



**TOWN OF BOXBOROUGH
SPECIAL/ANNUAL TOWN MEETING
MAY 8, 2006
LIST OF ARTICLES**

SPECIAL TOWN MEETING

1. **CLOSE OUT OLD ARTICLES**
2. **SUPPLEMENTAL APPROPRIATION – REPLACE ROOFS AT TOWN HALL, POLICE STATION AND STEELE FARM**
3. **LAND PURCHASE**

ANNUAL TOWN MEETING

1. **CHOOSE TOWN OFFICERS**
QUESTION 1 - REMOVAL OF SNOW AND ICE FROM PRIVATE WAYS
2. **HEAR AND RECEIVE REPORTS**
3. **SET SALARIES AND COMPENSATION OF OFFICERS**
4. **PERSONNEL ADMINISTRATION PLAN CHANGES**
5. **TOWN OPERATING BUDGET**
6. **LIBRARY – PART-TIME CHILDREN’S LIBRARIAN**
7. **LIBRARY – ADDITIONAL HOURS OF OPERATION**
8. **PAYMENT OF PRIOR YEAR BILLS**
9. **CAPITAL EXPENDITURE - BLANCHARD MEMORIAL SCHOOL – RENOVATIONS**
10. **PETITION ARTICLE – PROHIBITION OF FIREARM DISCHARGE BYLAW##**
11. **MOVE TO FEE FOR SERVICES AT TRANSFER STATION (PAYT)++**
12. **CAPITAL EXPENDITURE – TOWN HALL RENOVATIONS, ALTERATIONS & FURNISHINGS**
13. **TOWN-WIDE CLASSIFICATION AND COMPENSATION STUDY**
14. **INTER-MUNICIPAL AGREEMENT - SHARED ANIMAL CONTROL DEPARTMENT**
15. **CAPITAL EXPENDITURE – ONE-TON DUMP TRUCK**
16. **CAPITAL EXPENDITURE – REPLACE SAND/SALT MIX SHED**
17. **RE-CODIFICATION OF ZONING BYLAWS**
18. **REVOLVING FUND - ELECTRICAL INSPECTION****

19. **REVOLVING FUND - PLUMBING AND GAS INSPECTION****
20. **REVOLVING FUND - FIRE ARMS PERMITS****
21. **REVOLVING FUND – LIBRARY FINES****
22. **REVOLVING FUND – DOG LICENSE FEES****
23. **REVOLVING FUND – STEELE FARM****
24. **REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM****
25. **REVOLVING FUND – CONSERVATION COMMISSION WETLAND BYLAW****
26. **ELDERLY TAX RELIEF – INCREASE IN EXEMPTIONS****
27. **ROAD ACCEPTANCE – PRIEST LANE****
28. **ROAD ACCEPTANCE – PATCH HILL ROAD****
29. **CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM****
30. **AMEND POLICE DEPARTMENT BYLAW****
31. **AMEND FIRE ALARM AND PROTECTION SYSTEMS BYLAW****
32. **SET INTEREST RATE FOR SENIOR TAX DEFERRAL****
33. **ROADWAY AND UTILITY EASEMENT – HILL ROAD****
34. **BOH - INTER-MUNICIPAL MUTUAL AID AGREEMENT(S)****
35. **RESIDENCY REQUIREMENTS FOR REGULAR FIRE AND POLICE OFFICERS****
36. **AMEND COUNCIL ON AGING BYLAW****

LEGEND

- ** CONSENT AGENDA**
- ## PETITION ARTICLE – submitted by petition by ten or more registered voters in the town**
- ++ SENSE OF THE MEETING VOTE – non-binding**



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, Massachusetts Avenue, Boxborough, MA on Monday, May 8, 2006 at 7:30 p.m. to act on Articles 1 through 3 of this Special Town Meeting Warrant.

ARTICLE 1 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 Nine Thousand Five Hundred Sixty-Seven Dollars and Sixty-Three Cents (\$9,567.63), more or less, as voted by past Town Meetings, or take or take any other action relative thereto.

The articles to be closed or reduced are indicated below:

Article #		Description	Amount
Article 25	May 2001 (ATM)	Thermal Imaging Camera (Fire Dept.)	\$111.50
Article 3 (STM)	Nov. 2001	Town-Wide Historic Inventory	556.14
Article 3	May 2004 (STM)	Police Cruiser	437.46
Article 22	May 2004 (ATM)	Heavy Duty Dump Truck (DPW)	2009.00
Article 23	May 2004 (ATM)	One-Ton Pick-up Truck with plow (DPW)	883.00
Article 24	May 2004 (ATM)	Town Hall Copier	5,432.85
Article 25	May 2004 (ATM)	Emergency Response Vehicle (Fire Dept.)	125.40
Article 4	Jan. 2005 (STM)	Police Cruiser Modems	12.28
			<hr/> <u>\$9,567.63</u>

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

The Finance Committee recommends (5 – 3).

This is a housekeeping article in the sense of dispositioning funds that were appropriated in excess of the actual cost required to fulfill the purposes of the several warrant articles included herein. If left in their warrant article

accounts, these funds cannot be used for other legitimate purposes. If transferred to the General Fund, these monies will in the future be used to assist in funding other items or services that the Town Meeting may decide. The only meaningful question in the disposition of these funds is whether they should be transferred to the General Fund, from which future expenditures require a majority vote, or perhaps to the Stabilization Fund, from which future expenditures would require a 2/3 vote. While there are sensible reasons for increasing the Stabilization Fund, the judgment of the FinCom at this time of fairly strained finances is that the slightly greater flexibility afforded by transferring these monies to the General Fund is the preferred approach.

Finance Committee Minority Position

The Finance committee believes that this article is the right process for cleaning out old and unused warrant articles. The discussion that the FinCom had was the best use for the funds when old articles are closed out. Some of us believe that in the future the funds left over from closing out of old articles should be moved to stabilization rather than free cash. We know this requires a 2/3 vote, but believe that we need to start adding to stabilization. There is also question if any of these articles were bonded. We hope to have this question resolved by the time of the ATM.

NOTES:

**ARTICLE 2 SUPPLEMENTAL APPROPRIATION – REPLACE ROOFS AT TOWN HALL,
POLICE STATION AND STEELE FARM**

(Majority vote required)

To see if the town will vote to raise and appropriate or transfer from available funds a sum of money to supplement the appropriation voted under Article 18 of the May 9, 2005 Annual Town Meeting for the purpose of replacing the roofs for Town Hall, Police Station and Steele Farm barn; or take any other action relative thereto.

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

In May 2005, Town Meeting appropriated \$41,450 to replace roofs on Town Hall (newer east and joining sections of building), the Police Station and the barn at Steele Farm. A Proposition 2 1/2 capital expenditure exclusion for this appropriation was approved on Ballot Question 7.

The amount of \$41,450 requested in May 2005 was based on non-binding bids that had been submitted to the town. It was later discovered that the bids were defective – prevailing wage rates had not been used to calculate labor costs as required by law. Re-bids of the work came in well over the amount appropriated by town meeting. The Selectmen and FinCom explored a number of options to carry out the work within the scope of town meeting authorization, and laws governing municipal procurement. These options included use of the Reserve Fund for modest supplemental funding, use of lower-cost DPW labor, and professional project management contributed by residents. Unfortunately, these options were not workable, so fresh new bids at prevailing wages were solicited. The new bids that we have received significantly exceed the FY 06 authorization, requiring the Selectmen to seek supplemental funding under this article.

The original justification has not changed: the roofs on the Town Hall and the Police Station are the original ones from when those buildings were built in 1988. They are still leaking and must be replaced. The roof on the barn at Steele Farm is failing. The Board of Selectmen recommends that these roofs be replaced to prevent further water damage. Despite the increase in costs, these are not optional expenditures. The repair work is critical to protecting our investment in these town facilities.

The Finance Committee recommends unanimously.

At the May 2005 Annual Town Meeting, voters approved a Warrant Article for \$41,450 to accomplish roof repairs at the Town Hall, Police Station, and Steele Farm. An initial round of bids resulted in likely costs considerably in excess of the appropriated amount, due to a failure to consider the application of “prevailing wage” standards in some of the estimates prior to the May 2005 Town Meeting. A second round of bids resulted in one bid close to the appropriated amount, and one bid considerably in excess of the original estimate. The low bidder here was subsequently disqualified for failure to provide proof of insurance. While the Finance Committee is disappointed with the bidding process, the roofs are not improving, and it is necessary to provide the planned repairs. The Finance Committee Recommendation is contingent upon qualifying bids being received by Town Meeting, based upon the original intention of the May 2005 Town Meeting. This article is to cover the final quote, but to date that final number is not known. The actual financial impact to the town of this article will be reported at ATM when the final dollar amount is known.

NOTES:

ARTICLE 3 LAND PURCHASE

(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain for general municipal purposes and to be held in the care, custody, management and control of the Board of Selectmen, the fee simple interest in:

(1) a parcel of land containing 11.00 acres, more or less, being the land described in the deed recorded with the Middlesex South District Registry of Deeds in Book 22794, Page 187, shown as Assessors Map 6, Block 4, Lot 166.1.0, located at 72 Stow Road; and

(2) a parcel of land containing 3.00 acres, more or less, being the land described in the deed recorded with said Deeds in Book 20996, Page 094, shown as Assessors Map 10, Block 4, Lot 207.1.0, located off Stow Road;

and that the Board of Selectmen is authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said acquisition(s);

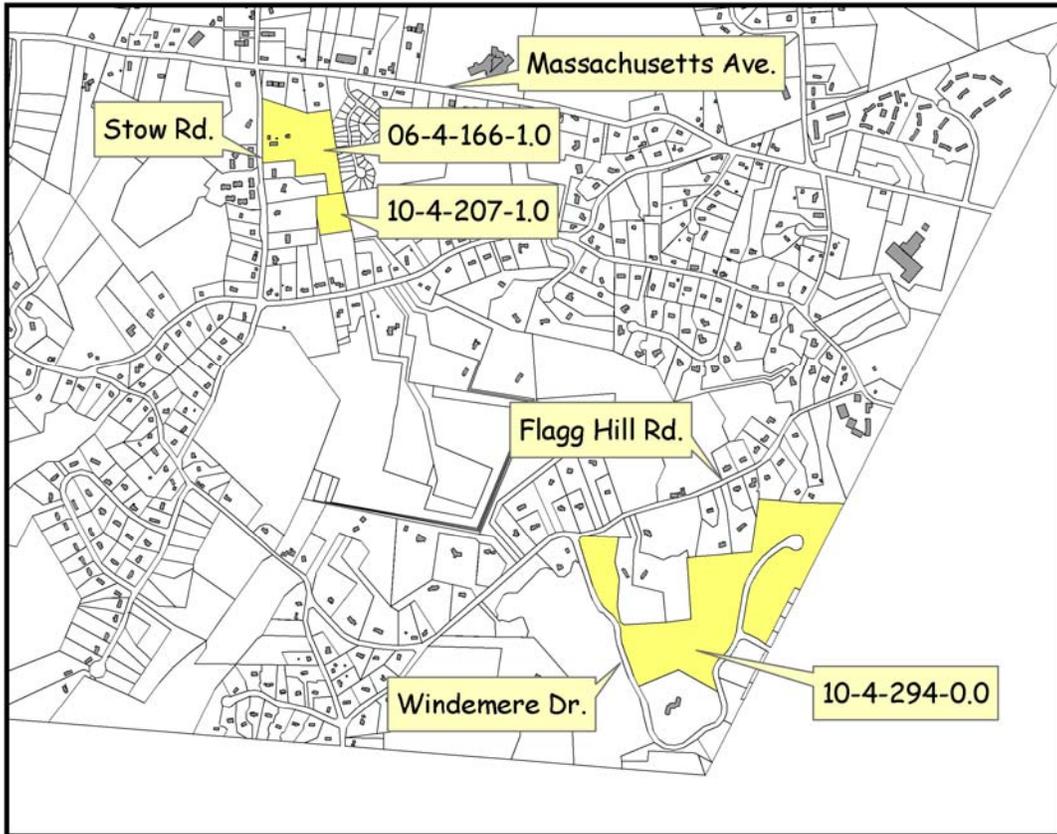
and further to raise and appropriate or appropriate by transfer or by borrowing a sum or sums of money for the acquisition of said real property and for legal fees and costs related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44, section 7 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection therewith and to take all action necessary to carry out this project;

and further to authorize the Board of Selectmen to sell all or any portion, not to exceed that portion necessary to yield proceeds of sale approximately equal to the amount paid for the Stow Road parcel(s) described above, and legal fees and costs related to such acquisition and the disposition authorized hereby and related costs of design and improvement, of the land on Windemere Drive shown as Lots 1 and 2, Lots 13 through 29, Parcel A and the fee in Windemere Drive and Ticonderoga Road, as shown on a plan entitled "Plan of Land in Boxborough, MA, Prepared for Joseph V. Stuart, Owner: Mary E. Stuart, 320 Flagg Hill Road, Boxborough, MA 01719," dated: June 19, 1998, filed as Plan No. 646 of 1998 in Record Book 28741, Page 193, as well on Assessor's Map 10, Block 4, Lot 294.0.0, being the land described in the deed to the Town recorded with said Deeds in Book 28741, Page 201, on such terms and conditions and for such consideration as the Selectmen shall determine;

and further to raise and appropriate or appropriate by transfer or by borrowing a sum or sums of money for design and improvement of Windemere Drive and/or Ticonderoga Road and related utilities including drainage, for legal fees and disbursements related to the improvement of said roadways and the sale and conveyance of such Windemere Drive land;

or take any other action relative thereto.

Stow Road Land Purchase



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

When land within the Town, which has had the benefit of real estate tax exemption under Chapter 61, is offered for sale, the Town has the right to exercise its first right of refusal and acquire the property.

The Town has such an opportunity to purchase the property located at 72 Stow Road. The owners of the parcel have executed a purchase and sales agreement with a developer, who has offered to acquire the property in order to develop Ch 40B housing on the site. There is an additional parcel of land involved in the transaction which does not fall under the Town's rights to acquire, but it would become inaccessible if the Town were to acquire only the parcel under Chapter.

After consultation with the various Town boards and committees, the BoS is recommending that the Town enter into negotiations to acquire these parcels. This centrally located site could be used for many Town purposes such as a community center, a senior center, a building to house expansion of Town government, affordable housing, a site for a sewer treatment plant, and many combinations of this list.

In an effort to minimize the impact of this purchase on real estate taxes, the BoS is proposing that we follow through on commitments made in past land acquisitions, and sell some Town land for house lots.

The article if passed would allow for the borrowing of money for the short term while the parcels which could be sold are identified and sold. All costs associated with this process would be covered by the sale of these sites and any surplus monies would be held in a fund reserved for future land purchases.

The Finance Committee defers unanimously.

This article asks the Town to purchase a parcel of land located near the town center coming out of Chapter 61B, for which the Town has a first right of refusal. Two town boards (Planning and Board of Health) have recommended that the Town purchase this parcel for diverse purposes, such as a water treatment plan, senior center, or community center. While the Finance Committee recognizes the opportunity offered by this parcel, we are concerned about the lack of a firm purchase price as well as the method of financing such purchase. We await further information about the details of pricing and financing options and will make a recommendation at Town Meeting.

The Planning Board recommends (5 – 0).

From a short term and long range planning perspective, the Planning Board believes this property offers significant possibilities for a variety of municipal options, including but not limited to a location for a senior center, community center, affordable housing development or a package sewage disposal treatment plant for municipal buildings. The Planning Board thinks that the physical characteristics of the property and its prime location in the Town Center area provide a truly great opportunity for the Town that should not be refused. The Board voted unanimously 5 to 0 to support the purchasing of this property; however, there was no discussion of the potential sale of lots at Flagg Hill to facilitate the purchase.

