

**TOWN OF BOXBOROUGH
ANNUAL TOWN MEETING WARRANT & PROCEEDINGS
MAY 10 & 11, 2010**

LIST OF ARTICLES

- 1. CHOOSE TOWN OFFICERS**
- 2. HEAR AND RECEIVE REPORTS**
- 3. SET SALARIES AND COMPENSATION OF OFFICERS**
- 4. PERSONNEL ADMINISTRATION PLAN CHANGES**
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- 6. MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT FEASIBILITY STUDY**
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- 24. ZONING BYLAW AMENDMENT – AMEND ZONING BYLAW SECTION 2100 DEFINITIONS AND SECTION 4107(1)(B)(2) ACCESSORY APARTMENT**
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- 32. REVOLVING FUND - DOG LICENSE FEES****
- 33. REVOLVING FUND – STEELE FARM****
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- 35. **REVOLVING FUND – CONSERVATION COMMISSION****
- 36. **REVOLVING FUND – GIS ASSESSOR MAPS****
- 37. **REVOLVING FUND – SENIOR VAN****
- 38. **REVOLVING FUND - FIRE ALARM SYSTEM MAINTENANCE****
- 39. **PERSONAL REAL ESTATE EXEMPTIONS****
- 40. **CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM****

LEGEND

** **CONSENT AGENDA**

Pursuant to the Warrant signed by the Selectmen on Monday, January 11, 2010, and posted by the constable in accordance with the bylaws of the Town and the provisions of M.G.L.39:10, Town Moderator John G. Fallon called the Annual Town Meeting to order at 7:04pm on May 10, 2010, at the Blanchard Memorial School gym. There were 157 voters in attendance. The Moderator made some announcements and thanked Cisco for printing the Town Report, the warrant and other material. He then introduced Margie Callahan, Chorus Director, and the Blanchard School Vocal Ensemble, who sang the national anthem and led the meeting in the recital of the Pledge of Allegiance. Mr. Fallon asked for a moment of silence for those in Boxborough who died during the last year and for those in our Armed Forces who died or were wounded. Mr. Fallon then talked about how the town meeting would conduct its business and pointed to the chairs in the aisles that are reserved for people wishing to speak to a motion. He reminded the meeting that the town has no bylaw barring reconsideration--any article can be reconsidered. He said that amendments must be made in writing in triplicate and reminded people of speaking guidelines. He explained how the Consent Agenda works--that any article can be taken out of the Consent Agenda and that those remaining would be voted as a slate.

Ms. Rebecca Neville moved that adjourned sessions of town meeting take place Tuesday, May 11, Thursday, May 13 and Tuesday, May 18, if necessary, and, further, that no new business will be taken up after 10:30pm, unless a vote of town meeting authorizes it. The motion was seconded. **The motion carried unanimously.**

Ms. Neville moved that on town meeting matters requiring a two-thirds vote by statute, a count need not be taken unless seven or more registered voters immediately question the vote so declared by the Moderator. The motion was seconded. **The motion carried unanimously.**

Mr. Fallon reminded Town Meeting that Article 1 referred to the annual town election to be held Monday, May 17, at the Town Hall, from 7am to 8pm. Voters would have the opportunity to elect town officers.

ARTICLE 1 CHOOSE TOWN OFFICERS

(Majority vote required)

- One Moderator** for a one-year term
- One Town Clerk** for a three-year term
- One Board of Selectman** member, for a three-year term
- One Board of Selectman** member, for a two-year term
- One Board of Health** member for a three-year term
- Two Library Trustees**, each for a three-year term
- Two Planning Board** members, each for a three-year term
- One School Committee (Local)** member for a three-year term
- One School Committee (Local and of the Region)** member for a three-year term
- Two Constables**, each for a three-year term

ACTION ON ARTICLE 1, May 17, 2010: Specimen Ballots and Cards of Instruction were posted as required by law. The Ballot Box was examined and found to be empty and in order, and the keys were held by the

Constable. The Election Officials—all duly sworn in before beginning their duties—were Wardens: Lisa St. Amand, Christine Doucette and John Fallon; Constables: David Birt and Richard W. Golden; Clerk: Virginia B. Richardson; Tellers: Barbara Wheeler, Jacqueline Cumming, Ellen Landry, Cheryl Levine, Kathie Schwarting, Shirley Warren, Jim Moss, Connie Brown, Kristen Hilberg and Joan Rudenko. The counters were Charlene Golden and Barry Harsip. John Fallon opened the polls at 7:00 a.m. and closed the polls at 8:00 p.m. There were 376 ballots cast, including 13 absentees and 3,341 registered voters. The count was completed at 9:00 p.m. The results of the election are as follows:

MODERATOR, One Year

John G. Fallon	328
Blanks	48

TOWN CLERK, Three Years

Vote for One

Elizabeth A. Markiewicz	325
Tina Marie Stevens	36
Blanks	15

SELECTMAN, Three Years

Francis J. Powers	306
Blanks	70

SELECTMAN, Two Years

Christine L. Robinson	287
Blanks	89

SCHOOL COMMITTEE, Three Years

Local and Regional

Vote for One

Bruce D. Sabot	223
Daniel N. Chai	133
Blanks	20

SCHOOL COMMITTEE, Three Years

Local

Tina Marie Stevens	244
Scott Lukas (write-in)	8
Blanks	124

PLANNING BOARD, Three Years

Vote for not more than TWO

John M. Markiewicz	273
Julie A. Carroll	136
James M. Faulkner	176
Blanks	167

LIBRARY TRUSTEES, Three Years

Vote for not more than TWO

Sandra Haber	275
Robert McNeece	288
Blanks	189

BOARD OF HEALTH, Three Years

Bryan F. Lynch	283
Blanks	93

**CONSTABLE, Three Years
Vote for not more than TWO**

David L. Birt	294
Richard W. Golden	291
Blanks	167

ARTICLE 2 HEAR AND RECEIVE REPORTS

(Majority vote required)

Ms. Neville moved to receive the reports of the Selectmen and other Town Officers, Agents and Committees as published in the 2009 Annual Town Report, and further, to hear and receive the reports as presented at Annual Town Meeting. The motion was seconded by Mr. Suleiman.

Mr. Raad presented the Finance Committee Report. The town valuation peaked in 2007/8, although tax bills have continued to increase. He said that the town's debt is well managed and that the town recently received a AAA bond rating from Standard & Poors. Two goals of the Finance Committee are to minimize property tax increases and to avoid Prop 2 1/2 overrides. He said the FinCom is concerned that growth in salary and benefits costs and lack of growth in revenue will lead to reduction in staffing and services in the future.

Mr. Kushner presented the Capital Plan process. He reminded the town that a capital plan is just a guideline for making decisions by providing a look into future needs. He said that a capital plan will be presented annually as part of the FinCom presentation at Annual Town Meeting, starting with this town meeting.

Ms. Neyland presented the Blanchard School report. She described the successful implementation of full-day kindergarten, the continued implementation of the 5-year declining enrollment plan, and described the interim changes to the administrative structure given the upcoming departure of the principal and the director of pupil services. The School Committee is exploring various administrative models for Blanchard School given declining enrollment.

Mr. Lavery presented the Minuteman Technical High School report. Boxborough's assessment decreased this fiscal year due to aggressive cuts in administrative, clerical and teaching staffs.

Mr. Powers presented the Social Services Committee report. The purpose of the committee was to investigate the social service needs of the town and make a recommendation to the town. He summarized the key recommendations of the committee, including the creation of a Community Well-Being Committee and the compiling and distributing of a list of social services available to town residents.

Mr. Rohwer presented the Steele Farm Committee report. He provided an update on the Conservation/Historic Preservation Restriction that the Committee is pursuing to ensure the long-term protection of Steele Farm.

Jeanne Kangas requested that all the presentations be put up on the website ahead of time.

Action on Article 2: The motion on Article 2 passed unanimously.

ARTICLE 3 SET SALARIES AND COMPENSATION OF OFFICERS

(Majority vote required)

Ms. Neville moved to fix the salaries and compensation of various officials for the fiscal year beginning July 1, 2010 as printed in the Annual Town Meeting warrant under Article 3. The motion was seconded by Mr. Suleiman.

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$58,885.01/year
Town Clerk	\$38,403.27/year
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

Action on Article 3: The motion on Article 3 passed unanimously.

ARTICLE 4 PERSONNEL ADMINISTRATION PLAN CHANGES

(Majority vote required)

Ms. Neville moved to amend Compensation of Positions (Schedule B) as printed in the Annual Town Meeting warrant under Article 4. Mr. Suleiman seconded.

Summary

Schedule B has been revised to reflect a 1% cost of living increase.

The Board of Selectmen recommends unanimously (4 – 0).

We support the Personnel Board's recommendation to give non-union, non-management employees a 1% salary increase.

The Finance Committee recommends (6 - 0).

The Personnel Board recommends (3 – 0).

The motion under Article 4 passed by majority vote.

FY 2011 Compensation of Positions - Schedule B

Position Title	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>	<u>Step G</u>
<u>Salaried (Exempt) Employees</u>							
Grade 60	55,088.50	57,016.60	59,012.18	61,077.61	63,215.32	65,427.86	67,717.83
Inspector of Buildings/Code Administration Officer							
Town Accountant							
Town Assessor							
Town Planner							
Town Treasurer							
Grade 50	47,903.00	49,579.60	51,314.89	53,110.91	54,969.79	56,893.73	58,885.01
Grade 40	42,768.23	44,265.12	45,814.39	47,417.90	49,077.53	50,795.24	52,573.07
Grade 30	38,189.36	39,525.99	40,909.40	42,341.23	43,823.17	45,356.98	46,944.48
Grade 20	34,094.27	35,287.57	36,522.63	37,800.92	39,123.96	40,493.29	41,910.56
Grade 10	31,000.68	32,085.70	33,208.70	34,371.01	35,573.99	36,819.08	38,107.75
<u>Hourly (Non-Exempt) Employees</u>							
Grade 60	\$26.48	\$27.41	\$28.37	\$29.36	\$30.39	\$31.45	\$32.55
Grade 50	\$23.04	\$23.84	\$24.68	\$25.54	\$26.44	\$27.36	\$28.32
Council on Aging Coordinator							
DPW Foreman							
Grade 40	\$20.56	\$21.28	\$22.03	\$22.80	\$23.60	\$24.42	\$25.28
Youth Services Librarian							
Conservation Agent							
Grade 30	\$18.36	\$19.00	\$19.67	\$20.36	\$21.07	\$21.81	\$22.57
DPW Worker							
Department Assistant							
Technical Services Librarian							
Grade 20	\$16.39	\$16.97	\$17.56	\$18.17	\$18.81	\$19.47	\$20.15
Bldg. & Grounds Maint. Worker							
DPW Semi-Skilled Worker							
Transfer Station Operator I							
Senior Library Assistant							
Grade 10	\$14.91	\$15.43	\$15.97	\$16.53	\$17.11	\$17.71	\$18.33
Library Assistant							
Secretary							
Van Dispatcher							
<u>Per Diem Schedule (No Steps)</u>							
Fire Lieutenant/EMT	17.59						
Call Fighter/EMT	15.98						
Call Firefighter	15.98						
Special Police Officer	15.98						
Dispatcher	15.98						
<u>Intermittent Schedule (No Steps)</u>							
Cemetery Superintendent	8,392.42	annually					
Cemetery Laborer	10.52						
Registrar Chairperson	900.34	annually					
Clerk of Elections	11.43						
Election Worker	10.17						
Registrar Member	270.12	annually					
Veterans' Agent	14.86						
Call Fire Chief	41.23						
Deputy Fire Chief	19.33						
Fire Captain	18.46						
Fire Lieutenant	17.60						
Call Firefighter/EMT	15.98						

Intermittent Schedule (No Steps) (continued)

Fire Department Chaplain	15.98
Call Building Inspector	41.23
Special Police Officer	15.98
Lock-up Attendant	14.31
Dispatcher	15.98
Seasonal Maintenance Worker	13.04
Snow Plower	20.66
Seasonal Conservation Worker	12.22
Assistant Building Inspector	25.42
Wiring Inspector	fees \$50,000 cap/yr (Selectmen & FinCom may modify if required)*
Plumbing and Gas Inspector	fees \$15,000 cap/yr (Selectmen & FinCom may modify if required)*
Dog Officer	10,577.83 annually
Assistant Dog Officer	10.36 4 hour call min
Animal Control Officer	2,576.66 annually
Animal Inspector	949.29 annually
Fence Viewer	40.00 annually
Field Driver	45.00 annually
Director of Summer Playground	18.60
Director of Gymnastics	17.92
Director of Winter Programs	17.92
Lead Counselor	13.55
Counselor	10.17
Counselor-in-Training	9.50
Intern (Town Hall)	10.17
Library Page	10.17
Junior Library Page	9.15
Van Driver	12.73

NOTE

*Fee maximum is 1% of FY10 levy (or \$158,907)

The following information is not part of Schedule B and is placed here for informational purposes only. These positions are elected, or pay is set by bargaining unit or personal contract.

Department Heads

		FY 2010	FY 2011	
DPW Director	Contract expires 6/30/11	75,750.00	76,508.00	
Fire Chief	Contract expires 6/30/10	87,393.28	88,267.21	pending negotiations
Library Director	Contract expires 12/31/11	70,070.00	70,070.00	
Police Chief	Contract expires 2/28/10 (base) with Quinn Bill	97,241.00 116,689.20	95,000.00	
Town Administrator	Contract expires 6/30/13	88,691.00	90,021.37	

Union Employees

Police Sergeant (Steps 1-3)	28.06	28.57	29.07				
Police Officer (Steps A1/A2-F)	20.56	21.28	22.03	22.80	23.60	24.42	25.28
Fire Lieutenant (Step A)	27.14						
Firefighter/EMT (Steps A-F)	20.40	21.11	21.85	22.62	23.41	24.23	
Dispatch Supervisor (Steps A-F)	18.73	19.39	20.06	20.77	21.49	22.24	
Dispatcher (Steps A-F)	16.94	17.53	18.14	18.78	19.43	20.11	

Elected Positions

	FY 2010	FY 2011
Selectman	400.00 annually	400.00 annually
Board of Health Member	166.67 annually	166.67 annually
Planning Board Member	109.00 annually	109.00 annually
Library Trustee	0.00 annually	0.00 annually
Moderator	0.00 per meeting	0.00 annually
Constable	3.00 /warrant posted/location	3.00 /warrant posted/location
Tax Collector (Grade 50)	58,302.00	58,885.01
Town Clerk (Grade 50)	38,023.04	38,403.27

Action on Article 4: The motion on Article 4 passed unanimously.

ARTICLE 5 TOWN OPERATING BUDGET

(Majority vote required)

Mr. Raad moved that the Town appropriate the sum of \$19,524,127 for the operations and expenses of the Town during the fiscal year beginning July 1, 2010, the purposes for which funding are set forth in the Department Account Numbers 114 through 945, and any subheadings included under said account numbers, as printed in Article 5 of the Annual Town Meeting warrant, under the heading FY2011 Budget, and to meet this appropriation that an amount of \$165,037 be transferred from Free Cash and that the balance be raised by taxation. The motion was seconded by Ms. Neville.

The Finance Committee recommends unanimously.

The Board of Selectmen recommends unanimously (4 – 0).

The Board of Selectmen and the Finance Committee worked very hard to develop financially prudent budgets that provide a level of service we believe will serve the Town well. The only significant staffing change made on the Town side was the reduction of the police overtime budget by \$40,000, which is the equivalent of two shifts per week. We expect Chief Ryder to determine how to staff these shifts most effectively.

Mr. Fallon went through the budget section by section. Anyone with questions was asked to ask them at the relevant section.

