

BY-LAWS OF **THE TOWN OF WARREN**

ARTICLE 1 **General Provisions**

Section 1. Effective Date

The following provisions shall constitute the General By-Laws of the Town of Warren which shall be in lieu of all By-Laws of the Town as approved by the Attorney General on June 1, 1949, January 6, 1960, April 10, 1961, June 7, 1961, December 19, 1961, and March 21, 1966, all of which are hereby repealed upon the effective date of these By-Laws.

Section 2. Repeal Provisions

The repeal of a By-Law shall not thereby have the effect of reviving any By-Law theretofore repealed.

Section 3. Applicability of Words and Phrases

Words and phrases specifying or naming any officer, board or committee of the Town, shall be construed as including the lawful successor, or the person or persons having the powers and performing the duties of such officer, board or committee.

Section 4. Enforcement Provisions

A. Criminal Complaint

Whoever violates any provisions of these By-Laws may be penalized on complaint brought in the District Court. Except as may be otherwise provided by law, and as the District Court may see fit to impose, the maximum penalty for each violation, or offense

brought in such manner, shall be three hundred (\$300.00) dollars.

B. Noncriminal Disposition

Whoever violates any provision of these By-Laws, the violation of which is subject to a specific penalty, may be penalized by a non-criminal disposition as provided in General Laws, Chapter 40, Section 21D. The non-criminal method of disposition may also be used for violations of any rule or regulation of any municipal officer, board, or department, which is subject to a specific penalty.

Without intending to limit the generality of the foregoing, it is the intention of this provision that the following By-Laws and Sections of By-Laws are to be included within the scope of this Sub-Section, that the specific penalties as listed here shall apply in such cases and that in addition to Police Officers, who shall in all cases be considered enforcing persons for the purpose of this provision, the municipal personnel listed for each Section, if any, shall also be enforcing persons for such Sections. Each day on which any violation exists shall be deemed to be a separate offense.

ARTICLE IX (See Pages 18-29)

Sections 1 and 2

Violations regarding Public Ways and Places

First Offense \$25.00

Second Offense \$50.00

Section 3 Failure to obtain Driveway Permit \$200.00

Section 8 Snow Removal \$25.00

Section 11A	Leaves or Debris on Public Way	\$25.00
Section 12	Illegal Disposal of Refuse or Rubbish	
	First Offense	\$50.00
	Second Offense	\$100.00
Section 12	Violation of Re-cycling Law	\$25.00
Section 12P	Recreational Vehicles at Sanitary Landfill	\$300.00
Section 13	Public Consumption of Alcohol	\$25.00 - \$100.00
Section 14	House Numbering Violations	\$5.00
Section 15	Hawking, Peddling & Soliciting	\$25.00

ARTICLE X (See Pages 33-42)

Section 10	False Alarms	\$25.00
Section 12	Dog Control Law	\$10.00
Section 12B	Public Nuisance	
	First Offense	\$25.00
	Subsequent Offense	\$50.00
Section 12C	Impounding	
	First Offense	\$25.00
	Subsequent Offense	\$50.00
Section 12G	Barking Dogs	\$25.00
Section 12H	Dog Waste	
	First Offense	\$25.00
	Subsequent Offense	\$50.00
Section 14	Rubbish and Litter	\$50.00

ARTICLE XI (See Pages 46-48)

Sections 1-5 Removal of Topsoil \$300.00

ARTICLE XII (See Pages 48-54)

Sections 1-10 Mobile Homes \$50.00

ARTICLE XIII (See Pages 54-57)

Sections 1-8 Abandoned and Derelict Vehicles \$50.00

ARTICLE XIV (See Page 58)

Zoning By-Law – Violations (except for those governed by
Section 9.7(G). First Offense \$50.00
2nd & Subsequent Offense \$300.00

The Inspector of Buildings shall be the enforcing authority.

ARTICLE XVI (See Pages 58-60)

Sections 1-6 Clean Air By-Law
First Offense \$25.00
Second Offense \$50.00

Section 5. Invalidity

The invalidity of any Section of any By-Law shall not invalidate any other Section or provision thereof.

**ARTICLE II
Town Meetings**

Section 1. Date and Quorum for Annual Town Meeting

The Annual Town Election shall be held on the 1st Tuesday in May of each year. The Annual Town Meeting shall be held on the 2nd Thursday in June of each year. The number of voters necessary to constitute a quorum at any town

meeting shall be twenty-five provided, however, that a number less than a quorum may from time to time adjourn the same. This Section shall not apply to such parts of meetings as are devoted exclusively to the election of Town Officers.

Section 2. Notice Requirements

Notice of every town meeting, both Special and Annual, shall be given by posting attested copies of the warrant therefore as follows: one copy at the Shepard Municipal Building, one copy at the Warren Post Office, one copy at the West Warren Post Office, and one copy at the Community Board adjacent to the Senior Center.

Section 3. Non-Voter Provisions

No person, not a voter of the Town, shall address a town meeting without consent of the meeting.

Section 4. Special Section for Non-Voters; Exceptions

Any person attending a town meeting, not a registered voter of the Town, shall be seated in a special Section which shall be physically separated from the voters' Section, except, a minor under 16 years of age, accompanied by the parent voter, may sit with said parent voter.

Section 5. Order of Action

Articles of the warrant shall be acted upon in the order in which they appear unless otherwise determined by vote of the meeting.

Section 6. Written Motions

Any motion, if requested by the Moderator, shall be presented in writing.

Section 7. Secret Ballot

If twenty-five voters present request a secret ballot on any warrant article, said vote shall be taken accordingly. In addition, a secret ballot may be called for on any warrant article by a majority of the voters present and voting. A secret ballot be taken on the appropriation of more than \$25,000.00 for any purpose other than an annual departmental appropriation or the borrowing of money for any amount.

Section 8. Check List for Ballot Voting – Deleted (Reference Annual Town Meeting, May 11, 2004)

Section 9. Limitation of Action at Adjourned Meetings

No motion shall be entertained at an adjourned meeting for the reconsideration of any vote passed at the original meeting or at any adjournment of the same, unless notice of said motion shall have been given at such original meeting or at some intervening adjourned meeting, but this By-Law may be suspended in any particular case by the vote of three-fourths of those present and voting.

Section 10. Committee Reporting

All committees shall report as directed by the Town. If no report is made as directed, a committee shall be discharged unless, in the meantime, the Town shall have granted an extension of time.

Section 11. Dissolution of Meeting

No motion, the effect of which would be to dissolve the meeting, shall be in order until every article in the warrant, therefore, has been duly considered and acted upon, but this

shall not preclude the postponement of consideration of any article to an adjournment of the meeting at a stated time and place.

Section 12. Rules of Procedure

Except as specifically provided by law, all meetings shall be conducted under rules of parliamentary law contained in "Town Meeting Time" a handbook of Parliamentary Law.

Section 13. Two-Thirds Vote Required by Statute:

In matters requiring a two-thirds vote by statute, the Moderator may declare the vote based upon a voice count, the raising of hands, or standing of the voters at the Moderators discretion. If seven or more members of Town Meeting question the vote, the Moderator shall count the vote.

ARTICLE III **Town Officers**

Section 1. Selectmen

The Selectmen shall have the general direction and management of the property and affairs of the Town in all matters not otherwise provided by law or these By-Laws.

Section 2. Inventory of Property

The Selectmen shall cause each town officer and department head, having custody of town property, to keep a true inventory thereof on file.

Section 3. Town Moderator

The Moderator shall not hold any other elected office in the Town. No person may qualify as Moderator or continue to

hold the office of Moderator unless he first resigns any other elected office he might hold.

ARTICLE IV

Finance and Capital Planning Committees

Section 1. Finance Committee

The Finance Committee shall consist of five (5) registered voters of the Town, none of whom shall be an officer. Members of the Finance Committee shall be appointed by the Moderator for three-year terms from the date of the Annual Town Meeting. Said Committee shall be established by the appointment in 1970 of three members for three-year terms, and one member for a one-year term, such persons to constitute the Committee with the three members now serving their current terms. Thereafter, at the expiration of each term, the members shall be appointed for three-year terms.

Section 2. Capital Planning Committee

A. Establishment

The Board of Selectmen shall assist in the establishment and appointment of a Committee to be known as the Capital Planning Committee. This Committee is hereby established under Massachusetts General Laws, Chapter 41, Section 106B, and shall be composed of one member of the Board of Selectmen, one member of the Finance Committee, the Town Treasurer, Town Administrator ex officio committee member without the right to vote, and two registered voters from the Town. The Committee shall choose its own officers. Moderator to appoint the Registered Voter members. Member terms will be as follows: Finance committee, one year, member to be selected by the

Committee and may be re-appointed by the same; voter members, three years, with one to expire each year and may be re-appointed by the Moderator.

