

**TOWN OF ORLEANS
TOWN MEETING WARRANTS**

for use at

MONDAY, October 25, 2021

**SPECIAL TOWN MEETING – 6:00 PM
Nauset Middle School Auditorium**



**SPECIAL ELECTION
TUESDAY, November 2, 2021
9:00 AM - 7:00 PM
Council on Aging Senior Center**

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***Please bring this copy of the warrant
to Town Meeting.***

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<https://www.town.orleans.ma.us>

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MOTION CHART

Application of rules is indicated by the Motion's Numerical Sequence

Motions	Debatable	Non-Debatable	Amendable	Non-Amendable	Second Required	Second Not Required	Vote Required	May Reconsider	May Not Reconsider
1. Point of Order		X				X	n/a		
2. Previous Question Terminate Debate		X		X	X		2/3		
3. Postpone Indefinitely	X			X	X		MAJ	X	
4. Lay on Table		X		X	X		MAJ	X	
5. Amendment	X		X		X		MAJ	X	
6. Accept and Adopt	X		X		X		MAJ	X	
7. Consider Articles Out of Order	X		X		X		2/3		X
8. Reconsider	X			X	X		2/3		X
9. Adopt a Resolution	X		X		X		MAJ		X
10. Adjourn to Time Uncertain	X		X		X		MAJ	X	
11. Adjourn		X		X	X		MAJ		X

While a motion to amend is under discussion, a motion to postpone indefinitely displaces the previous motion, but a motion to adjourn cannot be taken up until the motion to amend is decided.

ORLEANS TOWN MEETING BYLAWS

Pursuant to the provisions of the Town of Orleans Charter duly adopted by voters of the Town of Orleans, the Town Clerk, with the advice of the Moderator, hereby adopts the following Town Meeting Bylaws:

Procedural Rules: The Moderator shall enforce procedural rules in accordance with general laws, the Charter, and these Bylaws.

Other Procedural Rules: If none of the rules set forth herein or in the Charter governs a situation at the Town Meeting, then rules which would be in effect with respect to the Town Meeting if the Charter had not been adopted shall apply.

Attendance: No person other than a legal voter shall be allowed on the floor of the house except by the consent of the Moderator. At the Town Meeting, a non-voter may speak after a favorable majority vote of Town Meeting.

Quorum: For all Town Meetings, both annual and special, there shall be required a quorum of two hundred (200) registered voters of the Town.

Quorum Challenge: Any five (5) voters may challenge the existence of a quorum. If the Moderator determines the number in attendance to be less than the established quorum, he shall adjourn the meeting to a stated date, time and place.

Moderator: Participation in Discussions: The Moderator, when acting as such, shall not participate in any discussions.

Method of Voting: Except as otherwise specified by law, the Moderator shall have full authority to specify a voice vote, a standing vote counted by him or by tellers appointed by him, or a written ballot or by electronic voting. The Moderator may conduct all votes requiring a two-thirds (2/3) majority by statute in the same manner in which the Moderator conducts the vote when a majority vote is required.

Motions in Writing: All motions shall be submitted in writing.

Withdrawal of Motions: A motion moved, seconded and stated may be withdrawn by the mover and the seconder.

Precedence of Motions: When a question is under debate, motions shall have precedence in the order of their arrangement shown on the attached chart.

Changing Order of Articles: The order of consideration of the articles as printed in the warrant may be changed only by a two-thirds (2/3) vote of the Town Meeting. In preparing the Warrant under Clause 2-4-1, the Select Board may include in it a Consent Calendar listing articles which that Board deems non-controversial. In the event such a Consent Calendar is so included, a written request by five registered voters before the commencement of Town Meeting, or, afterward, an oral request by five registered voters prior to consideration of the Consent Calendar, shall remove a particular article

from it. All remaining articles in the Consent Calendar shall then be voted upon by a single vote without debate. Removed articles shall be considered and acted upon immediately after consideration of the Consent Calendar, and in the order of their listing in the Consent Calendar.

Speaking Twice: No person shall speak twice on the same question until all those wishing to speak thereon have done so, nor shall any person speak for more than five (5) minutes at one time, except by permission of the Moderator; provided, however, that the restrictions shall apply neither to those persons required to be in attendance under provisions of Clause 2-7-3 of the Charter (town officers, members of boards and commissions, department heads, or their duly designated representatives, when proposals affecting their various office, board or department are being considered), nor to those persons making the original motion or amendments thereto under any article.

Reconsideration: Any vote may be reconsidered if a voter on the prevailing side moves to do so and if the Moderator moves that there is additional information to bring before the meeting. Only one (1) reconsideration shall be allowed per article. Any reconsideration of a vote shall take place at the session it was voted.

Recount: When a voice vote as decided by the Moderator is questioned by more than one voter, it shall be made certain by a rising vote counted by the Moderator, or the tellers appointed by him, or by a written ballot. When a standing vote is challenged by more than five (5) voters, the Moderator may rule a written ballot be taken.

Move the Question: Requires a second. Not debatable. Two-thirds (2/3) Vote. Terminates debate.

Move the Question After Presentation: A motion to move the question shall not be allowed if the moving party makes a presentation immediately prior to making the motion to call the question.

Amendments to Motions: The first amendment to a motion may be amended (secondary amendment). This secondary amendment may not itself be amended.

Article for Capital Improvements: In accordance with Charter clause 8-7-1, any articles for capital improvements not in compliance with 8-5-1 shall require a three-fourths (3/4) majority vote of the Town Meeting.

Clause 8-7-1 of the Charter reads as follows:

“The Town Meeting shall act on the five year Capital Improvements Plan (CIP) and the annual Capital Budget, provided all proposed projects included in the Capital Budget have been included in the CIP in the prior fiscal year. The Capital Budget may consist of more than one article in the Warrant for the Town Meeting. Any articles for capital improvements not in compliance with 8-5-1 shall require a three-fourths (3/4) majority vote of the Town Meeting.”

Clause 8-5-1 of the Charter reads:

“The Town Administrator shall prepare a five year Capital Improvements Plan

(CIP) and an annual Capital Budget which shall be designed to deal with unmet long range needs of the Town and to implement the goals and objectives of the Orleans Comprehensive Plan as it may be amended from time to time. The CIP shall include land acquisitions, buildings and improvements, machinery and equipment, vehicles, and infrastructure including roads, water mains, storm drainage and other publicly owned utilities. The Select Board may establish more detailed policies relating to the refinement and implementation of the CIP.”

Dissolution of Town Meeting: In accordance with Charter clause 2-7-8, the Town Meeting must act on every article placed before it.

Clause 2-7-8 of the Charter reads:

“No motion, the effect of which would be to dissolve the Town Meeting, shall be in order until every article in the Warrant has been duly considered and acted upon. This requirement shall not preclude the postponement of consideration of any article to an adjournment of the meeting to a stated time and place. Any reconsideration of a vote shall take place at the session it was voted, the intent being that a final vote taken at a Town Meeting shall not be reconsidered at a subsequent session of the same Town Meeting.”

MUNICIPAL FINANCE TERMS

Appropriation - An authorization made by the legislative body of a government, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Bond - A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are used to fund capital projects and approval requires a two-thirds (2/3) vote of town meeting.

Budget - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Capital Improvement Program - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

Chapter 90 Highway Funds – The state legislature authorizes and issues transportation capital bonds every few years. In each Transportation Bond, funds are apportioned to communities based upon a formula under the provisions of MGL Ch. 90 § 34, hence the term Chapter 90 funds. The Chapter 90 highway formula is comprised for three variables: local road mileage as certified by the Massachusetts Highway Department (MHD), employment figures from the Department of Employment and Training (DET), and population estimates from the U.S. Census Bureau. Under this formula, those communities with a large number of road miles received proportionately more aid than those with fewer road miles. These funds are reimbursed to communities based upon certified expenditure reports submitted to MHD.

Conservation Fund - This fund may be expended for lawful conservation purposes as described in MGL Ch. 40, § 8C. This fund may also be expended for damages related to the taking of land by eminent domain provided that such taking has first been approved by a two-thirds (2/3) vote of city council or town meeting.

Contingent Appropriation – This is an appropriation that authorizes spending for a particular purpose upon the occurrence of a later event. The grant of spending authority made by an appropriation must be certain at the time of the vote and, therefore, contingent appropriations are not generally permissible. Under MGL Ch. 59 § 21C(m), however, towns may make appropriations from the tax levy, available funds or borrowing, contingent upon the subsequent passage of a Proposition 2 ½ override or exclusion question for the same purpose.

Debt Exclusion - A vote by a community at an election to exclude debt service payments for a particular capital project from the levy limit. The amount necessary to cover the

annual debt service payment is added to the levy limit for the life of the debt only. A debt exclusion may temporarily increase the levy above the levy ceiling.

Debt Service - Payment of interest and repayment of principal to holders of a government's debt instruments.

Equalized Valuations (EQVs) - Determinations for the full and fair cash value of all property in the Commonwealth which is subject to local taxation. EQVs have historically been used as variables in distributing certain state aid accounts, and for determining county assessments and certain other costs. The Commissioner of Revenue, in accordance with Chapter 58, Section 10C, is charged with the responsibility of biannually determining an equalized valuation for each city and town in the Commonwealth.

Excess Levy Capacity - The difference between the levy limit and the amount of real and personal taxes actually levied in a given year.

Exemptions - Statutory exclusions of specific amounts of property tax owed. Upon approval of an application to the Board of Assessors, exemptions may be granted for qualified veterans, blind individuals, surviving spouses and persons over 70 years of age. In addition, an exemption may, at the discretion of the Assessors, be issued for certain financial hardships.