Section 210 - 299 Mr. Powers moved to amend line 210 to \$127,425, by adding \$4,500. Mr. Powers explained that the reason is the Police Chief requested a change from the budgeted front-wheel drive vehicle to a 4-wheel drive vehicle, which costs more. Mr. Bunyard felt that there was a real need for at least one four-wheeled drive vehicle given winter weather and supported the amendment. Mr. Kushner did not agree. He felt that the FinCom was not given enough time to respond to the change. Mr. Neville was in favor of the amendment. He pointed out that the new Police Chief came late to the budget process. Ms. Neville requested that the Police Chief be allowed to describe the need. Chief Ryder pointed out that in an emergency in a snowstorm the police need to be able to be first responders, which is not possible in Boxborough without a 4-wheel drive vehicle. He is looking at a Ford Expedition.

The motion to amend Article 5 carried by majority vote.

Sections 300-320. Mr. Fallon pointed out that these budgets are, by state law, bottom line budgets. Mr. Gruskay had a question on line 300 and asked if School Committee had looked into more school choice. Ms. Neyland said that given all the changes they decided not to do choice this year but will continue to look at it. Ms. Vorce asked a question on salaries and benefits. She asked how the benefits costs are calculated. Mr. Fallon said to wait until line item 915, which includes benefits for all town employees.

Mr. Follet asked what is per pupil cost for a Blanchard student attending Minuteman Tech? Ms. Mahoney said the cost is \$22,015/pupil. Mr. Follett said from the presentation that it would be cheaper to not be a member of Minuteman since the out-of-district cost/student was less.

Sections 422-491 Mr. Subramanyam asked why snow plow salaries are treated differently than regular DPW salaries. Mr. Fox explained that the state often reimbursed for snow and ice removal.

Sections 510-600 Ms. Cannon moved to amend the budget in line 521 "Other" from \$0 to \$1,500. It was seconded. Mr. Kushner as a member of FinCom spoke against the amendment. Mr. Raad asked for more detail on what the \$1,500 would be for. He said he was against the Town giving donations to non-profit groups. Mr. Raad pointed out that this was brought up last year and voted down. Ms. Cannon said that we're not the only town to support First Connections. The Social Services Committee recommended in their report. Mr. Burke said other town's Community Chests support First Connections but not Towns. He asked if the Boxborough Family Network who supports this age group. Ms. Brolin member of Social Services Committee found that ages 1-5 is a large underserved population. Serve clinical needs rather than the social needs like BFN.

Ms. Halvey supports First Connections and has used the services and feels the Town should contribute. Ms. Grossman asked if this was a non-profit that we're making donations to or are we purchasing services? Ms. Brolin says that technically it is a donation to a non-profit so that the services are free to those who need them. Mr. Raad said that the services will still be provided and should be paid for through private contributions. Mr. Follett moved the question. The motion to vote now passed by 2/3 as declared by the moderator. **The motion to amend Article 5 by increasing line 521 by \$1500 failed.**

511 Ms. Grossman asked the Board of Health what percentage of BoH "Other" goes to Bti larvacide application. Ms. Cannon said it was all for spraying. Ms. Grossman asked if monitoring was done to see the impact on other things and expressed concerns that we are inadvertently building resistant bugs. Ms. Cannon stated that all the studies she's read says that the larvacide kills only mosquito larva. The point of the drop is to reduce the population of adult mosquitoes and reduce EEE and West Nile.

Sections 610-699 No questions.

Sections 710-945 Ms. Vorce asked what happened to money left in the Benefits line at the end of a fiscal year. Ms. Neville said that it goes back to Free Cash. Ms. Neville said all School benefits are included with the rest of the town in this line item.

Mr. Raad moved that the Town appropriate the sum of \$19,528,627 for the operations and expenses of the Town during the fiscal year beginning July 1, 2010, the purposes for which funding are set forth in the Department Account Numbers 114 through 945, and any subheadings included under said account numbers, as printed in Article 5 of the Annual Town Meeting warrant, under the heading FY2011 Budget, except for Department 210 Total Other, which should read \$127,425, and to meet this appropriation that an amount of \$169,537 be transferred from Free Cash and that the balance be raised by taxation.

Action on Article 5: The motion on Article 5 passed, as amended, by majority vote.

<u>ACCOUNT NAME</u>		<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY11 VS</u>	<u>FY11 VS</u>
					<u>FY10</u>	<u>FY10</u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -	\$ -	0.00%
114	Total Other Expenses - Moderator	\$ 20	\$ 50	\$ 50	\$ -	0.00%
114	Total Moderator Expenses	\$ 20	\$ 50	\$ 50	\$ -	0.00%
119	Total Salaries - Town Constable	\$ -	\$ -	\$ -	\$ -	0.00%
119	Total Other Expenses - Town Constable	\$ 143	\$ 200	\$ 175	\$ (25)	-12.50%
119	Total Constable Expenses	\$ 143	\$ 200	\$ 175	\$ (25)	-12.50%
122	Total Salaries - Selectman	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
122	Total Other Expenses - Selectman	\$ 2,956	\$ 2,861	\$ 2,735	\$ (126)	-4.40%
122	Total Selectman Expenses	\$ 4,956	\$ 4,861	\$ 4,735	\$ (126)	-2.59%
123	Total Salaries - Town Administrator	\$ 88,691	\$ 88,691	\$ 90,022	\$ 1,331	1.50%
123	Total Other Expenses- Town Administrator	\$ 2,837	\$ 2,750	\$ 2,500	\$ (250)	-9.09%
123	Total Expenses - Town Administrator	\$ 91,528	\$ 91,441	\$ 92,522	\$ 1,081	1.18%
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -	0.00%
131	Total Other Expenses- Finance Committee	\$ 283	\$ 450	\$ 450	\$ -	0.00%
131	Total Expenses - Finance Committee	\$ 283	\$ 450	\$ 450	\$ -	0.00%
135	Total Salaries - Accountant	\$ 61,970	\$ 64,781	\$ 67,719	\$ 2,938	4.54%
135	Total Other Expenses- Accountant	\$ 24,718	\$ 24,936	\$ 24,936	\$ -	0.00%
135	Total Expenses - Accountant	\$ 86,688	\$ 89,717	\$ 92,655	\$ 2,938	3.27%
141	Total Salaries - Assessor	\$ 53,722	\$ 58,428	\$ 34,200	\$ (24,228)	-41.47%
141	Total Other Expenses-Assessor	\$ 12,798	\$ 9,975	\$ 13,025	\$ 3,050	30.58%
141	Total Expenses - Assessor	\$ 66,520	\$ 68,403	\$ 47,225	\$ (21,178)	-30.96%
145	Total Salaries - Treasurer	\$ 67,384	\$ 68,048	\$ 68,718	\$ 670	0.98%
145	Total Other Expenses-Treasurer	\$ 14,526	\$ 13,610	\$ 13,585	\$ (25)	-0.18%
145	Total Expenses - Treasurer	\$ 81,910	\$ 81,658	\$ 82,303	\$ 645	0.79%
146	Total Salaries - Tax Collector	\$ 58,725	\$ 59,302	\$ 59,886	\$ 584	0.98%
146	Total Other Expenses-Tax Collector	\$ 15,814	\$ 15,877	\$ 15,877	\$ -	0.00%
146	Total Expenses - Tax Collector	\$ 74,539	\$ 75,179	\$ 75,763	\$ 584	0.78%
151	Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -	0.00%
151	Total Other Expenses-Legal	\$ 75,642	\$ 64,000	\$ 64,000	\$ -	0.00%
151	Total Expenses - Legal	\$ 75,642	\$ 64,000	\$ 64,000	\$ -	0.00%
152	Total Salaries - Personnel Board	\$ -	\$ -	\$ -	\$ -	0.00%
152	Total Other Expenses-Personnel Board	\$ 260	\$ 260	\$ 260	\$ -	0.00%
152	Total Expenses - Personnel Board	\$ 260	\$ 260	\$ 260	\$ -	0.00%

141 - Assessor Salaries - changed methodology for delivery of services

141 - Assessor Other - decreased vehicle maintenance and office supplies

<u>ACCOUNT NAME</u>		<u>FY2009</u> <u>ACTUAL</u>	<u>FY2010</u> <u>BUDGET</u>	<u>FY2011</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY11 VS</u> <u>FY10</u>	<u>% Change</u> <u>FY11 VS</u> <u>FY10</u>
161	Total Salaries - Town Clerk	\$ 37,647	\$ 38,024	\$ 39,404	\$ 1,380	3.63%
161	Total Other Expenses-Town Clerk	\$ 1,499	\$ 2,192	\$ 2,000	\$ (192)	-8.76%
161	Total Expenses - Town Clerk	\$ 39,146	\$ 40,216	\$ 41,404	\$ 1,188	2.95%
162	Total Salaries - Elect & Regist	\$ 4,587	\$ 3,382	\$ 4,936	\$ 1,554	45.95%
162	Total Other Elect & Regist	\$ 4,961	\$ 4,056	\$ 5,202	\$ 1,146	28.25%
162	Total Expenses - Elect & Regist	\$ 9,548	\$ 7,438	\$ 10,138	\$ 2,700	36.30%
171	Total Salaries - Conservation Comm	\$ -	\$ -	\$ -	\$ -	0.00%
171	Total Other - Conservation Comm	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%
171	Total Expenses - Conservation Comm	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%
175	Total Salaries - Planning Board	\$ 66,929	\$ 67,593	\$ 68,263	\$ 670	0.99%
175	Total Other - Planning Board	\$ 3,760	\$ 4,013	\$ 4,522	\$ 509	12.68%
175	Total Expenses - Planning Board	\$ 70,689	\$ 71,606	\$ 72,785	\$ 1,179	1.65%
176	Total Salaries - Zoning Board	\$ -	\$ -	\$ -	\$ -	0.00%
176	Total Other - Zoning Board	\$ 290	\$ 335	\$ 335	\$ -	0.00%
176	Total Expenses - Zoning Board	\$ 290	\$ 335	\$ 335	\$ -	0.00%
179	Total Salaries - Agricultural Comm	\$ -	\$ -	\$ -	\$ -	0.00%
179	Total Other - Agricultural Comm	\$ -	\$ 200	\$ 200	\$ -	0.00%
179	Total Expenses - Agricultural Comm	\$ -	\$ 200	\$ 200	\$ -	0.00%
192	Total Salaries - Town Hall	\$ 171,154	\$ 181,001	\$ 184,825	\$ 3,824	2.11%
192	Total Other - Town Hall	\$ 57,446	\$ 60,143	\$ 55,865	\$ (4,278)	-7.11%
192	Total Expenses - Town Hall	\$ 228,600	\$ 241,144	\$ 240,690	\$ (454)	-0.19%
199	Total Salaries - Energy Committee	\$ -	\$ -	\$ -	\$ -	0.00%
199	Total Other - Energy Committee	\$ -	\$ -	\$ 200	\$ 200	100.00%
199	Total Expenses - Energy Committee	\$ -	\$ -	\$ 200	\$ 200	100.00%
Total Town Government - Salaries		\$ 612,809	\$ 631,250	\$ 623,773	\$ (7,477)	-1.18%
Total Town Government - Other Expenses		\$ 220,103	\$ 208,058	\$ 204,267	\$ (3,791)	-1.82%
Total Town Government - Total Expenses		\$ 832,912	\$ 839,308	\$ 828,040	\$ (11,268)	-1.34%

162 - Elections - planning extra election this year

<u>ACCOUNT NAME</u>		<u>FY2009</u> <u>ACTUAL</u>	<u>FY2010</u> <u>BUDGET</u>	<u>FY2011</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY11 VS</u> <u>FY10</u>	<u>% Change</u> <u>FY11 VS</u> <u>FY10</u>
210	Total Salaries - Police	\$ 948,981	\$ 969,621	\$ 923,419	\$ (46,202)	-4.76%
210	Total Other - Police	\$ 121,555	\$ 90,625	\$ 122,925	\$ 32,300	35.64%
210	Total Expenses - Police	\$ 1,070,536	\$ 1,060,246	\$ 1,046,344	\$ (13,902)	-1.31%
220	Total Salaries - Fire	\$ 678,604	\$ 708,025	\$ 693,596	\$ (14,429)	-2.04%
220	Total Other - Fire	\$ 90,327	\$ 110,569	\$ 95,900	\$ (14,669)	-13.27%
220	Total Expenses - Fire	\$ 768,931	\$ 818,594	\$ 789,496	\$ (29,098)	-3.55%
221	Total Salaries - Dispatch	\$ 206,188	\$ 220,857	\$ 227,002	\$ 6,145	2.78%
221	Total Other - Dispatch	\$ 25,219	\$ 31,721	\$ 26,821	\$ (4,900)	-15.45%
221	Total Expenses - Dispatch	\$ 231,407	\$ 252,578	\$ 253,823	\$ 1,245	0.49%
241	Total Salaries - Building Insp	\$ -	\$ 41,899	\$ 42,315	\$ 416	0.99%
241	Total Other - Building Insp	\$ 34,492	\$ 1,110	\$ 1,400	\$ 290	26.13%
241	Total Expenses - Building Insp	\$ 34,492	\$ 43,009	\$ 43,715	\$ 706	1.64%
292	Total Salaries - Dog Officer	\$ 10,369	\$ 10,474	\$ 10,578	\$ 104	0.99%
292	Total Other - Dog Officer	\$ 1,083	\$ 1,625	\$ 1,625	\$ -	0.00%
292	Total Expenses - Dog Officer	\$ 11,452	\$ 12,099	\$ 12,203	\$ 104	0.86%
299	Total Salaries - Field Driver	\$ 45	\$ 45	\$ 45	\$ -	0.00%
299	Total Other - Field Driver	\$ 10	\$ 15	\$ 15	\$ -	0.00%
299	Total Expenses - Field Driver	\$ 55	\$ 60	\$ 60	\$ -	0.00%
Total Salaries - Protection		\$ 1,844,187	\$ 1,950,921	\$ 1,896,955	\$ (53,966)	-2.77%
Total Other - Protection		\$ 272,686	\$ 235,665	\$ 248,686	\$ 13,021	5.53%
Total Expenses - Protection		\$ 2,116,873	\$ 2,186,586	\$ 2,145,641	\$ (40,945)	-1.87%

210 - Police Salaries - reduction of OT shifts leaving approx. 2/week unfilled; decrease in Police Chief's salary

210 - Police Other - Police car in this year's budget, but not in last year's budget

220 - Fire - Other - decreased expenses based on current year's and past years' expenditures

221 - Dispatch - Other - FY2010 budget had a one time software upgrade expense

<u>ACCOUNT NAME</u>	<u>FY2009 ACTUAL</u>	<u>FY2010 BUDGET</u>	<u>FY2011 BUDGET</u>	<u>\$ Change FY11 VS FY10</u>	<u>% Change FY11 VS FY10</u>
300 Total Salaries - Blanchard School	\$ 4,155,900	\$ 4,114,431	\$ 4,066,524	\$ (47,907)	-1.16%
300 Total Other - Blanchard School	\$ 1,117,501	\$ 1,219,159	\$ 1,294,066	\$ 74,907	6.14%
300 Total Expenses - Blanchard School	\$ 5,273,401	\$ 5,333,590	\$ 5,360,590	\$ 27,000	0.51%
310 Total Salaries - Minuteman Vocational HS	\$ -	\$ -	\$ -	\$ -	0.00%
310 Total Other - Minuteman Vocational HS	\$ 299,202	\$ 361,704	\$ 344,924	\$ (16,780)	-4.64%
310 Total Expenses - Minuteman Vocational HS	\$ 299,202	\$ 361,704	\$ 344,924	\$ (16,780)	-4.64%
320 Total Salaries - ABRS Assessment	\$ -	\$ -	\$ -	\$ -	0.00%
320 Total Other - ABRS Assessment	\$ 5,732,440	\$ 5,838,090	\$ 5,889,123	\$ 51,033	0.87%
320 Total Expenses - ABRS Assessment	\$ 5,732,440	\$ 5,838,090	\$ 5,889,123	\$ 51,033	0.87%
Total Salaries - Education	\$ 4,155,900	\$ 4,114,431	\$ 4,066,524	\$ (47,907)	-1.16%
Total Other - Education	\$ 7,149,143	\$ 7,418,953	\$ 7,528,113	\$ 109,160	1.47%
Total Expenses - Education	\$ 11,305,043	\$ 11,533,384	\$ 11,594,637	\$ 61,253	0.53%

