



**TOWN OF BOXBOROUGH  
SPECIAL/ANNUAL TOWN MEETING  
MAY 14, 2012  
LIST OF ARTICLES**

**SPECIAL TOWN MEETING**

- 1. AMEND FY 2012 OPERATING BUDGET --PASSED**
- 2. LEASE OF U.C.C. FELLOWSHIP HALL FOR COMMUNITY CENTER -- PASSED**

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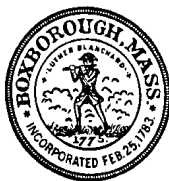
**ANNUAL TOWN MEETING**

- 1. CHOOSE TOWN OFFICERS**
- 2. HEAR AND RECEIVE REPORTS -- PASSED**
- 3. SET SALARIES AND COMPENSATION OF ELECTED OFFICIALS -- PASSED**
- 4. PERSONNEL ADMINISTRATION PLAN CHANGES -- PASSED**
- 5. FUND MASSACHUSETTS COALITION OF POLICE, LOCAL 200, POLICE COLLECTIVE BARGAINING AGREEMENT -- PASSED OVER**
- 6. FUND BOXBOROUGH PROFESSIONAL FIREFIGHTERS ASSOCIATION, LOCAL 4601 COLLECTIVE BARGAINING AGREEMENT -- PASSED OVER**
- 7. FUND MASSACHUSETTS COALITION OF POLICE, LOCAL 200A, DISPATCH COLLECTIVE BARGAINING AGREEMENT -- PASSED OVER**
- 8. TOWN OPERATING BUDGET -- PASSED AS AMENDED**
- 9. SENSE OF THE MEETING -- BOXBOROUGH SCHOOL DISTRICT/BLANCHARD ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE - K - 12 REGIONALIZATION WITH ACTON, UNION WITH HARVARD, NEITHER <sup>AA</sup> -- PASSED**
- 10. ACTON BOXBOROUGH REGIONAL SCHOOLS LOWER FIELDS -- PASSED**
- 11. TRANSFER TO STABILIZATION FUND --PASSED**
- 12. TRANSFER TO OTHER POST-EMPLOYMENT BENEFITS (OPEB) TRUST FUND -- PASSED**
- 13. CAPITAL EQUIPMENT ACQUISITION -- HAGER WELL AND BLANCHARD MEMORIAL SCHOOL EMERGENCY GENERATORS -- PASSED**
- 14. CAPITAL EQUIPMENT ACQUISITION -- DPW GENERATOR --PASSED**
- 15. CAPITAL EQUIPMENT ACQUISITION -- DPW FIELD MOWER -- PASSED**
- 16. RECONFIGURATION OF TRANSFER STATION -- FEASIBILITY STUDY -- PASSED**
- 17. CAPITAL IMPROVEMENTS -- TOWN HALL -- EXTERIOR PAINTING -- PASSED**
- 18. TOWN HALL -- ADDITIONAL PART-TIME STAFF -- PASSED OVER**
- 19. CAPITAL EQUIPMENT -- REFURBISH/REBUILD POLICE CRUISER -- PASSED**
- 20. CAPITAL EQUIPMENT ACQUISITION -- POLICE COMMAND VEHICLE -- PASSED OVER**

21. CAPITAL IMPROVEMENT – INSTALLATION OF CENTRAL AIR CONDITIONING AT FIRE STATION --**PASSED**
22. CAPITAL EQUIPMENT ACQUISITION - EMERGENCY RESPONSE COMMAND VEHICLE - FIRE DEPARTMENT -- **FAILED**
23. CAPITAL IMPROVEMENT – REPLACE PORTION OF BLANCHARD MEMORIAL SCHOOL ROOF – **PASSED**
24. CAPITAL IMPROVEMENTS – REPAIR AND REPLACE BLANCHARD MEMORIAL SCHOOL’S EXTERIOR MORTAR AND MASONRY -- **PASSED**
25. CAPITAL IMPROVEMENTS - CARPET REPLACEMENT AT BLANCHARD MEMORIAL SCHOOL -- **PASSED**
26. CAPITAL IMPROVEMENTS - REPLACE CURRENT GYM & LIBRARY LIGHTING AT BLANCHARD MEMORIAL SCHOOL -- **PASSED**
27. CAPITAL IMPROVEMENTS - PERIMETER SAFETY FENCING AT BLANCHARD MEMORIAL SCHOOL -- **PASSED**
28. CAPITAL ACQUISITION – TWO -WAY RADIOS AND ASSOCIATED EQUIPMENT FOR BLANCHARD MEMORIAL SCHOOL -- **PASSED**
29. BILL OF A PRIOR FISCAL YEAR -- **PASSED**
30. CAPITAL IMPROVEMENTS – SARGENT MEMORIAL LIBRARY - PAINTING -- **PASSED**
31. PLANNING BOARD – TOWN BUILD-OUT ANALYSIS -- **PASSED**
32. CONSERVATION TRUST FUND -- **PASSED**
33. RIGHT TO FARM BYLAW – **PASSED AS AMENDED**
34. ZONING BYLAW AMENDMENT – AMEND SECTION 2100 DEFINITIONS, SECTION 4003(4) TABLE OF USES BUSINESS/INDUSTRIAL USES AND SECTION 6006 PARKING SCHEDULE -- **PASSED**
35. ACQUISITION OF SIDEWALK EASEMENT -- **PASSED**
36. REVOLVING FUND – FIELD PERMITTING FEES -- **PASSED**
37. SENSE OF THE MEETING – RESOLUTION TO SUPPORT PASSAGE OF A CONSTITUTIONAL AMENDMENT PROVIDING THAT CORPORATIONS ARE NOT ENTITLED TO THE SAME RIGHTS AS NATURAL PERSONS<sup>ΔΔ##</sup> - SUBMITTED BY VINCENT AMOROSO -- **PASSED**
38. TOWN VOTING – BALLOT – MONDAY TOWN HALL FOLLOWING TOWN MEETING FOLLOWING WEEK<sup>##</sup> - SUBMITTED BY PHILIP KICELEMOS – **PASSED OVER**
39. CLOSE OUT OLD ARTICLES\*\* -- **PASSED**
40. ROAD ACCEPTANCE – HUGHES LANE\*\* -- **PASSED**
41. PERSONAL REAL ESTATE EXEMPTIONS\*\* -- **PASSED**
42. CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM\*\* -- **PASSED**
43. GIS ASSESSOR MAPS REVOLVING FUND\*\* -- **PASSED**
44. REVOLVING FUNDS\*\* -- **PASSED**

