderator Appointee
Joel Wolk	Moderator Appointee

Intergovernmental Relations Committee

Stephen Phillips	Precinct 1
Jeffrey Blacker	Precinct 2
Harvey Spack	Precinct 3
Timothy Howe	Precinct 4
Arghavan Schumacher	Precinct 5
Janice Schneider	Precinct 6
Lindsey Krechler	Precinct 7
Frank Lyons	Precinct 8

Municipal Operations Committee

Jarred Philip Rose	Precinct 1
Cynthia Walsh	Precinct 2
Daniel McLaughlin	Precinct 3
Deborah Howe	Precinct 4
Stacey Berry	Precinct 5
Henock Rodriguez	Precinct 6
Mark Struck	Precinct 7
Heidi Tucker	Precinct 8

Municipal Regulations Committee

Vacant	Precinct 1
Nathan Katzen	Precinct 2
Megan E. Costa	Precinct 3
David Billo	Precinct 4
Carolyn Campbell	Precinct 5
Sandra Barber	Precinct 6
Brett Hoffman	Precinct 7
Michael Hardman	Precinct 8

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Carolyn Campbell	Precinct 5
Sandra Barber	Precinct 6
Brett Hoffman	Precinct 7
Michael Hardman	Precinct 8

TOWN DEPARTMENT

REPORTS

TOWN MANAGER
Robin A. Grimm, Ph.D.

Please find here the 2020 annual report for the Town of Stoughton. The year has brought unprecedented challenges, and the Town has shown tremendous resilience. Two and one-half months into 2020, a national pandemic shut down a mass majority of the country. In March, just prior to the Governor's orders restricting movement through the Commonwealth, a team of our key advisors sat together in a room for what would be the last time for the remainder of the year and beyond. The goal of that meeting was set up a continuation of operations general plan – which included splitting Town employees into A and B shifts where possible. By doing so, Stoughton was able to maintain operational throughout the pandemic while some other Town Halls experienced full shut-downs.

During the early parts of the national shut-down, Stoughton saw a dramatic increase in permit requests for small projects and a few for larger developments. The Development Services Division was, and continues to be, extremely busy. Further, DPW operations continued with few operational changes, and public safety personnel adapted to social distancing policies.

One major challenge was the effort to host elections and Town Meeting. The Town was able to hold a local election in April with a social distancing protocol and extensive public outreach along with Town provided masks, gloves, and pens. The same process occurred for presidential primaries and the general election. The Town also adapted to changes in early and absentee voting.

Town Meeting presented unique challenges. Despite the Commonwealth relaxing guidelines for municipalities to hold Town meeting in conflict with other gathering rules, the Town opted to host a virtual annual and Special. Town staff and the Moderator were concerned that people who may have health concerns would be disenfranchised with a live meeting. The Town's IT division was extraordinary in its efforts to obtain all necessary technology and engage in massive training. Both meetings were held successfully.

The Town's budget held together through FY 20 (June 30, 2020). Initial drafts of the FY2021 budget predated the pandemic and were based on revenues pre-pandemic. The Town moved forward with that budget with the understanding that only critical spending and hiring would be approved. As such, the Town was able to weather over \$200,000 in revenue shortfalls. The Finance Committee opted to use stabilization funds to bridge the gap, but the turnback money resulting from the prudent practices will serve the 2022 budget well as a bridge.

The Town sought and received several million dollars in CARES and FEMA funding directly related to the pandemic and applied those funds in a variety of ways careful not to supplant budget costs resulting in deep structural deficits.

The Town also successfully settled several labor contracts that served the employees and management well. Any contract costs were able to be absorbed within budgeted amounts – and in some cases, yielded a savings.

Despite all the challenges the Town faced, it persevered, and even thrived, in certain areas. Department joined forces and created successful social outlets for people, such a movie nights coordinated by Recreation and hosted at Cedar Hill. Additionally, staff multi-tasked and served as coordinators at the Gold Course where the Town saw tremendous growth in business.

The Town avoided lay-offs, stayed within its budget, and tightened its belt and entered into 2021 still in the grips of a pandemic but functioning well and still moving forward as projects in the Downtown area continue to progress, the Park Street Sewer work begins (after receiving nearly \$3 million in grants), and social programming broadens.

The Budget Team and Select Board presented the Finance Committee a budget with the municipal costs going up approximately 1.8% - the lowest in recent memory. It accounts for extremely low revenues despite all projections that by the end of the first half of FY22, the vast majority of the population will have been vaccinated and most of the country may be reopened.

We continue to be vigilant as uncertainty still looms, but Stoughton has survived the pandemic without missing a beat. Our Town employees were loyal throughout to the people whom they serve -- and were aware throughout of the need for prudent budgetary practices while delivering the services that people expect and deserve.

We hope for a brighter 2021!

BOARD OF ASSESSORS

Joseph A. Gibbons, MAA – Director of Assessing

Louis Jutras, Chairman

Stanley Zoll, Member

Rick Hill, Member

Kathryn Cayton, Program Administrator

Pamela J. Bettle, Senior Clerk

Sharon Johnson, Part-time Clerk

Early in the fall, we received approval for the Fiscal Year 2020 values (LA-15), New Growth (LA-4 & LA-13) and our tax rates were subsequently set in late fall. During calendar year 2020, the Board conducted regular monthly meetings and one joint meeting with the Board of Selectmen. Also, the staff completed the process of conversion to the MUNIS financial software package, including F.Y. 2021 property tax billing.

The Total Value of all taxable Real Estate in Stoughton was calculated to be \$4,237,084,200 and all Personal Property, \$173,093,200. The Grand Total Valuation of all taxable property equaled \$4,410,177,400. This was an increase of \$113,759,720 from the previous year as market values and conditions improved and included growth in construction of new residential, commercial, industrial dwellings and personal property. The growth was \$933,322 in new tax dollars, bringing the current tax levy to roughly almost 71.4 million dollars, plus over 4.6 million dollars for a total of almost 76 million dollars. Property tax in Stoughton accounts for roughly 58% of the Town's operating budget. In the late fall, tax rates of \$15.10 for Residential Property and \$25.49 for Commercial, Industrial and Personal Property were approved by the Commonwealth of Massachusetts' Bureau of Accounts.

Due to the Covid 19 Pandemic, data collection was halted in March, however, analysis for the on-going cyclical reinspection program continued throughout the year. Cyclical inspections are being postponed until after the Covid 19 situation is remedied.

The staff assisted the Stoughton citizens with many items including motor vehicle tax exemptions and property tax exemptions with emphasis placed on email, phone, and virtual communication. Limited data collection was also performed by staff members and the Director worked closely with the Town Manager, Assessing Board Members and as an active member of the Financial Management Team.

The Board of Assessors and the office staff attended educational courses, seminars and workshops virtually throughout the year in an effort to keep abreast of the continuously changing state requirements and guidelines set forth by the Department of Revenue regarding valuation of taxable property. Each member of the Board has to successfully complete DOR Course 101 within two years of appointment.

We would like to take this opportunity to express our gratitude and appreciation to all other Town Departments, Committees, Boards, Commissions and the General Public for their continued cooperation and support throughout this year. Special thanks and appreciation go to all staff in the office, including Therese Romeus, who retired in September after 25 years of service, for their daily dedication to their work responsibilities and their exceptional professionalism in assisting the citizens and taxpayers of Stoughton.

BOARD OF HEALTH

Lawrence Perry, R.S., Town Sanitarian
Sean Leahy, Assistant Town Sanitarian
Denise Lochiatto, Administrative Assistant

Members of the Board of Health

Andrew Tibbs, Chairman
Steven Snyder, Vice Chairman
Richard Parolin
Ellen Epro
Michael Varner

In calendar year 2020, there were no changes with the members of the Board of Health from 2019. Due to the COVID-19 pandemic, the Board was still able to hold monthly meetings typically on the second Thursday of each month but in a virtual format.

Mission Statement

The mission of the BOH is to protect & promote public health within the Town of Stoughton through planning/prevention, permitting, and enforcement of multiple codes (of State and Federal regulations) delegated to local boards of health through Massachusetts General Law. The Board also has the authority/responsibility to promulgate local regulations specific to the community to protect the well-being of the citizens through protection of their environment.

Duties/Codes Enforced

In Stoughton, the major State codes enforced by the BOH include: The Minimum Standards of Fitness for Human Habitation (State Sanitary Code, chapter II), the Standard Requirements for the Siting, Construction, Inspection, Upgrade & Expansion of Onsite Sewage Treatment &

Disposal Systems (Title V of State Environmental Code), Minimum Sanitation Standards for Food Establishments (State Sanitary Code, chapter X), Minimum Standards for Swimming Pools (State Sanitary Code, chapter V), Minimum Standards for Recreational Camps for Children (State Sanitary Code, chapter IV), & Minimum Standards for Bathing Beaches (Sanitary Code, chapter VII). The BOH also has additional local regulations listed on the Town website including (but not limited to) Smoking, Body Art, Dumpsters, & Tobacco Sales.

Inspectional Services

- The COVID-19 pandemic has been by far the number one concern and focus for the Board of Health and staff in 2020. When the initial Emergency Orders were implemented in March, the BOH has been inundated with issues, complaints, & concerns related to COVID-19 and the Emergency Orders on almost a daily basis. These include but are not limited to the Governor's Orders on face coverings, occupancy loads, social distancing, social gatherings and contact tracing. Typically, the Board of Health will assist with issues for businesses and other items permitted by the BOH, but because of the pandemic the BOH was tasked with handling any issue or complaint related to COVID-19 whether the business was permitted by BOH or not. These issues, complaints & concerns continue into 2021 as we are still in the midst of the pandemic even as the vaccination process has begun. The BOH Administrative Assistant also assisted the Stoughton Public Health Nurses Dept. with contact tracing for positive cases of COVID-19 Stoughton residents as they too have been overwhelmed with the increase in workload & demands associated with the COVID-19 pandemic.
- Inspection of licensed food establishments for food safety & sanitation continues to be a primary concern of the BOH and because of the COVID-19 pandemic the BOH had to enforce additional restrictions and guidelines from Gov. Baker and the MA Dept. of Public Health to help stop the spread of COVID-19. Because of the pandemic, there were several food establishments who did not renew their annual permits as they did not deem it financially fit to continue operations with the new & continuously evolving COVID-19 Emergency Orders & restrictions. As we are still in the midst of the pandemic, there are one hundred & fifty-five (155) food &/or Retail Food establishments currently licensed. Eleven (11) establishments opted to operate under the State (MA DPH) "potluck" policy for applicable non-profit churches & private clubs for exemption from BOH permitting & inspections. As of January 2021, there are four (4) new food/retail food establishments looking to open in 2021. The BOH has continued to contract with an outside company, ALSCO Food Check Group, to provide routine inspectional services for the permitted food establishments, including restaurants, retail food stores, mobile canteen trucks, bakeries, school cafeterias, club & healthcare kitchens. The Town Sanitarian & Assistant perform food establishment inspections as needed for new establishments, complaints, emergencies & food borne illness investigations when warranted under State parameters. The Town Sanitarian & Assistant have also been the leads on COVID-19 related complaints or violations with food establishments, which since March when the restrictions began has been daily & constant, especially concerning occupancy loads, face covering requirement & close contact concerns from the public and food establishment employees.
- Inspection of licensed Retail Tobacco Vendors for compliance was able to continue in 2020 once the retail businesses were able to re-open in Phase 2 of the Massachusetts

COVID-19 reopening plan. Inspections are annual & upon complaint, and the Stoughton BOH continues to be a member and is assisted by the Brookline Tobacco coalition which share a regional grant with nine nearby communities for compliance & enforcement. Two of the Four "Adult-Only" Tobacco Retailers closed their doors in 2020, this may have been in relation to the new state required Massachusetts flavor ban & restrictions implemented on June 1st, as well as the COVID-19 pandemic and related restrictions. There are currently thirty-two (32) Retailers selling tobacco products including the remaining two (2) age "21 & over only" Tobacco retailers. A cap on the amount of Tobacco retail permit holders was implemented back in 2019 and because of the closure of several businesses in 2020, Stoughton is now down to the cap of 30 establishments.

- Inspections of licensed indoor & outdoor public & semi-public swimming pools & spas (hot tubs) also continued to be done annually & upon complaint. However, several residential complexes and businesses decided to keep their pools and spas closed this year due to the COVID-19 restrictions.
- Ames Pond Bathing Beach area was monitored for water quality on a weekly basis during the swimming season by the BOH and remained open while following COVID-19 guidelines for bathing beaches. Weekly monitoring included certified lab analyses from samples taken by the BOH. Only once during this past beach season did the water quality analysis result in higher than normal bacterial readings. The beach was promptly closed and remained closed for several days until further lab results deemed the water analysis under the limits. All water sample forms and associated data was reported by the BOH to the MA DPH as required.
- Recreational Day Camps are BOH permitted & inspected annually & upon complaint. Four of the five camps remained open this year following state COVID-19 guidelines.
- Tanning Salons are permitted by the BOH & inspected annually (& upon complaint) for required equipment, signage, record keeping & facility sanitation. Several were closed during the beginning of the COVID-19 Emergency Orders & re-opened when allowed by state COVID-19 guidelines.
- Licensed Hotels/Motels/Trailer Parks/Lodging Houses require annual inspections but also upon complaint &/or for emergencies. These establishments also had to operate following COVID-19 sector specific guidelines.
- Inspections of dwelling units are made at the request of an owner or occupant for violations of the State Sanitary Code or sometimes prior to occupancy, yet due to COVID-19 inspections were only conducted on an emergency basis. Other non-emergency housing issues could be addressed through pictures and videos of current conditions that may be in violation of the Housing Code. Issues are followed up with written orders (when applicable) issued to the owner(s) &/or occupants of the property, depending on responsibility. Re-inspection(s) to document corrective actions were typically conducted through pictures or videos unless absolutely necessary to ensure safety following an emergency order.
- Dumpsters are inspected upon complaint for compliance with the BOH local regs.
- Inspections during construction of on-site Title 5 septic systems are required by the BOH as part of the permitting process for which. Inspectional staff members hold State certifications as MA Soil Evaluators & MA Title 5 Inspectors, & are also required to witness soil evaluations with deep test holes & percolation testing which is also part of the permitting process for the design of new septic systems, upgrades & repairs. Property

transfer (Title 5 Inspection) reports are reviewed by the BOH along with follow-up &/or enforcement when necessary as delegated by the State MA DEP. These inspections were able to take place during the COVID-19 pandemic with the exception of some interior inspections to confirm bedrooms or garbage disposals, which were conducted by pictures or certified by the engineers per project, to reduce risk to both inspectors & occupants.

Plan Review & Approval

- Design plans for proposed establishments licensed by the BOH are reviewed & must receive approval prior to any operations at that establishment.
- The construction of new on-site septic systems & the repair of all existing systems must receive BOH approval through review of engineered design plans for the system before any permits are issued by the BOH for associated construction.
- Proposed wells require plan review & approval prior to permitting by BOH & review of analytical & yield reports prior to use &/or occupancy of buildings serviced by which.

Licensing of Contractors

- The BOH annually licenses contractors who haul trash or septage (wastewater) in Town.
- The BOH annually licenses contractors who install on-site Title 5 septic components &/or perform related septic repairs in Stoughton. Each site also requires individual permits issued to the licensed contractor for each system being constructed or repaired.

Mosquito Control

Stoughton is one (1) of approximately twenty-five (25) cities & towns that participate in the *Norfolk County Mosquito Control District* (NCMCD). Although several nearby communities had positive reports of WNV or EEE in 2020, there were no reported cases of WNV or EEE in Stoughton this year.

Emergency Preparedness

The Board continues to increase the level of preparedness through participation in the *Bristol County Emergency Preparedness Coalition*. The Board of Health is also part of Stoughton's local emergency planning committee. Administrative staff routinely conducts notification drills of all necessary personnel identified in State plans as essential personnel responsible for assisting at a designated emergency dispensing site &/or for other public health related emergencies. The BOH and other Stoughton essential personnel from other departments participated in a regional Bristol County EP Coalition table top exercise held virtually on December 9th.

Household Hazardous Materials Collection Day

In 2020, the BOH sponsored a Fall collection day as the previously held Spring collection day was cancelled due to COVID-19. The BOH would like to thank James Conlon, Environmental Affairs Officer, for his efforts in coordinating this successful program.

MA Tobacco Control Program's Seven Communities Collaborative (Brookline Collaborative)

Stoughton continued its membership in this tobacco collaborative which increased tobacco compliance checks for tobacco retail establishments in Town under this grant program. The

Town Sanitarian and Assistant Sanitarian assisted the regional collaborative inspector when necessary for complaint &/or follow-up inspections.

Permits and Licenses

Food & Retail Food Establishments	155
New or Relocated Food Establishments	3
Mobile Food trucks/Catering	2
"Potluck" Establishments	13
Retail Tobacco Vendors (includes two 21+only)	32
Tanning Establishments	4
Semi-Public Pools/Whirlpools	12
Bathing Beach	1
Recreational Day Camps	4
Hotels/Motels/Trailer Parks	4
Lodging Houses/JRC	12
Septic Installers	27
Septage Haulers	15
Refuse Haulers	8
Dumpsters	260
Well Construction	2
On-site Septic System Construction &/or repairs	69
MRVP Certifications	8
Trench Permits	63

Plan Review & Title 5 Review

Food Establishments	3
On-site Septic Design (includes revised plans)	70
Building Construction	56

Title 5 Inspection Reports	74
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Witnessing Percolation Tests

Percolation Tests	50
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Complaint Investigations

COVID-19 related	164
Housing Code	35
Public Health Nuisance	51
Food and Retail Food Establishment	18
Tobacco Violations	2

Administrative Meetings

Variance Requests	27
Hearing Requests	1

The 5 member Board of Health (& 3 member staff) typically meet monthly at the Town Hall. These public meetings usually begin at 6:30PM & are posted 48 hours before which.

DEVELOPMENT SERVICES

Development Services was established to integrate all of the town's Land Use divisions into a single function, as a means for fostering responsible development and economic growth while preserving Stoughton's unique community character. There are several departments/ divisions that fall under Development Services:

- Engineering Department
 - Sewer Division
 - GIS Division
 - Environmental Affairs
 - Board of Health
- Planning Department
- Economic Development Department
- Building & Zoning Department & Code Enforcement

The integration of these departments/ divisions promotes enhanced operational efficiency and communication with all Town Departments, residents, the general public, and the development community. The Executive Director of Development Services, Marc J. Tisdelle, serves as an advocate for the interests of residential and commercial property owners and strives to project a positive and business-friendly attitude to existing and prospective businesses contemplating a Stoughton expansion, location or relocation.

In addition to overseeing the operation of various departments/areas, Development Services has a strong working relationship with all Town Departments and many of the Town Committees and Boards such as, but not limited to, the Board of Selectmen, Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Health and the Downtown Redevelopment Task Force.

Mission Statement

The Mission of Development Services is to build and maintain a strong and effective group of departments that remain focused on providing superior customer service to the Town of Stoughton, its residents, the general public, the development community, and all Town departments while maintaining a positive relationship in all our interactions as well as a professional work environment. Our group will partner with the development community to encourage and ensure a development process that is proficient, reasonable and predictable while promoting the economic growth, safety, usability and sustainability of our Town.

ENGINEERING DEPARTMENT

Marc J. Tisdelle, P.E. – Executive Director of Development Services/Town Engineer

Craig A. Horsfall, P.E. – Assistant Town Engineer

James Conlon, R.S., C.H.O. – Environmental Affairs Officer

Michael Nolan, E.I.T. – Associate Engineer

Laurence W. Langlois – GIS Coordinator

Kristen O'Brien – Program Administrator I

Maura Boudrot – Part-time Secretary

The Engineering Department aims to provide the Town of Stoughton with the highest level of professional engineering services. It is involved with nearly every engineering and planning related task in town. In order to accomplish our duties, the Engineering Department uses state of the art technologies, to adjust to the ever changing needs and priorities of the Town of Stoughton. The Engineering Department is comprised of several divisions which include Engineering, Sewer, Geographic Information Systems (GIS), Environmental Affairs and Board of Health.

Engineering Department

The following are examples of some of the duties that the Engineering Department is responsible for:

- Coordination of the State Stormwater Program for compliance with stormwater discharges from the MS4 stormwater infrastructure
- Technical Review and Support for the Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Selectmen and other Town departments with site development plans (Site Plan Review, Subdivision, Stormwater, Form A, 40B Site Development, Scenic Roads, Paper Streets, etc.)
- Project management, planning and coordination of all Traffic Improvements in Town.
- Sewer Permitting and Inspection
- Grant writing and management for various projects
- Work closely with the Public Works Department to provide engineering assistance with property line advisements, infrastructure design & construction, long term planning, plan review, construction layout, utility mark-outs and research
- Engineering Design and Survey for town projects
- Preparation and Review of Engineering Reports
- Perform Topographical and Location Surveys
- Computer Aided Drafting (CAD) Operations
- Hydraulic, Hydrological, and Floodplain Analysis & Assistance
- Construction Inspection and Cost Estimating
- Technical Review and Site Inspection of all New Residential construction projects (32 total projects this year)
- Technical Review of all Minor Building Permit Applications (144 total projects this year)

- Technical Review of all Commercial Site Development Projects (8 total projects this year)
- Technical Review of Subdivision Plans (3 total projects this year)
- Technical Review of Approval Not Required (ANR) subdivision of land (6 total projects this year)
- Technical Review and Inspection of all Sewer Connection Permit Applications (47 Total Applications this year)
- Review of Deed and Easement Descriptions
- Property line closure calculations
- Record Maintenance of Engineering Plans and Documents
- Review of street acceptances
- Preparation of grants & bidding packages for town engineering related projects
- Project representation for town building and construction projects
- Geographic Information System (GIS) Operations
- Counter assistance for engineering related matters

As previously mentioned, we provide technical review, project management, design, support and inspectional services for many projects throughout the town. The following are examples of some of the projects that the Engineering Department worked on this year:

- "Goddard Highlands-Phase 3" -- Residential 40B Subdivision
- "Pine Hill Estates" - Residential Subdivision (off Irma Road)
- "Peach Orchard Park" -- 3 lot commercial subdivision
- "Lawler Lane" -- 9 lot residential subdivision
- "Silver Glen Estates" -- 2 lot residential subdivision
- Commercial Site Development -- Lot 2 Washington Street
- Commercial Site Development - #409 Canton Street
- Commercial Site Development - #100 Page Street (Landfill Solar Array)
- Commercial Site Development -- Off Turnpike Street (Hexagon Solar Array)
- Commercial Site Development - #357 Page Street (Building Expansion)
- Commercial Site Development - #207 Page Street (Milton Cat)
- Mixed Use Site Development - #760- #770 Washington Street
- Mixed Use Site Development - #3 Porter Street
- Commercial Site Development - #19 Camden Street (Storage facility)
- Commercial Site Development - #1580 Turnpike Street (Gas station renovation)
- Commercial Site Development - #413 Washington Street
- Capen Reynolds Community Garden and Dog Park
- Public Safety Building -- Professional assistance regarding site selection
- High School Construction Project
- Various Transportation and Traffic projects
- Municipal Vulnerability Planning (MVP) Grant Application and coordination
- Park Street Sewer Project Design
- Glen Echo Site Development Plans/ Bid Documents
- Design Plans and Specifications for Stormwater Improvement Project at the Dawe Elementary School (319 Stormwater Grant) - \$100K grant awarded
- Park Street Sewer MassWorks Grant Application - \$2.5M grant award

- Park Street Sewer EDA Grant Application - \$2M - \$3M Award anticipated
- Safe Routes to School Project – Central Street & Wilkins School Traffic Improvements - \$3.2M in Federal Funds
- Tosca Drive, Central Street & Canton Street Intersection Improvements - \$4.0M in State Funds
- Route 138 Corridor Improvements - \$13.4M in State Funds

Sewer Division

Our Sewer Division constantly receives queries regarding the location and accessibility of the town sewerage system. This is a serious concern to many residents. We strive to raise the awareness of the Town to the negative impacts that the absence of sewerage has on the town and we hope to be the catalyst for a new program that will bring sewer to the remaining un-sewered areas in town. We work closely with the Sewer Department and Public Works on all sewer issues as they are responsible in maintaining the entire sewer network.

While the Sewer Division has many duties, the following are examples of the major tasks that were undertaken this year:

- Sewer utility research and field mark-outs for all excavation in Town roadways. We performed 83 sewer mark outs this past year.
- Technical Review and Permit Issuance for all Sewer Connections and Extensions. We have issued and provided the associated inspections for seventy (55) sewer connections in the last year.
- Field Inspection of every sewer main, sewer service connection, and sewer extension for conformance with Town standards.

GIS Division

The Geographical Information System (GIS) Division is a critical part of the Engineering Department. The GIS Division is responsible for the development and maintenance of the Town's digital spatial database and for providing state-of-the-art mapping and data services to various town departments, citizens, and businesses.

A major goal of the GIS Division is to continually develop and maintain GIS to improve town efficiency and customer service. The GIS Division seeks to ensure that Stoughton's public decision-makers, commissioners, and others have access to geographic information that is complete, timely, accurate, and reliable. The Engineering Department promotes the use of the GIS and related technologies to more effectively and efficiently address problems, develop plans, and manage the natural, cultural, economic, and physical resources of the town. The following are examples of some of the projects that the GIS Division worked on this year:

- GIS Maintenance
 - 2021 Parcel Splits and Merges Updates. – Accepted by MassGIS
 - Update Water, Sewer and Stormwater utilities
 - Town border issues submission to MassGIS – MassGIS Accepted
 - Buildings, Address Points, Roads, Parking lots and Roads markings
 - Condo Buildings- Split Building Polys to have Polygon for each Assessor record
 - Multiple data requests

- PeopleGIS Progress
 - MassGIS new 2019 Aerial Flyover images

- Mapping Projects Highlights
 - Post Office Site Matrix maps, Stoughton Center Projects Status Map, Mutual Aid Fire Map Covid Regional response plan, Park St Sewer Expansion Petition Status Map, Temporary outdoor dining planning Seating, SDRP Map Stoughton Downtown Redevelopment Plan, Household Hazardous Waste Collection Day, Power Outages for Fire Department, Police-Outdoor wooded areas, Apartments and Retail Grant, EDA Grant Project, Fire Station Updates and relocations maps, Paul M. Goulston Conservation Land

- Department Projects
 - Schools - 5 School Parade Routes, for Teachers to see students, Webpage and Web Maps, printouts, phone Apps
 - Corona Stoughton Web Resources for Residents and Businesses – Large site, with links to over 20 Corona information and mapping sites.

- Reports and Database work
 - Street and Sewer Totals Report Town 2020
 - Building Department Permit Database -Maintenance and many Custom Reports
 - Public Works ASR - (Annual Statistical Report)
 - MWRA Report
 - Housing Choice Grant Application - Custom LUC Code use report

- Storm Water Ms4 Coordination
 - Neponset Stormwater Partnership Meeting (NSP) - quarterly meetings
 - NSP 2020 Outreach Campaigns, Outreach Materials, Printed and Facebook - All Four seasons
 - EPA Soak up the Rain Stormwater Webinars: Nature-based Approaches, IDDE Training Workshop, preparing and Submitting Your MS4 Annual Progress Report, MS4 general permit draft modification. Building Municipal Resiliency
 - Stoughton Stormwater Committee Meetings, ms4 2020 closeout meeting, Stoughton SWPPP meeting at DPW
 - Read Stoughton Bylaw, Regulation edits. Suggest pdf and dwg submission

- Training and Seminars
 - FEMA Region I - GIS Geospatial Working Group– Engineering, COVID-19 GIS Efforts
 - ESRI Training- Spatial Data Science: New Frontier in Analytics 6 Day course
 - Eastern Mass Municipal GIS Users group meetings
 - Multiple ESRI Webinars- Campus Operations, Virtual Imagery AEC, Applying Drones & Imagery, Disaster Management, ArcGIS Urban, ArcGIS Pro, Virtual Spring NEARC 2020, ArcGIS online StoryMaps

➤ **Graphic Arts/Design and printing**

- Organizational Charts - Engineering Developmental Services, Human Service Department
- Corona Virus Signs - Sick Warning, Appointment only and 'Town Hall Closed to public' - Print mount
- Multiple Town Meeting Report Covers
- Declaration of Independence Poster for Faxon Park – Print and mount

Environmental Affairs

James Conlon, R.S., C.H.O. – Environmental Affairs Officer

Maura Boudrot – Part-time Secretary

Environmental Affairs is a Division of the Engineering Department. The Environmental Affairs Officer serves largely as an agent to the Conservation Commission. The Environmental Affairs Officer enforces and administers the State Wetlands Protection Act, the Local Wetland Protection By-laws, Groundwater Protection By-laws, Hazardous Material By-law and many other local and state regulations.

Environmental Affairs advises the Town Engineer of regulatory, environmental, and wetland protection matters. Additionally, the Environmental Affairs Officer provides plan review, application review and site inspection services for a vast amount of projects submitted to the Massachusetts DEP, Conservation Commission and local authority.

A more detailed report describing many more of the tasks of Environmental Affairs is filed separately under the Conservation Commission.

BOARD OF HEALTH

Lawrence Perry, R.S. – Town Sanitarian

Sean Leahy – Assistant Town Sanitarian/ Code Enforcement

Denise Lochiatto – Administrative Assistant

The Board of Health staff is a Division of the Engineering Department. The Engineering Department and the Board of Health share many similarities in responsibilities and services provided to the Residents of Stoughton, particularly relative to implementation and enforcement of the State Sanitary Code (Title V). The two departments refer to many of the same forms and records, making the merger of the two departments mutually beneficial.

The Board of Health is involved with activities and programs which are based on sound epidemiological research and health statistics. The Board has the authority and responsibility to promulgate local regulations which are intended to protect the health, safety and well-being of the citizens. The duties of the Board of Health include enforcement of public health and environmental protection regulations as well as education of the public in the areas of disease prevention, health promotion and health services.

A more detailed report describing many more of the tasks of the Board of Health is filed separately under the Board of Health.

ECONOMIC DEVELOPMENT

Pamela McCarthy – Economic Development Director

During 2020 the COVID-19 Pandemic that has swept across the world has caused an economic crisis in addition to a health crisis. The main focus of the Economic Development Director has been to provide resources to the Stoughton business community. These resources provide a lifeline for businesses. The goal is to keep as many businesses as possible operational so that when the Town is able to transition from survival mode to a time of growth and prosperity they will continue to be part of the fabric that makes up the Stoughton community. Although most businesses have been impacted adversely, some entrepreneurs have been able to take advantage of opportunities. There are multiple instances where entrepreneurs have taken over struggling businesses or they have opened new ones. New business certificates are requested on a regular basis.

COVID-19 RESPONSE:

Business Owner Survey: The Economic Development Director created, distributed and tabulated the Stoughton Business Owner Survey in order to determine specific needs of Stoughton Businesses impacted by COVID-19 and to serve as outreach for businesses that might want to take advantage of a Small Business Grant Program.

Friends of Stoughton Center Disaster Fund: In April the Director reached out to Friends of Stoughton Center (FOSC) Board Members to see if they would like to set up a fundraiser to assist small businesses. The FOSC President, Pam Carr and Treasurer, Dan Kelly agreed to lead this project with assistance from the Economic Development Director who performed administrative tasks (prepared guidelines, application, collected applications, conducted reviews with FOSC Board Members, etc.). The team worked with Patronicity, a crowd funding platform to start the Small Business Disaster Fund. Generous donations from Stoughton residents and businesses made this assistance possible. Twenty-one small businesses received financial assistance in modest amounts that were enough to tide them over at the beginning of the Pandemic until additional assistance was available. The business owners were very grateful. The Fundraiser closed on June 30th.

Stoughton Microenterprise Business Assistance Grant Program: As soon as the Pandemic started the Economic Development Director reached out to the Department of Housing and Community Development (DHCD) to ask if a portion of the Community Development Block Grant money designated for the Downtown Storefront Improvement Program could be reprogrammed to start a Small Business Assistance Grant Program. After the required steps were taken, including a public hearing; DHCD granted the approval to reprogram \$100,000 to start the Stoughton Microenterprise Business Assistance Grant Program. Program Guidelines and the online application were developed and extensive outreach was conducted. Grants up to \$10,000 were provided to 12 Stoughton microenterprises (businesses with 5 or fewer employees including the owner) that met the eligibility criteria. As of December 31st, status reports confirmed that the grant has allowed recipients to continue to operate.

Stoughton Microenterprise Business Assistance Grant Program CV-19: In order to obtain additional funding to meet the continuing need of small business the Economic Development Director applied for a competitive Community Development Block Grant funded by the CARES Act. On July 23rd the Town was

awarded the maximum amount of \$400,000 by the Department of Housing and Community Development. This grant provided funding for an additional 36-45 small businesses. Sixteen applications have already been received and several grants have been awarded. The program is expected to remain open until June 2021 or as long as funding remains available.

Types of businesses that received assistance from the three above mentioned program included: salons, barbershops, retailers, restaurants, catering, chimney cleaning, dry cleaning, fireproofing, printing, IT, antiques, financial/tax preparation, event related businesses, insurance, photography/video services, florist, real estate, transportation, dog grooming, sports academy, marketing and recycling.

Foreclosure Prevention Program: The Economic Development Director reached out to NeighborWorks in order to implement a foreclosure prevention program for Stoughton residents. Neighborworks is a non-profit organization that receives a monthly list of pre-foreclosure notices for area communities and has the ability to provide homeowners resources to possibly prevent a foreclosure. During the months of October and November no Stoughton residents had received foreclosure notices. The Economic Development Director will continue to monitor the foreclosure climate and will make certain that NeighborWorks follows through with the program if necessary.

Miscellaneous COVID-19 Assistance: The Economic Development Director provided the CPC Taskforce with information relative to CDBG-CV funds for Rent/Mortgage Relief related to COVID-19 and connected the committee to the Bank Consortium including the non-profit Neighborworks Southern MA that volunteered to assist. The Director also facilitated donations by Envision Bank to local food pantries, STOYAC, and foreclosure prevention program.

Restaurant Marketing: The Director provided Matt Cauchon and Molly Reid from Recreation Department contact information for Stoughton restaurants. They contacted the restaurants in order to develop a list of restaurants with Take Out and Delivery Options. The list was publicized on the Town website, social media, Chamber of Commerce website, SMAC, etc.

Business Resources: The Director attended Calls/Video Conferences with MOBD, EDA, SEED, OCPC including weekly calls with Lt. Governor and Secretary Kennealy in order to stay up to date on resources available to Stoughton to combat the pandemic and developed and continued to update COVID-19 resources for businesses on the Town Website.