<u>ACCOUNT NAME</u>	<u>FY2009 ACTUAL</u>	<u>FY2010 BUDGET</u>	<u>FY2011 BUDGET</u>	<u>\$ Change FY11 VS FY10</u>	<u>% Change FY11 VS FY10</u>
422 Total Salaries - Public Works	\$ 440,050	\$ 429,099	\$ 443,801	\$ 14,702	3.43%
422 Total Other - Public Works	\$ 215,122	\$ 220,293	\$ 223,896	\$ 3,603	1.64%
422 Total Expenses - Public Works	\$ 655,172	\$ 649,392	\$ 667,697	\$ 18,305	2.82%
423 Total Salaries - Snow & Ice	\$ 61,223	\$ 47,000	\$ 53,222	\$ 6,222	13.24%
423 Total Other - Snow & Ice	\$ 101,317	\$ 90,000	\$ 107,664	\$ 17,664	19.63%
423 Total Expenses - Snow & Ice	\$ 162,540	\$ 137,000	\$ 160,886	\$ 23,886	17.44%
424 Total Salaries - Street Lighting	\$ -	\$ -	\$ -	\$ -	0.00%
424 Total Other - Street Lighting	\$ 2,762	\$ 3,191	\$ 3,191	\$ -	0.00%
424 Total Expenses - Street Lighting	\$ 2,762	\$ 3,191	\$ 3,191	\$ -	0.00%
425 Total Salaries - Hager Well Maintenance	\$ -	\$ -	\$ -	\$ -	0.00%
425 Total Other - Hager Well Maintenance	\$ -	\$ 14,000	\$ 14,000	\$ -	0.00%
425 Total Expenses - Hager Well Maintenance	\$ -	\$ 14,000	\$ 14,000	\$ -	0.00%
429 Total Salaries - Fuel	\$ -	\$ -	\$ -	\$ -	0.00%
429 Total Other - Fuel	\$ 59,119	\$ 60,000	\$ 67,000	\$ 7,000	11.67%
429 Total Expenses - Fuel	\$ 59,119	\$ 60,000	\$ 67,000	\$ 7,000	11.67%
431 Total Salaries - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ -	0.00%
431 Total Other - Hazardous Waste Coll	\$ 7,220	\$ 7,500	\$ 7,500	\$ -	0.00%
431 Total Expenses - Hazardous Waste Coll	\$ 7,220	\$ 7,500	\$ 7,500	\$ -	0.00%
491 Total Salaries - Cemetery	\$ 8,227	\$ 8,310	\$ 8,394	\$ 84	1.01%
491 Total Other - Cemetery	\$ 1,401	\$ 1,402	\$ 1,000	\$ (402)	-28.67%
491 Total Expenses - Cemetery	\$ 9,628	\$ 9,712	\$ 9,394	\$ (318)	-3.27%
Total Salaries - Public Works & Facilities	\$ 509,500	\$ 484,409	\$ 505,417	\$ 21,008	4.34%
Total - Other Public Works & Facilities	\$ 386,941	\$ 396,386	\$ 424,251	\$ 27,865	7.03%
Total Expenses - Public Works - Facilities	\$ 896,441	\$ 880,795	\$ 929,668	\$ 48,873	5.55%

423 - Snow and Ice - Both - increases were set based on an analysis of previous year's rates

429 - Fuel Other - expected increase in gasoline and diesel costs

491 - Cemetery - Other - Expenses were set based on run rates over last few years

ACCOUNT NAME	FY2009	FY2010	FY2011	\$ Change	% Change
	ACTUAL	BUDGET	BUDGET	FY11 VS FY10	FY11 VS FY10
510 Total Salaries - Landfill Monitoring	\$ -	\$ -	\$ -	\$ -	0.00%
510 Total Other - Landfill Monitoring	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	0.00%
510 Total Expenses - Landfill Monitoring	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	0.00%
511 Total Salaries - Board of Health	\$ 500	\$ 501	\$ 501	\$ -	0.00%
511 Total Other - Board of Health	\$ 15,501	\$ 16,990	\$ 16,990	\$ -	0.00%
511 Total Expenses - Board of Health	\$ 16,001	\$ 17,491	\$ 17,491	\$ -	0.00%
519 Total Salaries - Environmental Services	\$ -	\$ -	\$ -	\$ -	0.00%
519 Total Other - Environmental Services	\$ 9,345	\$ 9,345	\$ 9,345	\$ -	0.00%
519 Total Expenses - Environmental Services	\$ 9,345	\$ 9,345	\$ 9,345	\$ -	0.00%
521 Total Salaries - Family Services	\$ -	\$ -	\$ -	\$ -	0.00%
521 Total Other - Family Services	\$ 6,000	\$ -	\$ -	\$ -	0.00%
521 Total Expenses - Family Services	\$ 6,000	\$ -	\$ -	\$ -	0.00%
522 Total Salaries - Nursing Services	\$ -	\$ -	\$ -	\$ -	0.00%
522 Total Other - Nursing Services	\$ 2,395	\$ 2,395	\$ 2,395	\$ -	0.00%
522 Total Expenses - Nursing Services	\$ 2,395	\$ 2,395	\$ 2,395	\$ -	0.00%
523 Total Salaries - Mental Health Svices	\$ -	\$ -	\$ -	\$ -	0.00%
523 Total Other - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%
523 Total Expenses - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%
541 Total Salaries - Council on Aging	\$ 36,458	\$ 38,112	\$ 39,843	\$ 1,731	4.54%
541 Total Other - Council on Aging	\$ 2,620	\$ 2,725	\$ 3,050	\$ 325	11.93%
541 Total Expenses - Council on Aging	\$ 39,078	\$ 40,837	\$ 42,893	\$ 2,056	5.03%
543 Total Salaries - Veterans	\$ -	\$ 190	\$ 190	\$ -	0.00%
543 Total Other - Veterans	\$ 242	\$ 250	\$ 250	\$ -	0.00%
543 Total Expenses - Veterans	\$ 242	\$ 440	\$ 440	\$ -	0.00%
599 Total Salaries - Inspect of Animals	\$ 931	\$ 940	\$ 950	\$ 10	1.06%
599 Total Other - Inspect of Animals	\$ -	\$ -	\$ -	\$ -	0.00%
599 Total Expenses - Inspect of Animals	\$ 931	\$ 940	\$ 950	\$ 10	1.06%
600 Total Salaries - Animal Control Officer	\$ 2,526	\$ 2,552	\$ 2,577	\$ 25	0.98%
600 Total Other - Animal Control Officer	\$ 321	\$ 330	\$ 330	\$ -	0.00%
600 Total Expenses - Animal Control Officer	\$ 2,847	\$ 2,882	\$ 2,907	\$ 25	0.87%
Total Salaries - Health Services	\$ 40,415	\$ 42,295	\$ 44,061	\$ 1,766	4.18%
Total - Other - Health Services	\$ 48,674	\$ 44,285	\$ 44,610	\$ 325	0.73%
Total Expenses - Health Services	\$ 89,089	\$ 86,580	\$ 88,671	\$ 2,091	2.42%

541 - Council on Aging - Other - increase in expenses to aid in the increased number of senior citizens in Boxborough

<u>ACCOUNT NAME</u>		<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY11 VS</u>	<u>FY11 VS</u>
					<u>FY10</u>	<u>FY10</u>
610	Total Salaries - Library	\$ 173,494	\$ 181,772	\$ 189,934	\$ 8,162	4.49%
610	Total Other - Library	\$ 113,656	\$ 114,014	\$ 114,014	\$ -	0.00%
610	Total Expenses - Library	<u>\$ 287,150</u>	<u>\$ 295,786</u>	<u>\$ 303,948</u>	<u>\$ 8,162</u>	<u>2.76%</u>
630	Total Salaries - Recreation Comm	\$ 27,840	\$ 28,839	\$ 30,280	\$ 1,441	5.00%
630	Total Other - Recreation Comm	\$ 9,990	\$ 9,300	\$ 9,800	\$ 500	5.38%
630	Total Expenses - Recreation Comm	<u>\$ 37,830</u>	<u>\$ 38,139</u>	<u>\$ 40,080</u>	<u>\$ 1,941</u>	<u>5.09%</u>
691	Total Salaries - Historical Comm	\$ -	\$ -	\$ -	\$ -	0.00%
691	Total Other - Historical Comm	\$ 3,325	\$ 3,129	\$ 3,164	\$ 35	1.12%
691	Total Expenses - Historical Comm	<u>\$ 3,325</u>	<u>\$ 3,129</u>	<u>\$ 3,164</u>	<u>\$ 35</u>	<u>1.12%</u>
692	Total Salaries - Public celebration	\$ -	\$ -	\$ -	\$ -	0.00%
692	Total Other - Public Celebration	\$ 612	\$ 665	\$ 665	\$ -	0.00%
692	Total Expenses - Public Celebration	<u>\$ 612</u>	<u>\$ 665</u>	<u>\$ 665</u>	<u>\$ -</u>	<u>0.00%</u>
693	Total Salaries - Steele Farm	\$ -	\$ -	\$ -	\$ -	0.00%
693	Total Other - Steele Farm	\$ 500	\$ 500	\$ 500	\$ -	0.00%
693	Total Expenses - Steele Farm	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ -</u>	<u>0.00%</u>
699	Total Salaries - A/B Cultural Council	\$ -	\$ -	\$ -	\$ -	0.00%
699	Total Other - A/B Cultural Council	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%
699	Total Expenses - A/B Cultural Council	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ -</u>	<u>0.00%</u>
	Total Salaries - Culture & Recreation	\$ 201,334	\$ 210,611	\$ 220,214	\$ 9,603	4.56%
	Total Other - Culture & Recreation	\$ 129,583	\$ 129,108	\$ 129,643	\$ 535	0.41%
	Total Expenses - Culture & Recreation	<u>\$ 330,917</u>	<u>\$ 339,719</u>	<u>\$ 349,857</u>	<u>\$ 10,138</u>	<u>2.98%</u>

ACCOUNT NAME	FY2009	FY2010	FY2011	\$ Change	% Change
	ACTUAL	BUDGET	BUDGET	FY11 VS FY10	FY11 VS FY10
710 Total Salaries - Maturing Debt Principal	\$ -	\$ -	\$ -	\$ -	0.00%
710 Total Other - Maturing Debt Principal	\$ 723,000	\$ 718,000	\$ 835,000	\$ 117,000	16.30%
710 Total Expenses - Maturing Debt Principal	\$ 723,000	\$ 718,000	\$ 835,000	\$ 117,000	16.30%
751 Total Salaries - Maturing Debt Interest	\$ -	\$ -	\$ -	\$ -	0.00%
751 Total Other - Maturing Debt Interest	\$ 634,108	\$ 584,238	\$ 551,207	\$ (33,031)	-5.65%
751 Total Expenses - Maturing Debt Interest	\$ 634,108	\$ 584,238	\$ 551,207	\$ (33,031)	-5.65%
Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
Total Other - Debt Service	\$ 1,357,108	\$ 1,302,238	\$ 1,386,207	\$ 83,969	6.45%
Total Expenses - Debt Service	\$ 1,357,108	\$ 1,302,238	\$ 1,386,207	\$ 83,969	6.45%
830 Total Salaries - County Ret. Assessment	\$ -	\$ -	\$ -	\$ -	0.00%
830 Total Other - County Ret Assessment	\$ 408,903	\$ 467,683	\$ 488,729	\$ 21,046	4.50%
830 Total Expenses - County Ret Assessment	\$ 408,903	\$ 467,683	\$ 488,729	\$ 21,046	4.50%
912 Total Salaries - Other Benefit Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
912 Total Other - Other Benefit Insurance	\$ 68,442	\$ 69,594	\$ 75,472	\$ 5,878	8.45%
912 Total Expenses - Other Benefit Insurance	\$ 68,442	\$ 69,594	\$ 75,472	\$ 5,878	8.45%
915 Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
915 Total Other - Employee Benefits	\$ 1,143,417	\$ 1,285,735	\$ 1,360,024	\$ 74,289	5.78%
915 Total Expenses - Employee Benefits	\$ 1,143,417	\$ 1,285,735	\$ 1,360,024	\$ 74,289	5.78%
945 Total Salaries -Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
945 Total Other - Liability Insurance	\$ 91,674	\$ 95,371	\$ 92,181	\$ (3,190)	-3.34%
945 Total Expenses - Liability Insurance	\$ 91,674	\$ 95,371	\$ 92,181	\$ (3,190)	-3.34%
Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Total Other - Employee Benefits	\$ 1,712,436	\$ 1,918,383	\$ 2,016,406	\$ 98,023	5.11%
Total Expenses - Employee Benefits	\$ 1,712,436	\$ 1,918,383	\$ 2,016,406	\$ 98,023	5.11%
131 Reserve Fund - Original Budget	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
131 Reserve Fund - Transferred Out	\$ -	\$ -	\$ -	\$ -	0.00%
131 Reserve Fund - Net Balance	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
Total Salaries - Reserved	\$ -	\$ -	\$ -	\$ -	0.00%
Total Other Expenses - Reserved	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses - Reserved	\$ -	\$ -	\$ -	\$ -	0.00%

<u>ACCOUNT NAME</u>	<u>FY2009 ACTUAL</u>	<u>FY2010 BUDGET</u>	<u>FY2011 BUDGET</u>	<u>\$ Change FY11 VS FY10</u>	<u>% Change FY11 VS FY10</u>
SALARIES					
Town Government	\$ 612,809	\$ 631,250	\$ 619,973	\$ (11,277)	-1.79%
Protection	\$ 1,844,187	\$ 1,950,921	\$ 1,896,955	\$ (53,966)	-2.77%
Public Works & Facilities	\$ 509,500	\$ 484,409	\$ 505,417	\$ 21,008	4.34%
Health Services	\$ 40,415	\$ 42,295	\$ 44,061	\$ 1,766	4.18%
Cultural & Recreation	\$ 201,334	\$ 210,611	\$ 220,214	\$ 9,603	4.56%
Total Town	<u>\$ 3,208,245</u>	<u>\$ 3,319,486</u>	<u>\$ 3,286,620</u>	<u>\$ (32,866)</u>	<u>-0.99%</u>
Education	\$ 4,155,900	\$ 4,114,431	\$ 4,066,524	\$ (47,907)	-1.16%
Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
Reserve Fund	\$ -	\$ -	\$ -	\$ -	0.00%
Federal ARRA Grant	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL SALARIES	<u>\$ 7,364,145</u>	<u>\$ 7,433,917</u>	<u>\$ 7,353,144</u>	<u>\$ (80,773)</u>	<u>-1.09%</u>
OTHER EXPENSES					
Town Government	\$ 220,103	\$ 208,058	\$ 208,067	\$ 9	0.00%
Protection	\$ 272,686	\$ 235,665	\$ 248,686	\$ 13,021	5.53%
Public Works & Facilities	\$ 386,941	\$ 396,386	\$ 424,251	\$ 27,865	7.03%
Health Services	\$ 48,674	\$ 44,285	\$ 44,610	\$ 325	0.73%
Cultural & Recreation	\$ 129,583	\$ 129,108	\$ 129,643	\$ 535	0.41%
Total Town	<u>\$ 1,057,987</u>	<u>\$ 1,013,502</u>	<u>\$ 1,055,257</u>	<u>\$ 41,755</u>	<u>4.12%</u>
Education	\$ 7,149,143	\$ 7,418,953	\$ 7,528,113	\$ 109,160	1.47%
Employee Benefits	\$ 1,712,436	\$ 1,918,383	\$ 2,016,406	\$ 98,023	5.11%
Debt Service	\$ 1,357,108	\$ 1,302,238	\$ 1,386,207	\$ 83,969	6.45%
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
Federal ARRA Grant	\$ (146,690)	\$ -	\$ -	\$ -	
TOTAL OTHER EXPENSES	<u>\$11,129,984</u>	<u>\$ 11,838,076</u>	<u>\$ 12,170,983</u>	<u>\$ 332,907</u>	<u>2.81%</u>
TOTAL EXPENSES					
Town Government	\$ 832,912	\$ 839,308	\$ 828,040	\$ (11,268)	-1.34%
Protection	\$ 2,116,873	\$ 2,186,586	\$ 2,145,641	\$ (40,945)	-1.87%
Public Works & Facilities	\$ 896,441	\$ 880,795	\$ 929,668	\$ 48,873	5.55%
Health Services	\$ 89,089	\$ 86,580	\$ 88,671	\$ 2,091	2.42%
Cultural & Recreation	\$ 330,917	\$ 339,719	\$ 349,857	\$ 10,138	2.98%
Total Town	<u>\$ 4,266,232</u>	<u>\$ 4,332,988</u>	<u>\$ 4,341,877</u>	<u>\$ 8,889</u>	<u>0.21%</u>
Education	\$11,305,043	\$ 11,533,384	\$ 11,594,637	\$ 61,253	0.53%
Employee Benefits	\$ 1,712,436	\$ 1,918,383	\$ 2,016,406	\$ 98,023	5.11%
Debt Service	\$ 1,357,108	\$ 1,302,238	\$ 1,386,207	\$ 83,969	6.45%
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
Federal ARRA Grant	\$ (146,690)	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENSES	<u>\$18,494,129</u>	<u>\$ 19,271,993</u>	<u>\$ 19,524,127</u>	<u>\$ 252,134</u>	<u>1.31%</u>
Budget Prior to Reserve Fund Calculation	<u>\$18,494,129</u>	<u>\$ 19,086,993</u>	<u>\$ 19,339,127</u>	<u>\$ 252,134</u>	<u>1.32%</u>