#### LEGEND

- ΔΔ     SENSE OF THE MEETING  
 ##     SUBMITTED BY PETITION  
 \*\*     CONSENT AGENDA



## BOXBOROUGH ANNUAL TOWN MEETING

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, 493 Massachusetts Avenue, Boxborough, MA on Monday, May 14, 2012 at 7:00 p.m. to act on Articles 2 through 44 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 21st day of May, 2012 at 7:00 a.m. for the Election of Town Officers pursuant to Article 1. The polls will be open continuously until 8:00 p.m. when they shall be closed.

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

Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 27, 2012.

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Raid M. Suleiman, Chairman  
Board of Selectmen

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Christine L. Robinson, Clerk  
Board of Selectme

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Leslie R. Fox  
Board of Selectmen

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Rebecca R. Neville  
Board of Selectmen

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Francis J. Powers  
Board of Selectmen

John Fallon opened the Annual Town Meeting at 7:05pm. There were 297 registered voters in attendance. He recognized Alan Rohwer as having designed the cover art for the 2011 Town Report and made some public announcements. The Blanchard School Chorus led the meeting in singing the Star Spangled Banner and in the Pledge of Allegiance. Mr. Fallon recognized various local and regional officials in attendance. He described how the meeting would be run.

Raid Suleiman, Chair, Board of Selectmen, moved that any adjourned sessions of Annual Town Meeting be held on Tuesday, May 15th; Thursday, May 17th; Wednesday, May 23rd and Thursday, May 24<sup>th</sup>, and further, that no debate begin on any new article after 10:30 p.m. The motion carried by majority vote.

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

Mr. Raad moved to postpone consideration of Articles 5, 6 and 7 until Thursday, May 17. Jeanne Kangas wanted the mover to explain the reason for the postponement. Mr. Raad said that the contracts had not been finalized. The motion carried unanimously.

Mr. Suleiman moved to postpone consideration of Articles 9 and 10 until Tuesday, May 15, as the first and second orders of business, respectively, at the adjourned session of the Annual Town Meeting. The motion carried by majority vote.

**Mr. Suleiman moved to adjourn the Annual Town Meeting until the conclusion of the Special Town Meeting. The motion passed unanimously.**

## **BOXBOROUGH SPECIAL TOWN MEETING**

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, 493 Massachusetts Avenue, Boxborough, MA on Monday, May 14, 2012 at 7:00 p.m. to act on Articles 1 and 2 of this Special Town Meeting Warrant.

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

Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 27, 2012.

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Raid M. Suleiman, Chairman  
Board of Selectmen

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Christine L. Robinson, Clerk  
Board of Selectmen

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Leslie R. Fox  
Board of Selectmen

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Rebecca R. Neville  
Board of Selectmen

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Francis J. Powers  
Board of Selectmen

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### **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 (#39 through #44, 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 38.**

Please do your homework. If you have any questions about the consent articles or procedure, please feel free to call the Town Administrator, at 978-263-1116, ext. 101 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.

Additionally, it is intended that the sense of the meeting motion related to the Boxborough School District/Blanchard Elementary School administrative structure (Article #9) will be discussed at the beginning of the second night of Town Meeting.

## **ARTICLE 1        AMEND FY 2012 OPERATING BUDGET (Majority vote required)**

Karim Raad, Chair, Finance Committee, moved to transfer from Free Cash the sum of Thirteen Thousand Eight Hundred and Eighty-Seven (\$13,887) to defray the necessary expenses of the Minuteman Regional Vocational Technical School District (the “District”) for the District’s 2012 fiscal year, bringing the total appropriation from the Town for the District’s 2012 fiscal year to \$381,793.

### **Summary**

This article requests additional funds for fiscal year 2012 (July 1, 2011 through June 30, 2012) for the Minuteman Regional Vocational Technical School District Assessment pursuant to an Amended Budget voted by the Minuteman School Committee on March 13, 2012. The Amended Budget was required due to unforeseen, emergency renovations to the Trades Hall section of the school building and water service improvements required to address code issues.

### **The Finance Committee recommends unanimously (9-0).**

This article requests additional funds for fiscal year 2012 (July 1, 2011 through June 30, 2012) for the Minuteman Regional Vocational Technical School District Assessment pursuant to an Amended Budget which was voted by the Minuteman School Committee. The Amended Budget was required due to unforeseen, emergency renovations to the Trades Hall section of the school building and water service improvements required to address code issues.

Cheryl Mahoney, the Boxborough representative to the Minuteman Regional School Committee, said that the Minuteman Regional School Committee recommends.

Ms. Mahoney asked permission for Mr. Poole, Principal of Minuteman High School to speak to the article.

The Minuteman High School facility is forty years old. Until recently, no major infrastructure projects had been undertaken. In 2010, the school completed a significant upgrade by replacing major energy system components through an ESCO project.

On June 27th, 2011, the Town of Lexington issued a violation of building and safety codes, closing the vocational educational area commonly known as the “Trades Hall”. This area was slated to be renovated as part of the proposed MSBA building project and many of the issues cited in the order were to have been addressed as part of this project.

The Administration immediately brought in an architectural firm to address the issues, held expedited meetings with town officials, prepared a scope of work and selected a contractor to complete the necessary repairs. With the assistance of Minuteman staff, the school was able to comply with the order and the educational area was ready to open for the first day of school.

In December, the Town of Lexington issued another order which required the replacement of several significant components of the school’s water system. Again the Administration immediately sought to address the situation, as it too affected the ability to occupy the school.

While addressing the code violations, the Administration sought to identify alternative funding sources for the necessary repairs. An emergency repair/renovation project request was denied by MSBA because the school already had a proposed building project “in process.” The Administration also sought funding within the current FY 12 budget by deferring other maintenance projects. However, a significant deficit still remains.