B. Purpose

The Committee shall study proposed capital projects and improvements involving major non-recurring tangible assets and projects which: a) are purchased or undertaken at intervals of not less than five years, b) have a useful life of at least five years, c) cost over **\$25,000.00** All Town officers, boards and committees, including the Selectmen and School Committee, shall, by September 1st of each year, give to the Committee, on forms prepared by it, information concerning all anticipated projects requiring Town Meeting action during the ensuing five years. The Committee shall consider the relative need, impact, timing and cost of these expenditures and the effect each will have on the financial position of the Town. No appropriation shall be voted for a capital improvement requested by a department, board or commission unless the proposed capital improvement is considered in the Committee's report, or the Committee shall first have submitted a report to the Board of Selectmen explaining the omission.

C. Annual Report

The Committee shall prepare an annual report recommending a Capital Improvement Budget for the next fiscal year, and a Capital Improvement Program including recommended capital improvements for the following four fiscal years. The report shall be submitted to the Board of Selectmen and Finance Committee for its consideration and approval for the inclusion in the Annual Budget. The Board of Selectmen and Finance Committee shall submit its

approved Capital Budget to the Annual Town Meeting for adoption by the Town.

D. Expenditures

Such Capital Improvement Program, after its adoption, shall permit the expenditure on projects included therein of sums from departmental budgets for surveys, architectural or engineering advice, options or appraisals; but no such expenditure shall be incurred on projects which have not been so approved by the Town through the appropriation of sums in the current year or in prior years, or for preliminary planning of projects to be undertaken more than five years in the future.

E. Recommendations

The Committee's report and the recommended Capital Budget shall be published and made available in a manner consistent with the distribution of the Finance Committee Report. The Committee shall deposit its original report with the Town Clerk.

ARTICLE V
Financial Affairs

Section 1. Audit

There shall be an audit on the Town accounts under the supervision of the Commissioner of the Department of Revenue in accordance with generally accepted accounting practices and in accordance with the auditing standards issued by the Comptroller General of the United States.

Section 2. Submission of Bills

Each officer, board or committee authorized to spend money shall, prior to July 10th of each year, transmit to the Town Accountant all unpaid bills outstanding as of that date.

Section 3. Town Records Controlled by Treasurer, Town Clerk and Selectmen

Except as otherwise provided by law, the Treasurer shall have custody of all trust funds, bond and tax possession deeds; the Town Clerk shall have custody of all contracts, deeds, insurance policies and other similar documents owned by the Town; and the Selectmen shall have custody of the bonds given by the Treasurer, Tax Collector and Town Clerk.

Section 4. Depositing and Accounting of Town Funds

Every officer shall pay into the treasury of the Town all amounts received by him on behalf of the Town, except as otherwise provided by law, and shall make a true return thereof to the Town Accountant, stating the accounts upon which such amounts were received. Notwithstanding the foregoing, the Collector of Taxes may keep for his own use the certificate fee provided by Massachusetts General Laws, Chapter 60, Section 23.

Section 5. Revolving Funds M.G.L. c.44, s.53E ½

A. There are hereby established in the Town of Warren pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the

limitations set forth in this by-law.

B. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

C. No liability shall be incurred in excess of the available balance of the fund.

D. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.

E. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

F. Authorized Revolving Funds

Revolving Fund	Authorized to Expend	Revenue Source	Use of Fund
Building Department	Board of Selectmen	40% of Building Permit fees	Building Inspector compensation and expenses
Town Clerk Dog Licensing	Town Clerk	Dog licensing fees	Dog licenses, tags and other expenses related to licensing of dogs and the enforcement of state and local laws pertaining to dogs
Board of	Board of	50% of the	To pay plumbing and gas

Health Plumbing and Gas Inspectors	Health	fees charged for plumbing and gas permits	inspectors
Board of Health Percolation tests and disposal works construction permits	Board of Health	Fees for percolation tests and disposal works construction permits	To pay one of its members or its agent for inspections associated percolation tests and disposal works construction permits
Cable Advisory Committee	Cable Advisory Committee	Subscriber fees from Comcast	Maintenance and operation of the Warren Community Access Cable TV

G. Procedures and Reports. Except as provided in General Laws Chapter 44, §53E½ and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law. And, further, to establish the following fiscal year spending limit for such funds:

Revolving Fund	Fiscal Year Spending Limit
Building Department	\$35,000 with any balance in excess of \$1,000.00 remaining in said fund at close of Fiscal Year to be returned to the General Fund
Town Clerk	\$2,000 with the balance in excess of \$500.00 remaining in said fund at the close of the Fiscal Year to be returned to the General Fund

Board of Health Plumbing and Gas Inspectors	One half of fees from inspections to a limit of \$7,000.00 with any balance in excess of \$1,000.00 remaining in said fund at close of the Fiscal Year to be returned to the General Fund
Board of Health	\$6,000.00 with any balance in excess of \$1,000.00 remaining in said fund at close of the Fiscal Year to be returned to the General Fund
Cable Advisory Committee	\$30,000

ARTICLE VI

Contracts by Town Officers

Section 1. Conflict of Interest

No officer of the Town shall in his official capacity make or pass upon or participate in making or passing upon, any sale, contract or agreement or the terms or amount of any payment in which the Town is interested and in which such officer has any personal financial interest, direct or indirect.

Section 2. Limitation on Fees

No town officer nor non-salaried employee of the Town, nor any agent of any such officer or employee, shall receive any compensation or commission for work done by him for the Town, except his official salary and fees allowed by law without the permission of the Selectmen expressed in a vote which shall appear on their records with the reason therefore.

Section 3. Written Contracts

No contract involving an obligation of the Town in excess of five thousand (\$5,000.00) dollars shall be binding upon the Town unless it is in writing and is signed by at least a majority of the board or committee duly authorized or having control of the appropriation against which such obligation is incurred; and such board or committee shall make a record of every such contract in a book which shall be the property of the Town, said book to be in the custody of the board or committee and a copy of each contract to be filed with the Town Clerk.

Section 4. Requirement of Bond

Every contract exceeding four thousand (\$4,000.00) dollars shall be accompanied by a suitable bond for the performance of same, if so requested by the officer or board authorized to make the contract.

Section 5. Three-Year Limitation; Exception

No board or officer shall make any contract in behalf of the Town, the execution of which shall necessarily extend beyond three years from the date thereof, except as otherwise provided by law, unless specific authority to do so has been by vote of the Town.

ARTICLE VII

Legal Affairs

Section 1. Authority of the Selectmen

The Selectmen shall be agents of the Town to institute, prosecute and defend claims, actions and proceedings to which the Town is a party or in which the interests of the Town are or may be involved.

Section 2. Compromise or Settlements of Claims

The Selectmen may at their discretion, compromise or settle, on advice of Town Counsel, any claim or suit to which the Town is a party, which does not require the payment by the Town in excess of two thousand (\$2,000.00) dollars. No settlement of a claim or suit obligating the Town in an amount in excess of two thousand dollars shall be made, except as authorized by law, without the consent of the Town Meeting.

Section 3. Appointment of Town Counsel

The Selectmen shall annually in May, after final adjournment of the Annual Town Meeting, appoint a person who is a member of the bar in good standing to serve as Town Counsel for the term of one year, and until his successor is appointed and enters upon the performance of his duties. They shall likewise fill any vacancy in said office for the unexpired term and may employ special counsel to assist the said Town Counsel whenever, in their judgment, necessity therefore arises.

ARTICLE VIII

Records and Reports

Section 1. Keeping of Records

All officers, boards and committees of the Town shall cause records of their doings and accounts to be kept in suitable books. All officers, boards and committees shall be responsible for the safekeeping of said books. Said books shall, unless otherwise provided by law, be open to public inspection during regular office hours, but shall remain during such inspection under supervision of the officer, board or committee having custody thereof.

Section 2. Reports of Expenditure of Funds

All officers, boards, standing committees and special committees of the Town having charge of the expenditure of Town money shall annually report thereon in writing in such manner as to give the citizens a fair and full understanding of the objects and methods of such expenditures, referring, however, to the report of the Town Accountant for statements in detail of receipts and payments, and may make therein such recommendations as they deem proper. Such reports shall be submitted at a time to be specified by the Board of Selectmen. Notice of such time specified shall be provided in writing to applicable Town Departments by the Selectmen or their authorized agent.

Section 3. Annual Reporting

All offices of the Town shall annually file a written report with the Board of Selectmen setting forth the

amount of fees received by them by virtue of their office. Such reports shall be submitted at a time to be specified by the Board of Selectmen. Notice of such time specified shall be provided in writing to applicable Town Departments by the Selectmen or their authorized agent.