The Board of Health recommends unanimously (3 – 0)

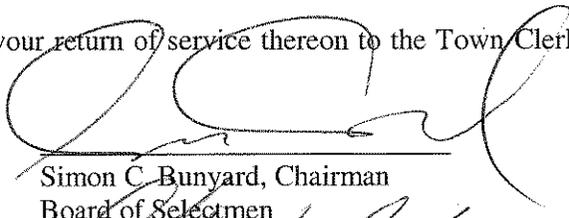
It was brought to the attention of the BoH that a certain piece of property owned by Stow Road LLC was available for sale. At the March 8, 2006 Board of Health meeting, the Stow Road LLC property was deliberated. It was determined that this parcel would make an excellent future site for a wastewater disposal facility. The Board of Health unanimously supports the purchase of this property for the following reasons:

- 1) The soils in this area have excellent percolation characteristics and available space, which would allow a large onsite wastewater disposal facility.
- 2) Geographically it is closely located to the center of town.
- 3) Due to its proximity to the school, police/fire departments, town hall and future town center and senior center, it supports a feasible economic solution to meet the growing needs of the town and the need for a viable approach to treating the future effluent from these properties.

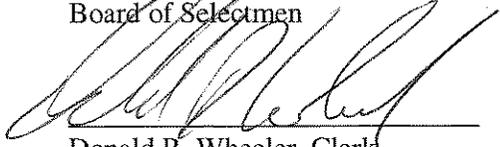
NOTES:

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.

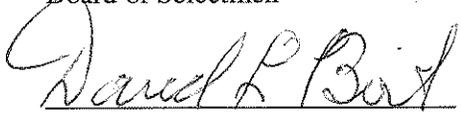
Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 21, 2006.



Simon C. Bunyard, Chairman
Board of Selectmen



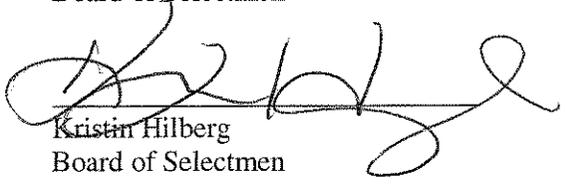
Donald R. Wheeler, Clerk
Board of Selectmen



David L. Birt
Board of Selectmen



Leslie Fox
Board of Selectmen



Kristin Hilberg
Board of Selectmen



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, Massachusetts Avenue, Boxborough, MA on Monday, May 8, 2006 at 7:30 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 15th day of May, 2006 at 7:00 a.m. for the Election of Town Officers pursuant to Article 1 and Question 1. The polls will be open continuously until 8:00 p.m. when they shall be closed.

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 (#18 through #36, inclusive).** The articles to be taken up on the Consent Agenda are indicated by a double asterisk (**).

THE CONSENT AGENDA WILL BE TAKEN UP AFTER CONSIDERATION OF ARTICLE 17.

Please do your homework. If you have any questions about the consent articles or procedure, please feel free to call the Assistant Town Administrator, at 978-263-1116, ext. 102 or send an e-mail to selina.shaw@town.boxborough.ma.us before Town Meeting.

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, they should say the word "Hold" in a loud voice when the number is called. The Article will then be removed automatically from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will ask that all items remaining be passed AS A UNIT by the voters.

Please carefully review the list of articles proposed for each Consent Item. Complete summaries are found under each article printed in this warrant.

ARTICLE 1 CHOOSE TOWN OFFICERS

(Majority vote required)

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

As well as other Town Officers as may be necessary, and to vote on the following question:

QUESTION 1 REMOVAL OF SNOW AND ICE FROM PRIVATE WAYS

(Majority vote required)

Shall the town vote to accept the provisions of section six C of chapter forty of the General Laws, which authorize cities and towns to appropriate money for the removal of snow and ice from private ways therein open to public use?

NOTES:

ARTICLE 2 HEAR AND RECEIVE REPORTS

(Majority vote required)

To receive the reports of the Selectmen and other Town Officers, Agents and Committees as published in the 2005 Annual Town Report, and further, to hear and receive the reports as presented at Annual Town Meeting; or take any other action relative thereto.

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

The Finance Committee recommends unanimously.

NOTES:

ARTICLE 3 SET SALARIES AND COMPENSATION OF OFFICERS

(Majority vote required)

To see if the Town will vote to fix the salaries and compensation of various officials for the year beginning July 1, 2006 as follows:

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$52,117.60 /year
Town Clerk	\$33,945.04 /year
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

or take any other action relative thereto.

The Board of Selectmen recommends (5 – 0).

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

The Finance Committee recommends unanimously.

NOTES:

ARTICLE 4 PERSONNEL ADMINISTRATION PLAN CHANGES

(Majority vote required)

To see if the Town will vote to make the following changes to the Personnel Administration Plan:

Article III (Definitions)

Section 1: Add (before the last sentence):

“The employee representative shall be a Regular Employee working no less than 20 hours per week and shall not be a member of a bargaining unit.”

[Further sets the criteria for the employee representative]

Section 3: Revise to read:

“Pay Period is a fourteen-day period.”

(Section currently reads: “Pay Week is a seven-day period that begins on Monday at 12:01 am and ends the following Sunday at midnight.”)

[Allows for bi-weekly pay period with specifics of start and end to be defined by policy instead of by Town Meeting action]

Section 4: Delete “pay” before “week” so that section will read:

“Regular Work Period shall consist of forty (40) hours during each week unless the Town requires fewer hours of work from such position.”

[Consistent with section 3, “Pay Period”]

Section 4a: Delete in its entirety.

(Section currently reads “Regular Work Period Firefighter/EMT - The regular work week for Firefighter/EMTs shall consist of 5 shifts consisting of 10 hours in any one shift or a maximum of 50 hours in any one week.”)

[This class of employee is covered by collective bargaining agreement]

Re-number sections accordingly: 4b becomes 4a; 4c becomes 4b.

Article IV (Administration)

Section 1: Revise to read:

“The Plan shall be administered by the Personnel Board, as defined in Article III Section 1 of the Plan.”

(Section currently reads: “The Plan shall be administered by the Personnel Board consisting of four unpaid members residing in Boxborough, and a fifth unpaid member who shall be an employee of the Town but not necessarily a resident. The employee representative shall not be a Department Head or other such employee in a managerial capacity. The members shall be appointed by the Board of Selectmen for a term of three years.”)

[Existing language is redundant and is already specified under Article III Section 1]

Article VII (Hours of Work and Overtime)

Section 1: Revise to read:

“The regular workweek of all regular full-time employees shall consist of forty (40) hours in any one week.”

(Section currently reads “The regular workweek of all employees, except as defined in Section 3 of this Article, shall consist of five shifts, seven and one-half (7.5) or eight (8) hours in any one shift, or thirty-seven and one half (37.5) or forty (40) hours in any one week”)

[All regular full-time employees work 40 hours per week]

Section 2: Delete in its entirety.

(Section currently reads “Shifts shall be scheduled so that each employee shall have five consecutive days duty followed by two consecutive days off.”)

[Section is unnecessary because applicable classes of employee covered does not work shifts]

Section 3: Delete in its entirety.

(Section currently reads “The regular workweek for Firefighter/EMTs shall consist of 5 shifts consisting of 10 hours in any one shift or maximum of 50 hours in any one week.”).

[This class of employee is covered by collective bargaining agreement]

Re-number sections accordingly: 3a becomes 2; 3b becomes 3.

Section 4: Delete “, other than Firefighter/EMT” in first sentence, so that it will read:

“A non-exempt employee shall be paid at one and one-half (1.5) his/her regular rate for work

1. in excess of forty (40) hours in one (1) week, and/or
2. in excess of eight (8) hours in one (1) day when required in an emergency or safety threatening situation, and/or
3. all work performed on Saturday and Sunday when NOT part of the regularly scheduled workweek.”

Delete second paragraph, “Firefighter/EMTs shall be paid at one and one-half (1.5) his/her regular rate for work in excess of fifty (50) hours in one (1) week.”

[This class of employee is covered by collective bargaining agreement; do not need to show exception in first sentence, since references to this class of employee have been deleted]

Article VIII (Other Forms of Pay)

Section 1: Revise minimum call-in from two to four hours, so that section will read:

“If any employee is called to work while the employee is not scheduled to be on duty, the employee shall be compensated for the time worked at the employee's hourly rate, but in no event shall the employee's compensation be measured by less than four hours.”

[Treats employees covered by the Personnel Plan consistently with those covered by collective bargaining units]

Article X (Vacations)

Section 1: Revise accrual rates for all regular full-time employees as listed under the column “Accrual Rate:”

Service	Accrual Rate	Vacation
Date of hire to end of fiscal year	from One (1) day for each five (5) weeks worked to 6.67 hours per month	
After one (1) year	from 1 day for 5 weeks worked to 6.67 hours per month	Ten (10) work days
After five (5) years	from 1.5 days for 5 weeks worked to 10 hours per month	Fifteen (15) work days
After ten (10) years	From 2 days for 5 weeks worked to 13.34 hours per month	Twenty (20) work days

[Consistent with manner in which payroll system actually handles accruals]

Section 2: Delete quotation mark at end of line.

Article XI (Paid Leaves of Absence)

Section 2: Revise by adding: “step-child,” “step-parent,” “, father-in-law, mother-in-law, son-in-law or daughter-in-law” and deleting “, or the employee’s spouse or partner,” to the first sentence, so it will read:

“In the event that the spouse or partner, child, foster child, step-child, grandchild, father, mother, step-parent, sister, brother, grandparent, father-in-law, mother-in-law, son-in-law or daughter-in-law of a regular, full-time employee shall die, the Department Head shall grant such employee a leave of absence with pay for a period not to exceed three (3) working days.”

and by adding a second sentence to the section:

“In the event that the aunt, uncle, brother-in-law or sister-in-law of a regular, full-time employee, or of the employee’s spouse or partner, shall die, the Department Head shall grant such employee a leave of absence with pay for a period not to exceed one (1) working day.”

[Clarifies language and extends bereavement leave to additional family members, consistent with collective bargaining agreements]

Article XII (Benefits)

Section 1: Revise the amount paid by the Town for an Indemnity Plan from “seventy-five (75%)” to “fifty (50%)” and the share paid by the Town for an HMO plan from “ninety percent (90%)” to “eighty-five percent (85%)” so the section will read:

“Medical Insurance - The Town will continue to provide the following plans or their equivalents: an Indemnity Plan paid at fifty percent (50%) by the Town and an HMO plan paid at eighty-five percent (85%) by the Town.”

[This is the first of three planned shifts in insurance coverage moving by year 3 (FY 2009) to a 75% - 25% town-employee share for the HMO plan]

And by:

Amending Schedule B as indicated in the following schedule;

or take any other action relative thereto.

Summary

The changes to the Personnel Plan are mostly housekeeping items:

- to clarify the criteria for the employee representative on the Personnel Board
- to align pay period and work week to the change to bi-weekly payroll
- to adjust vacation accrual rates to be consistent with the payroll system
- to delete references to hours of work for employees covered by collective bargaining agreements
- to clarify bereavement leave and call –in pay and align with union contract language

In addition, health insurance has been changed to reduce town costs over time, with the employees assuming more of the percentage of cost.

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

A public hearing was held jointly with the Personnel Board on March 20, 2006.

Personnel Board recommends unanimously (3 – 0).

These changes clarify and upgrade the referenced sections. The Board strongly supports the changes to Schedule B and is firm in its conviction that employees should be compensated equally for equal work.

The Finance Committee does not recommend (7 - 1).

The Finance Committee fully supports the planned changes including the one described in “Article XII” above. The plan was to give a 2.5% cost of living increase plus a 1.5% salary increase to compensate for the 5% shift in cost of benefits to the employee. The proposed plan gives a 4% salary increase to all employees including those who are not eligible for benefits

(those employees who are working less than 20 hours per week). The intent of the proposed personnel plan is to compensate employees for accepting a larger share of their benefit burden. Since part-time employees working less than 20 hours per do not receive benefits, they should not receive the compensation associated with assuming a larger financial burden for benefits. The current plan does not include salary adjustments for some of the department heads due to contractual discussions.

Finance Committee Minority Position

One member of the Finance Committee believes that we should support the Personnel Board's decision.

NOTES:

FY 2007 Compensation of Positions - Schedule B

<u>Position Title</u>	<u>Rate</u>
<u>Per Diem Schedule</u>	
Fire Lieutenant/EMT	16.01
Call Fighter/EMT	14.54
Call Firefighter	14.54
Special Police Officer	14.54
Dispatcher	14.54
<u>Intermittent Schedule</u>	
Cemetery Superintendent	7,635.74 annually
Cemetery Laborer	9.58
Registrar Chairperson	819.17 annually
Clerk of Elections	10.41
Election Worker	9.26
Registrar Member	245.77 annually (plus \$0.33 a head)
Veterans' Agent	13.51
Call Fire Chief	37.51
Deputy Fire Chief	17.59
Fire Captain	16.80
Fire Lieutenant	16.01
Call Firefighter/EMT	14.54
Fire Department Chaplain	14.54
Call Building Inspector	37.51
Special Police Officer	14.54
Lock-up Attendant	13.02
Dispatcher	14.54
Seasonal Maintenance Worker	11.86
Snow Plower	18.80
Seasonal Conservation Worker	11.12
Assistant Building Inspector	23.13
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	9,624.11 annually
Assistant Dog Officer	9.43 4 hour call min
Animal Control Officer	2,344.34 annually
Animal Inspector	863.70 annually
Fence Viewer	40.00 annually
Field Driver	45.00 annually
Director of Summer Playground	16.93
Director of Gymnastics	16.30
Director of Winter Programs	16.30
Lead Counselor	12.34
Counselor	9.26
Counselor-in-Training	8.65
Intern (Town Hall)	9.26
Library Page	9.26
Junior Library Page	8.33

FY 2007 Compensation of Positions - Schedule B

<u>Elected Positions</u>	FY 2006	FY 2007
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	25.00 per meeting	0.00 annually
Constable	3.12 /warrant posted/location	3.00 /warrant posted/location
Tax Collector	50,113.08	52,117.60
Town Clerk	32,639.46	33,945.04

NOTES

- Fee maximum is 1% of FY06 levy (or \$135,021)
- 4% shown for employees and elected officials (Tax Collector and Town Clerk)
- Salaries for primary department heads are still under negotiation
- Italics: set by bargaining unit or personal contract
- Bold: set by Personnel Board

ARTICLE 5 TOWN OPERATING BUDGET

(Majority vote required)

To see what sums of money the Town will appropriate and raise by taxation or otherwise for the operations and expenses of the Town for the Fiscal Year beginning July 1, 2006; or take any other action relative thereto.

The Finance Committee recommends unanimously.

The operating budget categories and sums presented here represent the funds necessary for the Town to execute governmental, financial, public safety, education and maintenance functions provided to all Boxborough citizens.

The total Town operating budget proposed for FY 07 is \$18,267,284. Adjustments due to the use of State Aid revenues and local receipts as well as the costs associated with warrant articles and maintaining an Overlay Reserve lead to an amount \$18,788,494 more or less to be raised by taxation and free cash and the stabilization fund. The estimated tax rate associated with the proposed levy limit is \$13.82 per \$1,000 of valuation. This implies a tax bill of \$7,971.20 for the Department of Revenue estimated average single-family home FY 07 valuation of \$576,757. The estimated FY 07 tax bill for the “average” single family home represents an increase of 4.4% or \$644 from the tax bill for FY 06. Voters should be aware that the FY 06 numbers are as voted at the May 11, 2005 ATM. More detail can be found in the Finance Committee Report in your warrant.

The salaries and wages for both union and non-union employees (excluding all School employees) are commensurate with the amounts found in “Compensation of Positions FY 2007 Schedule B” of the Personnel Administration Plan, as reproduced under Article 4 above. Further details of the tax rate and tax bill implications of Article 5 and other warrant articles may be found in the Finance Committee Report at the end of the warrant.