OTHER PROJECTS:

Community Choice Aggregation Program: The Economic Development Director has been working with the Town's consultant, Colonial Power Group to get an updated Municipal Aggregation Plan in place in order to allow the Town to go out to bid for electricity with third parties. It has been a lengthy process. The approval of the final order by the Department of Public Utilities is expected in early 2021. Once the plan is approved, the consultant will assist the Town as we go out to bid for electricity in an effort to obtain reduced rates for Stoughton residents and businesses. If the rates do not provide a significant savings the Town is under no obligation to enter into a contract. The Town will have the ability to enter into a contract at a future date when rates are more favorable. Individuals will have the option to opt out of any program entered into with a third party supplier. Public outreach/education will be part of the process. In the past the Town was able to save over \$650,000 during a six-month timeframe.

Stoughton Storefront Improvement Program: On July 26, 2018 Governor Baker awarded a Community Development Block Grant in the Amount of \$586,141 to the Town to develop a Downtown Storefront and Sign Improvement Program. The grant was set up to provide funding for four full Sign and Façade Projects and ten Sign Only Projects (including signage lighting and awnings). The program was set up to fund full façade projects with Deferred Payment Loans at 0% interest in an amount equal to 75% of the actual cost of eligible improvements. The maximum loan amount was \$75,000. (the amount was later revised to \$125,000 due to the cost of the projects). If the property is not sold or title transferred within 10 years, the Deferred Payment Loan is forgiven. The Sign Only projects are funded by grants up to \$5,000.00 per project. The program has been difficult to implement due to the fact that the condition of the buildings including structural and ADA compliance issues caused the projects to be more expensive than anticipated. Once the cost of work reached 30% of the assessed value of the commercial portion of the building (not including any residential sections of the building or land) the ADA compliance is triggered which greatly increases the cost of the project. In some cases, interior rentable space would be lost in order to comply or expensive exterior ramps would be required. The projects were expensive to begin with due to the fact that prevailing wages were required. The portion of the project that the property owners were responsible for was too high. The cost of the average project was over \$200,000. Five full façade project property owners dropped out of the program. In the end one full façade project was completed located at the corner of Washington and Wyman Street and six other businesses received new signage. Although the projects planned were not all implemented the grant did spur private investment in the Downtown. Four of the projects that dropped out had already been designed by an architect funded by the grant. Two private property owners used the design concept from the architectural plans that were provided through the grant and moved forward with façade improvements at their own expense. A third business plans to do so. As stated earlier, a portion of the grant was reprogrammed to provide grants to businesses impacted by COVID-19.

Train Depot: The Economic Development Director managed the MassWorks Grant obtained by the Department to remove hazardous waste from the building. The project was later handed over to Facilities Department. The Economic Development Director worked with the Procurement Officer to develop a Request for Interest for the Train Depot. This was an informal, non-binding process to determine the type of businesses that would be interested in the space. Criteria that was developed by the community during the Randolph Savings Bank study was included in the RFI. There were two respondents interested in occupying the space including a Brewery that would like to create a Coffee Shop/Beer Garden and a successful restaurant owner that would like to locate in Stoughton. Both respondents are willing to let the public use the space for events. Local artists would be allowed to display their work.

Activation of Outdoor Space: While the interior of the Depot is being repaired, the Economic Development Director worked to activate the outdoor space by converting it on a trial/part-time basis to a Beer Garden. An area Brewery had agreed to participate. The plan was presented to the Select Board. Due to the COVID-19 pandemic it was determined that it was not safe to move forward with the project at the time. The project may be pursued at a future date.

Outdoor Dining/Parking Lot Activation: The Economic Development Director obtained regulations from a neighboring community relative to the activation of outdoor space for outdoor dining during the pandemic and proposed that the Town owned parking lot at the corner of Washington Street and Freeman

Street and possibly other locations be used for this purpose. Although this project has not yet been implemented it may be reintroduced.

Other Economic Development Department Tasks/Activities

- Represented the Town of Stoughton on Regional Planning Agency committees including the Metropolitan Area Planning Council TRIC Area Committee and the Old Colony Planning Council CEDS Committee as well as a Board Member of the Massachusetts Economic Development Council.
- Participated in the SCMOUD Zoning Project as a member of the Working Group and as a member of the Downtown Redevelopment Task Force.
- Continued to act at the Town of Stoughton's Film Liaison – several scenes were shot in Stoughton during 2020.
- Continued to act as a technical advisor to the Friends of Stoughton Center – formed group in 2015.
- Continued to work with Stoughton Bank Consortium - members provided assistance to the Town of Stoughton during the pandemic.
- Continued to Track Tax Increment Financing Projects - Requested 2019 Economic Development Incentive Program Reports from State for Stoughton TIF recipients, reviewed and prepared an updated TIF spreadsheet for existing recipients ;Provided information for Globe Composite Solutions TIF
- Provided information for Racial Equity Municipal Action Plan (REMAP) Grant; arranged for input from minority business owners.

BUILDING & ZONING DEPARTMENT & CODE ENFORCMENT

Jack Erickson – Building Commisssioner and Zoning Officer

Scott Angelos – Deputy Plumbing/Gas Inspector

Pat Byron – Wiring Inspector

Mary Martin – Secretary

Phyllis Godes – Part-Time Secretary

Permitting activity remained strong in 2020 for both for residential and commercial properties. There were 2,499 total Building, Wiring and Plumbing & Gas permits issued in 2020. Total revenue including permit fees, Sealer fees and miscellaneous for 2020 was \$601,351. No permit fees were collected for the School, Library and several other municipal projects as we waived all fees for Town owned buildings.

Continuing our activity of last year, I split my duties between zoning enforcement and the permitting and inspection of construction projects as much as possible however Permitting and Inspections took up a majority of my time. We have increased our efforts to correct zoning violations which have a negative effect on the quality of life, not to mention real estate values in town. We have made substantial progress

in one difficult and longstanding enforcement issue with the assistance of attorney Brian Winner. This property is currently for sale. s

We again remind residents that under the Massachusetts State Building Code it is unlawful to construct, alter, replace, demolish or change the use/occupancy of a building or structure, or to install any equipment without first filing a written application with the building official and obtaining the required permits. The Building Department will continue to issue violation citations for any construction started, or any swimming pools installed without a permit as well as for any roofing, siding, alterations/rebuilding of existing dwellings, etc., without first obtaining a permit from this department.

We also intend to diligently enforce our zoning ordinance with regard to the regulations for uses of property, signs, parking and handicapped accessibility.

Although owner-occupants of one and two-family houses can act as their own contractor, we remind residents that State law requires permits for all gas, plumbing, and wiring work done on any residential, commercial, or industrial buildings with inspections to follow from our gas/plumbing and wiring inspectors. We strongly advise homeowners to have licensed contractors apply for building permits rather than take on the liability of the permit holder.

We also remind homeowners who have battery operated smoke detectors to change your batteries twice a year, spring and fall when you change your clocks.

The Building Department also inspects multi-family dwellings of three or more units, churches, restaurants and other places of assembly, to determine if said premises conform to the requirements of state law with regard to fire alarms, sprinklers and means of egress, etc. We coordinate these inspections with the cooperation of the Stoughton Fire Department for maximum public safety.

The Building Department keeps a log of vacant or abandoned buildings that are bank owned and registered with our department. This information is shared with the Fire Department as buildings are added and removed from the list.

The current statewide uniform Building Code is the 9th edition of 780 CMR. The 9th Edition consists of the 2015 International Building Code (IBC) with Massachusetts amendments for projects other than one and two family dwellings and the 2015 International Residential Code (IRC) with Massachusetts amendments for one and two family buildings. The Massachusetts amendments are available on-line at www.mass.gov/eopps/agencies/dps/building-codebbrs.html and the State House Bookstore. The ICC codes are available from the International Code Commission (www.iccsafe.com) and from Amazon.com

As in past years, town residents have been requested to conform to the Town By-law that requires all residences and businesses to affix numerals three inches or larger in height identifying their street number. In 1992 this became state law. These addresses also became part of the 911 emergency data base system. This will make the job of the building inspectors, fire, police, and emergency personnel that much easier to better serve the public. Please cooperate in this effort and bring missing numbers to our attention. Be sure to replace numbers when installing new siding. Numbers should be mounted within 1'-0" of the entry door and in a contrasting color.

We also remind you to protect yourself by examining our records before buying or signing a lease for any commercial or residential property. Our records are always available to the public to check for legal occupancy, code compliance, and for complaints against the property you propose to purchase or lease.

The Building & Zoning Department/Code Enforcement work closely with the Zoning Board of Appeal. Please refer to the Zoning Board of Appeal section, filed separately, for a more detailed report describing the operations of the Zoning Board of Appeal.

ZONING BOARD OF APPEAL

Regular Members

Sherman L. Epro, Chairman

Gary Ilacqua, Vice Chairman

Marguerite M. Mitchell, Secretary

Daniel Pessia

Paul Demusz – resigned August 2020

Alternate Member(s): Shane McNeill and Jeffery Iverson

The Zoning Board of Appeals held 16 meetings in 2020 for a total of 16 new hearings, 1 modification of a special permit, and 1 continued special permit case in which both were granted. There were 5 applications for Variances, all 5 Granted. There were 10 Special Permit Applications with 9 granted and 1 Continued. The Board granted 3 special permit renewals and 1 renewal was dismissed in December.

The Board meets virtually at 7:00 p.m. but usually meets at 7:30 p.m. in the Town Hall on the first and third Thursday of the month.

Variances granted must be exercised within one year of the date of the granting. The Board has the authority to grant one six-month extension, which must be requested by the petitioner, in writing, prior to the expiration of the one-year permit.

Special Permits expire at the end of the grant period and are renewable upon written request of the petitioner. They are not transferable.

Capen Reynolds - Farm Development & Use Committee

The engineering plans were accepted by the Conservation Commission at an open meeting of the ConCom last year.

The changes that ConCom requested regarding storm-water retention were added to the plans by the outside engineering firm of Center Mount Land Development, LLC.

The final engineering drawings were submitted to the Planning Board on 30 October 2020 by Center Mount. Town Planner John Charbonneau has reviewed the plans with recommendations to complete the plans so a meeting with Planning can be scheduled. Originally 14 Jan 2021 was the date

Planning had scheduled, however, due to Covid 19 illness at Center Mount in November the revisions have not been completed by the engineers.

As I mentioned in the last report, funding will in all probability, not be sufficient to complete the work as described. This is due to several factors:

- a. The budget was created in 2014-2015 with the assumption that the Town Engineering Dept would do the survey and engineering.
- b. Glenn Echo project was also approved for CPC funding. Since Glenn Echo was a purchased parcel and this project took priority.
- c. Engineering did not start until 2017, with the costs associated with this undertaking.

To overcome the funding shortfall that we are anticipating, we have looked to grants for the completion of the dog park though the Stanton Foundation of Massachusetts which will fund 90% of construction costs. With the assistance of Marc Tisdale, who has contacted the Foundation, we will submit an application to the Stanton Foundation upon final approval of the Planning Board.

Grant money may be available for the Community Garden and we will pursue that funding source upon final approval of the Planning Board.

Lastly, The Friends of the Capen-Reynolds Farm will provide a donation as this organization has done on several projects.

The stabilization funding for the Farm House has not been used since our last report due to Covid19. Our immediate plan is to continue to replace the storm windows with the assistance of the Town Carpenter in the spring. Painting of the exterior was also delayed due to Covid 19. It is our continued hope to be able to utilize the Norfolk Country Prisoner personnel to do the painting as we have for the last two paintings.

CEDAR HILL GOLF COURSE

Victor Barruzza – General Manager/Golf Course Superintendent

Walter Parshley, Chairman of Cedar Hill Committee

Introduction:

My name is Victor Barruzza. My goals for Cedar Hill remain simple, to create a friendly, inviting, yet challenging atmosphere while building better community relationships and increasing traffic.

Cedar Hill Golf Course is an executive par 34, nine-hole golf facility. Most of the holes are tree lined and the green complexes are small and undulated. Cedar Hill offers challenges to all golfers regardless of their skill level. The small greens and narrow fairways require accuracy on every shot. There are also 8 greenside bunkers guarding the front half of their respective green.

2020 Work Performed:

With the help of CPC funding, Cedar Hill procured an architect and construction company to expand the 6th hole. The length changed from 318 yds to 465 yds. This expansion changed it from a par 4 to a par 5. Our goal is to attract players of all skill levels.

We are very pleased with the new concessionaire that came in for 2020. J&G Hillside grill has brought a new life to the clubhouse. Extensive renovations and replacement to the room, building, equipment, safety features, and overall aesthetics were made. We have new carpet and paint on the entire interior. The chairs, tables, bar, and proshop desk have all received a face lift as well. There is a new stove, fire system, and hood that is suited for the room and their needs. There are too many other upgrades to mention. They provide a great service to the golfers and are very attentive to their needs. The pub and Portuguese menus are attracting more attention from our community than ever. Every Saturday morning there is a steady stream of residents coming in for the Portuguese market they put on. J&G has a lot of exciting entertainment and event ideas that will be great to see once the restrictions are lowered.

The golf course requires seven days a week attention and maintenance ranging from mowing the grass, trash removal, office, pro-shop, tournaments, outings, leagues, chemical applications, equipment repair and service, golf course set-up, tree maintenance and landscape work.

I have started expanding and restructuring our irrigation system. The main purpose is to cover more area of the course using less water and improve the overall aesthetics. This will be a very slow process due to the amount of available water and size of our pump.

Precipitation last summer was 62% below average. That combined with above average temperatures caused an extensive management plan and some creative solutions. Overall we made it to the other side of the drought with minimal repairs.

I am continuing to improve airflow by removing excessive amounts of underbrush, and dead or diseased trees. This extra work will help minimize disease activity in the trees as well as the turf. This is also making the course more visually appealing.

The impact of COVID-19 in the spring also created new challenges and creative thinking. With the help of the Recreation department and many others, we were able to create a temporary on-line booking page and a call center. There were a lot of moving parts in a very fluid situation.

We continue to have successful participation in our weekly leagues. Typically, the leagues start around 2pm, and are vital to the success of the golf course

Golf Leagues

Wednesday Women's League	68 golfers Thursday
Men's League	46 golfers
Friday Mixed League	24 golfers

Golf Tournaments:

***Many were cancelled ***

Fore Heroes 9/11 Memorial 72 Golfers

Club Championship 38 Golfers

Community Events:

2 - One Week junior golf clinics for Stoughton

Cedar Hill's numbers rose dramatically this year. We had a 3000 round increase this season which will be even higher by the end of the fiscal year.

Promoting the Cedar Hill Brand for 2021:

- Increase the number of rounds by improving our community awareness and golf course conditions.
- Advertising of events, tournaments, and programs
- Increased merchandise sales in the shop
- Introduction of night golf on a trial monthly basis

Golf Course Maintenance Goals for 2021:

- Expanding the organic program
- Equipment maintenance.
- Work on repairing thin and damaged areas on fairways by leveling and seeding.
- Remove trees and underbrush to allow for greater air flow and sunlight and minimize chemical intervention.
- Repair and level irrigation heads and valve boxes

The 2020 season was by far the most challenging due to the extremes of the pandemic and weather patterns. I am very happy with the result of the effort that was put in to make it a successful season and an amenity Stoughton can be proud of.

COMMUNITY PRESERVATION COMMITTEE

The Stoughton Community Preservation Committee, or "CPC", was created by Town Meeting to administer the Community Preservation Act, or "CPA", which Stoughton voters adopted in 2008. The CPC is made up of nine members, including representatives from Recreation, the Conservation Commission, Historical Commission, Housing Authority, Redevelopment Authority, Open Space Committee and Planning Board, plus two citizens-at-large.

The CPC accepts applications for projects in four categories: Open Space, Community Housing, Historic Preservation, and Recreation. All CPA-funded projects are reviewed by the CPC, and must receive a favorable recommendation before being placed before Town Meeting for final approval. If not recommended by the CPC, the project may seek other municipal funding.

In 2020, the CPC recommended four projects which were approved by Town Meeting: creation of an emergency fund for housing cost assistance to residents who have been impacted by the COVID pandemic, preservation of ancient Stoughton documents, and supplemental funding for both the Glen Echo project and for the restoration of the Stoughton Depot building.

The COVID Emergency Housing Assistance Program was formed as the result of the work of a subcommittee which was tasked to come up with a local assistance program within a very short time window late last April. The five members of this subcommittee met repeatedly over the following weeks, and were able to craft a program that was presented to Town Meeting at the end of June. The proposal was approved overwhelmingly, and began accepting applications from residents. Since that time, over thirty families have been assisted, and over \$180,000 has been disbursed, so that families with pandemic-related income loss can pay their rent or mortgages, and not lose their homes. The net effect for each individual household in the program has been to allow them to remain in their homes, while the net effect for the town has been to help stabilize the local housing market against a sudden surge in vacancies.

Families receiving this assistance are better able to cope with the myriad other hardships brought on by the pandemic, including paying for food and other basic necessities. Demand for this program is expected to increase as time progresses and residents exhaust their savings and whatever other options are available. Stoughton's program is administered by the Stoughton Housing Authority as part of the responsibilities they deal with on a daily basis.

The other projects approved include funding for preservation of a collection of original documents which reflect Stoughton's history going back to the 1600s. This was done as a joint venture with the Town of Canton, which shared the cost with the Stoughton Historical Commission. Also approved were supplemental funding for the Glen Echo project, which will allow construction of new public access to the property and other improvements. The funding for Stoughton Depot will allow the Town to begin to rescue the landmark railroad station from the ravages of the elements, as a first step in reclaiming that structure for the town's use.

The CPC generally meets on the first Wednesday of the month, but may meet at other times as well. It holds an annual public hearing each November, where residents are invited to participate and share their project ideas, and for feedback on the focus of the committee in the coming year.

Due to the pandemic, all meetings are currently being held online. Check the Town Website for agendas and other information. Specific projects may be submitted using the application forms available from a link on the CPC's webpage. The CPC encourages anyone with a potential proposal to contact the Program Administrator through the link on the main CPC webpage.

Respectfully submitted, Barry Kassler, CPC Program Administrator

CONSERVATION COMMISSION

The members of the Conservation Commission are: David Asack, Chairman, Gerald McDonald, Vice Chairman, J. Lionel Lucien., John Morton, William Francis, Steven Wilkinson, Lauren Duff and Candace Fisher

James B. Conlon, MS, PWS

Environmental Affairs Officer and Agent of the Commission

Maura Boudrot- meeting secretary

The Stoughton Conservation Commission held 15 meetings; 33 public hearings; 20 Notices of Intent; 15 Orders of Conditions (comprehensive construction project permits); 9 Wetland Request Determinations, 3 wetland line delineation orders; 2 extensions (of construction project permits), 2 amendments of construction permits; 15 Certificates of Compliance for completed projects; 11 Enforcement Orders were issued for violations of the Wetlands Protection Act and the Wetlands By-laws; 7 Fine Hearings for outstanding violations; three vernal pool surveys resulting in at least two State official certification designations with the Massachusetts Division of Fish and Wildlife, Natural Heritage and Endangered Species Program.

The Conservation Commission is responsible for the administration and enforcement of Massachusetts General Laws Chapter 131, Section 40, the Massachusetts Inland Wetlands Protection Act, and the local Wetlands Protection By-law; c. 191 of the Stoughton Code. The Conservation Commission works closely with the Southeastern Regional Office of the Massachusetts Department of Environmental Protection in Lakeville. The Commission regulates construction in the vicinity of wetland resource areas to protect wetlands, prevent water pollution and protect land subject to flooding from filling, which includes bordering land subject to flooding and vernal resource areas which are nesting areas for important amphibians. These protected habitats also sustain high biodiversity and are ecologically valuable. Wetlands resource areas store surface water across the landscape beyond vernal period throughout the year. They harbor water during the off season and replenish our groundwater resources which are our drinking water resources in the Town. They improve groundwater quality of our surface water by treating the water.

Stormwater Management oversight concerning outfall to wetland resource areas and groundwater resources is another protected interest under the Commission's supervision. Inspections, enforcement, document preparation, and public interface are performed by the Commission's Agent, James Conlon, Environmental Affairs Officer. Part time secretary Mrs. Boudrot takes meeting minutes and offers administrative support. Mr. Conlon is a Professional Wetlands Scientist registered in the National Society of Wetlands Scientists.

Ms. Denise Lochiatto stepped in to serve as an interim minute's secretary from November to the end of the year. We thank Ms. Lochiatto for her outstanding professional consideration and support.

Ms. Lauren Duff submitted her resignation from the Board. Ms. Duff served in this role since 2017. Ms. Duff served as a member of the Open Space Committee several years prior to joining the Conservation Commission. We thank Lauren for her outstanding work on the Commission and the Open Space Committee.

Mr. Steve Wilkinson submitted his resignation. He had been a member of the Conservation Commission since 2013. Mr. Wilkinson was a notable Conservationist who served faithfully in the community. He authored a popular newspaper column in the Stoughton Journal: "Conservation Matters" during his tenure. This helped to generate public knowledge and the work of the Conservation Commission in the community. We thank Steve for his extraordinary work on the Commission.

Candace Fisher joined the Commission in 2019. Ms. Fisher is an astute board member with a vast knowledge of the Community. She has served on the Zoning Board and is a proven asset to the Commission.

T.J. O'Conner volunteered his resources to restore the wood carved signs on the 100 Acre Bear Swamp Conservation Lands on Technology Center Boulevard in North Stoughton. This included landscaping work and wooden guard rail repair. Mr. O'Conner is a local business owner, excavation contractor and builder. He is an active sportsman and a conservation minded denizen. The Commission applauds the outstanding work and generous support of Mr. O'Conner.

The Department of Public Works assisted the Commission and the Agent in their duties. They provided a boat and manpower during a follow up inspections of Ames Pond, Harris Pond and Albert's Pond post treatment concerning lake management practices. They also provide support to allow access to the ponds by scientists and lake managers concerning the continued implementation of the Town's Lake Management program. The DPW also assisted the Commission in removal of hazardous trees on the trails in our Conservation lands.

The objective of the Town Wide Lake Management Program is to successfully control the excessive over growth of exotic and invasive aquatic weeds in our lakes and ponds. The problem is the result of non-point source pollution over the years to our lakes and ponds. This is due to nutrients in the over use of petro chemical fertilizers, indiscriminate management of pet waste, and failed septic systems. The success of the program has been recognized and appreciated by the community. We thank the Community for the continued support in this effort. The Town of Stoughton is a regional pioneer in the development of such a program with your assistance.

The Commission performed their duties and had a busy year concerning enforcement matters. These concerned a major release of polluted stormwater from a major construction site into a certified vernal resource area. Other violations included; filling of wetlands in the special flood hazard districts, (flood plain); and deforestation of wildlife habitat within 25 feet of protected wetlands; commercial site development without benefit of permits in a regulated area and other violations. Penalties were assessed in the most serious circumstances involving these infractions.

Kathy Sylvester and Ardis Johnston were the first to initiate planning and development of the celebration of 50th Anniversary of Earth Day. These lifelong dedicated Conservationists were involved in the Stoughton's first Earth day celebration in 1970. We look forward to a spectacular multi-event Earth Day Celebration in 2020.

Special Thanks to all of the Boards and Departments that support the Conservation Commission especially the Town Engineer, Marc Tisdelle, the Assistant Town Engineer Craig Horsfall and the Program Administrator of the Engineering Department, Kristen O'Brien.

Most important we are fortunate to have such an honorable and knowledgeable Conservation Commissioners in the Town of Stoughton under the integrity and Chairmanship of David M. Asack, Esq.

FACILITIES

Paul Giffune, Facilities Director

The Facilities Department, like all other departments, had an unusual 2020.

The most crucial aspect the department undertook was, and still is, the coordinating of the disinfecting of the public safety buildings and vehicles. With the closures of public buildings to the public, the Facilities Department shifted custodial personnel to concentrate on the public safety locations to sanitize and disinfect more rigorously than usual because of the threat of the virus. A private firm was contracted to disinfect the police and fire stations and vehicles twice a week since March and continues to do so currently.

The initial delay of the annual Town Meeting, and the subsequent dismissal of the majority of capital articles because of the volatility and uncertainty of the unprecedented events of the year, hindered the project progress of the town. The approval of many capital articles for larger projects did not occur until late October so most major projects have been delayed until the spring of 2021 at the earliest. A few smaller projects were able to begin after some restrictions were lifted in the summer.

Complete LED lighting retrofits of all interior and exterior lighting at the Cedar Hill Golf Course clubhouse, the Public Works garages and the Town Hall were done. These projects are expected to show an estimated lighting cost reduction of 35%.

The newly acquired 15 Pleasant Street property (formerly the Randolph Savings Bank) underwent minor renovations. Asbestos subfloor on the old bank level, asbestos tiling in the basement, asbestos insulation and boiler components were remediated. New flooring and a handicap accessible bathroom were installed along with a minor kitchen space. A new boiler was installed just before the winter after gas service was installed at the building.

The initial phases of the Stoughton Depot, located at 45 Wyman Street, stabilization began in late 2020. A contract for roofing and flashing repairs was awarded for the sum \$135,000. After this work is complete the town will move to the next phase which will include masonry work to secure the building envelope. This scope of work will be bid in the late spring of 2021.

The department is looking forward to getting to work on the town meeting approved large sum of money for major repairs of the Public Works Department, located at 950 Central Street in 2021.

A few of the unsung heroes for the town over the past year were the custodians and skilled craftsman of the Facilities Department. This was a very challenging year for everyone and while some departments worked on "teams" with days working from home, this department did not have that opportunity because of the situation. These employees exemplify what the Town of Stoughton is all about and stands for. They should all be commended on their efforts.

One of the aforementioned employees called it a career on the last day of the year. Leonel Bulcao retired on December 31st. Mr. Bulcao began working for the town on June 12, 1995. The department, and many others, would like to thank him for his 25 years of dedicated service to the Stoughton Public Library, and extends its best wishes for good luck and health in the future.

FIRE DEPARTMENT



Stoughton FIRE & RESCUE

Stoughton Emergency Management

Respectfully Submitted

Chief Michael K. Laracy, Sr.

Deputy Fire Chief Scott G. Breen

The Stoughton Fire Department is pleased to submit our department's 2020 Annual Report. The year 2020 has come to a successful close and again we go to our records for the story of activity. The Town of Stoughton established their first Fire Department in 1853, becoming a permanent department in 1924. We work out of two staffed fire stations: Station 1 was built in 1926, with a 1950's renovation and Station 2 was built in 2001.

The Stoughton Fire Department has evolved into an All-Hazards department providing the following services to the community: Fire Suppression; Advanced and Basic Emergency Medical Care and Transport; Fire Prevention to include plan review and inspections; Emergency Management; Hazardous Material Response and Mitigation; and Technical Rescue. We continue to not only meet our department's mission statement but exceed it.

Our first due response area is approximately 16 square miles of suburban setting of mixed residential, commercial, and industrial properties as follows: over +/- 6,600 single family residential dwellings, 300 two-family dwellings, 480 commercial properties, 269 industrial properties, 149 apartment buildings with three or more units and 1,671 residential condominiums. The fire department also protects the following critical infrastructure within our community: 4 major highways, routes 24, 27, 138 and 139, that pass through town east and west, north and south; MBTA commuter rail line operates more than twenty five trains to and from Boston daily intersecting at 6 road crossings; multiple freight trains that also share the rail line; two large electrical power distribution stations that provide regional electrical power; a pressure/high volume natural gas line that cuts through our north section of town; a 30,000 gallon commercial propane filling station; a chemical facility; a waste water separation facility; two emergency dispatch centers; 2 rehabilitation/palliative care hospitals; 3 nursing homes; 12 assisted living facilities; a county district court; 8 water pumping stations; 12 sewer lift stations; 5 elementary schools, 1 middle school 1 senior high school; 300 elderly housing units; 71 commercial buildings that are over 20,000 square feet, 28 buildings between 20,000-50,000 square feet, 23 buildings between 50,000-100,000 square feet, 15 buildings 100,000-200,000 square feet and 5 buildings over 200,000 square feet; our

biggest building, IKEA, is over 453,000 square feet and an average 38,000 visitors per week; and lastly a 300,000 square foot Amazon distribution center.

DEPARTMENT INITIATIVES:

COVID, COVID and more COVID. The Fire Departments number one initiative in 2020 was the management and response to COVID 19. Our personnel were, and continue to be, front and center to this pandemic. Over the past several months, going back to March, our department has managed our COVID response at the most professional level. We continue to have in place emergency policies that limit our personnel's exposure to this virus. We categorize our exposures in three categories: Low; Medium and High. To date we have not had any personnel fall into the High exposure category. This is to the credit of all our personnel and especially our EMS Lieutenant Tim Carroll who has made it his priority to keep personnel up to date with COVID policies and procedures throughout this pandemic event. We have been very successful in securing Personal Protective Equipment during COVID and have a good inventory as the cases continue to increase in November and into next year.

The Fire Department took the lead, working with Sue Herman and School Administration, on securing \$2.5 million in CARES Act funding for the Town of Stoughton. This funding opportunity was challenging because we could not request reimbursement for anything that FEMA would reimburse the Town for. Just prior to submitting the CARES Act application, Sue Herman had to complete and submit the Towns Round 1 FEMA reimbursement request. This task took her endless hours, days and weeks to complete working with every department in Town, including the Schools. Sue is not the type that looks for acknowledgement but I believe that she should be recognized by the Select Board for all her efforts in securing this funding for the Town.

The Fire Department has continued to work with the Public Safety Building Committee and an internal working group to move forward with a Fire Station replacement for Station 1 on Freeman Street (1926).

PERSONNEL: The Fire Departments three year Staffing Grant (SAFER) will end on January 28, 2021. The success of this grant from increasing staffing needs; moral; firefighter safety; diversity of department; EMS revenue and overall higher level of service to the community cannot be stressed enough within this report. We thank the Town for their support of this program. The eight members hired under this grant program have been productive members of this department and I personally wish them, as well as all our members, continued success, health and safety throughout their careers.

In 2020 the fire department hired two Firefighters, Corbett McLucas and Matt Rodenbush to fill vacancies within the department. Firefighter McLucas has completed the Fire Academy and Firefighter Rodenbush will graduate on February 5, 2021.

In December of 2020 the fire department saw the retirement of long term Administrative Assistant Kathy McGrady, who worked for the fire department for twenty-one years and for eight Fire Chiefs. Her institutional knowledge will greatly be missed. We wish Kathy and her husband Bob the best of health and happiness in their retirements. In November of 2020, Fire Chief Michael Laracy announced his

retirement after thirty-four years in the Fire Service. He continues on as Interim Fire Chief until June 30, 2021.

Fire Station Repairs: As part of the Towns FY20 and FY21 Capital Programs, based on the Towns comprehensive review of all buildings, building repairs were funded for Station 1 and Station 2. To date the following repairs have taken place: roof replacements at Station 1; repointing of brick; the painting of the front of Station 1 and fire apparatus doors; new lighting upgrades at both stations; installation of new AC at Station, new exterior doors and removal and new installation of walkways and fire apparatus aprons at Station 2.

2020 FIRE DEPARTMENT RESPONSE STATISTICS:

The following is a summary of the 5,244 incidents the Fire Department responded to in 2020:

Stoughton Fire Department
Incident Analysis
From 01/01/2020 Thru 12/30/2020

Page: 1
Printed: 01/20/2021

Incident Type Category Breakdown

Incident Type Category	Occurrences	Percentage
[100-199] Fire/Explosion	91	1.7
[200-299] Overpressure Rupture	2	0.0
[300-399] Rescue Call	3339	63.7
[400-499] Hazardous Condition	144	2.7
[500-599] Service Call	414	7.9
[600-699] Good Intent Call	340	6.5
[700-799] False Call	900	17.2
[800-899] Severe Weather/Natural Disaster	5	0.1
[900-999] Special Type/Complaint	9	0.2
Undetermined	0	0.0
TOTAL	5244	100.0

For Districts: All
For Situations: All
For Jurisdictions: All
For Street(s): All
For Location: All

FIRE PREVENTION: Our Fire Prevention continues to incorporate fire prevention activities which support the department's mission statement. This is achieved by proactive planning and inspection programs to address community risk reduction planning, prevention and education. The fire prevention division continually strives to achieve this goal through code compliance, enforcement and community education. The department's fire prevention program is managed by Deputy Fire Chief Breen and Fire Prevention Lieutenant Jackson Macomber. The department has the responsibility of overseeing and enforcing Massachusetts General Laws-Chapter 148, the Commonwealth of Massachusetts Comprehensive Fire Safety Code CMR 527, the State Building Code and also standards and guidelines set forth by the National Fire Protection Association. Over the course of the year fire department personnel conducted inspections of residential, commercial and industrial properties to include: smoke detectors, carbon monoxide alarms, oil burners, propane storage, fuel tank removals and installations, tank trucks, commercial fire alarm, commercial sprinkler systems and state mandated quarterly and annual occupancy inspections. Each year fire prevention works with a number of architects, engineers and contractors on projects continually throughout town. In 2020 fire prevention was responsible for the plan review and final inspections on a

number of new and renovated occupancies. A majority of this plan review is working in partnership with the following town departments and committees: building, economic development, engineering, town administration, Planning Board and the Board of Appeals. In 2020, approximately 1600 inspections were conducted by the fire department.

Technical inspections reported decreases in projects that is most assuredly likely associated with the Global Pandemic of 2020. In the second week of March 2020 we were forced to shut down non-essential and/or non-emergent inspections. Governor Baker and the Department of Fire Services Order via Executive Order the deferral of residential inspections until further notice (residential inspections were authorized in July 2020). With the exception of emergency situations our Fire Prevention Division shifted our support to COVID-19 administrative and operational requirements. For Administrative COVID-19 duties the Fire Prevention office under the direction of Chief Laracy supported and executed the Emergency Action Plan Strategic Response, weekly data tracking for the Town of Stoughton COVID-19 Locations, weekly briefing with the Massachusetts Department of Public Health, Massachusetts Emergency Management Agency and Stoughton Public Health. At the Chief's direction we provide a weekly Fragmentary Order in support of our original Emergency Action Plan for COVID-19 the provides Global, National, State and community data along with operational updates in regards to the ever-changing requirements of this State of Emergency.