**Blanchard Memorial School
FY 2011 Budget Account Summary**

ACCT.	CATEGORY	FY 08	FY 09	FY 10	FY 11	Increase/Decrease	
		Actual	Actual	Budget	Proposed	FY 10 - FY 11	
						\$	%
1100	School Comm.	\$ 19,649	\$ 7,443	\$ 10,838	\$ 10,838	\$ 0	0.00%
1200	Superintendent Office	\$ 173,602	\$ 184,726	\$ 184,740	\$ 214,762	\$ 30,022	16.25%
1400	Bus. Office	\$ 103,951	\$ 111,929	\$ 112,537	\$ 114,197	\$ 1,660	1.48%
2100	Special Ed Office	\$ 123,445	\$ 130,436	\$ 131,191	\$ 145,192	\$ 14,001	10.67%
2200	Prin Office	\$ 143,876	\$ 153,420	\$ 152,192	\$ 46,991	\$ (105,201)	-69.12%
2250	Tech Admin	\$ 116,041	\$ 122,551	\$ 124,180	\$ 115,332	\$ (8,848)	-7.13%
2300	Teaching	\$ 3,112,644	\$ 3,004,621	\$ 3,148,599	\$ 3,104,287	\$ (44,312)	-1.41%
2350	Prof. Development	\$ 64,577	\$ 71,407	\$ 79,149	\$ 68,100	\$ (11,049)	-13.96%
2400	Textbooks	\$ 37,850	\$ 31,801	\$ -	\$ 6,000	\$ 6,000	NOTE 1
2500	Media	\$ 59,235	\$ 59,623	\$ 61,769	\$ 67,375	\$ 5,606	9.07%
2700	Guidance/Psych	\$ 88,930	\$ 94,721	\$ 101,426	\$ 106,870	\$ 5,444	5.37%
3200	Health Services	\$ 52,317	\$ 53,862	\$ 54,787	\$ 55,978	\$ 1,191	2.17%
3300	Transportation	\$ 379,566	\$ 325,978	\$ 310,154	\$ 397,599	\$ 87,445	28.19%
3400	Food Services	\$ 33,152	\$ 38,623	\$ 37,585	\$ 38,138	\$ 553	1.47%
4130	Utilities	\$ 171,530	\$ 163,406	\$ 188,938	\$ 182,938	\$ (6,000)	-3.18%
4220	Maintenance	\$ 286,166	\$ 250,567	\$ 206,592	\$ 210,298	\$ 3,706	1.79%
4400	Technology	\$ 97,028	\$ 52,366	\$ 49,069	\$ 56,602	\$ 7,534	15.35%
5100	Retirement	\$ 83,383	\$ -	\$ -	\$ 49,229	\$ 49,229	NOTE 2
6300	Civic Activities	\$ 4,126	\$ 4,113	\$ 6,037	\$ 5,616	\$ (421)	-6.98%
7000	Capital Exp.	\$ 32,900	\$ 25,159	\$ 34,000	\$ 30,040	\$ (3,960)	-11.65%
9100	SPED Tuition	\$ 46,794	\$ 171,437	\$ 249,500	\$ 191,700	\$ (57,800)	-23.17%
9400	Collaborative	\$ 187,004	\$ 215,222	\$ 90,307	\$ 142,509	\$ 52,202	57.81%
						\$ -	0.00%
	TOTALS	\$ 5,417,766	\$ 5,273,411	\$ 5,333,590	\$ 5,360,590	\$ 27,000	0.51%
	¹ Textbooks	Zero funded in FY 2010					
	² Retirement	Zero funded in FY 2010					

ARTICLE 6 MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT FEASIBILITY STUDY

(Two-thirds vote required)

Ms. Mahoney moved that the town hereby approves the \$725,000 borrowing authorized by vote of the Minuteman Regional Vocational Technical School District on March 30, 2010, for the purpose of paying costs of a feasibility study to consider options for making improvements to the District's high school building located at 758 Marrett Road, Lexington, Massachusetts, which options shall include, but not be limited to renovating, reconstructing, expanding, remodeling and adding to the District's high school, or any combination of the foregoing, said sum to be expended at the direction of the School Building Committee. Said vote provides as printed in the Annual Town Meeting warrant under Article 6.

“That the Minuteman Regional Vocational Technical School District (the “District”) hereby appropriates the sum of \$725,000 (Seven Hundred Twenty-five Thousand Dollars) to pay costs of a feasibility study to consider options for making improvements to the District's high school building located at 758 Marrett Road, Lexington, Massachusetts, which options shall include, but not be limited to renovating, reconstructing,

expanding, remodeling and adding to the District's high school, or any combination of the foregoing, said sum to be expended at the direction of the School Building Committee, and to meet this appropriation there is hereby authorized, under and pursuant to Chapter 71, Section 16(d) and Chapter 70B of the General Laws and the District Agreement, as amended, and any other enabling authority, the incurring of debt on the full faith and credit of the District in the amount of \$725,000 (Seven Hundred Twenty-five Thousand Dollars); that the District acknowledges that the Massachusetts School Building Authority's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs of the Project that the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District, and that the total amount of the borrowing authorized by this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; provided, however, that no sums shall be borrowed or expended hereunder unless and until each member town of the District shall have expressed its approval of the debt authorized by this vote by June 30, 2010."

Summary

The individual member towns are each being asked to approve the total of the borrowing authorization necessary to fund a feasibility study. The assumption used in the table that follows is that the MSBA grant will provide for 40% of the costs, leaving the member communities to fund the remaining principal balance of \$435,000. Boxborough's share, over five years, beginning in FY 2012 and continuing through FY 2016, is expected to total \$14,480 as indicated in the table that follows.

Minuteman Regional Vocational Technical School District Debt Impact on member Communities of Feasibility Study Only

FISCAL YEAR	DEBT ISSUED	PRINCIPAL OUTSTAND	INTEREST 2.00%	PRINCIPAL	INTEREST 3.00%	DEBT SERVICE	DEBT REDUCTION	DEBT SERVICE	NET DEBT	RESID. SVCTAX RATE	MEDIAN HOUSE
2011	\$435,000	\$435,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0.0000	\$0.00
2012	\$0	\$435,000	\$8,700	\$0	\$6,525	\$15,225	\$761	\$14,464	\$463	\$0.0005	\$0.18
2013	\$0	\$326,250	\$0	\$108,750	\$11,419	\$120,169	\$6,008	\$114,160	\$3,653	\$0.0039	\$1.46
2014	\$0	\$217,500	\$0	\$108,750	\$8,156	\$116,906	\$5,845	\$111,061	\$3,554	\$0.0038	\$1.42
2015	\$0	\$108,750	\$0	\$108,750	\$4,894	\$113,644	\$5,682	\$107,962	\$3,455	\$0.0037	\$1.38
2016	\$0	\$0	\$0	\$108,750	\$1,631	\$110,381	\$5,519	\$104,862	\$3,356	\$0.0036	\$1.34
			\$8,700	\$435,000	\$32,625	\$476,325	\$23,816	\$452,509	\$14,480		\$5.77

Assumptions: Feasibility \$725,000 MSBA Grant 40%

Impact calculated utilizing the 2010 Assessed Valuation (2009 for Sudbury) and Median Housing Value from 2000 Census \$371,000

Member Community Percentage as of October 1, 2009 Enrollments

Assume 1 year note to fund cash flow needs of study and period construction votes are taken up by Member Communities.

If construction authorization fails, feasibility study must be repaid over 5 year period from dated date of initial bond anticipation note.

The Finance Committee recommends (5 – 1).

Pro

Mr. Hesler said that the majority of FinCom members supports this request even though it maintains serious concerns about the high operating costs for the school. The feasibility study is a collaborative effort between the Minuteman Regional Vocational Technical School District and the Massachusetts School Building Authority (MSBA) to explore solutions to the capital problems with the facility, which has not had any major refurbishment since it was originally constructed in 1974. The MSBA will provide a grant of 40% the cost of the study. Approval of this feasibility study is not an approval by the member towns to any future project. The Minuteman School Committee has authorized the amount of debt for the feasibility study (\$725,000), but in order to proceed with the study, and the Minuteman District needs the approval of all of the sixteen (16) member towns in

accordance with the District Agreement. If all towns do not approve the article, Minuteman will need to reapply for MSBA funds, will "lose its place in line," and the time line will be extended for any anticipated project.

Con

We're strongly encouraged by the progress that Superintendent Bouquillon has made in the last year at improving the educational and financial situation at the Minuteman Vocational High School. We also feel that he is taking the first steps towards addressing the extremely high cost structure at this institution. However, much more progress remains to be made. Minuteman currently has the highest cost per student and the highest average teacher salary. It also has had steadily decreasing enrollment that has resulted in a teacher/student ratio that is well below the norm established by the other local vocational high schools in the immediate area. These facts indicate that MM is an institution whose extremely high cost structure still has a long distance to go before it is satisfactory. We also recognize that the infrastructure at Minuteman is old and in need of rehabilitation. However, the focus of the study that this Warrant Article funds is to fine tune the plan for an infrastructure project that could cost in the neighborhood of \$90 million not including a grant from the MSBA for up to 40%. Obviously, commencing on this path would result in new spending that would only greatly increase a budget at MM that is already unacceptable high. Before we approve funding for this study and embark on a major infrastructure improvement project, we would like to see much more progress, sustained over several years, that makes significant progress in reducing the cost structure at MM, before we approve any significant new spending projects.

Financial impact

This item would add \$1.51 to the tax bill for the median price of a house in Boxborough starting in FY2012 over five years, but is expected to be paid out of free cash.

Ms. Mahoney asked that Mr. Lavery be recognized and be allowed to speak to the motion. He played a video about Minuteman and the need for a feasibility study to determine how best to improve the facilities. All 16 communities need to vote to approve the feasibility study. Mr. Lavery reminded the town that this vote would not approve the project, just the study. The state would reimburse for the feasibility study at 40%. After the study, Minuteman would come back to the towns for project approval. The project would also be eligible for state reimbursement, at a higher rate.

Mr. Follett asked what the non-member towns, what % of the feasibility study are they paying for. Mr. Lavery said that there would be a part of the feasibility study to determine how there could be an allocation for non-member students. Mr. Lavery said that in the past it was cheaper to be a non-member but going forward that will no longer be the case.

Mr. Follett recommends a vote against the motion. He wants a guarantee that member towns will not pay more than non-member.

Mr. Bunyard said that he toured the Minuteman facility and, while it is well-maintained, it is out-dated. The roof and other major building systems are failing. The feasibility study would allow for a comprehensive proposal. He recommended a vote in favor of the motion.

Ms. Bieber spoke in favor of the motion. She reminded the town that our students attend Minuteman and would benefit from improvements. Mr. Srivastava spoke in favor. Fred Waugh asked about the 40% reimbursement. If, at the completion of the feasibility study, a renovation is recommended, it would be eligible for at least 40% reimbursement, but wouldn't be if no study were conducted. Ms. Mahoney pointed out that the feasibility study was the "due diligence" before making a big investment. Mr. Follett said that the system is rigged to be disadvantageous to the member towns. Ms. Mahoney reminded the town that the motion is on the feasibility study.

Mr. Bunyard moved the question. That motion carried.

Action on Article 6: The motion on Article 6 passed by two-thirds majority, as declared by the Moderator in the absence of the immediate objection of seven or more registered voters.

ARTICLE 7 AN ACT RELATIVE TO THE RIGHTS OF THE ACTON WATER DISTRICT TO ACQUIRE ANY WATER SOURCE IN THE TOWN OF BOXBOROUGH

(Majority vote required)

Mr. Suleiman moved to authorize the Board of Selectmen to petition the General Court for the purpose of adopting the following legislation: “An Act Relative to the Rights of the Acton Water District to Acquire Any Water Source in the Town of Boxborough” as printed in the Annual Town Meeting warrant under Article 7.

An Act Relative to the Rights of the Acton Water District to Acquire Any Water Source in the Town of Boxborough

Section 1. Notwithstanding the provision of Chapter Three Hundred and Twenty-six of the Acts of Nineteen Hundred and Twelve or any act in amendment thereof to the contrary, the Water Supply District of Acton shall have no right to take, or acquire by purchase or otherwise, and hold, the waters of any pond or stream or any ground water supply source within the Town of Boxborough as of the effective date of this act.

Section 2. This act shall take effect upon its passage.

The General Court may only make clerical or editorial changes of form to the bill, unless the Selectmen approve amendments to the bill before enactment by the General Court. The Selectmen are hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

Summary

In 1912, the legislature created the Acton Water District and authorized it to “take, or acquire by purchase or otherwise, and hold, the waters of any pond or stream or any ground sources of supply by means of driven, artesian or other wells within the town of Acton or in the Town of Boxborough, and the water rights connected with any such sources.” Subsequent acts of the legislature have placed limitations on the powers of the Water District with respect to Boxborough’s water by providing that such water could not be taken unless it was first determined by the Massachusetts Water Resource Commission that there were adequate sources of ground water to supply the future needs of Boxborough, and only then could the District take the excess water.

Mr. Suleiman presented the Board of Selectmen unanimous recommendation in favor of the motion. Although Boxborough could negotiate an agreement with the Water District to establish criteria under which the District would potentially have rights to the Town’s water, the Board of Selectmen and Board of Health firmly believe that the Water Supply District of Acton should not have rights to any existing or potential water source within the Town of Boxborough. In order to protect the Town’s water resources, the BOS recommends this article.

Ms. Bak presented the FinCom recommendation in favor of the motion. There is no immediate financial impact currently to the town, but there could be in the future if Acton chooses to pursue their rights to obtain water from Boxborough. Mr. Van Roggen asked whether the town could do this on its own. The response was no.

Action on Article 7: The motion carried unanimously.

