

**TOWN OF BOXBOROUGH
SPECIAL/ANNUAL TOWN MEETING
MAY 9 & 10, 2011
LIST OF ARTICLES**

SPECIAL TOWN MEETING

1. AMEND FY 2011 OPERATING BUDGET

ANNUAL TOWN MEETING

- 1. CHOOSE TOWN OFFICERS**
- 2. HEAR AND RECEIVE REPORTS**
- 3. SET SALARIES AND COMPENSATION OF OFFICERS**
- 4. PERSONNEL ADMINISTRATION PLAN CHANGES**
- 5. TOWN OPERATING BUDGET**
- 6. SENSE OF THE MEETING – BOXBOROUGH SCHOOL DISTRICT/BLANCHARD ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE - CONTINUE EXPLORATION OF JOB SHARING^{ΔΔ}**
- 7. SENSE OF THE MEETING – BOXBOROUGH SCHOOL DISTRICT/BLANCHARD ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE – CONTINUE EXPLORATION OF K - 12 REGIONALIZATION WITH ACTON^{ΔΔ}**
- 8. SENSE OF THE MEETING – HUNTING ON TOWN-OWNED LAND^{ΔΔ}**
- 9. AN ACT AMENDING CHAPTER 372 OF THE ACTS OF 1963 RELATIVE TO THE RIGHTS OF THE WATER SUPPLY DISTRICT OF ACTON TO ACQUIRE ANY WATER SOURCE IN THE TOWN OF BOXBOROUGH**
- 10. TRANSFER TO STABILIZATION FUND**
- 11. POLICE DEPARTMENT – ADDITIONAL POLICE OFFICER**
- 12. CAPITAL EQUIPMENT ACQUISITION - TOWN HALL – PRINTER PLOTTER**
- 13. TOWN HALL - GASB 45 ACTUARIAL CONSULTANT**
- 14. CAPITAL IMPROVEMENTS – POLICE STATION**
- 15. CAPITAL EQUIPMENT ACQUISITION - TOWN HALL, DISPATCH, POLICE AND FIRE TELEPHONE SYSTEMS**
- 16. CAPITAL EQUIPMENT ACQUISITION - FIRE DEPARTMENT COMMAND VEHICLE**
- 17. CAPITAL IMPROVEMENTS – FIRE DEPARTMENT – REPLACE ROOF AND INSULATION**
- 18. CAPITAL EQUIPMENT ACQUISITION – DEPARTMENT OF PUBLIC WORKS - LAWNMOWER & EQUIPMENT TRAILER**

19. CAPITAL EQUIPMENT ACQUISITION – DEPARTMENT OF PUBLIC WORKS – ONE-TON DUMP TRUCK
20. CAPITAL EQUIPMENT ACQUISITION – REPLACE TWO DUMPSTERS
21. BLANCHARD MEMORIAL SCHOOL - FIRE SAFETY ENGINEERING CONSULTANT
22. CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL GYMNASIUM STAGE FLOORING
23. CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL – CLASSROOM CARPETING
24. CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL - PLAYGROUND SAFETY IMPROVEMENTS
25. CAPITAL IMPROVEMENTS – SARGENT MEMORIAL LIBRARY - PAINTING
26. ACQUISITION OF SIDEWALK EASEMENT
27. CONSERVATION TRUST FUND
28. AMEND NOTICE OF TOWN MEETING BYLAW
29. AMEND FINANCE COMMITTEE BYLAW
30. AMEND FIRE ALARMS AND PROTECTIONS SYSTEM BYLAW
31. ROAD ACCEPTANCE – WINDERMERE DRIVE
32. ADJUST SENIOR CITIZEN TAX WORK-OFF ABATEMENT**
33. CLOSE OUT OLD ARTICLES**
34. PERSONAL REAL ESTATE EXEMPTIONS**
35. CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM**
36. REVOLVING FUNDS**

LEGEND

- ΔΔ** SENSE OF THE MEETING
****** CONSENT AGENDA



BOXBOROUGH SPECIAL TOWN MEETING

To either of the Constables of the Town of Boxborough, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, 493 Massachusetts Avenue, Boxborough, MA on Monday, May 9, 2011 at 7:00 p.m. to act on Article 1 of this Special Town Meeting Warrant.

You are required to serve this Special Town Meeting Warrant by posting copies thereof, attested by you, at the Town Hall, at the Sargent Library, at the Police Station, at the Fire Station, and at the Blanchard Memorial School, fourteen days at least, before the time appointed for such meeting.

Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 22, 2011.

Francis J. Powers, Chairman
Board of Selectmen

Raid M. Suleiman, Clerk
Board of Selectmen

Leslie R. Fox
Board of Selectmen

Rebecca R. Neville
Board of Selectmen

Christine L. Robinson
Board of Selectmen

The Moderator John Fallon called the Annual Town Meeting to order at 7:00pm. There were 126 registered voters in attendance. He made some introductory remarks and recognized various town employees in attendance. The Blanchard Vocal Ensemble, led by Margie Callahan, Blanchard music teacher, with Blanchard School student Tiffany Chen on piano, sang the “Star Spangled Banner”. Blanchard School student Alessandra Brolin led the meeting in the “Pledge of Allegiance”. Mr. Fallon outlined how he planned to conduct town meeting.

Frank Powers moved that any adjourned sessions of Annual Town Meeting will be held on Tuesday, May 10th; Thursday, May 12th; Wednesday, May 18th and Thursday, May 19th. And further, that no debate will begin on any new article after 10:30 p.m. The motion carried unanimously.

Mr. Powers 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 carried unanimously.

Mr. Powers moved to postpone consideration of Articles 6, 7 & 8 until Tuesday, May 10 as the first order of business at the adjourned session of the Annual Town Meeting. The motion carried unanimously.

Mr. Powers moved to adjourn ATM until after Special Town Meeting. That motion passed unanimously. The Special Town Meeting was convened at 7:20pm.

ARTICLE 1 AMEND FY 2011 OPERATING BUDGET

(Majority vote required)

Gary Kushner moved that the Town transfer from Free Cash the sum of Eighty-Two Thousand Dollars (\$82,000) to provide for the operations and expenses of the Town for the fiscal year beginning July 1, 2010 by amending the operating budget as voted under Annual Town Meeting Article 5 on May 10, 2010 by increasing line item # 300, Total Expenses – Blanchard School, as printed in the Special Town Meeting warrant under Article 1.

Line Item #	Description	Appropriated at ATM 5/10/10	Proposed Increase/ <Decrease> Appropriation	Total FY 11 Allocation
300	Total Expenses – Blanchard School	\$5,360,590	\$82,000	\$5,442,590

The School Committee recommends unanimously (5 – 0).

Mary Brolin provided the background on the motion. The Boxborough School Committee voted unanimously to support the appropriation of \$82,000 to be added to the FY '11 school operating budget to address an unexpected Special Education tuition and to fix the budget as some grants were inadvertently included twice in the FY2011 budget. A new out-of-district placement became necessary that was not budgeted at a cost of \$79,000.

The Finance Committee recommends (5 - 0).

During the FY2011 budgeting process some grants were inadvertently included twice in the budget. This issue was discovered by the current business manager during the FY2012 budget process. We believe that this is a necessary expense. This item will be funded by free cash.

Action on the motion under Article 1, May 9, 2011: The motion carried unanimously

At 7:30pm, Frank Powers moved to dissolve the Special Town Meeting. That motion carried unanimously.



BOXBOROUGH ANNUAL TOWN MEETING

To either of the Constables of the Town of Boxborough, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, 493 Massachusetts Avenue, Boxborough, MA on Monday, May 9, 2011 at 7:00 p.m. to act on Articles 2 through 36 of this Annual Town Meeting Warrant.

You are also required to notify all such residents of Boxborough to come to their polling place at Boxborough Town Hall, 29 Middle Road, Boxborough, on Monday the 16th day of May, 2011 at 7:00 a.m. for the Election of Town Officers pursuant to Article 1. The polls will be open continuously until 8:00 p.m. when they shall be closed.

You are required to serve this Annual Town Meeting Warrant by posting copies thereof, attested by you, at the Town Hall, at the Sargent Library, at the Police Station, at the Fire Station, and at the Blanchard Memorial School, fourteen days at least, before the time appointed for such meeting.

Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 22, 2011.

Francis J. Powers, Chairman
Board of Selectmen

Raid M. Suleiman, Clerk
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Leslie R. Fox
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Rebecca R. Neville
Board of Selectmen

Christine L. Robinson
Board of Selectmen

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore make it more inviting to voters, the Board of Selectmen has decided to continue the use of the Consent Agenda. This agenda speeds the passage of articles which the Selectmen feel, in consultation with Town Counsel, the Moderator and the Finance Committee, should generate no controversy and can be properly voted without debate. The purpose of the Consent Agenda is to allow motions under these articles to be acted upon as one unit and to be passed without debate. **The selectmen have voted unanimously (5 – 0) to recommend all those articles on the Consent Agenda (#32 through #36, inclusive).** The articles to be taken up on the Consent Agenda are indicated by a double asterisk (**).

Additionally, on this year’s warrant are three sense of the meeting motions, indicated by a double triangle. It is intended that these motions will be discussed at the beginning of the second night of Town Meeting.

ARTICLE 1 CHOOSE TOWN OFFICERS

(Majority vote required)

- One Moderator** for a one-year term
- Two Board of Selectmen** members, for a three-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 and of the Region)** member for a three-year term

ACTION ON ARTICLE 1, May 16, 2011: 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: Mary Cobleigh, Christine Doucette and John Fallon; Constables: David Birt and Richard W. Golden; Clerk: Virginia B. Richardson; Tellers: Barbara Wheeler, Ellen Landry, Jini Vockel, Lisa St. Amand, Connie Brown, Helen Argento, Charlotte Priest, Sue Reuther, Simon Bunyard, Susan Bak and Joan Rudenko. The counters were Charlene Golden and Barry Harsip. Mary Cobleigh opened the polls at 7:00 a.m. and closed the polls at 8:00 p.m. Out of 3,325 registered voters, there were 163 ballots cast, including 7 absentees. The count was completed at 9:00 p.m. The results of the election are as follows:

MODERATOR, One Year	
John G. Fallon	144
Blanks	19
SELECTMAN, Three Years	
Vote for Two	
Leslie Fox	137
Raid Suleiman	120
Blanks	69
SCHOOL COMMITTEE, Three Years	
Local and Regional	
Vote for One	
Maria Neyland	132
Blanks	31
PLANNING BOARD, Three Years	
Vote for not more than TWO	
Nancy Fillmore	135
Julie A. Carroll	112
Blanks	79

LIBRARY TRUSTEES, Three Years
Vote for not more than TWO

Mitra Davis	84
Megan McCullough	110
Linda Sabot	81
Blanks	51

BOARD OF HEALTH, Three Years

Marie Cannon	132
Blanks	31

ARTICLE 2 HEAR AND RECEIVE REPORTS

(Majority vote required)

Frank Powers moved to receive the reports of the Selectmen and other Town Officers, Agents and Committees as published in the 2010 Annual Town Report.

The Board of Selectmen recommends unanimously (5 – 0).

The Finance Committee recommends (8 – 0).

Action under Article 2, May 9, 2011: The motion carried unanimously.

ARTICLE 3 SET SALARIES AND COMPENSATION OF OFFICERS

(Majority vote required)

Frank Powers moved to fix the salaries and compensation of various officials for the fiscal year beginning July 1, 2011 as printed in the Annual Town Meeting warrant under Article 3.

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$59,473.87/year
Town Clerk	\$40,144.86/year
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

The Board of Selectmen recommends unanimously (5 – 0).

This article establishes the salaries for all elected members of Town Government.

The Finance Committee recommends (8 – 0).

Action under Article 3, May 9, 2011: The motion carried unanimously.

ARTICLE 4 PERSONNEL ADMINISTRATION PLAN CHANGES

(Majority vote required)

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

Summary

Ms. Neville provided the background for the recommendation. Schedule B has been revised to reflect a 1% cost of living increase with the exception of the following positions on the Intermittent Schedule, which are indicated by highlighting:

The compensation for Registrar Chairperson, Clerk of Elections, Election Worker and Registrar Member has been maintained at the FY 2011 level.

The compensation for Lead Counselor, Counselor, Counselor-in-Training, Intern (Town Hall), Library Page and Junior Library Page has been reduced to levels consistent with other Massachusetts communities.

In the past several years, the compensation for the above-mentioned positions had continued to increase at the same rate as all positions generally, and as a result, the compensation for these positions had grown out-of-step with the norm.

The Board of Selectmen recommends unanimously (5 – 0).

The Board of Selectmen recommends the proposed changes to the Personnel Plan. The BoS feels the 1% increase to the majority of positions is fair. We applaud the Personnel Board for researching and adjusting a number of seasonal and intermittent staff salaries.

The Finance Committee recommends (8 – 0).

The Personnel Board recommends (3 – 0).

Action under Article 4, May 9, 2011: The article carried unanimously.

FY 2012 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	55,639.39	57,586.76	59,602.30	61,688.38	63,847.47	66,082.14	68,395.01
Inspector of Buildings/Code Administration Officer							
Town Accountant							
Town Assessor							
Town Planner							
Town Treasurer							
Grade 50	48,382.03	50,075.40	51,828.04	53,642.02	55,519.49	57,462.67	59,473.87
Grade 40	43,195.91	44,707.77	46,272.54	47,892.08	49,568.30	51,303.19	53,098.81
Grade 30	38,571.25	39,921.25	41,318.49	42,764.64	44,261.40	45,810.55	47,413.92
Grade 20	34,435.21	35,640.45	36,887.86	38,178.94	39,515.20	40,898.23	42,329.67
Grade 10	31,310.69	32,406.56	33,540.79	34,714.72	35,929.73	37,187.27	38,488.83
<u>Hourly (Non-Exempt) Employees</u>							
Grade 60	\$26.74	\$27.68	\$28.65	\$29.65	\$30.69	\$31.76	\$32.88
Grade 50	\$23.27	\$24.08	\$24.93	\$25.80	\$26.70	\$27.64	\$28.61
Council on Aging Coordinator							
DPW Foreman							
Grade 40	\$20.77	\$21.49	\$22.24	\$23.02	\$23.83	\$24.66	\$25.53
Youth Services Librarian							
Conservation Agent							
Grade 30	\$18.54	\$19.19	\$19.86	\$20.56	\$21.28	\$22.02	\$22.79
DPW Worker							
Department Assistant							
Technical Services Librarian							
Grade 20	\$16.55	\$17.13	\$17.73	\$18.35	\$19.00	\$19.66	\$20.35
Bldg. & Grounds Maint. Worker							
DPW Semi-Skilled Worker							
Transfer Station Operator I							
Senior Library Assistant							
Grade 10	\$15.06	\$15.59	\$16.13	\$16.70	\$17.28	\$17.89	\$18.51
Library Assistant							
Secretary							
Van Dispatcher							
<u>Per Diem Schedule (No Steps)</u>							
Fire Lieutenant/EMT	17.77						
Call Fighter/EMT	16.14						
Call Firefighter	16.14						
Special Police Officer	16.14						
Dispatcher	16.14						
<u>Intermittent Schedule (No Steps)</u>							
Cemetery Superintendent	8,476.34						annually
Cemetery Laborer	10.63						
Registrar Chairperson	900.34						annually
Clerk of Elections	11.43						
Election Worker	10.17						
Registrar Member	270.12						annually
Veterans' Agent	15.01						
Call Fire Chief	41.64						
Deputy Fire Chief	19.52						
Fire Captain	18.64						
Fire Lieutenant	17.78						
Call Firefighter/EMT	16.14						

Intermittent Schedule (No Steps) (continued)

Fire Department Chaplain	16.14	
Call Building Inspector	41.64	
Special Police Officer	16.14	
Lock-up Attendant	14.45	
Dispatcher	16.14	
Seasonal Maintenance Worker	13.17	
Snow Plower	20.87	
Seasonal Conservation Worker	12.34	
Assistant Building Inspector	25.67	
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	10,683.61	annually
Assistant Dog Officer	10.46	4 hour call min
Animal Control Officer	2,602.43	annually
Animal Inspector	958.78	annually
Fence Viewer	40.00	annually
Field Driver	45.00	annually
Director of Summer Playground	18.79	
Director of Gymnastics	18.10	
Director of Winter Programs	18.10	
Lead Counselor	12.50	
Counselor	9.25	
Counselor-in-Training	min wage	[currently \$8.00]
Intern (Town Hall)	min wage	[currently \$8.00]
Library Page	min wage	+.50, i.e. 8.50
Junior Library Page	min wage	[currently \$8.00]
Van Driver	12.86	

NOTE

*Fee maximum is 1% of FY11 levy (or \$163,995.26)

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 2011	FY 2012
DPW Director	Contract expires 6/30/11	76,508.00	77,273.08
Fire Chief	Contract expires 6/30/12	88,267.21	TBD
Library Director	Contract expires 12/31/11	70,070.00	TBD
Police Chief	Contract expires 6/30/11	95,000.00	95,950.00
Town Administrator	Contract expires 6/30/13	90,021.37	91,000.00

Union Employees

Police Sergeant (Steps 1-3)	28.47	28.98	29.50				
Police Officer (Steps A1/A2-F)	20.87	21.60	22.35	23.14	23.95	24.79	25.65
Fire Lieutenant (Step A)	27.68						
Firefighter/EMT (Steps A-F)	20.81	21.54	22.29	23.07	23.88	24.71	
Dispatch Supervisor (Steps A-F)	19.06	19.72	20.42	21.13	21.87	22.63	
Dispatcher (Steps A-F)	17.23	17.83	18.46	19.11	19.77	20.47	

Elected Positions

	FY 2011	FY 2012
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)	58,885.01	59,473.87
Town Clerk (Grade 50)	38,403.27	40,144.86

ARTICLE 5 TOWN OPERATING BUDGET
(Majority vote required)

Karim Raad moved that the Town appropriate the sum of

\$19,856,428

for the operations and expenses of the Town during the fiscal year beginning July 1, 2011, 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 FY2012 Budget,

and to meet this appropriation that an amount of \$38,468 be transferred from Free Cash

and that the balance be raised by taxation.