Fiscal Year – Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. The designation of the fiscal year is that of the calendar year in which the fiscal year ends. For example, the 2021 fiscal year is July 1, 2020 to June 30, 2021. Since 1876, the federal government has had a fiscal year that begins October 1 and ends September 30.

Free Cash (also Budgetary Fund Balance) - Funds remaining from the operations of the previous fiscal year which are certified by the Massachusetts Department of Revenue Director of Accounts as available for appropriation. Remaining funds include unexpended free cash from the previous year, receipts in excess of estimates shown on the tax rate recapitulation sheet and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount of remaining funds which can be certified as free cash. The calculation of free cash is made based on the balance sheet, which is submitted by the community's Accountant, Auditor, or Comptroller.

Levy – The amount a community raises through the property tax. The levy can be any amount up to the levy limit.

Levy Ceiling – the maximum levy assessed on real and personal property may not exceed 2 ½ percent of the total full and fair cash value of all taxable property (MGL Ch. 59 § 21C). Property taxes levied may exceed this limit only if the community passes a capital exclusion, a debt exclusion, or a special exclusion.

Levy Limit – The maximum amount a community can levy in a given year. The limit can grow each year by 2 ½ percent of the prior year's levy limit plus new growth and any overrides. (MGL Ch. 59 § 21C[f & g]). The levy limit can exceed the levy ceiling only if the

community passes a capital expenditure exclusion, a debt exclusion, or a special exclusion

Local Receipts - Locally generated revenues other than real and personal property taxes and excluding Special Revenue fund revenues. Examples include motor vehicle excise, investment income, hotel/motel tax, fees, rentals and charges. Annual estimates of local receipts are shown on the tax rate recapitulation sheet.

New Growth - The taxing capacity added by new construction and other increases in the property tax base. New growth is calculated by multiplying the value associated with new construction by the tax rate of the previous fiscal year.

Proposition 2½ Overrides/Underrides - General Override to permanently increase the amount of property taxes the Town can raise. This requires a majority vote by the Select Board in order to be placed on the ballot.

General Underride to permanently decrease the amount of property taxes the Town can raise. This requires a majority vote by the Select Board in order to be placed on the ballot.

Capital Override exemption is a one-year increase in the property tax levy for the specific item or project. This requires a two-thirds (2/3) vote by the Select Board to appear on the ballot.

Debt Exclusion is an increase in the property tax levy for the life of the bond issue. This requires a two-thirds (2/3) vote by the Select Board to appear on the ballot.

Reserve Fund – An amount set aside annually within the budget of a town (not to exceed 5% of the tax levy for the preceding year) to provide a funding source for extraordinary or unforeseen expenditures. In a town, the Finance Committee can authorize transfers from this fund for “extraordinary or unforeseen” expenditures. Other uses of the fund require budgetary transfers by town meeting.

School Building Assistance Program (SBA) – Established in 1948 and frequently revised by statutory amendments, this state program reimburses cities, towns and regional school districts various percentages of their school construction costs depending on the wealth of the community or district and the category of reimbursement. The Department of Education administers the SBA program.

Stabilization Fund – A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose. (MGL Ch. 40 § 5B). Communities may appropriate into this fund in any year an amount not to exceed ten percent of the prior year’s tax levy or a larger amount with the approval of the Emergency Finance Board. The aggregate of the stabilization fund shall not exceed ten percent of the community’s equalized value, and any interest shall be added to and become a part of the fund. A two-thirds (2/3) vote of town meeting is required to appropriate money from the Stabilization Fund.

THE COMMONWEALTH OF MASSACHUSETTS

Barnstable SS.

To either of the Constables of the Town of Orleans in the County of Barnstable
GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Town affairs, to meet at the Nauset Middle School Auditorium in said Orleans on MONDAY, the TWENTY FIFTH day of OCTOBER in the year TWO THOUSAND TWENTY ONE at 6:00 P.M. to act on the following:

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ARTICLE 1. PAY BILLS OF PRIOR YEARS

To see if the Town will vote to transfer from Free Cash a sum of money to pay bills of prior years under the provisions of Chapter 179, Acts of 1941, as amended, or to take any other action relative thereto. (Select Board)

(9/10 Vote Required)

PROPOSED MOTION

The motion will be made at Town Meeting and will include the total as of October 25, 2021, and a breakdown by Town department, vendor and amount.

SUMMARY

This article requests funding to pay outstanding bills from the previous fiscal year. According to Massachusetts General Law, a town cannot pay a bill of a previous year from the current fiscal year's appropriations. A 9/10 vote is required for passage of this article.

SB: Recommendation to be made at Town Meeting

FC: Recommendation to be made at Town Meeting

ARTICLE 2. FY 22 BUDGET ADJUSTMENTS

To see if the Town will vote to transfer from available funds, such sums of money as necessary to supplement the operating budgets of the various Town departments for Fiscal Year 2022 as follows:

1. Raise and appropriate the sum of Forty Thousand Seven Hundred Seventy Nine and 00/100 Dollars (\$40,779.00), or any other sum, to the Finance Department Salaries Account for the purpose of funding an increase in hours for the principal clerk's position from a 19 hour part-time position to a 40 hour full-time position.
2. Raise and appropriate the sum of Thirty Two Thousand and 00/100 Dollars (\$32,000.00), or any other sum, to the Fuel Expense Account to fund an increase in estimated fuel costs based on the Barnstable County FY 22 fuel bids.
3. Raise and appropriate the sum of Thirty Thousand and 00/100 Dollars (\$30,000.00), or any other sum, to the Insurance and Bonds Expense Account to fund an increase in Property and Casualty premium costs.
4. Transfer from the Water Surplus Account the sum of Sixteen Thousand Five Hundred Ninety Five and 00/100 Dollars (\$16,595.00), or any other sum, to the Water Department Salaries Account to fund contract obligations with the Town of Orleans Managers Union, the United Steelworkers Local Union 9158 Unit #2 Clerical and Technical Union, and the United Steelworkers Local Union 13507.
5. Transfer from the Transfer Station Enterprise Fund Budgeted Surplus account the sum of Eighteen Thousand and 00/100 Dollars (\$18,000.00), or any other sum, to the Transfer Station Enterprise Fund Capital Outlay account for the purpose of providing additional funding to replace a 2007 Stetco Trailer.

6. Transfer from the Transfer Station Enterprise Fund Budgeted Surplus account the sum of Thirty Five Thousand and 00/100 Dollars (\$35,000.00), or any other sum, to the Transfer Station Enterprise Fund Expense account to fund emergency repairs on the trash compactors.

Or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of One Hundred Two Thousand Seven Hundred Seventy Nine and 00/100 Dollars (\$102,779.00) be raised and appropriated, and that the sum of Sixteen Thousand Five Hundred Ninety Five and 00/100 Dollars (\$16,595.00) be transferred from Water Surplus, and that the sum of Fifty Three Thousand and 00/100 Dollars (\$53,000) be transferred from the Transfer Station Enterprise Fund Budgeted Surplus account for the purposes set forth in the article.

SUMMARY

These transfers will provide the additional funds necessary to cover the additional costs associated with hiring a new full time principal account clerk in the Finance Department, increases in fuel costs as a result of higher gas/diesel prices; to fund higher policy costs related to the Property and Casualty insurance policy; to fund additional costs associated with the contract negotiations with employees of the Water Department for the period July 1, 2021 – June 30, 2022; to provide additional funding based on current bids to replace the existing trailer located at the Transfer Station; to fund costs associated with performing emergency repairs of the Transfer Station trash compactors.

SB:	4 – YES	0 – NO	0 – ABSTAIN
FC:	5 – YES	0 – NO	0 – ABSTAIN

ARTICLE 3. FY22 BUDGET ADJUSTMENT SEWER ENTERPRISE FUND

To see if the Town will vote to transfer from the Wastewater Special Purpose Stabilization Fund the sum of Two Hundred Thousand and 00/100 Dollars (\$200,000.00), or any other sum, to the Sewer Enterprise Fund Expense Account for the purpose of funding the new position of Sewer Coordinator and the Sewer Operations Contractor; or to take any other action relative thereto. (Select Board)

(2/3 Majority Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Two Hundred Thousand and 00/100 Dollars (\$200,000.00) be transferred for this purpose.

SUMMARY

This transfer will provide the additional funds necessary to cover the costs of hiring a professional engineer to coordinate the ongoing work related to the Comprehensive

Wastewater Management Plan implementation and planning for future phases, along with the costs associated with contracting out the operations of our new wastewater treatment facility and collection system.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 8 – YES 0 – NO 0 – ABSTAIN

ARTICLE 4. FUND SHORTFALL IN REVOLVING FUND FOR ELECTRIC CHARGE STATIONS

To see if the Town will vote to transfer the sum of Five Hundred and 00/100 Dollars (\$500.00), or any other sum, from Free Cash to the Electric Charge Stations Revolving Fund; or to take any action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of five hundred dollars (\$500.00) be transferred from Free Cash for this purpose.

SUMMARY

This transfer is necessary to make up a deficit in the fund due to the costs associated with the maintenance of the equipment and billing account management by the third party vendor.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 6 – YES 1 – NO 0 – ABSTAIN

ARTICLE 5. FUND POLICE DETAIL

To see if the Town will vote to transfer from Free Cash the sum of Two Hundred Four and 00/100 Dollars (\$204.00), or any other sum, to line item #89-25500 (Police Details) to reimburse the town for uncollectible police detail expenses incurred in prior years; or to take any action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Two Hundred Four and 00/100 Dollars (\$204.00) be transferred from Free Cash for this purpose.