ARTICLE IX

Use of Public Ways and Places

Section 1. Sidewalks

A. Obstruction

No person shall operate or ride a horse, bicycle, cart, skateboard, in-line skates, scooter, or similar device on any public sidewalk or parking lot, or permit any of the foregoing to stand on any sidewalk so as to obstruct pedestrian or public travel.

B. Exemption

Devices intended to aid the handicapped or carriages or strollers being used to transport young children are exempt from the provisions of Sub-Section A. Operators of such devices shall yield the right of way to pedestrians and shall not otherwise endanger or interfere with pedestrian traffic.

C. Enforcement and Penalty

Violations of this Section may be punishable in the District Court by fines of up to one hundred (\$100.00) dollars. This Section may also be enforced by a non-criminal penalty of twenty-five (\$25.00) dollars for the first offense and fifty (\$50.00) dollars for subsequent offenses.

Section 2. Coasting or Sliding

A. Sidewalks

No person shall coast, slide, skateboard or skate down or across any street or sidewalk or way were prohibited by the Selectmen.

B. Enforcement and Penalty

Violations of this Section may be punishable in the District Court by fines of up to one hundred (\$100.00) dollars. This Section may also be enforced by a non-criminal penalty of twenty-five (\$25.00) dollars for the first offense and fifty (\$50.00) dollars for subsequent offenses.

Section 3. Excavation of Public Ways; Driveways

No person who is not in the employ of the Town or some office, department thereof or the Water District, having authority to do so, shall dig up, or excavate, or assist in breaking or digging up, or excavating any part of a public street, highway or town way, or remove any gravel, or other material from a public street, highway or town way, unless he has obtained from the Highway Surveyor, a written permit therefore. Whoever by virtue of such a permit breaks, digs up, or excavates, or causes to be dug or broken up or excavated, any part of a public street, highway or town way, shall cause a rail or other sufficient barriers to be placed so as to enclose the part of the street so dug or broken up, or excavated; and he or they shall cause a sufficient number of lighted lanterns for public protection to be attached to some part of such barrier and so kept from the beginning of twilight through the whole of every night

during all of the time such street, highway or town way remains dug or broken up or such excavation exists.

No person desiring to construct a driveway or access way onto a public way shall do so prior to obtaining a permit from the Highway Surveyor. Any person desiring to obtain such a permit must apply in writing to the Highway Surveyor on a form provided by the Highway Surveyor. The Highway Surveyor shall take action within a reasonable period of time from said application, setting forth conditions which he deems reasonable. No driveway permit will be issued until the applicant posts a certified check payable to the Town of Warren for \$1,000.00. This amount will be deposited in a special account by the Town Treasurer to be held in escrow in order to insure that the driveway is installed according to the conditions identified by the Highway Surveyor. If the work is not satisfactorily completed, the Town of Warren Highway Department may complete said work. If the cost of said work, as estimated by the Highway Surveyor, is less than \$1,000.00, then any balance between the \$1,000.00 and the cost of said work will be returned to the applicant. The Highway Surveyor may delegate the issuance of driveway permits to another individual in his absence. The Chief of Police and/or the Highway Surveyor shall have authority to issue cease and desist orders if a driveway is being installed which does not comply with the conditions set forth in this Section. Any violation of this Section in addition to the provisions hereinabove shall be punishable by a fine not to exceed \$300.00.

Section 4. Restoration of Public Ways

Said person or persons shall restore said street, highway or town way; and the expense of repairs on said ways rendered necessary by said digging up, and occurring within one year thereafter, shall be paid by such person or persons.

Section 5. Parade Permits

No person shall form or conduct any parade in any street, sidewalk or public way within the Town without a written permit signed by the Board of Selectmen.

Section 6. Vendor Permits

No person shall sell, except in accordance with a permit from the Selectmen, any goods, articles or merchandise from any stationary vehicle or temporary stand in any street.

Section 7. Overhang Permits

No person shall place or maintain over any sidewalk any awning, shade, shade frame, canopy, sign or sign-board, without a permit from the Board of Selectmen, but no such awning, shade, shade frame, canopy, sign or sign-board shall be less than seven (7) feet from the ground in the lowest part or extend beyond the line of the sidewalk.

Section 8. Snow Removal

A. For the purpose of removing or plowing snow or removing ice, from any public way in the Town of Warren, the Highway Surveyor or Superintendent of Streets may remove, or cause to be removed to some convenient place, including in such term a public

garage, any vehicle interfering with such work. The costs of such removal and the storage charges, if any, shall be paid by owner of the vehicle to the person removing or storing such vehicle; provided, however, such charges shall not exceed the prevailing rate.

B. No person other than an employee in the service of the Town of Warren or the Commonwealth of Massachusetts or independent contractor acting for the Town or the Commonwealth, shall pile, push or plow snow or ice onto or across a public way, street or roadway so as to create a safety hazard or obstacle to normal travel.

C. The owner or occupant of any non-residential property abutting a public sidewalk shall, within twenty-four hours after the end of snowfall, remove any snow and treat any ice that has accumulated on such sidewalk as to make such sidewalk reasonably available and safe for public passage.

D. This bylaw may be enforced pursuant to the non-criminal disposition procedure set forth in G.L. c. 40, §21D and Article 1, Section 4B of the Town's By-laws. The penalty for a first violation of this section shall be \$25. The penalty for a subsequent violation shall be \$50. The Warren Police Department shall be authorized to enforce this bylaw.

Section 9. Sewer Connections

Any sewer or drain laid or to be laid in any public way shall be a common sewer and shall not be connected with any existing common sewer except by the Board

of Sewer Commissioners. The users of any sewer or drain laid in a public way shall be liable to usage fees governed by the Board of Sewer Commissioners.

Section 10. Prohibited Uses

No person shall in any street play at any game of ball, football, quoits, or throw balls or stones or snow-balls or sticks or other missiles or shoot with or use of any spring gun or air gun or a bow and arrow in the Town.

Nor shall any person deposit within any street or public places any waste matter whatsoever or any article, which may cause damage or injury to vehicles or pedestrians without the consent of the Selectmen.

Section 11. Repealed

Repealed due to unconstitutionality at the Annual Town Meeting held on May 11, 1985, Article 37.

Section 11A. Leaves or debris

No person other than an employee in the service of the Town of

Warren or the Commonwealth of Massachusetts or independent contractor acting for the Town or the Commonwealth, shall rake, push or pile leaves or other yard debris onto a public way, street or roadway so as to create a safety hazard or obstacle to normal travel. This By-Law shall carry a non-criminal penalty of twenty-five (\$25.00) dollars.

Section 12. Transfer Station

A. Transportation of Refuse

All refuse, while being transported to the site, unless completely enclosed in a vehicle must be covered in such a manner that no paper or other debris can fall from the vehicle.

B. Use of Designated Areas

Any Permit Holder using the Warren Transfer Station site shall deposit refuse, garbage ~~or~~, rubbish or recycling in places designated by signs plainly visible and placed on or near the area or the refuse containers at the Transfer Station Site.

C. Junk Car Prohibition

No junk cars shall be deposited at or on the Warren Transfer Station site.

D. Prohibition of Fires

No fires shall be set at the Warren Transfer Station site by any person.

E. Use by Non-Residents

Any non-resident shall be allowed use of the Warren Transfer Station so long as a yearly Non-Resident Permit is purchased.

F. Removal of Material

No person shall remove any material deposited at the Warren Transfer Station or rummage through the site in any manner whatsoever.

G. Authority of Operator

All refuse and recycling shall be placed in the areas or containers as designated by the operator in charge at

the time of deposit.

H. Parking

Parking on the premises of the Warren Transfer Station is prohibited except while the operator of a vehicle is actually depositing rubbish or recycling at the site.

I. Prohibition of Firearms

No person shall discharge firearms at the Warren Transfer Station.

J. Authority of the Board of Health

It shall be the responsibility of the Board of Health of the Town of Warren to strictly enforce all provisions of the law pertaining to the Warren Transfer Station, and the Town of Warren Board of Health shall be responsible for the setting of disposing hours, which they shall post from time to time.

K. Recycling Requirements

Any person disposing of solid waste at the Warren Transfer Station shall separate such waste into categories as determined by the Board of Health to be recyclable. For the purpose of this By-Law the term "recyclable" shall apply to the following items: Glass, metal and plastic containers; paper, including cardboard; leaf and yard waste; used clothing; metal as well as other material the Board of Health may determine can be recycled. The Board of Health shall have the authority to add, alter or delete items to be separated as the market for recyclable goods may

change. The Board of Health may set a fine for each violation of this By-Law (not to exceed \$25.00).