The Finance Committee recommends (8 – 0).

The Finance Committee recommends this article unanimously. See the Finance committee report in the back of the warrant for more detail.

The Board of Selectmen recommends unanimously (5 – 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.

Mr. Raad and Neal Hesler made the Finance Committee presentation. They described the skills of the FinCom members and provided more detail into how the budget was developed. They also described the financial picture of the town in terms of cash reserves, debt, pension liability and retiree health care. Gary Kushner provided an update on the capital plan, which was initiated last year.

Mr. Fallon proceeded through the budget line by line.

Item 131: Mr. Owen Neville, Middle Rd., asked why the Reserve Fund was given the same line item number as the Finance Committee. Selina Shaw, Town Administrator, explained that there was a typo in the warrant and that the Reserve Fund number should be 132. He asked why the Reserve Fund line item was out of numerical order. Keshava Srivastava, former FinCom member, said that because the reserve fund cuts across all line items, it was put at the end of the budget. Duncan Brown, Hill Rd., asked why not renumber the item. Ms. Shaw said that the state accounting system dictates the numbers of various line items.

Item 179: Phil Kicelemos, Picnic St., said that he was glad to see we have an Agricultural Commission. He wanted to know what the commission does. Mr. Neville, commission member, described the mission of the commission, saying that it represents and advocates for the interests of agriculture in the town.

Item 292: Casey Cornett, Picnic St., noticed that the Dog Officer was not a full-time position. He asked how that worked. Les Fox, BOS member, described how Dispatch would contact the Dog Officer to round up a stray dog. He explained how the position differed from the animal control officer, who deals with wild animals. He also stated that the Field Driver handled issues with all non-dog or cat domesticated animals, such as horses and sheep.

310 Minuteman Vocational High School: Cheryl Mahoney, Boxborough representative to the Minuteman Regional School Committee, asked to have Jim Lafferty, Minuteman Superintendent, speak to the Minuteman budget. Mr. Lafferty explained that the objective was to develop a level-service budget. The total Minuteman budget was up 1.8% vs. year ago. However, since the number of Boxborough students increased to 16 from 14 last year, the assessment was up 6.7%. Mr. Cornett asked about per-pupil cost vs. other programs. Mr. Lafferty said that vocational high schools' per-pupil costs were 1.5 times that of a regular high school. Andrew Gruskay,

Daniel's Way, wanted an update on the establishment of a stabilization fund that was voted last year. Mr. Lafferty said that it was not set up because 100% of communities did not support it.

Item 429: Channing Wagg, Hill Rd., wanted to know what is in the fuel budget. Mr. Raad said it was all the fuel used by all town vehicles. Mr. Powers pointed out that fuel for town vehicles is not taxed.

Item 431: Marie Cannon, Littlefield Rd., wanted to know if there was a plan for hazardous waste collection. She said the Board of Health did not want to see hazardous waste collection eliminated. Mr. Powers said that the plan was to offer the service in alternate years. Mr. Cornett asked what metrics were used to decide this and was BOH consulted. Mr. Powers said that it was pushed to every other year because of lack of volume. He cited other locations with permanent hazardous waste disposal operations.

Item 523: Ms. Cannon, as chair of the Board of Health, moved that the Town increase Department 523, Total Other – Mental Health Services to Seven Thousand Dollars (\$7,000), and to meet this appropriation, that an additional amount of Seven Thousand Dollars (\$7,000) be transferred from Free Cash.

Ms. Cannon said that the funding is for the Eliot Center, which is a non-profit, 501(c)(3) agency that provides mental health services to the general public, regardless of insurance or ability to pay. Boxborough residents have access to the center in Concord. The Center receives governmental funding, as well as grants from the AB United Way and local town community chests to close the gap between insurance reimbursements and actual costs of care. The BOH has funded the center since 1984.

Amy Burke gave the Fincom recommendation against funding the Eliot Center. She pointed out that services are provided to Boxborough residents whether the town funds them or not.

Speaking for himself, Mr. Powers said that the Social Services Committee found an increase in the use of social services, including mental health, among Boxborough residents. Mr. Powers said that the net cost of the services received by Boxborough residents is much more than the \$7000 contributed by the town. Eliot may not cut back on services to Boxborough in the short run, but it would be reasonable to assume that that could not continue indefinitely. He urged support of the amendment.

Duncan Brown spoke in favor of the amendment. He pointed to the 2010 Town Report that described the program at Eliot and the services provided. He was on the BOH when they decided to join with Eliot because the Nashoba BOH was not able to provide mental health services. Mr. Raad said that services would be provided regardless of our contribution. He believes that a 501(c)(3) organization should not receive town funding. He feels that town residents are free to contribute if they want to.

Speaking as a citizen, Amy Burke said that she understands how important mental health services are, but does not believe the town should be allocating tax dollars to a non-profit.

Dave Follet, Cobleigh Rd., wanted to know if there is an impact on Eliot due to the fact that we now have universal health coverage since, theoretically, more people have access to health care through the private providers. Ms. Cannon said that mental health benefits are not covered in the same way that basic medical is covered. Channing Wagg, Hill Rd., said that mental health is a difficult area with labor-intensive services. Ms. Cannon pointed out that a previous opinion of town counsel was that towns could make donations to 501(c)(3) organizations. Rita Grossman, Depot Rd., pointed out that there are a lot of 501(c)(3)'s in need of funding, but if the town is referring residents to Eliot Center (police, fire, school) that would make a difference. Ms. Cannon asked Curtis Bates, School Superintendent to speak to that. He read a statement from the Blanchard School guidance counselor, Gail Walsh. She said that parents call frequently for assistance with mental health issues and that she has made numerous referrals to Eliot Center. Rebecca Neville moved the question. The motion to end debate carried by a 2/3 majority, as declared by the moderator.

The motion to amend line item 523 from \$0 to \$7,000 carried by majority vote.

Item 610: Janet Glidden moved that the Town increase Department 610, Total Salaries - Library by One Thousand Four Hundred and Three Dollars (\$1,403), and to meet this appropriation that the Town decrease Department 610, Total Other - Library by One Thousand Four Hundred and Three Dollars (\$1,403). Ms. Glidden said that in March the Trustees met with the FinCom who recommended a reduction in the budget. The Board of Library Trustees subsequently voted to reduce the total budget for the library to the FinCom number, but wanted the Library Trustees to manage how the library budget is allocated. Neal Hesler presented the FinCom position. He said that the proposed amendment would result in a 3% increase to the library director's salary, which was outside the BOS guidelines of 1%. The FinCom looked at library directors in other towns and found that our

director's salary is in the top 10% for towns our size. He also pointed out that the library director's salary has increased 27% in the last five years.

Ms. Glidden said that in FY 08 the Trustees gave a large increase to bring the position into line with comparable communities. Ms. Glidden pointed out that the small towns looked at by the FinCom are mostly in the western part of the state where the cost-of-living is lower. She pointed out that many smaller towns have library directors who do not have a degree in library science, while the Boxborough library director has her MLS. She also said that the salaries in the FinCom survey include part-time positions. Ms. Glidden compared the director's salary to more local communities.

Mr. Raad said that the library director is already highly compensated and to give her 3% when everyone else is getting 1% did not seem right.

Greg Ross, Guggins Lane, spoke in favor of the motion as a former member of the Library Trustees. He pointed out that the library director in Boxborough wears three hats: professional librarian, building administrator and finance director. Mr. Ross pointed to other Town department heads on contracts who are receiving more than 1%. He said that since the library director took no raise last year, this means she would be getting 1.5% over two years.

Mr. Cornett spoke in favor of the motion. He said that as a community we made a large investment in the library and need a strong professional in charge.

Eric Michnovetz, Flagg Hill Rd., asked what we give up when we move money from one line to another. Ms. Glidden said that the interest from trust funds will be used to fund the salary increase.

Brigid Bieber, Emanuel Dr., moved the question. The motion to end debate carried by a 2/3 majority, as declared by the moderator. The moderator called for tellers to be sworn to do a hand count of the vote on the amendment to Item 610. Tellers were sworn by the town clerk.

The motion to amend item 610 carried by a majority: YES: 56 NO: 32

Item 751: Mr. Follett wanted to know how debt service worked. It was explained.

Item 915: Mr. Kicelemos wanted to know if the BOS had ever considered the feasibility of self-insurance. Mr. Powers said the town is self-insured by a consortium Minuteman Nashhoba Health Group. Rates are claims driven, but recent high claims have caused large increases in the past few years.

Action under Article 5, May 9, 2011:

Karim Raad moved that the Town appropriate the sum of:
\$19,863,428

for the operations and expenses of the Town during the fiscal year beginning July 1, 2011, 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 FY2012 Budget, except for

Department 523, Total Other – Mental Health Services, \$0 is increased to \$7,000,

Department 610, Total Salaries - Library, \$196,039 is increased to \$197,442,

Department 610, Total Other – Library, \$113,000 is decreased to \$111,597,

that an amount of **\$45,468** be transferred from Free Cash

and that the balance be raised by taxation.

Action on Article 5, May 9, 2011: The budget, as amended, carried by majority vote.

	<u>ACCOUNT NAME</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY12 VS</u>	<u>FY12 VS</u>
					<u>FY11</u>	<u>FY11</u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -	\$ -	0.00%
114	Total Other Expenses - Moderator	\$ 50	\$ 50	\$ 50	\$ -	0.00%
114	Total Expenses - Moderator	\$ 50	\$ 50	\$ 50	\$ -	0.00%
119	Total Salaries - Town Constable	\$ -	\$ -	\$ -	\$ -	0.00%
119	Total Other Expenses - Town Constable	\$ 97	\$ 175	\$ 175	\$ -	0.00%
119	Total Expenses - Constable	\$ 97	\$ 175	\$ 175	\$ -	0.00%
122	Total Salaries - Selectman	\$ 1,800	\$ 2,000	\$ 2,000	\$ -	0.00%
122	Total Other Expenses - Selectman	\$ 2,835	\$ 2,735	\$ 2,671	\$ (64)	-2.34%
122	Total Expenses - Selectman	\$ 4,635	\$ 4,735	\$ 4,671	\$ (64)	-1.35%
123	Total Salaries - Town Administrator	\$ 88,691	\$ 90,022	\$ 91,000	\$ 978	1.09%
123	Total Other Expenses- Town Administrator	\$ 2,625	\$ 2,500	\$ 2,550	\$ 50	2.00%
123	Total Expenses - Town Administrator	\$ 91,316	\$ 92,522	\$ 93,550	\$ 1,028	1.11%
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -	0.00%
131	Total Other Expenses- Finance Committee	\$ 173	\$ 450	\$ 450	\$ -	0.00%
131	Total Expenses - Finance Committee	\$ 173	\$ 450	\$ 450	\$ -	0.00%
135	Total Salaries - Accountant	\$ 64,780	\$ 67,719	\$ 68,396	\$ 677	1.00%
135	Total Other Expenses- Accountant	\$ 24,935	\$ 24,936	\$ 25,736	\$ 800	3.21%
135	Total Expenses - Accountant	\$ 89,715	\$ 92,655	\$ 94,132	\$ 1,477	1.59%
141	Total Salaries - Assessor	\$ 36,838	\$ 34,200	\$ 34,200	\$ -	0.00%
141	Total Other Expenses-Assessor	\$ 9,225	\$ 13,025	\$ 9,600	\$ (3,425)	-26.30%
141	Total Expenses - Assessor	\$ 46,063	\$ 47,225	\$ 43,800	\$ (3,425)	-7.25%
145	Total Salaries - Treasurer	\$ 68,048	\$ 68,718	\$ 69,396	\$ 678	0.99%
145	Total Other Expenses-Treasurer	\$ 11,229	\$ 13,585	\$ 12,560	\$ (1,025)	-7.55%
145	Total Expenses - Treasurer	\$ 79,277	\$ 82,303	\$ 81,956	\$ (347)	-0.42%
146	Total Salaries - Tax Collector	\$ 59,302	\$ 59,886	\$ 60,475	\$ 589	0.98%
146	Total Other Expenses-Tax Collector	\$ 15,877	\$ 15,877	\$ 16,761	\$ 884	5.57%
146	Total Expenses - Tax Collector	\$ 75,179	\$ 75,763	\$ 77,236	\$ 1,473	1.94%
151	Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -	0.00%
151	Total Other Expenses-Legal	\$ 62,719	\$ 64,000	\$ 64,000	\$ -	0.00%
151	Total Expenses - Legal	\$ 62,719	\$ 64,000	\$ 64,000	\$ -	0.00%
	141 - Assessor Other- Decrease in consulting fees					
	145 - Treasurer Other - Decrease in Tax Title Foreclosure					