The Fire Prevention office conducted inspections, administrative duties and investigations for Code Compliance for the year 2020 of the following:

Fire prevention Technical inspections

Over 460 Smoke detector and Carbon Monoxide Detector Inspections (DECREASE) as required per MGL 148 sec 26F

27 Administrative and/or Inspections for Oil Burner Applications per CMR 527 SEC 4 (DECREASE)

47 Residential Tank Removal inspections and/or administrative duties (INCREASE)

47 Residential Oil Tank Installation inspections and/or administrative duties (INCREASE)

30 Residential Propane Tank Installation and/or Administrative duties (INCREASE)

Over 52 Code Enforcement (Immediate attention) administrative duties and/or investigations

40 Tank Truck Permits issued

Administrative duties for permit applications and issuance of permits

Fire Drills and Inspections

10-Fire Drills of Hospitals and Nursing Homes

40 Fire Drills for Stoughton Public Schools

40 Inspections of Stoughton Public Schools

10 Inspections of Hospitals and Nursing Homes

17 Child and Adult Daycare facilities

12 Inspections for Rooming Houses

4-Inspections for Hotels

2 Fire Drills and Inspections of Evelyn House Homeless shelter

Administrative duties for Fire Drills and Inspections

Annual Commercial Inspections

16 Annual Inspections of Churches/Houses of Worship

42 Annual Inspections on Turnpike Street

15 Annual Inspections on Campanelli Way
16-Gas Station and Auto service facility Annual Inspections
78 Annual Inspections for Cutting/Welding permits
Administrative duties for Annual Inspections

Our Fire Prevention open house for 2020 was canceled due to the Global Pandemic. Early childhood education was provided this year during fire drills by our SAFER Officers in the 1st and 2nd Quarter (2020-2021) school year to the public schools. Fire Drills were provided for each Cohort this fall. The Senior Safer Program in conjunction with the Stoughton Council of Aging continued to perform Elderly related support services through the installation of Battery operated Smoke and Carbon Monoxide detectors. This program also provides information on any fire safety related concerns.

The Fire Department began using the town online payment provider "City Hall Systems" for online permitting and payments for the Open Outdoor Burning this season. The system allows residents to apply and pay for their permits at home without exposing themselves at the fire station; also protecting our fire department personnel from repeated exposure. We also transitioned our required residential smoke detector inspections to this online scheduling and payment system in July of 2020 in order to improve customer service and provide a more efficient and safe process.

PUBLIC EDUCATION: The Fire Department's Fire Safety Education Program is responsible for educating children and seniors about proper fire safety practices. Due to COVID 19 our personnel were not able to conduct face to face instruction with either our school age children or our seniors. For the past three years, the Stoughton Fire Departments S.A.F.E (Student Awareness of Fire Education) and the Robert G. O'Donnell Middle School partnered in participating in an annual Arson Watch Reward Program Poster Contest for students in grades six through eight grade. In each of these three years' students in Mrs. Kelliann Jarasitis's art program placed in the top two from Norfolk County with one student, Jailyn Carey, placing third place overall in the 2020 Statewide contest.

EMERGENCY MEDICAL SERVICES (EMS): The EMS system of Stoughton Fire Department (SFD) is overseen by the Department of Public Health (DPH) Office of Emergency Medical Services (OEMS). SFD is licensed for three class 1, transporting, ambulances and two class 5, non-transporting (Engine companies). In 2020 Stoughton Fire Department provided emergency medical treatment to 3429 patients and transported 2573 patients to emergency departments for further treatment.

Every year our EMS system is inspected and tested for recertification through OEMS. This inspection consists of a full inventory of our ambulances, review of all of our inspection reports for our equipment, analysis of the EMS training and education provided to our EMTs and Paramedics, scrutiny of the policies and procedures pertaining to EMS, overview of the QA system of SFD EMS, and anything else they deem necessary pertaining to EMS. Laws pertaining to the EMS system are governed by 105 CMR sections 170.001 through 170.1000.

As per 105 CMR 170.030, our EMS system must have a Medical Control Doctor to have authorization to practice as EMTs or Paramedics. "Medical Control means the clinical oversight by a qualified physician to all components of the EMS system, including, without limitation, the Statewide Treatment Protocols, medical direction, training of and authorization to practice for EMS personnel, quality assurance and continuous quality improvement." Our Medical Control Doctor is Dr. Daniel Muse, Brockton Hospital, he provides us with an affiliation agreement that explains our scope of practice, training and our pharmacy

agreement allowing us to refill medications and allows us to purchase all necessary medical supplies which require a medical doctors authorization.

Every ambulance transport and non-transport is reviewed by the EMS officer. The transports are also cross referenced to the protocols set forth by OEMS and the policies of the Stoughton Fire Department. Any unusual calls or calls that deviated from protocol are reviewed with the crew and the supervisors of said crew.

EMS Revenue Summary Report 2016-2020

2016: \$1,026,596.84

2017: \$1,443,368.78

2018: \$1,632,732.73

2019: \$1,603,743.93

2020: \$1,670,120.05

SAFETY AND TRAINING: For 2020 the Training and Safety Office of Stoughton Fire spent a great deal of time working with our new firefighters and recruits in getting them ready for the Mass Fire Academy and monitoring their progress during their first year through the review. This includes ordering books, uniforms, bunker gear, FIT Testing, progress reports at 3, 6,9 and 11 months up to their 1 year sign off.

Our Safety Officer conducted training with all four groups on basic and advanced firefighting skills including quarterly SCBA drills, bi-annual ladder drills, air bags, holmatro tools, boat operation, tours and pre-planning of target hazards, post incident analysis of fires, pump operations, FF CPR, cancer in the fire service, active shooter and hostile response and Critical Incident Stress Management. These drills are conducted on a monthly basis based on a monthly training plan and goal.

GRANTS: In 2020 the fire department was once again successful in being awarded a \$6,400 Massachusetts Emergency Management Agency (MEMA) grant to support the Towns emergency management program. We were also successful in being awarded two Department of Fire Services (DFS) Public Education grant awards to educate Stoughton's Children and Senior's in fire safety programs to reduce fire and fire related injuries within our community. In 2019 the Fire Department received an Assistance to Firefighters Grant (AFG) to conduct Active Shooter Hostile Event and Mass Casualty training in the amount of \$58,000. The fire department will continue to be aggressive and writing equipment grants as they become available. The Fire Department also secured a \$50,000 Public Safety PPE grant for our Fire and Police departments. This will be utilized to offset COVID related overtime and the purchase of personnel protective equipment such as mask, face shields, gowns, etc.

APPARATUS: Our department is fortunate to have a full-time mechanic on staff who maintains the following equipment: staff vehicles; ambulances; fire engines and support vehicles. Our apparatus is very well maintained by our department mechanic who holds a number of emergency vehicle technician (EVT) certifications in the areas of repair and operation of fire apparatus. He has saved the Town thousands of dollars in repairs by doing 95% of work in house. Any work sent out is usually the result of inadequate space needed for such repairs or specialized equipment. Each week he provides a vehicle maintenance update on repairs for the Fire Chief and department personnel. Our mechanic continues to be our liaison with Cabot Risk Strategies, the Towns insurer of vehicles. In 2020 the fire department received the delivery of a new Pierce Fire Engine. Our mechanic led a committee of 4 members from the fire department to design the truck. The Chief, a fire fighter, and the mechanic went to Appleton Wisconsin to Pierce to go over final details with the sales representative and engineers. Throughout the

year the mechanic has been the point of contact for multiple building projects. Some of the projects the mechanic oversaw were the roof replacement, repointing of brick, repairs/ painting of the front of station 1 and lighting upgrades. The mechanic has also worked with the building committee through the design of the possible new station to insure the vehicle maintenance department will be designed to be more efficient for the future growth of the fire department.

EMERGENCY MANAGEMENT: In regards to Emergency Management activities for 2020, I would have to say that our management and response to the COVID 19 Pandemic was our major initiative this year. Our department participated in weekly Massachusetts Department of Public Health, along with MEMA, bi-weekly conference calls. We established early on emergency COVID response policies and procedures and worked seamlessly with the Stoughton Police and Public Health Departments. We secured Personnel Protective Equipment (PPE) early on in the pandemic and to date have an inventory that should last our department into the fall of 2021. Our personnel were, and continual to be, front and center throughout the pandemic. When many stepped back, they stepped up.

In conclusion, I will once again quote the late Fire Chief Paul Roach "I would say that overall the year has been one of success and progress. Neither the success we have enjoyed, nor the progress we have made, would have been achieved without the cooperation of not only our own personnel but that of department heads and many other Town employees who also gave their cooperation and assistance whenever it was requested and wherever it was needed." I would also like to take this opportunity to thank the Town Manager, Board of Selectmen, the Finance Committee and Town Meeting representatives for their continued commitment to public safety. Their dedication and commitment to the Community of Stoughton leaves me with a great sense of pride.

Respectfully,
Michael K. Laracy, Sr., Fire Chief

HUMAN RESOURCES DEPARTMENT

Office located at Stoughton Town Hall
1st Floor
10 Pearl Street
Stoughton, MA 02072

Deanna Chatsko, Program Coordinator HR/Payroll
dchatsko@stoughton-ma.gov 781-341-1300 ext 9226

Tracy Pereira, Program Administrator
tpereira@stoughton-ma.gov 781-341-1300 ext 9259

Office Hours: Monday, Tuesday, Wednesday 8:30 am to 4:30 pm
Thursday 8:30 am – 7:00 pm
Friday 8:30 – 12:00 pm

The Human Resource Department currently has two full-time staff members. The office continues to process payroll in house through Munis for both the municipal and school employees. In addition to processing payroll, the HR staff provides benefit administration

service and support to over 500 municipal employees and over 270 retirees, as well as to the school department employees whenever necessary.

The benefits currently offered by the town are:

Both Employer and Employee funded:

Health Insurance – Effective August 1, 2019 HPI (Health Plans Inc)

Basic Life Insurance – Boston Mutual \$2,000.00 policy

Employee Only Funded:

Altus Dental – offering a low and a high option

American Fidelity – offering a Flexible Spending Plan, disability insurance, accident insurance, term life insurance, whole life insurance, wellness benefits, group hospital benefit.

Colonial Life Insurance – Offering disability insurance, accident insurance, term life insurance, whole life insurance, cancer insurance.

New York Life – Offering disability insurance, whole life insurance.

Boston Mutual – Offering disability insurance, accident insurance, term life insurance, whole life insurance, cancer insurance.

Empower Retirement – 457 Plan offered to town employees

Health Insurance

We held two open enrollments for health insurance this past year—one for active employees and early retirees during the Month of May and another for Medicare eligible retirees during the month of December.

During 2020 the HR Staff met with the Town's insurance advisor, Gallagher, to explore alternate Medicare supplement plans for our retirees. After several meetings, we joined forces with the Mass Strategic Health Group, allowing us to offer a plan with greater benefits to our retirees at a lesser rate—the Aetna Medicare Advantage Plan.

The Human Resources website continues to be a great resource for benefits information, job postings, updated announcements, and open enrollment material.

Visit us at <https://www.stoughton.org/human-resources>

Employees may visit our Employee Self Service at
<https://mss.munisweb.stoughton.net/mss/default.aspx>

HUMAN SERVICES DEPARTMENTS COUNCIL ON AGING

Janiece Bruce, Human Services Director

This past year has been difficult for many of our residents, but as with all communities, the senior population has felt the effects of the Covid-19 pandemic very strongly. When the pandemic hit our country early in 2020 and "shut down" many of our normal activities, the Stoughton Council on Aging followed the Massachusetts's Department of Public Health guidelines and Governor Baker's mandates by scaling down their services to only the most basic and essential. In order to keep our most vulnerable population and staff safe, all of the normal recreational programs were cancelled. Transportation to MD appointments continued on a much lighter schedule as many doctor's appointments were cancelled. Extra sanitizing of the transportation vans, requiring masks, and limiting the number of passengers on a van ride are measures the COA took to help decrease the spread of infection. Grocery shopping and errands were limited, but food pantry deliveries not only continued but also increased to meet the needs of people not able to shop. Meals on wheels also continued on a normal schedule, delivering about three hundred meals a week.

In June, as the Covid-19 cases in town were starting to improve, the Senior Center re-opened on a modified schedule for the in-person lunch program. This was very helpful in getting some of the seniors that had regularly enjoyed the onsite lunches to be able to participate again. Many of these folks had felt very isolated, and this gave them an opportunity to be able to connect with others. As with many older people, the pandemic has been an extraordinary time of isolation and loneliness. Unfortunately, as the surge hit again with a rise in cases in the fall, the on-site meal program closed for the health and safety of the participants. Our COA staff has made it their mission to reach out via telephone to those that needed emotional support.

With our "Healthy for Life" Grant funding, the COA started having some of their fitness and art tutorial classes taped and shown on SMAC programming. This was well received by many and it gave people an opportunity to follow along with a familiar instructor in the comfort of their own home. Although we know they miss going to the Senior Center, it was a healthy source of connection and diversion.

The Senior Center for most of 2020 was open by appointment only. In normal times, the Stoughton Council on Aging is active with a wide variety programs to enhance the lives of Seniors aged sixty and older, as well as citizens with disabilities living in the Town of Stoughton. The primary goals and responsibilities that support the COA's mission are:

1. To identify the needs of the community's senior population and the resources available to meet those needs.
2. To design, promote, and implement needed services and programs to coordinate with existing services.
3. To educate the community as to the needs of its senior citizens.

During "non-pandemic times", some of the programs we have to meet the needs of Seniors are as follows:

Transportation: The COA transportation program offers rides to Seniors and people with disabilities to medical appointments, day programs, food pantry, shopping, errands, and lunches at the Senior Center. The medical rides take priority in the schedule. The COA vans run on weekdays from 7:00 am to 3:00 pm (2:00pm on Fridays) The fee is \$2.50 one way. For those with financial circumstances, fees can be waived. The COA works in conjunction with BAT for the leasing of the buses with no cost to the town.

Meals on Wheels: In partnership with Old Colony Elder Services, the COA provides Seniors with nutritious hot meals. In 2020 the Stoughton Council on aging provided many home delivered meals to homebound and frail residents, as well as the hot lunches provided in the Senior Center dining room. Having lunch onsite at the COA, not only provides a delicious meal but gives people an opportunity to socialize. Old Colony Elder Services provides a part-time employee to not only oversee the food preparation at our COA site, but manage the delivery program. Valuable volunteers from the COA deliver the meals to individual homes in the community. It not only provides nourishment to the recipients, but is a comforting connection to have a person say hello and check in almost daily.

Outreach: The Stoughton Council on Aging is an important resource for Seniors that need assistance with a wide range of issues. We have several outreach workers that are knowledgeable in the areas that concern most Seniors. This includes but is not limited to: health insurance information, fuel assistance, tax relief programs, welfare assistance, supportive services and available resources, and health information. The COA works with other town departments such as the Fire and Police, Veteran's office, Public Health and VNA, Public Library, the Treasurer and Collectors office as well as many other organizations.

In addition to the Outreach Workers, the SHINE program helps seniors navigate their way through open enrollment in Medicare, as well as assisting people as they are getting ready to retire. The SHINE counselor is a volunteer position and provides a valuable service to the senior population.

Programming: The COA has a variety of social events for people to participate in. Whether it be to share time with others pursuing hobbies, watching movies, playing cards or bingo, or joining in a breakfast club or fitness class, the COA is a great place to be. The COA newsletter as well as the website provides information about the different upcoming events. Partnering with different organizations such as the Norfolk DA's office, Sheriff's office, as well as other town departments helps with events such as lectures, cookouts, and other programs. Some programs may be free, but most are \$2.00 to \$10.00 depending on cost to hold the event.

Health Clinics: The COA is fortunate to have the Stoughton Public Health and Visiting Nurses as a great partner and support. Weekly blood pressure clinics are held at the COA as well as seasonal flu clinics.

Exercise: We have over 40 exercises classes each month as well as a walking club that meets three times a week. In partnership with the YMCA, Seniors can use their facilities on Wednesdays if they have an active exercise pass with the COA.

Volunteerism: The COA is a great place for people to participate in volunteer activities. It helps people stay engaged and also fills in the gaps where we could use additional help.

Senior Tax Relief Program: This is an excellent program to give income eligible seniors a way to work off \$750.00 in their property taxes. The COA determines eligibility and then places a senior with a job in a town department that has requested help. The COA tracks the hours worked and is turned in to the Treasurer and Assessor's office for tax relief.

Grants: The Executive Office of Elder Affairs (EOEA) provides a yearly grant to all towns in Massachusetts. This grant is based on the population of people 60 years and older using 2010 census data. Stoughton's senior population according to these statistics is 6,166. The amount per senior varies depending on the state budget. The rate for FY120 is \$12 per elder. This grant helps with programming, activities and transportation. Due to the dramatic change in the COA activities and attendance, it is unknown how funding will be affected for the next year.

Another grant Stoughton received is "The Healthy for Life Grant" This grant was obtained by the Old Colony YMCA from the "Tufts Health Plan Foundation" and Stoughton COA is named as one of the funding partners. It is for \$5,000 a year for 3 years to encourage seniors to increase their health knowledge and participation in health programs.

As we move into a New Year, we are looking forward to being able to get our Seniors back to socializing, participating in activities, and having a safe place to go. Hopefully as a Covid-19 vaccine is rolled out, this will be a reality within months!

When the Senior Center re-opens, please stop by 110 Rockland Street to get acquainted with all that the COA has to offer.

PUBLIC HEALTH ASSOCIATION

Janiece Bruce, Director of Public Health and Human Services

The year 2020 has been a year unlike any in our lifetime for Stoughton Public Health Association and for so many of our residents. Little did we really comprehend in January when the talk was of a world-wide pandemic that most likely going to come to the US, what it was going to mean for not only our town but the entire country. Just 100 years ago, our town had also been impacted by such a health crisis when the Spanish flu pandemic hit our nation in 1919. In fact, our town's nurse at that time, Alice Murphy, was actively helping our community in her public health role. We are fortunate with medical advances that our country is looking forward to getting a vaccine for Covid-19. In Alice Murphy's day, the only thing to help was good hygiene, wearing of masks and quarantining.

Our town saw its first positive Covid-19 case in early March. From then, it quickly mushroomed. By the end of March, schools and businesses were closing in efforts to stop the spread. Weekly DPH updates and Governor's mandates were the focus of attention for towns, their Boards of Health and Public Health as we put new practices in place to keep our residents and employees safe. Stoughton Public Health took an active role in notifying the Covid-19 positive cases in Stoughton and doing contact tracing for those that may have been exposed.

As the cases were on the rise, doctor's offices were also closing to routine visits. Elective surgeries were cancelled and many people were not opting for home services unless absolutely necessary. For us, this allowed our staff to have the time to provide services to our patients and spend the majority of our time working on Covid-19 cases. Although we were busier than ever, the decrease in skilled VNA cases meant a decrease in revenue. This was reflective in the reduction in billing for services provided from March through June. In June, we started the public addressing their medical needs and referrals began to pick up.

The Stoughton Public Health Association continues to provide excellent skilled services to patients and residents in Stoughton and neighboring towns. Our agency's mission is to deliver quality care to all individuals within our community, and neighboring communities, with respect to professionalism and confidentiality. As a certified homecare agency, we provide skilled nursing, physical therapy, occupational therapy, speech therapy, medical social work services, and home health aide services to a wide variety of patients, as well as public health activities. In FY20, Stoughton Public Health Association made a total of 3,537 visits.

With the pandemic, our protocols for infection control took on an even bigger significance. Although our staff are always maintaining procedures and protocols to prevent the spread of infection, Covid-19 resulted in even more stringent practices, use of PPE, and "Covid-specific" patient education. New policies were put into place for staff screening, patient screening, and guidelines in dealing with those patients and families that may have been diagnosed or exposed to the Coronavirus.

CMS (Centers for Medicare and Medicaid), also issued some temporary regulatory waivers to help home health agencies have flexibility in providing services during Covid-19. One of the flexibilities gave agencies the ability to make more "telehealth visits" rather than home visits. However only in person visits can be reported on a home health billing claim. It also allowed for a 2-way audio-video visits instead of an in person MD office visit, for physicians to perform the required "Face to Face" which certifies a patient for home health services. CMS also expanded the homebound requirement to include Covid-19, stating a patient can be considered homebound if there is a confirmed or suspected Covid-19 diagnosis, or if they have a condition that would make them more susceptible to contract Covid-19. These are just a few that helped agencies continue to provide skilled and necessary services while fighting Covid-19.

A new regulation that has a significant effect on our payment system started as scheduled on Jan 1, 2020. This change overhauled the prospective payment structure (PPS) that had been in place for 20 years. It is now a payment system called PDGM or Patient Driven Grouping Model. It essentially is a complex configuration of payment based on multiple factors such as diagnosis, comorbidities, a patient's functional ability and acuity level, referral source and timing of care provided. It has divided a patient's 60-day episode of care into 2 payments for the first and

second 30 days. The second 30 days of care will be reimbursed at a lower rate. It is confusing and due to Covid-19 and the inability to factor our tele-visits, calculation of payments has been impacted.

Emergency Planning continues to be a major role for the Stoughton Public Health Association. As assigned by DPH, our town belongs to "Region 5" in Southeastern Massachusetts. Stoughton along with other towns in this area are part of the Bristol Coalition for emergency planning. The Coalition is active in helping towns plan for all types of emergency situations, and is a great resource for Stoughton. One of the Table top exercises that our town participated in was titled "Managing an Unusual Infectious Disease". This table top exercise was originally planned for March, but ironically needed to be postponed due to the pandemic. It was rescheduled and held virtually in December. Stoughton was well represented by different town departments that are part of our Local Emergency Planning Committee (LEPC), and our emergency "Call Down" list.

Stoughton Public Health Association held several seasonal flu clinics for adults 18 and older at the Stoughton Senior Center. It was held with strict adherence to the Massachusetts DPH Covid-19 guidelines. Protocols were in place for safe distancing, sanitizing, wearing masks and hand hygiene. We administered approximately 300 vaccinations of both Quadrivalent and High Dose vaccine. Even though our focus has been on fighting the pandemic, the regular cold and flu season is still occurring which only complicates identifying Covid from seasonal flu.

Stoughton Public Health is excited to be able to participate in the Vaccination program for Covid-19. We submitted our application to DPH and it looks like we will be able to receive allotted amounts of the Moderna vaccine for the "Tier one" vaccinations. January should be a month that Stoughton will be able to vaccinate our First Responders against Covid-19. We are hoping that we will play an active role in vaccinating our community as the vaccine becomes available.

Our Quality Assurance Performance Improvement (QAPI) program continues to be ongoing. We hold quarterly meetings to review the latest outcome reports, adverse events, and patient satisfaction reports to identify any problem areas and evaluated how effective our quality improvement activities are. The previous goal of reducing preventable hospitalizations had been met this past year, and data shows that we have continued to stay below the Massachusetts average. A focus for our quality program is in educating the community and our patients on "Preventing the Spread of Covid-19". We have included health and safety tips in our patient information packets.

Educational programs are ongoing for the staff to stay updated on any new regulations, programs, and products. Some of the programs this year were:

- Vaccine training program
- CPR recertification class in September
- Annual mandatory policy review
- New Covid -19 trainings for Staff
- Home Care Alliance of Mass Meetings
- PDGM (CMS's new payment model)

Our agency's policies are reviewed annually, updated, and revised. This year our Policy updates were mainly infection control policies specific to Covid-19. Our goal is to keep patients, their families, and our staff healthy and safe. Another Policy we addressed was the use of email and texting with patients, and maintaining adherence to HIPPA regulations

As a Public Health Department, we participate in town activities that don't fall in the normal realm of a certified homecare agency. Activities that involve other departments and work toward a stronger, healthier community is an important part of our mission. Some of those activities include:

- Communicable Disease Tracking
- Prescription Drug Takeback
- OASIS

- Weekly Blood Pressure Clinics
- Seasonal Flu Clinics
- Public Health Home Visits
- Emergency Preparedness with our LEPC and with our regional coalition
- MIIA Safety Meetings

Financially speaking, the pandemic and the subsequent decrease in referrals due to Covid-19, is reflected in our lower reimbursements. Our revenues totaled \$634,145 and our total operational expenses including salaries were \$745,276. This put us in the negative by \$111,131, not including our indirect costs. That negative difference of \$111,131 is basically accounted for by the three months of "Shutdown" that we and other businesses faced. During this time, our focus shifted to public health and the enormous task of tracking positive cases, contact tracing, and following up with people in our community.

Most of our revenues come from insurance reimbursement for skilled services. Currently we accept Medicare, Medicaid, select Tufts and Harvard Pilgrim plans, as well as Worker's Compensation

Our goals for the coming year are simple. We will continue to provide quality services to our patients and strive for positive outcomes. However, our over-arching goal is to help lead our community out of this pandemic by providing education, public health support, and partner with other communities and health systems in vaccinating our residents. We look forward to a much brighter and healthier New Year ahead!

INFORMATION TECHNOLOGY DEPARTMENT **Trish Shropshire, IT Director**

The Town of Stoughton IT Department provides support for Police, Fire, Department of Public Works, Council on Aging, The Stoughton Library, Cedar Hill Golf Course and the 17 departments located within Town Hall.

This department also provides on-call 24x7 support for Police and Fire dispatch along with every day Help Desk support for all the above departments. Software and hardware installations along with IT related projects are tasked to this department.

2020 presented challenges for the IT department due to COVID - 19. Priorities quickly shifted to provide virtual meeting capability to Employees and Town Meeting Members and also provide reliable Remote access along with laptops for many employees to work from home. The Town was split into two working teams. We needed to provide the same level of support to the team that was working from home as the team that was working in the office. Many laptops were rolled out to employees as a result of Cares grant money.

Department Heads and Committee members were trained in Google Meets so meetings could continue as previously performed. Immediately we began having weekly department heads meetings via Google Meets. Trainings with Committees began with test meetings with full members to ensure that all felt comfortable with the new technology. Google originally provided Google Meets to all customers at the beginning of the Pandemic. We found this service extremely useful so we upgraded our licenses once the free service ran out.

Once confirmed that Town Meeting would be virtual we started training all Town Meeting Representatives in Zoom. Zoom is a little different than Google Meets and it could host more online members. These trainings were in preparation for their Caucus/Organizational and Town Meeting.

Zoom meeting software was utilized for the Caucus on June 25th allowing Town members to be placed into break out rooms by precincts to privately take care of voting in new members within their precinct. Town Meeting was held on the evenings of June 29th – 30th. Zoom webinar was the software choice for the Town Meeting due to the quantity of participants.

The Town graciously accepted a grant from the MAPC, which provided us free assistance in technical personnel to assist with these meetings. The MAPC also assisted in planning for these virtual meetings.

Additionally, the Special Town Meeting was hosted virtually on October 19, 21, 26 and 28. The Town paid for the MAPC to once again assist with technical help during those meetings. Quite a bit of time was put into both the Town meeting and the Special Town Meeting.

Munis Update: Tax Module- all parts of this module are now live in Munis as of May 11. Date to be determined for Business Licensing (included in this roll out will be dog licenses, Board of Health Licenses and Monthly Parking Passes). Utility Billing Module: A discrepancy in our legacy system is causing a huge issue with migrating to Munis. Water Department would like to wait to transition over when all meters are replaced.

We are thrilled to announce that Robert Harback has accepted a part time position as Communications Specialist. Roberta will be utilizing her expertise to assure that the community does not miss out any information.

SUBSTANCE ABUSE PREVENTION DEPARTMENT

Stephanie Patton, MPH - Prevention Coordinator

Overview: Since 2004, the Town of Stoughton has worked collaboratively to prevent substance misuse, with a focus on youth prevention. For many years, the prevention work, and staff fell under the Stoughton Youth Commission. In July 2020, as part of some organizational restructuring and streamlining, Prevention became its own Department. The primary “engine” for Stoughton’s prevention work has been the OASIS coalition, which provides a framework for collaboration between town departments, local, regional and statewide partners and residents. While the Coalition continues its focus on youth prevention, the Department has a broader population focus, which positions the Town for increased grant eligibility. The staff for this Department have moved from co-locating with the Youth Commission, to the new Recreation Department building. We are hopeful that as safety allows additional in-person programming, this space will provide many opportunities for both formal programming and outreach efforts, as well as informal opportunities to engage with community members of all ages.

Staff: Our Department is comprised of two full time staff: Stephanie Patton, MPH, Prevention Coordinator; and Jessica Kuhn, MSW, Regional Substance Abuse Prevention Collaborative Coordinator (this position is grant funded). In addition, the Department supports an 11-month Americorps Massachusetts Promise Fellow (mostly grant funded through the Massachusetts Promise Fellowship) and two (unpaid) undergraduate social work interns.

Grants: The Prevention Department manages several grants. In 2020 those grants included:

- **Massachusetts Department of Public Health, Bureau of Substance Addiction Services, Substance Abuse Prevention Collaborative Grant.** \$100,000 per fiscal year. Stoughton has held this grant since 2015. The grant focus is to lead a collaborative of local communities, Canton, Holbrook, Stoughton and Walpole, to implement regional underage drinking prevention efforts. Stoughton is the lead community on this grant which supports a full-time Regional Coordinator (Jessica Kuhn) to manage grant activities. This grant ends June 2021.
- **FY20 Substance Abuse Prevention Legislative Earmark.** \$30,000 for FY20 (July 2019-June 2020). Senator Timilty advocated for this Legislative Earmark to support substance abuse prevention efforts for communities in his district. In FY20, Stoughton used this Earmark to support many of the strategies and programs detailed below, as well as prevention programs and strategies that occurred in the 2nd half of 2019. In the summer of

2020, Senator Timilty secured a new Earmark for Stoughton prevention efforts for FY21. The FY21 Earmark will be used for local prevention work in the first 6 months of 2021.

- **Americorps Massachusetts Promise Fellowship.** Stoughton has been awarded the opportunity to host a full-time, 11 month, Massachusetts Promise Fellow, every year since 2012. Through this Fellowship, the Department is able to offer the Stoughton Youth Leadership Institute to High School Students, providing opportunities to develop their leadership skills, and supporting a robust local community service program. The annual cost to the Town is \$10,800, which represents less than 1/3 of the full cost of the position.

In 2020, we have all been confronted with many new challenges resulting from the COVID-19 Pandemic. Many of these challenges exacerbated the risks for misusing and/or abusing alcohol and other drugs. Furthermore, many of the connections and opportunities community members rely on to mitigate those risks have been negatively impacted due to the Pandemic. With that in mind, a lot of prevention work this past year was focused on addressing those risk and protective factors in an effort to bolster health and wellness and reduce substance misuse.

The Prevention Department works closely with the Police and Fire Departments to identify and monitor local substance abuse trends, as well as collaborates with the School Department to regularly conduct youth health surveys from students in grades 6-12, including a survey of high school students in February 2020. In addition, focus groups, stakeholder interviews and reviewing State and National data occur throughout the year.

2020 Strategy & Program Highlights: Some highlights over the past year included: development of resource materials for substance abuse prevention and treatment, mental health resources, COVID resources, etc.; data collection; development of vaping prevention media campaign for Stoughton High Students; provided numerous virtual parent workshops, including a virtual version of *Hidden in Plain Sight*; hosted *Stoughton Conversations* for leadership development; provided Youth Leadership Institute for Stoughton High students under the direction of the MA Promise Fellow; implemented social host liability *Sticker Shock* campaign; produced numerous episodes of *U-Knighted for a Healthy Stoughton* cable show; Intern projects in collaboration with OMS and the Recreation Department focused on supporting youth and family connections to the community and social, emotional health; hosted Virtual Overdose Awareness event; provided Prescription Drug Take Back at Hazardous Waste Day.

Racial Equity in Municipal Planning (REMAP): Over the summer, the Department worked closely with the Selectboard, Town Manager's Office and other Departments to submit a proposal to the Metropolitan Area Planning Council to participate in their Racial Equity for Municipal Planning (REMAP) project. Stoughton was selected to participate in this pilot year. Stephanie Patton is the project manager for the Stoughton team. This team will engage in trainings to look at municipal operations through a racial equity lens and will develop a municipal action plan by the end of 2021. As racism is a public health issue that can produce toxic stress, it can be a risk factor for substance abuse. Building our capacity to look at prevention work through an equity lens, as we support the Town's broader efforts to look at municipal operations using an equity lens, will continue to be an important focus moving forward.

MassCALL3 Grant: This Fall, we submitted a competitive grant proposal to the Department of Public Health's Bureau of Substance Addiction Services for the next iteration of the regional substance abuse prevention collaborative grant. Decisions for this grant award will be made in early 2021 with a start date of July 1, 2021.

INTERNAL AUDITOR/FINANCIAL ANALYST

Susan Herman – Internal Auditor/Financial Analyst

Mission: Internal Auditing is an independent and objective activity which can examine a broad range of an organizations' functions and activity. The Internal Auditor works on behalf of and reports to the Town Manager.

Accomplishments, Challenges, Recommendations

- For Health Insurance the Town moved to a new retiree health plan at a lower cost with improved benefits. After a first year rate decrease of 22.0% (Jan-Dec), rate increases are fixed at 4.5% for the next two years. This had a positive impact on the health insurance appropriation for Fiscal 2022. Significantly, this change will reduce the Town's next OPEB valuation. Each week we review claims and were able to identify \$51,000 that needed to be reversed. The Town will need to address rising claims experience through a combination of measures prior to Fiscal 2023. We recommend the Insurance Advisory Committee begin weighing options during Fiscal 2022.
- The Town's Contributory Retirement expense for Fiscal 2022 and Fiscal 2023 will increase at a lower rate than other Norfolk County Communities. After 2 cycles (4 years) of above average increases this is an achievement, the importance of which cannot be overstated. The town needs to remember, that retro increases granted in new contracts during calendar 2020 will impact the assessment for Fiscal 2024 and 2025. Seeking ways to reward exceptional employees – other than fully pensionable pay – is critical to the town's fiscal health.
- All aspects of employee work are important in controlling Workers Compensation and Injured on Duty Costs. Hiring, training and supervision "best practices" need to be actively pursued on behalf of every employee, especially those in greater risk codes. Preventing just one future problem per department means a sizeable savings to that department. At the request of the Town's stop loss carrier, an extensive audit was performed within the past year re: salaries and risk codes. This helped "prove" the salary risk code data submitted during the last several years was in good order.
- We became a working member of the Job Description/Performance Review Task Force under the direction of Human Resources. Modern and thorough job descriptions are essential to providing managers (and their staff) with direction as well as objectively measuring performance. As an example, improving workers' compensation experience can be a Manager's goals. The creation of this Task Force has been a necessary step for the Town.

- In order to strengthen department activity, the office investigated new uses for available data. A new report is "Stoughton Region Results - Restaurant and Hotel Excise" sent to the Economic Development team, and Ride Share trends when available. We have begun communicating Cyber Information to the town's IT Directors advocating that a confidential cyber plan be in place.
- Gasoline usage audits take place throughout the year both for a department and individual vehicle. As a result of a financial audit, we recouped \$6,200. While we were able to eventually tie out deliveries, invoicing, and payments, there was concern over the length of time it took to get invoices paid. We reviewed process with DPW staff and that was satisfactory. The financial piece of the process has improved with bill payments timely.
- We "turned around" thirty-five (35) grant awards during calendar 2020 totaling over \$3,000,000. An electronic grant form has been issued making it easier for departments to meet the requirements for setting up their grants. Most grants are remitted through state wires which we enter into MUNIS bi-monthly. While not originally intended for grant oversight it yields the benefit of knowing where departments may have failed to comply.
- We are managing the town's FEMA and CARES accounts which were established as a result of the pandemic. We work with both FEMA and CARES representatives, disseminate information to departments, and file the required documentation and forms. While technically categorized as "grants" they do not really function that way. The goal is to be fairly reimbursed and maximize the town's resources.
- Fifty (50) personnel actions were approved during 2020. These personnel actions include resignations, new hires, seasonal workers and job changes. We check FTE counts, budget availability, conflict of interest, amount and nature of "buyouts", and labor agreements which are relevant to the personnel action. Progress has been made in reigning in buy-outs. Certain aspects are due to Federal law or long standing union contracts so it is a cost the town will likely continue to experience.
- Fair and "cost based" fee increases need to be implemented for those that are low vs. comparable communities. No one could have foreseen the value of raising MLC rates prior to a pandemic. There has been record refinancing over the course of the pandemic throughout Norfolk County for which an MLC is required.