NOTES:

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
114 Total Salaries - Moderator	\$ 75	\$ 50	\$ 75	\$ -	\$ (75)	-100.00%
114 Total Other Expenses - Moderator	\$ -	\$ -	\$ -	\$ 75	\$ 75	0.00%
114 Total Moderator Expenses	\$ 75	\$ 50	\$ 75	\$ 75	\$ -	0.00%
119 Total Salaries - Town Constable	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
119 Total Other Expenses - Town Constable	\$ 100	\$ 94	\$ 100	\$ 100	\$ -	0.00%
119 Total Constable Expenses	\$ 100	\$ 94	\$ 100	\$ 100	\$ -	0.00%
122 Total Salaries - Selectman	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
122 Total Other Expenses - Selectman	\$ 1,810	\$ 860	\$ 1,810	\$ 1,810	\$ -	0.00%
122 Total Selectman Expenses	\$ 3,810	\$ 2,860	\$ 3,810	\$ 3,810	\$ -	0.00%
123 Total Salaries - Town Administrator	\$ 137,559	\$ 137,559	\$ 141,686	\$ 143,903	\$ 2,217	1.56%
123 Total Other Expenses- Town Administrator	\$ 5,625	\$ 5,625	\$ 6,075	\$ 6,675	\$ 600	9.88%
123 Total Expenses - Town Administrator	\$ 143,184	\$ 143,184	\$ 147,761	\$ 150,578	\$ 2,817	1.91%
131 Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
131 Total Other Expenses- Finance Committee	\$ 450	\$ 355	\$ 450	\$ 450	\$ -	0.00%
131 Total Expenses - Finance Committee	\$ 450	\$ 355	\$ 450	\$ 450	\$ -	0.00%
135 Total Salaries - Accountant	\$ 48,026	\$ 48,026	\$ 51,199	\$ 55,110	\$ 3,911	7.64%
135 Total Other Expenses- Accountant	\$ 22,055	\$ 22,054	\$ 22,360	\$ 20,900	\$ (1,460)	-6.53%
135 Total Expenses - Accountant	\$ 70,081	\$ 70,080	\$ 73,559	\$ 76,010	\$ 2,451	3.33%
141 Total Salaries - Assessor	\$ 54,306	\$ 54,305	\$ 57,893	\$ 62,316	\$ 4,423	7.64%
141 Total Other Expenses-Assessor	\$ 7,991	\$ 7,901	\$ 12,591	\$ 9,065	\$ (3,526)	-28.00%
141 Total Expenses - Assessor	\$ 62,297	\$ 62,206	\$ 70,484	\$ 71,381	\$ 897	1.27%
145 Total Salaries - Treasurer	\$ 57,267	\$ 49,926	\$ 56,996	\$ 61,274	\$ 4,278	7.51%
145 Total Other Expenses-Treasurer	\$ 18,863	\$ 20,758	\$ 16,010	\$ 13,235	\$ (2,775)	-17.33%
145 Total Expenses - Treasurer	\$ 76,130	\$ 70,684	\$ 73,006	\$ 74,509	\$ 1,503	2.06%
146 Total Salaries - Tax Collector	\$ 49,653	\$ 49,653	\$ 51,114	\$ 53,118	\$ 2,004	3.92%
146 Total Other Expenses-Tax Collector	\$ 12,022	\$ 12,022	\$ 14,013	\$ 16,525	\$ 2,512	17.93%
146 Total Expenses - Tax Collector	\$ 61,675	\$ 61,675	\$ 65,127	\$ 69,643	\$ 4,516	6.93%

Budget changes include

123 Other expenses - Town Administrator increase in mileage reimbursement

146 Other expenses – Tax Collector increase is for software conversion

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
151 Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
151 Total Other Expenses-Legal	\$ 64,000	\$ 203,361	\$ 64,000	\$ 64,000	\$ -	0.00%
151 Total Expenses - Legal	\$ 64,000	\$ 203,361	\$ 64,000	\$ 64,000	\$ -	0.00%
152 Total Salaries - Personnel Board	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
152 Total Other Expenses-Personnel Board	\$ 330	\$ -	\$ 330	\$ 330	\$ -	0.00%
152 Total Expenses - Personnel Board	\$ 330	\$ -	\$ 330	\$ 330	\$ -	0.00%
161 Total Salaries - Town Clerk	\$ 31,689	\$ 31,689	\$ 32,640	\$ 33,946	\$ 1,306	4.00%
161 Total Other Expenses-Town Clerk	\$ 869	\$ 869	\$ 1,453	\$ 1,978	\$ 525	36.13%
161 Total Expenses - Town Clerk	\$ 32,558	\$ 32,558	\$ 34,093	\$ 35,924	\$ 1,831	5.37%
162 Total Salaries - Elect & Regist	\$ 4,610	\$ 3,656	\$ 2,522	\$ 4,874	\$ 2,352	93.26%
162 Total Other Elect & Regist	\$ 4,070	\$ 4,070	\$ 2,888	\$ 5,814	\$ 2,926	101.32%
162 Total Expenses - Elect & Regist	\$ 8,680	\$ 7,726	\$ 5,410	\$ 10,688	\$ 5,278	97.56%
171 Total Salaries - Conservation Comm	\$ 16,630	\$ 13,056	\$ 14,070	\$ -	\$ (14,070)	-100.00%
171 Total Other - Conservation Comm	\$ 1,650	\$ 1,650	\$ 1,650	\$ 4,650	\$ 3,000	181.82%
171 Total Expenses - Conservation Comm	\$ 18,280	\$ 14,706	\$ 15,720	\$ 4,650	\$ (11,070)	-70.42%
175 Total Salaries - Planning Board	\$ 55,674	\$ 28,260	\$ 57,328	\$ 59,599	\$ 2,271	3.96%
175 Total Other - Planning Board	\$ 3,897	\$ 12,667	\$ 3,747	\$ 3,759	\$ 12	0.32%
175 Total Expenses - Planning Board	\$ 59,571	\$ 40,927	\$ 61,075	\$ 63,358	\$ 2,283	3.74%
176 Total Salaries - Zoning Board	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
176 Total Other - Zoning Board	\$ 335	\$ 150	\$ 335	\$ 335	\$ -	0.00%
176 Total Expenses - Zoning Board	\$ 335	\$ 150	\$ 335	\$ 335	\$ -	0.00%
177 Total Salaries - Housing Board	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
177 Total Other - Housing Board	\$ 1,000	\$ 113	\$ 1,000	\$ 1,000	\$ -	0.00%
177 Total Expenses - Housing Board	\$ 1,000	\$ 113	\$ 1,000	\$ 1,000	\$ -	0.00%
192 Total Salaries - Town Hall	\$ 166,815	\$ 118,121	\$ 160,903	\$ 167,803	\$ 6,900	4.29%
192 Total Other - Town Hall	\$ 81,475	\$ 106,177	\$ 102,240	\$ 88,857	\$ (13,383)	-13.09%
192 Total Expenses - Town Hall	\$ 248,290	\$ 224,298	\$ 263,143	\$ 256,660	\$ (6,483)	-2.46%
Total Town Government - Salaries	\$ 624,304	\$ 536,301	\$ 628,426	\$ 643,943	\$ 15,517	2.47%
Total Town Government - Other Expenses	\$ 226,542	\$ 398,726	\$ 251,052	\$ 239,558	\$ (11,494)	-4.58%
Total Town Government - Total Expenses	\$ 850,846	\$ 935,027	\$ 879,478	\$ 883,501	\$ 4,023	0.46%

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
210 Total Salaries - Police	\$ 715,463	\$ 711,312	\$ 754,272	\$ 791,462	\$ 37,190	4.93%
210 Total Other - Police	\$ 93,378	\$ 92,215	\$ 97,201	\$ 126,576	\$ 29,375	30.22%
210 Total Expenses - Police	\$ 808,841	\$ 803,527	\$ 851,473	\$ 918,038	\$ 66,565	7.82%
220 Total Salaries - Fire	\$ 477,153	\$ 469,029	\$ 558,640	\$ 586,263	\$ 27,623	4.94%
220 Total Other - Fire	\$ 70,795	\$ 70,718	\$ 76,815	\$ 79,119	\$ 2,304	3.00%
220 Total Expenses - Fire	\$ 547,948	\$ 539,747	\$ 635,455	\$ 665,382	\$ 29,927	4.71%
221 Total Salaries - Dispatch	\$ 184,527	\$ 177,670	\$ 186,294	\$ 189,539	\$ 3,245	1.74%
221 Total Other - Dispatch	\$ 24,725	\$ 24,016	\$ 26,135	\$ 26,219	\$ 84	0.32%
221 Total Expenses - Dispatch	\$ 209,252	\$ 201,686	\$ 212,429	\$ 215,758	\$ 3,329	1.57%
241 Total Salaries - Building Insp	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
241 Total Other - Building Insp	\$ 39,300	\$ 31,037	\$ 39,300	\$ 40,236	\$ 936	2.38%
241 Total Expenses - Building Insp	\$ 39,300	\$ 31,037	\$ 39,300	\$ 40,236	\$ 936	2.38%
249 Total Salaries - Asst Building Insp	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
249 Total Other - Asst Building Insp	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
249 Total Expenses - Asst Building Insp	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
291 Total Salaries - Civil Defense	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
291 Total Other - Civil Defense	\$ 500	\$ 257	\$ 500	\$ 500	\$ -	0.00%
291 Total Expenses - Civil Defense	\$ 500	\$ 257	\$ 500	\$ 500	\$ -	0.00%
292 Total Salaries - Dog Officer	\$ 8,986	\$ 8,984	\$ 9,254	\$ 9,625	\$ 371	4.01%
292 Total Other - Dog Officer	\$ 1,823	\$ 1,395	\$ 1,553	\$ 1,553	\$ -	0.00%
292 Total Expenses - Dog Officer	\$ 10,809	\$ 10,380	\$ 10,807	\$ 11,178	\$ 371	3.43%
299 Total Salaries - Field Driver	\$ 45	\$ 45	\$ 45	\$ 45	\$ -	0.00%
299 Total Other - Field Driver	\$ -	\$ -	\$ 15	\$ 15	\$ -	0.00%
299 Total Expenses - Field Driver	\$ 45	\$ 45	\$ 60	\$ 60	\$ -	0.00%
Tota Salaries - Protection	\$ 1,386,174	\$ 1,367,040	\$ 1,508,505	\$ 1,576,934	\$ 68,429	4.54%
Total Other - Protection	\$ 230,521	\$ 219,639	\$ 241,519	\$ 274,218	\$ 32,699	13.54%
Toatl Expenses - Protection	\$ 1,616,695	\$ 1,586,679	\$ 1,750,024	\$ 1,851,152	\$ 101,128	5.78%

210 Total Salaries – Increase is due to additional shift coverage
210 Total Other – Police increase is due to new cruiser for \$30,000

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
300 Total Salaries - Blanchard School	\$ 3,309,247	\$ 3,260,316	\$ 3,541,692	\$ 3,683,360	\$ 141,668	4.00%
300 Total Other - School-Blanchard School	\$ 1,482,070	\$ 1,494,040	\$ 1,623,939	\$ 1,688,584	\$ 64,645	3.98%
300 Total Expenses - Blanchard School	\$ 4,791,317	\$ 4,754,356	\$ 5,165,631	\$ 5,371,944	\$ 206,313	3.99%
310 Total Salaries - Minuteman Vocational HS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
310 Total Other - Minuteman Vocational HS	\$ 174,774	\$ 174,178	\$ 233,461	\$ 260,801	\$ 27,340	11.71%
310 Total Expenses - Minuteman Vocational HS	\$ 174,774	\$ 174,178	\$ 233,461	\$ 260,801	\$ 27,340	11.71%
320 Total Salaries - A/B RHS Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
320 Total Other - A/B RHS Assessment	\$ 4,788,078	\$ 4,788,078	\$ 5,136,802	\$ 5,473,056	\$ 336,254	6.55%
320 Total Expenses - A/B RHS Assessment	\$ 4,788,078	\$ 4,788,078	\$ 5,136,802	\$ 5,473,056	\$ 336,254	6.55%
Tota Salaries - Education	\$ 3,309,247	\$ 3,260,316	\$ 3,541,692	\$ 3,683,360	\$ 141,668	4.00%
Total Other - Education	\$ 6,444,922	\$ 6,456,296	\$ 6,994,202	\$ 7,422,441	\$ 428,239	6.12%
Total Expenses - Education	\$ 9,754,169	\$ 9,716,612	\$ 10,535,894	\$ 11,105,801	\$ 569,907	5.41%

300 Total Salaries – Blanchard School increase is due to contracted salary increases

300 Total Other – Blanchard School increase due to transportation, utilities and SPED costs.

310 Total Other – Minuteman Vocational HS increase is due to additional enrollment by Boxborough students

320 Total Other – A/B RHS is an assessment

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
422 Total Salaries - Public Works	\$ 337,676	\$ 331,849	\$ 358,012	\$ 418,488	\$ 60,476	16.89%
422 Total Other - Public Works	\$ 202,828	\$ 175,268	\$ 211,428	\$ 217,771	\$ 6,343	3.00%
422 Total Expenses - Public Works	\$ 540,504	\$ 507,117	\$ 569,440	\$ 636,259	\$ 66,819	11.73%
423 Total Salaries - Snow & Ice	\$ 33,306	\$ 33,320	\$ 33,306	\$ 46,507	\$ 13,201	39.64%
423 Total Other - Snow & Ice	\$ 32,000	\$ 65,494	\$ 35,280	\$ 43,582	\$ 8,302	23.53%
423 Total Expenses - Snow & Ice	\$ 65,306	\$ 98,814	\$ 68,586	\$ 90,089	\$ 21,503	31.35%
424 Total Salaries - Street Lighting	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
424 Total Other - Street Lighting	\$ 2,950	\$ 2,915	\$ 3,098	\$ 3,191	\$ 93	3.00%
424 Total Expenses - Street Lighting	\$ 2,950	\$ 2,915	\$ 3,098	\$ 3,191	\$ 93	3.00%
429 Total Salaries - Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
429 Total Other - Fuel	\$ 34,767	\$ 39,581	\$ 36,510	\$ 49,500	\$ 12,990	35.58%
429 Total Expenses - Fuel	\$ 34,767	\$ 39,581	\$ 36,510	\$ 49,500	\$ 12,990	35.58%
431 Total Salaries - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
431 Total Other - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	0.00%
431 Total Expenses - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	0.00%
491 Total Salaries - Cemetery	\$ 7,807	\$ 7,709	\$ 8,030	\$ 8,355	\$ 325	4.05%
491 Total Other - Cemetery	\$ 1,150	\$ 1,025	\$ 1,415	\$ 1,458	\$ 43	3.04%
491 Total Expenses - Cemetery	\$ 8,957	\$ 8,734	\$ 9,445	\$ 9,813	\$ 368	3.90%
Total Salaries-Public Works & Facilities	\$ 378,789	\$ 372,878	\$ 399,348	\$ 473,350	\$ 74,002	18.53%
Total - OtherPublic Works & Facilities	\$ 273,695	\$ 284,284	\$ 287,731	\$ 330,502	\$ 42,771	14.86%
Total Expenses-Public Works - Facilities	\$ 652,484	\$ 657,162	\$ 687,079	\$ 803,852	\$ 116,773	17.00%