L. Waste ban items

Any person disposing of solid waste at the Warren Transfer Station shall separate out all waste ban items. For the purpose of this By-Law the term “waste Ban” shall apply to the following items: any recyclable as determined by the Board of Health; hazardous materials and medical waste; batteries; whole tires; white goods (large appliances); cathode ray tubes (TVs and computer monitors). The Board of Health shall have the authority to add, alter or delete items to be separated out at any time. The Board of Health may set a fine for each violation of this By-Law (not to exceed \$25.00).

M. Prohibition of Recreational Vehicles

No recreational vehicles motorized or otherwise, shall be permitted within the boundaries of the capped Warren Sanitary Landfill and the Warren Transfer Station for any purpose at any time. The prohibited vehicles include but are not limited to motorcycles, dirt bikes, all-terrain vehicles and snowmobiles. Any person found in violation of this sub-section for illegal operation of a recreational vehicle shall be fined an amount not to exceed \$300.00. Violations of this sub-section may also be enforced by non-criminal disposition in accordance with article I, section 4, sub-section B of this by-law. Vehicles required by law enforcement, or any other emergency response department shall be exempt from this provision.

N. Penalty

This section shall be enforced as provided by Massachusetts General Laws Chapter 40, Section 21D by the Warren Board of Health. Any person being found in violation of this section shall be fined an amount not to exceed \$300.00 for each offence.

Section 13. Use of Alcoholic Beverages

No person shall consume any alcoholic beverages defined by General Laws upon any public way, Town Park, Town Common, Town Cemetery, public school building or school land, recreational area under the control of the Park Department, or other public place except during such times as a special license is in effect for such places. Persons violating this By-Law may be arrested by a police officer without a warrant and shall be liable to a fine of not less than \$25.00 and not more than \$100.00.

Section 14. Numbering of Buildings and Dwellings

A. Requirements of Street Number

All persons shall affix to buildings owned by them the street numbers designated for such buildings as shown on maps prepared for the Town by Cartographic Associates, Inc. No person shall affix or allow to remain on any building owned by him a street number other than the one so designated.

B. Location

1. Structures less than 30 feet from the edge of the traveled way:

Numerals indicating the official number for each principal building shall be placed on or

near the entrance to that building which is most visible and most accessible from the traveled way.

2. Structures 30 feet or greater from the edge of the traveled way:

Numerals indicating the official number for each principal building shall be placed on a post, mailbox, or other appropriate mounting method, 30 inches or more above grade, at the intersection of the front property line and the driveway to said building.

C. Size

Building numbers shall be of permanent weatherproof material, shall be at least three (3) inches tall and two and one half (2-½) inches wide, and shall be clearly visible from the roadway.

D. Obtaining Number for New Construction

Whenever any house or principal building is erected on a lot in Warren after the enactment of this By-Law, it shall be the duty of the owner to obtain the correct number assignment from the Highway Superintendent or his designee prior to the issuance of a building permit. No occupancy permit for the structure erected shall be issued until the number has been properly affixed as specified in Sub-Section B of this Section.

E. Enforcement and Penalty

This Section shall be enforceable ninety (90) days after the effective date of this By-Law. Enforcement will be by the Board of Selectmen, which may delegate said

authority to the Police Department or Building Inspector. Violation of this By-Law may be punishable by a fine of five (\$5.00) dollars. Each day of such violation shall constitute a separate offense.

Section 15. Hawking, Peddling and Soliciting

A. Registration required for solicitor's permit.

No person shall go from house to house within the Town taking orders for any goods, wares or merchandise, nor shall any person go begging or soliciting gifts or contributions of money or valuables for any purpose, on foot or from a vehicle without first recording his name, address and nature of the solicitation with the Chief of Police. The Chief of Police shall thereupon issue a permit for a period not exceeding 12 months. Such a permit must be shown on request and shall state that said person has duly registered and is entitled to go from house to house within the Town for the purpose specified.

B. Registration required for salespersons.

No person unless properly licensed by the State shall go from house to house within the Town selling, bartering, or carrying or exposing for sale or barter any goods, wares or merchandise and such person licensed by the State shall register with the Police Department of the Town.

C. Exceptions

The Chief of Police may, however, authorize the director of any non-profit organization to solicit within the Town without having each solicitor under his direction register within the Town.

D. Enforcement and Penalty

This Section shall be enforced by the Police Department. Violation of this By-Law may be punishable by a non-criminal penalty of twenty-five (\$25.00) dollars for each offense.

ARTICLE X
Miscellaneous

Section 1. Appointments

A. Inspector of Gas Piping and Gas Appliances

The Board of Health shall annually appoint an inspector of Gas Piping and Gas Appliances in buildings pursuant to Massachusetts General Laws, Chapter 142, Section 9. He shall receive from the Town compensation to be fixed by the appointing Board, subject to the approval of the Selectmen.

B. Inspector of Wires

The Board of Selectmen shall annually appoint an Inspector of Wires pursuant to Massachusetts General Laws, Chapter 166, Section 32. The Board of Selectmen shall determine the fees to be charged for such inspections. In addition to any amounts appropriated at the Annual Town Meeting as compensation, the Board of Selectmen may provide additional compensation to be paid to the Inspector of Wires, said compensation to be no more than the fee charged for inspections and may provide that said compensation be paid directly from said fees.

C. Inspector of Plumbing

An Inspector of Plumbing shall be appointed pursuant

to Massachusetts General Laws, Chapter 142. In addition to any amounts appropriated at the Annual Town Meeting as compensation, the Board of Selectmen may provide additional compensation to be paid to the Inspector of Plumbing, said compensation to be no more than the fee charged for inspections, and may provide that said compensation be paid directly from said fees.

Section 2. Requirement of Barrier; Excavation

The Board of Selectmen may require the owner of land which has been excavated to erect a barrier or take other suitable measures within twenty-four (24) hours after such owners have been notified in writing by the Selectmen that in their opinion such excavation constitutes a hazard to public safety.

Section 3. Abandoned Wells

The owner of land wherein is located an abandoned well or well in use shall provide covering for such well capable of sustaining a weight of at least three hundred (300) pounds. The penalty for violation of this By-Law shall be a fine of not less than one hundred (\$100.00) dollars nor more than five (\$500.00) hundred dollars, notwithstanding the provisions of Article 1, Section 4 of these By-Laws.

Section 4. Notice to Board of Assessors Relative to Alteration

No building or structure shall be constructed, removed or materially altered without first giving written notice thereof to the Board of Assessors, said notice to contain a description of the proposed work and such

other information that the Board of Assessors might require. This By-Law will not apply to alterations costing less than \$1,500.00.

Section 5. Disposal of Personal Property of Town

Any personal property of the Town certified in writing by the Board or Officer having charge thereof to be no longer required or useable by the Town, may be sold by the Board of Selectmen at public auction or by sale with sealed bids. The Selectmen may adjourn any public auction sale to any other convenient place. At least seven days prior to any sale, the Selectmen shall post a notice of the items to be sold at the entrance of the Town Hall in Warren and in one public place in Precinct/Polling Place B. The time and place of any sale shall be determined by the Board of Selectmen.

Section 6. Repealed

Repealed at the Annual Town Meeting held on May 9, 2023, Article 13.

Section 7. Council on Aging

The Town shall have a Council on Aging appointed under the provisions of Chapter 40, Section 8B of the Massachusetts General Laws consisting of seven members to be appointed by the Board of Selectmen, each member to be appointed for a three year term, except that in the original appointments to said Council, two members shall be appointed for a one year term, two members shall be appointed for a two year term and three members shall be appointed for a three year term, said terms to expire on the anniversary of date of appointment.

Section 8. Repealed

Repealed due to unconstitutionality at the Annual Town Meeting held on May 11, 1985, Article 37.

Section 9. Repealed

Repealed due to unconstitutionality at the Annual Town Meeting held on May 11, 1985, Article 37.

Section 10. False Alarms

An owner of non-municipal property whose automatic heat, smoke, fire or intrusion alarm causes a false alarm as a result of monitoring by a party other than the owner reporting said false alarm to the Town shall pay a fine of twenty-five (\$25.00) dollars to the Town of Warren for each occurrence after three (3) per calendar year. Violations of this Section may be enforced as provided by Massachusetts General Laws, Chapter 40, Section 21D, by any Police or Fire Department Officer.

Section 11. Use of Quaboag River

In order to protect the natural environment of the Quaboag River, no draw or discharge as of the date of enactment of this By-Law will be allowed that will degrade the Class B Status of the Quaboag River as defined in Massachusetts General Laws, Chapter 21 Section 26 et. Seq., CMR 314, 3.3, 4 and no draw or discharge shall exceed 100,000 gallons of water per day. Exempted are draws or discharges permitted at date of enactment of this By-Law and municipal sewage treatment facilities. The Warren Conservation Commission will act as the Town Board to enforce this

By-Law. The fine for violation of this By-Law is \$300.00 per day; each day constitutes a separate violation.