Noteworthy: "Tone at the Top" makes a difference. That is what is ultimately responsible for the accomplishments noted in this report. Dr. Robin Grimm leads your team and is changing your government's culture. The citizenry will benefit in the coming years.

STOUGHTON PUBLIC LIBRARY

Library Board of Trustees, Harvey Levensohn, Chair, Sheila Osborne, Vice-Chair, Susan Zbinski, Secretary, David Lambert, Rachel Lazerus, Peggy Sewcyk, Barbara Canavan (Emeritus)
and
Patricia Basler, Library Director

Library Services

The Stoughton Public Library was open 64 hours per week (9am-9pm Mon-Thurs.; 9am-5pm Fri, Sat), 6 days per week until March 16, 2020 when the Governor of Massachusetts shut down non-essential work in response to the Covid-19 pandemic. In early April library staff began offering "virtual" and "on-line" story time and other programs they could do from home via Zoom. In late May staff returned to the building and began providing Front Porch Pickup Mon.-Sat. so library patrons could borrow items currently in the Library. In early July state-wide delivery started up again and we were able to begin sharing items of other OCLN libraries that were open at that time. Staff have worked in the building on two teams (M/W/F and T/Th/Sat) to prevent full staff exposures, and masks and social distance are required at all times.

The Stoughton Public Library provides access to over 88,000 items to borrow in the form of books, magazines, audio-books and music on CD, movies, TV series and games on DVD, e-books thru *Overdrive*, e-magazines thru RBDigital, Kindles and many reference sources. As a member of Old Colony Library Network (OCLN), a consortium of 28 public and academic libraries located in the towns of Braintree all the way down to Sandwich, our patrons have access to all the items within those town and college libraries. Statewide delivery ensures a book you borrow from another library will be delivered to the Stoughton Library within 1-2 days. Patrons have access to our on-line catalog from home as well as in the Library via any Internet device including smart phones. During the pandemic OCLN has also offered all Stoughton children grades K-12 easy access to e-content by using their School ID number if they do not have a Library card.

The Library continues to offer a wide variety of programs for adults, teens and children, but since April, these have been adapted to virtual via Zoom, held outdoors until early December, or providing "Take & Make" crafts where patrons pick up a supply bag before a zoom program. In this way we have been able to continue some of our regular programs including crafts, painting, book & technology clubs, special performances for all ages, and many educational, self-improvement, and entertainment programs. We offer a series of Employment Seminars to assist those looking for jobs and a variety of exercise programs such as yoga, zumba and meditation to help patrons cope with the pandemic.

During FY2019 (July 1 2019-June 30, 2020) Stoughton Public Library statistics:

- 160,280 Items were borrowed
- 13,850 patrons attended live and virtual programs
- 11,505 patrons used public computers/Internet (9 months)
- 6,807 volunteer tutor hours were provided to Adult Learners
- 1,549 community and conference room uses (9 months)

The Library provides **Outreach Services** through personalized delivery to our elderly patrons who may be homebound or residing in one of the many local senior housing complexes or long-term care facilities in Town. Outreach services were adapted to include bringing large type books, audio books, music, videos to a homebound senior and provide a friendly weekly phone visit. We also lend several aides for the vision impaired such as a large Kindle, hand-held magnifying Travelers and two desktop Optelec Video Magnifying Units. This service is crucial to helping seniors live independently in their homes as long as possible.

Summer Reading Program has been in place for over 38 years with the Stoughton Public Library and the Recreation Department collaborating to provide an exciting and entertaining program for the children of Stoughton, both at the Library and at the South School summer camp. During the 2020 Summer all programs were held virtually or outside at Halloran Park adjacent to the Jones School. Elementary children and young adults participated in our 7-week program filled with weekly performances by storytellers, clowns and magicians, crafts, dance, and art classes, along with a graduated incentive program which rewards children with small prizes and raffles as they read throughout the summer months. We are especially thankful to the Knights of Pythias who provided children's bikes, helmets and locks for raffle prizes.

Monday Night Homework Center is now in its 14th year and has become a well-established program at the Library. This is a very successful joint venture funded by the School Dept. and run at the Library. This program had to be suspended in March 2020 and hopes to begin again in the fall of 2021. Special thanks to Sheila Osborne, Susan Zbinski and Lynne Jardin, who run the program. This program offers homework assistance to children from 6th to 10th grade every Monday night during the school year, and is staffed by volunteer tutors from the High School Honor Society as well as Stonehill College students majoring in education. One-on-one tutoring occurs for all subjects, from 6-8 pm with a 20-minute break for dinner, and an occasional guest speaker. We are very grateful to the Stoughton Schools for their support of this program.

Adult Literacy Program

The Adult Literacy program at the Library transitioned to offer free virtual on-line volunteer tutor training and workshops to ensure successful one-to-one tutor/adult student learning. This program has been running for 21 years, and we currently have over 100 pairs of adult students matched with trained volunteer tutors, with many still on the waiting list. Our students represent many different ethnic groups, backgrounds and education levels, but what they share in common is the desire to become fluent in English, provide for their families, and become more involved members of the community. This past year we received a grant from Eastern Bank to offer Citizenship classes to assist our adult students to become US citizens. The Sharon and Canton Public Libraries continue to operate under our umbrella, thereby increasing the number of available tutors to assist in meeting the needs of our adult students. We continue to provide 5 Conversation Classes a week to bring people off the waiting list and get them started before we have a trained tutor available for them. This program has provided over 6,000 hours of free one on one tutoring to adult literacy students and over 300 hours of Conversation Classes. We are grateful for the support of the Town of Stoughton, the Department of Education, Literacy Volunteers of Mass. and the many volunteers that make this program work.

Local Support

Special thanks to the Library friends group SOLA (Support Our Library Association) led by Lynne Jardin as SOLA President, Sharon Fradkin as Vice President, Alethea MacFarlane as Treasurer, Kelly Sprague as Secretary and Board Members Dave Melchin, Steve Wilkinson, Katherine Weiss and Fred Yaitanes. Supplemental support from SOLA has helped the Library offer a wide variety of additional virtual programs during the pandemic. We are thankful to the many hard working participants from the Senior Tax Relief program sponsored through the Town as well as the school PTO/PTAs, local businesses and clubs whose donations sponsor the Summer Reading Program. The Stoughton Cultural Council has also continued to be a generous sponsor of extra library programs. We also appreciate the spirit of cooperation we receive from other Town departments such as the Stoughton Schools, Youth Commission, Recreation, Council on Aging, Public Health, Police, Fire, Engineering, Building and Public Works Dept. We thank the staff at the Stoughton Public Library for their dedication in providing a pleasant and welcoming environment for Stoughton residents to visit, learn, explore and improve the quality of their lives. And finally, we are grateful to the Town Meeting Representatives who have always voted to financially support their Library.

PLANNING DEPARTMENT

John Charbonneau – Town Planner

The Town Planner works within the Development Services Department and under the supervision of the Town Engineer. The Town Planner acts as technical staff to the Planning Board and is a member of the Downtown Redevelopment Task Force and the Joint Transportation Committee (JTC) of the Old Colony Planning Council (OCPC). The Town Planner works closely with the Engineering Department and the Building Department to ensure that projects conform to the Town Bylaws. The Town Planner also answers questions regarding potential projects as they apply to local regulations to help applicants determine whether or not to move forward with a project or amend the scope of a project.

The Town Planner conducts the daily operation of the Planning Board in reviewing project applications, distribution of application submittals to various Town departments and boards and preparation and publishing of legal advertisements for public hearings. The Town Planner also writes decisions on behalf of the Planning Board and prepares and posts all meeting agendas. The Town Planner coordinates pre-application meetings between applicants and department heads to provide guidance to applicants so that applications can be as complete as possible upon submission and also acts as the liaison between the Planning Board and Town Counsel when there is a matter before the Board that requires legal guidance.

Another role of the Town Planner is to research and prepare amendments to the Zoning Bylaws and the Land Subdivision Regulations. These are fluid documents that require updating to remain current and relevant. The Town Planner also conducts and/or assists in conducting public outreach for Zoning Bylaw amendments. Lastly, the Town Planner works with the Economic Development Director to promote economic growth in Stoughton through project review and approval and amendments to the Zoning Bylaws.

In February of 2020 the consulting team from Horsley-Witten was selected to work with the Town on the new zoning regulations for the Town Center area. The Planning Board has worked in conjunction with the staff working group, the Downtown Redevelopment Task Force (DRTF) and the consultants on creation of new zoning regulations. A subcommittee of Joe Scardino and Dan Kelly was appointed to work with the consultants and the Town Planner on behalf of the Planning Board. Meetings were held in the spring to begin work on a survey that was distributed to residents in July of 2020. Nearly 800 responses were received in August and work began on the draft regulations. After multiple reviews, the draft regulations were presented to the Selectboard in January. Work

on the draft regulations is ongoing and will be complete in time to be presented to the Fall 2021 Special Town Meeting.

The Town Planner applied for a grant through the Department of Housing and Community Development's (DHCD) Community Compact Best Practices to fund a portion of technical assistance to conduct a zoning analysis of the Campanelli Parkway and Route 27 area in southeast Stoughton in the amount of \$25,000. In addition, he also applied for a Local Technical Assistance Grant through the Metropolitan Area Planning Council (MAPC) to provide the technical assistance in the amount of \$5,000. Both were successful and work will begin on the analysis in January of 2021.

The Town Planner also secured a technical assistance grant through the Old Colony Planning Council (OCPC) for the completion of the update of the town's Housing Production Plan.

The Town Planner attends the Joint Transportation Committee (JTC) meetings of the Old Colony Planning Council (OCPC) and acts as an alternate representative to the Brockton Area Transit (BAT). He also coordinates pre-application meetings between department heads and applicants to provide guidance and expedite the review and permitting process.

PLANNING BOARD

John Charbonneau, Town Planner

Members of the Planning Board

Joseph Scardino, Chairman

Daniel Kelly, Vice Chairman

Jonathan Garland

Senesie Kabba

Paul Demusz

The Planning Board lost a valuable member in Lynne Jardin and the Board is grateful for her contributions during her time on the Planning Board. The Board welcomed Paul Demusz as the newest member of the Planning Board.

The Planning Board reviews and approves plans for Site Plan Approval pursuant to Section 10.6 of the Zoning Bylaws and for Special Permits as provided in various sections of the Zoning Bylaws on commercial and industrial developments. The Board also conducts Scenic Road public hearings for conformance to the Town of Stoughton's standards. In collaboration with the Engineering Department, ongoing review and inspection of subdivision, commercial and industrial developments are conducted by the Town Planner and the Board.

The Planning Board also has statutory authority under M. G. L. Chapter 40A to review, draft and approve amendments to the Zoning Bylaws. The Board is also required to hold public hearings for any Zoning Bylaw amendments, including citizens' petition articles.

The Planning Board also interprets the Subdivision Control Law under M.G.L Chapter 41, Sections 81 – K through 81 – GG which contains a detailed comprehensive set of land use regulatory tools. The Planning Board's recommendations are an integral mechanism that facilitates and implements the planning function of the Town. The Board also has the authority to review, draft and approves changes to the Subdivision Rules and Regulations and does so by holding public hearings.

The Planning Board and the Town Planner are primarily involved in the implementation of its goals and objectives pursuant to M.G.L Chapter 41, Section 81-D. The goal of the Master Plan is to facilitate the decision making process and provide a footprint for future progress. The Master Plan is a comprehensive document which reflects the ideas of citizens, elected officials, town officials, town boards, committees and the business community in an effort to reach consensus utilizing the best practices, concepts and techniques available. The Master Plan

focuses on fulfilling these elements which are required under Massachusetts General Law, Chapter 41, Section 81-D, as well as, identifying planning issues of concern. The Master Plan has resulted been successfully employed in numerous successful grant applications.

The Planning Board has worked collaboratively with developers to address challenges in an ongoing review of downtown developments to ensure that they adhere to not only the Zoning Bylaw regulations, but also to the Downtown Design Guidelines and Storefront Design Guidelines. The Planning Board is playing a key role in reviewing and amending the new downtown zoning regulations that will be brought to the Special Town Meeting in the fall of 2021.

Special Activities

The Town Planner, Planning Board and Engineering Department were successful in obtaining Town Meeting approval for a comprehensive revision of the Town's Site Plan Approval Bylaws in Section 10.6 of the Zoning Bylaws at the October 2020 Special Town Meeting.

The Planning Board working collaboratively, with the Old Colony Planning Council (OCPC) and the Engineering Department analyzes traffic congestion, road safety, comprehensive planning endeavors such as the Housing Production Plan, and transportation improvements measures such as the implementation of the Transportation Improvement Program (TIP) administered by the Massachusetts Department of Transportation. (MassDOT).

The Planning Board also consults with the Metropolitan Area Planning Council (MAPC) and the Old Colony Planning Council (OCPC) on a technical assistance basis on various planning activities to advance planning, zoning and comprehensive planning efforts.

The Planning Board also continues to have representation on the Downtown Redevelopment Task Force (DRTF), whose mission is to promote development in the SCMUOD district and the Central Business District (CBD) and to work with other regulatory boards on promotion of development in these districts.

Permit Activity

The Planning Board activity included meeting 17 times in the 2020 calendar year despite the pandemic and its restrictions to review and approve applications and to oversee the construction of residential, commercial, and industrial developments, reviewed applications for the reconfiguration of lots not requiring subdivision approval (ANR Lots), reviewed and held public hearings for review of Special Permits and Site Plan Approval.

The Planning Board reviewed and approved the following site plan approval / special permit and definitive subdivision projects: Glen Echo (Town recreation area site plan approval), 763 Washington Street (Army/Navy sign special permit), Lot 2 Washington Street (commercial building site plan approval), 357 Page Street (commercial building expansion site plan approval), 409 Canton Street (commercial building site plan approval), Lawler Lane Definitive Subdivision, 287 Washington Street (O'Reilly Auto Parts Bond Release), Shoppes at Page Point (electric vehicle charging station modification to special permit), Herron Crossing (fence relocation modification to site plan approval), Peach Orchard Park Definitive Subdivision, 780 Washington Street (Universalist Church sign special permit), 413 Washington Street (Jersey Mike's sign special permit), Panera Bread (special permit extension) and 760-770 Washington Street (mixed use building and off-site parking special permits). In addition to the above projects, the Planning Board also approved the release of \$82,505 in landscaping bonds that were being held for several projects.

<u>Project</u>	<u>Approval Type</u>	<u>Date Approved</u>
760-770 Washington Street (Malcolm-Parsons Building)	Special Permits for Mixed-Use Building / Off-Site Parking	January 14, 2021
780 Washington Street (Universalist Church)	Special Permit for Signs	December 10, 2020
413 Washington Street (Jersey Mike's)	Special Permit for Signs	December 10, 2020
Panera Bread	Special Permit Extension	December 10, 2020
Peach Orchard Park (Off of Pleasant Street)	Definitive Subdivision	November 12, 2020
Herron Crossing (Ground-Mounted Solar Array)	Site Plan Approval Modification	October 8, 2020
Shoppes at Page Pointe (Electric Vehicle Charge Stations)	Special Permit Modification	September 24, 2020
287 Washington Street (O-Reilly Auto Parts)	Bond Release	June 25, 2020
Lawler Lane (Formerly Johnson Avenue)	Definitive Subdivision	May 28, 2020
409 Canton Street (Commercial Building)	Site Plan Approval	May 14, 2020
357 Page Street (Commercial Building Expansion)	Site Plan Approval	February 27, 2020
Lot 2 Washington Street (Commercial Building)	Site Plan Approval	February 13, 2020
763 Washington Street (Army/Navy Store)	Special Permit for Signs	January 23, 2020
Glen Echo (Recreation Area)	Site Plan Approval	December 12, 2019

The Planning Board also received applications and has begun review of the following site plan approval / special permit projects: 207 Page Street (Milton/CAT commercial building site plan approval and sign special permit), 3 Porter Street (mixed use building special permit and site plan approval), 1580 Turnpike Street (gas station / convenience store site plan approval and drive-through facility special permit), 19 Camden Street (self-storage facility site plan approval) and 760 Pleasant Street (Capen Reynolds Town dog park and community garden site plan approval).

POLICE DEPARTMENT

Donna M. McNamara, Chief of Police

Mission Statement

Our Purpose

The men and women of the Stoughton Police Department are dedicated to providing excellence in safety, security, and service to the community. We uphold the laws of the Commonwealth and the Constitution of the United States.

We in the Stoughton Police Department exist to serve all people with respect, fairness and compassion. We are committed to the prevention of crime and the protection of peace, order and safety.

Committed to the Community

We will maintain a bond with the community through continued partnerships, initiatives, and outreach. We strive to be a full partner with the people of Stoughton by holding ourselves to the highest standards of performance and ethics.

We are Problem-Solvers Committed to the Future

We shall employ a forward thinking approach in all that we do. We will think innovatively to correct the quality of life problems so important to our residents.

Our highly dedicated members are the most treasured asset and the cornerstone of our department's success. We will attain successes through a dedication to the development of our officers with world-class training and leadership.

It is my privilege and pleasure to submit to you the annual report of the Stoughton Police Department:

I wish to begin the 2020 Annual report by recognizing the incredible dedication and hard work by the men and women of the Stoughton Police Department. The sworn personnel as well as civilian staff are committed to providing quality service each and every day to our community. The COVID-19 pandemic overwhelmingly dominated the work and safety precautions necessary to ensure the safe day to day operations of the police department.

During the early months of April and May, the Stoughton Police Department implemented a number of Special Orders which changed usual procedures in order to reduce the potential exposure to COVID-19 with Officers and the public. The changes included temporarily halting in person processing of Firearms Licensing appointments and closing the lobby of the police station to the public except for emergencies. There were changes to response procedures for Officers included having Officers don numerous levels of personal protective equipment before entering buildings for calls for service at any long term care facilities. While the overall number of calls for service reduced during the months of April and May, the heightened stress for Officers increased on all calls for service. The Officers continued to be the first line of defense during a very difficult and stressful time battling an invisible unknown enemy. Before an Officer entered a building they would don eye protection, a mask, gloves and potentially a protective suit to prevent the virus from having contact with their uniform and after exiting the building they would have to decontaminate on scene and then return to the station to further decontaminate as an additional precaution.

The Stoughton Police Department had to change the protocol when an arrest was taken into custody and held until arraignment. All arraignments that would normally be held in the Stoughton District Court were now held in the booking area of the Stoughton Police Department. The process required Officers and Supervisors from the Police Department to handle the arraignment process. The new District Court procedure placed an added burden on all Officers and Supervisors. The police department has continuously made adjustments for the District Court proceeding throughout the year and will continue to make the necessary adjustments to operations to accommodate the pandemic restrictions.

Numerous avenues to procure N95 masks and other personal protective equipment was a priority over the months of April and May. The Stoughton Police and Fire Department worked together to accomplish acquiring the necessary equipment. MEMA supplies were shared by the Fire Department with the Police Department as well as N95 masks procured by the Police Department which were shared with the Fire Department. At the time of this report the Stoughton Police Department has been able to secure all the necessary PPE for the department and continues to monitor our supply.

The Town of Stoughton saw a significant number of positive COVID-19 cases reported on a daily basis through 2020. Beginning in March through June with a reduction during July until September, and increasing again significantly from October until December. The communication sharing of positive

COVID-19 cases between the Public Health Office, Stoughton Police and Stoughton Fire Department was essential and constant. A database of addresses (no names) with positive cases was created for the Stoughton Police and Fire Department. The database was managed seven days a week by the Police Chief, Fire Chief and Public Health Director.

As Governor Baker opened the Commonwealth back up at different stages calls for service began to increase. During the months of March through April while the Commonwealth was in quarantine there was a dramatic reduction in police calls for service. There was almost no proactive police enforcement during the month of April due to the COVID-19 concerns and due to the quarantine protocols. When reviewing the calls for service the numbers indicate the calls for service increasing in May as protocols were loosened for the general public. In May Officers began more proactive enforcement as well. During the remainder of the year from May to December calls for service resumed at the more typical level.

George Floyd /Police Reform Demonstrations

During the month of June, the Stoughton Police Department dealt with numerous demonstrations in response to the national public outcry regarding police reform. The facilitation of the peaceful protests were the coordination and cooperation with the protest organizers and the Stoughton Police Department. The common goal was to allow those wishing to exercise their Constitutional Rights the opportunity to do so, while also providing for the safety of our community. The goal was successfully accomplished during all demonstrations. We are duty bound by our oath of office to hold the US Constitution and the Massachusetts Constitution in the highest regard.

Staffing

The current police staffing level consist of 60 sworn personnel. The staffing break down of the current level is 1-Chief, 1-Deputy Chief, 3-Lietuentsants, 9-Sergeants and 48 Patrol Officers (which includes 7-Detectives and 2 School Resource Officers). In October of 2019, two vacancies were filled and began the 26- week training at the MBTA Academy. Due to the increase in COVID-19 restrictions, the two student officers graduated from the MBTA police academy earlier in March of 2020. In June of 2020, two student Officers began the MBTA police academy and graduated in September. In August of 2020, two additional student Officers attended the Plymouth MPTC Police academy and they graduated in November. We are currently in the hiring process to fill the additional vacancies due to attrition during the calendar year of 2021. Our non-sworn staff consists of 1- Communication Administrator, 9 full-time Dispatchers, 2- per diem Dispatchers, 1-Program Administrator –I and 1-Program Administrator II.

During the calendar year of 2020, the Stoughton Police Department responded to a total of 20,892 actual calls for service. The total number of offense reports investigated was 1,290 an increase of 66 reports, crash reports investigated was 888, a decrease of 333, and arrest/ summons for criminal offense equaled 745 a decrease of 357 cases compared to 2019. The men and women of the Stoughton Police Department issued 1,566 citations. Any revenues that were created went directly to the general fund of the Town.

Central Dispatch

The Stoughton Police combined dispatch is staffed with two civilian dispatchers and one police officer during 3 shifts a day. The Central Dispatch continues to have its challenges with staffing the civilian dispatcher positions. The merging of the police and fire dispatch has improved efficiency during emergency communications when responding to calls for service. The Central Dispatch, working hand in hand with the Police and Fire staff were able to efficiently dispatch and coordinate all of the necessary apparatus and officers throughout the community. The efficiency was very evident during the pandemic

with the precautions the Dispatchers were able to take to keep Fire and Police personnel safe before they responded to calls for service. The additional screening questions asked by the dispatcher during the call taking ensured personnel responded to calls with appropriate PPE precautions.

Opioid Outreach

The opioid epidemic continues to have a significant impact on our community, the Stoughton Police Department has continued to dedicate a police officer to act as an "outreach officer". The "outreach officer" is responsible for contacting a person who suffered an overdose or whose family member has suffered an overdose to provide any additional resources for treatment and counseling opportunities for those in opioid crisis. Our police department continues to administer Naloxone (Narcan). The total overdoses by year during the past five years consist of 62 overdoses for 2020 (10 fatal), 65 for 2019 (3 were fatal), 64 (10 were fatal) in 2018, 50 (seven were fatal) in 2017 and 67 (12 were fatal) in 2016. The "outreach officer in 2019 began utilizing a County Wide database to track all overdoses in Norfolk County in order to help all communities follow up with those in need of assistance with the addiction. The database helps when a person who lives on Stoughton overdoses in another community to notify the Stoughton Police "outreach officer" to conduct a follow up and try to encourage the person to enter a program to combat the addiction. The countywide database for overdoses has expanded to include other counties across the Commonwealth which is ultimately expanding the information sharing for law enforcement nearly statewide.

Detective Bureau

Our Detective Unit had a transition year in which the previous Detective Sergeant retired and a new Detective Sergeant was appointed in July. The Detective core conducted numerous successful criminal investigations and solved cases which resulted in criminal arrests or criminal summons. The investigations include cases for Home Invasion, Sexual Assaults, Stabbing, Indecent Assault, Breaking and Entering, Armed Robbery, Assault, Larceny, Robbery, Firearms Investigations, Homicide, Motor vehicle fatal hit and run and Narcotics investigations. It is important to note that narcotics investigations generally take an inordinate amount of time and resources and we cannot address these problems without your help. If you see any activity that would warrant a narcotics investigation, please share this information with us. You may contact us by traditional means or use our tip line and tip email. The tip line is 781-232-9344 and the tip email address is tips@stoughton-ma.gov.

During 2020, the Stoughton Police Department seized 21 grams of Cocaine, 14 grams of fentanyl, four illegal firearms, and 5 pounds of Marijuana.

The Stoughton Police Detective Unit assisted many outside agencies; state, local and federal agencies to include the United States Marshall's, the Alcohol Tabaco and Firearm Bureau, Homeland Security, Federal Bureau of Investigations, Drug Enforcement, Massachusetts State Police and numerous local municipalities with many investigations throughout the year.

Public Records Request

In 2020, the Stoughton Police Department has continued to see a significant amount of public records request. All of these requests were processed by the civilian records clerk and the Sergeant assigned as the Public Records Supervisor. These requests have come via telephone, facsimile, email, US Postal, and in person at the records window. The majority of the records request requires redaction prior to

dissemination due to privacy concerns, juvenile involvement, and domestic violence and/or CORI requirements, all of which are supervised by the Public Records Sergeant.

Firearms Licensing

In 2020, 660 firearms license applications were received from individuals in the Stoughton community to include new and renewal application. In comparison there were 365 firearms license applications processed in 2019. This number is a significant increase of more than 60% from the previous years. In 2018 there were 369 applications processed. In addition to the applications the Firearms Licensing Sergeant had several license suspensions which included the seizure of all firearms associated with the license holder. The seizure of firearms is extremely time consuming, due to the importance of documentation and evidence tracking which accompanies the seizure.

Grants

In 2020, the Stoughton Police Department received approval for numerous state and federal grants. The Governors Highway Safety Grant for traffic safety was awarded for \$11,780.63. The traffic enforcement focused on Pedestrian and Bicycle Safety, Texting While Driving and Driver Sober or Get Pulled Over programs. The department was awarded \$10,360.00 from the Department of Justice in the Bulletproof Vest Partnership. In FY20 the police and fire department were award \$30,000 for ASHER (Active Shooter Hostile Event Response) training. The police department received a grant award \$39,968 from the Edward J. Byrne Memorial Justice Assistance Grant Program for equipment. of The Central Dispatch received a PSAP grant of \$87,902 and a State 911 grant for \$77,415.62.

Training

Professional training of all personnel is paramount to the success of our department. In order to remain at the forefront of the ever changing laws, court decisions and police standards the department participates in annual in-service which includes training on Use of Force, Firearms and Taser Qualification, First Responder, Defensive Tactics, and de-escalation tactics. Due to the in-classroom restrictions with COVID-19 many outside training events were reduced dramatically for 2020. In many instances in order to receive additional training classes were done on-line. The department has made the appropriate adjustments and specialized training courses were attended for Command Staff, Crisis Intervention Training, Fair and Impartial Policing Psychology of School Threat Assessment, Excited Delirium and Agitated Chaotic Events Instructor, Field Training Officer Program, Fitness Coordinator, Patrol Drug Recognition, Law Enforcement Advanced Casualty Care, Conducting Internal Affairs Investigations, DEA Basic Narcotics School, Police Supervisor Training, Simunition Scenario Instructor, Sergeant Leadership Seminar, Massachusetts Civil Rights Officer training, Cyber Crime Conference, and ICAT De-Escalation Implicit Bias Training.

The Stoughton Police Department has continued to train Officers in area of mental health area with more officers attending the 40-hour Crisis Intervention Training. The training provides officers with the best practices for intervention, treatment and handling of sensitive mental health related issues.

The Stoughton Police has continued its commitment to partnerships within our community but many of these community events were impacted with the COVID-19 pandemic restrictions. We were able to continue with the Child Passenger Safety Inspection program. The Shop with a Cop event was different in 2020, we partnered with the Target stores, DAWE school and the Stoughton Police to give \$2,000 worth of gift cards to students in our community. We are hoping that in 2021 the Ride to School with the Chief will be able to resume as well as the numerous reading programs in the Stoughton Public Schools

and the Stoughton Library. In December the Police Department was the drop off location for a very successful toy drive for those residents in need during the 2020 holiday season.

Animal Control

A new transition took place in the Animal Control. The previous ACO has gone on to become a police officer in another municipality. We have welcomed our new ACO Michelle Hammer to the position. With the vast experience she brings to the position we look forward to a smooth adjustment as well as continued programs already established with the department. The majority of the calls for service in 2020 were for reports of loose dogs, stray dogs, dog barking complaints, nuisance wildlife, dog bite investigations, deer struck by motor vehicle and dead animals in the roadway.

The Stoughton Select Board, all town departments, Finance Committee, town meeting members, town boards and the Stoughton residents have been supportive of our Police Department. The support of your Police Department has not gone unnoticed and our commitment to community engagement remains a priority as a whole. We are committed to the safety and security of our community and must continue to strive to strengthen the community trust and collaborate within the community we serve. We welcome your feedback and interaction as this is your Stoughton Police Department.

In service to our community,

Respectfully yours

Donna M. McNamara, Chief of Police

PROCUREMENT DEPARTMENT

Fran Bruttaniti – Procurement Officer, Sara Blackader – Senior Clerk II

MISSION STATEMENT: The mission of the Procurement Department is to secure quality goods and services required for the functioning of the town departments following Massachusetts Procurement Laws through open and fair competition and competitive pricing. The Procurement Department achieves this mission with contracts issued by the use of bids, state contracts, or in partnerships with collaborative purchasing groups.

The Procurement Officer attends training courses and seminars throughout the year to keep the certification in the Inspector General's *Massachusetts Certified Public Purchasing Official* (MCPPO) program. This certification is designed to educate state and local governments to operate effectively, promote excellence in public procurement, and help private-sector employees understand state and local bidding requirements.

The Procurement Office is responsible for reviewing and approving purchase orders for the Town. In 2020, approximately 5,000 purchase orders were issued in compliance with public procurement laws. In 2020, the department managed over 60 procurements and contract renewals.

In 2020, the Office managed the procurement process for the Town's departments including:

- Cedar Hill: Golf Course 6th Hole Construction Project, Concessionaire
- DPW: Debris Disposal from Catch Basins and Street Sweepings, Textured Crosswalks, Pavement Preservation, Snow Plowing Contractors, Fuel, On-Call Services Tree Trimming and Removal, Pavement Preservations
- Water/Sewer Dept.: On-Call Services for Water Department Pavement Projects, Water Station Floors, Sewer System Infiltration Rehabilitation, Wet Well Cleaning, Water Testing, Fire Hydrants, Ductile Pipes and Fittings
- Economic Development – Consultant for Grant Administration
- Engineering: Glen Echo Site Development, Appraisal and Review Services (SRTS), Storm-Water Improvement Plan Dawe School

- Planning Dept: Consultant for Zoning Analysis
- Facilities: On-Call Services for Generator Maintenance, Electricity, On-Call Services for Sanitizing and Disinfecting Town Buildings and Vehicles, Train Station Historical Building Roof Repairs, 15 Pleasant St Upgrades
- Fire Department: Ambulance Billing
- Collaborative Contracts: The Town continues to participate in several collaborative bids which have resulted in lower prices for the Town. Those collaborative bids include the Stoughton Public Schools for elevator maintenance, roofing, electrical and HVAC repair and maintenance, fire alarms. South Easton Regional Group (SERSG): Water Chemicals, DPW Supplies, DPW Services, Alcohol and Drug Testing, Office Supplies, Paper, County of Norfolk for Fuel Purchase, Plymouth County for Vehicles and Town of Medway for Road Salt
- Renewals: Water Tank Cleaning and Inspection, Street Light Maintenance, Pump Repair and Maintenance, Road Repair and Maintenance, Food Establishment Inspection Services, Grounds Maintenance Athletic Complex, Water Dept Leak Detection, Mechanical Maintenance Pressurized Filtration Systems, Workers Comp Administrative Services

The Procurement Department has adapted to the COVID pandemic with modifications to the typical procurement procedures which include:

- Bid Openings are videotaped and available on Stoughton Medial Access Corp (SMAC)
- Site Visits –
 - Outside Site Visits are scheduled by appointment and kept to the minimum of 10 people with social distancing requirements met, and masks, gloves must be worn when required
 - Indoor Site Visits are scheduled by appointment and kept to a minimum of 5 or less with social distancing requirements met, and masks, gloves must be worn when required – the indoor site visits may also be videotaped and available for viewing by request
- Construction requirements from the State for the COVID pandemic are incorporated into bids
- Committee meetings are conducted by remote participation

The Procurement Office has an open-door policy and continues to welcome visits from local business representatives, the Select Board, Town Meeting Representatives, Committee Members and Residents regarding the Town's procurement processes. The Department is also dedicated to working with potential and current vendors about current and future bids.

PUBLIC WORKS DEPARTMENT

THOMAS J. FITZGERALD, DIRECTOR

INTRODUCTION

The Covid-19 Pandemic of 2020 presented significant challenges for the Public Works Department to continue to provide essential services for the town. Implementation of safety protocols to provide a safe environment for both employees and the public were established. With a dedicated staff and an understanding public, the department was able to provide essential services.

The Stoughton Department of Public Works is responsible for a variety of services that affect all our municipal Departments, many outside organizations, and you the residents of Stoughton. Our DPW consists of Forestry & Parks, Highway, Water, Sewer, Sanitation, Vehicle Maintenance, Street Lights, Snow Removal and Office Administration.

Care, custody, and maintenance of Town infrastructure includes more than 220 lane miles of town roads, snowplowing, deicing, cleaning and repairing of storm drains, water treatment and distribution, wastewater collection and sewer pump stations, forestry, trash and recyclables

collection. Together these municipal divisions provide uninterrupted effective and efficient services to the residents of Stoughton. Our goal is to protect, promote, and sustain the community.

The following report details work done by the various departments under the auspices of the DPW during the last calendar year:

WATER DEPARTMENT

In 2020, the Water Department, with 5% assistance of our MWRA Canton connection, supplied potable water to Stoughton customers.

We pumped a total of 725,805,000 gallons of water during 2020, which was a 9% increase from 2019. Our average daily water consumed was 1,983,074 gallons.