422 Total Salaries – Public Works increase is due to moving worker from Town Hall budget to DPW and salary increases

423 Total Salaries – Snow and Ice increase is due to actual cost increases

429 Total Other – Fuel increase is due to rising fuel prices

431 Total Other – Hazardous Waste Collection was previously covered by NESWC Stabilization fund

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
510 Total Salaries - Landfill Monitoring	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
510 Total Other - Landfill Monitoring	\$ 5,500	\$ 2,736	\$ 5,500	\$ 5,500	\$ -	0.00%
510 Total Expenses - Landfill Monitoring	\$ 5,500	\$ 2,736	\$ 5,500	\$ 5,500	\$ -	0.00%
511 Total Salaries - Board of Health	\$ 501	\$ 500	\$ 501	\$ 501	\$ -	0.00%
511 Total Other - Board of Health	\$ 1,765	\$ 1,426	\$ 1,765	\$ 1,765	\$ -	0.00%
511 Total Expenses - Board of Health	\$ 2,266	\$ 1,926	\$ 2,266	\$ 2,266	\$ -	0.00%
519 Total Salaries - Environmental Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
519 Total Other - Environmental Services	\$ 9,073	\$ 9,073	\$ 9,073	\$ 9,345	\$ 272	3.00%
519 Total Expenses - Environmental Services	\$ 9,073	\$ 9,073	\$ 9,073	\$ 9,345	\$ 272	3.00%
521 Total Salaries - Family Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
521 Total Other - Family Services	\$ 4,000	\$ 4,000	\$ 6,000	\$ 6,000	\$ -	0.00%
521 Total Expenses - Family Services	\$ 4,000	\$ 4,000	\$ 6,000	\$ 6,000	\$ -	0.00%
522 Total Salaries - Nursing Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
522 Total Other - Nursing Services	\$ 2,325	\$ 2,325	\$ 2,325	\$ 2,395	\$ 70	3.01%
522 Total Expenses - Nursing Services	\$ 2,325	\$ 2,325	\$ 2,325	\$ 2,395	\$ 70	3.01%
523 Total Salaries - Mental Health Svices	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
523 Total Other - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%
523 Total Expenses - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%
541 Total Salaries - Council on Aging	\$ 23,513	\$ 23,513	\$ 27,252	\$ 34,929	\$ 7,677	28.17%
541 Total Other - Council on Aging	\$ 2,785	\$ 2,783	\$ 2,651	\$ 2,730	\$ 79	2.98%
541 Total Expenses - Council on Aging	\$ 26,298	\$ 26,296	\$ 29,903	\$ 37,659	\$ 7,756	25.94%
543 Total Salaries - Veterans	\$ 50	\$ 227	\$ 50	\$ 50	\$ -	0.00%
543 Total Other - Veterans	\$ 50	\$ 35	\$ 50	\$ 250	\$ 200	400.00%
543 Total Expenses - Veterans	\$ 100	\$ 262	\$ 100	\$ 300	\$ 200	200.00%
599 Total Salaries - Inspect of Animals	\$ 807	\$ 806	\$ 831	\$ 864	\$ 33	3.97%
599 Total Other - Inspect of Animals	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
599 Total Expenses - Inspect of Animals	\$ 807	\$ 806	\$ 831	\$ 864	\$ 33	3.97%
600 Total Salaries - Animal Control Officer	\$ 2,189	\$ 2,189	\$ 2,255	\$ 2,345	\$ 90	3.99%
600 Total Other - Animal Control Officer	\$ 330	\$ 146	\$ 330	\$ 330	\$ -	0.00%
600 Total Expenses - Animal Control Officer	\$ 2,519	\$ 2,334	\$ 2,585	\$ 2,675	\$ 90	3.48%
Total Salaries-Health Services	\$ 27,060	\$ 27,234	\$ 30,889	\$ 38,689	\$ 7,800	25.25%
Total - Other - Health Services	\$ 32,828	\$ 29,524	\$ 34,694	\$ 35,315	\$ 621	1.79%
Total Expenses-Health Services	\$ 59,888	\$ 56,759	\$ 65,583	\$ 74,004	\$ 8,421	12.84%

541 Total Salaries – Council on Aging increase is due to increase work hours and increase in salary

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
610 Total Salaries - Library	\$ 101,377	\$ 97,953	\$ 119,049	\$ 129,704	\$ 10,655	8.95%
610 Total Other - Library	\$ 68,890	\$ 62,056	\$ 82,953	\$ 93,951	\$ 10,998	13.26%
610 Total Expenses - Library	\$ 170,267	\$ 160,008	\$ 202,002	\$ 223,655	\$ 21,653	10.72%
630 Total Salaries - Recreation Comm	\$ 21,268	\$ 19,878	\$ 22,962	\$ 23,881	\$ 919	4.00%
630 Total Other - Recreation Comm	\$ 9,028	\$ 8,933	\$ 9,900	\$ 10,880	\$ 980	9.90%
630 Total Expenses - Recreation Comm	\$ 30,296	\$ 28,810	\$ 32,862	\$ 34,761	\$ 1,899	5.78%
691 Total Salaries - Historical Comm	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
691 Total Other - Historical Comm	\$ 300	\$ 274	\$ 5,361	\$ 4,221	\$ (1,140)	-21.26%
691 Total Expenses - Historical Comm	\$ 300	\$ 274	\$ 5,361	\$ 4,221	\$ (1,140)	-21.26%
692 Total Salaries - Public celebration	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
692 Total Other - Public Celebration	\$ 665	\$ 465	\$ 665	\$ 665	\$ -	0.00%
692 Total Expenses - Public Celebration	\$ 665	\$ 465	\$ 665	\$ 665	\$ -	0.00%
693 Total Salaries - Steele Farm	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
693 Total Other - Steele Farm	\$ 500	\$ 459	\$ 500	\$ 500	\$ -	0.00%
693 Total Expenses - Steele Farm	\$ 500	\$ 459	\$ 500	\$ 500	\$ -	0.00%
699 Total Salaries - A/B Cultural Council	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
699 Total Other - A/B Cultural Council	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,500	\$ 500	50.00%
699 Total Expenses - A/B Cultural Council	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,500	\$ 500	50.00%
Total Salaries - Culture & Recreation	\$ 122,645	\$ 117,830	\$ 142,011	\$ 153,585	\$ 11,574	8.15%
Total Other- Culture & Recreation	\$ 80,383	\$ 73,185	\$ 100,379	\$ 111,717	\$ 11,338	11.30%
Total Expenses - Culture & Recreation	\$ 203,028	\$ 191,016	\$ 242,390	\$ 265,302	\$ 22,912	9.45%

610 Total Salaries – Library increase is due to increase salary for Library Director

610 Total Other – Library increase is due to state rules for increase in books line item as a percentage of budget, landscaping and utilities due to the new building

630 Total Other – Recreation Comm. Increase due to electricity for sprinkler on Fifers (Cisco) Field

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
710 Total Salaries - Maturing Debt Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
710 Total Other - Maturing Debt Principal	\$ 552,752	\$ 554,000	\$ 501,000	\$ 678,000	\$ 177,000	35.33%
710 Total Expenses - Maturing Debt Principal	\$ 552,752	\$ 554,000	\$ 501,000	\$ 678,000	\$ 177,000	35.33%
751 Total Salaries - Maturing Debt Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
751 Total Other - Maturing Debt Interest	\$ 559,314	\$ 508,105	\$ 609,139	\$ 694,142	\$ 85,003	13.95%
751 Total Expenses - Maturing Debt Interest	\$ 559,314	\$ 508,105	\$ 609,139	\$ 694,142	\$ 85,003	13.95%
Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Other - Debt Service	\$ 1,112,066	\$ 1,062,105	\$ 1,110,139	\$ 1,372,142	\$ 262,003	23.60%
Total Expenses - Debt Service	\$ 1,112,066	\$ 1,062,105	\$ 1,110,139	\$ 1,372,142	\$ 262,003	23.60%
830 Total Salaries - County Ret. Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
830 Total Other - County Ret Assessment	\$ 264,076	\$ 264,076	\$ 276,433	\$ 317,905	\$ 41,472	15.00%
830 Total Expenses - County Ret Assessment	\$ 264,076	\$ 264,076	\$ 276,433	\$ 317,905	\$ 41,472	15.00%
912 Total Salaries - Other Benefit Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
912 Total Other - Other Benefit Insurance	\$ 67,853	\$ 66,235	\$ 75,820	\$ 87,628	\$ 11,808	15.57%
912 Total Expenses - Other Benefit Insurance	\$ 67,853	\$ 66,235	\$ 75,820	\$ 87,628	\$ 11,808	15.57%
913 Total Salaries - Deferred Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
913 Total Other - Deferred Compensation	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
913 Total Expenses - Deferred Compensation	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
914 Total Salaries - FICA	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
914 Total Other - FICA	\$ 12,000	\$ 9,862	\$ 12,600	\$ 12,600	\$ -	0.00%
914 Total Expenses - FICA	\$ 12,000	\$ 9,862	\$ 12,600	\$ 12,600	\$ -	0.00%
915 Total Salaries - Med,Life, LTD Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
915 Total Other - Med,Life, LTD Insurance	\$ 911,675	\$ 934,355	\$ 1,056,856	\$ 1,153,470	\$ 96,614	9.14%
915 Total Expenses - Med,Life, LTD Insurance	\$ 911,675	\$ 934,355	\$ 1,056,856	\$ 1,153,470	\$ 96,614	9.14%
945 Total Salaries -Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
945 Total Other - Liability Insurance	\$ 90,000	\$ 84,925	\$ 99,396	\$ 99,396	\$ -	0.00%
945 Total Expenses - Liability Insurance	\$ 90,000	\$ 84,925	\$ 99,396	\$ 99,396	\$ -	0.00%
Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Other- Employee Benefits	\$ 1,345,604	\$ 1,364,452	\$ 1,526,105	\$ 1,675,999	\$ 149,894	9.82%
Total Expenses- Employee Benefits	\$ 1,345,604	\$ 1,364,452	\$ 1,526,105	\$ 1,675,999	\$ 149,894	9.82%

710 Total Other – Maturing Debt Principal increase is due to bond issue where previously we were using BANs.
751 Total Other – Maturing Debt Interest increase is due to bond issue in July
912 Total Other – Other Benefit Insurance increase is due to police and fire accident insurance
915 Total Other – Med, Life, Insurance increase

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
820 Total Salaries - Cherry Sheet Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
820 Total Other - Cherry Sheet Assessment	\$ 67,340				\$ -	0.00%
820 Total Expenses - Cherry Sheet Assessment	\$ 67,340	\$ -	\$ -	\$ -	\$ -	0.00%
132 Reserve Fund - Original Budget	\$ 146,000	\$ -	\$ 146,000	\$ 146,000	\$ -	0.00%
132 Reserve Fund - Transferred Out	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
132 Reserve Fund - Net Balance	\$ 146,000	\$ -	\$ 146,000	\$ 146,000	\$ -	0.00%
Total Salaries - Reserved	\$ -	\$ -	\$ -	\$ 89,531	\$ 89,531	0.00%
Total Other Expenses - Reserved	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses - Reserved	\$ -	\$ -	\$ -	\$ 89,531	\$ 89,531	0.00%

<u>Account Name</u>	<u>FY2005 BUDGET</u>	<u>FY2005 ACTUAL</u>	<u>FY2006 BUDGET</u>	<u>FY2007 BUDGET RESOLVED</u>	<u>FY07 BUDGET VS FY06</u>	<u>% CHANGE FY07 VS FY06</u>
SALARIES						
Town Government	\$ 624,304	\$ 536,301	\$ 628,426	\$ 643,943	\$ 15,517	2.47%
Protection	\$ 1,386,174	\$ 1,367,040	\$ 1,508,505	\$ 1,576,934	\$ 68,429	4.54%
Public Works & Facilities	\$ 378,789	\$ 372,878	\$ 399,348	\$ 473,350	\$ 74,002	18.53%
Health Services	\$ 27,060	\$ 27,234	\$ 30,889	\$ 38,689	\$ 7,800	25.25%
Cultural & Recreation	\$ 122,645	\$ 117,830	\$ 142,011	\$ 153,585	\$ 11,574	8.15%
Total Salaries Reserved	\$ -	\$ -	\$ -	\$ 89,531	\$ 89,531	0.00%
Total Town	\$ 2,538,972	\$ 2,421,284	\$ 2,709,179	\$ 2,976,032	\$ 266,853	9.85%
Education	\$ 3,309,247	\$ 3,260,316	\$ 3,541,692	\$ 3,683,360	\$ 141,668	4.00%
Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Cherry Sheet Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL SALARIES	\$ 5,848,219	\$ 5,681,600	\$ 6,250,871	\$ 6,659,392	\$ 408,521	6.54%
OTHER EXPENSES						
Town Government	\$ 226,542	\$ 398,726	\$ 251,052	\$ 239,558	\$ (11,494)	-4.58%
Protection	\$ 230,521	\$ 219,639	\$ 241,519	\$ 274,218	\$ 32,699	13.54%
Public Works & Facilities	\$ 273,695	\$ 284,284	\$ 287,731	\$ 330,502	\$ 42,771	14.86%
Health Services	\$ 32,828	\$ 29,524	\$ 34,694	\$ 35,315	\$ 621	1.79%
Cultural & Recreation	\$ 80,383	\$ 73,185	\$ 100,379	\$ 111,717	\$ 11,338	11.30%
Total Town	\$ 843,969	\$ 1,005,359	\$ 915,375	\$ 991,310	\$ 75,935	8.30%
Education	\$ 6,444,922	\$ 6,456,296	\$ 6,994,202	\$ 7,422,441	\$ 428,239	6.12%
Employee Benefits	\$ 1,345,604	\$ 1,364,452	\$ 1,526,105	\$ 1,675,999	\$ 149,894	9.82%
Debt Service	\$ 1,112,066	\$ 1,062,105	\$ 1,110,139	\$ 1,372,142	\$ 262,003	23.60%
Reserve Fund	\$ 146,000	\$ -	\$ 146,000	\$ 146,000	\$ -	0.00%
Cherry Sheet Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL OTHER EXPENSES	\$ 9,892,561	\$ 9,888,213	\$ 10,691,821	\$ 11,607,892	\$ 916,071	8.57%
TOTAL EXPENSES						
Town Government	\$ 850,846	\$ 935,027	\$ 879,478	\$ 883,501	\$ 4,023	0.46%
Protection	\$ 1,616,695	\$ 1,586,679	\$ 1,750,024	\$ 1,851,152	\$ 101,128	5.78%
Public Works & Facilities	\$ 652,484	\$ 657,162	\$ 687,079	\$ 803,852	\$ 116,773	17.00%
Health Services	\$ 59,888	\$ 56,759	\$ 65,583	\$ 74,004	\$ 8,421	12.84%
Cultural & Recreation	\$ 203,028	\$ 191,016	\$ 242,390	\$ 265,302	\$ 22,912	9.45%
Total Salaries Reserved	\$ -	\$ -	\$ -	\$ 89,531	\$ 89,531	0.00%
Total Town	\$ 3,382,941	\$ 3,426,643	\$ 3,624,554	\$ 3,967,342	\$ 342,788	9.46%
Education	\$ 9,754,169	\$ 9,716,612	\$ 10,535,894	\$ 11,105,801	\$ 569,907	5.41%
Employee Benefits	\$ 1,345,604	\$ 1,364,452	\$ 1,526,105	\$ 1,675,999	\$ 149,894	9.82%
Debt Service	\$ 1,112,066	\$ 1,062,105	\$ 1,110,139	\$ 1,372,142	\$ 262,003	23.60%
Cherry Sheet Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Reserve Fund	\$ 146,000	\$ -	\$ 146,000	\$ 146,000	\$ -	0.00%
TOTAL EXPENSES	\$ 15,740,780	\$ 15,569,812	\$ 16,942,692	\$ 18,267,284	\$ 1,324,592	7.82%
Budget Prior to Reserve Fund Calculation	\$ 15,594,780	\$ 15,569,812	\$ 16,796,692	\$ 18,121,284	\$ 1,324,592	7.89%

**Blanchard Memorial School
FY 2007
Budget**

Accounts Summary

Account	Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Budget	FY 2007 Budget	FY 07 vs FY 06 (\$)	FY 07 vs FY 06 % Change
1100	School Comm.	18,482	16,613	13,995	98,623	84,628	604.70%
1400	Bus. Office	75,895	79,767	85,179	98,035	12,856	15.09%
2100	Special Ed Office	97,904	103,294	110,232	119,005	8,773	7.96%
2200	Supt/Prin	256,903	269,821	278,732	298,081	19,349	6.94%
2250	Tech Admin	93,608	108,118	118,351	120,302	1,951	1.65%
2300	Teaching	2,468,143	2,642,681	2,841,603	2,928,383	86,780	3.05%
2350	Prof. Development	80,102	65,602	94,254	98,494	4,240	4.50%
2400	Textbooks	10,113	10,113	35,670	36,740	1,070	3.00%
2500	Media	72,675	84,508	88,802	89,354	552	0.62%
2700	Guidance	32,042	44,190	44,060	45,975	1,915	4.35%
2800	Psychological	27,815	30,087	32,256	33,214	958	2.97%
3200	Health Services	41,324	44,879	51,606	51,822	216	0.42%
3300	Transportation	319,784	360,817	354,930	400,949	46,019	12.97%
3400	Food Services	6,211	6,399	24,916	24,916	0	0.00%
4130	Utilities	106,943	112,290	120,565	163,440	42,875	35.56%
4220	Maintenance	181,266	188,796	200,342	208,227	7,885	3.94%
4400	Technology	48,395	61,095	84,327	86,858	2,531	3.00%
5100	Retirement	56,548	6,150	0	42,563	42,563	0.00%
6300	Civic Activities	5,228	5,541	5,216	5,378	162	3.10%
7000	Capital Exp.	19,060	34,284	35,278	35,278	0	0.00%
9100	SPED Tuition	298,929	296,642	258,897	216,959	-41,938	-16.20%
9400	Collaborative	225,405	219,631	286,420	169,349	-117,071	-40.87%
TOTALS		4,542,775	4,791,318	5,165,631	5,371,944	206,314	3.99%

ARTICLE 6 LIBRARY – PART-TIME CHILDREN’S LIBRARIAN

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Thirty-Seven Thousand One Hundred and Sixty-Eight Dollars (\$37,168), more or less, for the purpose of funding a Part-time Children’s Librarian at the Sargent Memorial Library; further that the sum of Twenty Thousand Three Hundred and Twenty-Two Dollars (\$20,322) be transferred to FY 2007 Budget - Department 610, Total Salaries – Library, the sum of Four Thousand Five Hundred and Eighty-Five Dollars (\$4,585) be transferred to FY 2007 Budget - Department 610, Total Other – Library and the sum of Twelve Thousand Two Hundred Sixty-One Dollars (\$12,261) be transferred to FY 2007 Budget - Department 915, Health, Life and LTD Insurance; or take any other action relative thereto.