These unforeseen repairs to the facility’s infrastructure were necessary to allow the continued occupancy and operation of the Minuteman School facility. These repairs were fiscally significant. State law requires that all expenses occurring during a fiscal year must be paid from that fiscal year’s budget. Pursuant to 603 C.M.R. 41.05 (5), each Member Town within a Regional School District is required to vote on the proposed amended assessment at town meeting to appropriate sufficient additional funds to meet the amended assessment.

**Action on Article 1, STM, May 14, 2012: Motion carried unanimously.**

Mr. Fallon recused himself from presiding over Article 2 because of his affiliation with the Friends of the Council on Aging and appointed Jim Gorman, Hill Road, as temporary Moderator. Mr. Gorman asked for a motion under Article 2.

## **ARTICLE 2        LEASE OF U.C.C. FELLOWSHIP HALL FOR COMMUNITY CENTER**

**(Majority vote required)**

Frank Powers, member of the Board of Selectmen, moved to authorize the Board of Selectmen to enter into an agreement with the United Church of Christ, Congregational, Boxborough, MA, for a term of two years, commencing July 1, 2012, for the lease of the Fellowship Hall, to be used as a community center, and further that the Town transfers from Free Cash the sum of Ten Thousand Eight Hundred Dollars (\$10,800) for the purpose of funding the first year of the lease for the period July 1, 2012 through June 30, 2013.

### **The Board of Selectmen recommends (4-1).**

Almost one year ago, representatives of the Boxborough Church approached the town with an offer to use what has been referred to as Fellowship Hall to support town activities, with an emphasis on senior programs. After agreeing the details, a lease was signed for 10 months with the funding for this period of time provided by the Friends of the COA. That lease included an option for two additional years at a cost of \$1,400 per month, funded by the town. Under the terms of the lease, the town has exclusive use of the Fellowship Hall space from 8:30 AM

to 4:00 PM, Monday through Friday. Fellowship Hall space includes the upper level of the facility along with a lockable storage space on the lower level, an outdoor area and parking spaces.

The plan was to open the facility for town use and determine the level of that use, especially for but not limited to senior activities. It is important to understand that this facility is open to town groups and is not restricted to seniors. With that in mind, the newly-named Boxborough Community Center was opened in October last year with a grand opening ceremony on 7 November. From the October opening date, a brief high level summary of activities conducted at the community center until 22 March 2012 is as follows:

- Number of events: 141
- Total number of visits to center: 1,691 (counting all visits by all people)
- Unduplicated number of visits to center: 247 (counting only different individuals participating)

Specific details on activities and attendance are available for anyone interested. The use of the community center has been very significant and has far exceeded the expectations of the COA.

With that in mind, the town has negotiated with the Boxborough Church to exercise the current lease option and extend the lease for 2 additional years. Representatives from the church were very cooperative and revisited the original estimate of \$1,400 per month. After careful analysis, the lease cost was recalculated at \$900 per month for FY 13 and \$945 per month for FY 14 and is based on the following:

- A share of the gas and electric utility costs (the town is the primary user of the facility)
- A small share of the maintenance and repair costs for the facility, and
- A small share of capital improvement costs, most of which were incurred in order to enable town use of the facility by handicapped individuals (in particular the handicapped access ramp and stairway and replacement of two toilets along with several smaller items).

The majority of the Board of Selectmen believes that leasing this facility for another 2 years at this quite reasonable price is a worthwhile undertaking as this facility provides our seniors (and also potentially other groups) with a dedicated place to support a wide variety of activities. We view this facility as an interim measure while the town evaluates longer term options for a community center.

In addition to a possible extension of the current lease, the BOS investigated other options for accommodating senior activities. In particular, the Boxborough Library was considered. However, the very limited time available for senior activities combined with other constraints (undesirable flooring for exercise activities and no ability to serve hot food) made this a very undesirable option compared with the current community center.

**The Finance Committee recommends unanimously (8-0). Joe Niro made the recommendation. The FinCom recommends this article as it provides a location to be used by the citizens of Boxborough.**

This will be a two-year lease at \$900 per month for FY2013 and \$945 for FY2014. One hundred forty-one events have been held in FY2012 up to this writing. The library does not have a kitchen and scheduling time is limited. The expectation is that FY2014 funding will be in the CoA budget.

Mr. Powers made a brief presentation in favor of the motion. He provided some usage data and other background. He outlined other facilities that were looked at as an alternative to the rental of Fellowship Hall, such as the library meeting room and the town hall grange room, and described the reasons they were not satisfactory. He urged support of the motion.



Loretta Crowley, 700 Mass Ave, supports the motion and asked about the hours of operation. Could the room be used in an emergency outside the hours specified in the lease. Mr. Powers is hoping to extend the hours when finalizing the upcoming lease pending agreement with the church.

Deborah Gray said the Church could make the hall available in an emergency.

Sheila Lloyd, Old Orchard Lane, member of COA, spoke in favor of the motion. She said that many volunteers stepped forward to make last year very successful, donating time and goods. Could do many things that they had not been able to do

Astrid Perko, Old Orchard Lane, member COA, spoke in favor of the motion and how nice it was to have a home. She had been storing stuff in her garage. She is especially pleased with the kitchen facilities and no longer has to carry casseroles from her home to wherever the event is.

Karyn Kealty, Waite Rd., spoke against the motion and reminded the town how long she has worked on behalf of seniors. She wanted to make sure there was a need. Need another survey. The 2005 survey indicated no need for a senior center. She said there are fewer people participating in classes and a lot of non-residents participating. Can only have one activity at a time. Doesn't feel that the ramp is handicapped friendly at Fellowship Hall. No activities in summer.

Barbara Tornstrom, Hill Rd. moved here because of community feeling. Likes the idea of a community center and the opportunity to interact with younger residents.

Anne Becklean, Stow Rd., Friends of COA, said that Friends provide lunches and activities. Challenge to keep food hot or cold when doing the luncheons in Grange. The kitchen in Fellowship Hall is very useful.