Section 12. Dog Control Law

A. Definition of Terms

As used in this By-Law, unless the context otherwise indicates:

- 1. "Dogs"** shall mean all animals of the canine species, both male and female.
- 2. "Owner"** shall mean any person or persons, firm, association, or corporation owning, keeping or harboring a dog as herein defined.
- 3. "Public Nuisance"** - Any dog shall be deemed a public nuisance if such dog is found to be not on the premises of the owner of such dog or upon the premises of another person without the knowledge and express permission of such other person except:
 - a.** If such dog is attached to a restraining device and under the care and control of a person competent to restrain said dog so that it shall not be a threat to public safety or the requirements of this By-Law.
 - b.** If such dog is being used as a so-called "hunting dog" and is being supervised as such by a person competent to restrain such dog so that it shall not be a threat to public safety.

B. Permitting a Dog to Become a Public Nuisance Prohibited

No owner or keeper of any dog shall permit such dog, whether licensed or unlicensed, to become a public nuisance within the Town of Warren at any time.

C. Impounding

It shall be the duty of the Dog Officer to investigate complaints concerning any dogs which are alleged to be in violation of the By-Law and to apprehend such dog found by him to be a public nuisance and to impound such dog in a suitable place or to order the owner thereof to restrain said dog.

D. Notice to Owner and Redemption

If such dog, so impounded, has upon it the name and address of the owner thereof or if the name of said owner is otherwise known, then the Dog Officer shall immediately notify the owner and if the owner is not known, then no notice shall be necessary. The owner of any dog so impounded may reclaim such dog upon the reimbursement to the Dog Officer of his expenses for maintaining said dog while impounded. In any event, the Dog Officer shall not charge more than three dollars (\$3.00) for a reimbursement of said expenses for each twenty-four (24) hour period or any part thereof that the dog is held by him plus thirty dollars (\$30.00) as a fee for the initial handling of such dog. Provided, however, if the dog is not licensed, a license as required by the Town of Warren must be obtained before the Dog Officer releases said dog to any person.

E. Penalty

Any owner found in violation of the provisions of sections 12B, C, G and H of this by-law shall be punished by a fine of not more than fifty (\$50) dollars. Violations of this section may be enforced as provided by Massachusetts General Laws Chapter 40,

Section 21D by any police or animal control officer, or by the Board of Health.

F. Failure to License

An additional fee of five (\$5.00) dollars shall be charged to each dog owner who fails to license said dog on or before July 1 of any year. The fee so collected shall be deposited in the Town Treasury to become part of the General Fund. This fee becomes effective with the 1987-licensing season.

G. Dog Considered to be a Nuisance.

Any dog found to be consistently barking or otherwise disturbing the peace for a continuous period of at least ten (10) minutes shall be considered a nuisance and the owner of such dog or the person(s) keeping such dog shall be subject to a fine of twenty-five (\$25.00) dollars after the third violation. Violations of this Section may be enforced as provided by Massachusetts General Laws, Chapter 40, Section 21D by any Police or Animal Control Officer.

H. Dog Waste

1. It shall be the duty of each person who owns, possesses or controls a dog to remove and dispose of any feces left by his/her dog on any sidewalk, street or other public area or on any private property neither owned nor occupied by said person.
2. No person who owns, possesses or controls such dog shall appear with such dog on any sidewalk, street, park, or other public area, or on any private property neither owned nor occupied by

said person without the means of removal of any feces left by said dog. Disposal of dog feces in storm drains is prohibited.

3. For the purposes of this subsection, the means of removal shall be any tool, implement, or other device or receptacle carried for the purpose of picking up and containing such feces. Disposal shall be accomplished by transporting such feces to a place suitable and regularly reserved for the disposal of human feces, specifically reserved for the disposal of canine feces, or as otherwise designated as appropriate by the agent of the Board of Health.

I. Responsibility to enforce Massachusetts General

Laws: to allow the Animal Control Officer the responsibility for enforcing the bylaw and the provisions of the Massachusetts General Laws concerning dogs in Chapter 140 is vested with the Animal Control Officer, any police officer of the Town, in an emergency, or any other person so appointed by the Board of Selectmen. In addition to any powers or authority granted under Chapter 140 of the General Laws, in order to carry out this responsibility effectively they are empowered to:

1. Consider all complaints that the bylaw or other provisions of the General Laws relating to dogs have been violated;
2. Catch and impound dogs, order dogs muzzled or restrained, dispose of dogs in accordance with applicable provisions of Chapter 140 of the General Laws, issue citations for violations of the bylaw, or take such other actions as shall be necessary to

enforce the bylaw and the provisions of the General Laws, including filing a complaint with the selectmen pursuant to Massachusetts General Laws (MGL) Chapter 140, Section 157.

3. Any person may make a written complaint to the selectmen that any dog owned or kept within the Town is a Nuisance Dog or a Dangerous Dog, as those terms are defined in MGL Chapter 140, Section 157. The Board of Selectmen shall investigate or cause to be investigated such complaint, including an examination under oath of the complainant at a public hearing in the municipality to determine whether the dog is a Nuisance Dog or a Dangerous Dog, and shall make such order concerning the restraint or disposal of such dog as provided in MGL c140, Section 157. Violations of such orders shall be subject to the enforcement provisions of MGL Chapter 140, Section 157 and 157A, Section D of this bylaw and/or any other remedy available at law or equity. D. Fines In accordance with MGL Chapter 140, Section 173A, and MGL Chapter 40, Section 21D.

Section 13. Petroleum Storage License Fees

Fee schedule, effective Fiscal Year 1987, for Petroleum Storage Licenses as authorized by Massachusetts General Laws, Chapter 148, Section 13.

	Original License	Renewal
Up to 1,000 gallons	\$20.00	\$10.00
Up to 2,000 gallons	25.00	12.50
Up to 3,000 gallons	30.00	15.00
Up to 5,000 gallons	40.00	20.00
Up to 10,000 gallons	50.00	25.00

Up to 30,000 gallons	75.00	37.50
Over 30,000 gallons	100.00	50.00

Section 14. Rubbish, Litter

A. Definitions

For the purpose of this article, the following terms, phrases, words, and their derivatives shall be defined as follows:

1. "Garbage" means putrescible animal and vegetable wastes resulting from the handling, preparation, cooking and consumption of food.

2. "Litter" means garbage, refuse and rubbish, as defined herein and all other waste material which if thrown or deposited as herein prohibited, tends to create a danger to public health, safety and welfare.

3. "Park" means any park, reservation, playground, beach, recreation center or any other public area in the Town owned or used by the Town and devoted to active or passive recreation.

4. "Person" means any person, firm, partnership, association, corporation, company or organization of any kind.

5. "Private Premises" means any dwelling, house, buildings or other structure designed or used either wholly or in part for private residential purposes whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.

6. **"Public Place"** means any and all streets, sidewalks, boulevards, alleys or other public ways and any and all public ways and any and all public parks, squares, spaces, grounds and buildings.

7. **"Rubbish"** means non-putrescible solid waste consisting of both combustible and noncombustible wastes, such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, wood, glass, bedding, crockery, leaves, weeds, brush, shrubbery and similar materials.

8. **"Vehicle"** means every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, including devices used exclusively upon stationary rails or tracks.

B. Litter in Public Places

No person shall throw or deposit litter in or upon any street, sidewalk or other public place within the Town except in public receptacles or in private receptacles for collection.

C. Polluting Rivers

No person shall deposit any rubbish, paper, paper waste, rags or waste material of any kind in any river, stream or natural waterway or upon the banks of same.

D. Scattering Rubbish

No person shall deposit in or upon, or scatter over or upon any of the streets, parks or public grounds within the Town any paper, paper waste, rags or waste material of any kind. No person who is the owner or lessee of

any lot or land within the Town shall deposit upon any such lot or land or allow to be deposited thereon.

E. Placement of Litter in Receptacle so as to Prevent Scattering

Persons placing litter in public receptacles or in authorized private receptacles shall do so in such a manner as to prevent it from being carried or deposited by the elements upon any street, sidewalk or other grounds within the Town.

F. Sweeping Litter Into Gutters Prohibited

No person shall sweep into or deposit in any gutter, ditch, street or other public place within the Town the accumulation of litter from any building or lot or from the public sidewalks. Nor shall any owner or tenant abutting a public thoroughfare allow or suffer to remain litter upon the adjacent public sidewalk including medians, so that litter, rubbish and refuse shall not be allowed to pile up or accumulate on such public right of way.

G. Merchants Duty to Keep Sidewalks Free of Litter

No merchant or business within the Town shall allow litter to accumulate, and shall clean and otherwise rid his premises, including sidewalks, of waste matter and litter although the same may not have been deposited by him, his agents, or his patrons.