The Board of Library Trustees recommends unanimously.

The significant increase in the usage and administration of the new Library has made adding this position necessary. Our Director is responsible for collection development, facility administration, business administration, staff management and a variety of “professional librarian” roles. She serves as Adult Librarian, Reference Librarian, Young Adult librarian, and Children's Librarian and also is responsible for program development for all age groups.

We are proposing a part-time (20 hrs) position in order to reallocate some of the workload the Library Director is now facing. The person who fills this position will focus on Young Adult and Children's services and will be responsible for the selection and ordering of materials for their collections. He or she will also assist the Director with some of her other professional responsibilities.

At the old library all of these duties, although creating a heavy workload, were manageable by one person. In the new building, they can no longer be performed satisfactorily by one person. Circulation has more than doubled. The collection and new book purchases have increased dramatically with the new space. Managing the old library was like running a small house. Now, the Director is faced with running a complex, commercial building.

Evidence of the need for this kind of position, is the fact that all of the surrounding towns with comparable sized libraries have a Children's Librarian position. In addition to making the Director's workload manageable, this position will focus on providing new and exciting services for children and young adults.

The Finance Committee recommends unanimously.

We have reviewed the requirements of the library with the Trustees. We agree that with the additional workload generated by the increase in the library hours and usage of the library that this position should be filled. It should be pointed out that this position was originally planned and approved for in the FY 2001 budget, but was never filled. Instead the head librarian position was changed from a part time to a full time position and the budgeted amounts were moved to that position. The FinCom position was that since this approved position was over five years ago and that people might have forgotten that this new position was created, that it should again be brought in as a warrant article. Going forward, this position (if approved) will be added to Article 5 as part of the operating budget. This will add \$.036 per \$1,000 or \$19.87 for a house of median valuation (\$551,921).

NOTES:

ARTICLE 7 LIBRARY – ADDITIONAL HOURS OF OPERATION

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Twelve Thousand Four Hundred and Forty-Two Dollars (\$12,442), more or less, for the purpose of funding personnel and operating costs to add four more hours of operation at the Sargent Memorial Library, increasing the hours of operation from 41 to 45; further that the sum of Ten Thousand and Five Dollars (\$10,005) be transferred to FY 2007 Budget - Department 610, Total Salaries – Library, and the sum of Two Thousand Four Hundred and Thirty-Seven Dollars (\$2,437) be transferred to FY 2007 Budget - Department 610, Total Other – Library; or take any other action relative thereto.

The Board of Library Trustees recommends unanimously.

The most frequent request made of the Library Director is that the Library be open more hours. This article will make it possible to keep the Library open an additional four hours per week over what is funded in Article 5. Even with these additional four hours, Boxborough’s total number of hours of operation will be considerably less than the average hours provided by surrounding towns.

The Finance Committee does not recommend (5 - 3).

This article expands coverage by an additional 4 hours per week. We believe that with the addition of the new children’s librarian this year, the limits on Free Cash and the increases in the costs of the library that we should delay this additional operating cost for a year. The increase in taxation would be \$.012 per \$1,000 valuation, or \$6.62 for the “average” single-family home of \$551,921 valuation.

Finance Committee Minority Position

The purpose of this warrant article is to provide additional evening hours on Monday and Wednesday from 6 PM to 8 PM. Currently the hours vary from day to day and are causing confusion to the general population.

NOTES:

ARTICLE 8 PAYMENT OF PRIOR YEAR BILLS

(Four-fifths vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of One Thousand Six Hundred Dollars (\$1,600), more or less, to pay bills from prior fiscal years; or take any other action relative thereto.

The School Committee recommends unanimously.

The School Committee has determined that the goods and/or services described in these invoices have been received and that these bills were somehow overlooked and left unpaid.

The Finance Committee recommends unanimously contingent upon agreement by the School officials and the Town Accountant.

This article is necessary to clean up bills for Blanchard School from prior fiscal years that were left unpaid due to errors or omissions by the previous business manager. The new administration has instituted financial controls to minimize the possibilities of such errors occurring in the future. If left unpaid these bills will result in collection judgments being levied against the Town, which ultimately must be paid. The increase in taxation would be \$.0016 per \$1,000 valuation, or \$.88 for the “average” single-family home of \$551,921 valuation.

NOTES:

ARTICLE 9 CAPITAL EXPENDITURE - BLANCHARD MEMORIAL SCHOOL – RENOVATIONS

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Sixty Eight Thousand Dollars Five Hundred (\$68,500), more or less, for the purpose of replacing and/or repairing the exterior security doors and repairing all fascias on the exterior of the Blanchard Memorial School; or take any other action relative thereto.

The School Committee recommends unanimously.

The exterior security doors do not always close and lock automatically, as they were designed to do. This represents a potential safety hazard to the students and staff, as well as night and weekend security problems due to the possibility of unauthorized entry. Also, during the winter months, the heat lost through doors that have not closed could be significant, driving up energy costs. The fascia around the roofline is coming away from the building allowing easy access to bees, wasps, hornets and rain. Closing the gaps would save on pest management expenses and repairs due to water damage.

The Finance Committee recommends unanimously.

At the May 2005 Annual Town Meeting, voters authorized the School Committee to hire a consultant to evaluate the Blanchard School infrastructure and provide recommendations for a maintenance/capital improvement plan to ensure the continued safety and efficiency of the building. The capital improvements or more properly maintenance elements proposed here represent the initial installment of that recommended infrastructure maintenance plan. The specific items proposed include critical building envelope issues, such as roof repairs, exterior doors, downspouts and fascia that have proved troublesome from security, weatherproofing, and insect infestation issues. This will add \$.066 per \$1,000 or \$36.43 for a house of median valuation (\$551,921).

NOTES:

ARTICLE 10 PROHIBITION OF FIREARM DISCHARGE BYLAW##

(Majority vote required)

To see if the town will vote to adopt the following general Bylaw “Prohibition of Firearm Bylaw,” submitted by petition; or take any other action relative thereto.

X.X.010 Discharge of firearms prohibited - Exemptions.

Within the town limits of Boxborough, Massachusetts no person or persons shall discharge any firearm, air or gas operated gun of any kind. Except under the following conditions:

- 1) All law enforcement officers, whether federal, state, or municipal in the lawful performance of their duties.
- 2) The discharge of firearms using blank ammunition in fulfilling but not limited to the needs of historical, ceremonial, competitive and sporting activities.
- 3) Contractors using powder-fired charge tools at a construction site.
- 4) Person or persons at an authorized target range.
- 5) Citizens in the lawful defense of themselves or others.

X.X.020 Permit issuance.

The Town Administrator, with the approval of the Board of Selectmen and the Police Chief, may issue permits or licenses to maintain or operate rifle, pistol, and revolver ranges. These permits or licenses may, at any time, be revoked by the Town Administrator and Board of Selectmen with just cause.

X.X.030 Violation - Penalty.

A violation of this law shall result in the following:

First Offense: A warning

Second or Subsequent Offense: A \$50.00 fine

The Board of Selectmen does not recommend by unanimous vote (5 – 0).

After considering the language and parameters of the petition article, the BoS has many reservations about the necessity, management and enforceability of prohibiting the discharge of firearms in Boxborough. We also have concerns about the town’s burgeoning deer population as well as maintaining our farmers’ rights to protect their livestock.

The Finance Committee does not recommend by a majority vote (7 - 1).

This article is presented by petition on the basis of a perceived threat to public safety due to accidental or misdirected firearms discharge. No credible evidence of such threat to public safety has either been presented by the petitioner or uncovered by the efforts of Finance Committee members and the Chief of Police. In fact, it appears that the public safety threat of motor vehicle accidents in striking deer within Boxborough far exceeds that associated with firearms discharge. The petitioner’s article would prevent hunting within Boxborough, the legitimate control of predators and vermin by farmers, as well as the several recreational uses of firearms, air or gas-operated guns (including paintball) that may be enjoyed safely with responsible supervision and currently enacted controls. In addition to these issues related to the substance of the article, the specification of exemptions, permitting, and penalties is insufficient in scope and precision to ensure fair and effective enforcement.

NOTES:

ARTICLE 11

MOVE TO FEE FOR SERVICES AT TRANSFER STATION (PAYT)++

To see if the Town will vote a sense of the meeting that the Board of Selectmen establish a pay as you throw program for the disposal of solid waste and recyclables at the Town's transfer station so as to recover a portion of the cost of solid waste handling, transportation and disposal through user fees, and to incentivize recycling or waste reduction; or take any other action relative thereto.

The Board of Selectmen is currently divided on this issue.

There are pros and cons to either staying with the status quo or initiating a change. We will be presenting our research and financial model to the town, and would like Town Meeting participants to have the opportunity weigh in on the discussion.

The Finance Committee does not recommend (7 - 1).

We disagree with the notion of shifting the cost of key town services from the tax levy to a fee-for-service basis. The reasoning behind the "sense of the meeting" motion being proposed at present, seems to be to free up more money within the Proposition 2 ½ Levy Limit so as to minimize the need for overrides of an operational nature in the future. The specific PAYT proposal will inevitably lead to larger out-of-pocket expenses on the part of Boxborough residents. The PAYT proposal will certainly increase the expenses of seniors using the transfer station, which seems at odds with Town actions of the past several years to relieve the costs to seniors of living in Boxborough. It should be noted that PAYT user fees are not tax deductible while property taxes are a deduction. We are further more concerned with the availability of the bags and how the monies are collected. There are uncertainties in the finance model and with the expectation that recycling will increase by some percentage leading to a higher cost to the town.

Finance Committee Minority Position

It is important to point out that while the philosophical question of PAYT and fees is an important one we did not want to ignore the financial question of the PAYT. The PAYT model can be made to work and is cost neutral to the town.

NOTES:

ARTICLE 12 TOWN HALL – RENOVATIONS, ALTERATIONS & FURNISHINGS

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Ninety Thousand Dollars (\$90,000), more or less, for the purpose of providing renovations, alterations and furnishings at the Town Hall; or take any other action relative thereto.

The Board of Selectmen recommends (4 – 0).

This is to carry out renovations primarily to the west end of Town Hall to reconfigure it for more convenient public access, and provide a better working environment for the Town Hall staff. In May 2005, Town Meeting unanimously approved \$20,000 for an architectural design study of staffing and space needs and to develop a set of detailed schematic plans and construction budget. The funds requested under this article are to implement those plans.

The proposed new first floor layout will provide a common work area, facilitate process flow and resource sharing, and improve efficiency and security. It will especially address the need for more space for applicants working with the land use boards and town planner, as well as additional evening meeting space for the Board of Health or others.

With the exception of replacing very old carpet throughout Town Hall, the bulk of renovation work will be done on the west end first floor, and will include the removal and replacement of walls, floors, storm windows, doors, and installation of new smoke detectors. Separately funded work has already been completed on a small kitchen and lunch room off the upstairs Grange Room, so the downstairs kitchen space will be reclaimed for additional work area. A number of previously identified problems with the Town Hall HVAC and sprinkler system were further studied and quantified in the course of the renovation planning. Work on these systems will be addressed separately and is not included in this article.

With these improvements, our venerable Town Hall will work better for all - whether you are coming in occasionally for business or reporting there every day for work.

The Finance Committee defers to ATM.

We have not seen the overall objective or the plan prior to closing of the warrant. We are concerned that we are doing the projects piecemeal and would rather see a comprehensive plan for town hall. This would add \$.087 per \$1,000 or \$48.02 for a house of median valuation (\$551,921).

NOTES:

ARTICLE 13 TOWN-WIDE CLASSIFICATION AND COMPENSATION STUDY

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Fifteen Thousand Dollars (\$15,000), more or less, for the purpose of hiring a consultant to provide a classification and compensation study for all town employees, excluding those at the Blanchard Memorial School; or take any other action relative thereto.

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

In the interest of maintaining quality employees, the BoS, with support from the Personnel Board, has tried to set annual wages, as reflected in Schedule B of the Personnel Plan, slightly above the median wages for similar positions in “like” towns. To accomplish this, data must be collected from many sources and validated through a comprehensive review every decade or so. The last time the Town conducted a similar study was in 1987. This comprehensive analysis will include job descriptions, job analysis, benefits/salary analysis, compensation and classification plan, FLSA (Fair Labor Standards Act) evaluation and methodology. Approval of this Article would enable the Personnel Board and the BoS to hire consultants to conduct the study and prepare a town-wide compensation and classification plan.

The Finance Committee recommends (5 – 3).

The proposed compensation study will provide unbiased data regarding the levels of service provided, job responsibilities, and rates of pay for key positions within the Town as compared with nearby towns of comparable size, service levels, equalized valuation, and per capita income. The Finance Committee believes that data of this type is essential in reaching fair labor agreements with union personnel, and appropriately managing the Personnel Plan for non-union personnel. This would add \$.015 per \$1,000 or \$8.28 for a house of median valuation (\$551,921).

Finance Committee Minority Position

While the Finance Committee generally agrees with the notion of collecting unbiased data regarding labor standards, job responsibilities, levels of service, and rates of pay from comparable towns, we question whether this proposed study would accomplish these ends.

NOTES:

ARTICLE 14 INTER-MUNICIPAL AGREEMENT - SHARED ANIMAL CONTROL DEPARTMENT

(Majority vote required)

To see if the Town will vote pursuant to Chapter 40 Section 4A of the General Laws to authorize the Board of Selectmen to enter into an inter-municipal agreement with other towns for the purpose of creating a shared Animal Control Department and further to allocate the costs associated with the wages and expenses; or take any other action relative thereto.

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

Our Town Administrator has been working with other towns in the area to create a job description and an agreement which would provide for the hiring of a full time employee to provide animal control duties on a shared cost basis. The objective of this task was to create a position which would better manage and fulfill the duties of the animal control function. Today these duties are done using a variety of methods which are often not the best means to efficiently accomplish the tasks. Approval of this Article would enable the BoS to negotiate the terms of an agreement for a shared Animal Control Department.

The Finance Committee defers to ATM.

We do not have enough information to recommend this one at this time.

NOTES:

ARTICLE 15 CAPITAL EXPENDITURE – ONE-TON DUMP TRUCK

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Forty-Five Thousand Dollars (\$45,000), more or less, for the purpose of purchasing a one-ton dump truck for the Public Works Department; or take any other action relative thereto.

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

The 1974 flatbed truck being replaced was obtained at no cost to the town and minimal funds were expended to transform it from a fire truck to a flatbed truck for general DPW use. The truck is now obsolete and replacement parts are difficult, if not impossible to find. Additionally, the existing vehicle requires a CDL-licensed operator. A replacement, non-CDL vehicle will allow the department to run more efficiently and will expand the options of who can use the vehicle during daily operations, enabling other departments in need to borrow the vehicle.

The Finance Committee recommends unanimously.