ARTICLE 8 FIRE DEPARTMENT – BILL OF A PRIOR FISCAL YEAR

(Four-fifths vote required)

Mr. Suleiman moved to transfer from Free Cash the sum of One Thousand Five Hundred Fifty-Eight Dollars (\$1,558) for the purpose of paying Emerson Hospital an outstanding bill for ALS service.

Mr. Suleiman presented the unanimous BOS recommendation in favor of the motion. In the fall, the Fire Department was notified by Emerson Hospital, who, in the course of reconciling their ALS billings, found that there were bills totaling \$1,557.86 which remained unpaid by the Town. The Fire Department has confirmed that

this amount is indeed outstanding and due to be paid to Emerson Hospital. Because the bill is for a prior fiscal year period, Town Meeting must by a four-fifths majority (nine-tenths in an STM), authorize payment of this bill. The Finance Committee recommendation in favor of the motion: We understand that bills must be paid even for prior years. This article will be paid by free cash, but the impact is essentially \$.81 to the tax bill for the median price of a house in Boxborough.

Action on Article 8: The motion on Article 8 passed unanimously

ARTICLE 9 POLICE DEPARTMENT – CAPITAL IMPROVEMENT – WATER HEATER

(Majority vote required)

Mr. Powers moved to transfer from Free Cash the sum of Two Thousand Five Hundred Dollars (\$2,500) for the purpose of acquiring and installing a water heater for the Police Department.

Mr. Powers made the unanimous BOS recommendation in favor of the motion. The existing water heater in the police station is a 22 year old, 40 gallon electric unit that draws 12 kW. Hot water is needed for prisoners and for hand washing and occasional showers for on-duty police officers. These combined requirements result in usage of hot water at the police station that is very sporadic and the current electric unit is very energy inefficient. State law requires hot water to be available in the police facility within a temperature range of 110 to 130 degrees within 2 minutes. This article would provide \$2,500 for installation of a new tankless (i.e., on-demand) water heater. Both gas-fired and electric units are being considered. Installation details and costs are being evaluated for several potential locations in the facility.

Mr. Burke made the FinCom recommendation in favor of the motion. This article will be paid by free cash, but the impact is essentially \$1.31 to the tax bill for the median price of a house in Boxborough.

Action on Article 9: The motion on Article 9 carried unanimously.

ARTICLE 10 FIRE DEPARTMENT – PERSONAL PROTECTIVE EQUIPMENT

(Majority vote required)

Mr. Suleiman moved to transfer from Free Cash the sum of Twenty Thousand Dollars (\$20,000) for the purpose of acquiring ten sets of personal protective gear (turnout gear) for the Fire Department.

Mr. Suleiman made the unanimous BOS recommendation in favor of the motion. The appropriation of these funds will enable the purchase of ten sets of personal protective equipment (PPE), also known as turnout gear, which are worn by our firefighters in the performance of their duties. Including the Chief, there are 5 full-time and 30 part-time members of the Department, requiring a total of 35 sets of turnout gear. In a department like ours, the gear has a useful life of 10 years. An inventory shows that we have 10 members in gear that is 10 years of age or older. This is a safety concern and puts the lives of our firefighters in jeopardy. Additionally, we have a contractual obligation to replace the full-timers gear every 5 years.

Mr. Burke made the FinCom recommendation in favor of the motion. The FinCom supports this article to replace personal protective gear (10 sets of turnout gear) in consideration of firefighter safety. The existing gear is over 10 years old and due for replacement based on the National Fire Protection Association Standard. This article would be paid out of free cash, but the impact is essentially \$.02 per \$1000 or \$10.46 to the tax bill for the median price of a house in Boxborough.

Action on Article 10: The motion on Article 10 carried unanimously.

ARTICLE 11 FIRE DEPARTMENT – MOBILE NETWORKS

(Majority vote required)

Mr. Suleiman moved to transfer from Free Cash the sum of Twelve Thousand Dollars (\$12,000) for the purpose of acquiring hardware, support and training for two mobile laptop computers for the Fire Department, including switches, wireless client, racks, brackets, printer training and maintenance.

Mr. Suleiman made the unanimous BoS recommendation in favor of the motion. Currently the Fire Department operates with no mobile computers. Changes to reporting regulations and the need for rapid data access make this equipment a must for the Department. The Fire Department has already purchased two mobile computers, one for Engine #63, the other for the ambulance. The appropriation of these funds will provide the necessary hardware, support and training for these units, including switches, wireless client, racks, brackets, printer for the ambulance, and maintenance to make these units operational. Our current software and hardware are completely compatible with these systems so the cost is minimized.

Mr. Burke made the FinCom recommendation in favor of the motion. This article will provide support, hardware and training for two existing notebooks PC's. Currently the Fire Department operates with no mobile computers. Changes to reporting regulations and the need for rapid data access make this equipment a must for the Department. The Fire Department has already purchased two mobile computers, one for Engine #63, the other for the ambulance. The appropriation of these funds will provide the necessary hardware, support and training for these units, including switches, wireless client, racks, brackets, printer for the ambulance, and maintenance to make these units operational. Our current software and hardware are completely compatible with these systems so the cost is minimized. This article would be paid out of free cash, but the impact is essentially \$.01 per \$1,000 or \$6.27 to the tax bill for the median price of a house in Boxborough.

Action on Article 11: The motion on Article 11 passed unanimously.

ARTICLE 12 CAPITAL IMPROVEMENTS – TOWN HALL AND POLICE STATION

(Majority vote required)

Mr. Fox moved to transfer from remaining bond proceeds authorized by vote of Town Meeting on May 13, 2002 under Article 21, Purchase of Affordable Housing Restrictions on Condominium Units the sum of Thirty Thousand Dollars (\$30,000) for the purpose of providing additional funds for the repair of the Town Hall cupola; replacing the floor in the Grange Meeting Room of Town Hall; and upgrading the booking area in the Police Station.

Mr. Fox made the unanimous BOS recommendation in favor of the motion. In May, 2002, Town Meeting voted to authorize bonding of \$200,000 for the *Purchase of Affordable Housing Restrictions on Condominium Units*. Using this funding authorization, the Housing Board has successfully completed the protection of five condominium units of affordable housing under its Condo Exchange Program. The Boxborough Housing Board has concluded that further condominium exchanges could be supported with the town's Affordable Housing Trust funds, which were not available at the program's inception. Consequently, the BHB has voted to release remaining funds to be used for other qualified purposes as may be authorized by Town Meeting. There are approximately \$79,000 bond proceeds remaining, which by law, may not be repaid early and is already part of the Town's existing debt. The Board of Selectmen would like Town Meeting to authorize the use of a portion of these remaining proceeds to be used for Town Hall and Police Station infrastructure improvements. The projects being recommended are:

1. \$13,000 for the cupola at Town Hall. In 2008, Town Meeting appropriated \$36,000 for repairs to the older portion of Town Hall, including replacement of gutters and trim boards as well as the repair of the cupola and replacement of the weathervane. The gutter and trim board project was completed this past fall, leaving approximately \$8,000 for the cupola repairs. The repairs to the cupola include scraping and painting, re-shingling, replacement of flashing, replacement of a column, repairs to the tin roof. The project also includes fabrication and installation of a new stainless steel weathervane shaft to match the original historic shaft as well as repair/replacement of all missing and broken components to the cardinal points (N, S, E, W). A recent quote came in at \$21,000, leaving us short by \$13,000.

2. \$12,000 to replace the floor in the Grange Meeting Room. The floor has worn down to the point that it can no longer be sanded and re-finished; it must be replaced. The room is used most evenings by a number of town boards for meetings, by our seniors on a daily basis for exercise, line dancing and Tai Chi and for other functions.
3. \$5,000 to upgrade the booking area in the Police Station. The current booking area at the police station is an open area with a desk and chair, along with some equipment for finger-printing and breathalyzing suspects (if necessary). There is no physical separation between suspects and police officers; this requires the officers to handcuff suspects to the chair for some limited degree of control. The chair is not fixed and, as a result, an obstreperous suspect could become difficult for officers to handle during the booking process.

These funds would provide for construction of a counter, approximately 4' high and 6' long to provide physical separation between police officers and suspects. Installation of this counter will improve the physical safety of the officers in the process of booking suspects. It will also include storage space for items related to the booking of suspects, including blankets required by law for prisoners after booking.

Mr. Murphy of the Housing Board made a presentation on the Condo Exchange Program and provided some background on the program. There were some problems with the program and the current market collapse has made the program impractical. The Housing Board doesn't think it makes sense to continue the program and is in favor of redirecting the funds.

The Finance Committee believes it is a good use of bonding already in place and meets MGL. There is essentially no new financial impact to the town as we are already paying principal and interest of these funds.

Ms. Metheny is concerned about the \$12,000 for the floor and about the piecemeal approach to the interior. What about the stage?

Mr. Bunyard also wanted to know about the stage. Mr. Fox said that the BOS hasn't got that far yet. They plan to address the interior needs of the building. He sees the refinishing of the floor as important interim repairs.

Action on Article 12: The motion on Article 12 passed by majority vote.

It was moved and seconded to take Article 14 out of order. The motion carried and Article 14 was taken out of order.

ARTICLE 14 TOWN CLERK/BOS – NOTICE BOARD

(Majority vote required)

Ms. Neville moved to transfer from Free Cash the sum of One Thousand Five Hundred Dollars (\$1,500) for the purpose of acquiring an outdoor weather protected notice board.

Ms. Neville made the unanimous BOS recommendation in favor of the motion. On July 1, 2010 a new Open Meeting Law will go into effect. One of the stipulations in the new law is the requirement that meeting notices must be available to the public 24/7. Currently, notices are posted on a glass enclosed board inside Town Hall as well as on the Town's website. These methods will not be considered adequate when the new law becomes effective. If Town Meeting authorizes the appropriation, the Town will purchase a water-tight, glass enclosed board to be placed on an outside wall at Town Hall. The Board of Selectmen finds this new requirement to be yet one more unfunded mandate of the state; however, if a complaint were lodged and the Attorney General's Office were to find the Town in violation of the Open Meeting Law, the fine could be as much as \$1,000 for each meeting held in violation. Therefore, the Selectmen **reluctantly** support this article.

Mr. Raad made the fincom recommendation in favor of the motion. The FinComm understands that MGL requires the posting of information 24/7. This article would be paid out of free cash, but the impact is essentially \$.78 to the tax bill for the median price of a house in Boxborough.

Action on Article 14: The motion on Article 14 carried unanimously.

It was moved and seconded to take Article 15 out of order. The motion carried and Article 15 was taken out of order.

**ARTICLE 15 PICNIC STREET TRUST – TRANSFER CARE, CUSTODY AND CONTROL TO
BOS**

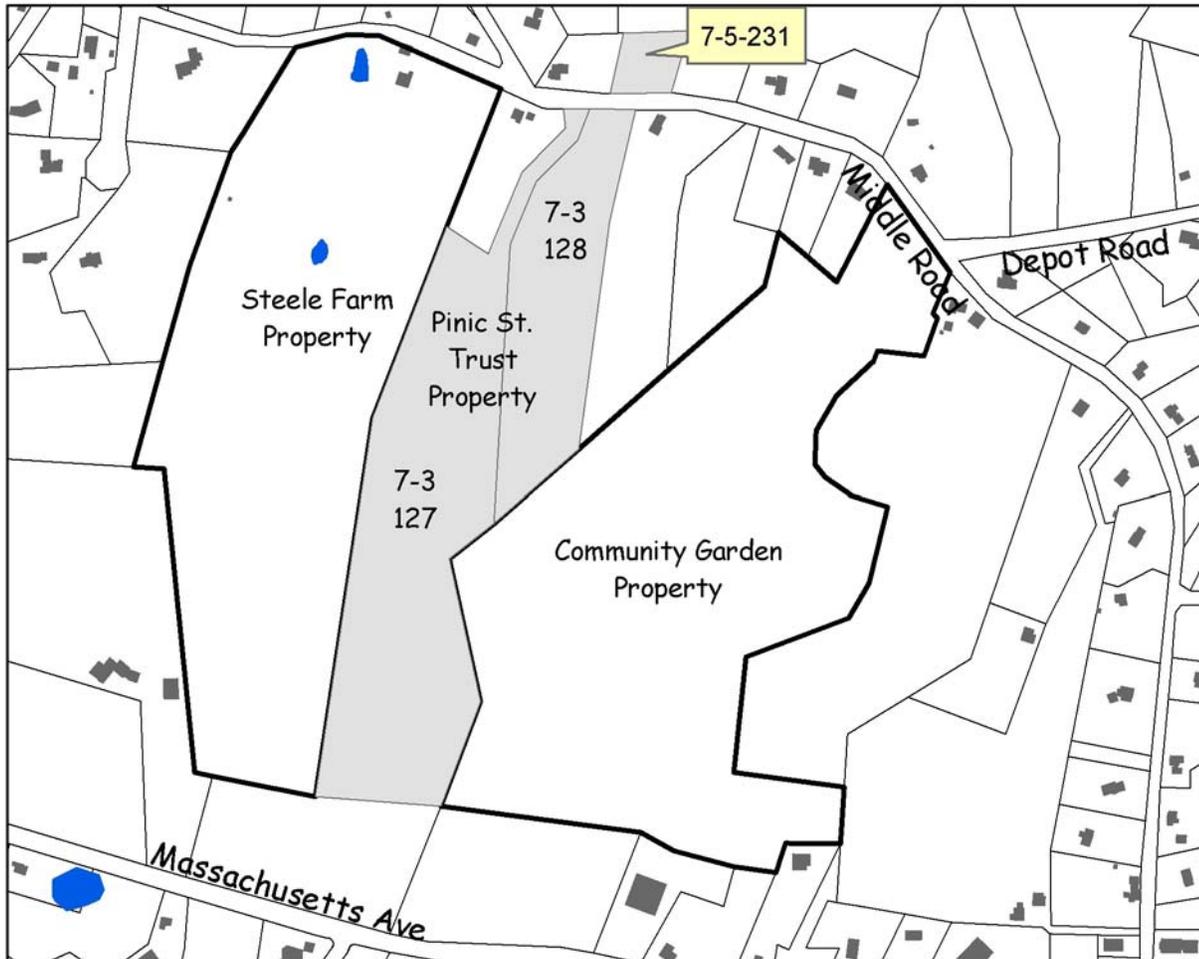
(Two-thirds vote required)

Mr. Fox moved to transfer the care, custody, control and management of the Picnic Street Trust parcel, located on Middle Road and further identified as lot 127 block 3 on Assessor's Map 7, lot 128 block 3 on Assessor's Map 7 and lot 232 block 5 on Assessor's Map 7 from the Town Treasurer, currently held for tax title sale purposes, to the Board of Selectmen to be held for general municipal purposes.

Mr. Fox made the unanimous BoS recommendation in favor of the motion. For many years the Picnic Street Trust parcel adjoining Steele Farm and Community Gardens on Middle Road has been enjoyed by all as municipal land. The property was taken by the Tax Collector in 1992 for non-payment of taxes for the years 1982-1991. The taking process then proceeded in due course through Land Court, which issued a final decree in 1997, clearing the way for disposition by the Town. The purpose of this article is to ensure that the property is protected and maintained as a valuable addition to existing municipal land.

Mr. Raad made the unanimous FinCom recommendation in favor of the motion.

Action on Article 15: The motion on Article 15 passed unanimously.



It was moved and seconded to take Article 16 out of order. The motion carried and Article 16 was taken out of order.

ARTICLE 16 CAPITAL IMPROVEMENTS - PLANNING FOR A NEW MUNICIPAL WATER SUPPLY

(Two-thirds vote required)

Ms. Cannon moved to pass over Article 16. At this point, the Committee was not prepared to move forward with this article. She felt there was not enough understanding among town boards and residents to get the support for the project. Instead, Ms. Cannon provided an overview of what the Water Resources Committee has been doing over the past few years and its goals and priorities for water resource protection and education.