Channing Wagg, Hill Rd., supports funding center but feels that if a survey is to be done should try to reach everyone, not just seniors.

Barbara Morse, Old Harvard Rd., supports motion. Would like the hours extended beyond 8:30-5:00pm so more people could benefit.

Lorraine Carvalho, Mass Ave, Friends of COA, found that having a center was helpful in overcoming isolation. Provided a place to go and interact with fellow residents.

Carol Driscoll, Stow Rd., urged everyone to support the article. She has personally taken advantage of activities and enjoys getting coffee in the morning and chatting. Enjoys her Spanish class.

Mary Nadwairski, Stonehedge Place, moved the question. The motion to vote now passed by a two-thirds majority, as declared by the moderator.

**Action on Article 2, STM, May 14, 2012: Motion carried by majority vote.**

**Mr. Suleiman moved to dissolve the Special Town Meeting. The motion carried unanimously.**

## **ARTICLE 1 CHOOSE TOWN OFFICERS**

**(Majority vote required)**

**One Moderator** for a one-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)** member for a three-year term

**One Tax Collector** for a three-year term

**ACTION ON ARTICLE 1, May 21, 2012:** Specimen Ballots and Cards of Instruction were posted as required by law. The Ballot Box was examined and found to be empty and in order, and the keys were held by the Constable. The Election Officials—all duly sworn in before beginning their duties—were Wardens: John Fallon, Virginia Richardson, Katelyn Saaristo and Sue Reuther; Constables: David Birt and Richard W. Golden; Clerk: Elizabeth A. Markiewicz; Tellers: Barbara Wheeler, Ellen Landry, Jini Vockel, Lisa St. Amand, Maura Murphy,

Cheryl Levine, Sue Reuther, Janet Glidden, Anne Canfield, Jackie Cumming, Nancy Faulkner and Joan Rudenko. The counters were Charlene Golden and Barry Harsip. Elizabeth Markiewicz opened the polls at 7:00 a.m. and closed the polls at 8:00 p.m. Out of 3,400 registered voters, there were 684 ballots cast, including 21 absentees. The count was completed at 9:00 p.m. The results of the election are as follows:

**MODERATOR, One Year**

John G. Fallon	576
Blanks	108

**TAX COLLECTOR, Three years**

**Vote for One**

Mary P. Shemowat	478
Amy J. Burke	202
Blanks	4

**SELECTMAN, Three Years**

**Vote for Two**

Vincent M. Amoroso	491
Robert T. Stemple	476
Blanks	401

**SCHOOL COMMITTEE, Three Years**

**Local**

**Vote for One**

Mary F. Brolin	539
Blanks	145

**SCHOOL COMMITTEE, Three Years**

**Local and Regional**

**Vote for One**

Brigid O. Bieber	546
Blanks	138

**PLANNING BOARD, Three Years**

**Vote for One**

Owen J. Neville	573
Blanks	111

**LIBRARY TRUSTEES, Three Years**

**Vote for not more than TWO**

Mary F. Brolin	511
Jennifer T. Campbell	507
Philip Kicelemos	100
Blanks	250

**BOARD OF HEALTH, Three Years**

**Vote for One**

Franklin D. Roth	554
Blanks	130

**ARTICLE 2 HEAR AND RECEIVE REPORTS**

**(Majority vote required)**

Mr. Suleiman moved to receive the reports of the Selectmen and other Town Officers, Agents and Committees as published in the 2011 Annual Town Report.

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

**The Finance Committee recommends unanimously (9-0).**

**Action on Article 2, ATM, May 14, 2012: Motion carried unanimously.**

### **ARTICLE 3        SET SALARIES AND COMPENSATION OF ELECTED OFFICIALS**

(Majority vote required)

Mr. Suleiman moved to fix the salaries and compensation of various elected officials for the fiscal year beginning July 1, 2012 as printed in the Annual Town Meeting warrant under Article 3.

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$60,365.98/year
Town Clerk	\$40,747.04/year
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

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

This article establishes the salaries for Boxborough's elected officials.

**The Finance Committee recommends unanimously (9-0).**

This includes an increase to Tax Collector of \$891 and Town Clerk of \$603. All other salaries remain unchanged from previous years.

**Action on Article 3, ATM, May 14, 2012: Motion carried by majority vote**

### **ARTICLE 4        PERSONNEL ADMINISTRATION PLAN CHANGES**

(Majority vote required)

Rebecca Neville, member of the Board of Selectmen, moved to amend Classification of Positions (Schedule A) and Compensation of Positions (Schedule B) as printed in the Annual Town Meeting warrant under Article 4.

#### **Summary**

Schedules A and B have been revised to include the positions of IT Support Technician (at Grade 30) and Information Systems Coordinator (at Grade 60). These positions are shared with the Blanchard Memorial School. The latter shared position has been in place since 2008. The addition to the Town's Schedules is a housekeeping item, and has been included to promote greater transparency. The IT Support Technician is new, and will provide an additional 16-hours per week IT support to the Town and Blanchard Memorial School. The funding for these positions is split between use of cable funding on the Town side and through the school budget, the latter of which is appropriated through Article 8.

#### **Schedule B**

FY 2013 is a transition year, as the Personnel Board works to develop a newly considered Schedule B in FY 2014 with ranges to be provided to employees based upon merit. For FY 2013, the Personnel Board and Board of Selectmen have recommended revisions to Schedule B as follows:

Steps A through G remain at the same level as in the current year, i.e. FY 2012. Consistent with the Personnel Bylaw, existing employees achieving an overall performance rating of “meets requirements” move up one step, which reflects an increase of 3.5% over the previous year. (New employees hired after January 1 would not move to the next step until the following July 1, assuming an overall performance rating of “meets requirements”).

Those salaried and hourly employees on Step G in FY 2012, who achieve an overall performance rating of “meets requirements” will move to Step G+ in FY 2013. Compensation for Step G+ reflects a 1.5% increase over FY 2012.