The purchase of the one-ton dump truck will replace a converted fire engine flat bed truck put into service in 1974. The converted truck requires the driver to have a special license thereby limiting its use. The converted truck has reached the end of its useful life. The new dump truck will provide greater flexibility and reliability. In addition to daily use by the DPW maintenance staff, the truck will have sanding capabilities and will be made available for use by other departments. This will add \$.044 per \$1,000 or \$24.29 for a house of median valuation (\$551,921).

NOTES:

ARTICLE 16 CAPITAL EXPENDITURE – REPLACE SAND/SALT MIX SHED

(Majority vote required)

To see if the town will vote to raise and appropriate, or borrow or otherwise provide the sum of Sixty Thousand Dollars (\$60,000), more or less, for the purpose of replacing the sand/salt mix shed; or take any other action relative thereto.

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

The replacement of the Sand and Salt shed has been on our “to do” list for several years, but has been delayed due to budget constraints. At this time, we can no longer put it off. The existing sand/salt mix shed was built around 1975 and has deteriorated significantly to the point of being a safety issue. The Public Works Director is seeking to replace it with a new larger shed which will accommodate a greater capacity of mixed materials, enabling the DPW to better respond to winter sanding operations. With the exception of the form work, the DPW staff will provide the labor to demolish the existing shed and build its replacement.

The Finance Committee recommends unanimously.

The existing sand/salt mixing shed has been used since 1975 and has reached the end of its useful life. Although properly maintained, the shed suffers from a crumbling foundation and rafters that have been repeatedly repaired.

The proposed new shed will be slightly larger. The increased size will enable the storage of an increased amount of mixed material. The increased volume of sand/salt mix will enable the DPW to better respond to major storms or ice storms.

The current shed size requires the mixing of materials during a storm. The mixing is made more difficult as the mixing should take place under dry conditions which is difficult to maintain given the size of the shed and the need for the loader to repeatedly enter the shed to replenish sanding trucks. This will add \$.059 per \$1,000 or \$32.56 for a house of median valuation (\$551,921).

NOTES:

ARTICLE 17 RE-CODIFICATION OF ZONING BYLAWS

(Two-thirds vote required)

To see if the Town will vote to delete in its entirety the existing Zoning Bylaw dated May 10, 2004 and accept in its entirety the re-codified Zoning Bylaw dated May 2006, on file in the office of the Town Clerk.

Summary

The current Zoning Bylaw numbering structure no longer allows for the inclusion of additional amendments. This is evident in a previous Bylaw amendment that required a number with a letter (Section 5390A through Section 5390E). Additionally, over time, various amendments have been included in the Bylaw in Sections that do not make sense to the average reader, which makes it more difficult to find information. Recodification of the Zoning Bylaw involves the change in the format, layout and numbering structure of the Bylaw. This is purely a housekeeping change; there are no amendments to the language of the Bylaw.

Copies of the re-codified Zoning Bylaw may be downloaded from the Town' website at www.town.boxborough.ma.us and are also available at the Town Hall.

The Planning Board recommends (4 – 0)

The Planning Board recommends that Town Meeting vote to delete the current Zoning Bylaw dated May 10, 2004 and accept the re-codified Zoning Bylaw dated May 2006 because the new Bylaw numbering system and structure is organized more appropriately and will facilitate future amendments.

The Boxborough Planning Board conducted a public hearing pursuant to Massachusetts General Laws Chapter 40A, Section 5, on March 27, 2006, at 7:30 p.m. to consider and receive comments from interested parties concerning the re-codification of the Boxborough Zoning Bylaw. There was no one from the public in attendance at the meeting.

The Finance Committee recommends unanimously.

There is no financial impact based on the bylaw as the bylaw is simply being renumbered.

NOTES:

ARTICLE 18 REVOLVING FUND - ELECTRICAL INSPECTION **

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Electrical Inspector for inspections conducted by him up to Fifty Thousand Dollars (\$50,000), to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008 to pay for inspections for permits not yet completed; or take any other action relative thereto.

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

The Finance Committee recommends unanimously.

This article is required to re-authorize the revolving fund established to pay electrical inspectors from the fees collected for the indicated purpose, and to set the maximum annual disbursement from the fund. Currently, the applicable fee schedule states that 90% of electrical inspection fees collected must be disbursed to the Electrical Inspector, and 10% remains for Town administrative fees. Finance Committee supports the disbursement cap of \$50,000 and the provision to rollover unused funds to FY 08. This article has no tax rate implications to the Town.

NOTES:

ARTICLE 19 REVOLVING FUND - PLUMBING AND GAS INSPECTION **

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Plumbing/Gas Inspector for inspections conducted by him up to Fifteen Thousand Dollars (\$15,000) to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008 to pay for inspections for permits not yet completed; or take any other action relative thereto.

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

The Finance Committee recommends unanimously.

This article is required to re-authorize the revolving fund established to pay the Plumbing and Gas Inspectors from the fees collected for the indicated purpose, and to set the maximum annual disbursement from the fund. Currently, the applicable fee schedule states that 90% of plumbing and gas inspection fees collected must be disbursed to the Plumbing and Gas Inspector, and 10% remains for Town administrative fees. The Finance Committee supports the disbursement cap of \$15,000 and the provision to rollover unused funds to FY 08. This article has no tax rate implications to the Town.

NOTES:

ARTICLE 20 REVOLVING FUND - FIRE ARMS PERMITS **

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for Fire Arms Permits up to Two Thousand Dollars (\$2,000) to be under the direction of the Police Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends (5 - 0).

The Finance Committee recommends unanimously.

This article re-authorizes the existing revolving fund for the purposes indicated. According to the State firearms law, the Police Department collects fees when issuing a firearms permit. They must then submit 50% of those fees to the State. This fund allows the financial mechanism to work efficiently. It is capped at the same level as FY 06 (\$2,000) and has no tax rate implications to the town.

NOTES:

ARTICLE 21 REVOLVING FUND - LIBRARY FINES**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving library fees, fines and penalties and that all fees, fines and penalties be deposited in said fund to pay for library material acquisitions or services, up to a maximum of Five Thousand Dollars (\$5,000), to be under the direction of the Library Director who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2007 be carried over into fiscal year 2008 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Library Trustees recommends unanimously.

This article will permit the library to use fees and fines that are collected up to \$5,000 per year for the acquisition or replacement of materials and services provided by the library.

The Finance Committee recommends unanimously.

This article re-authorizes the revolving fund that allows the library to use the modest income from fees and fines to replace and/or augment their current holdings.

NOTES:

ARTICLE 22 REVOLVING FUND - DOG LICENSE FEES**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for the purpose of receiving dog licensing fees and that all licensing fees and penalties be deposited in said fund to pay for costs up to a maximum of Four Thousand Dollars (\$4,000) annually relating to the licensing, damage to livestock and fowl, and penalties paid to the Dog Officer, to be under the direction of the Town Clerk who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008 to pay for expenses not yet completed; or take any other action relative thereto.

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

The Finance Committee recommends unanimously.

This article re-authorizes the existing revolving fund. It allows for the acceptance of licensing fees and provides the financial mechanism to pay for the expenses related to licensing, assessing fines and for damage to fowl or livestock. It is funded at the same level (\$4,000 maximum) as authorized in FY 06 and has no tax rate implications to the Town.

NOTES:

ARTICLE 23 REVOLVING FUND – STEELE FARM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies from the sale of trees and other wood and farm products and from leasing and rental fees and paying expenses of the Steele Farm up to Ten Thousand Dollars (\$10,000), to be under the direction of the Steele Farm Advisory Committee who shall approve all such expenditure by a majority vote; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008 to pay for expenses not yet completed; or take any other action relative thereto.

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

The Finance Committee recommends unanimously.

This article re-authorizes the revolving fund and allows the addition of income from other wood and farm products and from leasing and rental fees. This expands the sources of income to fund the restoration and maintenance of the Steele Farm property.

NOTES:

ARTICLE 24 REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for the Integrated Preschool Program up to Forty-Four Thousand Dollars (\$44,000), to be managed by the Blanchard Memorial School Business Manager, who under the direction of the Boxborough School Committee and Blanchard Memorial School Superintendent, shall approve all such expenditures; and further to provide that the monies remaining in the fund at the end of fiscal year 2007 be carried over into fiscal year 2008; or take any other action relative thereto.

The Boxborough School Committee recommends.

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

The Finance Committee recommends unanimously.

This article reauthorizes a revolving fund initially approved at the May 2002 Annual Town Meeting. The Integrated Pre-School Program initiative has proved both beneficial to the students involved and a financially effective means of providing required services. Reauthorizing this revolving fund will ensure that tuitions and other fees collected will benefit the Program, offsetting School Department costs and effectively reducing the Program appropriations by the estimated fees to be collected.

NOTES:

ARTICLE 25 REVOLVING FUND – CONSERVATION COMMISSION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E and 1/2 to reauthorize a revolving fund for purposes of receiving fees associated with the regulation of the local Wetland Bylaw and that all fees be deposited in said fund to pay for expenses directly attributable to local Wetland Bylaw regulatory activities (excluding legal expenses), up to a maximum of Twenty Thousand Dollars (\$20,000), to be under the direction of the Conservation Commission within the administrative procedures established by the Board of Selectmen; the Commission shall approve all such expenditures by majority vote; and further to provide that the monies remaining in the fund at the end of the fiscal year 2007 be carried over into fiscal year 2008 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends (5 - 0).

The Finance Committee recommends unanimously.

NOTES:

ARTICLE 26 ELDERLY TAX RELIEF – INCREASE IN 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 100% in certain property tax exemptions for qualifying senior citizens, disabled veterans and other individuals; or take any other action relative thereto.

The Board of Selectmen recommends (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. Anyone with questions or who might wish to take advantage of these tax exemptions should contact the Town Assessor, Colleen Whitcomb, at 263-1116, Ext. 109 or by e-mail to: colleen.whitcomb@town.boxborough.ma.us.

The Finance Committee recommends unanimously.

At the May 1999 Annual Town Meeting the Town approved Elderly Tax Relief according to the state statute identified above. State law requires that this be reauthorized by the taxpayers annually prior to the setting of the tax rate. This tax relief act has stringent income and asset guidelines. While the total senior-citizen property tax abatement associated with this program is small, the Finance Committee believes that it is important to assist those long-term residents who may find it onerous to pay their property taxes. Many of these residents may have little use for some Town services, enacted in recent years and differing fundamentally in scope and expense from their historical experience and needs. The cost to the town of all Elderly tax relief articles is under \$3,000. This equates to \$.0029 per \$1,000 or \$1.62 for the median price of a house.

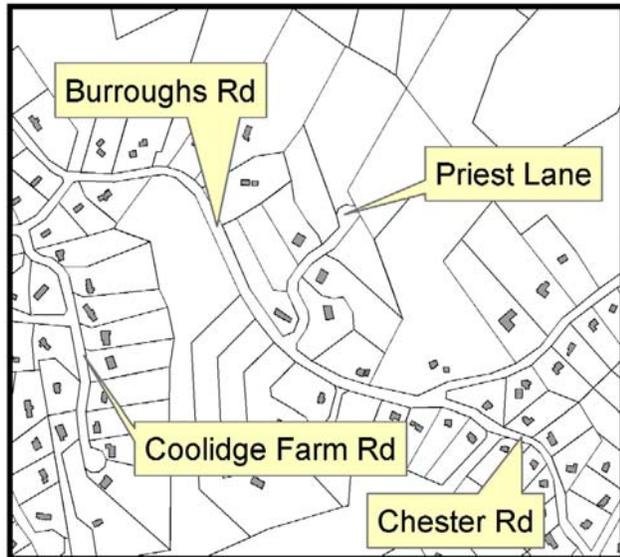
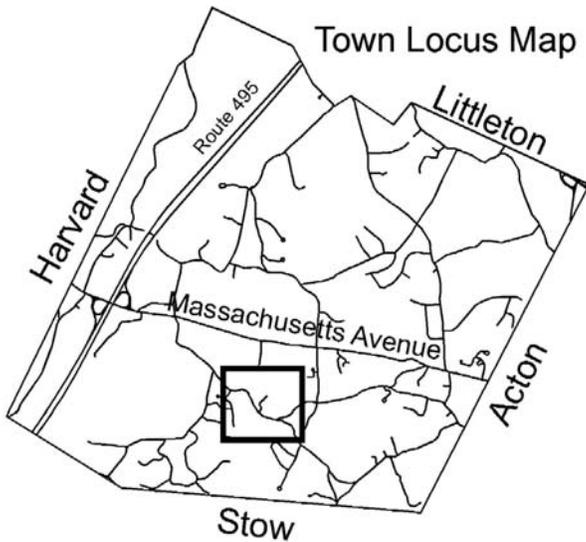
NOTES:

ARTICLE 27 ROAD ACCEPTANCE – PRIEST LANE**

(Majority vote required)

To see if the Town will vote to accept the laying out of Priest Lane and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan entitled “As-Built Plan and Profile, Priest Lane, Boxborough, Massachusetts, Prepared for Coughlan Construction, dated January 6, 2006, Scale 1" = 20 Feet, prepared by Foresite Engineering Associates, Inc.”, which plan is to be recorded with Middlesex South District Registry of Deeds and is included in the Order of Layout adopted by the Selectmen with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21 – 23, and to authorize the Selectmen to acquire by purchase, eminent domain, gift or otherwise for highway purposes the fee or any lease interests that may be necessary for such town ways; or take any action relative thereto.

**Priest Lane Road Acceptance
Map Insert**



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

A public hearing was held on March 20, 2006 and the Selectmen approved the laying out of Priest Lane per the final as-built plans.

The Planning Board recommends (4-0).

The Planning Board voted to recommend that Town Meeting accept Priest Lane as a public way.

The Finance Committee recommends unanimously.

Our understanding is that all required agreements are in place and that the town is already maintaining this road.

NOTES:

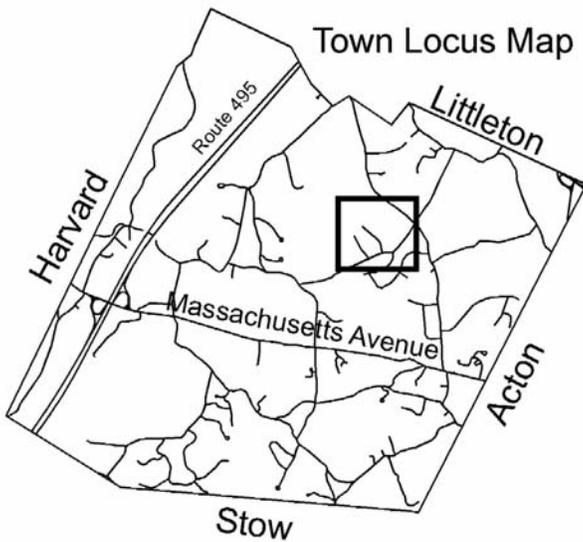
ARTICLE 28 ROAD ACCEPTANCE – PATCH HILL ROAD**

(Majority vote required)

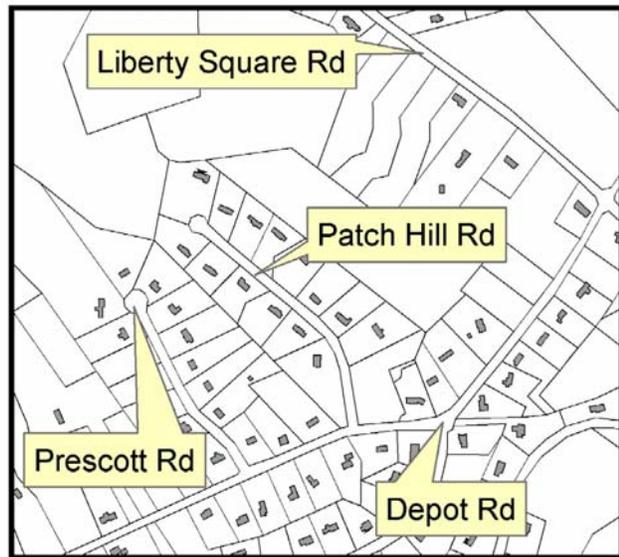
To see if the Town will accept the laying out of Patch Hill Road (formerly known as Tisbury Lane) and establish it as a town way, together with certain easements for the benefit of Lot 2A, Lot 3 and Lot 9, as laid out by the Board of Selectmen according to a plan on file entitled “Definitive Subdivision Plan of Land of Baldwin Hills in Boxborough, MA.”, by Bryan F. Lynch, P.E. Consulting Civil Engineers and Land Surveyors, P.O. Box 693, Acton, MA. 01720, dated December 1992, Revised April 29, 1993 and June 15, 1993, Owner: Jeanne S. Kangas, Trustee, Steele Realty Trust V, 959 Hill Road, Boxborough, MA. 01719, Developer and Subdivider: Compass Builders, Inc. 77 Mayfair Drive, Boxborough, MA. 01719, which plan is recorded with Middlesex South Registry of Deeds as Plan No. 508 of 1993 and on file in the office of the Town Clerk, and to authorize the Board of Selectmen to acquire by purchase, eminent domain, gift or otherwise for highway purposes the fee or easement, including easements for drainage, utility or other purposes where shown on said plan; or take any action relative thereto.