SUMMARY

These funds will be used to write-off an uncollectible police detail dating back to Fiscal Year 2020.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 7 – YES 0 – NO 0 – ABSTAIN

ARTICLE 6. FUND INSTALLATION OF LANDFILL METHANE GAS FLARE REPLACEMENT

To see if the Town will vote to borrow the sum of Three Hundred Sixty Five Thousand and 00/100 Dollars (\$365,000.00), or any other sum, for the purpose of funding the replacement of the methane gas flare at the landfill, including all expenses incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations of total taxes imposed by Massachusetts General Law Chapter 59 § 21C (Proposition 2 1/2) amounts required to pay the principal and interest of the borrowing approved by such vote and further authorize the Select Board and/or Town Administrator to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into Intermunicipal Agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto. (Select Board)

(3/4 Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Three Hundred Sixty Five Thousand and 00/100 Dollars (\$365,000.00), be appropriated for this purpose and for costs incidental and related thereto, and that the Treasurer, with approval of the Select Board, is authorized to borrow the sum of Three Hundred Sixty Five Thousand and 00/100 Dollars (\$365,000.00) pursuant to Massachusetts General Laws, Chapter 29C and Chapter 44 Sec. 7 and 8, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided however that this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by the Massachusetts General Laws Chapter 59, Section 21C (Proposition 2 ½ so called) the amounts required to pay the principal and interest on the borrowing approved by such vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such 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 Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

SUMMARY

The municipal landfill was capped in 2004 and it was designed with an active gas collection system that includes a propane fueled flare to burn off excess methane gas that is generated by the decaying solid waste. The flare has reached the end of its useful life and under our MassDEP permit, the Town is required to maintain the active gas collection system and replace the flare. In May 2019, the Town Meeting authorized \$190,000 for the design and installation of the new flare but we received no bids. The Town has gone out to bid for the second time and after applying the remaining balance of \$139,000 from 2019, an additional \$365,000 is needed to award the contract to install the new methane gas flare equipment.

SB:	4 – YES	0 – NO	0 – ABSTAIN
FC:	5 – YES	0 – NO	0 – ABSTAIN

ARTICLE 7. FUND NAUSET BEACH RETREAT PHASE 2 PROJECT

To see if the Town will vote to borrow the sum of Three Million Three Hundred Thousand and 00/100 Dollars (\$3,300,000.00), or any other sum, for the purpose of funding the construction of a new 218-space parking lot, access road connecting to the Nauset Beach parking lot, and a septic system leach field, including all expenses incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations of total taxes imposed by Massachusetts General Law Chapter 59 § 21C (Proposition 2 1/2) amounts required to pay the principal and interest of the borrowing approved by such vote and further authorize the Select Board and/or Town Administrator to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into Intermunicipal Agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto. (Select Board)

(2/3 Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Three Million Three Hundred Thousand and 00/100 Dollars (\$3,300,000.00), be appropriated for this purpose and for costs incidental and related thereto, and that the Treasurer, with approval of the Select Board, is authorized to borrow the sum of Three Million Three Hundred Thousand and 00/100 Dollars (\$3,300,000.00) pursuant to Massachusetts General Laws, Chapter 29C and Chapter 44 Sec. 7 and 8, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided however that this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by the Massachusetts General Laws Chapter 59, Section 21C (Proposition 2 ½ so called) the amounts required to pay the principal and interest on the borrowing approved by such vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such 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 Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

SUMMARY

This project will redevelop a portion of the Town owned former Hubler Motel property on Beach Road involving site preparation, grading, and construction of a new 218-space parking lot, access road connecting to the Nauset Beach parking lot, and a septic system leach field to support the construction of a new administration building and bathroom facilities as part of a future phase of the Beach Retreat Project. At the time the warrant went to press, the project was out to bid. The estimated construction cost is \$4.3 million and the Town was awarded a \$1.0 million state grant that will be used to offset the total cost of the project.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 7 – YES 0 – NO 0 – ABSTAIN

ARTICLE 8. FUND ROCK HARBOR DREDGING PROJECT

To see if the Town will vote to borrow the sum of Five Hundred Eighty Thousand and 00/100 Dollars (\$580,000.00), or any other sum, for the purpose of funding the Rock Harbor Dredging project, including all expenses incidental and related thereto; provided however that such vote shall not take effect until the Town votes to exempt from the limitations of total taxes imposed by Massachusetts General Law Chapter 59 § 21C (Proposition 2 1/2) amounts required to pay the principal and interest of the borrowing approved by such vote and further authorize the Select Board and/or Town Administrator to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into Intermunicipal Agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto. (Select Board)

(3/4 Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Five Hundred Eighty Thousand and 00/100 Dollars (\$580,000.00), be appropriated for this purpose and for costs incidental and related thereto, and that the Treasurer, with approval of the Select Board, is authorized to borrow the sum of Five Hundred Eighty Thousand and 00/100 Dollars (\$580,000.00) pursuant to Massachusetts General Laws, Chapter 29C and Chapter 44 Sec. 7 and 8, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided however that this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by the Massachusetts General Laws Chapter 59, Section 21C (Proposition 2 ½ so called) the amounts required to pay the principal and interest on the borrowing approved by such vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such 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 Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

SUMMARY

This project will fund the emergency shoal dredging project at Rock Harbor to remove approximately 1,470 cubic yards of sediment to a depth of minus 3 feet mean lower low water to ensure safe navigation into and out of the harbor until the full dredging of the harbor can be completed as scheduled in the Fall of 2023. The dredged material is proposed to be stockpiled for beneficial reuse at Nauset Beach.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 9. FUND UNIVERSAL PRE-SCHOOL SUPPORT PROGRAM

To see if the Town will vote to raise and appropriate the sum of Four Hundred Ninety Five Thousand and 00/100 Dollars (\$495,000.00), or any other sum, including all expenses incidental and related thereto, for the purpose of funding universal Pre-school educational opportunities for the 3 and 4 year old population within the Town of Orleans, provided however that such appropriation shall be contingent upon the passage of a general override ballot question under the provisions of Massachusetts General Laws, Chapter 59 Sec. 21C, paragraph (g) and (m) (Proposition 2/1/2 so called); or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Four Hundred Ninety Five Thousand and 00/100 Dollars (\$495,000.00), be raised and appropriated for this purpose and for costs incidental and related thereto, provided however that this vote shall not take effect until the Town votes, pursuant to Massachusetts General Laws, Chapter 59 Sec. 21C, to assess an additional Four Hundred Ninety Five Thousand and 00/100 Dollars (\$495,000.00) in real estate and personal property taxes for the purpose of funding the universal Pre-school educational opportunities for the fiscal year beginning July 1, 2021.

SUMMARY

This program is intended to support our younger families as they experience certain economic hardships that we recognize exist while living as a full time resident on Cape Cod. The high cost of housing, childcare, transportation and other basic services increase challenges to our resident families. The proposed article supports essential learning opportunities for our youngest residents that will help better prepare them for improved learning experiences. Several Cape towns have adopted childcare subsidy or free pre-school programs for residents. Wellfleet, Provincetown, Truro, Chatham, Eastham and Mashpee are a few of our local communities who have adopted similar protocols. Widespread statistics illustrate that children achieve better educational results when they have access to pre-school programs that establish a strong foundational basis. This funding will support our young families and their family support systems in terms of child care, while at the same time encouraging and supporting great educational opportunities for all of our children. This will serve to also provide support for our local Pre-K providers. We believe that this will bring about a greater sense of equity to our Orleans community providing opportunities for all. It will decrease current disparities and bring about a stronger start for all young children in the Orleans Public Schools as they begin their Kindergarten journey.

This article will fund the following new services annually: Pre-school – Parents can choose any Pre-K licensed provider, and once deemed eligible via confirmed residency, payment will be made directly to the service provider up to a maximum of \$10,000 per year for each 4 year old, and \$5,000 per year for each 3 year old.

SB: 3 – YES 0 – NO 0 – ABSTAIN
FC: 8 – YES 0 – NO 0 – ABSTAIN

ARTICLE 10. APPROVE ADDITIONAL FUNDING FOR EXPANDED FIRE STATION FEASIBILITY STUDY

To see if the town will vote to transfer from Free Cash the sum of One Hundred Thousand and 00/100 Dollars (\$100,000.00), or any other sum, for the purpose of funding a Fire Station Feasibility Study for a new Fire Station on the existing site or another site; or to take any other action relative thereto. (Select Board)

(3/4 Vote Required).

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of One Hundred Thousand and 00/100 Dollars (\$100,000.00) be transferred from Free Cash for this purpose.

SUMMARY

The citizens of Orleans, at the October 31, 2020 Special Town Meeting, voted to fund a Feasibility Study for Fire Station Renovation/Addition. This action was subsequently affirmed at the Special Election held on December 1, 2020.

The Fire Station on Eldredge Park Way, which was constructed in 1987, does not meet the current and future staffing, equipment, training and storage needs of the Department. Further, the building predates many building, accessibility and energy conservation codes that must be rectified as part of a renovation.