With the exception of the positions noted by highlighted text, compensation for positions on the Per Diem and Intermittent Schedule reflects a 1% increase over FY 2012. The following positions in FY 13 reflect NO change over FY 2012: Registrar Chairperson, Clerk of Elections, Election Worker and Registrar Member; Fence Viewer and Field Driver; Director of Summer Playground, Director of Gymnastics, Director of Winter Programs, Lead Counselor, Counselor, Counselor-in-Training; Intern (Town Hall), Library Page and Junior Library Page.

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

Putting the IT positions on Schedule A creates more transparency than we currently have. The positions are not funded out of the operational budget but on the municipal side the funding comes from cable funding. We are pleased that the Personnel Board is going to take a year to develop a new schedule B. The summary details the changes to be made this year.

**The Finance Committee recommends unanimously (9-0).**

The steps remain the same except for step G Plus where an employee then has a 1.5% COLA increase.

The Consumer Price Index for the year ending November 30, 2011 was 3.4%. With that in mind, the proposal put forth by the Personnel Board and voted by the BoS is reasonable.

Steps A through G remain unchanged from FY2012. Any employee who achieves an overall performance rating of “meet requirements” moves up one step which reflects an increase of 3.5% over the previous year.

Those salaried and hourly employees on Step G in FY2012 who achieve an overall performance rating of “meets requirements” will receive a salary increase 1.5% over FY2012.

**The Personnel Board recommends unanimously (4 -0). Anne Canfield spoke in favor of the motion on behalf of the Personnel Board. The Board is in favor of merit based pay.**

**Action on Article 4, ATM, May 14, 2012: The motion passed by majority vote.**

**REGULAR FULL-TIME SCHEDULE****Exempt Employees**

Accountant  
Assessor  
Inspector of Buildings/ Code Administration Officer  
Planner  
Treasurer

**Information Systems Coordinator**

**Non-Exempt Employees**

Secretary  
Department Assistant  
DPW Foreman  
DPW Worker  
DPW Semi-skilled Worker  
Building & Grounds Maintenance Worker

**REGULAR REDUCED HOURS  
SCHEDULE**

COA Coordinator  
Youth Services Librarian  
Technical Services Librarian  
Sr. Library Assistant  
Library Assistant  
DPW Worker  
Inspector of Buildings/ Code Administration Officer

**REGULAR PART-TIME SCHEDULE**

Secretary  
Department Assistant  
Youth Services Librarian  
Technical Services Librarian  
Sr. Library Assistant  
Library Assistant  
Transfer Station Operator I  
Conservation Agent  
Van Dispatcher

**IT Support Technician**

**PER DIEM SCHEDULE**

Fire Lieutenant/EMT  
Call Firefighter/EMT  
Call Firefighter  
Special Police Officer  
Dispatcher

**INTERMITTENT SCHEDULE**

Cemetery Superintendent  
Cemetery Laborer  
Registrar Chairperson  
Clerk of Elections  
Election Worker  
Registrar Member  
Veterans' Agent  
Call Fire Chief  
Deputy Fire Chief  
Fire Captain  
Fire Lieutenant  
Call Firefighter/EMT  
Fire Department Chaplain  
Call Building Inspector  
Special Police Officer  
Lock-up Attendant  
Dispatcher  
Seasonal Maintenance Worker  
Snow Plower  
Seasonal Conservation Worker  
Assistant Building Inspector  
Wiring Inspector  
Plumbing and Gas Inspector  
Dog Officer  
Assistant Dog Officer  
Animal Control Officer  
Animal Inspector  
Fence Viewer  
Field Driver  
Director of Summer Playground  
Director of Gymnastics  
Director of Winter Programs  
Lead Counselor  
Counselor  
Counselor-in-Training  
Intern (Town Hall)  
Library Page  
Junior Library Page  
Van Driver