Summary

The Patch Hill Road subdivision was approved by the Planning Board in June of 1993. In 1996, during the course of construction and prior to the completion of the roadway, the builder filed for bankruptcy. The Town pulled the developer's performance bond, completed construction of the roadway and has been sanding, plowing and maintaining the roadway since 1997; however the road was never accepted by the Town. Due to a complicated series of events related to the foreclosure proceedings, two unknowing owners purchased all of the developer's interest in the subdivision, including the fee in Patch Hill Road, and effectively became the owners of the roadway. The Town Planner has been working with them to execute Quitclaim Deeds conveying the fee in the road to the Town. With the acceptance of Patch Hill Road as a public way, the Town will be able to use Chapter 90 funds for roadway improvements, ultimately providing a cost savings to the Town.



**Patch Hill Rd
Road Acceptance Map Insert**



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

A public hearing was held on March 27, 2006 and the Selectmen approved the laying out of Patch Hill Road per the final as-built plans.

The Planning Board recommends (3-0-1).

The Planning Board recommends that Town Meeting accept Patch Hill Road as a public way.

The Finance Committee recommends unanimously.

The town now has full ownership of the road and the road meets all town requirements.

NOTES:

ARTICLE 29 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).

Each year the town must vote to accept highway funds from the State's Chapter 90 program. Recent acquisitions and improvements using funds from this program include purchase of a four-wheel drive backhoe loader, repaving of Central Street, overlay of Codman Hill Road and repaving of Robinson, Hager, Morse, Steele and Old Harvard Roads and the portion of Burroughs Road between Stow and Chester Roads. Future plans include replacing guard rails on Middle, Codman Hill, Hill and Liberty Square Roads.

The Finance Committee recommends unanimously.

Passage of Article 29 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 Department of Revenue through the Commonwealth of Massachusetts.

NOTES:

ARTICLE 30 AMEND POLICE DEPARTMENT BYLAW**

(Majority vote required)

To see if the town will vote to amend the Police Department Bylaw as follows:

Section 1: Revise last sentence to read:

“The fee for each application shall be specified in the *Schedule of Fees and Penalties*.”

(Sentence currently reads “The fee for each application shall be twenty-five (\$25.00) dollars.”)

Section 8: Revise the first sentence to read:

“False Alarms: Each alarm user shall be assessed a penalty, as specified in the *Schedule of Fees and Penalties*, for each false alarm, except for those alarms due to a power outage, or other systematic disturbance over which the user has no control.”

(Sentence currently reads “False Alarms: Each alarm user will be assessed a penalty of twenty-five (\$25.00) dollars for each false alarm, except for those alarms due to a power outage, or other systematic disturbance over which the user has no control.”)

Add a new section:

“11. Fees and Penalties

After due notice and a public hearing, the Board of Selectmen 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. Said schedule shall include application fees, penalties for false alarms and fines associated with violations of any provisions of this bylaw.”

Or take any other action relative thereto.

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

These amendments would remove the fee and penalty structure from the bylaw, to facilitate enabling the Selectmen to set the fees after a public hearing.

The Finance Committee recommends unanimously.

There is no financial impact to the town.

NOTES:

ARTICLE 31 AMEND FIRE ALARM AND PROTECTION SYSTEMS BYLAW**

(Majority vote required)

To see if the town will vote to amend the Fire Alarm and Protection Systems Bylaw as follows:

Add a new section:

“Section 4. Fees and Penalties

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. 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.”

Re-number all remaining sections, and references to those sections, accordingly.

Revise newly numbered **Section 5 (Registration and Permits)** by:

Deleting “of ten (\$10.00) dollars” in the first sentence of the second paragraph and **replacing** with “as specified in the *Schedule of Fees and Penalties*.” so that sentence will read:

“Alarm system permits may be obtained by completion of a registration form provided by the Department and payment of an initial permit fee as specified in the *Schedule of Fees and Penalties*.”

and by **deleting** “ten (\$10.00) dollar renewal” in the third sentence of the second paragraph and **replacing** with “as specified in the *Schedule of Fees and Penalties*.” so that sentence will read:

“Renewal permits will be issued after payment of a fee as specified in the *Schedule of Fees and Penalties*.”

Revise newly numbered **Section 6 (Annual Fire Alarm Service Fee)** by:

Deleting in its entirety paragraph (b)

(Paragraph currently reads “The annual fire alarm service fee will be fifty (\$50.00) dollars per master fire alarm box for churches and one hundred fifty (\$150.00) dollars per master fire alarm box for all other types of properties.”)

Re-lettering all remaining paragraphs accordingly.

Adding to end of newly-lettered paragraph (b) “, and shall be specified in the *Schedule of Fees and Penalties*.” So that sentence will read:

“The fire alarm service fee shall be determined annually by the Boxborough Fire Department, subject to the approval of the Board of Selectmen, and shall be specified in the *Schedule of Fees and Penalties*.”

Revising newly-lettered paragraph (g) to read:

“In the event that service is disconnected, the service may be reconnected upon payment of any outstanding bills and a reconnection fee, as specified in the *Schedule of Fees and Penalties*.”

(Paragraph currently reads “In the event that service is disconnected, upon payment of any outstanding bills and a fifty (\$50.00) dollar reconnection fee, the service may be reconnected.”)

Revise newly numbered **Section 8 (Secured Key Access)** to delete “of fifty (\$50)” in last paragraph and replacing with “as specified in the *Schedule of Fees and Penalties*” so that paragraph will read:

“Any building owner violating Section 8 of this bylaw after receiving due notice by the Department shall be subject to a fine as specified in the *Schedule of Fees and Penalties*.”

Revise newly numbered **Section 10 (False Alarms - Errors, Mistakes or Malfunctions; Penalty)** by:

Deleting “of one hundred fifty (\$150.00) dollars per false alarm” in paragraph (b) sub-paragraph (2) and **replacing** with “per false alarm in an amount specified in the *Schedule of Fees and Penalties*.” so that paragraph will read:

“The fifth (5th) such false alarm and every such subsequent false fire alarm during any calendar year shall result in a fine per false alarm in an amount specified in the *Schedule of Fees and Penalties*.”

and by **deleting** “one hundred and fifty (\$150.00) dollars” in paragraph (e) and **replacing** with “, as specified in the *Schedule of Fees and Penalties*” so that paragraph will read:

“Notwithstanding the provisions of sections (b), (c) and (d) above, if subsequent alarms are received due to a failure to properly reset an alarm system within a reasonable time period, a fine, as specified in the *Schedule of Fees and Penalties* shall immediately be imposed after the receipt of the such false alarm, provided that the owner, manager or person responsible for the property has been properly notified.

Revise newly numbered **Section 11 (Same-Intentional; Penalty)** paragraph (c), first sentence by **deleting** “one hundred and fifty (\$150.00) dollars” and **replacing** with “an amount as specified in the *Schedule of Fees and Penalties*,” so that sentence will read:

“Any person who violates subsections (a) or (b) of this section shall be fined an amount as specified in the *Schedule of Fees and Penalties*, and where applicable, may additionally be subject to prosecution under the Massachusetts General Laws for falsely reporting an incident.”

Or take any other action relative thereto.

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

These amendments would remove the fee and penalty structure from the bylaw, to facilitate enabling the Selectmen, upon recommendation of the Fire Chief, to set the fees after a public hearing.

The Finance Committee recommends unanimously.

There is no financial impact to the town.

NOTES:

ARTICLE 32 SET INTEREST RATE FOR SENIOR TAX DEFERRAL**

(Majority vote required)

To see if the town will vote to act pursuant to Ch.136 of the Acts of 2005, *An Act Providing Senior Tax Relief*, to set the interest rate that accrues on deferred property taxes at five percent (5.0%); or take any other action relative thereto.

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

Under recently enacted legislation, town meeting may vote to establish an alternative lesser interest rate as low as zero percent on property tax deferrals for certain eligible seniors. Unless a lower rate is adopted, the rate will remain at 8%. After discussion with the Town Assessor, the Board of Selectmen agrees that a 5% interest rate is a fair and appropriate rate. This program is not heavily utilized in Boxborough and has limited financial effect on the town. Anyone with questions or who might wish to take advantage of this program should contact the Town Assessor, Colleen Whitcomb, at 263-1116, Ext. 109 or by e-mail to: colleen.whitcomb@town.boxborough.ma.us.

The Finance Committee recommends (6 – 2).

The Finance Committee is committed to making it easier for senior citizens to continue to live in Boxborough as long as possible and to enable them to delay their move to a condominium or assisted living facility. This requires that the Town of Boxborough provides enhanced services and property tax relief focused on helping the senior citizens. One of the key elements is to enable them to defer taxes at reasonable interest rates. The Finance Committee supports a policy of setting the interest rate at close to the borrowing costs for the town, which is currently five (5%) percent. 5% is also the approximate rate of interest we would receive if these funds were invested. This is a win-win situation for both the Town and the Senior citizens. The senior citizens consume a lot less in services compared to younger families with children. Currently only one senior citizen is taking advantage of tax deferral. Supporting the senior citizens is morally and ethically the right thing to do.

Finance Committee Minority Position

The article authorizes reducing the interest rate on the deferred tax balance from eight percent (8%) to five (5%) percent. While we favor a less onerous rate burden on our seniors opting for the program, authorizing a static rate only temporarily resolves the problem as prevailing interest rates change based on market conditions. We favor a variable interest rate based on a prime borrowing rate established at a local bank. The deferred tax interest rate would be adjusted annually. As the prime rate declines, the senior would benefit from the decline. Conversely if the prime rate increased, the Town would not be subsidizing the senior taxpayer.

NOTES:

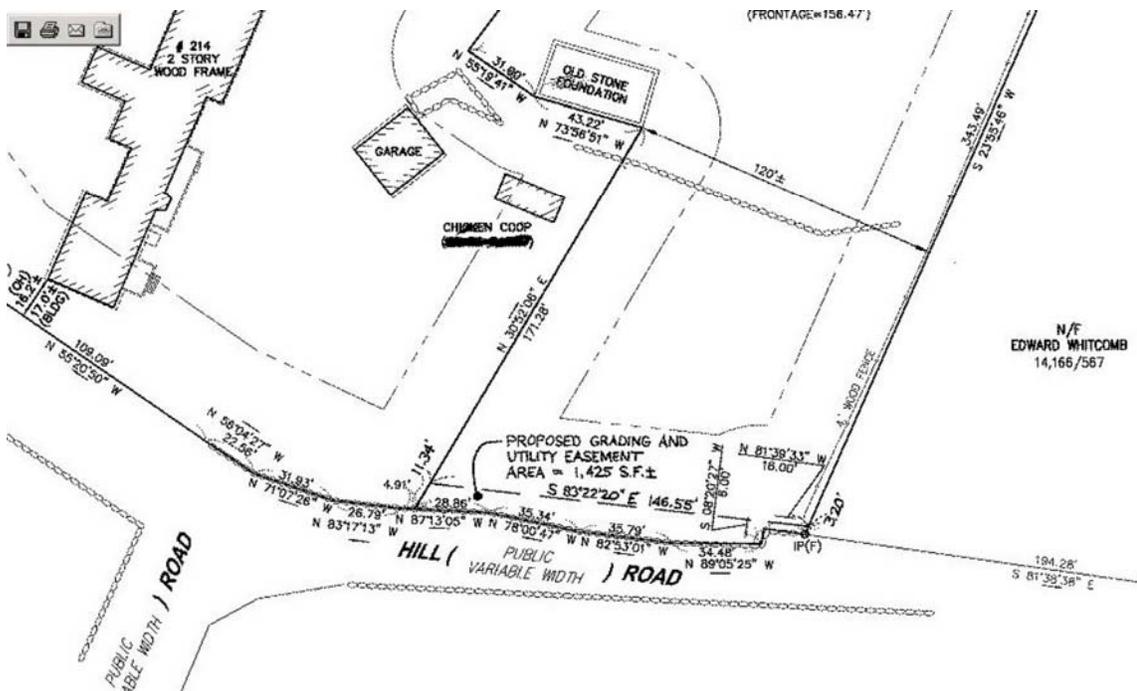
ARTICLE 33 ROADWAY EASEMENT – HILL ROAD**

(Majority vote required)

To see if the Town will vote to accept a Roadway Easement as shown on a plan titled “Proposed Grading and Utility Easement Area” over Lot 2 Hill Road, Boxborough, Middlesex County, Massachusetts, being shown on a plan entitled “Plan of Lane in Boxborough, Mass” prepared for Clifford O. & Margaret A. Stockley, Scale 1 inch = 30 feet, Date: February 18, 2005 by Goldsmith, Prest & Ringwall, Inc. recorded with Middlesex South Registry of Deeds as Plan No. 56 of 2006; incorporated herein by reference and on file in the office of the Town Clerk; and as described in the Grant of Easement as conveyed by Clifford O. & Margaret A. Stockley; and further to authorize the Board of Selectmen to sign whatever documents might be necessary to accomplish removal and replacement of the utility pole(s); or take any other action relative thereto.

Summary

The Town Planner, Public Works Director and the Littleton Electric Light Department have been working with the property owners, Mr. & Mrs. Stockley of 214 Hill Road, on granting this easement so that the Town can move forward with widening the roadway shoulder to install a guardrail due to the steep drop and curve at this section of Hill Road. Additionally, LELD would relocate the existing utility pole to the other side of the new guardrail. Currently, the existing utility pole is leaning considerably and is located right at the edge of the pavement, which presents a significant safety issue. The roadway easement will allow the widening of the roadway shoulder to accommodate a guardrail and relocation of the utility pole.



The Planning Board recommends (4-0).

The Planning Board voted to recommend that Town Meeting accept the Hill Road Roadway Easement because it will provide the necessary area for the Town to make critical safety improvements along this section of roadway.

The Finance Committee recommends unanimously.

This allows the town to upgrade and maintain a section of the road. There is no financial impact to the town of the easement.

NOTES:

Annual Town Meeting May 8, 2006

ARTICLE 34 BOS - INTER-MUNICIPAL MUTUAL AID AGREEMENT(S)**

(Majority vote required)

To see if the Town will vote pursuant to Chapter 40 Section 4A of the General Laws to authorize the Board of Selectmen to enter into an inter-municipal agreement with one or more other governmental units to provide public health services which the Board of Health is authorized to perform, in accordance with an Inter-Municipal Mutual Aid Agreement to be entered into between the Town and various governmental units; or take any other action relative thereto.

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

The Board of Health recommends.

This article simply authorizes the Board of Selectmen (and essentially the Town) to enter into an inter-municipal agreement with one or more other cities or towns in order to better serve the public during a public health emergency. The health and wellness of a community will be best protected through the concerted efforts of multiple public health officials/agencies providing assistance to each other. The mutual aid agreement makes it possible for public health providers to employ similar support from communities, like the police and fire departments utilize. Staff from other communities will operate under the direction of the Boxborough Officials in the event of an emergency here in Town.

An important factor to note is that this Agreement is in no way intended to substitute for the ordinary public health activities of the Town of Boxborough.

The Boxborough Board of Health is strongly in favor of this article.

The Finance Committee recommends unanimously.

This article does not have a financial impact to the town.