Our Water Department repaired 8 water main breaks and replaced/repaired 32 water services. There were 49 water inspections done for approved contractors we and installed 6 services to new customers not including the new 8" main for our new station at Muddy Pond. Water service replacement is an ongoing program that ensures quality service to our customers, and prevents leakage before it becomes a maintenance problem. 12 Fire Flow Tests were done for different commercial businesses in Town.

We conducted Directional Hydrant Flushing in the Fall of 2020 for the purpose of removing mineral and biofilm buildup from the distribution pipes. This exercise flushes water at high velocity to pull this buildup out of the pipes and serves to maintain water quality. This exercise continues on a yearly maintenance schedule, to maintain high water quality.

The leak detection program monitors the entire distribution system on a yearly basis preformed in the spring. 15 leaks were found and repaired on water mains, services and hydrants with a total estimated leakage of 141,120 gpd that would have otherwise gone undetected. This helps keep unaccounted for water (UAW) to a minimum. The hydrant replacement program continues with 9 hydrants replaced/repaired. We had approximately 1400 feet of new water main installed, tested and added to our system, which brings our total length of water mains up to 152 miles.

In calendar year 2020, we experienced no coliform "hits" at any pump stations, raw or finished water. Nor did we experience any hits in the distribution system, pipes and tanks.

Project Design and construction work continues on the following water source and metering projects:

1. Plain Street Water Treatment plant for Stations 3, 4 & 5, for iron and manganese removal is now 100% constructed, operational and performing as designed.

2. New Muddy Pond Source Well and pump station to replace old wells and pump station is 90% constructed and is expected to be completed by February 2021; this project has taken about 1 year to complete.
3. The fixed network water metering system for large commercial meters is also 100% complete; and
4. Our water consulting engineer has completed and calibrated the water distribution system hydraulic model and is now being implemented to analyze proposed development demands. The results of this model will help decision making for the future distribution system maintenance and improvements and master planning.

The Consumer Confidence Report (CCR) was completed and available to all residents in July 2020 as required by DEP. This report outlines the results of the quality of our water for 2019. The Annual Statistical Report (ASR) is due to DEP each April and summaries all of Stoughton's pumping and usage statistics.

SEWER DEPARTMENT

The Sewer Department was extremely busy this year TV inspecting, cleaning, flushing and water jetting portions of the 89.5 miles of sewer lines in the Towns' system. The sewer jet truck continues to keep the main lines free and reduce sewer blockages by keeping the collection lines open on a maintenance schedule, and in responding to residents for immediate sewer backups.

The sewer camera truck remains a significant resource and cost saving tool in sewer investigative work. Numerous leaks were detected and then repaired by the Sewer Department and/or contracted out. Monitoring of all new sewer line installations and/or repairs has proven to be a valuable asset in our quest to keep our system leak free.

The I&I program (Infiltration and Inflow) continues to reduce the leakage in our sewer system but always more work continues to be done to the aging collection system to keep this flow down. Keeping the cost of our MWRA sewer flow share as low as possible is the goal. Each year a new phase of sewer rehabilitation continues to maintain infrastructure. In the following phases of design, attention will continue to be toward infiltration in low-lying wet areas to identify large leaks in these high groundwater areas.

Nine (9) of the twelve (12) sewer pump stations the Town presently owns are in relatively good shape as they continue to be maintained to obtain a maximum life span for the important Town assets that operate 24/7/365. The other three (3) are up for rehabilitation.

This year the Sewer Department responded to 28 blocked sewer connections, which are handled by the Sewer Department personnel. A special thanks to the people of this crew for their responsiveness and professionalism while working under adverse conditions.

SANITATION DEPARTMENT

In 2020 the DPW collected and disposed of 9691 tons of trash and 3683 tons of recyclables from Stoughton households. This Department continues to provide unmatched service to our

customers at a very low cost. Our agreement with SEMASS guarantees a direct disposal site through the year 2030. We continue to collect and dispose of large items and TV's on a weekly basis.

HIGHWAY DEPARTMENT

In addition to the "square" work, three streets were resurfaced. Farrington St. Swanson Ter. and Dutton Rd. 73 streets had Crack Sealing applied for preventive maintenance. We continue our street sign replacement program and plan to replace old faded and damaged signs and rusty poles. This is an on-going maintenance program as needed.

All roads were swept numerous times in the Spring/Summer as needed and the center is swept twice a week ten months a year (weather permitting).

Snow plowing in calendar year 2020 amounted to 1 snowstorm and 3 sanding/events. Technology continues to develop and improve in this area. We are currently working on a new roadway brine pre-treatment technique to become more efficient on roadway applications for cost efficiency and safety.

FORESTRY AND PARKS DEPARTMENT

Tree trimming and hazardous tree removal are priorities of this department. A Town approved contractor removed 11 trees, 60 trees removed by the Forestry Dept. and 5 stumps were grinded. A lot of time was spent on elevating this year.

Tree removal and safety is an on-going priority of the DPW. All roadside mowing is done on an annual basis. Mowing and maintenance of the parks, playgrounds, cemeteries, and memorials also fall under this department on an as needed basis to help keep the town looking good.

MAINTENANCE DEPARTMENT

Mechanical Maintenance of equipment is of the highest priority to function properly and effectively. Our crew of skilled mechanics help keep costs down and equipment functional on a daily basis by not having to outsource repairs. Town members have done an exemplary job in approving new equipment, which is surely needed. Consideration should be given to the continued practice of replacing older equipment, as it is more cost effective. Our mechanics do an outstanding job of keeping our equipment operable and we truly appreciate their commitment to their jobs and all that they accomplish within their budget.

CONCLUSION

The DPW assets consisting of 9 water pump stations, 2 treatment plants, 4 water tanks, water distribution pipes, 12 sewer pump stations, sewer collection pipes 4 water tanks, and the DPW Complex itself continues to serve the residents of the Town and its employees well into the future. We thank the residents of the Town of Stoughton for their co-operation in enabling new projects to be completed and existing infrastructure to be maintained.

My sincere thanks to the men and women of the Stoughton DPW. Their assistance and dedication is greatly appreciated in helping this Department to reach the level of professionalism and productivity we strive for.

RECREATION & YOUTH SERVICES

Matt Cauchon- Recreation Director

Staff

At the start of the 2020 fiscal year the Recreation Department and Youth Commission restructured into one Recreation & Youth Services Department. Teresa Tapper and Melissa Dawson bring years of clinical experience and continue to be engaged in the community. Molly Reid continues to shine as the Program Facilitator for the Department, her creativity and dedication has kept the community engaged during the pandemic with virtual and small in person programs, workshops, and community activities.

Counseling

The Youth Commission continued to provide counseling services remotely through Zoom during the pandemic. Bereavement groups stayed in touch through phone calls and even met outside when the weather was adequate. All counseling services are confidential. Our clinical services are also a resource to schools, police, community members and other town officials.

Programming

This year was a unique year of programming for our department. January through the start of March saw nearly 200 program registrations. With programs such as; Pickleball, Pre-School Sports, Cooking classes, Nature walks, Painting, Ceramics, Craft Workshops and much more. When the COVID-19 pandemic hit we were able to adjust and start offering free virtual programs on our Facebook live platform. Molly was tremendous in keeping households entertained with programs like "How to Make Slime & Playdough" or "How to make the best Banana Bread". In April the department took up extra work for the Economic Development Department, the Town Manager's Office, as well as Cedar Hill Golf Course by helping implement and facilitate electronic payments to comply with COVID regulations. Come May and June we began planning for the openings of Ames Pond and South School Camp. We worked through the current state guidelines with the Board of Health, local Recreation Departments, current part time staff and other town officials to come up with a safe plan for residents to enjoy during the summer months.

The summer gave a sense of normalcy for the department. We were able to run a 7 week fully outdoor camp for ages 6-14 8:00 AM- 2:30 PM Monday through Friday. Part time Recreational staff did a tremendous job with COVID protocols and ensured kids were maintaining proper social distancing throughout the day. The waterfront of Ames Pond was given the green light to open this year as well, with many surrounding communities closing their waterfronts for the year we were thrilled with being open at a limited capacity. Pond protocols were changed to electronic payments only, day and afternoon passes to limit capacity and fairness to residents, and staff was staggered on A and B schedules to avoid contamination. Bathrooms were cleaned twice a day, and the gate guard was protected with a plexiglass barrier. We sold over 2,700 passes for the 7 week season and filled the beach front to capacity multiple times. The pond did have one instance of high E-coli levels, the pond was closed for further testing and reopened a few days later. We appreciate all the help from the Board of Health who helped us navigate the proper protocols with closing the waterfront.

The Fall season was a success for the department, we saw over 1,000 program registrations for classes like; Painting, Yoga, Pickleball, Pre-school Sports, Teen & Adult Craft Workshops, Nature walks, Cooking classes, Golf Lessons, and our new addition Drive in Movies at Cedar Hill. The Drive In Movies were a huge success and gave Stoughton only families the chance to spend a night out in a safe environment with the entire family for only \$10 per car. We partnered with J & G Grille, the new concessionaire at the golf course to provide food during the event at low prices. Residents enjoyed theme nights with Halloween costume contests, pumpkin decorating, and a trivia night before the start of the movies. The events had a total of 686 Stoughton residents attend a total of 7 movies spanning from early September to early November. We would like to thank Victor Baruzza, the Stoughton Police Department, and Arthur from Facilities for all their help in making these movies possible and providing an outlet for families during the pandemic. The Department was thrilled to see Collaborative programming efforts for the youth

in our community from the Youth Commission and Police Department resulting in a new Free Home Alone Safety program, Babysitter Training and a Teen Mental Health Workshop.

Community Events

All the traditional community events in 2020 were put on hold due to the pandemic and the department displayed creative ways to adjust to the current times. For the Easter Egg Hunt there were wooden bunnies hiding around town in our favorite locations, we then released riddles and challenged families to drive around town and snap a picture of each bunny to be entered in for a prize. This program saw over 60 families participate and gave the entire family a fun and challenging activity to enjoy together over Easter weekend. This activity was so popular we partnered with the Public Schools for a fall Scarecrow Scavenger Hunt that saw similar success. For the 4th of July, Faxon park was decorated with festive lights and ribbons with the addition of a "What America Means to you" Letter contest that was judged by town officials. The Haunted Hayride and Holiday Parade were both turned into drive through events at the new High School. Over 1,500 people for each event drove through the spooky and festive scenes set up by local community members.

Facilities

The John W Denison Athletic Complex continued to be the most used facility despite the pandemic. Town user groups such as STONYAC, Stoughton Youth baseball, Youth Flag, and various adult leagues all successfully completed their seasons and abided by all state Covid regulations. Due to High School construction the fields did not have access to irrigation or lights on field 1. We are happy to announce all these utilities will be returning come spring. Halloran Park, Debrah L Levitz Playground and the Bradley Lessa Memorial Playground were all closed to the public for a month during the height of the pandemic. Thanks to the Board of Health, town officials, and residents we were able to reopen with social distancing measures put into place. We would like to thank Facilities and DPW for all their hard work they do to help maintain these properties that continue to be popular destinations for all families. The new Recreation building at 15 Pleasant street finished renovations over the summer, creating a safe and comfortable space for all to enjoy leisure activities and programs for years to come. We are thankful for the adequate space that helps provide programs with social distancing measures to maintain safety for all.

TOWN ACCOUNTANT

William J. Rowe, C.P.A. – Town Accountant

Mary Jane Martin – Assistant Town Accountant

Edward J. O'Keefe – Senior Clerk

Cindy Ricker – Part-time Senior Clerk

2020 was a difficult budget year given the uncertainty surrounding COVID. The Finance Committee had the foresight to transfer \$1 million into the Stabilization Fund in June. We wound up needing to use \$959,051 from Stabilization to balance the 2021 budget in October.

The Town Manager renewed the contract with Powers & Sullivan, LLC for the annual audit for fiscal years 2021, 2022 and 2023.

We were able to close the books and have our free cash certified by Thanksgiving. DOR representatives worked diligently since most communities had filed their balance sheets and free cash requests later than usual. Free cash was certified at \$2,931,851.

The Town issued \$7,420,000 of general long-term bonds in October, 2020 to FHN Financial Capital Markets at a true interest cost of 1.35%.

Our department processed 5,398 purchase requisitions and 20,761 vendor invoices during FY2020.

Town Clerk

Stephanie G. Carrara, Interim Town Clerk, CMC/MMC

Kellie Johnson, Senior Clerk

Maureen Robinson, Part Time Principal Clerk/Genealogy Specialist

2020 was a quite an election year in the Town Clerks Office.

Elections:

There were four (4) elections in 2020:

Presidential Primary	March 3 rd	6745 ballots cast –	34.4 % turnout
Local Election	June 9 th	2322 ballots cast –	11.7% turnout
State Primary	September 1 st	6920 ballots cast –	35.3% turnout
Presidential	November 3 rd	15,763 ballots cast –	65.9% turnout

For these four (4) elections my staff and I along with a number of poll workers both seasoned and new, worked diligently. We had early voting that went extremely well. It was held at Town Hall in the Great Hall. The workers made sure that all booths, pens and table tops were sanitized so our voters could feel safe.

I want to take this opportunity to thank all my workers for their time and effort. They are an outstanding group of people and they are all part of my clerk family.

Board of Registrars:

The Board of Registrars consists of Stephanie G. Carrara, Interim Town Clerk, Lester Davis and Jeremy Gillis. The Town Clerks Office this year registered 2,629 voters, sent out 1,500 confirmation mailings to voters to update their status for the upcoming 2021 election year and deleted 887 voters in 2020.

There are some changes to our registrars this year. Our member Alethea A. McFarlane decided to resign this year. We will miss her and wish her all the best.

Lester Davis joined the towns Board of Registrars and I'd like to take this opportunity to thank him for his dedication and service to the town.

As of the 2020 Town Census, the Town of Stoughton's population is 23,848 which has gone up since last year by 674 residents.

Census:

The Annual Town Census was conducted in February, entirely by mail, with over 12,000 forms mailed to residences.

The local census assists the Town Clerk in putting together the Street List (resident book) and the Jury List. Major functions served by an annual local census are:

- Information collected for municipal purposes
- School needs
- Growth and planning needs
- Resident identification for police and fire
- Collection of dog information
- Veteran Information
- Information for the Jury Commissioners
- Determining inactive voter status for voter removal as required by the National Voter Registration Act.

Town Meeting:

Due to the Covid-19 epidemic, our Annual Town Meeting was held in June and we completed the Annual Town Meeting in two (2) sessions. The following were completed in a timely manner – recap sheet, certified articles, bonding articles sent to Department of Revenue, and bylaw changes. We also had a Special Town Meeting in October which was completed in four (4) session.

Our Moderator, Mr. Robert Mullen, Jr. ran two (2) successful Town Meetings virtually, which is truly a monumental task. Mr. Mullen works closely with the Town Clerks Office and my staff and I thank him for all his hard work.

Vital Statistics and Licensing:

During the calendar year 2020, the following Vital Statistics were recorded in the Town Clerks

Office: Births – 261 Marriages – 65 Deaths – 411

Since the Registry of Motor Vehicles developed the Real ID, the Town Clerks Office provided 6748 certified copies of birth, death, and marriages to customers. Also issued were 1410 dog licenses; 111 business certificates, and 43 renewals for underground storage tanks.

At this time, I want to acknowledge Kellie Johnson for all of her hard work this year. Kellie is an extraordinary member of my team. The two (2) of us have worked painstakingly hard. Our goal was to process all of our required work in a timely manner.

I also want to thank Pat Basler, our Library Director for lending my office Ashley Garey, Trish Anderson, Margaret (Peggy) Sewyck to the Town Clerks Office. Their dedication they showed to my office was simply outstanding.

Special thanks to Donna Nolan and Martha MacNevin for stepping out of retirement during this unique time and joining my team.

For me as Interim Town Clerk the knowledge that I have gained this year is unbelievable. I survived the election season, federal and town census, two (2) town meetings, processing vitals, registering voters and any other task that was thrown my way. This year my moto came true; "I'm a Clerk and I made it work" Thank you citizens of Stoughton for believing in me.

TREASURER/COLLECTOR DEPARTMENT

Paula Nute, CMMT/CMMC – Treasurer/Collector

Jason Caravaggio – Assistant Treasurer/Collector

Theresa Cardoso – Senior Clerk II - Treasurer's Department

Pearl Faria – Senior Clerk II - Treasurer's Department

Elsa Moriarty –Senior Clerk/Cashier - Collector's Department

Denise Cardinal –Senior Clerk/Cashier - Collector's Department

The collections of tax receivables: real estate, personal property, and motor vehicle excise tax, betterments, and water/sewer/trash (committed to the real estate tax bills) payments totaled \$77,980,000.00.

The collections of tax title payments totaled \$394,000.00.

The collections of water/sewer/trash payments totaled \$13,487,000.00.

The total collections from January 1, 2020 to December 31, 2020 of the above three categories; tax receivables, tax title and water/sewer/trash totaled \$91,861,000.00.

The Munis Real Estate, Personal Property and Tax Title Tax Receivable Collection system was implemented in calendar year 2020 and went live on May 1, 2020. The change to the collections of real estate, personal property, and tax title through Munis was easier for the staff to acclimate to as they had been using the Munis Tax Receivable Tax Collection system for the collections of motor vehicle taxes. And, although the change to collect tax receivables through Munis was easier due to prior use, there was still a lot of processes that the Collector's Department had to figure out by trial and error. This has made the last eight months of 2020 to be very interesting, to say the least. This conversion was the last conversion needed to get all tax receivables collected through the Munis system. KVS is no longer being used for any collections of tax receivables. The conversion of the KVS tax title accounts was not as successful as the conversion of the KVS real estate and personal property tax accounts. The Munis Tax Title system is still being worked on to get all tax title accounts to their correct balances. Implementation of the Munis Utility Billing for collections of water, sewer and trash bills had been put on hold in FY18 so that implementation of the Munis Tax Receivable system could be put in place. Now that the Tax Receivable system is fully implemented, training for the Utility Billing should begin again.

The Town was awarded three parcels of land through Land Court Foreclosure proceedings during this time period, but the tax payers petitioned Land Court and were awarded their properties back to them only after all that was due to the Town was paid.

The FY20 Town of Stoughton's Statement of Indebtedness, the Outstanding Receivables and the Treasurer's Year End figures were provided to the Department of Revenue (DOR)/Division of Local Services (DLS) in time for the Town of Stoughton to receive the certification of "free cash" in the month of November 2020.

A \$8,153,000.00 Bond Anticipation Note (BAN) was issued in June of 2020. This issuance came with an \$49,000.00 BAN premium.

A \$7,620,000.00 General Obligation Bond (GOB) with a Bond Premium of \$708,000.00 sold on October 29, 2020. This GOB was for various authorized Bond articles, i.e. Town, School, Library, CPA and Water, along with paying the BAN issued in June 2020.

A Massachusetts Water Resources Authority (MWRA) 0% interest loans was issued in October of 2020 for \$74,062.50 with a \$222,187.50 Grant.

A Massachusetts Clean Water Trust loan of \$400,000.00 was issued in October of 2020. This loan has a 2% loan interest rate and helps the residents of Stoughton with funds needed for septic issues.

Other tasks that were completed from January 1, 2020 to December 31, 2020 in the Treasurer's Department were paying treasurer and collector invoices, collections of treasurer receipts, creation and posting of tax receivable turnovers, posting of treasurer turnovers, dealing with Land Court and Bankruptcy cases, stuffing and mailing approximately 12,900 Accounts Payable (AP) checks, creation of approximately 1,525 Municipal Lien Certificates (MLCs), monthly bank reconciliations, and getting collected funds deposited to the bank in a timely manner so interest income could start to accrue on the collected funds.

All these tasks could not have been completed without the hard work and determination of the great staff in the Treasurer/Collector's Department. I'd like to thank Jason, Theresa, Pearl, Elsa, and Denise for all their hard work that was completed from January 1, 2020 to December 31, 2020. I know it wasn't easy to perform these jobs during the pandemic, but the staff's efforts contributed to the figures mentioned in this yearly report and I'm very proud of how they all performed. Had we not all come together as a team, the figures reported would be less.

DEPARTMENT OF VETERANS' SERVICES

Michael Pazyra, Veterans' Services Director

Here in Stoughton the latest census shows 1,208 veterans living in Town, a little over 4% of the population. However, with the passing of our WWII, Korean and Vietnam veterans, the veteran's population has continued to decline. This office now processes very few claims for WWII, Korean veterans and/or their dependents as they have mostly all passed into history. For several generations now no American has been obligated to serve in the military and few have and few do. The burden of sacrifice shown by those who have served and who are serving cannot be overstated. Today less than 5% of our Nation's population remains as veterans. Less than 1% of our citizens serve in our active duty military, National Guard and Reserves. It has been common for over 30 years now that our National Guard and Reserve troops are routinely put on active duty. It is far from uncommon to see our military troops enduring multiple tours of duty in virtually all areas of the world. . British Prime Minister Winston Churchill's famous quote during the Battle of Britain holds true today in this Country regarding those who are serving relative to the general population. To paraphrase, "Never has so much been owed by so many to so few".

Fortunately, many benefits are available for those who have served. State benefits available through the Department of Veterans' Services, include the Welcome Home Bonus for honorably discharged veterans, annuities for dependents and 100% service-connected disabled veterans, education benefits, real-estate tax exemptions, burial benefits and direct financial, fuel and medical assistance through Massachusetts General Law Chapter 115.

MGL Chapter 115 is an earned benefit program that works in conjunction with the Cities and Towns of the State. The earned benefits paid by a community can only be paid to those veterans, dependents and surviving spouses who actually reside in the community. Assistance eligibility is determined through various financial means criteria. There is little judgment involved regarding the granting of these earned benefits. 75% of the assistance granted is reimbursed by the State to the Cities and Towns providing the assistance. Also reimbursed at 75% is the cost of all cemetery flags purchased for the 9 cemeteries in the Town. Reimbursements are processed and paid quarterly, approximately a year after funds are expended.

In FY2020 this office processed \$423,430 of direct assistance to Stoughton veterans, their dependents and surviving spouses through MGL Chapter 115. This was a small decrease from the \$425,668 processed in FY2019. As of when this report was written, the FY2021 Cherry Sheet shows \$346,378 being reimbursed to Stoughton. As of January 2021, FY2021 veterans' benefits were tracking in the range \$350,000 - \$355,000, a significant decrease from FY2020 and FY21 projections.

There are several reasons for this decrease, the first and foremost being the declining veteran's population. In addition, our new clients tend to have higher incomes which derive lower means tested benefits. Also, we have great success in finding alternative sources of income for our clients which reduces their benefits or takes them off the rolls completely.

While Stoughton now ranks approximately 64th in population of Cities and Towns in Massachusetts; of all the Cities and Towns in the State, Stoughton ranks 32nd in providing MGL Chapter 115 benefits and 31st by zip code in procuring benefits from the Veterans Administration.

State annuities of \$2000/year are currently paid to 100 Stoughton service-connected disabled veterans with a disability rating of 100% and 27 of their surviving spouses.

Regarding real estate tax exemptions, currently 126 Stoughton disabled veterans and surviving spouses receive a \$600 exemption and 67 service-connected disabled veterans rated 100% or their surviving spouses receive a \$1500 exemption. These exemptions increased this year from \$400 and \$1000 respectively. The Town has 16 surviving spouses who receive a FULL exemption as their spouses died as a direct result of their military service.

Federal benefits, available through the Veterans Administration, include service-connected disability compensation, non-service connected pensions, dependency and indemnity compensation for surviving dependents, burial benefits, health care benefits, education benefits, home loan guaranties, aid & attendance and other benefits. The caseload in this area has continued to grow over the years, even with a declining veteran's population, as veterans are

now much more aware of benefits they have earned. This office handles hundreds of these cases annually.

Applications for Aid & Attendance, as in the past few years, continue to grow due to the aging veteran's population, most associated with the Assisted Living facilities in the immediate area. Most of the residents are elderly and given that, unlike today, virtually all men prior to the end of the draft in 1973 served their Country, many veterans and their surviving spouses are eligible for the benefit.

Applications to the Veterans Administration health care system continue to grow as well. Many veterans can no longer afford their private health insurance premiums and now look to the VA for their health care. The Boston VA Healthcare System with facilities in Brockton, Jamaica Plain and West Roxbury is one of the best, if not the best, VA health care system in the Country. The VA Healthcare System offers the same medical services as private systems and also offers extensive home care services to catastrophically disabled veterans. As of the end of 2020, 528 Stoughton veterans are enrolled in the VA Healthcare System.

On an annual basis, the Veterans' Office successfully processes Veterans Administration service-connected disability, pension, aid & attendance, indemnity and other types of claims that result in hundreds of thousands of dollars in payments that go directly into the pockets of Stoughton veterans, dependents and surviving spouses. The latest information available shows \$1,017,043 per month in benefits being received by Stoughton residents.

This office has also successfully assisted veterans in applying for Social Security Disability Income, Mass Health medical benefits, Prescription Advantage, Medicare D drug prescription plans, SNAP benefits (food stamps), Medigap and Medicare Advantage insurance plans and other benefits more typically associated with work done by SHINE counselors. In fact, the Administrative Assistant in the Veterans' Office is now a certified SHINE counselor. Also, through generous donations from Stoughton's residents this office has been able to offer some measure of help to those in need who fall just outside the scope of existing programs. Another function of this office is establishing and maintaining contact with State and Federal representatives and agencies to advocate for changes in State and Federal laws to further benefit veterans.

In addition we are responsible for overseeing the maintenance of all veteran's graves and memorials and for conducting appropriate ceremonies on Memorial Day, Veterans Day and during other patriotic events. We are responsible for reviewing all Memorial Square Dedication applications and making recommendations to the Board of Selectmen. Upon approval, we conduct dignified dedications. Also, when called on we are available and conduct appropriate ceremonies at the time of the death of a veteran.

As we conclude this report every year, this office continues to work diligently to ensure that the men and women who have served and are serving their Country continue to receive all the benefits they have earned to honor their service. Whether during times of political and economic uncertainty or stability, it should be remembered that veterans, and by extension their families, have provided a service and justly deserve all of the best opportunities and benefits due

them. Massachusetts continues to remain the number one state in the country in providing for its veterans, their dependents and surviving spouses.

Finally and as always, this office would like to express our sincere gratitude to all of our veterans, and especially to our active duty military personnel and their families, who continue year after year to bear such a disproportionate sacrifice and share in the cost of our current conflicts and in service to our Nation.

STOUGHTON

2020 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town: 15 samples submitted, with 0 isolations in 2020

Requests for service: 341

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared

57 culverts

Drainage ditches checked/hand cleaned	5,360 feet
Intensive hand clean/brushing*	840 feet
Mechanical water management	0 feet
Tires collected	21

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	247.1 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		12.3 acres
Rain basin treatments – briquettes by hand (West Nile virus control)		1,481 basins
Abandoned/unopened pool or other manmade structures treated		0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	7,633 acres
Barrier applications on municipal property	0 applications

Respectfully submitted,

David A. Lawson, Director

Norfolk County Registry of Deeds
2020 Annual Report to the Town of Stoughton
William P. O'Donnell, Register
649 High Street, Dedham, MA 02026

2020 was an extraordinary year in all our lives. The COVID-19 pandemic impacted all of us. Certainly, some were impacted worse than others. Lives were disrupted with some losing loved ones, small businesses scaled back or in worse case scenarios closed for good. While many sectors of our economy were impacted by the pandemic, I am pleased to report the Norfolk County real estate economy was able to remain viable following the COVID-19 state of emergency declared by Governor Baker on March 10, 2020.

Since the beginning of the pandemic, I am proud to report the Norfolk County Registry of Deeds was able to remain open operationally for the recording of land documents. While the Registry of Deeds building was closed to the general public, Registry personnel were able to continue recording land documents. We utilized social distancing, split work shifts, remote access, and used our disaster recovery site to record documents. We also utilized electronic recording for our institutional users such as banks, law firms and title companies. In addition to electronic recording, users had the option to submit documents via regular mail, Federal Express or placing documents in our drop-off box located just outside our main entrance at 649 High Street, Dedham, MA.

The results of these efforts were a viable Norfolk County real estate market benefitting sellers and buyers of real estate, lending institutions, the real estate legal community and all others with a vested interest in the local real estate economy. By keeping the Norfolk County Registry of Deeds open, recording fees collected were forwarded to the state and county helping to pay for important public initiatives including education, health care, and police and fire expenses. We are so thankful to our partners in the real estate community and most importantly the citizens of Norfolk County. Their patience with us has been critical to the Registry of Deeds being able to continue its core mission of recording land documents in a safe and secure environment.

The Registry of Deeds is the principal office for real property records in Norfolk County. Its mission is to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793 when George Washington was President. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell, who has held the position since 2002.

2020 Registry Achievements

- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101, Monday through Friday between the hours of 8:30AM to 4:30PM.
- In calendar year 2020, the Registry collected approximately \$60 million in revenue.
- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2021, we will again file legislation to advocate for mortgage transparency by requiring mortgage assignments be recorded at the appropriate Registry of Deeds.
- This year saw a record number of electronic recording filers, approximately 2,150. The Registry is approaching 75% of its recorded land recordings being done electronically.
- Norfolk Registry of Deeds was the first registry in Massachusetts to record electronically registered land documents. This started in the Land Court section of the Registry of Deeds in 2017 and was crucial in remaining operational during the coronavirus pandemic. At the onset of the pandemic, 25% of the registered land documents recorded were done via electronic recording which has grown now to 60%.
- In 2020 we hit a record high of recording our 38,221 Registry of Deeds book. For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.
- In calendar year 2020, the Registry processed 10,970 Homestead applications. The law Chapter 188 (M.G.L.) provides limited protection of one's primary residence against unsecured creditor claims.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- Our website includes a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors and leaders in their fields of education, environment and the law
- The Registry's website www.norfolkdeeds.org routinely updates the public on such news as real estate statistics, answers to frequently asked questions, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.

- The Registry's free Consumer Notification Service allows any county resident to opt in to this free notification service and be alerted when any land document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org. Currently, over 1,380 Norfolk County residents are signed up for this program.
- Due to the ongoing COVID-19 pandemic, the Registry was forced to suspend its community outreach programs. We are hopeful that in 2021 we will be able to visit each of the Norfolk County communities for office hours and renew our partnerships with Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy, the VA Boston Healthcare System, Voluntary Service Program and InnerCity Weightlifting on our 'Suits for Success' program, and New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. We also look forward to renewing our Annual Holiday Food Drive and Toys for Tots campaigns in 2021.

Stoughton Real Estate Activity Report

January 1, 2020 – December 31, 2020

During 2020, Stoughton real estate activity saw decreases in both total sales volume and average sales price.

There was an 11% increase in documents recorded at the Norfolk County Registry of Deeds for Stoughton in 2020, resulting in an increase of 647 documents from 5,770 to 6,417.

The total volume of real estate sales in Stoughton during 2020 was \$295,215,218, a 17% decrease from 2019. Also, the average sale price of homes and commercial property was down 15% in Stoughton. The average sale was \$624,133.

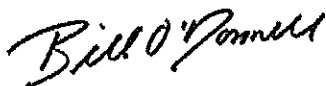
The number of mortgages recorded (1,664) on Stoughton properties in 2020 was up 40% from the previous year. Also, total mortgage indebtedness increased 39% to \$664,736,499 during the same period.

There were 6 foreclosure deeds filed in Stoughton during 2020, representing a 50% decrease from the previous year when there were 12 foreclosure deeds filed.