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

**DEPARTMENT HEADS**

*DPW Director*

*Fire Chief*

*Library Director*

*Police Chief*

*Town Administrator*

**UNION EMPLOYEES**

*Police Sergeant*

*Police Officer (StepA1/A1)*

*Firefighter/EMT*

*Dispatch Supervisor*

*Dispatcher*

**ELECTED POSITIONS**

*Selectman*

*Board of Health Member*

*Planning Board Member*

*Library Trustee*

*Moderator*

*Constable*

*Tax Collector*

*Town Clerk*

**FY 2013 Compensation of Positions - Schedule B**

<b>Position Title</b>	<b><u>Step A</u></b>	<b><u>Step B</u></b>	<b><u>Step C</u></b>	<b><u>Step D</u></b>	<b><u>Step E</u></b>	<b><u>Step F</u></b>	<b><u>Step G</u></b>	<b><u>G Plus</u></b>
<b><u>Salaried (Exempt) Employees</u></b>								
<b>Grade 60</b>	<b>55,639.39</b>	<b>57,586.76</b>	<b>59,602.30</b>	<b>61,688.38</b>	<b>63,847.47</b>	<b>66,082.14</b>	<b>68,395.01</b>	<b>69,420.94</b>
<b>Information Systems Coordinator</b>								
<b>Inspector of Buildings/Code</b>								
<b>Administration Officer</b>								
<b>Town Accountant</b>								
<b>Town Assessor</b>								
<b>Town Planner</b>								
<b>Town Treasurer</b>								
<b>Grade 50</b>	<b>48,382.03</b>	<b>50,075.40</b>	<b>51,828.04</b>	<b>53,642.02</b>	<b>55,519.49</b>	<b>57,462.67</b>	<b>59,473.87</b>	<b>60,365.98</b>
<b>Grade 40</b>	<b>43,195.91</b>	<b>44,707.77</b>	<b>46,272.54</b>	<b>47,892.08</b>	<b>49,568.30</b>	<b>51,303.19</b>	<b>53,098.81</b>	<b>53,895.29</b>
<b>Grade 30</b>	<b>38,571.25</b>	<b>39,921.25</b>	<b>41,318.49</b>	<b>42,764.64</b>	<b>44,261.40</b>	<b>45,810.55</b>	<b>47,413.92</b>	<b>48,125.13</b>
<b>Grade 20</b>	<b>34,435.21</b>	<b>35,640.45</b>	<b>36,887.86</b>	<b>38,178.94</b>	<b>39,515.20</b>	<b>40,898.23</b>	<b>42,329.67</b>	<b>42,964.61</b>
<b>Grade 10</b>	<b>31,310.69</b>	<b>32,406.56</b>	<b>33,540.79</b>	<b>34,714.72</b>	<b>35,929.73</b>	<b>37,187.27</b>	<b>38,488.83</b>	<b>39,066.16</b>
<b><u>Hourly (Non-Exempt) Employees</u></b>								
<b>Grade 60</b>	<b>\$26.74</b>	<b>\$27.68</b>	<b>\$28.65</b>	<b>\$29.65</b>	<b>\$30.69</b>	<b>\$31.76</b>	<b>\$32.88</b>	<b>\$ 33.37</b>
<b>Grade 50</b>	<b>\$23.27</b>	<b>\$24.08</b>	<b>\$24.93</b>	<b>\$25.80</b>	<b>\$26.70</b>	<b>\$27.64</b>	<b>\$28.61</b>	<b>\$ 29.03</b>
<b>Council on Aging Coordinator</b>								
<b>DPW Foreman</b>								
<b>Grade 40</b>	<b>\$20.77</b>	<b>\$21.49</b>	<b>\$22.24</b>	<b>\$23.02</b>	<b>\$23.83</b>	<b>\$24.66</b>	<b>\$25.53</b>	<b>\$ 25.91</b>
<b>Youth Services Librarian</b>								
<b>Conservation Agent</b>								
<b>Grade 30</b>	<b>\$18.54</b>	<b>\$19.19</b>	<b>\$19.86</b>	<b>\$20.56</b>	<b>\$21.28</b>	<b>\$22.02</b>	<b>\$22.79</b>	<b>\$ 23.14</b>
<b>DPW Worker</b>								
<b>Department Assistant</b>								
<b>IT Support Technician</b>								
<b>Technical Services Librarian</b>								
<b>Grade 20</b>	<b>\$16.55</b>	<b>\$17.13</b>	<b>\$17.73</b>	<b>\$18.35</b>	<b>\$19.00</b>	<b>\$19.66</b>	<b>\$20.35</b>	<b>\$ 20.65</b>
<b>Bldg. &amp; Grounds Maint. Worker</b>								
<b>DPW Semi-Skilled Worker</b>								
<b>Transfer Station Operator I</b>								
<b>Senior Library Assistant</b>								
<b>Grade 10</b>	<b>\$15.06</b>	<b>\$15.59</b>	<b>\$16.13</b>	<b>\$16.70</b>	<b>\$17.28</b>	<b>\$17.89</b>	<b>\$18.51</b>	<b>\$ 18.79</b>
<b>Library Assistant</b>								
<b>Secretary</b>								
<b>Van Dispatcher</b>								

**Per Diem Schedule (No Steps)**

Fire Lieutenant/EMT	17.95
Call Fighter/EMT	16.30
Call Firefighter	16.30
Special Police Officer	16.30
Dispatcher	16.30

**Intermittent Schedule (No Steps)**

Cemetery Superintendent	8,561.10	annually
Cemetery Laborer	10.74	
Registrar Chairperson	900.34	annually
Clerk of Elections	11.43	
Election Worker	10.17	
Registrar Member	270.12	annually
Veterans' Agent	15.16	
Call Fire Chief	42.06	
Deputy Fire Chief	19.72	
Fire Captain	18.83	
Fire Lieutenant	17.96	
Call Firefighter/EMT	16.30	
Fire Department Chaplain	16.30	
Call Building Inspector	42.06	
Special Police Officer	16.30	
Lock-up Attendant	14.59	
Dispatcher	16.30	
Seasonal Maintenance Worker	13.30	
Snow Plower	21.08	
Seasonal Conservation Worker	12.46	
Assistant Building Inspector	25.93	
Wiring Inspector	fees	\$50,000 cap/yr (Selectmen & FinCom may modify if required)*
Plumbing and Gas Inspector	fees	\$15,000 cap/yr (Selectmen & FinCom may modify if required)*
Dog Officer	10,790.45	annually
Assistant Dog Officer	10.56	4 hour call min
Animal Control Officer	2,628.45	annually
Animal Inspector	968.37	annually
Fence Viewer	40.00	annually
Field Driver	45.00	annually
Director of Summer Playground	18.79	
Director of Gymnastics	18.10	
Director of Winter Programs	18.10	



**Intermittent Schedule (No Steps) (continued)**

Lead Counselor	12.50	
Counselor	9.25	
Counselor-in-Training	min wage	[currently \$8.00]
Intern (Town Hall)	min wage	[currently \$8.00]
Library Page	min wage +.50, i.e. 8.50	
Junior Library Page	min wage	[currently \$8.00]
Van Driver	12.99	

**NOTE**

\*Fee maximum is 1% of FY12 levy (or \$168,749.31)

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

**Department Heads**

		<b><i>FY 2012</i></b>	<b><i>FY 2013</i></b>
DPW Director	Contract expires 6/30/14	77,273.08	78,045.81
Fire Chief	Contract expires 6/30/14	88,000.00	88,880.00
Library Director	Contract expires 12/31/11	72,172.00	72,893.72
Police Chief	Contract expires 6/30/14	95,950.00	100,950.00
Town Administrator	Contract expires 6/30/13	91,000.00	95,095.00

**Union Employees**

Police Sergeant (Steps 1-3)	TBD
Police Officer (Steps A1/A2-F)	TBD
Fire Lieutenant (Step A)	TBD
Firefighter/EMT (Steps A-F)	TBD
Dispatch Supervisor (Steps A-F)	TBD
Dispatcher (Steps A-F)	TBD

**Elected Positions**

	<b><i>FY 2012</i></b>	<b><i>FY2013</i></b>
Selectman	400.00 annually	400.00 annually
Board of Health Member	166.67 annually	166.67 annually
Planning Board Member	109.00 annually	109.00 annually
Library Trustee	0.00 annually	0.00 annually
Moderator	0.00 per meeting	0.00 annually
Constable	3.00 /warrant posted/location	3.00 /warrant posted/location
Tax Collector (Grade 50, G+)	59,473.87	60,365.98
Town Clerk (Grade 50, G+)	40,144.86	40,747.04

**ARTICLE 5        FUND MASSACHUSETTS COALITION OF POLICE, LOCAL 200, POLICE  
COLLECTIVE BARGAINING AGREEMENT**  
**(Majority vote required)**

**Mr. Raad moved to pass over Articles 5, 6 and 7. The motion to pass over passed by majority vote.**

**The Board of Selectmen recommends (4-0-1).**

This article is required to fund the first year of the Collective Bargaining Agreement contract negotiated by the Board of Selectmen with the Police Union. In accordance with Town Meeting practice, the second and third years of the contract will be funded through the operating budget.