An Architect was selected to conduct the Feasibility Study, guided by three Milestones:
Milestone #1 – Assessment of Existing Conditions
Milestone #2 – Development of Two Building Models
Milestone #3 – Refinement of the Chosen Conceptual Design

At the completion of Milestone #1, the Architect determined that renovating and/or adding to the existing building was not practical, and recommended a new building be constructed. As a result of this determination, the remaining \$49,700 in bonding authorization cannot be spent on the expanded study for a new building and will be rescinded.

This article will fund an expanded feasibility study and an Architectural team will work with the Town to select the most advantageous site for the construction of a new fire station. The scope of work will also include the completion of Milestones #2 and #3, focusing on a new building concept to provide a functional, safe and healthy environment.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 7 – YES 0 – NO 0 – ABSTAIN

ARTICLE 11. FUND CONSULTANT SERVICES FOR REUSE OF GOVERNOR PRENCE PROPERTIES

To see if the Town will vote to transfer from Free Cash the sum of Seventy Five Thousand and 00/100 Dollars (\$75,000.00), or any other sum, for the purpose of funding consultant services to support the Governor Prence Planning Committee to undertake studies and community engagement efforts and make recommendations on how to proceed with the redevelopment of the properties; or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Seventy Five Thousand and 00/100 Dollars (\$75,000.00) be transferred from Free Cash.

SUMMARY

A Planning Committee, appointed by the Select Board, will work with a consultant to complete a study consistent with Article 23 of the May 22, 2021, Annual Town Meeting. The Study, to be completed by September 30, 2022, will include the following components:

1. Collect and evaluate data relating to (1) site characteristics (topography, drainage, vegetation, surface and sub-surface conditions), climate and hazard exposure and risks, development constraints (zoning and developmental regulations, environmental, access and utilities), and relationship/interaction with abutting properties and uses; (2) market conditions for new uses (economic trends, housing market for homeownership/condominiums, rentals); and (3) current and projected needs for affordable/community/workforce housing;
2. Develop and implement a community engagement plan, including identifying key segments of the community to target, outreach to advisory and constituent groups and to the public, public workshops/meetings, community surveys, website and social media;
3. Develop and analyze options for re-use/development of the site, including mix (building and tenure types, income levels) of housing uses, compatible public/municipal uses, costs and financial strategies for 3-5 options, resulting in site plan options, prioritized recommendations for development options, and recommended implementation strategies;
4. Produce reports at key stages, including (1) initial work plan and timetable; (2) status reports to the Planning Committee; (3) preliminary report(s) on data collection and analysis; (4) report(s) on community engagement process; (5) report(s) on development options and recommendations; and (6) final report presented to the Select Board, all reports being made accessible to the public.
5. Make recommendations on development options and implementation strategies to the Select Board.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 7 – YES 0 – NO 0 – ABSTAIN

ARTICLE 12. FUND VOTING EQUIPMENT AT TOWN ELECTIONS

To see if the Town will vote to transfer from Free Cash the sum of Fifteen Thousand Dollars (\$15,000.00), or any other sum, for the purpose of leasing or purchasing additional voting equipment to be used at Town Elections, or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Fifteen Thousand and 00/100 Dollars (\$15,000.00) be transferred from Free Cash for this purpose.

SUMMARY

This article will fund the cost of additional voting equipment required for a 2nd precinct at the Council on Aging beginning with the annual town election in May 2022 based on the 2020 Census data.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 7 – YES 0 – NO 0 – ABSTAIN

ARTICLE 13. TRANSFER OF UNEXPENDED BOND PROCEEDS

To see if the Town will appropriate the following unexpended amounts of money that were initially borrowed to finance the following project that is now complete and for which no further liability remains, to pay costs associated with replacing the water main on Rock Harbor Road authorized under Article 15 of the June 20, 2020 Annual Town Meeting, as permitted by Chapter 44, Section 20 of the General Laws:

<u>Unexpended Amount</u>	<u>Date of Approval</u>	<u>Warrant Article</u>	<u>Original Purpose</u>
\$4,388.66	05/07/2018	22	Engineer/Design to Connect Well #7 to Plant
\$1,152.72	05/13/2013	12	Paint/Rehab Water Tank #1

Or take any other action relative thereto. (Select Board)

(2/3 Vote Required)

PROPOSED MOTION

I move this article to be accepted and adopted as printed in the warrant for the purpose(s) set forth in the article.

SUMMARY

The engineering/design to connect Well #7 to the water treatment plant and the paint/rehabilitation of Water Tank #1 has been completed under budget. The unexpended amounts that were initially borrowed to finance those projects can be transferred to fund a portion of the costs for the engineering design for the Rock Harbor Road water main replacement, and thereby reduce the amount to be borrowed for that project.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 14. RESCIND OLD DEBT AUTHORIZATIONS FOR CLOSED PROJECTS

To see if the Town will vote to rescind the outstanding balance of the authorized and unissued borrowing for the following project:

	TOWN MEETING	ARTICLE	AMOUNT AUTHORIZED	ACTUAL COSTS	RESCIND COSTS
NON - EXEMPT DEBT					
Rock Harbor Water Main Design	05/13/2019	24	\$ 72,000.00	\$ 70,400.00	\$ 1,600.00
TOTAL NON-EXEMPT DEBT			\$ 72,000.00	\$ 70,400.00	\$ 1,600.00
TOTAL AUTHORIZED & UNISSUED TO BE RESCINDED					\$ 1,600.00

The total to be rescinded is One Thousand Six Hundred and 00/100 Dollars (\$1,600.00).

Or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant for the purpose(s) set forth in the article.

SUMMARY

The aforementioned project costs are below budget. The rescinded funds are amounts that were not needed.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 15. APPLICATION OF BOND ANTICIPATION NOTES PREMIUMS

To see if the Town will vote to appropriate the premium paid to the Town upon the sale of notes issued on February 5, 2021 to pay costs of the following capital projects and to reduce the amounts appropriated for such projects by the same amount as follows:

- (a) Water Quality Management Plan project authorized by vote of the Town on May 7, 2018 (ATM Article 14) in the amount of One Hundred Sixty Two Thousand One Hundred Forty Six and 63/100 Dollars (\$162,146.63) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;

- (b) Arey's Pond Land Acquisition project authorized by vote of the Town on June 20, 2020 (ATM Article 12) in the amount of Eight Thousand Six Hundred Forty Five and 12/100 Dollars (\$8,645.12) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (c) Fire Station HVAC/Interim Improvements project authorized by vote of the Town on June 20, 2020 (ATM Article 16) in the amount of Four Thousand Four Hundred Ninety One and 11/100 Dollars (\$4,491.11) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (d) Rock Harbor Water Main Replacement project authorized by vote of the Town on June 20, 2020 (ATM Article 15) in the amount of Fifteen Thousand Nine Hundred Eighty Two and 72/100 Dollars (\$15,982.72) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (e) Fire Station Feasibility Study project authorized by vote of the Town on October 31, 2020 (STM Article 13) in the amount of One Thousand One Hundred Twenty Two and 77/100 Dollars (\$1,122.77) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (f) Fire Department Pumper Truck project authorized by vote of the Town on October 31, 2020 (STM Article 14) in the amount of Seven Thousand Five Hundred Seventy Eight and 73/100 Dollars (\$7,578.73) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (g) Nauset Estuary Dredging Design project authorized by vote of the Town on October 31, 2020 (STM Article 16) in the amount of One Thousand Three Hundred Forty Seven and 33/100 Dollars (\$1,347.33) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (h) Pleasant Bay Engineering for Dredge Disposal Site Study project authorized by vote of the Town on October 31, 2020 (STM Article 18) in the amount of Five Hundred Sixty One and 39/100 Dollars (\$561.39) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;
- (i) Nauset Beach Retreat Master Plan and Design project authorized by vote of the Town on May 7, 2018 (STM Article 6) in the amount of One Thousand Eight Hundred Fifty Four and 74/100 Dollars (\$1,854.74) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount;

- (j) Construction to Replace Bulkheads at Rock Harbor and Town Cove project authorized by vote of the Town on May 13, 2019 (ATM Article 23) in the amount of Three Thousand Eighty Eight and 03/100 Dollars (\$3,088.03) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount.
- (k) Replace Landfill Methane Gas Flare Design and Installation project authorized by vote of the Town on May 13, 2019 (ATM Article 22) in the amount of Five Hundred Thirty Eight and 47/100 Dollars (\$538.47) and to reduce the amount authorized to be borrowed for such project, but not yet permanently financed by the Town, by the same amount.

Or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Two Hundred Seven Thousand Three Hundred Fifty Seven and 04/100 Dollars (\$207,357.04) be appropriated for this purpose from the premium paid to the Town upon the sale of the notes issued on February 5, 2021.

SUMMARY

This article appropriates the undesignated bond anticipation notes premiums to pay project costs, and thereby reduces the amount of funds to be borrowed to pay for these projects.

SB:	4 – YES	0 – NO	0 – ABSTAIN
FC:	5 – YES	0 – NO	0 – ABSTAIN

ARTICLE 16. FUND UNANTICIPATED EMPLOYEE BUYOUTS

To see if the Town will vote to transfer from Free Cash the sum of Sixty Thousand and 00/100 Dollars (\$60,000.00), or any other sum, to fund unanticipated employee-related buyouts, or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Sixty Thousand and 00/100 Dollars (\$60,000.00) be transferred from Free Cash for this purpose.

SUMMARY

This article will set aside funding for unanticipated employee-related buyouts of unused sick leave and vacation leave in accordance with existing collective bargaining agreements.