	ACCOUNT NAME	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	\$ Change FY12 VS FY11	% Change FY12 VS FY11
152	Total Salaries - Personnel Board	\$ -	\$ -	\$ -	\$ -	0.00%
152	Total Other Expenses-Personnel Board	\$ 200	\$ 260	\$ 260	\$ -	0.00%
152	Total Expenses - Personnel Board	\$ 200	\$ 260	\$ 260	\$ -	0.00%
161	Total Salaries - Town Clerk	\$ 38,024	\$ 39,404	\$ 41,145	\$ 1,741	4.42%
161	Total Other Expenses-Town Clerk	\$ 2,182	\$ 2,000	\$ 2,250	\$ 250	12.50%
161	Total Expenses - Town Clerk	\$ 40,206	\$ 41,404	\$ 43,395	\$ 1,991	4.81%
162	Total Salaries - Elect & Regist	\$ 3,225	\$ 4,936	\$ 3,461	\$ (1,475)	-29.88%
162	Total Other - Elect & Regist	\$ 4,088	\$ 5,202	\$ 5,735	\$ 533	10.25%
162	Total Expenses - Elect & Regist	\$ 7,313	\$ 10,138	\$ 9,196	\$ (942)	-9.29%
171	Total Salaries - Conservation Comm	\$ -	\$ -	\$ -	\$ -	0.00%
171	Total Other - Conservation Comm	\$ 1,576	\$ 2,150	\$ 2,150	\$ -	0.00%
171	Total Expenses - Conservation Comm	\$ 1,576	\$ 2,150	\$ 2,150	\$ -	0.00%
175	Total Salaries - Planning Board	\$ 67,756	\$ 68,263	\$ 68,941	\$ 678	0.99%
175	Total Other - Planning Board	\$ 4,013	\$ 4,522	\$ 4,672	\$ 150	3.32%
175	Total Expenses - Planning Board	\$ 71,769	\$ 72,785	\$ 73,613	\$ 828	1.14%
176	Total Salaries - Zoning Board	\$ -	\$ -	\$ -	\$ -	0.00%
176	Total Other - Zoning Board	\$ 289	\$ 335	\$ 335	\$ -	0.00%
176	Total Expenses - Zoning Board	\$ 289	\$ 335	\$ 335	\$ -	0.00%
179	Total Salaries - Agricultural Comm	\$ -	\$ -	\$ -	\$ -	0.00%
179	Total Other - Agricultural Comm	\$ 175	\$ 200	\$ 200	\$ -	0.00%
179	Total Expenses - Agricultural Comm	\$ 175	\$ 200	\$ 200	\$ -	0.00%
192	Total Salaries - Town Hall	\$ 164,628	\$ 184,825	\$ 180,873	\$ (3,952)	-2.14%
192	Total Other - Town Hall	\$ 56,039	\$ 55,865	\$ 56,348	\$ 483	0.86%
192	Total Expenses - Town Hall	\$ 220,667	\$ 240,690	\$ 237,221	\$ (3,469)	-1.44%
199	Total Salaries - Energy Committee	\$ -	\$ -	\$ -	\$ -	0.00%
199	Total Other - Energy Committee	\$ -	\$ 200	\$ 200	\$ -	0.00%
199	Total Expenses - Energy Committee	\$ -	\$ 200	\$ 200	\$ -	0.00%
	Total Salaries - Town Government	\$ 593,092	\$ 619,973	\$ 619,887	\$ (86)	-0.01%
	Total Other - Town Government	\$ 198,327	\$ 208,067	\$ 206,703	\$ (1,364)	-0.66%
	Total Expenses - Town Government	\$ 791,419	\$ 828,040	\$ 826,590	\$ (1,450)	-0.18%
	162 - Elect & Regist Salaries - Decrease due to only 2 elections					
	162 - Elect & Regist Other - Increased technology cost					

	ACCOUNT NAME	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	\$ Change FY12 VS FY11	% Change FY12 VS FY11
210	Total Salaries - Police	\$ 920,901	\$ 923,419	\$ 930,272	\$ 6,853	0.74%
210	Total Other - Police	\$ 90,556	\$ 127,425	\$ 134,690	\$ 7,265	5.70%
210	Total Expenses - Police	\$ 1,011,457	\$ 1,050,844	\$ 1,064,962	\$ 14,118	1.34%
220	Total Salaries - Fire	\$ 709,158	\$ 693,596	\$ 712,641	\$ 19,045	2.75%
220	Total Other - Fire	\$ 100,158	\$ 95,900	\$ 96,550	\$ 650	0.68%
220	Total Expenses - Fire	\$ 809,316	\$ 789,496	\$ 809,191	\$ 19,695	2.49%
221	Total Salaries - Dispatch	\$ 220,177	\$ 227,002	\$ 226,978	\$ (24)	-0.01%
221	Total Other - Dispatch	\$ 31,720	\$ 26,821	\$ 34,287	\$ 7,466	27.84%
221	Total Expenses - Dispatch	\$ 251,897	\$ 253,823	\$ 261,265	\$ 7,442	2.93%
241	Total Salaries - Building Insp	\$ 32,367	\$ 42,315	\$ -	\$ (42,315)	-100.00%
241	Total Other - Building Insp	\$ 6,956	\$ 1,400	\$ 41,923	\$ 40,523	2894.50%
241	Total Expenses - Building Insp	\$ 39,323	\$ 43,715	\$ 41,923	\$ (1,792)	-4.10%
292	Total Salaries - Dog Officer	\$ 10,474	\$ 10,578	\$ 10,684	\$ 106	1.00%
292	Total Other - Dog Officer	\$ 1,596	\$ 1,625	\$ 1,625	\$ -	0.00%
292	Total Expenses - Dog Officer	\$ 12,070	\$ 12,203	\$ 12,309	\$ 106	0.87%
299	Total Salaries - Field Driver	\$ 45	\$ 45	\$ 45	\$ -	0.00%
299	Total Other - Field Driver	\$ -	\$ 15	\$ 10	\$ (5)	-33.33%
299	Total Expenses - Field Driver	\$ 45	\$ 60	\$ 55	\$ (5)	-8.33%
	Total Salaries - Protection	\$ 1,893,122	\$ 1,896,955	\$ 1,880,620	\$ (16,335)	-0.86%
	Total Other - Protection	\$ 230,986	\$ 253,186	\$ 309,085	\$ 55,899	22.08%
	Total Expenses - Protection	\$ 2,124,108	\$ 2,150,141	\$ 2,189,705	\$ 39,564	1.84%
	221- Dispatch Other - Increased training, teletype service, telephone and SW upgrade expenses					
	241 - Building Insp Other - Increase due to change from salaried emp to shared position with Groton					

	<u>ACCOUNT NAME</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY12 VS.</u>	<u>FY12 VS.</u>
					<u>FY11</u>	<u>FY11</u>
300	Total Salaries - Blanchard School	\$ 4,056,398	\$ 4,066,524	\$ 4,237,917	\$ 171,393	4.21%
300	Total Other - Blanchard School	\$ 1,277,191	\$ 1,294,066	\$ 1,305,497	\$ 11,431	0.88%
300	Total Expenses - Blanchard School	\$ 5,333,589	\$ 5,360,590	\$ 5,543,414	\$ 182,824	3.41%
310	Total Salaries - Minuteman Vocational HS	\$ -	\$ -	\$ -	\$ -	0.00%
310	Total Other - Minuteman Vocational HS	\$ 361,704	\$ 344,924	\$ 367,906	\$ 22,982	6.66%
310	Total Expenses - Minuteman Vocational HS	\$ 361,704	\$ 344,924	\$ 367,906	\$ 22,982	6.66%
320	Total Salaries - ABRS Assessment	\$ -	\$ -	\$ -	\$ -	0.00%
320	Total Other - ABRS Assessment	\$ 5,756,036	\$ 5,889,123	\$ 5,890,838	\$ 1,715	0.03%
320	Total Expenses - ABRS Assessment	\$ 5,756,036	\$ 5,889,123	\$ 5,890,838	\$ 1,715	0.03%
	Total Salaries - Education	\$ 4,056,398	\$ 4,066,524	\$ 4,237,917	\$ 171,393	4.21%
	Total Other - Education	\$ 7,394,931	\$ 7,528,113	\$ 7,564,241	\$ 36,128	0.48%
	Total Expenses - Education	\$ 11,451,329	\$ 11,594,637	\$ 11,802,158	\$ 207,521	1.79%

	<u>ACCOUNT NAME</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY12 VS.</u>	<u>FY12 VS.</u>
					<u>FY11</u>	<u>FY11</u>
422	Total Salaries - Public Works	\$ 421,477	\$ 459,059	\$ 463,071	\$ 4,012	0.87%
422	Total Other - Public Works	\$ 215,204	\$ 223,896	\$ 227,490	\$ 3,594	1.61%
422	Total Expenses - Public Works	\$ 636,681	\$ 682,955	\$ 690,561	\$ 7,606	1.11%
423	Total Salaries - Snow & Ice	\$ 32,010	\$ 53,222	\$ 53,853	\$ 631	1.19%
423	Total Other - Snow & Ice	\$ 105,631	\$ 107,664	\$ 107,033	\$ (631)	-0.59%
423	Total Expenses - Snow & Ice	\$ 137,641	\$ 160,886	\$ 160,886	\$ -	0.00%
424	Total Salaries - Street Lighting	\$ -	\$ -	\$ -	\$ -	0.00%
424	Total Other - Street Lighting	\$ 2,580	\$ 3,191	\$ 3,000	\$ (191)	-5.99%
424	Total Expenses - Street Lighting	\$ 2,580	\$ 3,191	\$ 3,000	\$ (191)	-5.99%
425	Total Salaries - Hager Well Maintenance	\$ -	\$ -	\$ -	\$ -	0.00%
425	Total Other - Hager Well Maintenance	\$ 14,000	\$ 14,000	\$ 20,000	\$ 6,000	42.86%
425	Total Expenses - Hager Well Maintenance	\$ 14,000	\$ 14,000	\$ 20,000	\$ 6,000	42.86%
429	Total Salaries - Fuel	\$ -	\$ -	\$ -	\$ -	0.00%
429	Total Other - Fuel	\$ 58,009	\$ 67,000	\$ 80,500	\$ 13,500	20.15%
429	Total Expenses - Fuel	\$ 58,009	\$ 67,000	\$ 80,500	\$ 13,500	20.15%
431	Total Salaries - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ -	0.00%
431	Total Other - Hazardous Waste Coll	\$ 5,678	\$ 7,500	\$ -	\$ (7,500)	-100.00%
431	Total Expenses - Hazardous Waste Coll	\$ 5,678	\$ 7,500	\$ -	\$ (7,500)	-100.00%
491	Total Salaries - Cemetery	\$ 8,309	\$ 8,394	\$ 8,477	\$ 83	0.99%
491	Total Other - Cemetery	\$ 4,610	\$ 1,000	\$ 1,000	\$ -	0.00%
491	Total Expenses - Cemetery	\$ 12,919	\$ 9,394	\$ 9,477	\$ 83	0.88%
	Total Salaries-Public Works & Facilities	\$ 461,796	\$ 520,675	\$ 525,401	\$ 4,726	0.91%
	Total Other - Public Works & Facilities	\$ 405,712	\$ 424,251	\$ 439,023	\$ 14,772	3.48%
	Total Expenses-Public Works - Facilities	\$ 867,508	\$ 944,926	\$ 964,424	\$ 19,498	2.06%
	425 - Hager Well Maintenance Other - Increase in maintenance supplies					
	429 - Fuel Other - Increased fuel costs					
	431 - Hazardous Waste Other - No collection day in FY 12					

	<u>ACCOUNT NAME</u>	<u>FY2010</u> <u>ACTUAL</u>	<u>FY2011</u> <u>BUDGET</u>	<u>FY2012</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY12 VS.</u> <u>FY11</u>	<u>% Change</u> <u>FY12 VS.</u> <u>FY11</u>
510	Total Salaries - Landfill Monitoring	\$ -	\$ -	\$ -	\$ -	0.00%
510	Total Other - Landfill Monitoring	\$ -	\$ 5,250	\$ 6,000	\$ 750	14.29%
510	Total Expenses - Landfill Monitoring	\$ -	\$ 5,250	\$ 6,000	\$ 750	14.29%
511	Total Salaries - Board of Health	\$ 500	\$ 501	\$ 501	\$ -	0.00%
511	Total Other - Board of Health	\$ 16,666	\$ 16,990	\$ 16,990	\$ -	0.00%
511	Total Expenses - Board of Health	\$ 17,166	\$ 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%
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)	-100.00%
523	Total Expenses - Mental Health Services	\$ 7,000	\$ 7,000	\$ -	\$ (7,000)	-100.00%
541	Total Salaries - Council on Aging	\$ 38,112	\$ 39,843	\$ 41,652	\$ 1,809	4.54%
541	Total Other - Council on Aging	\$ 2,724	\$ 3,050	\$ 3,050	\$ -	0.00%
541	Total Expenses - Council on Aging	\$ 40,836	\$ 42,893	\$ 44,702	\$ 1,809	4.22%
543	Total Salaries - Veterans	\$ 177	\$ 190	\$ 190	\$ -	0.00%
543	Total Other - Veterans	\$ 205	\$ 250	\$ 250	\$ -	0.00%
543	Total Expenses - Veterans	\$ 382	\$ 440	\$ 440	\$ -	0.00%
599	Total Salaries - Inspect of Animals	\$ 940	\$ 950	\$ 959	\$ 9	0.95%
599	Total Other - Inspect of Animals	\$ -	\$ -	\$ -	\$ -	0.00%
599	Total Expenses - Inspect of Animals	\$ 940	\$ 950	\$ 959	\$ 9	0.95%
600	Total Salaries - Animal Control Officer	\$ 2,552	\$ 2,577	\$ 2,603	\$ 26	1.01%
600	Total Other - Animal Control Officer	\$ 393	\$ 330	\$ 330	\$ -	0.00%
600	Total Expenses - Animal Control Officer	\$ 2,945	\$ 2,907	\$ 2,933	\$ 26	0.89%
	Total Salaries-Health Services	\$ 42,281	\$ 44,061	\$ 45,905	\$ 1,844	4.19%
	Total Other - Health Services	\$ 38,728	\$ 44,610	\$ 38,360	\$ (6,250)	-14.01%
	Total Expenses-Health Services	\$ 81,009	\$ 88,671	\$ 84,265	\$ (4,406)	-4.97%
	510 - Landfill Monitoring Other - Increased					
	523 - Mental Health Services Other - FinCom voted to eliminate funding; Board of Health to recommend reinstatement in full at ATM					

	<u>ACCOUNT NAME</u>	<u>FY2010</u> <u>ACTUAL</u>	<u>FY2011</u> <u>BUDGET</u>	<u>FY2012</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY12 VS</u> <u>FY11</u>	<u>% Change</u> <u>FY12 VS</u> <u>FY11</u>
610	Total Salaries - Library	\$ 181,772	\$ 189,934	\$ 196,039	\$ 6,105	3.21%
610	Total Other - Library	\$ 113,991	\$ 114,014	\$ 113,000	\$ (1,014)	-0.89%
610	Total Expenses - Library	\$ 295,763	\$ 303,948	\$ 309,039	\$ 5,091	1.67%
630	Total Salaries - Recreation Comm	\$ 28,515	\$ 30,280	\$ 25,954	\$ (4,326)	-14.29%
630	Total Other - Recreation Comm	\$ 7,945	\$ 9,800	\$ 9,600	\$ (200)	-2.04%
630	Total Expenses - Recreation Comm	\$ 36,460	\$ 40,080	\$ 35,554	\$ (4,526)	-11.29%
691	Total Salaries - Historical Comm	\$ -	\$ -	\$ -	\$ -	0.00%
691	Total Other - Historical Comm	\$ 2,180	\$ 3,164	\$ 3,164	\$ -	0.00%
691	Total Expenses - Historical Comm	\$ 2,180	\$ 3,164	\$ 3,164	\$ -	0.00%
692	Total Salaries - Public Celebration	\$ -	\$ -	\$ -	\$ -	0.00%
692	Total Other - Public Celebration	\$ 481	\$ 665	\$ 665	\$ -	0.00%
692	Total Expenses - Public Celebration	\$ 481	\$ 665	\$ 665	\$ -	0.00%
693	Total Salaries - Steele Farm	\$ -	\$ -	\$ -	\$ -	0.00%
693	Total Other - Steele Farm	\$ 496	\$ 500	\$ 500	\$ -	0.00%
693	Total Expenses - Steele Farm	\$ 496	\$ 500	\$ 500	\$ -	0.00%
699	Total Salaries - A/B Cultural Council	\$ -	\$ -	\$ -	\$ -	0.00%
699	Total Other - A/B Cultural Council	\$ 1,499	\$ 1,500	\$ 1,500	\$ -	0.00%
699	Total Expenses - A/B Cultural Council	\$ 1,499	\$ 1,500	\$ 1,500	\$ -	0.00%
	Total Salaries - Culture & Recreation	\$ 210,287	\$ 220,214	\$ 221,993	\$ 1,779	0.81%
	Total Other- Culture & Recreation	\$ 126,592	\$ 129,643	\$ 128,429	\$ (1,214)	-0.94%
	Total Expenses - Culture & Recreation	\$ 336,879	\$ 349,857	\$ 350,422	\$ 565	0.16%
	610 - Library Salaries - FinCom recommends 1% increase in Director's salary; Library Trustees may recommend increase to 3% at ATM					