**The Finance Committee defers until ATM or until the contract is approved.**

The purpose of this article is to obtain taxpayer approval to fund cost items contained in the collective bargaining agreement between the Town and the Police Patrol Officers Union (Massachusetts Coalition of Police, Local 200) under the provisions of Massachusetts General Law, Chapter 150E, Section 7. The current contract expires on June 30, 2012. When a tentative agreement is reached with the union, the Town will bring a funding request for the financial elements of the agreement to the first available Town Meeting for approval. If the funding is approved, the Town is obligated to fund the remaining years of the contract. If the funding request is rejected by Town Meeting, the parties must return to the bargaining table for further negotiations. At the time of the printing of the warrant, the Town had not yet reached an agreement with the union.

**ARTICLE 6        FUND BOXBOROUGH PROFESSIONAL FIREFIGHTERS ASSOCIATION, LOCAL  
4601 COLLECTIVE BARGAINING AGREEMENT**  
**(Majority vote required)**

**Mr. Raad moved to pass over Articles 5, 6 and 7. The motion to pass over passed by majority vote.**

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

This article is required to fund the first year of the Collective Bargaining Agreement contract negotiated by the Board of Selectmen with the Firefighters Union. In accordance with Town Meeting practice, the second and third years of the contract will be funded through the operating budget.

**The Finance Committee defers until ATM or until the contract is approved.**

The purpose of this article is to obtain taxpayer approval to fund cost items contained in the collective bargaining agreement between the Town and the Firefighters Union (Borborough Professional Firefighters Union) under the provisions of Massachusetts General Law, Chapter 150E, Section 7. The current contract expires on June 30, 2012. When a tentative agreement is reached with the union, the Town will bring a funding request for the financial elements of the agreement to the first available Town Meeting for approval. If the funding is approved, the Town is obligated to fund the remaining years of the contract. If the funding request is rejected by Town Meeting, the parties must return to the bargaining table for further negotiations. At the time of the printing of the warrant, the Town had not yet reached an agreement with the union.

**ARTICLE 7        FUND MASSACHUSETTS COALITION OF POLICE, LOCAL 200A, DISPATCH  
COLLECTIVE BARGAINING AGREEMENT**  
**(Majority vote required)**

**Mr. Raad moved to pass over Articles 5, 6 and 7. The motion to pass over passed by majority vote.**

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

This article is required to fund the first year of the Collective Bargaining Agreement contract negotiated by the Board of Selectmen with the Dispatch Union. In accordance with Town Meeting practice, the second and third years of the contract will be funded through the operating budget.

**The Finance Committee defers until ATM or until the contract is approved.**

The purpose of this article is to obtain taxpayer approval to fund cost items contained in the collective bargaining agreement between the Town and the Dispatchers Union (Massachusetts Coalition of Police, Local 200A, Dispatch) under the provisions of Massachusetts General Law, Chapter 150E, Section 7. The current contract expires on June 30, 2012. When a tentative agreement is reached with the union, the Town will bring a funding request for the financial elements of the agreement to the first available Town Meeting for approval. If the funding is approved, the Town is obligated to fund the remaining years of the contract. If the funding request is rejected by Town Meeting, the parties must return to the bargaining table for further negotiations. At the time of the printing of the warrant, the Town had not yet reached an agreement with the union.

**ARTICLE 8 TOWN OPERATING BUDGET  
(Majority vote required)**

Mr. Raad moved that the Town raise and appropriate the sum of

**\$19,678,445**

for the operations and expenses of the Town during the fiscal year beginning July 1, 2012, the purposes for which funding are set forth in the Department Account Numbers 114 through 945, and any subheadings included under said account numbers, as printed in Article 8 of the Annual Town Meeting warrant, under the heading FY2013 Budget.

**The Finance Committee recommends unanimously (9-0).**

Mr. Raad gave the Finance Committee presentation outlining the process and data that the FinCom used to come up with their budget recommendation.

**The BoS recommends the following amendments to the operating budget being proposed by the Finance Committee under Article 8:**

The Board of Selectmen will move to recommend (4-0-1) that \$25,756 be restored to the Police Department (Dept. 210) salary line. The FinCom reduced the submitted budget by this amount, which includes the elimination of the third sergeant position and all community policing initiatives that Chief Ryder has recommended. The Board will also recommend the reduction of the Police Department expense line by \$34,500. The Board of Selectmen placed an article on the warrant, #20, to fund the Police Chief's new command vehicle, but the FinCom voted to keep the funding in the operating budget.

The Board of Selectmen will move to recommend (5-0) that \$4,890 be added to the Fire Department (Dept. 220) salary line and \$4,550 be added to the Fire Department expense line. Chief White added a line item to his budget, "Per Diem Coverage," to enable him to better track this salary item. This line item will be used to provide coverage for full-time firefighters to attend training; the Chief has budgeted 300 hours at a rate of \$16.30 an hour. This line item not only allows better tracking of expenses, but it also provides transparency. To achieve his goal of improved customer service, the Fire Chief is seeking to improve the professionalism of the department and would like to provide our per diem firefighters (who earn \$16.30 an hour) with a uniform allowance. Currently there is no uniform requirement and if the per diem firefighters want a uniform they must purchase it on their own. The Chief would like to require a uniform to improve both the professionalism and morale of our per diem firefighters.

The Board of Selectmen will move to recommend (5-0) that \$1,212 be restored to the Dispatch Department (Dept. 221) expense line. The FinCom reduced the Dispatch budget without communicating to the Chief those

reductions that they thought were necessary. Chief Ryder believes that the full budget he presented is required to maintain the public safety of the Town and the BoS supports his request.