NOTES:

ARTICLE 35 RESIDENCY REQUIREMENTS FOR REGULAR FIRE AND POLICE OFFICERS**

(Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for the purpose of adopting the following legislation:

An Act Relative to Residency Requirements for Regular Fire and Police Officers

Section 1. Notwithstanding the provisions of section ninety-nine a of chapter forty-one of the general laws or any other general or special law to the contrary, any member of the regular police or fire department working in the Town of Boxborough appointed subsequent to August first, nineteen hundred and seventy-eight shall reside within forty miles of the limits of said town. Said distance shall be measured from the closest border limits of said city or town in which said member is employed to the closest border limits of the city or town in which said member lives.

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; or take any other action relative thereto.

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

This article simply asks for reauthorization to petition the Legislature to allow our officers to live beyond the 15-mile residency restriction. The town voted unanimously on May 13, 2003 to authorize the Selectmen to petition the General Court to adopt legislation that would enable regular full-time firefighters and police officers to live within an extended 40-mile radius of the Town. The legislation did not pass in the 2003-2004 legislative session, was re-filed and held up in the House Rules Committee and is now considered to be an inactive petition. Representative Eldridge and Senator Resor have advised the Town to authorize the Selectmen to re-submit the legislation.

The Finance Committee recommends unanimously.

This is a repetition of one done a few years ago and the Finance Committee supported it then. We certainly would prefer to see town employees who are required to be in town for emergencies to live close, but we understand the realities of the housing market.

NOTES:

ARTICLE 36 AMEND COUNCIL ON AGING BYLAW**

(Majority vote required)

To see if the Town will vote to amend the Council on Aging Bylaw adopted on May 14, 1975 and amended on May 29, 1990, October 23, 1995 and May 10, 1999 by striking in its entirety and replacing by the following:

“Section 1: Composition

There shall be established in the Town of Boxborough a Council on Aging in accordance with Chapter 40, Section 8B, of the Massachusetts General Laws, for the purpose of providing and advancing those programs and services which will enrich the lives of senior residents living in the Boxborough Community. For the purpose of this bylaw, a senior resident shall henceforth be defined as any person residing in the Town of Boxborough who is sixty years of age or older.

The Council on Aging shall consist of no fewer than five (5) residents of the Town of Boxborough, at least a majority of whom shall be sixty years of age or older. The members shall be appointed by the Board of Selectmen and shall serve without compensation.

Each member shall serve for a term of three years, except that the Board of Selectmen may make initial appointments to staggered terms so that, as nearly as possible, an equal number of members shall be appointed each year. Members of the existing Council on Aging in office upon the effective date of this bylaw shall continue to serve until their current terms expire. Members whose terms have expired shall be eligible for reappointment.

The Council on Aging shall, annually, at their first regularly scheduled meeting in the fiscal year, select from its membership a Chair, Vice Chair and Secretary; provided, however, that no member shall hold such office for a period of more than two consecutive years.

In the event a vacancy occurs for any reason on the Council on Aging, the remaining members shall notify the Board of Selectmen, who shall thereupon fill such vacancy for the unexpired term.

The Council on Aging may also appoint Associate Members to assist the Council in any way it deems appropriate and necessary. Associate members shall not, however, be entitled to vote.

Section 2: Reason for Removal

The Board of Selectmen may remove any member of the Council on Aging after a hearing, for cause. Cause shall include, but not be limited to, the absence from more than one half of the regular meetings in any one calendar year without justification or extenuating circumstances.

Section 3: Responsibilities

The duties of the said Council shall be as follows:

1. Support the Council on Aging Coordinator with regard to fulfilling the job description of said position, including assisting with the design and implementation of senior resident services and programs.
2. Identify the total needs of the community's senior residents.
3. Educate the community and enlist support and participation to fill identified senior resident needs.
4. Coordinate existing senior resident services in the community.
5. Promote and support any other programs which are designed to assist senior resident services in the community or coordinate existing services.
6. Function as an advisory board to the Board of Selectmen on the program needs of the Boxborough Council on Aging as well as to maintain an effective flow of communication between the senior resident population of Boxborough and the town's policy makers.

The Council on Aging shall coordinate with the Commonwealth of Massachusetts Executive Office of Elder Affairs and shall be cognizant of all state and federal legislation concerning funding, information exchange and program planning which exists for better community programming for elders.

The Council shall prepare and submit an annual report to the Town of Boxborough and shall send a copy thereof to the Commonwealth of Massachusetts Executive Office of Elder Affairs.

Section 4: Quorum

The quorum for the transaction of business shall be a majority of the Council.

Section 5: Adoption of Bylaw

Upon approval of this bylaw, the previous bylaw amended and approved by Town Meeting on May 10, 1999 under Article 23 is superceded.”

or take any other action relative thereto.

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

After many meetings and input from both volunteers and community members, the Council on Aging and Board of Selectmen have agreed upon the new COA Bylaw as presented. We’d like to take this opportunity to thank everyone who participated in the process!

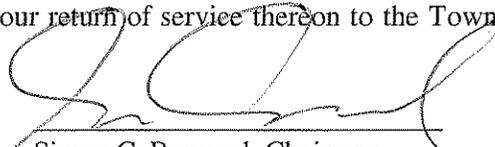
The Finance Committee recommends unanimously.

There is no financial impact to the town.

NOTES:

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.

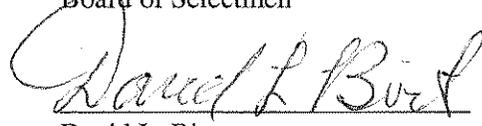
Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 21, 2006.



Simon C. Bunyard, Chairman
Board of Selectmen



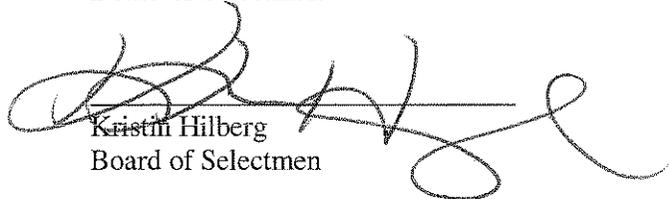
Donald R. Wheeler, Clerk
Board of Selectmen



David L. Birt
Board of Selectmen



Leslie Fox
Board of Selectmen



Kristin Hilberg
Board of Selectmen

REPORT OF THE FINANCE COMMITTEE

Overall Town Finances

The most important problem addressed by the Finance Committee and other Town officials in the last months of Calendar year 2005 and the first months of calendar 2006 was the requirement to keep the budget for FY2007 within Proposition 2 1/2. There continues to be a continuing disparity between the rate of growth of operating expenses and our ability to raise revenue within the limits of Proposition 2 1/2. There are several reasons for this situation, including principally:

- Personnel cost increases running between 6% and 9% per year, or at least twice the recent inflation rate.
- Employee benefits (largely health insurance) costs rising at 10% for this year.
- Regional School Assessment increasing at around 6.5% for this year, exclusive of debt service costs.
- Current debt service costs running about 7.5% of total budget for projects or acquisitions that were approved by past town meetings and are now transitioning from interest only BANS to long-term (principal plus interest) bonds.
- A Town budget in which approximately 50% of the operating expenses are outside the direct control of Town officials (e.g. contracts, health insurance, debt service, and regional school assessment).
- Flat state aid which increases the portion of the total operating budget covered by the property tax levy, though this could change if the governor's budget is approved.
- Low rate of new construction running at approximately 1.6% in this year, a value far lower than the increase in Town service costs.
- Continued slowness of commercial development activity, shifting a greater burden to the residential property taxpayer.
- Continued low number of local permit receipts associated with slowed development activity, further increasing the burden on the property tax levy.

All of these issues combine to force a situation in which a general operating override appears to be in the cards every other year assuming that the town wants to continue to provide in future years the level of town services achieved in the past several years. As will be described in greater detail, it is difficult to discern any trends in other revenue sources that will reduce the upward pressure on the Town's property tax levy in the coming years. All we can continue to do is rely on increased aid from the state or large commercial development opportunities.

Voters must keep in mind several definitions and issues that must be observed in approving a budget.

- Levy Limit – The maximum the tax levy can be in any given year, based upon the previous year's limit plus certain allowable increases. This value is generally a good deal less than 2.5% of the Town's full and fair cash value.
- Maximum Allowable Levy – The sum of the Levy Limit for any given year plus the amount of debt service that has been excluded from the provisions of Proposition 2 1/2 by prior Town Meeting and election/ballot actions.
- Levy Ceiling – The maximum value that the Levy Limit can be, equal to 2.5% of the Town's full and fair cash value.
- General Levy Limit Override – Proposition 2 1/2 allows a community to assess taxes in excess of the automatic annual 2.5 percent increase by passing a general override for a specific dollar amount in excess of the normal limits. When passed, the levy limit for an override is calculated by adding the amount of the override to the normally increased Levy Limit. The override amount becomes a permanent increase in the levy limit of the Town.
- Debt Exclusion – Proposition 2 1/2 allows communities to exempt certain debt service costs from the normal Levy Limit constraints, adding the amount of such debt service costs to the normally calculated levy limit for the life of the debt. Debt exclusion does not become a permanent increase to the Town's Levy Limit.

- Capital Outlay Exclusion – This exclusion from the provisions of Proposition 2 1/2 allows communities to add the costs of approved capital projects to the normally calculated Levy Limit. Such capital outlay exclusion does not become a permanent addition to the Town’s Levy Limit.
- In addition to these definitions, associated with the Proposition 2 1/2 statutes and regulations, voters will see the budget at various points in the warrant and in the discussion at Town Meeting described as Article 5.

Before considering the FY '07 budget in some detail, voters should be aware of the overall picture of Town Finances. The following table shows (assuming Article 5 is approved as presented at ATM) the currently estimated values of tax levy, tax rate, and average tax bill for the single-family home having a valuation of approximately \$551,921 (was \$508,000 last year).

Estimated Tax Rate and Average Tax Bill for FY '07 as Compared to FY '06

	FY '06	FY '07
Tax Levy	\$13,502,107	\$14,323,960
Valuation (\$1000's)	\$1,019,797	\$1,036,412
Tax Rate	\$13.24	\$13.82
Avg. Valuation (\$1000's)	\$552	\$577 (est. @ 4.5% growth)
Avg. Tax Bill	\$7,307	\$7,971

*Median house - \$551,921 per Department of Revenue (DOR) FY '06 (was \$508,000 in FY'05)

FY 2007 Operating Budget

The Finance Committee started working with the Board of Selectman and the Boxborough School Committee as well as other boards and commissions charged with budget authority during the late fall of 2005 and first few months of 2006 to put together a level service budget for FY '07. As indicated previously, only about 50% of estimated operating costs are directly controllable by the BoS, School Committee, and the Finance Committee.

The critical budget drivers between FY '06 and FY '07 are the A/B Regional School assessment, the Blanchard School budget, and employee benefits, energy costs, increased public safety coverage. The A/B Regional assessment is composed of both budgetary factors and the increased proportion of Boxborough students at the region. Boxborough has little recourse to alter this assessment, short of precipitating a joint Town Meeting with Acton. The employee benefits increase is principally driven by health insurance costs, which most residents must surely appreciate.

Current Estimates of FY '06 Operating Budget Categories

Budget Category	FY '06 Level	FY '07 Level	% Difference
General Government	\$879,478	\$883,501	0.5%
Protection	\$1,750,024	\$1,851,152	5.5%
Blanchard School	\$5,165,631	\$5,371,944	3.8%
Minuteman Technical School	\$233,461	\$260,801	10.5%
A/B Regional School	\$5,136,802	\$5,473,056	6.1%
Public Works	\$687,079	\$803,852	14.5%
Cultural, Recreation, Library	\$242,390	\$265,302	8.6%
Health	\$65,583	\$74,004	11.4%
Reserve Fund	\$146,000	\$146,000	0.0%
Debt Service	\$1,110,139	\$1,372,142	19.1%
Employee Benefits	\$1,526,105	\$1,675,999	8.9%
Total Salaries reserved	\$0	\$89,531	100.0%
Total Operating Budget	\$16,942,692	\$18,267,284	7.3%
ATM warrant article within 2 1/2	\$0	\$66,210	100.0%
Overlay Reserve	\$200,000	\$200,000	0.0%
Total budget**	\$17,142,692	\$18,533,494	7.5%
Total Budget including all warrant articles ***		\$18,788,494	8.8%

* Best estimate, not determined as of this report

**Excludes Warrant Articles covered by other means

*** Warrant articles of \$255,000 are proposed to be funded by other means

We now turn to how the Town pays its bills. The sources of funds available to Boxborough are limited to the following categories, with the following estimated amounts for FY '06.

Current Estimated Revenues and Cash Contributions to Balance Operating Budget

Revenue Sources	Revenue
Maximum Allowable Tax Levy (Prop. 2 1/2)*	\$14,323,960
State Aid	\$1,607,722
State Aid (construction reimbursement)	\$374,472
Local Receipts (Excise tax, permits)	\$1,419,600
Bond Premium used to fund debt expense	\$0
Overlay Reserve released to fund budget	\$0
Free Cash	\$807,740
Total revenue source, operating budgets**	\$18,533,494

* Estimated at Time of Writing

**Excludes Warrant Articles covered by free cash and Stabilization Fund

In addition to the operating budget issues outlined above, voters should be aware that there are 8 “money” articles on the annual town meeting warrant, over and above the operating budget requested in Article 5. The subject of these articles, dollar amounts requested, and proposed sources of funding are shown on the following table:

Proposed Warrant Article Expenditures and Sources of Funds

Article	Description	Amount	Tax impact per \$1000	Tax impact for median house	Funding Source
6	Library – Children’s Librarian	\$37,168	\$.036	\$19.87	Free Cash
7	Library – additional hours of operation	\$12,442	\$.012	\$6.62	Free Cash
8	Blanchard payment of prior years bills	\$1,600	\$.0016	\$.88	Free Cash
9	Capital expenditure - Blanchard Memorial School – renovations	\$68,500	\$.066	\$36.43	Not funded by Free Cash
12	Town Hall – renovations, alterations & furnishings	\$90,000	\$.087	\$48.02	Not funded by Free Cash
13	Town-wide compensation study	\$15,000	\$.015	\$8.28	Free Cash
15	Capital expenditure – One-ton dump truck (to replace ’74 flatbed truck)	\$45,000	\$.044	\$24.29	Not funded by Free Cash
16	Capital expenditure – Replace sand/salt mix shed	\$60,000	\$.059	\$32.56	Not funded by Free Cash
Total Proposed Warrant Articles		\$329,710 +			

General Financial Policies

Policies adopted by the Finance Committee in FY ’96 continue to guide the budget process. It may help the voters’ decision-making process to understand these policies as they review the town operating budget and warrant articles prior to the 2006 Annual Town Meeting. These policy guidelines address three broad areas of municipal finance: the General Fund, Capital Planning, and Debt Management.

General Fund

- Current operating expenses should be paid with current operating revenues, and a prudent use of free cash.
- Free cash should be maintained at 3-5% of total expenses.
- Free cash in excess of policy should be reserved for emergency expenses or added to the Stabilization Fund for future capital projects.
- In each annual budget, at least 2% of revenues should be allocated to current capital expenses or to the Stabilization Fund. We have not followed this policy in the last few years, but it continues to be monitored.
- In each annual budget, 20% of the property taxes from new growth should be allocated to current capital expenses or to the Stabilization Fund. We have not followed this policy in the last few years, but it continues to be monitored.
- Fees and user charges are reviewed annually in relation to the cost of providing the service.
- New positions in the town should be added to the warrant as an article the first year and then will be added to the operating budgets in follow-on years.

Capital Planning

- Both the incremental operating costs and debt service costs for any proposed capital project must be considered before any approval is granted.

Debt Management

- Debt service should not exceed 10% of revenues.

The Finance Committee expects that these policies, together with a robust long term planning effort encompassing operating budgets, capital improvements, and town land resources, will serve to guide the budget process in years to come.

Conclusions

The most important thing that voters can do at this time of the year is to make themselves familiar with the financial situation of the Town, by reviewing the information presented here and in the Article 5 description. Whatever the outcome of votes on specific budgetary lines the Finance Committee wishes that the discussion be well informed and wide-ranging. It is you the voter who can determine the future prospects for the town by careful consideration of the Town Meeting Warrant Articles.