	<u>ACCOUNT NAME</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY12 VS</u>	<u>FY12 VS</u>
					<u>FY11</u>	<u>FY11</u>
710	Total Salaries - Maturing Debt Principal	\$ -	\$ -	\$ -	\$ -	0.00%
710	Total Other - Maturing Debt Principal	\$ 718,000	\$ 835,000	\$ 827,500	\$ (7,500)	-0.90%
710	Total Expenses - Maturing Debt Principal	\$ 718,000	\$ 835,000	\$ 827,500	\$ (7,500)	-0.90%
751	Total Salaries - Maturing Debt Interest	\$ -	\$ -	\$ -	\$ -	0.00%
751	Total Other - Maturing Debt Interest	\$ 584,238	\$ 551,207	\$ 529,873	\$ (21,334)	-3.87%
751	Total Expenses - Maturing Debt Interest	\$ 584,238	\$ 551,207	\$ 529,873	\$ (21,334)	-3.87%
	Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
	Total Other - Debt Service	\$ 1,302,238	\$ 1,386,207	\$ 1,357,373	\$ (28,834)	-2.08%
	Total Expenses - Debt Service	\$ 1,302,238	\$ 1,386,207	\$ 1,357,373	\$ (28,834)	-2.08%
830	Total Salaries - County Ret. Assessment	\$ -	\$ -	\$ -	\$ -	0.00%
830	Total Other - County Ret Assessment	\$ 467,683	\$ 488,729	\$ 475,394	\$ (13,335)	-2.73%
830	Total Expenses - County Ret Assessment	\$ 467,683	\$ 488,729	\$ 475,394	\$ (13,335)	-2.73%
912	Total Salaries - Other Benefit Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
912	Total Other - Other Benefit Insurance	\$ 69,594	\$ 75,472	\$ 67,865	\$ (7,607)	-10.08%
912	Total Expenses - Other Benefit Insurance	\$ 69,594	\$ 75,472	\$ 67,865	\$ (7,607)	-10.08%
915	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
915	Total Other - Employee Benefits	\$ 1,267,332	\$ 1,365,757	\$ 1,467,500	\$ 101,743	7.45%
915	Total Expenses - Employee Benefits	\$ 1,267,332	\$ 1,365,757	\$ 1,467,500	\$ 101,743	7.45%
945	Total Salaries -Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
945	Total Other - Liability Insurance	\$ 83,712	\$ 92,181	\$ 85,732	\$ (6,449)	-7.00%
945	Total Expenses - Liability Insurance	\$ 83,712	\$ 92,181	\$ 85,732	\$ (6,449)	-7.00%
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
	Total Other- Employee Benefits	\$ 1,888,321	\$ 2,022,139	\$ 2,096,491	\$ 74,352	3.68%
	Total Expenses- Employee Benefits	\$ 1,888,321	\$ 2,022,139	\$ 2,096,491	\$ 74,352	3.68%
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%

	<u>ACCOUNT NAME</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY12 VS.</u>	<u>FY12 VS.</u>
					<u>FY11</u>	<u>FY11</u>
	SALARIES					
	Town Government	\$ 593,092	\$ 619,973	\$ 619,887	\$ (86)	-0.01%
	Protection	\$ 1,893,122	\$ 1,896,955	\$ 1,880,620	\$ (16,335)	-0.86%
	Public Works & Facilities	\$ 461,796	\$ 520,675	\$ 525,401	\$ 4,726	0.91%
	Health Services	\$ 42,281	\$ 44,061	\$ 45,905	\$ 1,844	4.19%
	Cultural & Recreation	\$ 210,287	\$ 220,214	\$ 221,993	\$ 1,779	0.81%
	Total Town	\$ 3,200,578	\$ 3,301,878	\$ 3,293,806	\$ (8,072)	-0.24%
	Education	\$ 4,056,398	\$ 4,066,524	\$ 4,237,917	\$ 171,393	4.21%
	Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
	Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
	Reserve Fund	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL SALARIES	\$ 7,256,976	\$ 7,368,402	\$ 7,531,723	\$ 163,321	2.22%
	OTHER EXPENSES					
	Town Government	\$ 198,327	\$ 208,067	\$ 206,703	\$ (1,364)	-0.66%
	Protection	\$ 230,986	\$ 253,186	\$ 309,085	\$ 55,899	22.08%
	Public Works & Facilities	\$ 405,712	\$ 424,251	\$ 439,023	\$ 14,772	3.48%
	Health Services	\$ 38,728	\$ 44,610	\$ 38,360	\$ (6,250)	-14.01%
	Cultural & Recreation	\$ 126,592	\$ 129,643	\$ 128,429	\$ (1,214)	-0.94%
	Total Town	\$ 1,000,345	\$ 1,059,757	\$ 1,121,600	\$ 61,843	5.84%
	Education	\$ 7,394,931	\$ 7,528,113	\$ 7,564,241	\$ 36,128	0.48%
	Employee Benefits	\$ 1,888,321	\$ 2,022,139	\$ 2,096,491	\$ 74,352	3.68%
	Debt Service	\$ 1,302,238	\$ 1,386,207	\$ 1,357,373	\$ (28,834)	-2.08%
	Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
	TOTAL OTHER EXPENSES	\$ 11,585,835	\$ 12,181,216	\$ 12,324,705	\$ 143,489	1.18%
	TOTAL EXPENSES					
	Town Government	\$ 791,419	\$ 828,040	\$ 826,590	\$ (1,450)	-0.18%
	Protection	\$ 2,124,108	\$ 2,150,141	\$ 2,189,705	\$ 39,564	1.84%
	Public Works & Facilities	\$ 867,508	\$ 944,926	\$ 964,424	\$ 19,498	2.06%
	Health Services	\$ 81,009	\$ 88,671	\$ 84,265	\$ (4,406)	-4.97%
	Cultural & Recreation	\$ 336,879	\$ 349,857	\$ 350,422	\$ 565	0.16%
	Total Town	\$ 4,200,923	\$ 4,361,635	\$ 4,415,406	\$ 53,771	1.23%
	Education	\$ 11,451,329	\$ 11,594,637	\$ 11,802,158	\$ 207,521	1.79%
	Employee Benefits	\$ 1,888,321	\$ 2,022,139	\$ 2,096,491	\$ 74,352	3.68%
	Debt Service	\$ 1,302,238	\$ 1,386,207	\$ 1,357,373	\$ (28,834)	-2.08%
	Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
	TOTAL EXPENSES	\$ 18,842,811	\$ 19,549,618	\$ 19,856,428	\$ 306,810	1.57%
	Budget Prior to Reserve Fund Calculation	\$ 18,842,811	\$ 19,364,618	\$ 19,671,428	\$ 306,810	1.58%

**Blanchard Memorial School
FY 2012 Budget Account Summary**

<u>Code</u>	<u>Description</u>	<u>FY2010 ACTUAL</u>	<u>FY2011 VOTED</u>	<u>FY2011 PROPOSED</u>	<u>FY2012 PROPOSED</u>	<u>\$ Change FY12 v. FY11</u>	<u>% Change FY12 v. FY11</u>
1100	School Committee	\$ 14,306	\$ 10,838	\$ 10,838	\$ 7,588	\$ (3,250)	-29.99%
1200	Superintendent Office	184,553	214,762	135,953	138,320	2,367	1.74%
1400	Business Office	114,139	114,197	114,193	113,726	(467)	-0.41%
2100	Special Ed Office	130,521	145,192	87,941	73,079	(14,862)	-16.90%
2200	Principal Office	149,772	46,991	183,050	185,976	2,926	1.60%
2250	Building Technology	125,598	115,332	56,103	36,798	(19,305)	-34.41%
2300	Teaching	3,672,281	3,538,410	3,538,410	3,647,223	108,813	3.08%
2300	Teaching-correct budget			165,245	-	(165,245)	-100.00%
2350	Prof. Development	81,303	68,100	67,800	83,550	15,750	23.23%
2400	Textbooks	8,316	6,000	6,000	-	(6,000)	-100.00%
2451	Instructional Tech.	44,160	-	59,229	111,387	52,158	88.06%
2500	Library & Media	61,187	67,375	67,375	70,778	3,403	5.05%
2700	Guidance/Psych	101,426	106,870	107,570	112,878	5,308	4.93%
3200	Health Services	53,921	55,978	55,978	58,210	2,232	3.99%
3300	Transportation	310,154	397,599	397,602	422,300	24,698	6.21%
3400	Food Services	58,849	38,138	38,138	38,230	92	0.24%
4130	Utilities	135,673	182,938	182,938	179,937	(3,001)	-1.64%
4220	Maintenance	240,711	210,298	210,298	233,070	22,772	10.83%
4400	Technology Admin	53,800	56,602	56,602	20,266	(36,336)	-64.20%
5100	Retirement	-	49,229	49,229	105,394	56,165	114.09%
6300	Civic Activities	5,410	5,616	5,616	5,714	98	1.75%
7000	Capital Exp.	41,940	30,040	30,040	31,240	1,200	3.99%
9000	Tuition to other districts	564,873	425,640	425,640	407,482	(18,158)	-4.27%
	TOTALS	\$ 6,152,893	\$ 5,886,145	\$ 6,051,788	\$ 6,083,146	\$ 31,358	0.52%
Less Funding sources:							
	School Choice	225,000	208,324	208,324	130,000	(78,324)	-37.60%
	Circuit Breaker	202,255	91,431	91,431	96,415	4,984	5.45%
	Grants	229,049	120,800	154,100	178,317	24,217	15.72%
	Fee Programs	163,000	105,000	129,000	135,000	6,000	4.65%
	Budget Freeze			26,343	-	(26,343)	-100.00%
	Totals	\$ 819,304	\$ 525,555	\$ 609,198	\$ 539,732	\$ (69,466)	-11.40%
	Town Appropriation	\$ 5,333,589	\$ 5,360,590	\$ 5,442,590	\$ 5,543,414	\$ 100,824	1.85%
STM Budget increase FY 2011				\$ 82,000			

The vote on Articles 6, 7 and 8 was postponed to Tuesday, May 10.

ARTICLE 9 AN ACT AMENDING CHAPTER 372 OF THE ACTS OF 1963 RELATIVE TO THE RIGHTS OF THE WATER SUPPLY DISTRICT OF ACTON TO ACQUIRE ANY WATER SOURCE IN THE TOWN OF BOXBOROUGH

(Majority vote required)

Raid Suleiman moved to rescind the authorization granted by Town Meeting under Article 7 on May 10, 2010 and to authorize the Board of Selectmen to petition the General Court for the purpose of adopting legislation entitled *An Act Amending Chapter 372 of the Acts of 1963 Relative to the Rights of the Water Supply District of Acton to Acquire Any Water Source in the Town of Boxborough*, as printed in the Annual Town Meeting warrant under Article 9.

An Act Amending Chapter 372 of the Acts of 1963 Relative to the Rights of the Water Supply District of Acton to Acquire Any Water Source in the Town of Boxborough

Section 1. Section 1 of Chapter 372 of the Acts of 1963 is hereby amended by deleting the text of said section and inserting in place thereof the following: Notwithstanding any provision of chapter three hundred and twenty-six of the acts of nineteen hundred and twelve, no ground water sources in the town of Boxborough shall be used by the Water Supply District of Acton until the district and the town of Boxborough, acting through its board of selectmen, jointly file a petition with the water resources commission for a finding, and the water resources commission so finds that there exists in said town a source or sources of ground water adequate for the future needs of said town. If such an adequate supply is found within said town, then said water supply district may use the excess for said district. The provisions of this section shall not prohibit any agreement by said town and said district to the contrary.

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.

The Board of Selectmen recommends unanimously (5 – 0).

Earlier acts of the legislature had granted rights to the Water Supply District of Acton to Boxborough's water resources, while excluding any input on the matter by the Town of Boxborough. At last year's town meeting, the voters authorized the BOS to petition the General Court for the purpose of adopting legislation that would effectively deny Acton any rights to Boxborough's water. As the BOS pursued this action, it became apparent that the constraints in the special legislation as originally proposed were unreasonably restrictive. For example, Acton would have been prohibited from buying water from Boxborough under any circumstances. The special legislation was opposed by Acton authorities and would very likely have failed to pass on Beacon Hill.

For those reasons, in the spirit of cooperation and taking into consideration the unique relationship between the towns of Acton and Boxborough, the selectmen sought input from Acton to develop language that would be acceptable to the two towns and at the same time would protect Boxborough's rights and sovereignty. Members of Acton and Boxborough's Board of Selectmen, the Water Supply District of Acton and the two Town Administrators met over a period of a few weeks to draft language that is agreeable to both towns. The language in the newly drafted special act provides an avenue for Acton's input and more importantly, gives Boxborough total control over its water resources. Additionally, the proposed language does not restrict Boxborough's ability

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to enter into an agreement with any other water district. The Board of Selectmen recommends this article fully as it offers Boxborough the needed protection and sovereignty over its resources.

The Finance Committee recommends (8 - 0).

Action under Article 9, May 9, 2011: The motion carried unanimously.

ARTICLE 10 TRANSFER TO STABILIZATION FUND

(Two-thirds vote required)

Karim Raad moved to transfer the sum of One Hundred Eight-Two Thousand Four Hundred and Twenty-one Dollars (\$182,421) from Free Cash to the Stabilization Fund.

The Board of Selectmen recommends unanimously (5 – 0).

The Finance Committee recommends (8 - 0).

Mr. Raad spoke for the FinCom: For the first time, the Town has a comprehensive Capital Plan that allows a predictable estimate of future capital requirements. It is prudent at this time to begin to reserve funds to support the capital requirements. A healthy stabilization fund protects the town and is a strong factor in the Town's bond rating. Expenditures from the stabilization fund require a higher level of scrutiny (2/3 votes of ATM) to utilize these funds which is appropriate for large expenditures.

Action on Article 10, May 9, 2011: The motion carried unanimously.

ARTICLE 11 POLICE DEPARTMENT – ADDITIONAL POLICE OFFICER

(Majority vote required)

Frank Powers moved to transfer from Free Cash the sum of Three Thousand Four Hundred and Nine Dollars (\$3,409), said sum to be added to the amounts appropriated pursuant to Article 5 of the 2011 Annual Town Meeting for the purpose of funding an additional Police Officer for the Police Department; and further that the following adjustments be made to the FY 2012 budget:

Department 210, Total Salaries – Police: **Decrease** by the sum of Sixteen Thousand Four Hundred and Eighty Dollars (\$16,480),

Department 210, Total Other – Police: **Increase** by the sum of One Thousand Six Hundred and Fifty Dollars (\$1,650),

Department 915, Total Other - Employee Benefits: **Increase** by the sum of Eighteen Thousand Two Hundred and Thirty-nine Dollars (\$18,239).

The Board of Selectmen recommends unanimously (5 – 0).

One of the principal objectives of the Board of Selectmen for our new Police Chief was reduction in overtime expenses for the department. These overtime expenses have grown over a number of years to a level that is not sustainable. In response to this challenge, Chief Ryder has developed a plan to operate his department with one additional officer, making a complement of 10 officers supporting the Chief.

From a salary and overtime perspective, there are basically 3 configurations to operate the police department:

1. Keep the number of officers we now have (i.e., 9) and use overtime as needed to fill shift requirements. The “standard” shift complement is 2 officers per shift.
2. Reduce shift coverage from 2 officers per shift to 1 for select shifts.
3. Add an additional officer to provide a larger pool of available officers for shifts.

We have been operating for many years in configuration #1, using 9 officers and overtime as needed. Configuration #2 reduces shift coverage and, as a consequence, exposes the department and the town to potentially dangerous situations. The solution proposed by Chief Ryder is to change to configuration #3 by adding an additional officer, enabling the Chief to reduce the department’s overtime expenses while maintaining adequate shift coverage.

The economics of the new officer configuration are as follows:

- **Decrease** in police salaries (new officer salary and reductions in other salary items, including overtime): \$16,480
- **Increase** in other expenses: \$1,650
- **Net decrease** in operating costs: \$14,830

It is important to note that these figures do not include any employee benefits (i.e., health insurance, life insurance, long-term disability and Medicare). The “worst case” benefits scenario considers all of these elements including health care for a family rather than for an individual. This article identifies an appropriation of \$3,409 which accounts for the “worst case” total benefit amount, \$18,239 minus the net decrease in operating costs, \$14,830. In reality, the most likely situation is that a new officer would be provided a lower benefit amount and the result is actually likely to be a small cost savings rather than this appropriation amount. However, this figure of \$3,409 is included to ensure that the “worst case” situation would be covered.