SB:	4 – YES	0 – NO	0 – ABSTAIN
FC:	5 – YES	0 – NO	0 – ABSTAIN

ARTICLE 17. FUND MEDIA EQUIPMENT UPGRADE IN THE NAUSET AND SKAKET MEETING ROOMS

To see if the Town will vote to transfer from Free Cash the sum of Fifty Thousand and 00/100 Dollars (\$50,000.00), or any other sum, for the purpose of funding the media equipment upgrade in the Nauset and Skaket Meeting Rooms, or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Fifty Thousand and 00/100 Dollars (\$50,000.00) be transferred from Free Cash for this purpose.

SUMMARY

The COVID-19 pandemic has changed the way that public meetings are being conducted. This article will fund an equipment upgrade in both the Nauset and Skaket Meeting Rooms at Town Hall to improve the technology necessary to hold in-person and remote participation meetings simultaneously. The existing audio and video technology in both meeting rooms is inadequate to handle the complex demands of these hybrid meetings.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 18. ADOPT AND FUND PROPOSED CHANGES TO GENERAL BYLAW CH. 40 – PERSONNEL

To see if the Town will vote to adopt the changes to Chapter 40, Personnel, to implement the non-union 2019 Classification and Compensation study recommendations, and to raise and appropriate the sum of Eleven Thousand Six Hundred Eighty and 00/100 Dollars (\$11,680.00), or any other sum, to fund these changes, a copy of which is on file with the Town Clerk, or take any action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of Eleven Thousand Six Hundred Eighty and 00/100 Dollars (\$11,680.00) be raised and appropriated for this purpose.

SUMMARY

Following the completion of the Classification and Compensation Study, the Town funded the implementation of the recommendations for the positions in the Steelworkers Clerical & Technical, Steelworkers DPW and Managers Unions at the May 2020 town meeting to go into effect on July 1, 2021 (FY22). This article will adopt and fund the remaining recommended changes for the non-union full time positions in the Personnel Bylaw in FY22.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 19. ADOPT SEWER RULES AND REGULATIONS FEE SCHEDULE

To see if the Town will vote, pursuant to the Orleans Code §94-8 A. and B., to authorize the Select Board to increase or set user fees, license fees and permit fees for the Sewer Use Rules and Regulations as set forth in the following schedule, effective November 1, 2021, or take any other action relative thereto. (Select Board)

Item	Remarks	Fee (USD)
Sewer Main Tap Application Fee	For up to 50 l.f.	\$0.20 / ft, \$1,000.00 min
Drain Layer's License	Via Department	\$100.00 per year
Connection Permit Application Fee	Via Department	\$0.50 / gal or \$250.00 min. whichever is greater
Exist. Cut, Cap or Reconnect Permit Application	Via Department	\$50
Failure to Connect after Town Order	Via Department	\$50/day
Shutoff / Turn on for non-payment each	Via Department	\$100.00 during workday \$150.00 beyond normal workday
Septic System Abandonment Permit	Via Board of Health	Per Board of Health
Street Opening Permit	Via Department	Per the Department
State Highway Opening Permit	Via MassDOT	Per MassDOT
Trench Permit	Via Department	Per the Department
Septage	Via Department	\$0.10 / gallon
Grease	Via Department	\$0.15 / gallon
Inspections	Via Department	First Inspection \$50.00 per hour Minimum Charge = \$100 Additional Inspection(s) \$75.00 per hour Minimum Charge = \$150
Rates (billed quarterly)	Via Department	TBD
Flow Offset Fee	Via Department	TBD
Privilege Fee	Via Department	TBD

Item	Remarks	Fee (USD)
Demand Letter for Delinquent Balances	Via Department	\$10.00
Interest Rate on Unpaid Amounts	Via Department	14% per annum or as amended by MGL Chapter 60, Sect. 57C
Return Check Fee	Via Department	1% of check value, \$25 min. or as amended by MGL Chapter 60, Sect. 57A
Sewer Service Area Expansion Application	Via Department	\$1,500.00
Annual Haulers License	Via Board of Health	Per Board of Health
FOG Management Plan Submittal Fee	Via Department	\$500.00
FOG Permit	Via Department	Up to 2 FOG Traps/Tanks \$100 / year More than 2 FOG Traps/Tanks Additional \$50 / year for each FOG Trap/Tank over 2 Exemptions to FOG yearly fee: Seasonal mobile food service units
FOG Inspection	Via Department	First Inspection \$50.00 per hour Minimum Charge = \$200 Additional Inspection \$75.00 per hour Minimum Charge = \$500
FOG Violations	Via Commission	Failure to pump: 1 st Offense - \$100 2 nd Offense - \$1,000 3 rd Offense - \$2,000 4 th Offense - petition BOH to revoke food license Discharge Grease into Sewer:

Item	Remarks	Fee (USD)
		1 st Offense - \$3,000
		2 nd Offense - \$6,000
		3 rd Offense – petition BOH to temp. suspend food license
		Tampering with Monitoring Device:
		1 st Offense - \$1,000
		2 nd Offense - \$2,000
		3 rd Offense – petition BOH to temp. suspend food license
		Failure to Pay FOG fees: Petition BOH to suspend food license
Operation without FOG Management Plan and/or FOG Permit	Via Board	\$10,000 per year

Notes:

1. All sewer billing is based upon ninety-five (95) percent of the water meter readings. If an irrigation deduct meter is present, then the sewer bill is based upon one hundred (100) percent of the water meter readings.
2. If the Department is unable to obtain a water reading, the sewer bill shall be based on a minimum usage of fifty (50) cu. ft. Once an actual reading is obtained, the following sewer bill will be adjusted to reflect the actual water used.
3. Payments are due within thirty (30) calendar days after the bills are mailed.
4. All claims for adjustment of sewer bills shall be made in writing to the Department within thirty (30) calendar days after the date on the sewer bill. As per the General Laws of the Commonwealth, Chapter 165, Section 11 - Whoever unlawfully and intentionally injures, or suffers to be injured, a water meter belonging to a city, town, district, or company engaged in supplying water, or prevents such meter from duly registering the quantity of water supplied through it, or hinders or interferes with its proper action or just registration, or attaches a pipe to a main or pipe belonging to a city, town, district or water company, or otherwise uses or causes to be used the water supplied by a city, town, district or company without the consent of the same, unless it passes through a meter set by such city, town, district or company, shall be punished by a fine of triple the amount of damages sustained thereby or one thousand dollars (\$1,000), whichever is greater or by imprisonment for

not more than one year, or both. Damages shall include the value of the water and sewer used and the cost of labor and equipment repair and replacement.

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant.

SUMMARY

This article includes all of the fees associated with the new Sewer Use Rules and Regulations proposed for adoption by the Board of Water and Sewer Commissioners. In accordance with the Orleans Code, the Select Board may not increase user fees, license fees or permit fees more than 5%, or set new fees, without Town Meeting approval.

SB:	4 – Yes	0 – No	0 – Abstain
FC:	5 – Yes	0 – No	0 – Abstain

ARTICLE 20. ADOPT SEWER ASSESSMENT GENERAL BYLAW

To see if the Town will vote to adopt Chapter 6, Sewer Assessment, as follows:

§ 6-1. General

The Town of Orleans (“Town”), acting through its Board of Water and Sewer Commissioners (“Commission”) and as approved by the Select Board shall assess one hundred (100) percent cost of the wastewater collection system and pumping stations upon those properties that benefit from the project. In assessing one hundred percent of the costs for the wastewater collection system and pumping stations, the Town shall determine what portion of such costs shall be assessed as betterment assessment and what portion shall be assessed as a privilege fee.

One hundred (100) percent of the costs of the wastewater treatment facility, effluent disposal and non-traditional technologies shall be paid by property taxes.

Property owners which abut the wastewater system are responsible for one hundred (100) percent of the cost to connect to the Town’s wastewater system. Refer to the **Sewer Use Rules and Regulations** for additional information and requirements.

§ 6-2. Statutory authority

The authority to assess betterments, as well as the permitted methodologies for doing so, are described in MGL c. 80, Betterments, and MGL c. 83 Sewers, Drains and Sidewalks. See also the Orleans Town Charter Chapter 6, Section 6-8-3.

§ 6-3. Assessment based on uniform unit method

1. The Commission in assessing betterment assessments shall assess the owners of land abutting a public sewer installed by the Town by a rate based upon the uniform unit method. Sewer assessments shall be determined utilizing sewer unit values.

2. A single Sewer Unit shall be equal to the residential water usage for the residential properties abutting the wastewater system as defined in the **Sewer Use Rules and Regulations**.

§ 6-4. Sewer unit calculation

- A. The Commission shall assess sewer betterments based upon water usage. An average daily water usage for the residential properties shall be calculated based upon the prior three (3) year average ending with the most recent billed water cycle immediately preceding the date of the project's substantial completion.
- B. Residential and Non-Residential properties shall be assigned a sewer unit(s) based on their daily water usage relative to the average of residential uses, provided that the number of sewer units for any residential or non-residential property shall not be less than one (1) sewer unit.
- C. Properties abutting a sewer street shall be assessed by a rate proportional to the value assigned to the sewer unit(s) at the time of the assessment.
- D. The total assessments shall not exceed the local share of the total sewer project traditional collection costs, which shall include total costs of engineering, survey and design, construction, land acquisition, construction engineering services, legal services, the cost of borrowing funds and all related contingencies less all state and federal aid received.
- E. Residential undeveloped. Sewer units shall be calculated on the basis of the highest and best use permitted as a right of the zoning then in effect. Potential single family, multi-family, and condominiums and other similar uses shall be converted into sewer units on the basis of residential equivalents. Refer to Paragraph H.4 for volume calculation.
- F. Non-residential, undeveloped. Sewer units shall be calculated on the basis of the highest and best use permitted as a right of the zoning then in effect. Potential non-residential, commercial, industrial, semipublic and other similar uses shall be converted into sewer units on the basis of residential equivalents. Refer to Paragraph H.4 for volume calculation.
- G. If a property abuts a private or unaccepted way within which a public sewer has been installed, the Board shall assess the betterment assessment against said property.