Homestead activity decreased 8% in Stoughton during 2020 with 494 homesteads filed compared to 539 in 2019.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,



William P. O'Donnell

Norfolk County Register of Deeds

TOWN MEETING
REPRESENTATIVES

ANNUAL TOWN MEETING
SPECIAL TOWN MEETING

Town Meeting Members as of June 22, 2020

Precinct 1

Num	First Name	Last Name	St Number	Street Name	Unit	Pre c	Term Exp	EC W	Town	State	Zip
1	Stephen	Cavey	74	Ewing Dr		1	2023	e	Stoughton	MA	02072
2	Chester	Collins	30	Barnes Rd		1	2023	e	Stoughton	MA	02072
3	James	Fallon	891	Pleasant St		1	2023	e	Stoughton	MA	02072
4	Juan	Fox	624	Pleasant St		1	2022	e	Stoughton	MA	02072
5	Elliot	Hansen	600	Pleasant St		1	2021	e	Stoughton	MA	02072
6	Jeffrey	Iverson	45	Ruth Rd		1	2022	e/w	Stoughton	MA	02072
7	John	Linehan	123	Deady Ave		1	2021	e	Stoughton	MA	02072
8	Julie	Linehan	123	Deady Ave		1	2021	e	Stoughton	MA	02072
9	David	Mullen	645	Pleasant St		1	2021	e	Stoughton	MA	02072
10	Robert	O'Regan	26	Freely Dr		1	2021	e	Stoughton	MA	02072
11	Manuel	Pacheco	22	Central Dr		1	2023	e	Stoughton	MA	02072
12	Richard	Parolin	7	Glen Echo Blvd		1	2023	e	Stoughton	MA	02072
13	Stephen	Phillips	36	Hana Dr		1	2023	e	Stoughton	MA	02072
14	Jarred Philip	Rose	36	Central Dr		1	2022	e	Stoughton	MA	02072
15	Joseph	Scardino	303	Pine St		1	2022	e	Stoughton	MA	02072
16	Joyce	Scardino	303	Pine St		1	2022	e	Stoughton	MA	02072
17	Charlene	Smith	107	Lowe Ave		1	2023	e	Stoughton	MA	02072
18	Sandra	Sousa	230	Ewing Dr		1	2021	e	Stoughton	MA	02072
19	Michael	Sullivan	50	Bento St		1	2022	w	Stoughton	MA	02072
20	Robert	Desmond	241	Central St		1	2021		Stoughton	MA	02072
C-21	Mark	Zamanian	5	Lowe Ave		1	2022	E	Stoughton	MA	02072

*Highlighted name is newly elected member by write-in

C – Current Chair

**1 SEAT OPEN FOR A 1-YEAR TERM

Town Meeting Members as of June 22, 2020

Precinct 2

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town	State	Zip
1	Peter	Banis	41	Walnut Ct		2	2021	e	Stoughton	MA	02072
2	Stephen	Bates	102	Chestnut St		2	2021	e	Stoughton	MA	02072
3	Jeffrey	Blacker	65	Christie Murphy Dr		2	2023	e	Stoughton	MA	02072
4	Peter	Brown	63	Chapman Rd		2	2022	e	Stoughton	MA	02072
5	Scott	Carrara	540	Park St		2	2021	e	Stoughton	MA	02072
6	Stephanie	Carrara	540	Park St		2	2021	e	Stoughton	MA	02072
7	Molly	Cochran	77	Tamarack Dr		2	2022	e	Stoughton	MA	02072
8	Ann	Fiske	20	Bisbee Rd		2	2022	e/w	Stoughton	MA	02072
9	John	DiStefano	31	Jones Ter	4	2	2023	e	Stoughton	MA	02072
C-10	George	Dolinsky	58	Chapman Rd		2	2021	e	Stoughton	MA	02072
11	Elizabeth	Giordano	169	Walnut St		2	2021	e/w	Stoughton	MA	02072
12	Richard	Hill	249	William Kelley Rd		2	2023	e	Stoughton	MA	02072
13	Nathan	Katzen	29	Brewster Rd		2	2022	e	Stoughton	MA	02072
14	Phyllis	Kelleher	264	Park St		2	2023	e	Stoughton	MA	02072
15	Mary Ann	Killgoar	12	Pierce St		2	2023	e	Stoughton	MA	02072
16	Adam	Leonard	53	Walnut Ct		2	2023	e	Stoughton	MA	02072
17	Lawrence	Sauer	77	Tamarack Dr		2	2022	e	Stoughton	MA	02072
18	Joaquin	Soares	390	Central St		2	2022	e	Stoughton	MA	02072
19	Cynthia	Walsh	1096	Park St		2	2021	e	Stoughton	MA	02072
20	David	Walsh	52	Central St		2	2022	e	Stoughton	MA	02072
21	Donna	Brown	63	Chapman Rd		2	2021		Stoughton	MA	02072

*Highlighted names are newly elected members by write-in

C – Current Chair

**1 OPEN SEAT FOR A 3-YEAR TERM

Town Meeting Members as of June 22, 2020

Precinct 3

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town	State	Zip
1	Robert	Blumenthal	960	Sumner St		3	2022	e	Stoughton	MA	02072
2	Laura	Bushlow	277	Atkinson Ave		3	2021	e	Stoughton	MA	02072
3	Daniel	Bushlow	277	Atkinson Ave		3	2021	e	Stoughton	MA	02072
4	Megan Elizabeth	Costa	44	Brickel Rd		3	2021	e	Stoughton	MA	02072
5	Mary T	Coulter-Bennett	55	Burnham Ct		3	2023	e	Stoughton	MA	02072
6	Paul	Demusz	12	Winship Way		3	2023	e	Stoughton	MA	02072
C-7	Richard	Fitzgerald	56	Franklin St		3	2021	e	Stoughton	MA	02072
8	Dennis	Gada	115	Erica Dr		3	2021	e	Stoughton	MA	02072
9	Brian	Holmes	9	Fords Run		3	2023	e	Stoughton	MA	02072
11	Melissa AnnSousa	Lynch	26	Haynes Rd		3	2022	e	Stoughton	MA	02072
12	Daniel	McLaughlin	369	Sumner St		3	2023	e	Stoughton	MA	02072
13	Marguerite	Mitchell	140	Bergeron Way		3	2021	e	Stoughton	MA	02072
14	Kevin	Monahan	28	Daly Dr		3	2022	e	Stoughton	MA	02072
15	John	Morton	541	Sumner St		3	2021	e	Stoughton	MA	02072
16	Tamara	Odom	83	McEachron Dr		3	2023	e/w	Stoughton	MA	02072
16	John	Perry III	575	Sumner St		3	2023	e	Stoughton	MA	02072
17	Daniel	Pessia	21	Stephanie Dr		3	2023	e	Stoughton	MA	02072
18	John	Roch	68	Franklin St		3	2022	e	Stoughton	MA	02072
19	Antonio	Sousa	130	Bergeron Way		3	2022	e	Stoughton	MA	02072
20	Harvey	Spack	57	MacArthur St		3	2022	e	Stoughton	MA	02072
21	Elizabeth	Worsley	69	Seventh St		3	2022	e	Stoughton	MA	02072

*Highlighted member is newly elected by write-in

C = Current Chair

**NO CAUCUS NEEDED

Town Meeting Members as of June 22, 2020

Precinct 4

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town	State	Zip
1	Barbara	Anzivino	25	Ross Ave		4	2023	e	Stoughton	MA	02072
2	John	Anzivino	25	Ross Ave		4	2021	e	Stoughton	MA	02072
3	David	Billo	19	Hahn Rd		4	2023	e	Stoughton	MA	02072
4	Arlene	Cachopa	440	Morton St		4	2021	w	Stoughton	MA	02072
5	Sean	Carr	1212	West St		4	2023	e	Stoughton	MA	02072
6	Patricia	Colburn	53	Gilbert Dr		4	2022	e	Stoughton	MA	02072
7	Barry	Crimmins	89	Glover Dr		4	2021	e	Stoughton	MA	02072
8	James	Curtin	140	Swanson Ter		4	2023	e	Stoughton	MA	02072
C-9	Julian	Gitto	1261	West St		4	2021	e	Stoughton	MA	02072
10	Louis	Gitto	1261	West St		4	2021	e	Stoughton	MA	02072
11	Deborah	Howe	127	Everett Cir		4	2022	w	Stoughton	MA	02072
12	Timothy	Howe	127	Everett Cir		4	2022	w	Stoughton	MA	02072
13	Ardis	Johnston	994	West St		4	2022	e	Stoughton	MA	02072
14	William	Johnston	236	Plain Street		4	2021	e/w	Stoughton	MA	02072
15	Kristina	Kimani	97	Holland Ave		4	2022	w	Stoughton	MA	02072
16	Gerald	McDonald	14	McPherson Rd		4	2022	e	Stoughton	MA	02072
17	Diane	Medeiros	1521	Washington St		4	2021	e	Stoughton	MA	02072
18	Mari-Kate	Pina-Enokian	61	Swanson Ter		4	2023	e	Stoughton	MA	02072
19	James	Rush	43	Glover Dr		4	2023	e	Stoughton	MA	02072
20	Deborah	Sovinee	68	Palisades Cir		4	2023	e	Stoughton	MA	02072
21	John	Stagnone	6	Westview Dr		4	2022	w	Stoughton	MA	02072

*Highlighted member is newly elected by write-in

C = Current Chair

**NO CAUCUS NEEDED

Town Meeting Members as of June 22, 2020

Precinct 5

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town	State
1	Stacey	Berry	46	Brock St		5	2022	e	Stoughton	MA
2	Elaine	Breen	109	Winslow Dr		5	2021	e	Stoughton	MA
3	Michelle	Burden	355	School St		5	2022	e	Stoughton	MA
4	Carolyn	Campbell	64	Chisholm Rd		5	2022	e	Stoughton	MA
5	Robert	Cohn	134	Kotlik St		5	2021	e	Stoughton	MA
C-6	Carmel Trinity	Drewes	31	Walnut St		5	2023	e	Stoughton	MA
7	Janice	Esdale	175	Swanson Ter		5	2023	e	Stoughton	MA
8	Thomas	Fitzgerald	52	Kinsley St		5	2021	w	Stoughton	MA
9	Ellen	Hahn	252	Poskus St		5	2021	w	Stoughton	MA
10	Steven	Hahn	252	Poskus St		5	2023	c	Stoughton	MA
11	Michael	Horan	47	Green St		5	2022	w	Stoughton	MA
12	Eric	Kolman	14	Kotlik St		5	2021	e	Stoughton	MA
13	Lisa	Larkin	211	Rogers Dr		5	2021	e	Stoughton	MA
14	Forrest	Lindwall	175	Swanson Ter		5	2023	e	Stoughton	MA
15	Eileen	Maguire	76	Canton St		5	2022	w	Stoughton	MA
16	Jessica	Miner	31	Walnut St		5	2022	e	Stoughton	MA
17	Amy	Puliafico	98	Spallus Rd		5	2022	e	Stoughton	MA
18	Arghavan	Schumacher	133	Perry St		5	2023	e/w	Stoughton	MA
19	Edward	Trunfio	146	Poskus St		5	2023	e	Stoughton	MA
20	Larry	Verdun	149	Swanson Ter		5	2023	e	Stoughton	MA
21	Kristin	Vale	34	McNamara Street		5			Stoughton	MA

*Highlighted member is newly elected by write-in

C = Current Chair

**1 OPEN SEAT FOR A 1-YEAR TERM

Town Meeting Members as of June 22, 2020

Precinct 6

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town
1	Frances	Bruttaniti	121	Springwood Ave		6	2022	e	Stoughton
2	Sandra	Barber	21	Springwood Ave		6	2023	e	Stoughton
3	Bertrand	Durand	61	Oriole Rd		6	2023	e	Stoughton
4	Joseph	Figueiro	120	Decota Dr		6	2022	e	Stoughton
5	James	Gearin	49	Donald Rd		6	2022	e	Stoughton
6	David	Guglia	103	Winfisky Dr		6	2021	e/w	Stoughton
C-7	Carin	Klipp	53	Pratts Ct		6	2023	e	Stoughton
8	David	Lurie	18	Robinette Rd		6	2022	e	Stoughton
9	Lauren	Mahan	2340	Central St		6	2022	w	Stoughton
10	William	Mahan	2329	Central St		6	2021	w	Stoughton
11	Joseph	McDonough	7	Swallow Ln		6	2022	e	Stoughton
12	Joseph	Piana	110	Bay Rd		6	2023	e	Stoughton
13	Debra	Roberts	2116	Central St		6	2022	e	Stoughton
14	Janice	Schneider	82	Ethyl Way		6	2023	e	Stoughton
15	Margaret	Sewcyk	78	Howland Rd		6	2021	e	Stoughton
16	Mary	Shea	474	Bay Rd		6	2021	e	Stoughton
17	Richard	Terry	582	Canton St		6	2023	e	Stoughton
18	Martin	West, III	2320	Central St		6	2023	e	Stoughton
19	Patricia C.	Yanikoski	39	Marys Way		6	2021	e	Stoughton
20	Henock	Rodriguez	53	Decota Drive		6			Stoughton
21	Linda	Guerfin							Stoughton

* Highlighted member is newly elected by write-in

C = Current Chair

**2 OPEN SEATS FOR A 1-YEAR TERM

Town Meeting Members as of June 22, 2020

Precinct 7

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	EC W	Town	State	Zip
1	Dianne	Dolan	37	Woodbine Rd		7	2021	e	Stoughton	MA	02072
2	Candace	Fisher	119	Woodbine Rd		7	2022	W	Stoughton	MA	02072
3	Jeanne	Fleming	45	Ralph Mann Dr		7	2021	e	Stoughton	MA	02072
4	Sandra	Groppi	6	Royal St		7	2023	e	Stoughton	MA	02072
5	Jessica	Gustafson	88	Cottonwood Dr		7	2021	e	Stoughton	MA	02072
6	Brett	Hoffman	292	Cross St		7	2023	e	Stoughton	MA	02072
7	Christine	Howe	24	Donahue Way		7	2023	e	Stoughton	MA	02072
8	Dawn	Hufault	37	Duggan St		7	2023	e	Stoughton	MA	02072
9	Robert	Hufault	37	Duggan St		7	2023	e	Stoughton	MA	02072
10	Lindsey	Kreckler	183	Stoughton St		7	2023	e	Stoughton	MA	02072
11	Colleen	Malley	21	Stoughton St		7	2021	e	Stoughton	MA	02072
C-12	John	Malley	21	Stoughton St		7	2021	e	Stoughton	MA	02072
13	Rebecca	Markson	121	Copperwood Dr		7	2021	w	Stoughton	MA	02072
14	Joseph	Sbardella	218	Cross St		7	2022	e	Stoughton	MA	02072
15	Mark	Struck	53	Woodbine Rd		7	2022	e	Stoughton	MA	02072
16	Jeannette	Tucker	696	Pearl St		7	2022	e	Stoughton	MA	02072
17	Erdem	Ural	659	Pearl St		7	2021	e	Stoughton	MA	02072
18	Joel	Wolk	340	Island St		7	2022	e	Stoughton	MA	02072
19	Robin	Zoll	167	Cross St		7	2023	e	Stoughton	MA	02072
20	Janai	Mungalsingh				7			Stoughton	MA	02072
21	Stanley	Zoll	167	Cross St		7			Stoughton	MA	02072

C = Current Chair

* 2 OPEN SEATS FOR 2-YEAR TERM

Town Meeting Members as of June 22, 2020

Precinct 8

Num	First Name	Last Name	St Number	Street Name	Unit	Prec	Term Exp	E C W	Town	State	Zip
1	Denise	Brondson	4	Capen St	403	8	2023	e	Stoughton	MA	02072
2	Roberta	Harback	49	Record St		8	2022	e	Stoughton	MA	02072
3	Michael	Hardman	17	Jackson Ct		8	2022	w	Stoughton	MA	02072
4	Ginger	Hoffman	122	Seaver St		8	2023	e	Stoughton	MA	02072
5	Frank	Lyons, Jr	93	Rockland St		8	2023	e	Stoughton	MA	02072
6	Janice	McKenna	63	Lincoln St		8	2023	e	Stoughton	MA	02072
7	Adeola	Mbaneme				8	2021	e/w	Stoughton	MA	02072
8	Debra	Menz	64	Simpson St		8	2021	e	Stoughton	MA	02072
9	Brooke	Ouro-Djobo	319	Cushing St		8	2022	e/w	Stoughton	MA	02072
10	Rakibou	Ouro-Djobo	319	Cushing St		8	2022	e/w	Stoughton	MA	02072
11	Stephen	Page	19	Voses Ct		8	2021	e/w	Stoughton	MA	02072
C-12	David	Sheehan	49	Grove St		8	2021	e	Stoughton	MA	02072
13	Stephen	Tapper	26	Rose Glen St		8	2023	e	Stoughton	MA	02072
14	Teresa	Tapper	26	Rose Glen St		8	2023	e	Stoughton	MA	02072
15	Benjamin	Thomas	45	Lambert Ave		8	2023	e	Stoughton	MA	02072
16	Glenn	Tucker	264	Pearl St		8	2022	e	Stoughton	MA	02072
17	Heidi	Tucker	264	Pearl St		8	2022	e	Stoughton	MA	02072
18	Ian	Turlin	47	Seaver St		8	2022	e	Stoughton	MA	02072
19	Peter	Ventresco	587	Canton St		8	2021	e	Stoughton	MA	02072
20	Christine	Wilbur	83	Britton Ave		8	2021	e/w	Stoughton	MA	02072
21											

* Highlighted member is newly elected by write-in

C = Current Chair

**1 OPEN SEAT FOR A 1-YEAR TERM

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF STOUGHTON
ANNUAL TOWN MEETING WARRANT**

NORFOLK, SS

To any constable in the Town of Stoughton:

Greetings: In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Stoughton, qualified to vote on Town affairs, to meet at:

- Precinct 1** – Joseph R. Dawe, Jr. Elementary School, 131 Pine Street;
- Precinct 2** – E.A. Jones Early Childhood Center (formerly E. A. Jones Elementary School), 137 Walnut Street;
- Precinct 3** – South Elementary School, 171 Ash Street;
- Precinct 4** – Joseph H. Gibbons Elementary School, 235 Morton Street;
- Precinct 5** – Joseph H. Gibbons Elementary School, 235 Morton Street;
- Precinct 6** – Helen H. Hansen Elementary School, 1800 Central Street;
- Precinct 7** – West Elementary School, 1322 Central Street; and
- Precinct 8** – Robert G. O'Donnell Middle School, 211 Cushing Street

**On Tuesday,
The 9th DAY OF JUNE, 2020
From 7:00a.m. – 8:00 p.m.**

then and there to act on the following Article:

Article 1 Annual Town Election

To Choose By Ballot The Following **Town Offices**:

- Selectmen:** One to be elected for a term of three years.
- School Committee:** Two to be elected for a term of three years.
- Moderator:** One to be elected for a term of one year.
- Redevelopment Authority:** One to be elected for a term of five years.
- Housing Authority:** One to be elected for a term of five years

TOWN MEETING REPRESENTATIVES:

PRECINCT 1 Seven to be elected for a term of three years,

	Four to be elected for a term of one year;
PRECINCT 2	Seven to be elected for a term of three years, One to be elected for a term of two years;
PRECINCT 3	Seven to be elected for a term of three years; One to be elected for a term of one year;
PRECINCT 4	Seven to be elected for a term of three years;
PRECINCT 5	Seven to be elected for a term of three years, One to be elected for a term of two years,
PRECINCT 6	Seven to be elected for a term of three years, Four to be elected for a term of two years;
PRECINCT 7	Seven to be elected for a term of three years, Two to be elected for a term of one year;
PRECINCT 8	Seven to be elected for a term of three years, Four to be elected for a term of two years; Two to be elected for a term of one year.

And a sufficient number of Representatives to fill any existing vacancies for either one or two year terms, so that each precinct will have 21 voting members.

And, further, you are hereby directed to notify and warn the inhabitants of the Town of Stoughton, qualified to vote on Town affairs, to meet at:

**STOUGHTON HIGH SCHOOL AUDITORIUM
232 PEARL STREET, STOUGHTON**

(Please check the Town website at www.stoughton.org for updates on Town Meeting)

NOTE: Intergovernmental Relations Committee & Municipal Regulations Committee recommendations are not included as they were not available at the time of printing.

ON TUESDAY the TWENTY NINTH of JUNE, 2020

at seven o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by the Town Meeting Members in accordance with the provisions of the Town of Stoughton Charter.

On Monday, June 29, 2020 the first session of Town Meeting was called to order at 7:03 pm with 162 virtually present. (Quorum 85). A motion was made and passed by virtual vote at 10:50 pm to adjourn to June 30, 2020 virtual meeting.

On Tuesday, June 30, 2020 the second session of Town Meeting was called to order at 7:00 pm with 156 present. (Quorum 79). A motion was made and passed by virtual vote at 10:34 pm to dissolve the Virtual Annual Town Meeting.

A virtual vote was taken and carried by the necessary majority to conduct the meeting virtually using Zoom as proposed by the Moderator.

A virtual vote was taken and carried by the necessary majority to dispense with the reading of the warrant and return thereof; amendments or substitute motions other than on the operating budget be I writing, and any proposed substitute motions or complex amendments be sent to Moderator no later than 12:00 p.m. on date of session.

A virtual vote was taken and carried by the necessary majority to dismiss the following articles 13, 15, 16, 17, 18, 33, 34, 35, 36, 37, 44, 46, 47, 48, 53.

A virtual vote was taken and carried by the necessary majority to take Article 20 as a next order of business General Fund Operating Budget.

Article 2 - Receive Reports

To see if the Town will vote to receive the reports of any Boards or Town Officers or of any other duly established commission, council, or authority of the Town; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: None ¹

PROPOSED MOTION:^{2 3} That the Town vote to receive the reports of any Boards or Town Officers or of any other duly established commission, council, or authority of the Town.

ACTION: Article 2 carries by the necessary majority. Yes: 154 No: 0 Abstain: 1.
Electronic Voting. Voted on June 30, 2020

Article 3 - Accept and Contract Funds for Town Roads

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of any funds allocated or to be allocated by the Commonwealth for the construction, reconstruction, and improvements of Town roads; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: Amounts granted to the Town by the General Court vary from year to year

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of any funds allocated or to be allocated by the Commonwealth for the construction, reconstruction, and improvements of Town roads.

FINANCE COMMITTEE: Voted 15-0 to recommend to Town Meeting as set forth in the proposed motion.

¹ All estimated costs listed in the Report of the Committee on Finance and Taxation for this article, and all those that follow, are only general in nature; particular proposed appropriations will be included in the main PROPOSED MOTION under each article, as appropriate, and could be more or less than estimated

² Proposed motions for this article, and all those that follow, if recommended by the Committee on Finance and Taxation, are likely to be the main motion under each article at Town Meeting; if not recommended by the Committee, however, an alternative motion may be made at Town Meeting

³ At the time of this printing, except as otherwise shown, recommendations from the Committees on Municipal Operations and Intergovernmental Relations were unavailable.

ACTION: Article 3 carries by the necessary majority. Yes: 154 No: 0 Abstain: 1.
Electronic Voting. Voted on June 30, 2020.

Article 4 - Apply for and Accept Federal/State Funding

To see if the Town will vote to authorize the Board of Selectmen to apply for and accept any federal and/or State funding or grants that are or may become available to the Town; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None in particular – costs for applying for grant funds, if any, and the amount of grants, vary by project

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen to apply for and accept any federal and/or State funding or grants that are or may become available to the Town.

FINANCE COMMITTEE: Voted 15-0 to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 4 carries by the necessary majority. Yes: 154 No: 0 Abstain: 1.
Electronic Voting. Voted on June 30, 2020.

Article 5 - Disposal of Town Property

To see if the Town will vote to authorize the Board of Selectmen, and/or its designee, to dispose by auction or otherwise Town-owned property in accordance with G.L. c.30B; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None in particular – costs for applying for grant funds, if any, and the amount of grants, vary by project

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen, and/or its designee, to dispose by auction or otherwise Town-owned property in accordance with G.L. c.30B.

FINANCE COMMITTEE: Voted 15-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 5 carries by the necessary majority. Yes: 154 No: 0 Abstain: 1.
Electronic Voting. Voted on June 30, 2020.

Article 6 - Cedar Hill Enterprise Fund Budget (Refer to Article Appendix)

To see if the Town will vote pursuant to the provisions of G.L. c.44, Section §53F½ to raise and to appropriate, transfer from available funds in the treasury, if any, and/or borrow a sufficient sum of money to fund the Cedar Hill Golf Course for Fiscal Year 2021; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$254,284.00

PROPOSED MOTION: That the Town vote pursuant to the provisions of G.L. c.44, Section §53F½ to appropriate the sum of \$254,284.00 to fund the Cedar Hill Golf Course for Fiscal Year 2021, with \$60,895.00 to be raised and appropriated under Article 20, i.e., subsidized by the General Fund, and \$193,389.00 be raised from FY2021 Cedar Hill Golf Course Revenue for such purposes.

FINANCE COMMITTEE: Voted 13-3 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 6 Motion passes by the necessary majority. Yes: 123, No: 27, Abstain: 1.
Electronic Voting. Voted on June 30, 2020.

Article 7 – Public Health Association Enterprise Fund Budget (Refer to Article Appendix)

To see if the Town will vote pursuant to the provisions of G.L. c.44, Section §53F ½ to raise and appropriate, transfer from available funds in the Treasury, if any, and/or borrow a sufficient sum of money to fund of Stoughton Public Health Association Enterprise for Fiscal Year 2021; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$1,025,429.00

PROPOSED MOTION: That the Town vote pursuant to the provisions of G.L. c.44, Section §53F ½ to appropriate the sum of \$1,025,429.00 to fund of Stoughton Public Health Association Enterprise for Fiscal Year 2021; with \$618,894.00 be raised from FY2021 Public Health Revenue and \$406,535.00 be transferred from Public Health Fund retained earnings.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 7 Motion passes by the necessary majority. Yes: 143, No: 5, Abstain: 6. Electronic Voting. Voted on June 30, 2020.

Article 8 – Sewer Department Enterprise Fund Budget (Refer to Article Appendix)

To see if the Town will vote pursuant to the provision of G.L. c.44, Section §53F ½ to raise and appropriate, transfer from available funds in the Treasury, if any, and/or borrow a sufficient sum of money to fund the Sewer Department for Fiscal Year 2021; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$7,141,066

PROPOSED MOTION: That the Town vote pursuant to the provision of G.L. c.44, Section §53F½ to appropriate the sum of \$7,141,066 to fund the Sewer Department for Fiscal Year 2021, with \$6,622,495.00 be raised from FY2021 Sewer Enterprise Revenue and \$518,571.00 be transferred from the Sewer Enterprise Fund retained earnings.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 8 Motion passes by the necessary majority. Yes: 143, No: 5, Abstain: 6. Electronic Voting. Voted on June 30, 2020.

Article 9 – Water Department Enterprise Fund Budget (Refer to Article Appendix)

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53F ½ to raise and appropriate, transfer from available funds in the Treasury, if any, and/or borrow a sufficient sum of money to fund the Water Department for Fiscal Year 2021; or take any other action relative thereto.

Requested by: Town Manager
Insert by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$5,288,369.00

PROPOSED MOTION: That the Town vote pursuant to the provisions of G.L. c.44, §53F ½ to appropriate the sum of \$5,288,369.00 for the Water Department Enterprise Fund Budget for the Water Department for Fiscal Year 2021, with \$4,391,263.00 be raised from FY2021 Water Department Enterprise Revenue and \$897,106.00 to be transferred from Water Department Enterprise Fund retained earnings.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 9 Motion passes by the necessary majority. Yes: 143, No: 5, Abstain: 6. Electronic Voting. Voted on June 30, 2020.

Article 10 - Cable Public Access Enterprise Fund (Refer to Article Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, or borrow a sufficient sum of money to fund the Cable Public Access Enterprise Fund for FY21; or take any action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$390,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$390,000.00 to fund the Cable Public Access Enterprise Fund for FY21, with \$390,000.00 to be raised from FY2021 Cable Public Access Enterprise Fund revenue.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 10 Motion passes by the necessary majority. Yes: 143, No: 5, Abstain: 6. Electronic Voting. Voted on June 30, 2020.

Article 11 – Reauthorization of Revolving Funds

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, §53E½, as most recently amended, to establish fiscal year limitations on expenditures from the revolving funds established by the General Bylaws, Section 42, Revolving Funds, with such limitations to remain applicable from fiscal year to fiscal year until such time as they are later amended, and to carry forward any monies remaining in such funds from year to year unless otherwise transferred by Town Meeting;

FUND	SPENDING LIMIT
Council on Aging	\$50,000
Recreation	\$150,000
Geographic Information Systems	\$15,000
Youth Commission	\$50,000
Community Events	\$10,000
Conservation Commission	\$50,000
Board of Health	\$120,000
Stormwater	\$50,000

And further, to amend Chapter 42 of the General Bylaws, Revolving Funds, and particularly Section 42-2, Expenditure Limits, to insert a period as shown in underlined, bold text, and by deleting the remaining text of said section: “Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with MGL c. 44, § 53E ½.”; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: That the Town vote pursuant to the provisions of M.G.L. Chapter 44, §53E½, as most recently amended, to establish fiscal year limitations on expenditures from the revolving funds established by the General Bylaws, Section 42, Revolving Funds, with such limitations to remain applicable from fiscal year to fiscal year until such time as they are later

amended, as set forth in the warrant, and to carry forward any monies remaining in such funds from year to year unless otherwise transferred by Town Meeting;

FUND	SPENDING LIMIT
Council on Aging	\$50,000
Recreation	\$150,000
Geographic Information Systems	\$15,000
Youth Commission	\$50,000
Community Events	\$10,000
Conservation Commission	\$50,000
Board of Health	\$120,000
Stormwater	\$50,000

And further, to amend Chapter 42 of the General Bylaws, Revolving Funds, and particularly Section 42-2, Expenditure Limits, to insert a period as shown in underlined, bold text, and by deleting the remaining text of said section: "Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with MGL c. 44, § 53E ½."

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 11 Motion passes by the necessary majority. Yes: 130, No: 17, Abstain: 2. Electronic Voting. Voted on June 30, 2020.

Article 12 - Collective Bargaining – DPW

(Refer to Article Appendix)

To see if the Town will vote to approve a collective bargaining agreement between the Town and the Stoughton Department of Public Works employees for the period of FY20 through FY22; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement between the Town of Stoughton Department of Public Works employees; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen.
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: That the Town vote to approve a collective bargaining agreement between the Town and the Stoughton Department of Public Works employees for the period of FY20 through FY22; and to fund the cost of items of the first fiscal year under Article 20 and implement said collective bargaining agreement between the Town of Stoughton Department of Public Works employees.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 12 Motion passes by the necessary majority. Yes: 149, No: 4, Abstain: 2. Electronic Voting. Voted on June 30, 2020

Article 13 - Collective Bargaining – Dispatcher's Union

To see if the Town will vote to approve a collective bargaining agreement between the Town and AFSCME, Council 93 for the period of FY20 through FY22; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen.
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: Article 13 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020.

Article 14 – Collective Bargaining – Fire Union

To see if the Town will vote to approve a collective bargaining agreement between the Town and IAFF Local 1512 for the period of FY21 through FY23; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen.
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: Article 14 Motion passes by the necessary majority. Yes: 149, No: 4, Abstain: 2.
Electronic Voting. Voted on June 30, 2020

Article 15 - Collective Bargaining – Police Patrol Union

To see if the Town will vote to approve a collective bargaining agreement between the Town and the Stoughton Police Patrolmen's union for the period of FY20 through FY22; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented

ACTION: Article 15 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. **Electronic Voting. Voted on June 29, 2020.**

Article 16 - Collective Bargaining - SPAEA

To see if the Town will vote to approve a collective bargaining agreement between the Town and the Stoughton Professional/Administrative Employees Union for the period of FY21 through FY23; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen

Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: Article 16 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020.

Article 17 - Collective Bargaining – Police Superior Officers

To see if the Town will vote to approve a collective bargaining agreement between the Town and the Stoughton Superior Officers Union for the period of FY20 through FY22; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: Article 17 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020.

Article 18 - Collective Bargaining THEA

To see if the Town will vote to approve a collective bargaining agreement between the Town and the Town Hall Employees Association for the period of FY20 through FY22; and, if necessary, to raise and appropriate, and/or transfer from available funds in the Treasury, if any, a sufficient sum of money to fund the cost of items of the first fiscal year and implement said collective bargaining agreement; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020

Estimated Costs: None

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: Article 18 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020.

Article 19 - Supplemental Fiscal Year 2020 Departmental Budgets

To see if the Town will vote to transfer from available funds in the Treasury, if any, a sufficient sum of money to supplement FY20 departmental budgets or fund previously approved articles; or take any other action relative thereto.

Requested by: Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: Unknown

PROPOSED MOTION: Refer to Town Meeting

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting, no information presented.

ACTION: A motion passes by the majority vote to dismiss Article 19, 23 (with the exception of Article 23 E-1 School Van) and Article 24. Yes: 135, No: 6, Abstain: 4

Article 20 – General Fund Operating Budget

(Refer to Budget Tab)

To see what sum of money the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury, if any, for the maintenance and support of the several departments of the Town and for any other usual or necessary Town charges for the Fiscal Year 2021; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: FY2021 Operating Budget estimated to be a total of \$106,145,638

PROPOSED MOTION: That the Town vote to appropriate the sum of \$106,929,953.00 for the maintenance and support of the several departments of the Town and that such sum be expended only for the purposes as described and further, that to meet this appropriation:

\$101,826,837.00	be raised in the tax levy
\$ 3,200,000.00	be transferred from free cash
\$ 510,000.00	be transferred from the Community Preservation Community Housing Reserve ⁴
\$ 72,107.00	be transferred from Title V Receipts Reserved for Appropriation
\$ 33,891.00	be transferred from Cedar Hill Fund retained earnings
\$ 16,611.00	be raised from FY2021 Cedar Hill Fund revenue
\$ 243,465.00	be transferred from Public Health Fund retained earnings
\$ 468,459.00	be transferred from Sewer Fund retained earnings
\$ 558,583.00	be transferred from Water Fund retained earnings
<u>\$106,929,953.00</u>	TOTAL

FINANCE COMMITTEE: Voted 15-1 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 20 Motion passes by the necessary majority. Yes: 139, No: 14, Abstain: 2. Electronic Voting. Voted on June 29, 2020

Article 21 – Unpaid Bills

(Refer to Article Appendix)

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury, if any, a sufficient sum of money to pay any unpaid bills from prior fiscal years in excess of departmental appropriations; or take any other action relative thereto.

Requested by: Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$2,750.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$2,750.00 to pay unpaid bills from prior fiscal years in excess of departmental appropriations and to meet this appropriation \$2,750.00 be transferred from the FY2020 Recreation budget.

⁴ See Article 31; this appropriation of CPA funds has been approved by the CPC and is for Housing Assistance

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 21 Motion passes by the necessary 4/5ths required majority. Yes: 145, No: 1, Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 22 - Rescind Unissued Borrowing Authorizations

To see if the Town will vote to rescind the unissued borrowing authorizations approved under certain previously voted Town Meeting articles; or take any other action relative thereto.

<u>Article</u>	<u>Date</u>	<u>Proj</u>	<u>Description</u>	<u>Amount</u>
A26ATM	May-18	10232	Town Hall Cupola	\$30,000.00
A17D4 ATM	May-18	10211	Water Service Truck	\$ 0.80

Requested by: William Rowe, Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: That the Town vote to rescind the unissued borrowing authorizations approved under certain previously voted Town Meeting articles as set forth in the warrant under Article 22.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 22 Motion passes by the necessary 4/5ths required majority. Yes: 145, No: 1, Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 23 – Capital Equipment Purchases (Refer to Capital Outlay Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, including but not limited to any of the Enterprise Funds of the Town, the Community Preservation Fund, or borrow a sufficient sum or sums of money to replace and/or purchase and/or lease purchase for terms of up to or more than three years, the following items, including equipping of vehicles and equipment, and, as applicable, professional engineering, architectural services, design, site preparation and demolition, installation, and all other incidental and related costs, all as set forth in the chart below; or take any other action relative thereto.