H. Litter Thrown by Persons in Vehicles

No operator or passenger in any motor vehicle shall throw or deposit litter on any public street, right-of-way, sidewalk or upon private premises while such

vehicle is either stopped or in motion.

I. Truck Loads Causing Litter

No operator of any truck or hauling motor vehicle shall cause to be scattered on or about public or private premises or streets while in motion, or stopped, any litter, refuse, mud, dirt, sticky substances or rubbish. All loads shall be secured in such a manner so as to effect compliance with this article.

J. Litter in Parks, Lakes and Fountains

No camper, spectator, participant, pedestrian, person engaged in recreational pursuit, or other person shall cause litter, rubbish or refuse to be cast, thrown, deposited or scattered in or around public parks, lakes, waterways or other public lands, except in containers and receptacles designed for such use.

K. Litter on Occupied and Vacant Private Property: Owners Duty

Litter, rubbish or refuse, shall not be cast, scattered, thrown, or deposited on or about private property within the corporate limits to the detriment of public health, safety and welfare. The owner, lessees, agents or others in charge of premises within the Town shall rid such lands and abutting sidewalks and medians of such nuisance or place it in an authorized receptacle. It shall likewise be unlawful for any person to dump, place or scatter litter, refuse or rubbish on or about private premises, whether such premises are vacant or inhabited.

L. Clearing of Litter from Private Property by Town

If it appears that such conditions exist, the Board of **Health** shall cause to be delivered or mailed to the owner of the property upon which the conditions exist a notice stating the reasons why the conditions may constitute a violation and that a hearing will be held before the Board of **Health** at a place therein fixed, not less than ten (10) nor more than thirty (30) days after the delivery or mailing of the notice. The owner or any party in interest shall have the right to file an answer to the notice and to appear in person, or otherwise, and give evidence relevant to the matter being heard. The rules of evidence prevailing in courts of law or equity shall not be controlled in such hearings. If a determination is made that such conditions constituting a public nuisance exists, the Board of **Health** shall notify, in writing, the owner of the premises in question of the conditions constituting such public nuisance and shall order the prompt abatement thereof within seven (7) days from the receipt of such written notice.

M. Penalties Any person violating this article shall be guilty of a misdemeanor and if found guilty of said misdemeanor, is punishable upon conviction of a fine not exceeding fifty (\$50.00) dollars. For every day after such violation shall exist subsequent to the seven (7) day notice by the Board of **Health** in the preceding Section, it shall be deemed to constitute a separate offense; and if found guilty of said separate offense, shall be punishable, upon conviction, by a fine not exceeding fifty (\$50.00) dollars for each such violation.

Section 15. Licenses and Permits of Delinquent Taxpayers

Any holder of or applicant for a local license or permit issued by any board, officer or department of the Town, who has neglected or refused to pay any local taxes, fees, assessments, betterments, or any other municipal charge shall have said license, permit or application suspended, revoked or denied.

A. Tax Collector to Furnish Information

The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the Tax Collector, shall monthly furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a sixty (60) day period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

B. Denial by Licensing Authorities for Delinquent Taxpayers

The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers

of any party whose name appears on said list furnished to the licensing authority from the Tax Collector; provided, however, that written notice is given to the party and the Tax Collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen (14) days after said notice.

Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The Tax Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purpose of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this Section shall not be reissued or renewed until the licensing authority receives a certificate issued by the Tax Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as of the date of issuance of said certificate.

C. Payment Agreements

Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or

revocation of said license or permit, provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

D. Waiver of Denial by Board of Selectmen; Non-Applicability

The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in Massachusetts General Laws, Chapter 268, Section 1, in the business or activity conducted in or on said property.

This Section shall not apply to the following licenses and permits: open burning; Massachusetts General Laws, Chapter 48, Section 13; bicycle permits; Chapter 85, Section 11A; sales of articles for charitable purposes, Chapter 101, Section 33; children work permits, Chapter 149, Section 69; clubs, associations dispensing food or beverage licenses, Chapter 140, Section 21E; dog licenses, Chapter 140, Section 137; fishing, hunting, trapping license, Chapter 131, Section 12; marriage licenses, Chapter 207, Section 28 and theatrical events, public exhibition permits, Chapter 140, Section 181.

ARTICLE XI
Removal of Topsoil

Section 1. Definitions

Topsoil - also known as the “A” horizon. This layer

called Topsoil is found below the “O” horizon and above the “E” horizon. Seeds germinate and plant roots grow in this dark-colored layer. It is made up of humus (decomposed organic matter) mixed with mineral particles.

Horizon - soil is made up of distinct horizontal layers; these layers are called horizons and are labeled as follows: “O”, “A”, “E”, “B”, “C”, and “R”.

Section 2. Permit Required

A written permit shall be obtained from the (WCC) Warren Conservation Commission for the removal of Topsoil from any lot within the Town of Warren. The application for such a permit shall include the following:

- a.** the approximate amount (in cubic feet) of Topsoil to be removed;
- b.** the location on the lot, including the dimensions of the area from which the Topsoil is to be removed;
- c.** the length of time in days or weeks during which the removal will occur, including the approximate beginning and end dates; and
- d.** a description of the provisions for mitigation and restoration of the ground level and grade of the area from which the Topsoil is being removed, including a description of the ground cover that will be installed. The ground cover mitigation must be at least three inches. A minimum of three (3) inches of Topsoil must be final cover.

Section 3. Expiration of Permits; Conditions

Permits for the removal of Topsoil must be dated to

expire no later than one (1) year from the date of issuance. No Topsoil may be removed from any area within one hundred (100) feet of a river, stream, wetland, and/or fifteen (15) feet of boundary line of the lot. In issuing a permit under this By-Law the (WCC) Warren Conservation Commission may impose such conditions not specifically provided for therein as (WCC) Warren Conservation Commission may deem necessary for the adequate protection of the neighborhood and the Town and including reasonable conditions as to the re-establishment of ground levels and grades and the planting of the area to suitable cover.

Section 4. Exemptions

A. Transferring Topsoil

No permit shall be required for the transfer of Topsoil from one part of a lot to another in connection with site preparation or cultivation. Notwithstanding the preceding sentence, if Topsoil is transferred from one location on a lot to another location on the lot, the Topsoil shall be reused on the lot within one (1) year of such removal, or a permit under this Article shall be required.

B. Earth Removal

Earth Removal operations are regulated under the Town's Zoning By-Laws, Section 8 and are not subject to the provisions of this By-Law regulating Removal of Topsoil.

Section 5. Enforcement

This Section shall be enforced by the (WCC) Warren

Conservation Commission, which may delegate said authority to the Warren Police Department. Violations of this Section may be punishable in the District Court by fines of three hundred (\$300.00) dollars. This Section may also be enforced by a non-criminal penalty of three (\$300.00) dollars per day, in accordance with Article 1, Section 4B.

ARTICLE XII

Mobile Homes

Section 1. Prohibition of Mobile Homes; Application

No mobile home as defined in Massachusetts General Laws, Chapter 140, Section 321, shall be placed on any lot in the Town for use thereon as living quarters. This Section shall not apply to mobile homes or trailers situated on authorized spaces in recreational camps, overnight camps or in mobile home parks licensed under the provisions of Chapter 140, Section 32A to 32I.

Section 2. Non-Applicability

These By-Laws shall not apply to any mobile home or camping trailer which is registered with the Registry of Motor Vehicles of any state and not intended for use as living quarters or actually used as living quarters for less than twenty (20) days in the aggregate in any calendar year on its location.

Section 3. Storage of No More Than One

Not more than one (1) camping trailer or mobile home shall be stored on any premises in the Town except on

premises used as a sales location for the sale of trailers or mobile homes by an authorized dealer.

Section 4. Recreational Camp

No premises, not presently licensed by the Board of Health, shall be used for recreational camp or overnight camp. This By-Law shall not apply to non-commercial use.

Section 5. Prohibition of Mobile Home Parks

No premises shall be used for a Mobile Home Park. This By-Law shall not apply to premises for which a mobile home park license had been issued. A Mobile Home Park may be enlarged by special permit granted by the Planning Board of the Town of Warren upon the following conditions: the enlargement shall be allowed only for lots on which mobile homes have been located and occupied for at least ten (10) years continuously and only for lots which are immediately contiguous to the mobile home park seeking to be enlarged.

Section 6. Substitution for Previous By-Law

The substitution or replacement of mobile homes, presently lawfully situated, shall be permitted so long as the lot on which they are located conforms to Article XIV, Section 4 of these By-Laws.

Section 7. Penalty

Any persons violating any provision of this Article shall forfeit and pay a fine not exceeding fifty (\$50.00) dollars for each offense and each day that such violation continues to constitute a separate offense. The Board of Selectmen shall enforce these By-Laws.