§ 6-5. Method of assessing betterments; order of assessment

The Commission shall levy, by preparing an order of assessment, assessments against all properties abutting a sewer street. In the order of assessment, the Town shall designate the owner of each parcel, as of the preceding January 1, as liable to assessment under the provisions of the General Laws.

§ 6-6. Time of assessment

The time of assessment for lands abutting the sewer street shall be in accordance with the provisions of M.G.L. c. 80, §1.

§ 6-7. **Betterment payment**

- A. General. Except as herein provided, the provisions of the General Laws relative to the assessments, apportionment, division, reassessment, abatement and collection of sewer assessments, to liens therefore and to interest thereon, shall apply to assessments made under this article, and the Tax Assessor and Town Treasurer/Collector shall have all the powers conveyed by the General Laws.
- B. Betterment Payment Options
 - 1. Lump-sum betterment. The lump sum betterment payment for an assessed property shall be equivalent to the product of the total number of sewer units designated upon said property and the appropriated value for one sewer unit at the time of assessment.
 - 2. Apportionment of betterment payment. Property owners shall have the option to finance betterment payments through apportionment for up to thirty (30) years. The interest rate charged by the Town may be up to two (2) percent greater than the project bond premium rate being paid by the Town for the construction of the wastewater system project.

§ 6-8. **Sewer privilege fees**

- A. For the purpose of the Sewer Assessment Bylaw, a privilege fee shall be equivalent to one hundred (100) percent, adjusted by the Consumer Price Index (Engineering News Record Index) at the time of the assessment, of the calculated betterment assessment value pertinent to each property as determined under Section D. of this **Sewer Assessment Bylaw**. Sewer privilege fees shall be levied at the time of connection to the public sewer system. Property owner options for payment of said fees shall be per Section D. of this **Sewer Assessment Bylaw**.
- B. For those properties not abutting the sewer line, but tying into the system at a future date, the time of assessment of privilege fee shall be the date upon which that property owner applies to connect into the sewer system. Payment shall be made prior to the issuance of approval by the Department of Public Works and Natural Resources of the Town or authorized representative.
- C. Private sewer extension. If a developer or a person other than the Town, or duly authorized representative of same, constructs a sewer extension to the Town's wastewater system, the Town shall assess a sewer privilege fee in lieu of betterment assessment against each property tying into said sewer extension. The time of assessment of privilege fee shall be the date upon which the developer or person applies to connect into the sewer system. Payment shall be made prior to the issuance of approval by the Department of Public Works and Natural Resources of the Town or authorized representative.
- D. Calculation of wastewater flows shall be based on one of the following as approved by the Commission:
 - 1. Documented facilities with at least two (2) years of water use data in Orleans;
 - 2. Documented similar facilities with at least two (2) years of water use data; or

3. Sixty (60) percent of 310 CMR 15 – The State Environmental Code, Title 5: Standard Requirements for the Siting, Construction, Inspection, Upgrade and Expansion of On-Site Sewage Treatment and Disposal Systems and for the Transport and Disposal of Septage.
- E. In addition, the developer and/or property owners connecting to private sewer extensions shall bear the burden of all costs, including engineering, survey and design, construction, land acquisition and legal services, related to the following:
1. Preparation of design plans and specifications for the private sewer extensions to be accepted as part of the Town’s wastewater system, shall be prepared by a Civil or Environmental professional engineer registered in the Commonwealth of Massachusetts. The design plans and specifications shall be in accordance with the Town’s **Sewer Use Rules and Regulations**.
 2. Application fees for a building sewer installation permit shall be in accordance with the Town’s **Sewer Use Rules and Regulations**.
 3. Inspection fees related to the installation of the private sewer extension tying into the Town’s wastewater system shall be in accordance with the Town’s **Sewer Use Rules and Regulations**.
- F. Costs associated with the design and construction of a private sewer extension shall be considered separate to the sewer privilege fee. Payments or method of payment related to these costs shall not be reflected within the sewer privilege fee.

§ 6-9. Compensatory Sewer privilege fees

- A. Undeveloped Property. In the situation where a betterment has been assessed to an undeveloped property based upon the number of sewer units required by Section D., paragraph 4 and paragraph 5 of this **Sewer Assessment Bylaw** and said property is ultimately developed to accommodate a number of sewer units in excess of the number used for determining the betterment assessment, the Town shall assess a compensatory sewer privilege fee.
- B. Developed Property. In the situation where a betterment has been assessed to a developed property based upon the number of sewer units required by this **Sewer Assessment Bylaw**, and the usage of said property is changed or increased, which results in a number of sewer units in excess of the number used for determining the betterment assessment, the Town shall assess a compensatory sewer privilege fee.
- C. The compensatory sewer privilege fee shall be equivalent to that sum of money that would have been charged, as a betterment assessment upon the property at the time of the original assessment and adjusted by the Consumer Price Index (Engineering News Record Index) at the time of the assessment, under the conditions to which they have changed or increased, less than the amount of the original assessment. The time of assessment of the compensatory sewer privilege fee shall be the date upon which the developer or person applies to connect into the sewer system. Payment shall be made prior to the issuance of approval by the Department of Public Works and Natural Resources of the Town

or its authorized representative.

D. All rules and regulations governing the payment and method of payment related to betterment assessments, as designated in this **Sewer Assessment Bylaw**, and the Town's **Sewer Rules and Regulations** shall apply.

E. The Commission is authorized to take any other action necessary or appropriate to accomplish the establishment and recovery of such betterment assessments.

§ 6-10. **Regulations**

The Commission is authorized to promulgate regulations to carry out the purpose and intent of this Bylaw.

§ 6-11. **Sewer connection costs**

All costs of connecting individual properties to the Town's wastewater system shall be at the sole cost and expense of the property owner. See also the provisions of Paragraph A above.

§ 6-12. **Hardship**

Hardships shall be applied for and approved in accordance with the applicable statutory real estate property tax exemptions sections of the Town Charter for all qualified residents of the Town of Orleans.

§ 6-13. **Appeals**

Property owners may appeal to the Commission for exemption from, modification of, or reconsideration of any decision pertaining to this **Sewer Assessment Bylaw**.

Petition for abatement; filing, etc. shall be made in accordance with MGL Chapter 80, Section 5 and the Town's **Sewer Abatement General Guidelines**.

The Commission shall render a decision within sixty (60) days of receipt of the appeal, unless continued by the Commission. If no decision is rendered, then the appeal is approved.

§ 6-14. **Severability**

If any provisions of this **Sewer Assessment Bylaw** or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this **Sewer Assessment Bylaw** which can be given effect without such invalid provisions or applications.

Or take any other action relative thereto. (Board of Water & Sewer Commissioners)

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the Sewer Assessment Bylaw become effective upon the adoption by the General Court of a Special Act authorizing adoption of the Sewer Assessment Bylaw.

SUMMARY

The adoption of the sewer assessment Bylaw will authorize the Town to assess the owners of land abutting a public sewer installed by the Town by a rate based upon the following uniform unit method:

Sewer assessments shall be determined utilizing sewer unit values.

A single Sewer Unit shall be equal to the residential water usage for the residential properties abutting the wastewater system. For the purpose of any such Bylaw such single Sewer Unit shall be considered “a single family residence” as that term is used in MGL c. 83, §15; however, based on the average daily water usage of a single family residence, as calculated in accordance with paragraphs 1-5 set out below, a single family residence may be assessed one or more Sewer Units.

- 1) The Commission shall assess sewer betterments based upon water usage. An average daily water usage for the residential properties shall be calculated based upon the prior three (3) year average ending with the most recent billed water cycle immediately preceding the date of the project’s substantial completion.
- 2) Residential and Non-Residential properties shall be assigned a sewer unit(s) based on their daily water usage relative to the average residential use, provided that the number of sewer units for any residential or nonresidential property shall not be less than one (1) sewer unit.
- 3) Residential undeveloped. Sewer units shall be calculated on the basis of the highest and best use permitted as of right of the zoning then in effect. Potential single family, multifamily, and condominiums and other similar uses shall be converted into sewer units on the basis of residential equivalents using volume calculations.
- 4) Non-Residential, undeveloped. Sewer units shall be calculated on the basis of the highest and best use permitted as of right of the zoning then in effect. Potential non-residential, commercial, industrial, semipublic and other similar uses shall be converted into sewer units on the basis of residential equivalents using volume calculations.
- 5) If a property abuts a private or unaccepted way within which a public sewer has been installed, the Commission shall assess the betterment assessment against said property.

The Town petitioned the state legislature for a special act to approve the proposed sewer betterment allocation method and to rescind Ch. 381 of the Acts of 2008 to change the timing of the assessment. The special act (H.2196) is currently in committee.