The Finance Committee does not recommend this article at this time (0 - 5). The Board of Health has requested the authority to borrow \$250,000 to plan for a water supply and distribution system for Boxborough. The FinCom does not feel that the BoH has adequately explained the need for establishing a town-wide water supply system for Boxborough or how the \$250,000 would be expended. In addition, once this bond is approved, the BoH would need no further approvals before drawing down any of the \$250,000 bond and would not have to account to the town for how the funds are spent.

Action on Article 16: The motion to pass over Article 16 passed unanimously.

Ms. Neville moved to adjourn Annual Town Meeting to Tuesday, May 11, at 7pm.

The motion to adjourn carried unanimously.

On May 11, 2010, Mr. Fallon reconvened Annual Town Meeting at 7:00pm.

There were 101 registered voters in attendance.

ARTICLE 13 PUBLIC WORKS AND FIRE DEPARTMENTS – ADDITIONAL HOURS FOR ADMINISTRATIVE SUPPORT

(Majority vote required)

Mr. Fox moved to transfer from Free Cash the sum of Twenty Thousand Nine Hundred Ninety-One Dollars (\$20,991) for the purpose of funding thirteen additional hours for the DPW/Fire Department Assistant; further that the sum of Fifteen Thousand Two Hundred and Fifty-Eight Dollars (\$15,258) be transferred to FY 2011 Budget – Department 422, Total Salaries – Public Works, and the sum of Five Thousand Seven Hundred Thirty-Three Dollars (\$5,733) be transferred to FY 2011 Budget – Employee Benefits

Background:

Previous to 2008, the DPW had a Director and two foremen, with administrative support obtained from a pool shared among Police, Fire and DPW. This was occasionally supplemented with ad hoc secretarial support from the Town Hall pool. Gradually, the shared administrative support became dedicated almost exclusively to the Police Department. In order to support the DPW and Fire Department, in FY2009, a shared department assistant was hired at 19 hours/week. For 2010, 11 hours/week were allocated to DPW and 8 /week to Fire. Judging from experience to date and anticipated workload, the Selectmen have concluded that both departments need more administrative support going forward. Realistically, the necessary support level for the Fire Department is 12-16 hours/week; at the DPW there has been a significant increase in responsibilities needing administrative support, as summarized below.

In hiring the new DPW Director in 2008/2009, the BoS concluded it would be best to hire a working DPW director and NOT backfill the open foreman position. Rather, it was our intent to provide additional direct budgeted administrative support for the department. The proposed incremental staffing in the warrant article would allow up to 32 hours total to be apportioned between DPW and Fire. The increased hours would make this position subject to benefits. Although it would add one benefit position to the department compared to FY2010, this is not increased over recent levels of 8 positions as shown in the following table.

Table 1. DPW funded positions subject to employee benefits

FY2007	FY2008	FY2009	FY2010	FY2011
8	8	8	7	8 - proposed

Increased workloads and responsibilities at DPW:

- DPW now responsible for Hager well operations and contract management, DEP compliance.
- Monitoring of town buildings, supervision of maintenance activities, contract coordination
- Cemetery records – burials and fees. We’ve revived the Cemetery Commission who need some admin support.
- Increased levels of federal and state compliance monitoring and reporting (we have been penalized in the past for not keeping up)
- Increased departmental phone coverage to respond to citizen inquiries and requests.
- Increased levels of town permit tracking, fleet records and cemetery records. We have not kept up here.
- More diligent pursuit of Ch 90 monies for road repair and capital equipment. We have fallen behind due to administrative load.
- Exploit state purchasing contracts for supplies and no-bid items

- Pursue MIAA loss control programs and grants, with attendant reporting. Missed \$5,000 opportunity in FY09.
- Pursue a number of grant opportunities in sustainability, energy efficiency/retrofit, and conservation.
- STRAP grants (Small Town Road Assistance Program) – a variety of design, planning and construction grants. Award levels to \$500,000. We've never had time to research, pursue.

Fire Department regular and ongoing:

- General organizing of records, files, correspondence
- Tracking of vehicle permits, registrations, inspections
- Payroll processing
- Ambulance billing tracking/reconciliation
- Invoice tracking, vendor payments. Work with Town Accountant, Treasurer.
- Track licenses and certifications
- Insure proper handling of paperwork and notices for FEMA, MEMA, DEP, MFIRS, and RTK agencies

New:

- Assist in preparation of Fire Department grants

Mr. Fox presented the (3-1) BoS recommendation in favor of the motion. The DPW and Fire Department receive support from a shared department assistant currently working and budgeted at 19 hours/week. The Selectmen, DPW Director and Fire Chief have concluded that this level of support is inadequate to meet current needs and additional responsibilities in the DPW. Increasing the hours for the shared department assistant beyond 19 hours/week would make the position subject to employee benefits. In accordance with our conventional practice, this requires town meeting approval of a funding article in the first year. If this article is approved by voters, funding for the position would be moved to the regular expense budget (Article 5) in future years. The Selectmen urge passage of this article to ensure adequate administrative support for the DPW and Fire Departments.

Mr. Niro presented the FinCom recommendation against the motion. The DPW and Fire Department currently share an admin position for 19 hours per week. This position was added in 2009 as per request of the DPW and Fire departments, particularly due to the Police Admin position gradually becoming an exclusively dedicated resource to the Police Department, where that resource should have been shared among the different departments. When this position was added in 2009, it was agreed the position will be budgeted for 19 hours per week so it is not subject to the Employee Benefits cost. The Finance Committee is not against having Admin positions to support the different departments, but it is extremely sensitive to adding head count during very tough economic times, as well as extremely tight budgets where different departments, including Blanchard School, Town Hall and even the Cemetery Committee among many others, to cut as much as possible from their operating budget to make ends meet. The Finance Committee believes, with the hiring of the new Chief of Police, it is a good opportunity to restructure the Police Department's Admin position to free up time to support the Fire Department's regular and on-going responsibilities, as well as assisting with any Grant research, and freeing up the necessary hours for the part time Admin position to focus on the DPW workload. The Police Admin position as mentioned before was supposed to be a shared resource, and it would be very prudent for the town to refocus this position at this time, and eliminate the need to add another \$20,991 expense including the Employee Benefits costs. The total cost of the position would become \$43,291 for 32 hours per week or \$26 per hour including benefits. The \$20,991 does include benefits for the first year this article is put in to effect. This article would be paid out of free cash, but the impact is essentially \$.02 per \$1000 or \$10.98 to the tax bill for the median price of a house in Boxborough.

Ms. Metheny spoke in favor of the motion. She felt that the current administrative assistant provides a great deal of support in terms of paperwork for Chapter 90 funds and frees up the director for higher level tasks. Mr. Argento also supported the motion. The paperwork at the DPW is an enormous burden and should be done by an administrative assistant rather than department head.

Mr. Raad said the point is not that we don't need more administrative support, it's just that headcount is one of the few areas that the town can control in the budget. We have to do more with less. He urged the town not to support the motion.

Charlene Golden reminded the town that a good administrative assistant is invaluable and cost-effective, because they free up higher-paid staff to do the higher level work they were hired to do.

Simon Bunyard said that the Selectmen wanted a hands-on director in the field. If he's tied up in the office he can't be out doing what he does best.

Action on Article 13: The motion on Article 13 passed by majority vote.

ARTICLE 17 AMEND WETLAND BYLAW

(Majority vote required)

Charlene Golden moved to amend sections 3.4 and 4.1 of the Wetland Bylaw as indicated by the highlighted text printed in the Annual Town Meeting warrant under Article 17, with deletions indicated by strikethrough and new text emboldened and italicized.

Section 3.4

Any person who desires a determination as to whether this Bylaw applies to an area or to any activity proposed there shall submit a written Request for Determination of Applicability to the Conservation Commission signed by the owner of the area on a form obtainable from the Commission, together with plans showing the existing characteristics of the area and the nature and extent of the activities to be performed there. The plan or plans required need not be endorsed by a registered engineer. The information submitted shall also include: a list, certified by the Board of Assessors, of the names and addresses of all abutters ~~to and~~ ***any property owner within 300 feet of the area, property line where the activity is proposed,*** lot lines, town ways, the location of all wet areas and buffer zones, estimated distances, existing buildings and all changes proposed. The request for a determination shall be delivered to the Conservation Commission or its authorized representative together with a certification that all abutters ~~to the area subject to the determination~~ ***and any property owner within 300 feet of the property line where the activity is proposed,*** and the owner(s), if the person making the request is other than the owner, have been sent notice that a determination is being requested hereunder. ***Notification shall be in writing and delivered by hand, or by certified mail, return receipt requested, or by certificate of mailing. Proof of such notification, with a copy of the notice mailed or hand delivered, shall be filed with the Conservation Commission.***

A person delivering this request by hand shall be given a dated receipt. The Commission shall send its Determination of Applicability to the applicant, and the owner of the site, if a person other than the applicant, by certified mail within twenty-one (21) days after it has received the request therefor. If the Conservation Commission shall determine that the ~~By-Law~~ ***bylaw*** applies to the activity proposed, the applicant must file a full Notice of Intent; but if the Commission fails to execute its Determination of Applicability within twenty-one (21) days, no Notice of Intent will be required.

Section 4.1

Notice of Intent: Unless the Conservation Commission shall have determined that this Bylaw does not apply to such activity pursuant to ~~the provision of~~ Section 3.4 above, every person who wishes to remove, fill, dredge or alter any wetland or buffer zone shall first file a written notice of intent with the Commission signed by the owner of the area on a form available from the Commission, together with a list, certified by the Board of Assessors, of the names and addresses of all abutters ~~to the area subject to such notice,~~ ***and any property owner within 300 feet of the property line of the land where the activity is proposed,*** and with such plans and additional information as the Commission may deem necessary to describe the nature of the activity proposed and its effect on the wetlands and buffer zones. The plans shall show the location of ~~the~~ wetland boundaries and shall be at a scale of 1" = 40' or any other scale that the Conservation Commission may approve. In addition, the notice of intent shall show lot lines, town ways, the names of all abutters ***and any property owner within 300 feet of the property line of the land where the activity is proposed,*** the location of

all wet areas and buffers, estimated distances, existing buildings, and all changes proposed. ***Notification of all abutters and any property owner within 300 feet of the property line of the land where the activity is proposed shall be at the applicant's expense, and shall state where copies of the notice of intent may be examined and obtained and where information regarding the date, time and location of the public hearing may be obtained. Notification shall be in writing and delivered by hand, or by certified mail, return receipt requested, or by certificate of mailing. Proof of such notification, with a copy of the notice mailed or hand delivered, shall be filed with the Conservation Commission.*** In order to comply with the provisions of this Bylaw, each such notice must be complete as filed. No such Notice shall be sent before all permits, variances and approvals required by the Bylaws of the Town of Boxborough with respect to the proposed activity, which are obtainable at the time of such notice, have been applied for or obtained. Such notice shall include any information submitted in connection with such permits, variances and approvals which is necessary to describe the effect of the proposed activity on the environment.

The Notice of Intent shall be sent by certified mail, or be hand delivered to the Conservation Commission or its authorized representative. A person filing a Notice of Intent by hand shall be given a dated receipt.

Ms. Golden made the unanimous ConsCom recommendation in favor of the motion. This amendment will require notification of abutters within 300 ft. of the property subject to a Request for Determination of Applicability (RDA) or Notice of Intent (NOI) filing. A recent challenge of the Bylaw concluded that the Town's 300 ft. abutter notification requirement is not legally enforceable, and that the 100 ft. requirement under State Wetlands Protection Act (WPA), 310 CMR 10.05 (4) (a) is the controlling criteria for abutter notification. The 300 ft. requirement has been the Town's standard practice for over 25 years and is consistent with similar abutter notifications required by the Zoning Board of Appeals and the Planning Board. By amending the Bylaw to specify 300 ft., the Town can continue with an abutter notification requirement that has been the Town's unchallenged practice for over 25 years.

Mr. Raad made the FinCom recommendation in favor of the motion. There is no immediate financial impact to the town.

Mr. Suleiman made the unanimous BoS recommendation in favor of the motion. The BOS supports the Conservation Commission's recommendation to amend the Wetland Bylaw to provide notification to abutters within 300 feet. This proposed bylaw amendment would simply bring the required abutter notification into alignment with that required by the Zoning Board of Appeals and the Planning Board and will also provide historical consistency, since the common practice of the Town has been to notify abutters within 300 feet.

Mr. Srivastava said that he lives very close to the Acton line and that part of his property is in Acton. What would happen with an abutters list? Ms. Golden said that since part of the property is in Acton he would have to get lists from Acton as well as Boxborough regardless of the 300 ft. rule. Christine Marlowe wondered about time issues with renovations. Ms. Golden said that this would only impact work within the buffer zone and that the Conservation Commission has a 21-day deadline to respond. Michael Toups had a question on the new text on how the 300 feet is calculated. Mr. Giorgio said that it would be from the lot property line. Karen Metheny asked if there's a difference between property and property line. Mr. Giorgio likes property line better.

Action on Article 17: The motion on Article 17 passed by majority vote.

ARTICLE 18 AMEND DOG CONTROL BYLAW

(Majority vote required)

Mr. Powers moved to amend the Dog Control Bylaw as indicated by the highlighted text printed in the Annual Town Meeting warrant under Article 18, with deletions indicated by strikethrough and new text emboldened and italicized, with the following exceptions:

In Section C-3 replace entire section with the following:

“Any person may make a written complaint to the selectmen that any dog owned or kept within the Town of Boxborough is a nuisance as defined in Section F of this bylaw. The Board of Selectmen shall investigate or cause to be investigated such complaint, including an examination on oath of the complainant, and may make such order concerning the restraint or disposal of such dog as may be deemed necessary. Violations of such orders shall be subject to the enforcement provisions of Section D of this bylaw.”

In Section F, replace second bullet with the words “exhibiting a vicious disposition or excessive barking or other disturbance.”

And, in the 6th bullet point, eliminate the words “or defecating on”

And, insert an additional bullet point as follows:

“-defecating on property other than that of the owner or keeper, unless said owner or keeper promptly picks up after the dog.”

A. Underlying Philosophy:

All citizens are entitled to fully enjoy their property and the public ways and lands. Those citizens who own or keep dogs are entitled to enjoy their animals, but only to the extent that such animals do not unreasonably impinge upon the activities of other persons.

B. Bylaw:

No person owning or keeping any dog in the Town of Boxborough shall permit the animal to go at large to the injury or nuisance of others.

C. Responsibility ~~For~~ *for* Enforcement:

Responsibility for enforcing the bylaw and the provisions of the General Laws *concerning dogs in Chapter 140* is vested with the Dog Officer, any police officer of the Town of Boxborough, in an emergency, or any other person so appointed by the Board of Selectmen. 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, 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.
3. *Any person may make a complaint in writing to the selectmen to request a public hearing concerning any dog owned or harbored within the Town of Boxborough that is a nuisance as defined in section E of this bylaw. The selectmen shall investigate, or cause to be investigated, such complaint, including an examination on oath of the complainant, and, after a hearing on the complaint, may make such order concerning the restraint or disposal of such dog as may be deemed necessary. Violations of such orders shall be subject to the enforcement provisions of section D of this bylaw.*

D. Fines

The provisions of Non-Criminal Disposition, General Law Chapter 40, Section 21D may be used to enforce this bylaw. The Dog Officer, any police officer of the Town of Boxborough or any other person so appointed by the Board of Selectmen may issue notices of violation of bylaw. The fines for such violations,

per dog, shall be as follows:

First offense (in any calendar year):	Written warning, no fine
Second offense (in any calendar year):	Fifteen Dollars (\$15.00)
Third offense (in any calendar year):	Twenty-five Dollars (\$25.00)
Subsequent offenses (in any calendar year):	Fifty Dollars (\$50.00) for each offense.