A. Police Department:

- | | | |
|----|---------------------------|-----------|
| 1. | Three (3) marked cruisers | \$180,000 |
| 2. | One (1) unmarked cruiser | \$ 50,000 |

B. Fire Department:

- | | | |
|----|--|-----------|
| 1. | Two (2) staff vehicles | \$110,000 |
| 2. | One (1) utility vehicle/brush truck | \$200,000 |
| 3. | Radios/Communications | \$ 35,000 |
| 4. | Personal Protective Equipment/Gear PPE | \$ 45,000 |
| 5. | Diagnostic Equipment/Tools | \$ 10,000 |

C. Department of Public Works

- | | | |
|----|---|-----------|
| 1. | F-250 Pickup Truck with Plow | \$ 48,000 |
| 2. | Salt Brine Machine | \$ 70,000 |
| 3. | Medium Duty Dump Truck and Plow | \$114,000 |
| 4. | Sanitation Vehicles Extraordinary Repairs | \$ 70,000 |

D. Town Manager

- | | | |
|----|-------------------|----------|
| 1. | Vehicle(s) 2 cars | \$70,000 |
|----|-------------------|----------|

E. School Department Capital Purchases

- | | | |
|----|---|-----------|
| 1. | Van | \$40,000 |
| 2. | Upgrade Doors/Hardware Access Control & Associated Entry Security Technology at Various Schools | \$137,000 |

Requested by: Town Manager and Superintendent of Schools

Inserted by: Board of Selectmen

Date: February 4, 2020

Estimated Costs: \$949,000.00

PROPOSED MOTION: That the Town vote to transfer from available funds in the Treasury, transfer from Free Cash, and borrow the total sum of \$882,000 for the purposes and from the sources specified in the chart appearing below, to replace and/or purchase and/or lease purchase for terms of up to or more than three years, the following items, including equipping of vehicles and equipment, and, as applicable, professional engineering, architectural services, design, site preparation and demolition, installation, and all other incidental and related costs, and, for all of those items that show borrowing as a funding source, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L.c.44, §§ 7 or 8 or any other enabling authority, and to issue bonds and notes therefore, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of

costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

<u>Art #</u>	<u>Description</u>	<u>Fin Com Recomm</u>	<u>Source</u>	<u>Amount</u>
23A1	Police 3 marked cruisers	Yes 14-2	Borrowing	\$ 180,000.00
	Subtotal 23A1			\$ 180,000.00
23A2	Police 1 unmarked cruiser	Yes 1-6	Borrowing	50,000.00
	Subtotal 23A2			\$ 50,000.00
23B1	Fire 1 staff vehicle	Yes 9-7	Borrowing	55,000.00
	Subtotal 23B1			\$ 55,000.00
23B2	Fire utility brush truck	Yes 12-4	Prj 10076, Art 22D1, ATM May, 2016 unfunded EMS equ	\$ 326.84
			Prj 10013, Art 38C4, ATM May, 2015 replace street lights	68.22
			Prj 01834, Art 4, ATM May, 2014 upgrade central dispatc	6,319.70
			Prj 10142, Art 19B4, ATM May, 2017 training vehicle	15.00
			Prj 02062, Art 37, ATM May, 2010 radio transmission	155.35
			Prj 05698, Art 27B1, ATM May, 2014 engineering equip	95.50
			Prj 10185, 5 yr prem Gen Fund	305.04
			Prj 10186, 10 yr prem Gen Fund	188.51
			Borrowing	192,525.84
	Subtotal 23B2			\$ 200,000.00
23B3	Fire radios/ communications	Yes 15-1	Free cash	\$ 35,000.00
	Subtotal 23B3			\$ 35,000.00
23B4	Fire personal protective equipment/gear	Yes 16-0	Borrowing	\$ 45,000.00
	Subtotal 23B4			\$ 45,000.00
23C2	PW salt brine machine	tie 8-8	Borrowing	\$ 70,000.00
	Subtotal 23C2			\$ 70,000.00
23C4	PW Sanitation truck extraordinary repairs	Yes 16-0	Borrowing	\$ 70,000.00
	Subtotal 23C4			\$ 70,000.00
23E1	School van	Yes 15-1	Borrowing	\$ 40,000.00
	Subtotal 23E1			\$ 40,000.00
23E2	School upgrade entrance security	Yes 15-1	Borrowing	\$ 137,000.00
	Subtotal 23E2			\$ 137,000.00
Grand Total				\$ 882,000.00
Free Cash				\$ 35,000.00
Transfers				7,474.16
Borrowing				\$839,525.84
				\$ 882,000.00

FINANCE COMMITTEE: Voted to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: A motion passes by the majority vote to dismiss Article 19, 23 (with the exception of Article 23 E-1 School Van) and Article 24. Yes: 135, No: 6, Abstain:

AMENDED MOTION: Move to appropriate the sum of 40,000 for the purchase and equipping of School Van including all incidentals, related costs, and for this item that show borrowing as a funding source to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum of 40,000 pursuant to G.L.c.44, §§ 7 or 8 or any other enabling authority, and to issue bonds and notes therefore, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

ACTION: (Amended Motion) Article 23 E-1 the School Van passes by the necessary majority. Yes: 118, No: 16, Abstain: 4.

Article 24– Town Buildings and Facilities Maintenance and upgrades

Necessary repairs per Facilities Master Plan

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, including but not limited to any of the Enterprise Funds of the Town, the Community Preservation Fund, or otherwise, or borrow a sufficient sum or sums of money to undertake maintenance, extraordinary maintenance, improvements, repairs, upgrades, modifications and the like at Town-owned buildings and facilities including but not limited to, as applicable, professional engineering/architectural services, design, site preparation and demolition, installation, and all other incidental and related costs, or take any other action relative thereto.

A. Council on Aging – Repair and Paint	\$41,872
B. Council on Aging – Modify Sinks and Fixtures	\$2,880
C. DPW – New flooring	\$11,000
D. DPW– Stormwater Upgrades	\$138,500
E. DPW – Mill and Overlay Parking Lot	\$206,600
F. DPW – Upgrade HVAC/Controls	\$67,104

G. DPW – Scrape and Repaint	\$79,850
H. DPW – Upgrade Garage Doors/Controls	\$52,000
I. DPW – Replace Roof Top Units	\$112,000
J. Fire Station #2 – Replace paving around building	\$86,300
K. Town Hall – Replace Fan Coil Units	\$6,400
L. Town Hall – Repair & Replace Pipe Insulation	\$2,880
M. Town Hall – Modify Sinks and Fixtures	\$3,360
N. Town Hall – Replace Broken Brick/Reset Granite Cap	\$21,750

Requested by: Town Manager
 Inserted by: Board of Selectmen
 Date: February 4, 2020
 Estimated Costs: \$831,896.00

PROPOSED MOTION: That the Town vote to transfer from Free Cash and borrow the total sum of \$350,154 to undertake maintenance, extraordinary maintenance, improvements, repairs, upgrades, modifications and the like at Town-owned buildings and facilities including but not limited to, as applicable, professional engineering/architectural services, design, site preparation and demolition, installation, and all other incidental and related costs, for the purposes, in the amounts, and from the sources specified, as follows, and, for all of those items that show borrowing as a funding source, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L.c.44, §§ 7 or 8 or any other enabling authority, and to issue bonds and notes therefor, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

<u>Art #</u>	<u>Description</u>	<u>FinCom Recomm</u>	<u>Source</u>	<u>Amount</u>
24C	Facilities DPW flooring	Yes 16-1	Free cash	\$ 2,834.50
			Borrowing	8,165.50
	Subtotal 24C			\$ 11,000.00
24F	Facilities DPW HVAC controls	Yes 16-1	Borrowing	\$ 67,104.00
	Subtotal 24F			\$ 67,104.00
24H	Facilities DPW upgrade garage doors and controls	Yes 16-1	Borrowing	\$ 52,000.00
	Subtotal 24H			\$ 52,000.00
24I	Facilities replace roof top units	Yes 16-1	Borrowing	\$ 112,000.00
	Subtotal 24I			\$ 112,000.00
24J	Facilities paving at Fire Station 2	Yes 16-1	Borrowing	\$ 86,300.00
	Subtotal 24J			\$ 86,300.00
24N	Town Hall replace broken brick/reset granite cap	Yes 16-1	Borrowing	\$ 21,750.00
	Subtotal 24N			\$ 21,750.00
Grand Total				\$ 350,154.00
Free Cash				\$ 2,834.50
Transfers				\$ -
Borrowing				347,319.50
				\$ 350,154.00

FINANCE COMMITTEE: Voted to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: A motion passes by the majority vote to dismiss Article 19, 23 (with the exception of Article 23 E-1 School Van) and Article 24. Yes: 135, No: 6, Abstain: 4

Article 25 – Sewer Capital - Inflow and Infiltration

(Refer to Article Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, or borrow a sufficient sum of money to continue improving the sewer system and reduce infiltration and inflow of ground water and water from other sources, including but not limited to investigation of sources of water loading from rain leasers and/or sump pumps and all incidental and related costs; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$600,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$600,000.00 to improve the sewer system and reduce inflow and infiltration of ground water and water from other sources, including but not limited to investigation of sources of water loading from rain leasers and/or sump pumps and all incidental and related costs, and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L.c.44, §§ 7 or 8 or any other enabling authority, and to issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Sewer Enterprise, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 25 Motion passes by the necessary 2/3rds majority. Yes: 149, No: 2, Abstain: 2. Electronic Voting. Voted on June 30, 2020

Article 26 - Stormwater Program Permit Compliance (Refer to Article Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, and/or borrow a sufficient sum of money to pay for all activities associated with and required by the State regarding compliance with the Environmental Protection Agency's (EPA) Stormwater MS4 Permit, or take any other action relative thereto.

Requested by: Executive Director of Development Services
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$100,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$100,000.00 for stormwater improvements at the Dawe School, located at 131 Pine Street, including additional construction costs and contingencies, and all incidental and related expenses, and, as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c.44, §§7 or 8 or any other enabling authority and issue bonds and notes

therefor, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion

MUNICIPAL OPERATIONS: Voted 5-0 to recommended to Town Meeting as set forth in the proposed motion.

ACTION: Article 26 Motion passes by the necessary 2/3rds majority. Yes: 149, No: 2, Abstain: 2. Electronic Voting. Voted on June 30, 2020

Article 27 – Construction of Sewer on Park Street, Campanelli Industrial Park and surrounding areas (Refer to Article Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, issue betterments and/or borrow a sufficient sum of money to install a sanitary sewer system in a portion of Park Street, Shuman Avenue, Campanelli Parkway, Turnpike Street, Tenth Street and surrounding areas otherwise known as Phase 1 of the “Park Street Sewer Project” and that the Selectmen, acting as Sewer Commissioners, be authorized to acquire all necessary easements or other interest in land in conjunction with this project, or take any action relative thereto.

Requested by:	Town Manager and Executive Director of Development Services
Inserted by:	Board of Selectmen
Date:	February 4, 2020
Estimated Costs:	\$7,500,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$7,500,000 to install a sanitary sewer system in a portion of Park Street, Shuman Avenue, Campanelli Parkway, Turnpike Street, Tenth Street and surrounding areas otherwise known as Phase 1 of the “Park Street Sewer Project”, and to meet this appropriation, that \$1,864.22 be transferred from the Sewer Fund 20-year premium account (Project 10197), \$40.49 be transferred from the Sewer Fund 5-year premium account (Project 10350), \$22.31 be transferred from the Sewer Fund 10-year premium account (Project 10379) and, further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow \$7,498,072.98 pursuant to G.L. c. 44 §§7 or 8 or any other enabling authority, and issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the

principal and interest thereon shall be paid from the Sewer Enterprise, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs, and, further, to authorize the Board of Selectmen, acting as Sewer Commissioners, to take all other actions necessary and appropriate to carry out this project, including but not limited to acquiring easements or other interest in land in conjunction with this project.

FINANCE COMMITTEE: Voted 9-7 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 27 Motion passes by the necessary 2/3rds majority. Yes: 97, No: 40, Abstain: 7. Electronic Voting. Voted on June 30, 2020

Article 28 – Right of Way Acquisition Services – Central and Tosca Drive Intersection

(Refer to Article Appendix)

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, upon such terms and conditions as the Board of Selectmen deem appropriate, permanent and temporary easements in certain parcels of land adjacent and /or contiguous to Central Street, Tosca Drive and Canton Street, in the locations more or less depicted on a plan entitled “Plan and Profile of Intersection Improvements and Related Work at Central Street, Route 27 (Canton Street) and Tosca Drive in the Town of Stoughton Norfolk County” dated June 28, 2018 and revised through October 9, 2019, as said plan may be may be amended, a copy of which has been placed on file with the Town Clerk, and permanent and temporary easements in parcels of land located within 200 feet of said parcels, as such additional areas may be shown on said plan, as hereinafter revised, for public way and public way construction purposes and sufficient to carry out the Intersection Improvement Project, which purposes shall include, without limitation the construction of public sidewalks, sloping, drainage, and other roadway improvements within and along Central Street, Tosca Drive and Canton Street, all public ways in the Town, and to seek such approval of the General Court and such other approvals as may be required, which may include approval under Article 97 of the Amendments to the Massachusetts Constitution, and release of relevant portions of the project site from a public trust, to carry out the project; and further to raise and appropriate, transfer from available funds, or borrow a sum or money for the purpose of such acquisition and construction and all costs incidental and related thereto, including title investigations, closing costs and attorney’s fees, and further to authorize the Board of Selectmen to enter into all agreements and take all other actions necessary or appropriate to carry out such acquisition and construction, or to take any other action relative thereto.

Requested by: Executive Director of Development Services
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$150,000.00

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, upon such terms and conditions as the Board of Selectmen deem appropriate, permanent and temporary easements in certain parcels of land adjacent and /or contiguous to Central Street, Tosca Drive and Canton Street, in the locations more or less depicted on a plan entitled "Plan and Profile of Intersection Improvements and Related Work at Central Street, Route 27 (Canton Street) and Tosca Drive in the Town of Stoughton Norfolk County" dated June 28, 2018 and revised through October 9, 2019, as said plan may be amended, a copy of which has been placed on file with the Town Clerk, and permanent and temporary easements in parcels of land located within 200 feet of said parcels, as such additional areas may be shown on said plan, as hereinafter revised, for public way and public way construction purposes and sufficient to carry out the Intersection Improvement Project, which purposes shall include, without limitation the construction of public sidewalks, sloping, drainage, and other roadway improvements within and along Central Street, Tosca Drive and Canton Street, all public ways in the Town, and to seek such approval of the General Court and such other approvals as may be required, which may include approval under Article 97 of the Amendments to the Massachusetts Constitution, and release of relevant portions of the project site from a public trust, to carry out the project; and, as funding therefor, to transfer from Free Cash the sum of \$150,000 for the purpose of such acquisition and construction and all costs incidental and related thereto, including title investigations, closing costs and attorney's fees, and further to authorize the Board of Selectmen to enter into all agreements and to take all other actions necessary or appropriate to carry out such acquisition.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 28 Motion passes by the necessary 2/3rds majority. Yes: 147, No: 3, Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 29 – Right of Way Acquisition Services – Safe Routes to Schools Project

(Refer to Article Appendix)

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, upon such terms and conditions as the Board of Selectmen deem appropriate, permanent and temporary easements in certain parcels of land adjacent and /or contiguous to Central Street, in the locations more or less depicted on a plan entitled “Preliminary Right of Way Plan and Profile of Improvements at Richard L. Wilkins Elementary School (SRTS) in the Town of Stoughton, Norfolk County” dated June 25, 2019, as said plan may be amended, a copy of which has been placed on file with the Town Clerk, and permanent and temporary easements in parcels of land located within 200 feet of said parcels, as such additional areas may be shown on said plan, as hereinafter revised, for public way and public way construction purposes and sufficient to carry out the Roadway Improvement Project, otherwise known as the Safe Routes to School Project, which purposes shall include, without limitation the construction of public sidewalks, sloping, drainage, and other roadway improvements within and along Central Street, a public way in the Town, and release of relevant portions of the project site from a public trust, to carry out the project; and further to raise and appropriate, transfer from available funds, or borrow a sum or money for the purpose of such acquisition and construction and all costs incidental and related thereto, including title investigations, closing costs and attorney’s fees, and further to authorize the Board of Selectmen to enter into all agreements and take all other actions necessary or appropriate to carry out such acquisition and construction, or to take any other action relative thereto.

Requested by: Executive Director of Development Services
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$150,000.00

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, upon such terms and conditions as the Board of Selectmen deem appropriate, permanent and temporary easements in certain parcels of land adjacent and /or contiguous to Central Street, in the locations more or less depicted on a plan entitled “Preliminary Right of Way Plan and Profile of Improvements at Richard L. Wilkins Elementary School (SRTS) in the Town of Stoughton, Norfolk County” dated June 25, 2019, as said plan may be amended, a copy of which has been placed on file with the Town Clerk, and permanent and temporary easements in parcels of land located within 200 feet of said parcels, as such additional areas may be shown on said plan, as hereinafter revised, for public way and public way construction purposes and sufficient to carry out the Roadway Improvement Project, otherwise known as the Safe Routes to School Project, which purposes shall include, without limitation the construction of public sidewalks, sloping, drainage, and other roadway improvements within and along Central Street, a public way in the Town, and release of relevant portions of the project site from a public trust, to carry out the project; and, as funding therefor, to transfer from Free Cash the sum of \$150,000 pursuant to G.L. c.44, §§7 or 8 or any other enabling authority and issue bonds and notes therefor, for the purpose of such acquisition and construction and all costs incidental and related thereto, including title investigations, closing

costs and attorney's fees, and further to authorize the Board of Selectmen to enter into all agreements and to take all other actions necessary or appropriate to carry out such acquisition.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 29 Motion passes by the necessary 2/3rds majority. Yes: 147, No: 3, Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 30 – Conservation Commission regarding Lake Management

(Refer to Article Appendix)

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, if any, and/or borrow a sufficient some of money for the continuation of the Town of Stoughton's Town-wide lake management program for engineering, consulting, services including initial vegetation management of Farrington's Pond, and for follow up studies and ongoing treatment to control exotic and invasive aquatic vegetation in Ames Pond, Harris Pond and Albert's Pond, including all incidental and related expenses; or take any action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$35,000.00

PROPOSED MOTION: That the Town vote to transfer from Free Cash the sum of \$35,000 for the continuation of the Town of Stoughton's Town-wide lake management program for engineering, consulting, services including initial vegetation management of Farrington's Pond, and for follow up studies and ongoing treatment to control exotic and invasive aquatic vegetation in Ames Pond, Harris Pond and Albert's Pond, including all incidental and related expenses.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 30 Motion passes by the necessary 2/3rds majority. Yes: 149, No: 2, Abstain: 2. Electronic Voting. Voted on June 30, 2020

Article 31 – Community Preservation Committee FY 2021 Budget/Report

(Refer to Article Appendix)

To see if the Town will vote to hear and act on the report and recommendations of the Community Preservation Committee, including to appropriate from the Community Preservation Fund FY2021 estimated annual revenues: a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021 and to reserve for future appropriation a sum of money for open space, including land for recreational use, historic resources, and community housing; and further, to Preservation Projects of purposes; all as recommended by the Community Preservation Committee; or take any action relative thereto.

Requested by: Community Preservation Committee
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$1,243,836.00

PROPOSED MOTION: That the Town vote to appropriate or reserve from Community Preservation Fund estimated annual revenues and from the Community Preservation Fund the amounts recommended by the Community Preservation Committee for Committee administrative expenses in Fiscal Year 2021 and for other CPA purposes, as specified below, with each item considered a separate appropriation:

A. From Community Preservation Fund FY2021 Estimated Annual Revenues:

1. Community Preservation Administrative Expenses	\$ 42,587
2. Community Housing Reserve	\$ 85,175
3. Historic Resources Reserve	\$ 85,175
4. Open Space Reserve	\$ 85,175
5. FY2021 Budgeted Annual Reserve	\$553,635

B. To transfer the sum of \$76,076 from the Open Space Reserve, \$40,550 from the Historic Resources Reserve and \$275,463 from the Undesignated Fund Balance for the following:

1. Long-term debt service	\$296,086
2. Unissued debt service	\$ 96,003

C. And, further, with \$510,000 from Community Housing Reserve for Housing Assistance, as appropriated under Article 20.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in Items A and B of the proposed motion; and 13-2 to recommend to Town Meeting as set forth in Item C of the proposed motion.

COMMUNITY PRESERVATION COMMITTEE: Voted 8-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 31 (Amended Item C to from 510,000 to 500,000) Motion passes by the necessary majority. Yes: 138, No: 12, Abstain: 1. Electronic Voting. Voted on June 30, 2020.

Article 32 – Preservation of Ancient Stoughton Documents (Refer to Article Appendix)

To see if the Town will vote to appropriate a sum of money under the Community Preservation Program for the purpose of preservation or rehabilitation, including the preservation of Ancient Stoughton Documents and including but not limited to professional services such as historic preservation, planning, and any other incidental and related expenses; and, as funding therefor, to raise and appropriate and/or transfer from available funds, including the Community Preservation Fund, or borrow under the provisions of G.L. c.44B, §11 or any other enabling authority a sum of money for such purposes; or take any other action relative thereto.

Requested by: Chair, Community Preservation Committee
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$9,280.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$9,280 from the Community Preservation Fund Historic Resources Reserve under the Community Preservation Program for the purpose of preservation or rehabilitation, including the preservation of Ancient Stoughton Documents and including but not limited to professional services such as historic preservation, planning, and any other incidental and related expenses.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

COMMUNITY PRESERVATION COMMITTEE: Voted 8-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 32 Motion passes by the necessary majority. Yes: 138, No: 12, Abstain: 1. Electronic Voting. Voted on June 30, 2020.

Article 33 – Construction of Stoughton Public Safety Building

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, if any, and/or borrow a sufficient sum of money to fund construction of a Public Safety Building; or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: \$55,000,000

PROPOSED MOTION: Move to dismiss.

FINANCE COMMITTEE: Voted to not recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 4-0-1 to not recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 33 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 34 – Water Master Plan

(Refer to Article Appendix)

To see if the Town will vote to update the 2006 version and continue to build upon the recently completed Hydraulic Model Recommendations for future long-term capital projects in water distribution and storage (tanks), and as funding therefor, to raise and appropriate, transfer or borrow a sum of money for such purposes, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$50,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$50,000 to update the 2006 version of the Water Master Plan and continue to build upon the recently completed Hydraulic Model Recommendations for future long-term capital projects in water distribution and storage (tanks), and, as funding therefore, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. pursuant to G.L. c. 44 §§7 or 8, or any other enabling authority, and issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Water Enterprise and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 34 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 35 – Fixed Meter Reading System Upgrades – Residential Meters

(Refer to Article Appendix)

To see if the Town will vote to complete the Town-wide Fixed Network Meter Reading Project to 100%, which project, has successfully captured lost revenue from commercial users with old, slow, and outdated meters, by continuing such project for residential users, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$2,000,000

PROPOSED MOTION: That the Town vote to complete the Town-wide Fixed Network Meter Reading Project to 100%, which project, has successfully captured lost revenue from commercial users with old, slow, and outdated meters, by continuing such project for residential users; and as funding therefor, to appropriate the sum of \$2,000,000 for such purposes, including all incidental and related expenses, and authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. pursuant to G.L. c. 44 §§7 or 8, or any other enabling authority, and issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Water Enterprise and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 7-8-1 to not recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 35 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 36 – Pratt’s Court Well(s) Investigation

(Refer to Article Appendix)

To see if the Town will vote to install test wells to pinpoint replacement well(s) location, install 2 replacement/satellite wells, perform two (2) 48-Hour pump tests and prepare the pump test report to MassDEP, and all incidental and related expenses, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$325,000.00

PROPOSED MOTION: Move to dismiss.

FINANCE COMMITTEE: *The Committee took no vote on this article as it understood that this article will be dismissed*

MUNICIPAL OPERATIONS: Voted 5-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 36 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 37 – By-Law amendment – Short Term Rental Registration

To see if the Town will vote to amend the General Bylaws by adopting the following by-law, and further, to authorize the Town Clerk, following consultation with the Town Manager, to assign a chapter and/or section number consistent with the Town Code, or take any other action relative thereto.

Any entity and/or structure meeting the Commonwealth's definition of "Short Term Rental" as set forth in G.L. c.64G, §1, as it may be amended from time to time, shall, beginning July 1, 2020, register with the Town within 30 days of their first rental. The property owner shall register annually at the Building/Zoning Office in person, by mail or on-line. Following registration, the short term rental will be inspected by the Board of Health, Fire Department and Building Department will be completed after registration. Any entity and/or structure engaged in short term rentals shall maintain a

guest registry containing each guest's name, address and driver's license number. The Police Chief shall have access to the rental registry at all times.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: That the Town vote to amend the General Bylaws by adopting the by-law set forth in Article 37 of the Town Meeting warrant, and further, to authorize the Town Clerk, following consultation with the Town Manager, to assign a chapter and/or section number to such bylaw consistent with the Town Code.

ACTION: Article 37 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 38 – Reduce Interest from 8% to 4%

To see if the Town will vote, in accordance with G.L. c.59, §41A, to reduce the rate of interest charged on Senior Tax Deferrals from 8% to 4%, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §41A, to reduce the rate of interest charged on Senior Tax Deferrals from 8% to 4%.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 38 Motion passes by necessary majority. Yes: 143, No: 3, Abstain: 0. Voted on June 30, 2020.

Article 39 – Increase Seniors/Surviving Spouse Exemption from \$208.00 to \$275.00

To see if the Town will vote, in accordance with G.L. c.59, §17D, to increase the Seniors/Surviving Spouse exemption amount from \$208.00 to \$275.00, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Estimated Costs: \$1,000.00 (charged to overlay, no appropriation required).

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §17D, to increase the Seniors/Surviving Spouse exemption amount from \$208.00 to \$275.00.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 39 Motion passes by necessary majority. Yes: 143, No: 3, Abstain: 0.
Voted electronically on June 30, 2020.

Article 40 - Increase Veterans Exemptions from \$400 to \$600

To see if the Town will vote, in accordance with G.L. c.59, §22, to increase the Veterans Exemption from \$400.00 to \$600.00, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$26,400.00 (charged to overlay, no appropriation required).

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §22, to increase the Veterans Exemption from \$400.00 to \$600.00.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 40 Motion passes by the necessary majority. Yes: 143, No: 3, Abstain: 0.
Electronic Voting. Voted on June 30, 2020

Article 41 - Increase Veterans Exemptions from \$1000.00 to \$1500.00

To see if the Town will vote to vote, in accordance with G.L. c.59, §22E, to increase the Veterans Exemption from \$1,000 to \$1,500, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$36,500.00 (charged to overlay, no appropriation required).

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §22E, to increase the Veterans Exemption from \$1,000 to \$1,500.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 41 Motion passes by the necessary majority. Yes: 143, No: 3, Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 42 - Allow for Alternate for Senior Tax Workoff

To see if the Town will vote, in accordance with G.L. c.59, §5K, to allow an able person to participate in the Senior Tax workoff program as a representative of an eligible disabled senior, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: Unknown (Number of seniors not participated because of disability is unknown)

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §5K, to allow an able person to participate in the Senior Tax workoff program as a representative of an eligible disabled senior.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 38 Motion passes by necessary majority. Yes: 143, No: 3, Abstain: 0. Voted electronically on June 30, 2020.

Article 43 - Increase Asset Threshold for Senior Tax Relief from \$100,000 to \$200,000

To see if the Town will vote, in accordance with G.L. c.59, §5, Clauses Twenty-Second and Twenty-Second A through Twenty-Second F, to increase the Asset Threshold for Senior Tax Relief for means testing from \$100,000 to \$200,000, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: That the Town vote, in accordance with G.L. c.59, §5, to increase the Asset Threshold for Senior Tax Relief for means testing from \$100,000 to \$200,000.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 43 Motion passes by the necessary majority. Yes: 143, No: 3 Abstain: 0. Electronic Voting. Voted on June 30, 2020

Article 44 – Cedar Hill Golf Course Improvements

To see if the Town will vote to appropriate a sum of money under the Community Preservation Program for the purpose of restoration and rehabilitation or creation of land for recreational use, and specifically, to create a miniature golf course, located at the Cedar Hill Golf Course, including but not limited to professional services such as design, planning, and architectural services, environmental testing, construction, purchase of materials, and any site preparation or demolition, and all other incidental and related costs; and, as funding therefor, to raise and appropriate and/or transfer from available funds, including the Community Preservation Fund, or borrow under the provisions of G.L. c.44B, §11 or any other enabling authority a sum of money for such purposes; or take any other action relative thereto.

Requested by: Cedar Hill Golf Course Operations Committee
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$550,000.00

PROPOSED MOTION: That the Town vote to appropriate the sum of \$550,000 under the Community Preservation Program for the purpose of restoration and rehabilitation or creation of land for recreational use, and specifically, to create a miniature golf course, located at the Cedar Hill Golf Course, including but not limited to professional services such as design, planning, and architectural services, environmental testing, construction, purchase of materials, and any site preparation or demolition, and all other incidental and related costs; and, as funding therefor, to

and authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c.44B, §11 or G.L. c.44 §§7 or 8 or any other enabling authority and issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Community Preservation Fund, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 1-15 to not recommend to Town Meeting as set forth in the proposed motion.

MUNICIPAL OPERATIONS: Voted 4-0 to recommend to Town Meeting as set forth in the proposed motion. (Ms. Walsh abstained due to her membership on the Cedar Hill Golf Course Operations Committee.) The members wished to condition their recommendation on the use of CPC funds only. They would like to see a business plan, a design, and logistics.

COMMUNITY PRESERVATION COMMITTEE: No recommendation made, lack of information.

ACTION: Article 44 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020.

Article 45 - Acquisition of Conservation Property **(Refer to Article Appendix)**

To see if the Town will vote, pursuant to G.L. c.60, §77C, to authorize the Board of Selectmen to accept a deed in lieu of foreclosure from Forest Green LLC or the then-current owner(s) to the land off Park Street identified as Assessors' Map 087 Parcel 028, and depicted as "Parcel 'A' (Open Space)" on a plan entitled : "Final Plan of Land in Stoughton, Massachusetts – The Forest Green," dated June 10, 2011, recorded with the Norfolk County Registry of Deeds as Plan Nos. 17-18 of 2011 in Plan Book 609, having 17.596 Acres in area, which land is subject to a tax taking held by the Treasurer/Collector for unpaid real estate taxes, such land to be held in the care, custody , management and control of the Conservation Commission for open space and conservation purposes; or take any other action relative thereto.

Requested by: Conservation Commission
Inserted by: Board of Selectmen
Date: February 4, 2020

Estimated Costs: None

PROPOSED MOTION: That the Town vote to pursuant to G.L. c.60, §77C, to authorize the Board of Selectmen to accept a deed in lieu of foreclosure from Forest Green LLC or the then-current owner(s) to the land off Park Street identified as Assessors' Map 087 Parcel 028, and depicted as "Parcel 'A' (Open Space)" on a plan entitled : "Final Plan of Land in Stoughton, Massachusetts – The Forest Green," dated June 10, 2011, recorded with the Norfolk County Registry of Deeds as Plan Nos. 17-18 of 2011 in Plan Book 609, having 17.596 Acres in area, which land is subject to a tax taking held by the Treasurer/Collector for unpaid real estate taxes, such land to be held in the care, custody, management and control of the Conservation Commission for open space and conservation purposes.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 45 Motion passes by the necessary majority. Yes: 137, No: 10, Abstain: 2. Electronic Voting. Voted on June 30, 2020

Article 46 – Purchase of 4.95 Acre Property on West Street

To see if the Town will authorize the Board of Selectmen, under the authority of Massachusetts General Laws (MGL) Chapter 44B, the Community Preservation Act, and Chapter 61B, Classification and Taxation of Recreational Land, to acquire by purchase, gift, transfer or otherwise, those portions of land totaling 4.95 acres, more or less, owned by Greymax LLC, and located on West Street, also known as Parcel ID Number 037_004_0. The land to be acquired should be held pursuant to MGL Chapter 40, Section 8C under the care, custody, and control of the Conservation Commission of the Town of Stoughton for conservation and/or recreational purposes; and, further, that the Board of Selectmen shall be authorized to grant a perpetual conservation restriction on said parcel of land, meeting the requirements of MGL Chapter 44B, Section 12 and MGL 184, Sections 31-33 and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Stoughton to effect said purchase; and, as funding therefor, to raise and appropriate from available funds in the Open Space Reserve Account of the Community Preservation Fund, or the Undesignated Reserve Account of the Community Preservation Fund, or from the Treasury, or raise by borrowing, a sum of money to cover the acquisition of the above-named parcel and any related expenses, or take any action relative thereto.

Requested by: Open Space Committee
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$330,000

PROPOSED MOTION: That the Town vote to authorize the Board of Selectmen, under the authority of Massachusetts General Laws (MGL) Chapter 44B, the Community Preservation Act, for open space/recreation purposes, and Chapter 61B, Classification and Taxation of Recreational Land, to acquire by purchase, gift, transfer or otherwise, those portions of land

totaling 4.95 acres, more or less, owned by Greymax LLC, and located on West Street, also known as Parcel ID Number 037_004_0; such land to be held pursuant to MGL Chapter 40, Section 8C under the care, custody, and control of the Conservation Commission of the Town of Stoughton for conservation and/or recreational purposes; to authorize the Board of Selectmen to grant a perpetual conservation restriction on said parcel of land, meeting the requirements of MGL Chapter 44B, Section 12 and MGL 184, Sections 31-33 and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Stoughton to effect said purchase; and, further, for such purposes, including all incidental and related expenses, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow the sum of \$330,000 pursuant to G.L. c.44B, §11 or G.L. c.44 §§7 or 8 or any other enabling authority and issue bonds and notes therefor, and that while it is acknowledged that such borrowing shall constitute general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Community Preservation Fund, and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

FINANCE COMMITTEE: Voted 15-1 to refer to Town Meeting, no information presented.

COMMUNITY PRESERVATION COMMITTEE: No recommendation made, lack of information.

ACTION: Article 46 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 47 – Establish a Stoughton 300 Celebration Reserve

To see if the Town will vote to establish a Stoughton 300 Celebration Reserve fund in accord with G.L. 44, §53I for the purposes of funding a 300-year celebration of the establishment of the Town of Stoughton in 2026; with such a vote to take effect on the first day of the fiscal year beginning July 1, 2020, or take any other action relative thereto.

Requested by: Board of Selectmen
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: None

PROPOSED MOTION: That the Town vote to establish a Stoughton 300 Celebration Reserve fund in accord with G.L. 44, §53I for the purposes of funding a 300-year celebration of the establishment of the Town of Stoughton in 2026; with such a vote to take effect on the first day of the fiscal year beginning July 1, 2020.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 47 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 48 – Transfer of funds to Stoughton 300 Reserve

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Stoughton 300 Reserve Account, or take any other action relative thereto.

Requested by: Town Manager
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: \$1,000.00

PROPOSED MOTION: That the Town vote to transfer from Free Cash the sum of \$1,000.00 to fund the Stoughton 300 Reserve Account.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 48 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 49 - Deposit to Stabilization Fund

To see if the Town will vote to raise and appropriate and/or or transfer from available funds, if any, in the Treasury, to fund the Stabilization Fund established in accordance with G.L. c.40, §5B; or take any other action relative thereto.

Requested by: Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: \$500,000

PROPOSED MOTION: That the Town vote to appropriate \$500,000.00 to fund the Stabilization Fund established in accordance with G.L. c.40, §5B and to meet this appropriation to transfer the sum of \$66,392.00 from Free Cash and to raise and appropriate the sum of \$433,068.00.

FINANCE COMMITTEE: Voted 16-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 49 Motion (as amended new amount 1,000,000) passes by the necessary majority. Yes: 140, No: 3, Abstain: 3. Electronic Voting. Voted on June 29, 2020

Article 50 - Deposit to Building Stabilization Fund

To see if the Town will vote to raise and appropriate and/or or transfer from available funds, if any, in the Treasury, to fund the Building Stabilization Fund established in accordance with Massachusetts General Laws, Chapter 40, Section 5B; or take any other action relative thereto.

Requested by: Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting.

ACTION: Article 50 Motion to Dismiss passes by the necessary majority. Yes: 135, No: 5, Abstain: 4. Electronic Voting. Voted on June 29, 2020

Article 51 - Deposit to Fire Apparatus Stabilization Fund

To see if the Town will vote to raise and appropriate and/or or transfer from available funds, if any, in the Treasury, to fund the Fire Apparatus Stabilization Fund established in accordance with G.L. c.40, §5B; or take any other action relative thereto.