In summary then, adding an additional officer is essentially a no-cost or very low cost action that improves Chief Ryder’s ability to operate his department with adequate shift coverage and at the same time control his overtime expenses.

The Board of Selectmen therefore recommends an affirmative vote on this article.

The Finance Committee recommends (5 - 3).

Majority

Dilip Subramanyam spoke for the majority: The majority of the Police Department budget (87%) is the costs associated with staffing, with salary and overtime as the key cost components. Adding an additional police officer will decrease the FY12 Police compensation budget by \$16,500 or 2%. This is the result of an overtime reduction of \$57,900 (28%) partially offset by increased salary costs of \$44,500 (9%) reflecting the cost of the additional officer. However, it should be noted that the benefit costs associated with this additional position (which are reflected elsewhere in the town budget) will be slightly higher than reduced compensation costs.

Despite this slight increase in overall costs to the town, it is recommended that the town approve this proposal as it will enable Chief Ryder to more easily and productively “back fill” for officers that are away on earned time, testifying in court, attending training, etc. thereby reducing overtime costs. In addition, this proposal will allow the Chief to more efficiently deploy his officers to address the safety needs of the town.

Minority

Mr. Raad spoke for the minority: The biggest cost to our Town is currently people cost, and being in the worst economic times we ever faced, adding head count is truly not the appropriate thing to do at this time. Although there is currently a reduction in the overtime budget to cover this position, there are increases in the expenses as well as benefits, and this is for the first year only. Projecting this position over the next 5 years, there will be automatic additions to the budget in the form of raises and expenses, and there are absolutely no guarantees that the overtime budget line will not increase. The solution in the future to deal with those increases will likely be

layoffs, which, in our experience, is something the Town of Boxborough has not been willing to do. If approved, this item will be funded by free cash.

Discussion: Mr. Powers asked that Chief Ryder be permitted to make a presentation to explain the rationale for the new officer. Chief Ryder made a brief presentation.

Andrew Gruskay, Daniel's Way, wanted to know what prevents overtime from being used even with a new officer. Chief Ryder said that he as chief would be responsible for managing overtime. Mr. Powers said that if the BOS does not see a reduction in overtime, they would have no problem letting the officer go.

Mr. Cornett asked how much overtime would have been saved if they had had the extra officer last year. The chief said 500 hours of overtime would have been saved (10%). Mr. Kicelemos congratulated the chief on the reduction in speeding on his street. He asked why officers are still on details—where does the money go. The chief asked for the Town Accountant to respond. The Town Administrator said the money that comes in goes to pay the officers. 10% goes to the town for administration fee.

Action on Article 11, May 9, 2011: The motion carried unanimously.

ARTICLE 12 CAPITAL EQUIPMENT ACQUISITION - TOWN HALL – PRINTER PLOTTER (Majority vote required)

Christine Robinson moved to transfer from Free Cash the sum of Eleven Thousand Dollars (\$11,000) for the purpose of acquiring a printer plotter for the Town Hall.

The Board of Selectmen recommends unanimously (5 – 0).

The Board of Selectman recommends the purchase of a new printer plotter to replace the current nine year old printer. This is a vital piece of equipment utilized by a number of town functions, including the land use boards and its departments, the Board of Selectmen and the Cemetery Commission. There have been many technological advances in the nine years since we purchased the existing unit. The additional processing memory will provide more flexibility related to the size and type of maps. In the long-term, the replacement will also enable us to print plans in-house, increasing productivity and decreasing outside vendor costs. Furthermore, the capability of this new printer plotter to digitize files will also help decrease paper files, therefore aiding the environment and decreasing paper storage needs at Town Hall.

The Finance Committee recommends (6 - 0).

The Finance Committee unanimously supports this request from the Town Planner to replace the existing printer/plotter which, after 9 years, is well past its useful life of 5 years. The new unit will be capable of the copying, scanning, printing and digitizing of large plans and maps to support many town boards and departments. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

The Planning Board recommends unanimously.

Action on Article 12, May 9, 2011: The motions carried unanimously.

ARTICLE 13 TOWN HALL GASB 45 ACTUARIAL CONSULTANT

(Majority vote required)

Christine Robinson moved to transfer from Free Cash the sum of Nine Thousand Five Hundred Dollars (\$9,500) for the purpose of hiring a consultant to provide an actuarial study for continued compliance with GASB 45.

The Board of Selectmen recommends unanimously (5 – 0).

The Government Accounting Standard Board (GASB) requires that government entities disclose the potential cost of post-retirement benefits as a liability in their financial statements. Under the GASB 45 standards, government employers must account for, and report, the annual cost of employee benefits in the same way they report pensions. As a result, the annual benefits costs for most employers will be based on actuarially determined amounts rather than in the "pay-as-you-go" method. Therefore, the Town must hire a consultant to provide an actuarial study of the benefit cost. The town is required to update the numbers every three years.

The Finance Committee recommends (6 - 0).

The Governmental Accounting Standards Board (GASB) established a standard, known as GASB 45, which requires that government entities: 1) disclose the potential cost of post-retirement health care and life insurance benefits as a liability on their financial statements and 2) update the amount of the liability every three years. Our last actuarial study was completed in fiscal 2009 which provided the town with a detailed analysis of the unfunded liability for other post-employment benefits for active and retired employees and totaled \$7,300,000. If approved, this article will be paid out of free cash.

Discussion: Marie Cannon, Littlefield Rd. asked if the scope was limited to benefits. Ms. Robinson said yes and that it is mandated that an actuarial consultant be used.

Action on Article 13, May 9, 2011: The motion carried unanimously.

ARTICLE 14 CAPITAL IMPROVEMENTS – POLICE STATION

(Majority vote required)

Frank Powers moved to transfer from Free Cash the sum of Five Thousand (\$5,000) for the purpose of painting the exterior of the police station and replacing gutters and fascia boards.

The Board of Selectmen recommends unanimously (5 – 0).

There are three items included in this article: painting the police station, repairing/replacing rotted fascia boards as necessary and lastly replacing worn gutters on the front and back sides of the building. The gutters are the original ones on the building and are bent and leaking, causing rot on several fascia boards.

Our DPW will do the painting and fascia board replacement and will contract for the gutter replacement. This appropriation will cover the cost of paint and materials for the building and also the gutter replacement contract.

The Finance Committee recommends (8 - 0).

The exterior of the building's fascia is rotting and the paint is worn and peeling. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

Action on Article 14, May 9, 2011: The motion carried unanimously.

ARTICLE 15 CAPITAL EQUIPMENT ACQUISITION - TOWN HALL, DISPATCH, POLICE AND FIRE TELEPHONE SYSTEMS

(Majority vote required)

Les Fox moved to transfer from Free Cash the sum of Seven Thousand Five Hundred Dollars (\$7,500) for the purpose of acquiring capital equipment necessary for conversion to voice-over-IP (VOIP) telephone systems for the Dispatch Center, Police and Fire Stations and Town Hall.

The Board of Selectmen recommends unanimously (5 - 0).

This article will fund deployment of voice-over-IP (VOIP) systems at the Fire Department, Police Station, Dispatch Center and Town Hall to permit the town to realize further savings in cost of telephony services beyond what has already been achieved through the consolidated purchasing of departmental rate plans as recommended by the BITCom. The existing phone PBX phone switch serving Police and Dispatch must be replaced anyway as it is defective and causing electromagnetic interference with the emergency communications radio systems. This article will provide all necessary network switches and wiring, VOIP phones and accessory devices to maintain the same or better level of telephony and emergency response services while lowering future cost of operations – all at less capital outlay than would be required to replace the PBX switch alone to only eliminate the interference problem.

The Finance Committee recommends (8 - 0).

The Boxboro Information Technology Committee has done an extensive review of the Town’s needs. This article starts the process of consolidating the Town’s infrastructure which will bring the phone costs under control. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

Action on Article 15, May 9, 2011: The motion carried by majority vote.

ARTICLE 16 CAPITAL EQUIPMENT ACQUISITION - FIRE DEPARTMENT COMMAND VEHICLE

(Two-thirds vote required, if from stabilization fund)

Les Fox moved to pass over Article 16.

Action on Article 16, May 9, 2011: The motion to pass over Article 16 carried unanimously.

ARTICLE 17 CAPITAL IMPROVEMENTS – FIRE DEPARTMENT – REPLACE ROOF AND INSULATION

(Majority vote required)

Les Fox moved to appropriate the sum of Fifty Thousand Dollars (\$50,000), for the purpose of replacing the flat roofs and insulation over the apparatus bays at the Fire Station, by transferring the sum of Forty-Seven Thousand Two Hundred and Seventy-eight Dollars and eleven cents (\$47,278.11) 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*, and by transferring from Free Cash the balance of Two Thousand Seven Hundred and Twenty-one Dollars and eighty-nine cents (\$2,721.89).

The Board of Selectmen recommends unanimously (5 – 0).

This article is to replace the old portion of the fire station roof, and is budgeted in the capital plan for FY12. The roof has developed significant leaks, and inspection revealed corrosion and failure of a number of metal panels, and water infiltration into the insulation. The insulation, metal panels and rubber membrane need to be replaced. During this necessary replacement, the two equipment bay heater chimney stacks will be relocated to provide

more efficient heater operation. The central ventilation fan hood will also be eliminated and covered with flat continuous roof to eliminate that weakness and potential source of future leaks. With the recently installed Plymovent automatic exhaust extraction system, the old hood system and its roof vent are no longer needed.

The Finance Committee recommends (6 – 0).

The Finance Committee recommends the \$50,000 expenditure for the new roof. Recent leaks and the age of the existing roof provide sufficient evidence that a timely replacement is in order to prevent further damage and avoid even greater costs in the near future. This item was scheduled in the Capital Plan for FY2014, but the recent leaks require an acceleration of the scheduled event. If approved, this item will be paid out of unexpended bond proceeds and free cash.

Discussion: Mr. Kicelemos thought it was too expensive due to Prevailing wage laws.

Action on Article 17, May 9, 2011: The motion carried by majority vote.

**ARTICLE 18 CAPITAL EQUIPMENT ACQUISITION – DEPARTMENT OF PUBLIC WORKS -
LAWNMOWER & EQUIPMENT TRAILER**

(Majority vote required)

Raid Suleiman moved to transfer from free cash the sum of Ten Thousand Dollars (\$10,000) for the purpose of acquiring an enclosed trailer to house the stander mowers, and grounds maintenance tools and equipment.

The Board of Selectmen recommends unanimously (5 – 0).

The DPW is in need of an enclosed trailer, which will also allow the department to house the Stander mowers and all the tools and equipment necessary to perform the grounds maintenance. At this time, the DPW crew has to load and unload all items, mowers, rakes, shovels, chainsaws, gas cans, barrels, blowers, brooms, weed wackers, etc. every time they head out to work. An enclosed trailer will enable all items to be permanently stored in the trailer, eliminating wasted time; it will provide more stable transport to job sites, protection from weather and theft, and will allow for more storage room in the highway barn for other items. The existing trailer had to be modified in order to load the mowers; the gate is broken and frame is showing signs of stress. Additionally, the existing trailer no longer suits the needs of the DPW expanded duties.

The Finance Committee recommends (6 – 0).

The FinCom supports the request from the DPW for a covered trailer. Currently the DPW stores the Town's large lawnmowers in an open shed where other materials are stored. Due to shortage in storage space, these lawnmowers are often moved and not kept in a safe storage location. Also, when needed, this equipment is moved onto a truck for transport to the different fields around town. The proposed trailer will be used as a permanent storage location for all the lawn mowing equipment, solving the storage issue, as well as allowing the DPW to be more efficient when this equipment is in need, as it will be already loaded into the trailer. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

Action on Article 18, May 9, 2011: The motion carried unanimously.

ARTICLE 19 CAPITAL EQUIPMENT ACQUISITION – DEPARTMENT OF PUBLIC WORKS – ONE-TON DUMP TRUCK

(Two-thirds vote required)

Raid Suleiman moved to transfer from the Stabilization Fund the sum of Fifty Thousand Dollars (\$50,000) for the purpose of acquiring a one-ton dump truck for the DPW to replace the Department's one-ton pick-up truck.

The Board of Selectmen recommends unanimously (5 – 0).

The one-ton dump truck will replace the 2001 Ford F350 which was purchased used in 2006. This 10-year old one-ton pick up is showing considerable rust and has needed frequent repairs; most recently, the leaf springs had to be replaced. The transmission was replaced in January of 2008 and will most likely need to be replaced again as this truck is used to plow snow. We have spent over \$8,000 on repairs since we obtained this vehicle in 2006.

The Selectmen believe that replacing this vehicle with a new, gas driven, one-ton dump truck will be a wise choice. A dump truck will be a more versatile piece of equipment, in part due to the larger capacity, dumping capability and stronger durability. We have two other dump trucks, one of which has a spreader, the other tows the chipper. A dump truck will enable the DPW to transport trees, brush, stone, soil, patch and other necessary job related items in a more efficient manner (less man power off loading).

The Finance Committee recommends (4 - 2).

Majority

Mr. Raad spoke for the majority. The FinCom supports the request for the one-ton dump truck. This new dump truck will replace a 2001 F150 utility truck that is currently showing a good level of wear and tear. DPW over the past year or so has spent \$7,000 in repairs on the current truck and foresee additional repairs in the near future. The current F150 truck is not an industrial grade truck and does not satisfy all the needs of the DPW. Having the dump truck will allow the DPW to be more productive in its use, particularly in the winter.

Minority

Mr. Subramanyam presented the minority opinion. The town has been very supportive of the DPW in recent years as evidenced by the purchase of vehicles in 2006 (backhoe and dump truck), 2007 (pick-up truck), 2008 (pick-up truck) and 2009 (dump truck and bucket truck). These trucks have a lot of useful life left on them. The town currently has two dump trucks that are operational. The stated reason for the purchase of the third dump truck is to replace a pickup truck that does not have dumping capability. This is a luxury and does not prevent the department from effectively carrying out its duties. We therefore believe that in the current environment, it would be prudent to hold back this year on the purchase of yet another dump truck.

This item was on the FY2012 Boxborough Capital Plan. If approved, this item will be paid out of the stabilization fund.

Discussion: Mr. Cornett asked if the new truck could be used as a plow. DPW Director, Tom Garmon said it would. Mr. Garmon asked the FinCom why the funds were coming out of the stabilization fund. Mr. Raad said because it was a capital item and the FinCom wanted a 2/3 vote. Mr. Suleiman said that BOS thought it was too much for it to come out of Free Cash.

Action on Article 19, May 9, 2011: The motion carried by 2/3 as declared by the Moderator.

ARTICLE 20 CAPITAL EQUIPMENT ACQUISITION – REPLACE TWO DUMPSTERS

(Majority vote required)

Raid Suleiman moved to transfer from Free Cash the sum of Twenty Thousand Dollars (\$20,000) for the purpose of replacing two 50-yard dumpsters at the Transfer Station.

The Board of Selectmen recommends unanimously (5 – 0).

Four of the six 30-yard barn top recycling containers at the Transfer Station were purchased in 1996. The bottoms are rusted and require frequent welding to stop leakage. These containers are hauled to recycling centers approximately every two weeks. We are required to provide sealed containers so that no spillage occurs during transport. The DPW would like to replace all of the dumpsters over time, starting with the two worst ones.

The Finance Committee recommends (6 - 0).

The FinCom supports the request from the DPW for the purchase of the dumpsters for the Transfer Station. The new dumpsters will be replacing 2 old ones that are currently rusting, particularly from the bottom. The new dumpsters are larger than the existing dumpsters. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

Action on Article 20, May 9, 2011: The motion on Article 20 carried unanimously.

ARTICLE 21 BLANCHARD MEMORIAL SCHOOL - FIRE SAFETY ENGINEERING CONSULTANT

(Majority vote required)

Bruce Sabot moved to transfer from Free Cash the sum of Twenty Thousand (\$20,000) for the purpose of hiring a consultant to evaluate and make recommendations on the safe operation of the fire suppression chamber at the Blanchard Memorial School and to implement emergency repairs to the fire suppression chamber and/or equipment.

The School Committee recommends unanimously (5 – 0).