Further, if the owner or keeper of a dog be a minor, the parent or guardian of such a minor shall be held liable for any violation of this bylaw.

Fines shall be paid to the Town of Boxborough before redemption of the dog, if impounded, or within twenty-one (21) days of issuance of the imposed fine when impoundment has not occurred. An owner or keeper of any dog so impounded for violation of this bylaw shall, in addition to any applicable fees and penalties, pay the commercial kennel or animal hospital a boarding charge of not less than ten dollars (\$10.00) per day while such animal is impounded, nor more than the actual cost for the boarding and care of such animal in any commercial kennel or animal hospital.

E. Good Behavior Abatement

After a period of three (3) years from the date of the last violation, any subsequent offenses will be treated as new offenses under Section D.

F. Definitions of Terms Used in Dog Control Bylaw

~~"Nuisance:" any dog shall be deemed a nuisance for having bitten or attacked or threatened the health or safety of any person when said dog is on property other than that of the owner or keeper; or for chasing, jumping upon, or running into any person on foot or on bicycle or in vehicle upon a public way open to public travel; or for having killed or maimed any domestic animal, farm animal, livestock, fowl or protected wild game while said dog is on property other than that of the owner or keeper, or for having damaged or littered property other than that of the owner or keeper; or for running free on school property during school hours; except those animals certified to assist the visually or hearing impaired, which shall be deemed to be exempt from this provision.~~

"Go at large:" any dog shall be deemed at large if said dog is outside the boundaries of the property of its owner or keeper and not under the direct care and control of a person demonstrating the ability to properly care and control the animal.

"Nuisance:" any dog shall be deemed a nuisance for, but not limited to, the following reasons:

- biting, attacking or threatening the health or safety of any person while said dog is on property other than that of the owner or keeper**
- excessive barking, howling, or other noises that disturb neighbors or others in close proximity**
- chasing, jumping upon, or running into any person on foot, on bicycle or on other non-motorized conveyance on property other than that of the owner or keeper**
- chasing or jumping upon any person or vehicle on a public way**
- attacking, killing or maiming any pet, domestic animal, farm animal, livestock, fowl or protected wild game while said dog is on property other than that of the owner or keeper**
- damaging or defecating on property other than that of the owner or keeper**
- running free on school property during school hours; except those animals certified to assist the visually or hearing impaired, which shall be deemed to be exempt from this provision.**

Mr. Powers made the unanimous BoS recommendation in favor of the motion. The updates to the dog control bylaw are proposed in order to incorporate provisions of state laws requiring control of dogs and to include some specific measures for the town of Boxborough regarding control of inappropriate behavior by dogs and their

owners. As such, these changes put more teeth in the existing Boxborough dog control bylaw. These control measures, including a revised fine structure, were discussed and agreed at a public hearing conducted on 22 March 2010. These updated measures will provide more flexibility to the dog officer and to the Board of Selectmen in dealing with complaints issued by citizens concerning nuisance behavior by dogs.

Mr. Niro presented the Fincom recommendation in favor of the motion.

Mr. Follett asked whether, as worded, the bylaw applied to non-residents. Mr. Giorgio said that that the bylaw can be enforced against non-residents. Mr. Srivastava was against the bylaw changes. He felt that it was against the rural nature of the town. Mr. Hanover asked about dogs in their own yard that come right to the fence and bark. What is appropriate behavior? Mr. Powers said that it's a judgment call and that it would be up to the Dog Officer to deal with. Ms. Fillmore said that she walks her dog at Flerra. There are a lot of things that dogs do that can either be considered a "dog being a dog" or a "nuisance". She's also concerned about Family Friends Veterinary and Kennel. She's especially concerned about the "excessive barking" provision. Christine Marlowe said that she has a dog that's protective of the property. Her dog will run out and bark at everyone who runs by. She's concerned that people can't let their dogs outside without worrying about getting fined for excessive barking. Ms. Reuther said that she was disgusted with the condition of Flerra and Liberty Fields and that kids have to play on fields where dog owners fail to pick up after their dogs. She strongly supports the amended bylaw. Deb Turner said she understood the goal but thinks the wording is too loose. She's worried about the definition of "nuisance". She wants her dogs to bark when people go by. She was in support of picking up after your dog. Mr. Toups asked to clarify if this would affect commercial establishments. The answer was yes. Brigid Bieber moved the question. The motion to vote now passed unanimously.

Action on Article 18: The motion, as read, on Article 18 passed by a majority vote.

ARTICLE 19 AMEND DOG LICENSING BYLAW

(Majority vote required)

Mr. Powers moved to amend the Dog Licensing Bylaw as indicated by the highlighted text printed in the Annual Town Meeting warrant under Article 19, with deletions indicated by strikethrough and new text emboldened and italicized.

Section 1. ***All dogs owned or kept in the Town of Boxborough*** shall be licensed by the Town Clerk beginning January 1st and not later than March 10th of each calendar year. ***Upon receipt of payment of the licensing fee, the Town Clerk shall issue a license and a tag. The tag, along with current rabies tag, shall be worn by the dog on a collar or harness when the dog is off its owner's or keeper's property.***

Section 2. Fees for dog licenses are:

Neutered	\$10.00
Un-neutered	\$15.00
Kennel up to 4 dogs	\$25.00
Kennel 5 to - 10 dogs	\$50.00
Kennel 11 + dogs and over	\$75.00

Pursuant to MGL c. 140, §139, which was accepted by vote of Town Meeting on May 12, 2003, no fee shall be charged for a license for a dog owned by a person aged 70 and older.

Section 3. Any person who is the owner or keeper of a dog in the Town of Boxborough and who fails to license said dog ***by the March 10 deadline*** ~~within the time prescribed by law in any year~~, shall be subject to a penalty of five ~~(\$5.00)~~ dollars ***(\$5.00)*** to be payable to the Town Clerk ~~upon demand by the Dog Officer~~ in addition to the license fee; ~~and~~ said penalty is to be paid to the Dog Officer as compensation by the Town Clerk.

Section 4. Any person who **by March 20** fails to license a dog which is owned or kept in the Town of Boxborough ~~within ten (10) days after demand made by the Dog Officer~~ shall be subject to a penalty of twenty-five ~~(\$25.00)~~ dollars **(\$25.00)** to be collected as provided ~~by law, or take any other action in relation thereto in Section 3 of this bylaw.~~

Section 5. *Any person who by March 30 still has failed to license a dog in accordance with this bylaw shall be sent a demand notice by certified mail by the Dog Officer. The owner or keeper of the dog shall be subject to a penalty of twenty-five dollars (\$25.00) in addition to the license fee and cost of certified postage. Any person who fails to license a dog after a demand notice is sent shall be subject to an enforcement action by the Boxborough Police Department which may include enforcement litigation brought in a court of competent jurisdiction.*

Mr. Powers presented the unanimous BoS recommendation in favor of the motion. The changes to the dog licensing bylaw have been proposed in order to clarify and document what town policies for dog licensing have been for a number of years. Specific requirements for rabies vaccination (both town and state mandated) are included as are specific procedures that apply to required dates for licensing. These changes were identified and described in detail and agreed at the public hearing conducted on 22 March 2010.

Mr. Raad presented Fincom recommendation in favor of the motion.

Mr. Follett asked about dogs owned or kept which is different from Dog Control Bylaw. He asked whether the wording should be “harbored”. Mr. Giorgio said no.

Mr. Moss asked for the definition of “kept”. Ms. Tower, the Dog Officer, said the state definition is 30days

Action on Article 19: The motion on Article 19 carried unanimously.

ARTICLE 20 CHANGE APPOINTING AUTHORITY OF RECREATION COMMISSION

(Majority vote required)

Mr. Suleiman moved to change the appointing authority of the Recreation Commission as voted at a Special Town Meeting on December 16, 1963 from the Moderator to the Board of Selectmen.

Mr. Suleiman presented the unanimous BoS recommendation in favor of the motion. The Recreation Commission was established by Town Meeting in 1963 and grew out of a Water Safety Program Committee which, together with the Red Cross, jointly sponsored a summer water safety program at Walden Pond in Concord. The Town established the Commission to be under the appointing authority of the Moderator. Typically, the Moderator appoints members to a committee that must remain neutral to elected boards. A prime example is the appointment of the Finance Committee. Massachusetts general laws allows the establishment of a recreation commission to be under the Board of Selectmen, which seems to be a more appropriate authority given the operations of the Commission and its programs, which use resources that are under the jurisdiction of the BoS.

Mr. Niro presented Fincom recommendation in favor of the motion

Action on Article 20: The motion on Article 20 passed by majority vote.

ARTICLE 21 GENERAL BYLAW - PLANNING BOARD REGULATION OF STONE WALLS ALONG PUBLIC WAYS

(Majority vote required)

Ms. Metheny moved to adopt a general bylaw, Planning Board Regulation of Stone Walls along Public Ways, as printed in the Annual Town Meeting warrant under Article 21 and to authorize the Planning Board to regulate stone walls along public ways.

Section 1: AUTHORITY

This Bylaw is adopted pursuant to the Town's Home Rule authority under Section 8 of Article 89 of the Amendments to the Massachusetts Constitution and the Town's general powers under G.L. c. 40, §21(1).

Section 2: PURPOSE

The purpose of this Bylaw is to facilitate the preservation of stone walls and to protect the scenic quality and character of public ways in the Town by regulating the removal, tearing down, or destruction of stone walls and the construction of new stone walls within or on the boundary of Town Ways. Additionally, this Bylaw is intended to set forth the process for obtaining Planning Board (the Board) approval for such activities.

Section 3: DEFINITIONS

The following terms contained in this Bylaw shall mean and be construed as follows:

3.1 Town Way

Shall mean the entire right-of-way of any way in the Town of Boxborough which has been either laid out and accepted as a public way by statutory process, or has been used by the general public and maintained by the Town as a public way, but shall not include State highways. When the boundary of the Town Way is uncertain, so that a dispute arises as to whether or not certain stone walls or portions thereof are within or on the boundary of the way, the stone walls shall be presumed to be within or on the boundary of the way unless the contrary is shown by survey.

3.2 Stone Wall

Shall mean a man-made continuous grouping of stones forming a straight or curved line.

3.3 Removal, Tearing Down, or Destruction of Stone Walls

Shall mean any act to remove stones; to move stones except for the purposes of repair or maintenance; to cover over stones with non-stone materials or paint; to bury stones; or any other act by which a stone wall or portion thereof is removed, broken down, relocated, or obscured with other materials.

3.4 Preservation

Shall mean the act or process of applying measures necessary to sustain the historic form, integrity and material of an existing stone wall.

3.5 Construction

Shall mean the act or process of creating, by means of new construction, a stone wall.

Section 4: APPLICABILITY

Preservation of existing stone walls shall be exempt from review and approval by the Board.

Prior written approval of the Board in accordance with the provisions of this Bylaw shall be required for:

- 4.1. The removal, tearing down, or destruction of stone walls or portions thereof within or on the boundary of any Town Way.
- 4.2. The construction of a new stone wall within or on the boundary of any Town Way.

Section 5: PROCEDURES

5.1 Application

Any person, organization, municipal agency, utility or other entity intending to undertake any of the activities described in Section 4 of this Bylaw shall, prior to proceeding with such activity, file a written application for approval with the Board, providing details about the proposed activity and its location.

5.2 Public Meeting and Notice

Upon receiving an application under this Bylaw, the Board shall promptly schedule a public meeting with a notice of the meeting sent to abutters within 300 feet and posted in the Town Hall at least fourteen days prior to the meeting. The meeting notice shall specify the time, date, place and purpose of the meeting, and shall include a brief description of the action proposed and its location. Copies of the meeting notice shall also be sent to the Board of Selectmen, the Public Works Director/Tree Warden, and the Building Inspector.

Conformance with the requirements of this Bylaw will not relieve the applicant from the necessity of complying with all other applicable Town and State laws including, but not limited to, the Boxborough Driveway Approach Bylaw, the Public Shade Tree law, G.L. c. 87, §1, et seq. and the Scenic Roads law, G.L. c. 40, §15C; provided, however, that the Board may consolidate its meeting under this Bylaw with any hearing required under the Scenic Roads law.

Section 6: COMPENSATORY ACTIONS

Since the purpose of this Bylaw is to protect the scenic quality and character of the Town Ways, the Board may require, as conditions of approval, measures to avoid or reduce visual impacts resulting from alteration of existing stone walls. Such measures may include, but are not limited to, requirements for the redesign or relocation of a proposed driveway entrance, the relocation or reconstruction of portions of stone walls which are proposed to be removed or torn down, or the repair or restoration of portions of stone walls which, although not proposed under the application to be removed or torn down, have fallen into disrepair or have been previously torn down, removed or destroyed.

Section 7: ENFORCEMENT

No removal, tearing down, or destruction of stone walls within or on the boundary of a Town Way shall occur without prior written approval from the Board. In the event of unauthorized removal, tearing down or destruction of such stone walls, the Building Inspector may enforce this Bylaw by criminal prosecution, or by non-criminal disposition in accordance with G. L. c. 40, §21D. A violation of this Bylaw shall be subject to a fine of one hundred dollars (\$100.00) per offense, with each day that such violation continues constituting a separate offense.

Ms. Metheny presented the unanimous Planning Board recommendation in favor of the bylaw. She talked about the historical and cultural significance of stone walls and their significance to the town. They are worthy of preservation and they need protection, since they are quickly disappearing. The proposed bylaw would protect all stone walls along town ways. The bylaw exempts the preservation of existing stone walls from review. The bylaw creates a review process through the planning board to obtain written permission before any work that involves stone walls along town ways. The bylaw is consistent with the Town of Boxborough Master Plan and provides a mechanism to protect remaining stone walls.

Mr. Burke made FinCom recommendation in favor of the motion.

Mr. Argento didn't have a major objection. He asked about telephone poles near stone walls that require utility work. Ms. Metheny asked to recognize Elizabeth Hughes, the Town Planner. Ms. Hughes said that emergencies would be handled in a different way and that the bylaw would not inhibit emergency work. Mr. Argento thought something should be written into the bylaw about emergency procedures. Ms. Hughes said that the flexibility to deal with emergencies is already within the power of the Building Inspector in these matters.

Kathleen Vorce asked about the definition "on the boundary of town ways". She objected to having Planning Board authority over the construction of new stone walls. She thought landowners should be able to use their own esthetics. She was going to build a stone wall on her property, but wonders if it would fall under this bylaw. Ms. Metheny said "town way" is defined: on older roads, the boundary is often from stone wall to stone wall, while newer roads have actual as-built plans that show definitively the boundaries of the road. Ms. Vorce also thought that zoning bylaws had no esthetic component. Ms. Metheny pointed out that this would be a general bylaw under the purview of the Planning Board. Mr. Fortmiller questioned section 4 about exempt stone walls. His walls get hit by plows every winter. He used to have the walls repaired, but doesn't anymore. Would he now be obligated to repair the wall every winter. Ms. Metheny said that that was not the intent of the bylaw, it is aimed at those desiring to make a conscious change to the wall.

Mr. Kushner asked about Flagg Hill--is the boundary stone wall to stone wall? Ms. Hughes said some portions of Flagg Hill do have plans that delineate boundaries. In other areas it will be stone wall to stone wall. He asked about the criminal prosecution provision. Ms. Hughes said that it would take a lot to get to that point. He wondered what would trigger a fine. Ms. Hughes gave some examples.

Mr. Gray asked if this was a totally new bylaw or a modification of existing bylaw. Ms. Metheny said that only stone walls along declared "scenic roads" have any protection currently.

Ms. Cannon asked if a snow plow damages a wall in the right-of-way is the town liable. Ms. Hughes said that there is no liability.

Action on Article 21: The motion on Article 21 carried by majority vote.