SB:	4 – Yes	0 – No	0 – Abstain
FC:	4 – Yes	0 – No	1 – Abstain

ARTICLE 21. AUTHORIZE CHANGES IN FEE SCHEDULE FOR RECREATION

To see if the Town will vote, pursuant to the Orleans Code §94-8 A. and B., to authorize the Select Board to increase or set user fees, license fees and permit fees for the

Recreation Department as set forth in the following schedule, changes in bold, effective November 1, 2021, or take any other action relative thereto. (Select Board)

630 Recreation	Current	Proposed in bold
Summer Program res/non-res	\$125/\$150 6 wks	\$125/ \$180 6 wks
	\$75/\$95 3 wks	\$75/\$95 3 wks
	\$40/\$40/day	\$20 /\$40/day
Swimming Lessons res/non-res	\$25/\$45 6 wks	\$25/ \$100 6 wks
Youth Clinics (Tennis, Soccer, Basketball Lessons)	\$15/\$15	\$30/\$30

(Simple Majority Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant.

SUMMARY

This article will adopt the Recreation Advisory Committee’s recommended changes to the current fee schedule. In accordance with the Orleans Code, the Select Board may not increase user fees, license fees or permit fees more than 5%, or set new fees, without Town Meeting approval.

SB: 4 – Yes 0 – No 0 – Abstain
FC: 5 – Yes 0 – No 0 – Abstain

ARTICLE 22. FUND WASTEWATER MASTER PLAN FOR FRESHWATER PONDS AND TONSET ROAD AND ROCK HARBOR WATERSHED AREAS

To see if the Town will vote to transfer from the Wastewater Special Purpose Stabilization Fund the sum of Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00), or any other sum, for the purpose of funding a Wastewater Master Plan for Freshwater Ponds and Tonset Road and Rock Harbor Watershed Areas, including all expenses incidental and related thereto; and further authorize the Select Board and/or Town Administrator to apply for and accept any Federal, State, County or other funds that may be available for this purpose and to enter into Intermunicipal Agreements for acceptance of any such grants or funds which shall be used to offset the total appropriation authorized herein, or to take any other action relative thereto. (Select Board)

(2/3 Vote Required)

PROPOSED MOTION

I move that this article be accepted and adopted as printed in the warrant and that the sum of Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00), be transferred from the Wastewater Stabilization Fund.

SUMMARY

This article will fund the development of a Wastewater Master Plan to include the preparation of wastewater collection system layouts for the upgradient properties within the future freshwater pond wastewater service areas identified by the Town as Crystal Lake; Pilgrim Lake; and Uncle Harvey’s Pond plus wastewater collection system layouts for the Tonset Road and Rock Harbor Watershed Areas. The wastewater collection system layout will be utilized by the Town for planning for proposed wastewater system expansion of the Town’s Wastewater Infrastructure

SB: 4 – Yes 0 – No 0 – Abstain
FC: 5 – Yes 0 – No 0 – Abstain

ARTICLE 23. FUND EMERGENCY RADIO EQUIPMENT REPLACEMENT IN FIRE/RESCUE DEPARTMENT

To see if the Town will vote to transfer from Ambulance Receipts Reserved for Appropriation the sum of One Hundred Thirty Five Thousand Eight Hundred Eighty and 00/100 Dollars (\$135,880.00), or any other sum, for the purpose of funding the Town share of the cost to replace the existing emergency 800MHZ radio equipment in the Fire/Rescue Department; or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and that the sum of One Hundred Thirty Five Thousand Eight Hundred Eighty and 00/100 Dollars (\$135,880.00) be transferred from Ambulance Reserves for this purpose.

SUMMARY

The Town was awarded a CoMIRS Radio Upgrade Program grant through the Executive Office of Technology Services and Security in the amount of \$163,423 towards the cost of replacing 51 portable radios and 20 mobile radios in the Fire/Rescue Department with new equipment that complies with the State’s trunked radio system. This article will fund the balance necessary to complete the purchase of the replacement radio equipment at a total cost of \$299,300.

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 24. FREE CASH TRANSFER TO GENERAL STABILIZATION FUND

To see if the Town will vote to transfer from Free Cash the sum of Six Hundred Ten Thousand Three Hundred Eighty Two and 00/100 Dollars (\$610,382.00), or any other sum, to the Town’s General Stabilization Fund, or to take any other action relative thereto. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this article be accepted and adopted as printed in the warrant and transfer from Free Cash the sum of Six Hundred Ten Thousand Three Hundred Eighty Two and 00/100 Dollars (\$610,382.00) to the Town’s General Stabilization Fund for this purpose.

SUMMARY

The General Stabilization Fund is the Town’s main reserve fund designed to provide financial stability for the Town, while improving the Town’s credit worthiness, liquidity, and flexibility. The provisions of this fund are dictated by Massachusetts General Law (MGL), Chapter 40, Section 5B. Transfers requested into this fund comply with the Town’s General Operating Reserve Policy adopted by the Select Board on September 23, 2020 which states that the Town will endeavor to maintain a target minimum balance in the General Stabilization Fund of 12% – 14% of the annual general fund operating budget. *This transfer will result in achieving a 14% targeted balance.*

SB: 4 – YES 0 – NO 0 – ABSTAIN
FC: 5 – YES 0 – NO 0 – ABSTAIN

ARTICLE 25. CLOSING ARTICLE

And to act on any other business that may legally come before the meeting. (Select Board)

(Simple Majority Vote Required)

PROPOSED MOTION

I move this meeting be adjourned.

Given under our hands this SIXTH day of OCTOBER in the year of our Lord TWO THOUSAND TWENTY ONE

A true copy.
Attest:
Kelly Darling
Town Clerk

Mefford Runyon, Chairman.
Mark Mathison
Kevin Galligan
Andrea S. Reed

BARNSTABLE SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Orleans by posting up attested copies of the Special Town Meeting to be held on Monday, October 25, 2021 at the ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE, and EAST ORLEANS POST OFFICE fourteen (14) days before the date, time and place of the meeting, as within directed.

Mary E. Stevens, Constable

THE COMMONWEALTH OF MASSACHUSETTS

Barnstable SS:

To either of the Constables of the Town of Orleans in the County of Barnstable
GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at Precinct #1, in the Council on Aging Senior Center in said Orleans on Tuesday the SECOND day of NOVEMBER in the year TWO THOUSAND TWENTY ONE from 9:00 am to 7:00 pm to vote on the following.

To Vote for the Election of the following Town Officers and Questions:

1 Select Board (three year terms)

QUESTION 1.

Shall the Town of Orleans be allowed to exempt from the provisions of proposition 2½, so-called, the amounts required to pay for the bond issued in order to fund the installation of Landfill Gas Flare Replacement project, including all expenses incidental and related thereto?

YES _____ NO _____

QUESTION 2.

Shall the Town of Orleans be allowed to exempt from the provisions of proposition 2½, so-called, the amounts required to pay for the bond issued in order to fund the construction of a new 218-space parking lot, access road connecting to the Nauset Beach parking lot, and a septic system leach field, including all expenses incidental and related thereto?

YES _____ NO _____

QUESTION 3.

Shall the Town of Orleans be allowed to exempt from the provisions of proposition 2½, so-called, the amounts required to pay for the bond issued in order to fund the Rock Harbor Dredging project, including all expenses incidental and related thereto?

YES _____ NO _____

QUESTION 4.

Shall the Town of Orleans be allowed to assess an additional \$495,000.00 in real estate and personal property taxes for the purpose of funding the universal Pre-school educational opportunities for the 3 and 4 year old population within the Town of Orleans, including all expenses incidental and related thereto, for the fiscal year beginning July 1, 2021?

YES _____ NO _____

And you are directed to serve this Warrant, by posting up attested copies thereof at the ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE, and EAST ORLEANS POST OFFICE in said Town, seven (7) days at least before the time of holding said Election.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the Election, as aforesaid.

Given under our hands this SIXTH day of OCTOBER in the year of our Lord TWO THOUSAND TWENTY ONE

A true copy.
Attest:
Kelly Darling
Town Clerk

Mefford Runyon, Chairman
Mark Mathison
Kevin Galligan
Andrea S. Reed.

ORLEANS SELECT BOARD

BARNSTABLE SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Orleans by posting up attested copies of the said Warrant for the Special Town Election to be held on Tuesday, November 2, 2021 at the ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE, and EAST ORLEANS POST OFFICE seven (7) days before the date, time and place of the meeting, as within directed.

Mary E. Stevens, Constable

TOWN OF ORLEANS BOARDS AND COMMITTEES

Affordable Housing Committee – Works to create and maintain affordable housing stock, with a goal of having at least 10% of Orleans’ year-round occupied dwelling units being designated as affordable. Seven members.

Affordable Housing Trust Fund Board – Works to provide for the creation and preservation of affordable housing in Orleans, for the benefit of low and moderate income households and for the funding of community housing, as defined in and in accordance with the provisions of MGL Chapter 44, §55C. Nine members.

Agricultural Advisory Council – Represents the town’s agricultural community with regard to sustainable agriculture-based economic activities in Orleans. Five members.

Architectural Review Committee – Promotes the continuation of attractive building and landscaping styles, with a good blending of the old and the new. Five regular and two associate members.

Bike and Pedestrian Committee – Advocates and supports the use of bicycling as transportation and recreation and makes recommendations to encourage and facilitate safe cycling within the Town. Five regular and two associate members.

Board of Assessors – Sets policies regarding property valuation; sets tax rates; administers motor vehicle and boat excise; hears assessment appeals and abatements; reviews exemption applications; and administers betterments. Three members.

Board of Health - Elected board that through Massachusetts General Laws and state regulations, is responsible for protecting the public health, safety and environment of the community accomplished through enforcement of state laws, the sanitary and environmental code, adopting reasonable local health regulations and by implementing preventive programs. Five members.