The Boxborough School Committee supports this article based on the seriousness of the concern, the safety needs of the Blanchard community, and input from the Boxborough Fire Department. Further, we are concerned about spending large sums of money year after year to address immediate problems without a longer-term understanding of ways to properly maintain the fire suppression chamber and safety equipment. Approval of this article will enable us to hire a consultant to provide a professional recommendation as to the repairs that need to take place immediately and guidance on our longer-term options, which will ensure safety and fiscal responsibility.

The Finance Committee recommends (8 – 0).

The chamber is underground and the mechanisms are failing. The consultant will provide guidance to the School Committee on a long term fix. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

Discussion: Mr. Follett asked if emergency repair costs were included. Ms. Brolin said they were.

Action on Article 21, May 9, 2011: The motion carried unanimously.

**ARTICLE 22 CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL
GYMNASIUM STAGE FLOORING**

(Majority vote required)

Mary Brolin moved to transfer the sum of Seven Thousand Five Hundred Dollars (\$7,500) from remaining bond proceeds authorized by vote of Town Meeting on May 9, 2006 under Article 9, *Capital Expenditure – Blanchard Memorial School - Renovations*, for the purpose of removing and replacing the flooring of the Blanchard Memorial School gymnasium stage.

The School Committee recommends unanimously (5 – 0).

The Boxborough School Committee unanimously supports this article. The stage flooring is currently peeling up and presents a safety hazard to the students. As the stage is routinely used by the Blanchard community, this improvement will allow us to continue to use this resource and prevent future injuries.

The Finance Committee recommends (6 – 0).

The Blanchard School was renovated back in 1995. At that time the stage floor in the gym was redone with linoleum tile rather than with ceramic tile. The current tiles are starting to peel up and could cause a tripping hazard to the students. We believe the right course of action is to replace the floor. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be funded out of unexpended bond proceeds.

Action on Article 22, May 9, 2011: The motion carried by majority vote.

**ARTICLE 23 CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL –
CLASSROOM CARPETING**

(Majority vote required)

Mary Brolin moved to transfer the sum of Nine Thousand Nine Hundred and Ninety-Nine Dollars (\$9,999) from remaining bond proceeds authorized by vote of Town Meeting on May 9, 2006 under Article 9, *Capital Expenditure – Blanchard Memorial School – Renovations*, and to transfer the sum of Two Thousand Five Hundred and One Dollars (\$2,501) for the purpose of removing and replacing classroom carpeting at the Blanchard Memorial School.

The School Committee recommends unanimously (5 – 0).

The Boxborough School Committee unanimously supports maintaining our classrooms appropriately by replacing classroom carpeting.

The Finance Committee recommends (6 – 0).

There are a number of carpets in Blanchard that have worn out. The carpets are in need of replacement. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be funded out of unexpended bond proceeds of \$9,999 and free cash of \$2,501.

Action on Article 23, May 9, 2011: The motion carried unanimously.

**ARTICLE 24 CAPITAL IMPROVEMENTS - BLANCHARD MEMORIAL SCHOOL -
PLAYGROUND SAFETY IMPROVEMENTS**

(Majority vote required)

Mary Brolin moved to transfer from Free Cash the sum of Ten Thousand (\$10,000) for the purpose of implementing playground safety recommendations at the Blanchard Memorial School as provided in the *MIAA Playground Inspection Report*, dated December 8, 2010.

The School Committee recommends unanimously (5 – 0).

Based on the professional assessment provided by the MIAA playground safety report, the Boxborough School Committee believes that the recommended improvements are necessary to improve the safety of the playground to prevent injuries.

The Finance Committee recommends (8 – 0).

The Finance Committee has limited information, but understands that MIAA has issued a report which recommends improvements to address safety needs to the playground. If approved, this article will be paid out of free cash.

Action on Article 24, May 9, 2011: The motion carried unanimously.

Annual Town Meeting was adjourned at 10:30pm.

May 10, 2011: Mr. Fallon called Annual Town Meeting to order at 7:00pm. There were 122 registered voters in attendance.

**ARTICLE 6 SENSE OF THE MEETING – BOXBOROUGH SCHOOL DISTRICT/BLANCHARD
ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE – CONTINUE
EXPLORATION OF JOB SHARING**

(Non-binding vote)

Mary Brolin moved to adopt the following non-binding sense of the meeting resolution:

It is the sense of the town meeting that the Boxborough School Committee continues to explore job sharing opportunities for administrative/front office positions with the school district of another community.

Summary

As presented at last year's Town Meeting, the Boxborough School Committee is currently exploring changes to administrative structure of the Boxborough School District/Blanchard Elementary School as a way to save money. The School Committee is assessing three models:

- (1) The model that was in place for the 2009/2010 school year with the positions of Superintendent/Curriculum Director, Principal, Director of Pupil Services and a Business Manager.
- (2) Job sharing some of the administrative/front office positions with another community where any positions that are shared would be partially funded by the Boxborough School District; a Union School Committee would be created to oversee the shared positions. The Boxborough School District would maintain control over all other aspects of its school district. There would be a full-time principal with this model.
- (3) Regionalizing with Acton from kindergarten through 12th grade. Currently, we regionalize with Acton for 7th through 12th grade; this option would add in the kindergarten through 6th grades. Blanchard would have a full-time principal.

The Boxborough School Committee would like to get a sense of Town Meeting's support to continue exploring job sharing opportunities.

The Finance Committee finds they have not enough information to make a recommendation.

Ms. Brolin made a slide presentation outlining some pros and cons for each model.

Discussion: A number of residents expressed interest in the idea of job sharing.

Action on Article 6, May 10, 2011: The motion on Article 6 carried by majority vote.

**ARTICLE 7 SENSE OF THE MEETING – BOXBOROUGH SCHOOL DISTRICT/BLANCHARD
ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE – CONTINUE
EXPLORATION OF K - 12 REGIONALIZATION WITH ACTON**

(Non-binding vote)

Maria Neyland moved to adopt the following non-binding sense of the meeting resolution:

It is the sense of the town meeting that the Boxborough School Committee continues to explore regionalization for kindergarten through 12th grade with Acton.

Summary

As presented to you at last year's Town Meeting, the Boxborough School Committee is currently exploring changes to the administrative structure of the Boxborough School District/Blanchard Elementary School. The School Committee is assessing three models:

- (1) The model in place for the 2009/2010 school year with a Superintendent/Curriculum Director, Principal, Director of Pupil Services and a Business Manager;
- (2) Job-sharing some of the administrative/front office positions with another community where any positions that are shared would be partially funded by the Boxborough School District; a Union School Committee would be created to oversee the shared positions. The Boxborough School District would maintain control over all other aspects of its school district
- (3) Regionalizing with Acton from kindergarten through 12th grade. Currently, we regionalize with Acton for 7th through 12th grade; this option would add in the kindergarten through 6th grades.

The Boxborough School Committee would like to get a sense of Town Meeting's support to continue exploring regionalization for kindergarten through 12th grade with Acton.

The Finance Committee did not feel that they had enough information to make a recommendation.

Discussion: Rebecca Neville, Middle Rd., spoke against regionalization. She asked for the minority opinion of the Boxborough School Committee. Maria Neyland read the minority opinion which was against regionalization with Acton.

Mac Reid, Flagg Hill Rd., former principal of R.J Grey, former superintendent/principal of Blanchard and current superintendent of Shirley spoke in favor of continuing to explore regionalization. He said a regional agreement could be crafted to protect Boxborough.

Jennifer Campbell, Depot Rd., spoke against regionalization. She doesn't like how much pressure for fundraising is put on Acton PTO's to fund staff positions.

Amy Burke supported exploring the option further. She asked for the estimates on the savings from regionalization. She said there is some legislation that may offer incentives to regionalize. She also said that the regional agreement could address many of Boxborough's concerns. Mary Brolin said that there were no reliable estimates on the cost savings that could arise from regionalization.

Casey Cornett, Picnic St., asked about the design capacity of the school. Maria Neyland said 650. He noted that the building is operating at half-capacity. He asked how you would go about unravelling a region. No one had that answer. He asked about the process for making the decision. He was in favor of exploring regionalization further. He was not in favor of precluding other options.

Rachel Rodman, Depot Rd., had a question on transportation reimbursement. How would that work with school choice between Acton and Boxborough. Brigid Bieber said that would have to be worked out. Acton has its own buses, Boxborough contracts out for transportation. Acton would have to go through the regionalization process as well.

Andrew Gruskay, Daniel's Way, asked if there were any alternatives for school choice. Mary Brolin said that Blanchard is participating in choice. We can also contract out with specific towns so we are exploring that with Acton. This would keep us from adding out-of-town students to the region.

Kurt Hayes, Meadow Ln., spoke in favor of exploring regionalization further. He has some concerns about loss of local control but feels we can learn from other regional agreements on how to mitigate this.

Nathaniel Stuntz, Davidson Rd., likes having the option to choose different models of education for different children. He is very positive about regionalizing to expand options.

Pam Fleming, Depot Rd., wonders about choosing a school. Could Boxborough get first dibs on Blanchard. Ms. Brolin said it depends on the agreement. Ms. Fleming would hate to lose the music program or have to send her kids to Acton. Likes it the way it is.

John Markiewicz, Patch Hill Rd., wondered if a separate regional agreement with Acton that just deals with K-6 would be an option. Ms. Neyland is not sure we could do a separate agreement. She thought it would make things more complicated.

Rita Grossman, Depot Rd., asked if there would be any attempt to look at what the impact would be on real estate values. Ms. Neyland said that the study committee could look at that.

Mr. Hayes said that the education budget would be an assessment if Boxborough went forward with regionalization. He noted that the regional assessment only went up .6% vs 4.2% for Blanchard.

Anne Canfield, Stow Rd., said the biggest reason to vote yes is because there are so many unanswered questions. She felt a study committee could take advantage of the talents of community members to spread the work load. She likes the idea of school choice. While it's true that people came to Boxborough for the schools, the taxes are keeping people away.

Sue Reuther moved the question. The motion to end debate passed unanimously.

Action on Article 7, May 10, 2011: The motion on Article 7 carried by majority vote.

ARTICLE 8 SENSE OF THE MEETING – HUNTING ON TOWN-OWNED LAND

(Non-binding vote)

Rebecca Neville moved to adopt the following non-binding sense of the meeting resolution:

It is the sense of the town meeting that the Board of Selectmen continues to explore opening selected parcels of municipal land to deer hunting by archery, and that the Conservation Commission explore opening selected parcels of conservation land to limited deer hunting by archery, in an effort to reduce the town's deer herd, and to reduce the incidence of Lyme disease, the number of deer/vehicle collisions, and the damage to local crops and landscaping.

Summary

In 2009, in response to concerns raised by the Agricultural Commission and the Board of Health, the Board of Selectmen established an ad hoc Deer Control Committee to better understand issues relating to the town's deer herd. The Committee held a number of meetings and heard from a number of experts, including the Mass. Division of Wildlife. As a result of these meetings, the Committee made several recommendations to the Selectmen, including:

- Set a goal to decrease the deer population to approximately 8 deer/forested square mile (current estimate is approximately 20), to reduce the incidence of deer/vehicle collisions and incidence of Lyme disease
- Increase education on deer, Lyme disease and other tick-borne diseases
- Improve trails in town to separate hikers from ticks
- Encourage hunting on private land in town
- Consider opening selected parcels of town land to controlled hunting

The Committee reviewed a number of alternatives, including fencing and deer birth control methods. These were not considered to be practical, as fencing is prohibitively expensive and no deer birth control method has received FDA approval.

Currently, hunting occurs in town on privately owned and on state land. However, hunting on town land is not presently allowed by policy of the Board of Selectmen and the Conservation Commission. The town has over the years purchased a number of parcels and the purchase has made those parcels off limits to hunting, reducing the land in town available to hunting as a means to control the town's deer herd. The purpose of this sense of the meeting discussion is to assist the selectmen in gauging the town's desire to open selected parcels of town land to controlled hunting.

David Kembel, Deer Control Committee, gave a slide presentation on the background of the motion. He emphasized that allowing hunting on town land will not solve the Lyme disease problem in the short term and probably not in the long term. He would like everyone to become educated about the tick/Lyme Disease cycle.

David Follett gave the Conservation Commission perspective. He said that the Commission has no position on the motion. Hunting is recognized by the state as a valid recreational activity on town land. The Commission sees no evidence that deer are damaging the ecosystem in Boxborough. They are concerned about multi-use conflicts if hunting is permitted. He was also concerned that the public would think hunting will eliminate Lyme Disease. He cited state statistics that indicate the deer population in our area peaked in 2002 and is declining. The Commission recommended voting based on personal feelings about deer and hunting as no other basis is warranted.

The Finance Committee recommends (8 - 0).

Discussion: Jim Moss, Bicentennial Way, likes hunting and would like to see some parcels opened up for bow hunting.

Rachel Rodman, Depot Rd., was concerned about hunting on town land abutting private property. Mr. Kembel said that a hunter must be 500 feet from a house based on state law. She's worried about what parameters would be set. Ms. Neville said that public safety would be of paramount concern.

Owen Neville, Middle Rd., said that the Agricultural Commission communicated concern about deer damage to crops to the Deer Committee. He also has witnessed several deer/car collisions. He also believes there is damage to the forest vegetation. He was in favor of the motion.

Susan Kenyon, Old Harvard Rd., doesn't see the negative impact of deer. Her impression is that the impetus for this is crop/shrub damage and vehicle collisions. She is opposed to hunting and would not want it on public property that her tax dollars pay for. She also feels there is a safety issue and that hunting would not be compatible with other uses.

Al Murphy, Hill Rd., takes his dog off leash walking in the woods every day. He is concerned that his dog could possibly be a target. Mr. Kembel said statistically hunting is safer than many other activities that currently take place on conservation properties.

Walter Van Roggen, Patch Hill Rd., spoke in favor of the motion.

Kristen Sandhock, Middle Rd., was against bow hunting as a cruel method of hunting deer. She can see no reason to allow hunting that would justify the cruelty.

Maria Neyland moved the question. The motion to end debate carried by two-thirds vote, as declared by the moderator.

Action on Article 9, May 10, 2011: The motion failed. YES: 46 NO: 56

**ARTICLE 25 CAPITAL IMPROVEMENTS – SARGENT MEMORIAL LIBRARY - PAINTING
(Two-thirds majority vote required)**

Janet Glidden moved to transfer from the Stabilization Fund the sum of Twenty-Five Thousand (\$25,000) for the purpose of power washing, caulking and painting the exterior of the Sargent Memorial Library.

The Library Board of Trustees recommends unanimously.

The Library Trustees voted unanimously to recommend the appropriation of \$25,000 for the purpose of power washing and painting the exterior of the library. The library was last painted in 2004; the surface has mildew and is peeling. The Trustees feel it is very important to maintain and protect this important town asset.

Ms. Glidden made a slide presentation in support of the motion. The library is 6 years old the paint is peeling, joints need caulking, etc. Current bids are below \$25,000 and if references check out. Pushing it off till next year will not make it cheaper

The Finance Committee does not recommend (5 – 1).

Majority

After inspecting the building the majority of the FinCom does not believe that painting is required. They do believe that a power washing will do as well as minor touch up to the existing paint.

Minority

When the library was built using wood siding rather than brick, we knew that we would be required to paint the building every 5 to 7 years. The building has not been painted since it was built and a minority of the FinCom believes that the Town should paint the building in FY2012 rather than wait another year.

Discussion: Mr. Follett asked if the DPW director had an opinion. Mr. Garmon thought the painting could wait a year. Mr. Bunyard said that it's important to maintain buildings before problems get too large. Brad Dye, Leonard Rd., spoke against the motion. He suggested we look into options that don't need to be maintained as frequently. Ms. Glidden said that bricks were too expensive. The surface is not wood—it is hardy plank and should hold paint longer.

Greg Ross, Guggins Ln. asked why a maintenance item needed a 2/3 vote. Mr. Raad said the FinCom wanted more people to have to weigh in on big ticket items even if they're not capital. Mr. Ross was in favor of doing the maintenance this year.

Ms. Neyland, Picnic St. pointed to the \$750,000 in the capital plan for next year. She thought painting should be done now. Mr. Raad said that he had taken the time to inspect the outside of the library. It could use a power wash and there are some areas that are peeling but overall was in good shape.