Requested by: Town Accountant
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: Refer to Town Meeting.

FINANCE COMMITTEE: Voted 16-0 to refer to Town Meeting.

ACTION: Article 51 Motion passes by the necessary majority. Yes: 143, No: 3, Abstain: 0
Electronic Voting. June 30, 2020.

Article 52 – Re-Appropriate funds from 2020 Health Appropriation

To see if the Town will re-appropriate any excess balance from the FY 2020 Operating Budget Health Insurance appropriation line to the FY 2021 Operating Budget Health Trust Miscellaneous revenue line and/or to the OPEB Trust, or take any other action relative thereto.

Requested by: Internal Auditor/Financial Analyst
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs:

PROPOSED MOTION: That the Town vote to transfer from the FY 2020 Operating Budget Health Insurance appropriation line the balance as of close of business on June 30, 2020 or \$150,000, whichever is less, to the OPEB Trust.

FINANCE COMMITTEE: Voted 15-0 to recommend to Town Meeting as set forth in the proposed motion.

ACTION: Article 52 Motion passes by the necessary majority. Yes: 143, No: 5, Abstain: 6. Electronic Voting. Voted on June 30, 2020.

Article 53 - Site Plan Review By-Law Modification (Refer to Article Appendix)

To see if the Town will vote to amend the Zoning By-Laws, particularly Section 10.6, as set forth below, with language to be inserted shown in bold underline, and language to be deleted shown in strikethrough, or take any other action relative thereto.

10.6.1 Purpose. The purpose of Site Plan Approval is to protect the health, safety, convenience and welfare of the inhabitants of the Town of Stoughton by providing a comprehensive review of the land and development plans submitted to the Town for approval to ensure that the following conditions have been met:

1. The location of buildings, uses and other site development(s) are properly and legally located on a site as prescribed by the Zoning Bylaw.
2. Adjacent properties are protected from nuisance(s) caused by noise, traffic, odors, noxious or harmful fumes, stormwater runoff and glare of lights.
3. Significant natural features on a site are preserved as much as possible (i.e., hills, water bodies, wetlands, certified vernal pools, streams (intermittent or otherwise), trees, tree groves, wooded areas, rock outcrops, native plants, wildlife habitats and other areas of aesthetic, ecological and historical interest).

4. Adequate facilities for off street parking and loading, drainage, snow storage and/or removal, fire protection and methods of solid waste disposal are provided on site.
5. Pedestrian ways, access/egress driveways, internal circulation, loading areas and parking facilities are properly designed and operated for public convenience, universal accessibility and public safety.

6. Economic development is promoted by "smart" land use decisions.

10.6.2 Projects Requiring Site Plan Approval. All buildings, ~~other than single-family and two-family residences and structures accessory thereto, which are to be constructed, removed and reconstructed or demolished and reconstructed, or enlarged, which enlargement is equal to or greater than the percentage of the total building gross square footage listed in Table 1 or 5,000 square feet, whichever is less, shall be subject to Site Plan Approval by the Planning Board.~~ In addition, any change in the use, other than a single or two-family residence, which has an increased requirement for parking as defined by this Bylaw, or an increase in impervious surface, other than building footprint, shall also be subject to Site Plan Approval. The purpose of Site Plan review and approval is to allow the Town an opportunity to review projects that meet certain thresholds in scope that are allowed by right and the ability to impose reasonable conditions on their approval to mitigate the impacts on the surrounding area. Full Site Plan Review requires a public hearing before the Planning Board and a pre-application meeting with municipal department heads. Administrative Site Plan Review only requires a meeting with department heads. If there a question of which level of review is required, the Town Planner, the Town Engineer and the Building Commissioner shall make the determination.

Table 1	
Size of Building Footprint	% of Increase Requiring Site Plan
Under 1,000 g.s.f.	40%
1,000 — 4,999 g.s.f.	30%
5,000 — 19,999 g.s.f.	20%
20,000 — 50,000 g.s.f.	10%
Over 50,000 g.s.f.	5%

Note: g.s.f. = gross square footage of the building. g.s.f. shall be calculated using the outside dimension of the building footprint times the number of floors.

1. Full Site Plan Review.

- a. For all of the following structures that are 500 square feet or more of gross floor area:

All new construction, expansion or renovation of multi-family dwellings (three (3) or more units), mixed-use buildings or any non-residential buildings or;

- b. Change of use that requires the addition or relocation of five (5) or more parking spaces; or

- c. Any change in the location of the vehicular access or egress to a non-residential property; or

- d. Drive-through facilities or;
 - e. Increase in impervious area of 1,000 square feet or more; or
 - f. Any fast-food establishment; or
 - g. Removal of more than one hundred (100) cubic yards of materials (loam, sand, gravel, stone or any other earth material) in the aggregate from any lot or contiguous lot(s).
2. Administrative Site Plan Review.
- a. For all of the following structures that are less than 500 square feet of gross floor area:
All new construction, expansion or renovation of multi-family dwellings (three (3) or more units), mixed-use buildings or any non-residential buildings of less than 500 square feet of gross floor area (GFA) or;
 - b. Exterior alteration or renovation of an existing non-residential or mixed-use building or premises, visible from a public or private street or way which includes any of the following:
 - (1) Change in the building's exterior surface material; or
 - (2) Rearrangement or addition of windows or doors; or
 - (3) Facade reconstruction or replacement; or
 - (4) Roofing if the Building Commissioner determines the roof to be a distinctive architectural feature of the building; or
 - c. Change of use that requires the addition or relocation of less than five (5) parking spaces; or
 - d. Increase in impervious area of less than 1,000 square feet; or
 - e. The creation of any non-residential outdoor storage area(s) for vehicles, machinery or supplies.
 - f. The redesign of the layout/configuration of an existing parking area of ten (10) or less parking spaces; or
 - g. The relocation of Handicapped Parking spaces pursuant to 521 CMR as most recently amended.

Note: Gross Square Footage of the building shall be calculated using the outside dimension of the building footprint for each floor.

10.6.3 Exemptions. The following alterations or construction operations are exempt from the provisions of the Site Plan Review Bylaw:

Increase in landscaping or shifting of landscaping locations, subject to no change in the Plant List quantities, size or vegetation types (i.e. groundcovers, shrubs, flowering trees, shade/street trees), with exception to landscaping approved for buffering or to meet buffering requirements of this Bylaw.

Changes to infrastructure and utility provisions/apparatus with written approval by the Engineering Department and the agency responsible for the utility, with exception to traffic mitigation. ~~(to be considered a minor modification).~~

~~Relocation of less than 5% of total approved parking spaces.~~

~~Moving of Handicapped Parking pursuant to 521 CMR as most recently amended.~~

10.6.4 Recommended Pre-Filing Procedure. Prior to filing a Site Plan Approval Application, the applicant is encouraged required to request, in writing to schedule a meeting to review the proposed site plan with the Engineering and Building Departments all relevant Town departments. This shall include the Town Planner, the Building Department, the Board of Health, the Public Works Department, the Engineering Department, the Fire Department, the Police Department, the Assessor's Department, the Conservation Agent and the Economic Development Director. The purpose of this recommended pre-filing procedure meeting is to review with the applicant the requirements and criteria for site plan approval and address questions and comments in order to give the applicant advice and comments guidance prior to submitting a Site Plan Approval Application and thus avoid unnecessary time and costs to the applicant due to unforeseen problems and issues with a submitted site plan. The Applicant shall also obtain a zoning determination letter from the Building Commissioner that provides the reason(s) the project requires site plan approval, the level of review required and reference to the applicable section(s) of the Zoning Bylaws.

10.6.5 Application Submittal and Circulation. Application for a Site Plan Approval Application cannot be made prior to the completion of a Pre-Filing meeting. At the time of filing, the applicant must submit ~~twelve (12)~~ 14 copies of a completed Site Plan Application, six (6) copies of the full-sized Site Plan, nine (9) copies of 11" x 17" Site Plan, eight (8) copies of the Development Impact Report (Section 10.6.10), three (3) copies of the Stormwater Management Plan and Report (Section 10.6.11) and drainage calculations, five (5) copies of the Traffic Report (If applicable) and one (1) electronic copy, conforming to all of the requirements listed in this Bylaw, along with a copy of the zoning determination letter from the Building Commissioner, any pre-filing comments received, to the Planning Board, in care of the Engineering Department. Additionally, a copy of the Site Plan Application (without plans) shall be filed with the Town Clerk. The Site Plan Application and plans will be forwarded to the following departments for review and comment:

Building Department
Public Works Department
Board of Health
Conservation Commission
Fire Department
Police Department
Engineering Department

Each department shall make every effort to have all comments submitted to the Planning Board within thirty (30) days of receipt of a Site Plan Approval Application by the opening of the public hearing by the Planning Board. These comments shall be available for review at the Engineering Department ~~prior to the public hearing.~~

No public hearing will be scheduled until a full submission has been made to the satisfaction of the Town Planner and the Engineering Department.

10.6.6 Public Notice. No less than fourteen (14) days prior to the date of the public hearing, the Applicant shall advertise the public hearing in a newspaper of local circulation, and shall

send written notice, by first class mail, in conformance with G.L. c. 40A, §11. Legal advertisement and all required postage shall be paid by Applicant. The legal advertisement and abutter notification shall include, at a minimum, the following information:
The name and, if applicable, the business name and address of the applicant.

The street address and the assessor's map and lot number of the property as specified on the Site Plan Application on which construction or expansion is planned.

A brief description of the type of construction or expansion planned.

The designated Town office where the Site Plan Application can be reviewed.

The date, time and place of the public hearing.

10.6.7 Public Hearing. A public hearing on the site plan application shall be scheduled within forty-five (45) days of filing. Failure of the Planning Board to hold a public hearing within forty-five (45) days shall be deemed as constructive approval, unless submission requirements have not been met by the applicant, upon which the Town Clerk shall issue a certificate to this effect and a notation on the Applicant's Site Plans.

10.6.8 Waiver of Filing Requirements. Upon request of the Applicant, the Planning Board may, at its discretion, waive any of the requirements, or portions thereof, of this Section. Action by the Planning Board granting either approval or approval with conditions shall be sufficient evidence of an affirmative waiver by the Board of any of the filing requirements not fulfilled by the Applicant. Waivers of filing requirements shall be explicitly requested by the Applicant in writing, and responded to in writing indicating grant or denial ~~expressly granted~~ by the Planning Board. Requirements of this By-Law may not be waived except as properly voted by the Planning Board.

10.6.9 Preparation and Contents of Site Plan. Site Plans shall be preferably be 24" x 36". Larger plans may be submitted with the approval ~~at the discretion~~ of the Engineering Department. The scale shall be a minimum of 1" = 40', except for elevation views and floor plans, which shall be at a scale of 1/8" = 1' or 1/4" = 1'. The site plan set shall include a Cover Sheet, Existing Conditions Plan, Proposed Site Layout, Landscape Plan, Lighting Plan, Utility and Grading Plan and Construction Details. The site plan set shall also include meet the following criteria and any other criteria deemed as sound planning and engineering practice by the Planning Board and/or the Engineering Department:

1. Name and address of the Record Owner and/or Applicant.
2. Legend depicting all pertinent existing and proposed site features.
3. The date that the plans were prepared and north arrow shall be shown on the plans.
4. All site plans must be stamped and signed by a Registered Professional Civil Engineer and a Professional Land Surveyor. The land surveyor shall perform an instrument boundary survey and shall certify the accuracy of the locations of the buildings, setbacks and all other required dimensions and distances to property lines.

5. A Zoning Chart depicting "Required" vs. "Provided" for all applicable Zoning Criteria including Lot Size, Frontage, setbacks, Building Height, Lot Coverage, Parking Spaces and Landscaping and Open Space requirements.
6. A Locus Map, at a scale of 1" = 600' or other suitable scale to accurately locate the site in Town, oriented on the plan in the same way as the large-scale plan.
7. The location, width, status (public or private) and name of all streets (showing both sides) within 100' of the all project boundaries.
8. On-site and abutting lot lines. On-site lot lines shall be described by bearings and distance. Abutting lot lines shall be shown in a general way.
9. All easements shall be described with bearings and distances.
10. Zoning District lines, including Flood Plains, Wetland Protection Districts and wellhead protection zones I and II or any other applicable overlay districts, if applicable.
11. ~~Existing surveyed and proposed topography contour lines at one (1) or two (2) – foot intervals. A minimum of two (2) benchmarks shall be shown on the plans. The datum shall be noted.~~
12. The location of ~~existing or~~ proposed building(s) on the lot shall be shown with total square footage and dimensions of all buildings.
13. ~~Any streams, brooks or wetland resource area boundaries or within 100' of the property lines. Wetland resource areas shall be as defined in the most recent version of the Stoughton Wetland Protection Bylaw.~~
14. ~~Information on the location, size and type and number of existing landscape features.~~
13. Information on the location, size and capacity of ~~existing and~~ proposed on-site and abutting utilities (water, sewer, drainage, natural gas, electrical cable, etc.).
14. Detailed locations and dimensions of all ~~existing and~~ proposed buildings and uses on-site and on abutting properties, including sill elevations, overhangs and exterior details relating to the building footprint. All ~~existing and~~ proposed setbacks from property lines should also be shown. Any minimum, or below minimum, setback distances shall be clearly noted as such on the plan.
15. An existing conditions plan to include the following:
 - a) Existing surveyed topography contour lines at one (1) or two (2) –foot intervals.
 - b) The location of existing building(s) on the lot shall be shown with total square footage and dimensions of all buildings.
 - c) Any streams (intermittent or otherwise), brooks or wetland resource area boundaries or certified vernal pools within 100' of the property lines. Wetland resource areas shall be as defined in the most recent version of the Stoughton Wetland Protection Bylaw.
 - d) Information on the location, size and type and number of existing landscape features.

- e) Information on the location, size and capacity of existing on-site and abutting utilities (water, sewer, drainage, natural gas, electrical cable, etc.), including utilities in abutting side streets, if applicable.
 - f) Detailed locations and dimensions of all existing buildings and uses on-site and on abutting properties, including sill elevations, overhangs and exterior details relating to the building footprint. All existing setbacks from property lines should also be shown. Any minimum, or below minimum, setback distances shall be clearly noted as such on the plan.
16. A landscaping plan that shows the location of proposed plantings and landscaped areas such as mulched or grassed areas. It shall also contain a table that lists the various species, the number of each and the size (planted height from the ground level from the top of the root ball) at the time of installation and anticipated size at full maturity. The plan shall also
17. include a second page that shows pictures of the appropriate plantings at their mature sizes and colors.
18. An Operation and Maintenance Plan (O&M) in a recordable form to be paid by the Applicant shall be submitted to the Board for review that summarizes the proposed maintenance for all access ways, parking areas, fences, walls, landscaping, lighting, drainage, and waste disposal areas shall be adequately maintained and repaired or replaced wherever and whenever necessary for continued compliance with the appropriate site plan.
19. Location for all proposed sight lighting and construction details. Also, a photometric plan shall be included that shows the intensity of lighting throughout the site and onto adjacent properties and any roadway(s).
20. Location, specifications and construction details for all site signage to include on-site directional signage.
21. Elevation and façade treatment plans in context with surrounding buildings of all proposed structures. Color renderings are also required.
22. Information on the location, size and type of parking, loading, storage and service areas with a parking calculation schedule noting existing, required and proposed spaces for the entire site.
23. Details and specifications (if applicable) for proposed site amenities including but not limited to fences, recreation facilities, walls or other barrier materials and special paving materials.
24. All proposed erosion control measures shall be shown on the plan. An anti-tracking area shall be provided at all entrances.
25. Area(s) proposed for snow storage should be shown on the plan.
26. A Limit of Work Delineation shall be shown on the plan.
27. Any additional information ~~in which~~ that the Board finds reasonable and sound practice shall be provided to the Board by the Applicant.

10.6.10 Development Impact Report (DISR). A Development Impact Report will be required for all projects. The Planning Board may waive in part, or in whole, any requirements contained in the DISR which it deems inapplicable to the project proposal and shall contain the following elements:

A. Traffic Impacts Assessment

~~1. The Traffic Report shall include the following for the study area:~~

Existing average daily traffic and pedestrian/bicycle volumes during peak hours. Identification of any pedestrian and bicycle crossing issues on-site or off-site.

Analyses of average daily traffic and peak hour levels resulting from the project including future conditions for peak hour traffic volumes under "no-build" and "build" scenarios based on a five (5) --5 year horizon from existing conditions. "No build" to include average annual growth and projects approved or projected in the area. "Build" to represent no-build traffic volumes adjusted to add site generated traffic volumes. The methodology and sources used to derive existing data and estimations.

Accident history shall be included for a three (3) 3 year period.

1. Internal traffic circulation analyses including emergency vehicle access.
2. Sight Line Evaluation. Shall include documentation of posted speed limits, calculations of stopping sight distances for ~~both~~ all directions and field measurements of available sight distances at each proposed point.
3. Queuing and lane storage capacities available under existing and proposed conditions.
4. Traffic Signal Warrant Analysis, if necessary.
5. An analysis of existing and resulting intersection levels of service (LOS). (Please refer to the most current edition of the Manual of the Institute of Transportation Engineers for the definition of level of service.)
- ~~6. Directional vehicular flows resulting from the proposed project.~~
9. Proposed methods to mitigate the estimated traffic impacts.

B. Visual Impacts Assessment

~~The Visual Impact Assessment shall be prepared by a registered Landscape Architect and shall include:~~
Evaluation of the relationship of proposed new structures or alteration of nearby pre-existing structures in terms of character and intensity of use (e.g. scale, materials, color, odor, door and window size and locations, setbacks, roof and cornice lines, and other major design elements);

An analysis of the visual impacts on neighboring properties from the proposed development and alterations, and of the location and configuration of proposed structures, parking areas, open space, and gradient changes;

1. A colored site plan rendering representing the actual colors and materials being used.

C. Environmental Impacts Assessment

~~The purpose of this assessment is to describe the impacts of the proposed development with respect to on-site and off-site environmental quality.~~

- a. Evidence that the proposed development shall will not create any significant emission of noise, dust, fumes, noxious gases, radiation, or water pollutants, or any other similar significant adverse environmental impact(s).
- b. Evidence that the proposed development shall will not increase the potential for erosion, flooding or sedimentation, either on-site or on neighboring properties; and shall not increase the pre v. post rates of runoff from the site. A summary of compliance with the DEP Stormwater Standards shall be provided. Provision for attenuation of runoff pollutants and for groundwater recharge shall be included in the proposal.
- c. Evidence that the design of the development shall will minimize the area over which existing vegetation is to be removed. Tree removal shall be minimized, and special attention shall be given to the planting of replacement trees.
- d. Evidence that the design of the development shall will minimize earth removal. Cuts of more than four (4) 4 feet shall be prohibited, unless otherwise waived by the Planning Board. Any grade changes shall be in keeping with the general appearance of neighboring developed areas.
- e. Evidence that proper sewage disposal will be provided in accordance with the State Environmental Code and any local regulations and/ or policies must be demonstrated.
- f. Water Demand Calculations shall be provided to help determine the impact the project will have on the public water system. In cases where well water will be used, a Hydrogeological Analysis shall be provided to help determine water demand.

D. Economic Impacts Assessment

~~The purpose of the Economic Impact assessment is to evaluate the fiscal and economic impacts of the proposed development on the Town.~~

~~The scope of the assessment shall address the following issues:~~

1. Projections of costs arising from increased demands for public services and infrastructure. Cost factors shall include the project effects of police and fire protection, highway, water, sewer, solid waste disposal, education services, recreation facility impacts, and health services.
2. Projections of benefits from increased tax revenues, employment (construction & permanent), and value of public infrastructure to be provided. Revenue factors shall include the effects on property taxes, vehicular taxes, licenses and fees, fines and miscellaneous taxes.
3. Projections of the impacts of the proposed development on the values of adjoining properties.
4. Five (5)-year projection of Town revenues and costs resulting from the proposed development.

E. Community Impact Assessment

~~The purpose of this assessment is to evaluate the project design based on its compatibility with the surrounding community.~~

The scope of the assessment shall address the following issues:

1. **Evidence that the** design elements ~~shall~~ **will** be compatible with the character and scale of neighboring properties and structures.
2. **Evidence that** the design of the development ~~shall~~ **will** minimize the visibility of visually degrading elements such as trash collectors, loading docks, etc.
3. **Evidence that** the design of development ~~shall~~ **will** be consistent or compatible with existing local plans (if any); including plan elements adopted by the Planning Board, Conservation Commission, and other Town bodies having such jurisdiction.
4. **Evidence that** the location and configuration of proposed structures, parking areas and open space ~~shall~~ **will** be designed so as to minimize any adverse impact on temperature levels or wind velocities on the site or adjoining properties.
5. **Evidence that** outdoor lighting, including lighting on the exterior of a building or lighting in parking areas, ~~shall~~ **will** be arranged to minimize glare and light spillover to neighboring properties.

10.6.11 Stormwater Management Plan and Report. The contents of the stormwater management plan shall contain sufficient information for the Engineering Department to evaluate the hydrological and hydrological-dependent characteristics of the land to be developed, the potential and predicted impacts of land development on the local hydrology, and the effectiveness and acceptability of all measures proposed by the applicant for reducing adverse impacts. Summary data shall be provided in terms understandable to the Planning Board and the general public.

The stormwater management design shall be prepared in compliance with the Stormwater Standards of the latest edition of the Stormwater Management Regulations and the Stormwater Handbook of the Department of Environmental Protection. Additionally, the project shall comply with the Environmental Protection Agency's most current National Pollutant Discharge Elimination System (NPDES) MS4 Permit requirements and any local Stormwater Requirements.

The following plans and documents shall be submitted for review:

1. Completed and signed Stormwater Management Checklist Form from the latest edition of the Stormwater Management Regulations demonstrating compliance with all Standards.
2. Narrative describing the project and all sub-catchment areas (cover type, soil conditions, etc.). A summary table showing changes in pre and post-development peak runoff flows for the two (2), ten (10), twenty-five (25), and one-hundred (100) -year storm events. Post development peak runoff rates shall not exceed pre-development rates. The Narrative shall explain all Best Management Practices proposed to improve water quality and recharge. All areas where vegetation is being altered and all areas to be covered with impervious areas shall describe in the Narrative.
3. Hydrological Calculations for Pre-development and Post-development.
4. Pre-and Post-development Watershed Sub-catchment Maps showing sub-catchment boundaries, Time of Concentration paths, cover types, and final discharge points.
5. Plans shall show enough topographic information outside of the site to show pre and post discharge impacts.
6. Provide Curve Number calculations.

7. Hydraulic calculations shall be prepared based on the 25-year storm event. A hydraulic summary table shall be provided.
8. Test Pit Data. All test pit locations shall be shown on the plan. The Estimated Seasonal High Ground Water Elevation for each test shall be provided. Test pits are required to be performed in the vicinity of any stormwater basin in accordance with the DEP Stormwater Management Regulations.
9. Existing topography and proposed grading shall be described in one (1) foot or two (2) foot contour intervals, depending on how much detail is required to review drainage impacts of the proposed project.
10. Locations, specifications and construction details for all stormwater structures and Best Management Structures shall be provided in the plan.
11. Site runoff shall be infiltrated to maximum extent practicable. The use of Low Impact Development design is encouraged.
12. An Operation and Maintenance Plan shall be submitted for stormwater structures. The O & M Plan must also describe how all access ways, parking areas, fences, walls, landscaping, lighting, drainage, and waste disposal areas will be adequately maintained and repaired or replaced wherever and whenever necessary for continued compliance with the appropriate site plan.

10.6.12 3 Additional Required Written Submittals. An application for Site Plan Approval shall also be accompanied by the following:

1. The name and address of Record Owner/Applicant. A cover letter from applicant describing project in detail.
2. A list of names and addresses of all property owners of record who share a common property line with any portion of the subject property, and abutters to the abutters within three hundred feet (300').
3. An itemized list of all applicable permits required for the subject site prior to the issuance of a building permit, and any approvals, variances and applications applied for and obtained for the project and property, including, as may be applicable, an application for municipal sewer connection, application for construction of an individual sewerage disposal system, application for municipal water connection, or application for well permit.
4. Written permission from the owner of the property to apply for Site Plan Approval, if the applicant is not the owner.
5. For projects proposing demolition of an existing structure, a written finding by the Stoughton Historical Commission that the building or structure is not historically significant.
6. If any waivers are sought from the Planning Board, they shall be clearly listed with their descriptions on the drawing. If any waivers are requested, they shall be listed on a separate sheet and submitted as part of the site plan submission material along with a statement of reasons for same.
- ~~7. A proposed construction schedule.~~

~~10.6.14 Certification of Plans.~~ The site plan must be signed and stamped by a professional deemed appropriate by the planning Board. This may include, but not limited to a registered Professional Civil Engineer, Professional Land Surveyor, Landscape Architect, or Architect.

~~10.6.15 Site Construction.~~ Site work for the proposed development shall conform to the following general requirements:

- ~~1. All access routes and parking areas shall be graded, paved, and drained to the satisfaction of the Engineering Department.~~
- ~~2. Curbing, berms wheelstops, guardrails, and/or bollards shall be placed at the edges of all surfaced parking areas as appropriate. Wheelstops shall be provided wherever a parking area directly abuts a sidewalk.~~
- ~~3. All utility connections shall be constructed in accordance with the requirements of the Engineering Department, Public Works and the Building Department, and other utility owners as applicable.~~

~~10.6.16 All access ways, parking areas, fences, walls, landscaping, lighting, drainage, and waste disposal areas shall be adequately maintained and repaired or replaced wherever and whenever necessary for continued compliance with the appropriate site plan. A formal operation and maintenance plan for the site shall be submitted to the Planning Board for review.~~

10.6.13 7- Planning Board Action. The Planning Board shall take formal action on the Site Plan Application within thirty (30) days of the close of the public hearing. Planning Board action shall be by vote of a majority of the members, ~~or majority of a voting quorum,~~ and shall consist of any one of the following:

1. Approval, if the Site Plan meets the requirements of this By-Law;
2. Approval with conditions, if the Site Plan would meet the requirements of this By-Law upon satisfaction of certain conditions; or
3. Disapproval, if the Site Plan does not meet the requirements of this By-Law.

10.6.14 8 Decision. The Planning Board shall file a written decision with the Town Clerk after initialing all pages contained in said decision, with copies filed with the Applicant, Building Department and Engineering Department.

10.6.15 9 Endorsement Upon Approval. In addition to the written decision, the Planning Board approval, or approval with conditions, shall be indicated by endorsement on the Site Plan by a majority of the Planning Board, with a reference to any specific conditions which may be contained in the written decision. Once approved, one (1) copy of the approved Site Plan, signed by the Planning Board, or their Authorized representative, shall be forwarded to the Building Inspector and Engineering Department ~~within five (5) days of final Planning Board action.~~

10.6.16 20 Constructive Approval. Failure of the Planning Board to take final action within the prescribed thirty (30) - day period shall be deemed as approval, upon which the Town Clerk shall issue a certificate to this effect and a notation on the Applicant's Site Plans. For

the purposes of this By-Law, "formal action" shall be construed to mean completion of every act required of the Planning Board under this By-Law.

10.6.17 ~~21~~ Disapproval for Failure to Meet Filing Requirements. The Planning Board may, in its discretion, record a vote of disapproval of a Site Plan if the Applicant has failed to meet any of the requirements of filing set forth in this By-Law.

10.6.18 ~~22~~ No occupancy permits shall be issued for any building or structure, or portion(s) thereof, until:

1. The Building Inspector receives certification from a registered architect, engineer or land surveyor, that all construction (including utilities) has been done in accordance with the approved site plan (not required for site plans for structures less than 5,000 sq. ft.); and
2. The Building Inspector, Town Planner and Engineering Department verify that all conditions of the approved site plan have been met.

10.6.19 ~~23~~ Security for Incomplete Work. Surety. At the option of the Applicant, an occupancy permit may be issued if the only incomplete work shown on the site plan is exterior, cosmetic or landscaping, and if surety, the amount to be set by the Engineering Department Planning Board at a regular meeting, is posted to ensure that the incomplete work is completed within a reasonable time. The surety shall be provided in cash. If the Applicant wishes to dispute the amount of the surety, it shall be done at a regularly-scheduled meeting of the Planning Board. The Planning Board shall establish a deadline for completion of not more than one (1) year from posting of security surety. Surety for landscaping shall be held for at least one (1) growing season to ensure survival of all plantings. ~~The Planning Board may, at its discretion, allow surety to be posted for site work in addition to landscaping if an unusual or unexpected event prevents the applicant from completing the site work.~~ This allowance is subject to the review by the Planning Board by a site inspection to insure the safety and health for those who occupy the structure and use the site. Surety may not be used for incomplete stormwater management areas or wetlands replication that may be required by the Conservation Commission. The Applicant shall request a reduction of release of the surety shall be done at a regularly-scheduled meeting of the Planning Board.

10.6.20 ~~4~~ Modification of Approved Site Plans. In the event a modification is made to an approved site plan, the applicant shall submit to the Planning Board revised plans showing the modification. The proposed modification (s) shall be discussed at a regularly-scheduled meeting of the Planning Board. In consultation with the Engineering Department and the Town Planner, the Board will determine whether the proposed modifications are minor or major in nature. Minor modifications may be approved the Board without a public hearing, while major modifications shall require a public hearing before the Board.

~~Listed below are situations warranting major review as the original filing, minor reviews requiring Board review at a regular meeting, or no review by the Planning Board. A meeting with the Engineering and Building Departments prior to filing is recommended.~~

~~1. Major Modifications. The following modifications to a site plan approval constitute "Major Modifications," requiring the same review and application of the original filing:~~

~~a. Changes to the principal use structure paved areas, drainage structures, or~~

~~lot configuration.~~

b. ~~Phasing development to allow structures to be constructed in specific separate time frames.~~

e. ~~Any other modification which the Planning Board finds to be a substantial alteration of the approved Site Plan.~~

~~2. Minor Modifications. The following modifications to a site plan approval constitute "Minor Modifications." The Planning Board may review these following changes to determine the insignificance and consistency within the original approved plan:~~

a. ~~Reduction in Landscaping or Parking.~~

b. ~~Requests by applicant to revise conditions of previous decision.~~

c. ~~Facade changes to the structure without any increase in volume.~~

d. ~~Any other modification not listed herein, which the Planning Board deems not to be a substantial alteration of the approved site plan.~~

10.6.21 5 Lapse. An approved site plan shall lapse if within two (2) years, which shall not include such time required to pursue or await the determination of an appeal referred to in Section ~~17 seventeen~~, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause or, in the case of permit for construction, if construction has not begun by such date except for good cause.

10.6.22 6 Appeal. The appeal of any decision of the Planning Board hereunder shall be made in accordance with the provisions of Massachusetts General Laws Chapter 40A, §17.

Requested by: Town Planner
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Costs: None

PROPOSED MOTION: That the Town vote to amend the Zoning By-Laws, particularly Section 10.6, as set forth in the warrant under Article 53 and authorize the Town Clerk, following consultation with the Town Manager, to assign appropriate chapter and section numbers for consistency with the Town Code.

ACTION: Article 53 Motion to Dismiss passes by the necessary majority. Yes: 148, No: 4, Abstain: 6. Electronic Voting. Voted on June 29, 2020

Article 54 - Rescind Community Preservation Act

To see if the Town of Stoughton will vote to rescind Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing, and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said Act to determine the amount of such surcharge on real property as a percentage of the annual real estate tax levy against real property and the fiscal year in which such surcharge shall commence; to determine whether the Town will accept any of the exemptions from such surcharge permitted under Section 3(e) of said Act; or to take any other action relative thereto. (Adopted April 4, 2008)

Requested by: Roberta Harback
Inserted by: Board of Selectmen
Date: February 4, 2020
Estimated Cost: None

FINANCE COMMITTEE: Voted 13-2-1 to refer to Town Meeting.

ACTION: Article 54 Motion failed by the necessary majority. Yes: 51, No: 90, Abstain: 4.
Electronic Voting. Voted on June 30, 2020.

A motion was made, seconded and so voted electronically to dissolve the Annual Town Meeting at 11:36 p.m. on June 30, 2020.

A True Attest Copy,


Stephanie G. Carrara, CMC/MMC

Interim Town Clerk

Norfolk, ss. Officer's Return, Stoughton:

By virtue of this Warrant, I, Lawrence Verduin Verduin Oct 5, 2020 notified and warned the inhabitants of the Town of Stoughton, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Special Town Meeting Warrant in the following public places within the Town of Stoughton:

Precinct 1	Stop & Shop	278 Washington Street
Precinct 2	Stoughton Public Library	84 Park Street
Precinct 3	Bob's Foodmart	289 Park Street
Precinct 4	Andy's Market	330 Plain Street
Precinct 5	Tomas Variety Store	257 School Street
Precinct 6	Stoughton Quick Stop	2139 Central Street
Precinct 7	Page's Grocery & Liquors	458 Pearl Street
Precinct 8	Town Hall	10 Pearl Street
Precinct 8	Stoughton Police Department	26 Rose Street

The date of posting being not less than fourteen (14) days prior to October 19, 2020 the date set for the Special Town Meeting in this Warrant.

Constable

(Method of Service)

Lawrence Verduin

Lawrence Verduin, Constable

October 5, 2020.

(Month and Day)

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF STOUGHTON
FALL SPECIAL TOWN MEETING WARRANT**

NORFOLK, SS

To any constable in the Town of Stoughton:

Greetings: In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Stoughton, qualified to vote on Town affairs, to meet virtually by remote participation for the 2020 Fall Special Town Meeting

On

Monday, THE 19TH DAY OF OCTOBER, 2020

At 7:00 PM

PLEASE NOTE: If additional virtual Town Meeting sessions are needed they are scheduled for *Wednesday, October 21, 2020* and *Monday, October 26, 2020*, both starting at 7:00 p.m.

Information for Town Meeting Representatives to access the meeting will be sent to all Town Meeting Representatives directly and more information about who to contact and how to log on to the meeting will be available on the Town website at www.stoughton.org and be posted in all places the warrant is posted; the meeting will also be broadcast live on Stoughton Media Access Corporation; registered voters of the Town of Stoughton wishing to participate in the remote Fall Special Town Meeting shall submit a request to participate in the Meeting to the Town Clerk not less than forty-eight (48) hours in advance of the Town Meeting scheduled for October 19, 2020 commencing at 7:00 PM; upon receipt of the request and verification of the requester's voter registration status, the Town Clerk shall provide to the requester instructions for participating in the remote Town Meeting

Check the website at www.stoughton.org often, or call the Town Manager's office at (781) 341-1300 x9211, for more information about training opportunities, technical assistance, and the remote town meeting generally;

then and there to act on the following articles, namely:

at seven o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by the Town Meeting Members in accordance with the provisions of the Town of Stoughton Charter.