Section 8. Effective Date

Article XII, Section 1, Section 2, Section 3 and Section 4 of the existing By-Laws of the Town are repealed upon the approval of these By-Laws by the Attorney General. No pre-existing By-Law shall be revived by this repeal.

Section 9. Agricultural Use Exception

This By-Law shall not apply to mobile homes placed on agricultural land and intended exclusively for the seasonal occupancy of harvest agricultural laborers. Such occupancy shall not exceed sixty (60) days in any calendar year; however, the mobile houses may be stored but not occupied on such land during the remainder of the year. All sanitary laws, rules and regulations relating to mobile homes shall apply and building permits shall be required annually prior to occupancy as in all other cases.

Section 10. Mobile Home Rent Control By-Law

A. Name

This By-Law shall be known and may be cited as the "**MOBILE HOME PARK RENT CONTROL BY-LAW**".

B. Definitions

For the purpose of this By-Law the following terms, phrases, words and their derivations, shall have the meaning given herein, unless the context in which they are used clearly require a different meaning.

1. **"Rent Board"** and **"Board"** means the **MOBILE HOME PARK RENT CONTROL BOARD** as established herein.
2. **"Mobile Home"** shall mean a dwelling unit built on a chassis and containing complete electrical, plumbing and sanitary facilities, and designed to be installed on a temporary or a permanent foundation for permanent living quarters.
3. **"Mobile Home Park"** means a park licensed by the Board of Health pursuant to Massachusetts General Laws, Chapter 140, Section 32B.): "However, a Mobile Home Park, for the purposes of this Mobile Home Rent Control By-law only, shall not include any park that is owned or operated by a corporation or association whose shareholders or members constitute over 75% of the homes in the community".
4. **"Rules and Regulations"** means rules and regulations as promulgated by the BOARD.
5. **"Shall"** is mandatory; **"May"** is permissive.

C. Mobile Home Park Rent Control Board

There is hereby established a Mobile Home Park Rent Control Board consisting of three (3) members appointed by the Board of Selectmen. The members in the first instance shall be appointed for terms of one (1), two (2), and three (3) years. Upon expiration of a term of office,

the subsequent term shall be for a period of three (3) years, for all appointments made after May 10, 2005. Any member of the Mobile Home Park Rent Control Board may be removed for cause by the Board of Selectmen, after a public hearing, if such hearing is requested by the member of the Mobile Home Park Rent Control Board whose removal is contemplated.

D. Duties and Powers

1. The BOARD shall regulate rents, set minimum standards for use or occupancy of Mobile Home Park accommodations and evictions of tenants there from; may require registration by owners of Mobile Home Parks; may require information of said owners relating to their parks under penalties of perjury.
2. The BOARD may make rules and regulations, sue and be sued, compel attendance of persons and the production of papers and information, and issue appropriate orders which shall be binding on both the owner and tenant of such Mobile Home Park accommodations.

E. Standards for Adjusting Rents

1. The BOARD may make individual or general adjustments, either upward or downward, as may be necessary to assure that rents for Mobile Home Park accommodations are established on levels which yield to owners a fair net operating income for such units.
2. Fair net operating income shall be that income which will yield a return, after all reasonable operating expenses, on the fair market value of the property, equal to the debt service rate generally available from

institutional first mortgage lenders or such other rates of return as the BOARD on the basis of evidence presented before it, deems more appropriate to the circumstances of the case.

3. Fair market value shall be the assessed valuation of the property or such other valuation as the BOARD, on the basis of evidence presented before it, deems more appropriate to the circumstances of the case.

4. The BOARD may establish further standards and rules consistent with the foregoing.

F. Summary Process

The BOARD may regulate evictions of tenants at Mobile Home Parks and may issue orders, which shall be a defense to an action of Summary Process for possession.

G. Review

1. The BOARD and its actions shall be subject to the provisions of Massachusetts General Laws, Chapter 30A (Administrative Procedures Act) as if the BOARD were an agency of the Commonwealth of Massachusetts.

2. Pursuant to Chapter 642 of the Acts of 1985 the Spencer Division of the District Court Department shall have original jurisdiction, concurrently with the Superior Court, of all petitions for review brought pursuant to Massachusetts General Laws, Chapter 30A, Section 14.

3. The Superior Court Department shall have jurisdiction to enforce the provisions of the By-Law and may restrain violations thereof.

H. Penalties

Violations of this By-Law or any order of the BOARD shall be punishable by a fine of not more than One Thousand (\$1,000.00) Dollars for any one offense.

I. Severability

If any provision of this By-Law shall be held invalid, the validity of the remainder of this act shall not be affected thereby.

ARTICLE XIII **Abandoned and Derelict Vehicles**

Section 1. Definitions

A. Abandoned Motor Vehicles

A motor vehicle shall be deemed to have been abandoned for the purposes of this article in the following circumstances:

1. It has been left unattended upon a street or highway in violation of a statutory law or ordinance regulating or prohibiting parking for a period of twenty-four (24) hours; or
2. It is left unaccompanied on property owned or operated by the Town or on any street or highway for a period of not less than forty-eight (48) hours; or
3. It is left unaccompanied on private property for a period of not less than thirty (30) days, in derelict condition.

B. Derelict Vehicle

A motor vehicle shall be deemed derelict for the

purposes of this article if the vehicle is: inoperable, partially or wholly dismantled, wrecked, junked, or of similar condition, for a period exceeding thirty (30) days.

Section 2. Declared a Health Hazard

For the purposes of this article, the Board of Selectmen authorizes the Chief of Police to declare any abandoned or derelict motor vehicle remaining on private property in excess of thirty (30) days a health hazard.

Section 3. Duty of Owner to Remove from Private Property

No person in charge or control of any property within the Town, whether as owner, tenant, occupant, lessee or otherwise, shall allow any wrecked, junked, discarded, partially dismantled non-operable motor vehicle to remain on such property for more than thirty (30) days.

This article shall not apply to a vehicle in an enclosed building, garage, or carport, or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the Town.

Section 4. Duty of the Owner to Remove from Public Property

If a motor vehicle is abandoned or derelict on a public street or highway, it shall be the duty and responsibility of the owner of such motor vehicle to cause the removal thereof immediately.

Section 5. Notification and Hearing

Upon receipt of a complaint concerning abandoned/derelict vehicles, as defined in this article,

the Chief of Police or his designee, will investigate said complaint. If, in his judgment, a violation has occurred, the Chief of Police or his designee shall cause to be delivered or mailed to the owner of the property upon which the conditions exist a notice stating the reasons why the conditions may constitute a violation and that a hearing will be held before the Chief of Police at a place therein fixed, not less than ten (10) nor more than thirty (30) days after the delivery or mailing of this notice. The owner or any party in interest shall have the right to file an answer to the notice and to appear in person, or otherwise, and give evidence at the place and time fixed in the notice. Any person desiring to do so may attend such hearing and give evidence relevant to the matter being heard. The rules of evidence prevailing in courts of law or equity shall not be controlling in such hearing.

If a determination is made that such conditions constituting a public nuisance exist, the Chief of Police shall notify, in writing, the owner of the premises in question of the conditions constituting such public nuisance and shall order the prompt abatement thereof within thirty (30) days from the receipt of such written notice.

Exceptions to this procedure are abandoned or unlicensed vehicles on public property where action shall be taken within forty-eight (48) hours of notification of the nuisance and unidentified vehicles when corrective action shall be taken by the Police Department immediately.

Section 6. Unlicensed Motor Vehicles

No person shall park, store or leave or permit the parking or storage of more than one (1) unlicensed motor vehicle which is operable for a period in excess of forty-eight (48) hours, whether attended or not, upon any private property within the Town, unless the vehicle is enclosed within a building, garage, carport, or further, is connected with and essential to the operation of a business enterprise conducted in a lawful place and manner and properly licensed. The Chief of Police, upon notice of such a violation, may cause either personal or written notice of such violation be served upon the owner, tenant, occupant, lessee and/or the owner of the motor vehicle.

Section 7. Trailers

The provisions of this Section shall be applicable to trailers or wagons in a wrecked, junked, discarded, partially dismantled non-operable or otherwise derelict condition.

Section 8. Penalties

Any person violating any Section of this Article shall be guilty of a misdemeanor. For every day such violation shall thereafter exist, it shall be deemed to constitute a separate offense; and if found guilty of said misdemeanor, be punishable upon conviction by a fine not exceeding fifty (\$50.00) dollars for each violation.

ARTICLE XIV

Zoning

Section 1-7. Repeal of Previous Zoning By-Law and Reference to New One.

Sections 1-7 Repealed at Special Town Meeting held

November 27, 1984.