Action on Article 25, May 10, 2011: The motion on Article 25 failed to get the required two-thirds majority for passage of monies from the Stabilization Fund. Vote Count: YES: 52 NO: 38

ARTICLE 26 ACQUISITION OF SIDEWALK EASEMENT

(Majority vote required)

Nancy Fillmore moved to authorize the Board of Selectmen to acquire by gift an easement for sidewalk purposes as shown on a plan entitled *Easement Exhibit, #709 Massachusetts Avenue, Boxborough, Massachusetts*, dated 3/31/11 and prepared by Goldsmith, Prest & Ringwall, Inc.

Summary

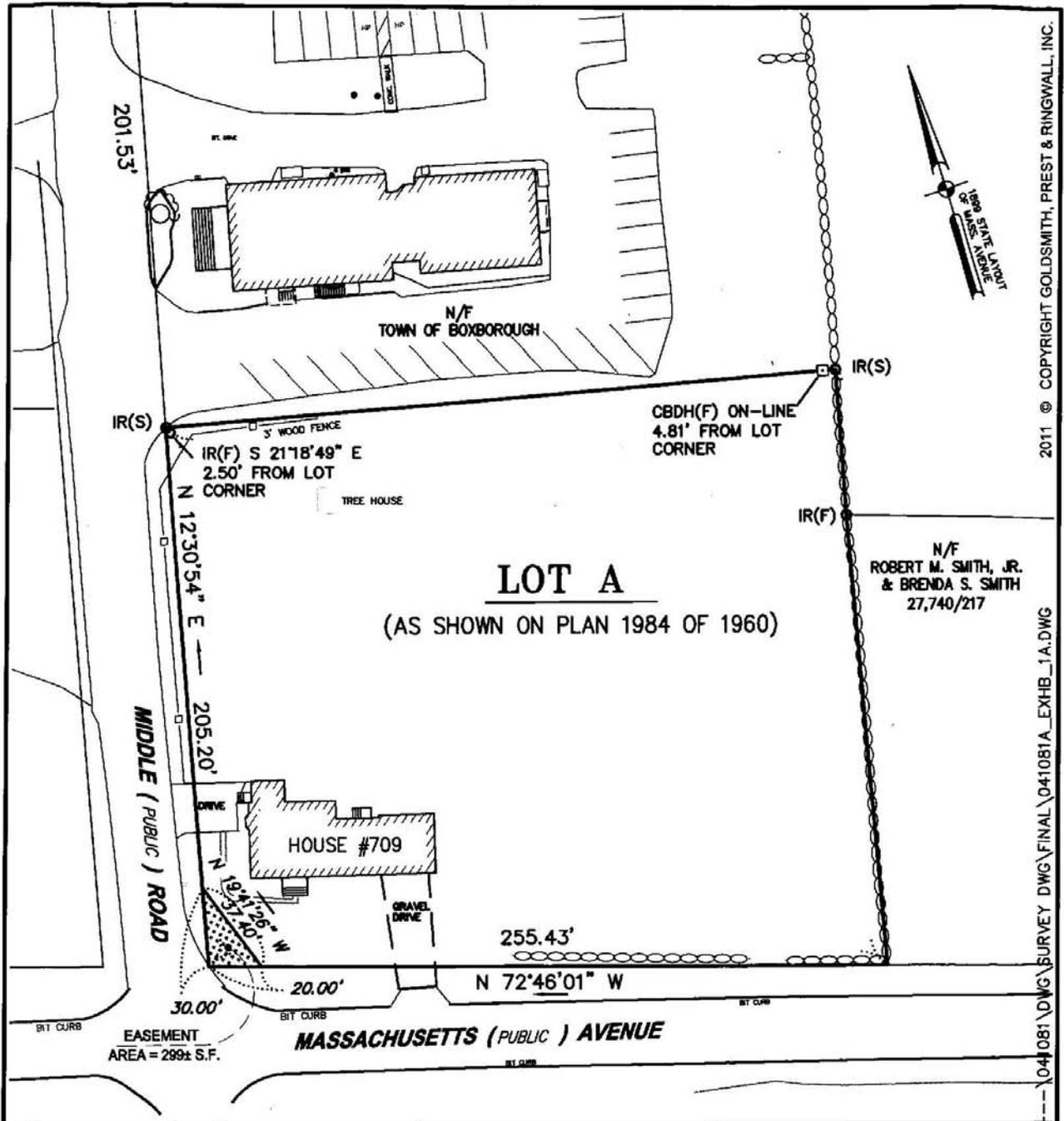
There has been a significant increase in pedestrian traffic along Massachusetts Avenue (Route 111) with the development of the 48 residential units in Boxborough Meadows and the sidewalk between Stow Road and the Blanchard Elementary School. Now that the trail between the School and the Library is complete, it is highly likely that there will be even more pedestrian traffic. Additionally, a significant number of children cross Massachusetts Avenue in two locations: at Middle Road, in order to get to Flerra Field, and at Loring Avenue to reach the shopping plaza.

The Town has received a permit extension from MassDoT for the installation of crosswalks in both of these locations. As part of the Planning Board's effort for safe pedestrian walkways along Massachusetts Avenue, the Board will be working with the Selectmen and the Department of Public Works on the installation of the two crosswalks and a new sidewalk along Middle Road to the Town Hall. To accommodate the sidewalk at the northeast corner of Massachusetts Avenue and Middle Road, the property owners have offered to gift to the Town an easement. The Planning Board is supportive of this warrant article and thankful that the property owners have offered the easement. The easement is needed because there is not enough land for a sidewalk without it.

The Board of Selectmen recommends unanimously (5 – 0) and thanks the generosity of the donor.

The Finance Committee recommends (8 – 0).

Action on Article 26, May 10, 2011: The motion on Article 26 carried unanimously.



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PLAN REF: 1984 OF 1960 FROM THE MIDDLESEX COUNTY SOUTH DISTRICT, REGISTRY OF DEEDS

SCALE: 1" = 50'

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#709 MASSACHUSETTS AVENUE
BOXBOROUGH, MASSACHUSETTS

EASEMENT EXHIBIT

JOB: 041081-A
BY: DSB | CHK: DEM
DATE: 3/31/11
EXHB-1

ARTICLE 27 CONSERVATION TRUST FUND

(Majority vote required)

Dennis Reip moved to transfer from Free Cash the sum of Five Thousand (\$5,000), said sum to be transferred to the Town's Conservation Trust Fund.

Summary

The appropriation is intended to fund anticipated capital needs related to conservation of land in Boxborough.

Justification and Need

1. The Conservation Trust Fund was established under the Conservation Commission Act in 1957 and is intended to provide funds for the following purposes:
 - Purchase of Land
 - Capital Improvement of Land
 - Expenses related to land purchase such as appraisals, title searches etc.
 - Improvement of conservation land.
 - Monitoring of Conservation restrictions.
 - Cost of preparing open space plans and maps.
2. The Conservation Trust Fund has the following upcoming anticipated expenses:
 - Review of Land Acquisition Opportunities - There are a number of parcels (both in and out of Chapter) that may be offered to the Town. Typical due diligence for review of acquisition opportunities (before bringing a potential acquisition to Town Meeting) incurs costs on the order of \$10,000 for appraisals, title searches, and engineering and/or environmental review.
 - Control of Invasive Plants on Conservation Land - Implementation of invasive control plans will involve the cost of contracted labor and equipment.
 - Improve the Monitoring of Conservation Restrictions - Preparation and recording of baseline documentation will involve the cost of contracted consultant services.
3. The Conservation Trust Fund currently has a balance of approximately \$25,000. An estimated working balance of \$30,000 is proposed in order to adequately meet the anticipated expenses.

Background Information

1. From 1990 to 1999 Town Meeting appropriated an average of \$5,000/year to the Conservation Trust Fund.
2. From 2000 to 2010 only one appropriation for \$15,000 was made.
3. Operations and maintenance are funded separately.
4. Other sources of funds available to the Conservation Commission such as state and town filing fees are limited to covering expenses associated with reviewing and protecting wetland resource areas and land with wetlands interests. The Conservation Trust Fund may be directed toward broader range Conservation land interests independent of wetland resource protection.

Arguments in Favor of a \$5,000 appropriation to the Conservation Trust Fund:

1. Providing this appropriation to the Conservation Trust Fund is consistent with the town's current Capital Planning efforts and objectives.
2. The Conservation Trust Fund will provide an immediate and dedicated source of money to pay for anticipated needs, and avoids the need for ad hoc funding out the town's annual operating budget.

Arguments Against a \$5,000 appropriation to the Conservation Trust Fund

1. The anticipated expenses are uncertain, and should be considered and paid as the needs arise.

The Board of Selectmen recommends (5 – 0).

The Board of Selectmen supports the Commission in its request to increase the fund by \$5,000 to a level of \$30,000. The Conservation Trust Fund enables the Conservation Commission to carry out a variety of prudent activities including land value assessment, engineering and other services in support of potential land acquisition that might otherwise not happen due to the time constraints of the opportunity.

The Finance Committee does not recommend (5 – 1).

The majority of FinCom did not approve this article and feels that adding \$5K every year to the Conservation Trust Fund does not really address the Conservation Commission’s goals for using such funds. There are enough monies in the Special Funds and Trust Fund accounts over which the Commission has control to fund any studies that the Commission wants to conduct. This item was on the FY2012 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

The Conservation Commission recommends (4 – 0).

Discussion: Rita Grossman, Depot Rd., said that \$5000 was very frugal. Conservation easements need monitoring and if a property in chapter comes up for sale, money is needed quickly for engineering studies before a purchase decision could be made. Invasives control also costs money if an effort wants to be made to really tackle the problem.

Charlene Golden, Hill Rd., wanted people to understand that current funds under ConsCom control are for Wetlands Bylaw issues. If a piece of chapter land comes, the town only has 120 days to respond. Need to be able to act quickly.

Michael Toups, Flagg Hill Rd., had some concerns. He asked why a reserve fund transfer couldn’t be used to address the immediate needs for a quick land appraisal. He was hesitant to put money away in a dedicated fund. Mr. Raad said that a reserve fund transfer could be used for that purpose.

K.C. Donovan, Flagg Hill Rd., felt that establishing a fund of this sort was long overdue.

Brigid Bieber moved the question. The motion to end debate carried by 2/3 majority as declared by the moderator.

Action on Article 27, May 10, 2011: The motion carried by majority vote.

ARTICLE 28 AMEND NOTICE OF TOWN MEETING BYLAW

(Majority vote required)

Rebecca Neville moved to amend the *Notice of Town Meeting Bylaw* by striking the last sentence of the Bylaw as written in the Annual Town Meeting warrant under Article 28 so that the Bylaw will now read:

The Board of Selectmen shall give notice of all Town Meetings by posting attested copies of the Warrant calling the same, in not less than five (5) public places in the Town at least fourteen (14) days before the time of holding the Meeting.

The Board of Selectmen recommends unanimously (5 – 0).

The Board of Selectmen recommends amending the *Notice of Town Meeting Bylaw*. The printing and mailing of the annual town meeting warrant costs about \$5,000. Town residents would be informed several weeks before town meeting of the date warrants would be available. At least fourteen days prior to the start of town meeting, the warrant would be posted electronically on the town's website and printed copies would be made available to anyone who requests one. Printed copies would also be available at the Town Hall and Sargent Memorial Library. We currently print 1,900 copies of the warrant, mailing approximately 1,650, and would be able to reduce that number significantly. Along with the financial benefit to the town, there is also an environmental benefit of not printing and mailing all the warrants.

The Finance Committee recommends (8 - 0).

This article has a positive financial impact to the town as we do not need to print and mail the copies.

Discussion: Owen Neville, Middle Rd. spoke against the motion. He wasn't worried about long-time residents remembering to attend town meeting but felt new residents deserve to be invited. Mr. Cornett agreed with Mr. Neville. He thought at least an invitation should be mailed, if not the actual warrant. Ms. Neville said the BOS discussed sending a post card to everyone. Mr. Raad reminded the meeting that the motion is to amend the bylaw which does not require that a warrant be mailed, just a "summary". Town Counsel responded that a summary is more than listing of warrant articles. Mr. Dye appreciated the intent of the amendment but believes it should be defeated. He thinks the warrant should be mailed to every resident. He thinks the lack of attendance at town meeting is a call to reach out even more.

Ms. Neville moved to amend the main motion by adding after the words "in not less than five (5) public places in the town" the following words: "and by mailing notification of said town meeting to each place of residence in the town where one or more registered voters reside."

Mr. Fox spoke against the amendment. He said the town should inform the voters of the complete business of the town. Mr. Cornett said amendment is inadequate. Ms. Canfield thought 14 days would not be adequate if only a post card were mailed out.

Action on the amendment: The motion to amend Article 28 carried by majority vote.

Mr. Fox spoke against the amended motion. Mr. Bunyard agreed with Mr. Dye. We need to look at ways to engage town residents in the business of the town. Hugh Fortmiller, Sargent Rd., also agreed with Mr. Dye. He suggested that the BoS make an effort to make people aware of what is at stake at town meeting by highlighting the important articles.

Mr. Raad, said that ,short of door prizes, attendance is not going to change. He pointed out that the full warrant was mailed and still the attendance was low.

Ms. Fillmore moved the question. Motion to end debate carried by 2/3 majority as declared by the moderator.

Action on amended motion under Article 28, May 10, 2011: The amended motion failed.

Ms. Neville moved to reconsider Article 5 for the purpose of increasing the Town Hall (Other) line item by \$3000 to cover the cost of printing and mailing the warrant.

Sue Reuther, Reed Farm Rd., moved the question. The motion to end debated carried by 2/3 majority, as declared by the Moderator.

Ms. Neville moved to transfer from Free Cash the sum of Three Thousand Dollars (\$3,000), said sum to be added to the amounts appropriated pursuant to Article 5 of the 2011 Annual Town Meeting for the purpose of funding and mailing the town meeting warrants; and further that the following adjustments be made to the FY 2012 budget:

Department 192, Total Other – Town Hall: Increase by the sum of Three Thousand Dollars (\$3,000).

Ms. Reuther moved the question. The motion to end debate carried by 2/3 majority, as declared by the Moderator.

Action on the motion to amend Article 5, May 10, 2011: The motion to amend Article 5 passed by majority vote.

Karim Raad moved that the Town appropriate the sum of:

\$19,866,428

for the operations and expenses of the Town during the fiscal year beginning July 1, 2011, 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 FY2012 Budget, except for

Department 192, Total Other – Town Hall, is increased by \$3000,

Department 523, Total Other – Mental Health Services, \$0 is increased to \$7,000,

Department 610, Total Salaries - Library, \$196,039 is increased to \$197,442,

Department 610, Total Other – Library, \$113,000 is decreased to \$111,597,

that an amount of **\$48,468** be transferred from Free Cash

and that the balance be raised by taxation.

Action on the motion to amend the final appropriation, May 10, 2011: The motion carried by majority vote.

ARTICLE 29 AMEND FINANCE COMMITTEE BYLAW

(Majority vote required)

Karim Raad moved to pass over Article 29. With the failure of passage of Article 28 there was no longer a need to amend the Finance Committee Bylaw.

Action on Article 29, May 10, 2011: The motion to pass over Article 29 carried unanimously.

ARTICLE 30 AMEND FIRE ALARMS AND PROTECTIONS SYSTEM BYLAW

(Majority vote required)

Les Fox moved to amend Sections 1, 4, 10 and 12 of the *Fire Alarms and Protection System Bylaw* as printed in the Annual Town Meeting warrant under Article 30.

Section 1

The proliferation of fire alarm systems monitored by the Boxborough Fire Department has imposed an increasing burden on said Department. In addition, the erroneous and mistaken use of fire alarm systems and those that are not installed, maintained or operated properly has resulted in increased **responses and associated costs** by the Boxborough Fire Department and is creating a hazard to the members of said Department and to the general public. The purpose of this chapter is to regulate the use of said alarm systems and to reduce the incidence of false alarms.

Section 4

After due notice and a public hearing, the Board of Selectmen, upon recommendation from the Fire Chief, may from time to time adopt and amend a fee schedule associated with this bylaw, a copy of which shall be filed in the office of the Town Clerk **and posted on the town's website**. Said schedule shall include registration and permit fees, annual fire alarm service fees, reconnection fees, penalties for false alarms and fines associated with violations of any provisions of this bylaw.