ARTICLE 22 ZONING BYLAW AMENDMENT – AMEND SECTION 7300 FLOOD PLAIN DISTRICT

(Two-thirds vote required)

Mr. Neville moved to amend the Boxborough Zoning Bylaw Section 7300 Flood Plain District by amending Subsection 7302(1) Existing Regulations, Subsection 7304 Flood Plain District and Subsection 7305 Regulations and by inserting a new Subsection 7306 Notification of Watercourse Alteration, as printed in the Annual Town Meeting warrant under Article 22, as follows:

7300 FLOOD PLAIN DISTRICT

7302 Existing Regulations

All development in the district including structural and nonstructural activities whether permitted by right or by special permit must be in compliance with the following regulations:

- (1) 780 CMR 2101.G0 (Flood Resistant Construction) of the Massachusetts State Building Code which address flood plain and coastal high hazard areas.

7304 Flood Plain District

The Flood Plain District includes all special flood hazard areas within the Town of Boxborough designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town are panel numbers 25017C0218E, 25017C0219E, 25017C0238E, 25017C0331E, 25017C0332E, 25017C0333E, 25017C0334E, 25017C0351E and 25017C0353E dated June 4, 2010. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated June 4, 2010. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Inspector of Buildings.

~~Said district includes all special flood hazard areas designated as Zone A, A1-30 on the Boxborough, MA Flood Insurance Rate Maps (FIRM), and the Flood Boundary and Floodway Maps, dated May 8, 1978, and effective date September 15, 1978, revised on September 8, 1999, on file with the Town Clerk, Planning Board, and Inspector of Buildings. These maps as well as the accompanying Boxborough, MA Flood Insurance Study dated March 1978, and revised September 8, 1999, are incorporated herein by reference.~~

7305 Regulations

The following requirements apply in the Flood Plain District:

- (1) Within Zones A, ~~A1-30~~ and AE where the base flood elevation is not provided, the best available Federal, State, local, or other floodway data shall be used to determine the 100-year flood elevation.
- (2) In Zones A, ~~A1-30~~ and AE no encroachments, including fill, new construction, substantial improvements, or other development shall be made in such floodway unless certifications by a

registered professional engineer or architect are provided by the applicant to the Inspector of Buildings proving that the proposed encroachment, construction, improvement or development will not result in any increase in the water surface elevation of the 100-year flood.

7306 Notification of Watercourse Alteration

In a riverine situation, Conservation Commission shall notify the following of any alteration or relocation of a watercourse:

- *Adjacent Communities*
- *NFIP State Coordinator
Massachusetts Department of Conservation and Recreation*
- *NFIP Program Specialist
Federal Emergency Management Agency, Region I*

Or take any other action relative thereto.

Explanation

Participation in the National Flood Insurance Program (NFIP) is based on an agreement between local communities and the Federal Government that states if a community will adopt and enforce a floodplain management ordinance to reduce flood risks to new construction (or substantial improvements) in Special Flood Hazard Areas (SFHAs), the Federal Government will make flood insurance available within the community as financial protection against flood losses.

The Federal Emergency Management Agency (FEMA) has recently completed a Flood Insurance Study for Middlesex County as part of an update from paper Flood Insurance Rate Maps (FIRM) to digital maps and updated the NFIP regulations. Prior to June 4, 2010, Boxborough is required to adopt the new FIRM Maps and revised NFIP regulations.

If the Town does not adopt the effective maps and comply with these regulations, it will be suspended from the NFIP. If the Town is suspended, no federally backed flood insurance is available to residents or business owners. If required by lenders, insurance would have to be purchased on the private market where it will be 3-4 times higher. A community would no longer be eligible for financial assistance for the permanent repair or reconstruction of insurable buildings in the SFHA from the Federal Government if a Presidentially Declared disaster occurs as a result of flooding.

Mr. Neville presented the unanimous Planning Board recommendation in favor of the motion. This bylaw would allow properties to continue to participate in the federal flooding insurance. The Finance Committee recommended in favor of the motion as there is no immediate financial impact to the town.

Action on Article 22: The motion under Article 22 passed unanimously.

ARTICLE 23 ZONING BYLAW AMENDMENT – AMEND SECTION 8004 UNDER SITE PLAN APPROVAL

(Two-thirds vote required)

Mr. Markiewicz moved to amend the Boxborough Zoning Bylaw Section 8004 Substantial Alteration as printed in the Annual Town Meeting warrant under Article 23-to add the following paragraph at the end of said section:

Substantial alteration to areas for parking, loading or vehicular access shall mean a change in the layout or location of parking spaces, an increase in pavement area of more than three hundred (300) square feet,

or any relocation, addition or change in driveways. Resurfacing shall not be construed as a substantial alteration unless it involves a change of surface material.

Mr. Markiewicz presented the recommendation of the Planning Board. This amendment helps clarify the circumstances under which Site Plan Review must take place as well as those instances where Site Plan is not necessary. The Planning Board is seeking to include this amendment because it provides a mechanism in which the Board may waive certain site alterations from Site Plan Review.

Action on Article 23: The motion on Article 23 passed unanimously.

ARTICLE 24 ZONING BYLAW AMENDMENT – AMEND ZONING BYLAW SECTION 2100 DEFINITIONS AND SECTION 4107(1)(B)(2) ACCESSORY APARTMENT

(Two-thirds vote required)

Ms. Fillmore moved to amend the Boxborough Zoning Bylaw Section 2100 Definitions, by adding the definition of “Habitable Space” and to renumber the remaining definitions accordingly throughout the Zoning Bylaw, and to amend Section 4107(1)(b)(2) Accessory Apartment by replacing the words “Gross Floor Area” with the words “Habitable Space” as printed in the Annual Town Meeting warrant under Article 24.

2136 *Habitable Space shall mean a space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility closets and similar areas are not considered habitable spaces.*

Section 4107(1)(b)(2)

2. The accessory apartment shall be a use secondary and incidental to the single-family dwelling on the lot, and shall contain no more than 600 square feet of *Habitable Space* ~~Gross Floor Area~~.

Ms. Fillmore presented the Planning Board recommendation. Since the passage of the accessory apartment bylaw in 2007, there have been issues with the calculation of the maximum area of the accessory apartment. Pursuant to the Building Code, Gross Floor Area is measured from the outside wall to outside wall of a structure. This can significantly reduce and limit the actual living area of the accessory apartment. The proposed Bylaw amendment provides better definition of the maximum square footage of the accessory apartment without significantly changing the original intent that accessory apartments are to be secondary and incidental to the single family use.

Mr. Toups said it’s hard to figure out what is considered “habitable space” when so much is exempted. Ms. Hughes said it’s similar to Title 5--they count the number of rooms not just bedrooms. So even if you call something a closet, if it looks like a room it’ll be counted as a room.

Action on Article 24: The motion on Article 24 passed unanimously.

CONSENT AGENDA

Ms. Neville moved to approve the Consent Agenda, Articles 25 through 40, inclusive, as written in the warrant under Articles 25 through 40 inclusive, with the following exception: under Article 26, “2010” should be replaced by “2012.”

ARTICLE 25 ACCEPT MGL CH 32B § 20 ESTABLISHMENT OF OPEB TRUST FUND**

(Majority vote required)

To see if the Town will vote to accept the provisions of MGL c. 32B, §20, which will allow for the establishment of an Other Post Employment Benefits Liability Trust Fund (OPEB); or take any other action relative thereto.

Summary

The Governmental Accounting Standards Board (GASB) established a standard, known as GASB 45, which requires that government entities disclose the potential cost of post-retirement benefits as a liability on their financial statements. In 2009, an actuarial consultant prepared an actuarial study which provided the town with a detailed analysis of the unfunded liability of health care and other post-employment benefits. The establishment of this trust fund will provide a mechanism for housing the monies to fund the actuarial liability. Future Town Meetings may vote to appropriate amounts to be credited to the Trust Fund, for which the Town Treasurer shall be the custodian.

The Board of Selectmen recommends unanimously (4 – 0).

The Finance Committee recommends.

There is no immediate financial impact to the town by establishing an OPEB Trust Fund. In addition to pension benefits, the town provides retired employees with health care and life insurance benefits and costs are accounted for on a pay-as-you-go basis. While the new accounting standards under GASB 45 do not require pre-funding of these liabilities, we may elect to do so at some point in the future. In the event that the Town does elect to make these voluntary contributions, the funds set aside will be deposited in this Trust Fund. The recently completed \$1.3 MM Bond Offering has a disclosure that states that our unfunded OPEB liability as calculated by the actuary we hired in 2009 is \$7,300,000. It should be noted that this is based upon the assumption that all current employees will retire from the Town of Boxborough and take the town's health care and life insurance benefits.

ARTICLE 26 REVOLVING FUND – COMMUNITY GARDENS**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to authorize a revolving fund for purposes of receiving fees from the rental of plots at the Community Gardens and paying expenses directly attributable to the management and care of those Community Gardens up to Two Thousand Dollars (\$2,000), to be under the direction of the Agricultural Commission who shall approve all such expenditure by a majority vote; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 – 0).

The Finance Committee recommends.

There is no immediate financial impact to the town.

ARTICLE 27 CLOSE OUT OLD ARTICLES**

(Majority vote required)

To see if the Town will vote to transfer to the General Fund the unexpended balance of monies in the amount of Two Thousand Thirteen Dollars and Ninety-four Cents (\$2,013.94), more or less, as voted by past Town Meetings, or take any other action relative thereto.

The articles to be closed are indicated below:

Article #	Description	Amount
Article 23	May 1995 (ATM) Lay Out of South Cemetery	\$536.87

Article 8	May 2008 (ATM)	Consultant – Feasibility Study Stow Road property & Existing Municipal Property Evaluation	295.65
Article 10	May 2008 (ATM)	GASB45 Actuarial Study	500.00
Article 12	May 2008 (ATM)	Cap Imp – Police Station Computer Room	15.00
Article 11	May 2009 (ATM)	Public Works Dept. “Stander” Commercial Lawnmowers	666.42
Total:			<u>2,013.94</u>

The Board of Selectmen recommends unanimously (4 – 0).

The Finance Committee recommends.

This article closes out existing articles voted at previous town meetings and allows the unused funds to be used for future articles.

ARTICLE 28 REVOLVING FUND - ELECTRICAL INSPECTION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Electrical Inspector for inspections conducted by him up to Fifty Thousand Dollars (\$50,000), to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 – 0).

The Finance Committee recommends.

ARTICLE 29 REVOLVING FUND - PLUMBING AND GAS INSPECTION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Plumbing/Gas Inspector for inspections conducted by him up to Fifteen Thousand Dollars (\$15,000) to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 30 REVOLVING FUND - FIRE ARMS PERMITS**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for Fire Arms Permits up to Two Thousand Dollars (\$2,000) to be under the direction of the Police Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 31 REVOLVING FUND - LIBRARY FINES**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving library fees, fines and penalties and that all fees, fines and penalties be deposited in said fund to pay for library material acquisitions or services, up to a maximum of Seven Thousand Five Hundred Dollars (\$7,500), to be under the direction of the Library Director who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Library Trustees recommends unanimously.

This article will permit the library to use fees and fines that are collected up to \$7,500 per year for the acquisition or replacement of materials and services provided by the library.

The Finance Committee recommends.

ARTICLE 32 REVOLVING FUND - DOG LICENSE FEES**

(Majority vote required) To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for the purpose of receiving dog licensing fees and that all licensing fees and penalties be deposited in said fund to pay for costs up to a maximum of Four Thousand Dollars (\$4,000) annually relating to the licensing, damage to livestock and fowl, and penalties paid to the Dog Officer, to be under the direction of the Town Clerk who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 33 REVOLVING FUND – STEELE FARM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies from the sale of trees and other wood and farm products and from leasing and rental fees and paying expenses of the Steele Farm up to Ten Thousand Dollars (\$10,000), to be under the direction of the Steele Farm Advisory Committee who shall approve all such expenditure by a majority vote; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 34 REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for the Integrated Preschool Program up to Forty-Four Thousand Dollars (\$44,000), to be managed by the Blanchard Memorial School Business Manager, who under the direction of the Boxborough School Committee and Blanchard Memorial School Superintendent, shall approve all such expenditures; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012; or take any other action relative thereto.

The Boxborough School Committee recommends.

The Boxborough School Committee unanimously recommends the reauthorization of a revolving account for the Integrated Preschool. A revolving account allows the Blanchard School to accept tuitions for typically developing Boxborough students and for out-of-district Special Education students. The revolving account will be used for payment of expenses associated with the Preschool program.

The Finance Committee recommends.

ARTICLE 35 REVOLVING FUND – CONSERVATION COMMISSION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees associated with the regulation of the local Wetland Bylaw and that all fees be deposited in said fund to pay for expenses directly attributable to local Wetland Bylaw regulatory activities (excluding legal expenses), up to a maximum of Twenty Thousand Dollars (\$20,000), to be under the direction of the Conservation Commission within the administrative procedures established by the Board of Selectmen; the Commission shall approve all such expenditures by majority vote; and further to provide that the monies remaining in the fund at the end of the fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0)

The Finance Committee recommends.

The Conservation Commission recommends (5 – 0).

ARTICLE 36 REVOLVING FUND – GIS ASSESSOR MAPS**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees collected from the Planning Board for applications to modify existing parcel boundaries and/or the creation of new parcels and that all such fees be deposited in said fund to pay for costs up to Five Thousand Dollars (\$5,000) associated with the updating of the GIS Assessor maps, to be under the direction of the Town Administrator, who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 37 REVOLVING FUND – SENIOR VAN**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fares and reimbursement from Montachusett Regional Transit Authority (MART) and paying expenses associated with the operations of the senior van up to Four Thousand Dollars (\$4,000) to be under the direction of the Town Administrator, who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2011 be carried over into fiscal year 2012 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 38 REVOLVING FUND - FIRE ALARM SYSTEM MAINTENANCE**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving annual fire alarm service fees and paying expenses related to the operation and maintenance of the fire alarm monitoring systems up to Four Thousand One Hundred Dollars (\$4,100), to be under the direction of the Fire Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2011 be carried over into fiscal year 2012 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends.

ARTICLE 39 PERSONAL REAL ESTATE EXEMPTIONS**

(Majority vote required)

To see if the Town will vote to accept Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for an increase of up to 100% of the underlying statutory amount in certain property tax exemptions for qualifying senior citizens, disabled veterans, and other individuals; or take any other action relative thereto.

Summary

Under this annual optional exemption provision, a city or town may accept the new law each year by vote of the local appropriating authority, which is defined as a majority vote at town meeting. "Other individuals" includes surviving spouse, surviving spouse minor children, blind persons, service persons injured in combat, police & firefighter killed in line of duty. Anyone with questions or who might wish to take advantage of these tax exemptions should contact the Town Assessor, Duane Adams, at 263-1116, Ext. 109 or by e-mail to: duane.adams@town.boxborough.ma.us.

The Board of Selectmen recommends unanimously (4 - 0).

This simply is a housekeeping article; each year we must reconsider and accept this article in order to allow senior citizens, disabled veterans and others who qualify to take advantage of property tax relief opportunities.

The Finance Committee recommends.

ARTICLE 40 CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM**

(Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to accept Highway funds from the Commonwealth of Massachusetts and that such funds are hereby appropriated for the purpose of providing highway improvements under the authority of Chapter 90 of the general laws, and any other applicable laws; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (4 - 0).

The Finance Committee recommends unanimously. Passage of said article would enable the Town to raise and appropriate funds necessary to make highway improvements for roads throughout the Town under the authority of Massachusetts General Law Chapter 90. Said funds raised and appropriated by the Town would be reimbursed by the Commonwealth of Massachusetts.

Action on Articles 25-40: The motion to approve Article 25 through Article 40 inclusive as part of the consent agenda passed unanimously.

It was moved and seconded to dissolve the meeting at 8:58pm. The motion to dissolve carried unanimously.

A true copy, attest:

Elizabeth A. Markiewicz
Boxborough Town Clerk