Section 8 Added to Zoning By-Laws – Reference Annual Town Meeting held May 10, 2011.

Section 9. Class III Motor Vehicle Limitation. Added to Zoning By-laws – Reference Special Town Meeting held November 10, 2011.

**SEE ZONING BY-LAW AND MAP UNDER
SEPARATE COVER**

**ARTICLE XV
Town Employees**

SEE PERSONNEL BY-LAW UNDER SEPARATE COVER

**ARTICLE XVI
Clean Air By-Law**

Section 1. Finding and Purpose

There exists substantial evidence that tobacco smoke causes cancer, heart disease and various lung disorders. Increasing evidence further demonstrates that the harmful effects of tobacco smoke are not confined to smokers, but also cause severe discomfort to non-smokers. Therefore, the purpose of this By-Law is the protection and promotion of public health by means of restricting smoking in public places. The successful implementation of this By-Law requires a cooperative effort and mutual respect on the part of smokers and non-smokers.

Section 2. Definitions

For the purpose of this By-Law the following definitions shall apply:

A. “Smoking,” means the lighting of, or having in one’s

possession, any lighted cigar, cigarette, pipe or other tobacco product.

- B. "Public Place" means any of the following buildings: municipal or other government buildings and libraries within the Town of Warren, and refers to any enclosed areas of these facilities.
- C. Designated "Smoking Area" means the area of a Public Place designated by persons having control of the premises in which smoking is permitted. Such areas shall be designated so as to minimize exposure of non-smoking employees and the general public to smoking by-products.

Section 3. Restriction of Smoking in Public Places

- A. It shall be unlawful for any person to smoke in any Public Place as defined herein.
- B. Each person having control of premises upon which smoking is prohibited by this By-Law, or his agent or designee, shall conspicuously display upon the premises an appropriate number of signs reading "Smoking Prohibited by Law".
- C. Each person having control of a Public Place may designate enclosed areas in which smoking is permitted, provided that smoking in such designated areas will allow the non-smoking public to remain free from exposure to smoke.
- D. It shall be unlawful for any person having control of any premises upon which smoking is prohibited by this By-Law to knowingly permit a violation of this By-Law.

Section 4. Enforcement

- A. Any person having control of premises upon which

smoking is prohibited by this By-Law shall inform persons violating this By-Law of the enforcement provisions thereof, and shall inform the enforcement agents identified in Section 4B of the violation.

- B.** Enforcement of this By-Law shall be by the Board of Health or the Health Agent. The Police Department shall also have the authority to issue citations for violations.
- C.** Whoever violates the provisions of this By-Law may be penalized by a criminal complaint brought in District Court or by a non-criminal method of disposition as provided for by Massachusetts General Laws, Chapter 40 & 21D.

Section 5. Penalties

- A.** Any person who smokes in violation of this By-Law shall be subject to a fine of not less than twenty-five (\$25.00) dollars or more than one hundred (\$100.00) dollars for each offense.
- B.** Non-criminal penalties for violations of this by law are:
 - First Offense.....\$25.00
 - Second Offense.....\$50.00
- C.** Any person having control of a Public Place where smoking is prohibited by this By-Law who fails to enforce its provisions as described in Section 4A shall be considered in violation.

Section 6. Severability

If any provision of this By-Law is declared invalid, the other provisions thereof shall not be affected.

ARTICLE XVII
SEX OFFENDER RESIDENCY BY- LAW

SECTION 1. DEFINITION OF TERMS:

- A. “PARK” means public land designated for active or passive recreational or athletic use by the Town of Warren, the Commonwealth of Massachusetts or other governmental subdivision, and located within the Town of Warren.
- B. “SCHOOL” means any public or private educational facility that provides services to children in grades kindergarten – 12.
- C. “DAY CARE CENTER” means an establishment, whether public or private, which provides care for children and is registered with and licensed pursuant to the laws of the Commonwealth of Massachusetts by the Department of Early Education and Care.
- D. “ELDERLY HOUSING FACILITY” means a building or buildings on the same lot containing four or more dwelling units restricted to occupancy by households having one or more members fifty-five years of age or older.
- E. “SEX OFFENDER” means a person who resides, works or attends an institution of higher learning in the commonwealth and who has been convicted of a sex offense or who has been adjudicated as a youthful offender or as a delinquent juvenile by reason of a sex offense or a person released from incarceration or parole or probation supervision or custody with the Department of Youth Services for such a conviction or adjudication or a person who has been adjudicated a sexually dangerous person under G.L. c. 123 A, § 14, as in force at the time of adjudication, or a person released

from civil commitment pursuant to section 9 of said chapter 123 A, whichever last occurs, on or after August 1,1981.

- F. “SEX OFFENDER REGISTRY” means the collected information and data that is received by the criminal history systems board pursuant to Sections 178C to 178P, inclusive, as such information and data is modified or amended by the sex offender registry board or a court of competent jurisdiction pursuant to said Sections 178C to 178P, inclusive.
- G. “PERMANENT RESIDENCE” means a place where a person lives, abides, lodges, or resides for five (5) or more consecutive days or fourteen (14) or more days in the aggregate during any calendar year.
- H. “ESTABLISHING A RESIDENCE” means to set up or bring into being a dwelling place or an abode where a person sleeps, which may include more than one location, and may be mobile or transitory, or by means of purchasing real property or entering into a lease or rental agreement for real property.

SECTION 2. SEXUAL OFFENDER RESIDENCE PROHIBITION:

It is unlawful for any sex offender who is currently classified as a level 2 or 3 offender pursuant to the guidelines of the Massachusetts Sex Offender Registry Board, to establish a permanent residence within five hundred (500) feet of any school, day care center, park or elderly housing facility. For purposes of determining the minimum distance separation, the requirement shall be measured by following a straight line from the outer property line of the permanent residence to the nearest outer property line of a school, day care center, park or elderly housing facility.

SECTION 3. NOTICE TO MOVE:

Any currently classified level 2 or level 3 sex offender who establishes a permanent residence within five hundred (500) feet of any school, day care center, park or elderly housing facility shall be in violation of this section and shall, within thirty (30) days of receipt of written notice of the sex offender's noncompliance with this chapter, move from said location to a new location, but said location may not be within five hundred (500) feet of any school, day care center, park or elderly housing facility. It shall constitute a separate violation for each day beyond the thirty (30) days the sex offender continues to reside within five hundred (500) feet of any school, day care center, park or elderly housing facility. Furthermore, it shall be a separate violation each day that a sex offender shall move from one location in the Town of Warren to another that is within five hundred (500) feet of any school, day care center, park or elderly housing facility.

SECTION 4. PENALTIES:

Violation of this by-law may be enforced through any lawful means in law or in equity by the Board of Selectmen or their duly authorized agents, or any police officer of the Town of Warren including, but not limited to, enforcement by non-criminal disposition pursuant to G.L. c. 40, § 21D. Each day a violation exists shall constitute a separate violation. The penalties shall be as follows:

- A. First Offense: Notification to offender that he/she has thirty (30) days to move.
- B. Subsequent Offense: Non-criminal fine of \$300.00 and notification to the offender's landlord, parole officer and/or probation officer and the Commonwealth's Sex Offender Registry Board that the person has violated a municipal ordinance.

SECTION 5. EXCEPTIONS:

A person residing within five hundred (500) feet of any school, day care center, park or elderly housing facility does not commit a violation of this section if any of the following apply:

- A. The person established the permanent residence and reported and registered the residence, in accordance with the regulations of the Massachusetts Sex Offender Registry Board, prior to the effective date of this by-law.
- B. The person was a minor when he/she committed the offense and was not convicted as an adult.
- C. The person is a minor.
- D. The school, day care center, park or elderly housing facility within five hundred (500) feet of the personal permanent residence was established after the person established the permanent residence and reported and registered the residence pursuant to the Sex Offender Registry Law.
- E. The person is required to serve a sentence at a jail prison, juvenile facility, or other correctional institution or facility.
- F. The person is admitted to and/or subject to an order of commitment at a public or private facility for the care and treatment of mentally ill persons pursuant to G.L. c. 123.
- G. The person is a mentally ill person subject to guardianship pursuant to G.L. c. 201, § 6 or a mentally retarded person subject to guardianship pursuant to G.L. c. 201 § 6A, residing with his or her guardian or residing within a group residence that is licensed as a residential program and that provides 24-hour staffing and supervision, pursuant to G.L. c. 19, §19 and 104 CMR 28.13 et seq., or G.L. c. 19B, §15 and 115 CMR 8.01 et seq.

ARTICLE XVIII
STRETCH ENERGY CODE
Effective date of June 1, 2017

1. Adoption

The Town of Warren has adopted the provisions of 780 CMR 115.AA, the so-called “Stretch Energy Code”, as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

2. Purpose

The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.