Section 10

- (b) The following fines and charges shall be imposed upon the alarm system permit holder for activation of an alarm system by error, mistake or malfunction, as the case may be, in violation of subsection (a) hereof:
- (1) Up to **three (3)** such false fire alarms may occur in **a one year period** without the imposition of a penalty.
 - (2) The **fourth (4th)** such false alarm and every such subsequent false fire alarm during any one year period shall result in a fine per false alarm in an amount specified in the *Schedule of Fees and Penalties*.
- (c) **As soon as possible after the second (2nd) such** false alarm, **and if** time permits, a registered written warning shall be sent by the Department to the alarm system permit holder.
- (d) **Upon occurrence of the third (3rd)** such false alarm, a written order from the Department **requiring the alarm system to be inspected and the Department notified of corrective action taken** shall be issued to the alarm system permit holder.

Section 12

- (a) A written notice will be issued by the Fire Chief to the offender. The notice shall include the following:
- (1) direct the offender to appear before the clerk-magistrate of the local district court within twenty-one (21) days;
 - (2) as an alternative, pay a specified fine within twenty-one (21) days; or
 - (3) as an alternative, request a hearing on the violations.

Hearings will be held either before a judge, a clerk or assistant clerk. The Town will present its case and a decision will be rendered by the court.

The Board of Selectmen recommends unanimously (5 – 0).

The proposed changes to the Fire Alarms and Protections System Bylaw will place increased onus on owners of fire alarm systems to properly maintain and operate them to minimize the number of accidental, non-intentional false alarms, which have been occurring at an increasing rate in recent years. The penalty amounts for false alarms can set at the discretion of the Fire Chief, but a Bylaw change is required to lower the false-alarm penalty threshold from four incidents to three in one year. Minor changes to language will also clarify the process for proper notifications and owner responsibilities for corrective action. Approval of the Bylaw amendments will improve the ability of the Fire Chief to address the problem of too many false alarms.

A duly noticed public hearing on the proposed amendments was held on March 28, 2011.

The Finance Committee recommends (8 - 0).

This item does have a positive financial impact to the town.

Action on Article 30: The motion on Article 30 carried unanimously.

ARTICLE 31 ROAD ACCEPTANCE – WINDERMERE DRIVE

(Majority vote required)

Les Fox moved to accept as a public way Windermere Drive, laid out by the Board of Selectmen as shown on the plan endorsed by the Planning Board “Subdivision Approval Not Required,” entitled Plan of Land in Boxborough, MA, dated June 22, 1998, recorded with the Middlesex South District Registry of Deeds as Plan No. 646 of 1998 (two sheets) in Book 28741, Page 193, which plan has been filed with the Town Clerk.

The Board of Selectmen recommends (4 – 1).

Approval of this article will close out an incomplete action that should have taken place years ago, but fell through the cracks. The town and public will benefit from approval of this article.

Windermere Drive leads from Flagg Hill Road to a private residence and set of town trail systems accessing the Flagg Hill conservation land. The town currently owns the road right-of-way (“fee in the road”), and over the years has been plowing it in the interest of public safety, according to policy of the Selectmen. Although Windermere Drive was designed and established under the Subdivision Control Law the road was never presented to town meeting for acceptance as a public way. On March 14, 2011, as a first step in due process to reach closure, the Selectmen voted to formally lay out the road by reference to the June 22, 1998 ANR (Approval Not Required) plan. The layout order has been delivered to the Town Clerk, and this acceptance article placed on the warrant. Since the town already owns the road fee and the selectmen have approved the layout, acceptance by town meeting is all that remains. No funds are required to complete the acceptance.

Acceptance of Windermere Drive as a public way will increase the road mileage and therefore annual highway funds credited to Boxborough under Chapter 90. More importantly, it will allow the town to legally and properly maintain the roadway in the interest of public safety, and to make desirable improvements to parking areas servicing the Flagg Hill conservation lands.

The Finance Committee recommends (7 – 1).

Discussion: Mr. Donovan pointed out that the road is surrounded by conservation land. Why would the town want Windermere to be a town road when it leads to one home. Mr. Fox asked the Town Planner to speak to the question. Ms Hughes said the road was built as a subdivision road. When the developer went bankrupt, it was laid out as a private road. The town purchased some of the former lots and acquired the fee in the road in 2006. The state lays out the requirements for accepting a road as a public way.

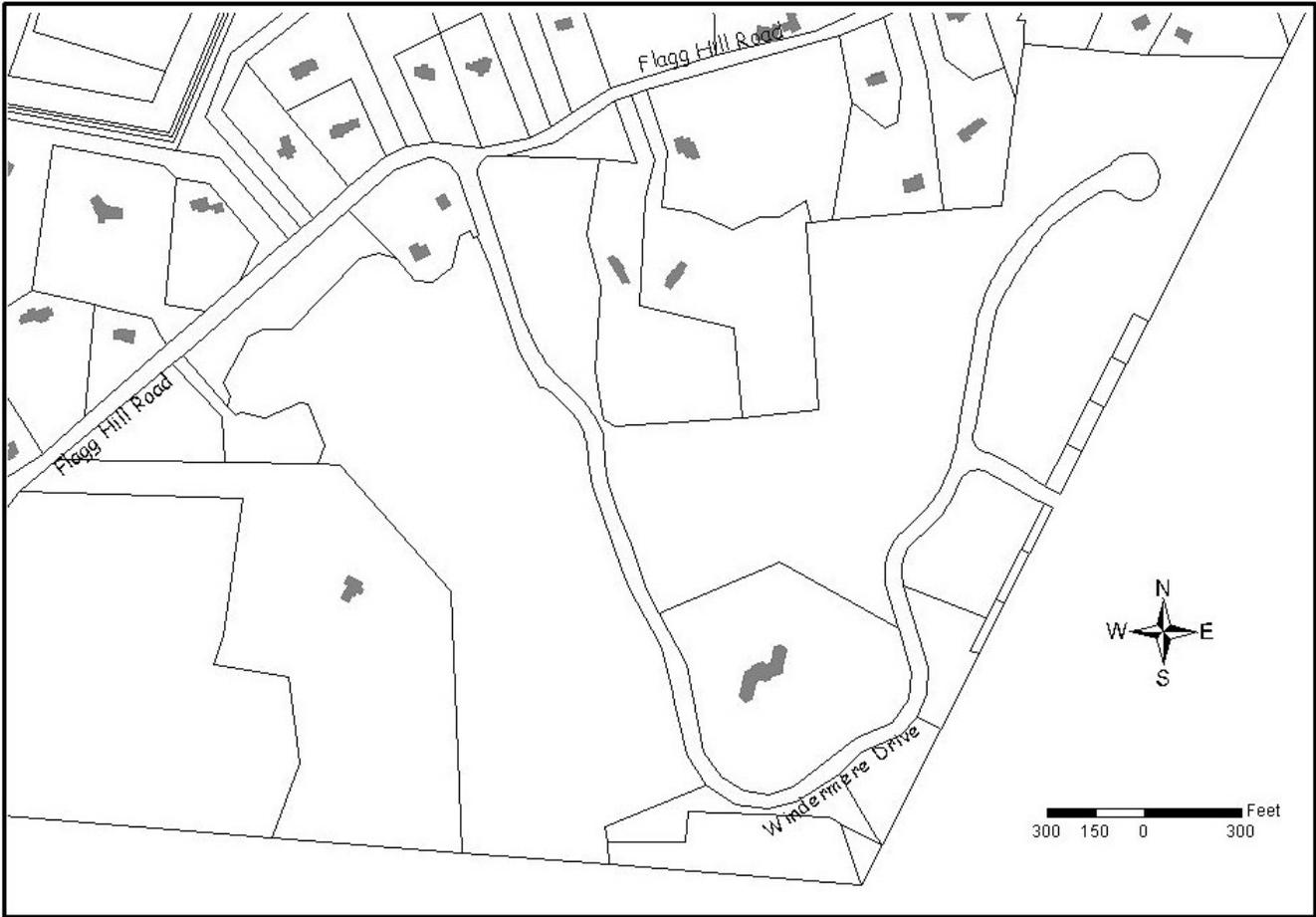
Mr. Cornett asked whether the town accepted the responsibility for maintenance when we acquired the fee-in-the-road. The town is one of two property owners with rights to the road. The town cannot use chapter monies for maintenance of this road.

Noting the time, the Moderator asked for a motion to table discussion in order to act on a motion to extend discussion of new articles after the 10:30pm deadline. It was moved and seconded to table discussion on Article 31. Les Fox made a motion to extend past 10:30pm. The motion to extend discussion of new articles past the 10:30pm deadline carried. There was a motion to take Article 31 off the table. That motion carried.

Mr. Cornett continued with his remarks and wondered if the town were taking responsibility for maintaining someone's long driveway. A Houghton Lane resident asked for the minority report of the BOS. Ms Neville said that she felt the homeowner should take some responsibility for maintenance.

Ms. Reuther asked to move the question. The motion to end debate carried by 2/3 majority.

Action on Article 31, May 10, 2011: The motion on Article 31 carried by majority vote.



Frank Powers moved to approve the Consent Agenda, Articles 32 through 36, inclusive, as written in the Annual Town Meeting warrant under articles 32 through 36 inclusive.

Action on the motion: The motion carried unanimously.

ARTICLE 32 ADJUST SENIOR CITIZEN TAX WORK-OFF ABATEMENT**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of clause 2 of Section 43 of Chapter 188 of the Acts of 2010, amending Chapter 59 Section 5K of the General Laws, to adjust the maximum abatement allowed under the senior citizen property tax work-off program established by the Board of Selectmen, to be based upon 125 volunteer service hours in a given tax year; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 – 0).

Boxborough has been using the senior tax write-off program since 2001 when the state granted municipalities the opportunity to implement this program. In summary, we allow seniors to conduct necessary work projects for various departments in the town and in return, their taxes are reduced. The effective rate of “pay” for seniors is minimum wage (\$8 per hour). Until recently, the maximum limit for any senior’s tax write-off in a given year was \$750. In 2010, the state law was modified to increase this limit subject to approval by individual municipalities to be based upon 125 maximum number of service hours, which is \$1,000, at the current minimum wage.

Our COA Coordinator manages this program and ensures that the program is administered fairly to provide optimal benefit to both seniors and to the town. She evaluates support requests from Department Heads and allocates tasks to seniors who have volunteered. This program has been tremendously worthwhile in Boxborough, benefiting BOTH the town (saving roughly \$10,000 per year) and the participating seniors. In general, most participating seniors accrue a tax benefit well below the current limit (\$750) but, in a few cases, there is a bona fide need to use seniors with special skill sets (e.g., a strong information technology background or a strong accounting/finance background) to a greater extent than the current limit. For that reason we propose to increase the program to the maximum service hours allowed by the state, i.e. 125 hours. The COA Coordinator will ensure that this new maximum limit will be used only for those seniors who have legitimate special skills warranting extra work assignments.

The Finance Committee recommends (8 - 0).

Action on Article 32, May 10, 2011: The motion on Article 32 carried unanimously as part of the motion on the Consent Agenda.

ARTICLE 33 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 One Thousand Seven Hundred Sixty-One Dollars and fifty-four Cents (\$1,761.54), 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 9	May 2008 (ATM) Police Dept - Defibrillators	\$261.40
Article 8	May 2010 (ATM) Fire Dept. – Prior year bill	.14
Article 14	May 2010 (ATM) Town Clerk – Notice Board	1,500.00
Total:		<u><u>\$1,761.54</u></u>

The Board of Selectmen recommends unanimously (5 – 0).

The Finance Committee recommends (8 - 0).

Action on Article 33, May 10, 2011: The motion on Article 33 carried unanimously as part of the motion on the Consent Agenda.

ARTICLE 34 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 (5 - 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 (8 - 0).

Action on Article 34, May 10, 2011: The motion on Article 34 carried unanimously as part of the motion on the Consent Agenda.

ARTICLE 35 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 (5 – 0).

The Finance Committee recommends.

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 Article 35, May 10, 2011: The motion on Article 35 carried unanimously as part of the motion on the Consent Agenda.

ARTICLE 36 DEPARTMENTAL REVOLVING FUNDS RE-AUTHORIZATION**

(Majority vote required)

To see if the Town will vote to reauthorize revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes: electrical inspection fees; plumbing/gas inspection fees; firearms permits fees; library fees, fines and penalties, dog licensing fees and penalties; sale of trees and other wood, farm products & leasing and rental fees; integrated preschool tuition; fees associated with the regulation of the local Wetland Bylaw; fees collected from the Planning Board for applications to modify existing parcel boundaries and/or the creation of new parcels; fares and reimbursement from Montachusett Regional Transit Authority (MART); annual fire alarm service fees; and rental of Community Gardens' plots; said fees of the revolving accounts to be expended by the authorized entity without further appropriation; or take any other action relative thereto.

Revolving Fund	Authority to Spend Funds	Revenue Source	Use of Funds	FY 12 Spending Limit	Disposition for FY 12 Fund Balance
Electrical Inspection	Building Inspector	Electrical inspection fees	To pay Electrical Inspector for inspections conducted by him	\$50,000	Carryover to FY 2013 to pay for inspections for permits not yet completed
Plumbing & Gas Inspection	Building Inspector	Plumbing/gas inspection fees	To pay the Plumbing/Gas Inspector for inspections conducted by him	\$15,000	Carryover to FY 2013 to pay for inspections for permits not yet completed
Firearms Permits	Police Chief	Firearms Permits fees	To defray expenses for cost of administering firearms licensing program	\$2,000	Carryover to FY 2013 to pay for expenses not yet completed
Library Fines	Library Director	Library fees, fines & penalties	To defray costs of library material acquisitions/ services	\$7,500	Carryover to FY 2013 to pay for expenses not yet completed
Dog License Fees	Town Clerk	Dog licensing fees & penalties	To defray expenses related to licensing, damage to livestock and fowl, and penalties paid to Dog Officer	\$4,000	Carryover to FY 2013 to pay for expenses not yet completed
Steele Farm	Steele Farm Advisory Committee, by majority vote	Sale of trees & other wood, farm products & leasing and rental fees	To defray related expenses of the Steele Farm	\$10,000	Carryover to FY 2013 to pay for expenses not yet completed

Revolving Fund	Authority to Spend Funds	Revenue Source	Use of Funds	FY 12 Spending Limit	Disposition for FY 12 Fund Balance
Integrated Preschool Program	Blanchard Memorial School Business Manager under direction of Boxborough School Committee & Blanchard Memorial School Superintendent	Tuition	To defray Program expenses	\$44,000	Carryover to FY 2013
Conservation Commission	Conservation Commission within the administrative procedures established by the Board of Selectmen, and by majority vote of the Commission	Fees associated with the regulation of the local Wetland Bylaw	To defray expenses directly attributable to local Wetland Bylaw regulatory activities (excluding legal expenses)	\$20,000	Carryover to FY 2013 to pay for expenses not yet completed
GIS Assessor Maps	Town Administrator	Fees collected from the Planning Board for applications to modify existing parcel boundaries and/or the creation of new parcels	To defray expenses associated with the updating of the GIS Assessor maps	\$5,000	Carryover to FY 2013 to pay for expenses not yet completed
Senior Van	Town Administrator	Fares and reimbursement from Montachusett Regional Transit Authority (MART)	To defray expenses associated with the operations of the senior van	\$4,000	Carryover to FY 2013 to pay for expenses not yet completed
Fire Alarm System Maintenance	Fire Chief	Annual fire alarm service fees	To defray expenses related to the operation & maintenance of the fire alarm monitoring systems	\$4,100	Carryover to FY 2013 to pay for expenses not yet completed
Community Gardens	Agricultural Commission, by majority vote	Rental of plots	Management & care of Community Gardens	\$2,000	Carryover to FY 2013 to pay for expenses not yet completed

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends (8 - 0).

Action on Article 36, May 10, 2011: The motion on Article 36 carried unanimously as part of the motion on the Consent Agenda.

Mr. Neville moved to dissolve the Annual Town Meeting at 10:30pm.