Board of Trustees for Snow Library – Elected board that acts as the governing body of Snow Library. Sets policies regarding use of the building; determines the days and hours of operation; approves, promotes and participates in functions, displays, and exhibitions held in the library; and oversees all financial matters pertaining to the library. Seven members.

Board of Water & Sewer Commissioners – Develops rules and regulations and sets policies governing the operation of the municipal water system. Oversees the watershed properties. Five regular and two associate members; with three regular and two

associates appointed by the Select Board, one regular member appointment by the Planning Board and one regular member appointed by the Board of Health.

Building Code Board of Appeals – Reviews appeals made by builders and individuals from the requirements of the Massachusetts State Building Code. Five members.

Cape Cod Commission – One person appointed by Board of Selectmen to represent the Town at the Cape Cod Commission, dealing with issues of regional significance.

Cape Cod Regional Tech High School Committee – Formulates and adopts policy for the Regional Tech School system and hires a superintendent. 1 Orleans resident to act as Representative and 1 resident to act as alternate appointed by the Town Moderator.

Charter Review Committee – Reviews the provisions of the Town of Orleans Home Rule Charter and reports any amendments deemed advisable.

Community Preservation Committee - The Community Preservation Committee implements the requirements of the Community Preservation Act and makes recommendations to the Town Meeting for the use of monies in the Community Preservation Fund. Eligible projects involve open space, historic preservation, community housing, and recreation that are consistent with a Community Preservation Plan based upon the Local Comprehensive Plan. Nine members; with three members appointed by the Select Board and six members appointed by specific committees.

Conservation Commission – Administers the Massachusetts Wetlands Protection Act (Mass. General Law Chapter 131, Section 40) and the Orleans Wetlands By-Law (Code of the Town of Orleans, Chapter 160); manages conservation properties. Seven regular and three associate members.

Council on Aging Board of Directors – Directs the Council on Aging, which is the designated agency to evaluate, promote and encourage new and existing activities and services for the older residents of the community. Seven members.

Cultural Council – Promotes the arts and humanities in the Town of Orleans; reviews Arts Grants Applications and makes grant awards, administers the Town Hall Art Gallery. Five to twenty-two members.

Finance Committee – Reviews proposed budget, capital plan and warrant articles, and provides residents with information and recommendations resulting from their in-depth review and investigation. Nine members appointed by Town Moderator.

Fourth of July Committee – Responsible for planning, organizing, and overseeing the annual Fourth of July parade and fireworks. Seven members and three associates.

Historical Commission – Transmits the Historical Property Survey to the Massachusetts Historical Commission. Nominates properties and districts for historical designation by the State Historical Commission. Five regular and two associate members.

Human Services Advisory Committee – Reviews funding requests from human services agencies in order to determine which requests and what amounts may be presented to the Annual Town meeting for consideration. Five members.

Marine & Fresh Water Quality Committee – Studies water quality issues; devises alternatives to current practices to protect marine water resources; conducts and analyzes Town's water quality monitoring program; operates water quality laboratory. Seven members.

Memorial Day & Veteran's Day Committee – The Committee shall plan, organize, and oversee ceremonies and events honoring our veterans on Memorial Day and Veteran's Day. Five members.

Old King's Highway Regional Historic District Commission - The purpose of the Old King's Highway Regional Historic District Act is to promote the preservation and protection of buildings, settings, and places within the boundaries of the District. Each application shall be judged on the criteria set forth in the Act under Section 10 including therein, but not limited to, historic value and significance, general design, arrangement, texture, material, color, relative size, and settings. Five members with at least three members residing in the district.

Open Space Committee – Assists the Town in the acquisition and preservation of open space; revises and updates the Conservation, Recreation and Open Space Plan; prepares grant applications, assists property owners in keeping private lands preserved as open space. Five members.

Personnel Advisory Board – Serves primarily in an advisory role to the Town Administrator in accordance with the policies and procedures contained under the Town's Personnel Bylaw (Code of the Town of Orleans, Chapter 40) that covers a limited number of non-union full-time, part-time and all seasonal employee positions. Board meets infrequently on an as needed basis. Three members.

Planning Board – Oversees subdivision of land, considers long range planning and initiates changes to zoning by-laws. Five regular and two associate members.

Recreation Advisory Committee - Serves as an advisory to the Recreation Director, Town Administrator, and Select Board on ways to improve and/or expand recreational programming and facilities for all age groups in the Town of Orleans. Seven regular and two associate members.

Renewable Energy/Wind Committee – Shall identify and review renewable energy options that meet the goals and objectives established by the Select Board and that build upon work of prior committees. The Committee shall explore and analyze topics such as energy production facilities and infrastructure, efficiency and conservation measures, regional opportunities, funding sources, business costs and revenues, and public outreach and education. Five regular and two associate members.

Select Board – Elected board that serves as the chief executive goal setting and policy making agency of the Town. Among other responsibilities as outlined in the Orleans Home Rule Charter, the Board enacts rules and regulations establishing town policies, acts as the licensing authority for the Town, and appoints certain personnel, board, and committee members. Five members.

Shellfish and Waterways Improvement Advisory Committee – Serves as an advisory committee to the Select Board on all matters relating to the Town’s shellfish beds. Seven regular and two associate members with priority given to those possessing varied and related backgrounds in marine science, boating, shellfishing, fishing, dealers, and aquaculture both commercial and recreational.

Village Center Cultural District Committee– Promotes fine arts and culture and fosters the endeavors of artists and arts supporters through enhanced opportunity and innovative collaboration, embracing an environment supportive to the creative economy. Five to fifteen members.

Zoning Board of Appeals – Hears applications and petitions for Special Permits and Variances and makes determinations for granting or denying same under the constraints of the Zoning By-Laws of the Town and Mass. General Laws, Chapter 40A. Hears and decides appeals from decisions of the zoning administrator. Five regular and three associate members.

Zoning Bylaw Task Force – Reviews the Orleans Zoning Bylaw on an ongoing basis to identify areas for improvement, resolve discrepancies, draft new sections as needed and expand and clarify definitions. Five regular and two ex-officio members.

rev. 4/6/21



TOWN OF ORLEANS

19 School Road Orleans, MA 02653-3699
Telephone (508) 240-3700 FAX (508)240-3703
<http://www.town.orleans.ma.us>

SELECT BOARD
TOWN
ADMINISTRATOR

Citizen Interest Form

The Town of Orleans has over 35 Boards, Committees, and Commissions that serve to provide our Town with guidance, new ideas, and knowledge. We depend on the participation and dedication of our residents to fill these Boards in order to help benefit our community.

Name		Date
Residential Address		
Mailing Address		
Phone	Email	

- Are you a full-time resident of the Town? ___ yes ___ no
- Are you available to serve on a year-round basis? ___ yes ___ no
If no, what is your availability? _____
- Please list experience or educational background that may be helpful to your chosen Board, Committee, or Commission:

- What interests you most about this Board, Committee, Commission?

Before submitting your interest form, please make sure this volunteer service is a good fit for your interests and time. During your interview with the Select Board, you will be asked which of the following steps you have taken to familiarize yourself:

- | | |
|--|--|
| <input type="checkbox"/> Confirm there is a vacancy on your B/C/C | <input type="checkbox"/> Review the Charge of your chosen B/C/C |
| <input type="checkbox"/> View at least two meetings via Ch.18 recordings | <input type="checkbox"/> Review meeting schedule for time commitment |
| <input type="checkbox"/> View agendas and minutes for topic information | <input type="checkbox"/> Contact the Chair of the B/C/C for information
<i>(Request contact from Town Administrator's office)</i> |

TOWN OF ORLEANS BOARDS, COMMITTEES, AND COMMISSIONS

(please indicate up to 2 preferences)

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Committee | <input type="checkbox"/> Fourth of July Committee |
| <input type="checkbox"/> Affordable Housing Trust Fund Board | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Agricultural Advisory Council | <input type="checkbox"/> Human Services Advisory Committee |
| <input type="checkbox"/> Architectural Review Committee | <input type="checkbox"/> Marine & Fresh Water Quality Committee |
| <input type="checkbox"/> Barnstable County Home Consortium | <input type="checkbox"/> Memorial & Veterans Day Committee |
| <input type="checkbox"/> Barnstable County Human Rights Comm. | <input type="checkbox"/> Open Space Committee |
| <input type="checkbox"/> Bike & Pedestrian Committee | <input type="checkbox"/> Personnel Advisory Board |
| <input type="checkbox"/> Board of Assessors | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Board of Water & Sewer Commissioners | <input type="checkbox"/> Pleasant Bay Alliance Steering Committee |
| <input type="checkbox"/> Building Code Board of Appeals | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> Cape Cod Commission | <input type="checkbox"/> Renewable Energy/Wind Committee |
| <input type="checkbox"/> Cape Cod Light Compact | <input type="checkbox"/> Shellfish & Waterways Advisory Committee |
| <input type="checkbox"/> Community Preservation Committee | <input type="checkbox"/> Village Center Cultural District Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Council on Aging | <input type="checkbox"/> Zoning Bylaw Task Force |
| <input type="checkbox"/> Cultural Council | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Finance Committee | _____ |

Please submit this completed form to:

Town Administrator's Office, 19 School Road, Orleans, or email to townadministrator@town.orleans.ma.us.

Upon receipt of your interest form, we will contact you to schedule an interview with the Select Board.

For more information, please contact Molly Bates at 508-240-3700 x2415.

Thank you for your interest in our Boards and Committees!