The Board of Selectmen voted unanimously (5-0) to support an amendment by the Board of Health to restore \$7,000 to the Mental Health Services Department (Dept. 523) expense line.

The Board of Selectmen voted unanimously (5-0) to recommend an increase to the Public Celebration (Dept. 692) expense line in the amount of \$300 for the purpose of providing buses to transport RJ Grey and Blanchard School band members from the Blanchard School to the Memorial Day parade starting location. The request for funding was not timely to be included when the budget was prepared.

	<u>ACCOUNT NAME</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY13 VS</u>	<u>FY13 VS</u>
					<u>FY12</u>	<u>FY12</u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -	\$ -	0.00%
114	Total Other - Moderator	\$ 44	\$ 50	\$ 50	\$ -	0.00%
114	Total Moderator Expenses	\$ 44	\$ 50	\$ 50	\$ -	0.00%
119	Total Salaries - Town Constable	\$ -	\$ -	\$ -	\$ -	0.00%
119	Total Other - Town Constable	\$ 88	\$ 175	\$ 175	\$ -	0.00%
119	Total Constable Expenses	\$ 88	\$ 175	\$ 175	\$ -	0.00%
122	Total Salaries - Selectman	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
122	Total Other - Selectman	\$ 1,896	\$ 2,671	\$ 2,018	\$ (653)	-24.45%
122	Total Selectman Expenses	\$ 3,896	\$ 4,671	\$ 4,018	\$ (653)	-13.98%
123	Total Salaries - Town Administrator	\$ 90,022	\$ 91,000	\$ 95,095	\$ 4,095	4.50%
123	Total Other - Town Administrator	\$ 2,525	\$ 2,550	\$ 2,775	\$ 225	8.82%
123	Total Expenses - Town Administrator	\$ 92,547	\$ 93,550	\$ 97,870	\$ 4,320	4.62%
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -	0.00%
131	Total Other - Finance Committee	\$ 253	\$ 450	\$ 450	\$ -	0.00%
131	Total Expenses - Finance Committee	\$ 253	\$ 450	\$ 450	\$ -	0.00%
135	Total Salaries - Accountant	\$ 67,719	\$ 68,396	\$ 69,421	\$ 1,025	1.50%
135	Total Other - Accountant	\$ 24,936	\$ 25,736	\$ 25,666	\$ (70)	-0.27%
135	Total Expenses - Accountant	\$ 92,655	\$ 94,132	\$ 95,087	\$ 955	1.01%
141	Total Salaries - Assessor	\$ 34,200	\$ 34,200	\$ 39,700	\$ 5,500	16.08%
141	Total Other Expenses-Assessor	\$ 13,025	\$ 9,600	\$ 9,008	\$ (592)	-6.17%
141	Total Expenses - Assessor	\$ 47,225	\$ 43,800	\$ 48,708	\$ 4,908	11.21%
145	Total Salaries - Treasurer	\$ 68,718	\$ 69,396	\$ 70,421	\$ 1,025	1.48%
145	Total Other -Treasurer	\$ 13,003	\$ 12,560	\$ 12,480	\$ (80)	-0.64%
145	Total Expenses - Treasurer	\$ 81,721	\$ 81,956	\$ 82,901	\$ 945	1.15%
146	Total Salaries - Tax Collector	\$ 59,886	\$ 60,475	\$ 61,366	\$ 891	1.47%
146	Total Other -Tax Collector	\$ 15,877	\$ 16,761	\$ 16,761	\$ -	0.00%
146	Total Expenses - Tax Collector	\$ 75,763	\$ 77,236	\$ 78,127	\$ 891	1.15%
151	Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -	0.00%
151	Total Other - Legal	\$ 37,459	\$ 64,000	\$ 64,000	\$ -	0.00%
151	Total Expenses - Legal	\$ 37,459	\$ 64,000	\$ 64,000	\$ -	0.00%

123 Total Salaries - Town Administrator: Increased per salary survey

141 Total Salaries - Assessor: Increased due to additional workload and hours

	<u>ACCOUNT NAME</u>	<u>FY2011</u> <u>ACTUAL</u>	<u>FY2012</u> <u>BUDGET</u>	<u>FY2013</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY13 VS</u> <u>FY12</u>	<u>% Change</u> <u>FY13 VS</u> <u>FY12</u>
152	Total Salaries - Personnel Board	\$ -	\$ -	\$ -	\$ -	0.00%
152	Total Other - Personnel Board	\$ 200	\$ 260	\$ 260	\$ -	0.00%
152	Total Expenses - Personnel Board	\$ 200	\$ 260	\$ 260	\$ -	0.00%
161	Total Salaries - Town Clerk	\$ 39,404	\$ 41,145	\$ 41,748	\$ 603	1.47%
161	Total Other - Town Clerk	\$ 2,000	\$ 2,250	\$ 2,283	\$ 33	1.47%
161	Total Expenses - Town Clerk	\$ 41,404	\$ 43,395	\$ 44,031	\$ 636	1.47%
162	Total Salaries - Elect & Regist	\$ 3,631	\$ 3,461	\$ 5,251	\$ 1,790	51.72%
162	Total Other - Elect & Regist	\$ 5,203	\$ 5,735	\$ 6,320	\$ 585	10.20%
162	Total Expenses - Elect & Regist	\$ 8,834	\$ 9,196	\$ 11,571	\$ 2,375	25.83%
171	Total Salaries - Conservation Commr	\$ -	\$ -	\$ -	\$ -	0.00%
171	Total Other - Conservation Comm	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%
171	Total Expenses - Conservation Com	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%
175	Total Salaries - Planning Board	\$ 68,263	\$ 68,941	\$ 69,966	\$ 1,025	1.49%
175	Total Other - Planning Board	\$ 4,851	\$ 4,672	\$ 4,497	\$ (175)	-3.75%
175	Total Expenses - Planning Board	\$ 73,114	\$ 73,613	\$ 74,463	\$ 850	1.15%
176	Total Salaries - Zoning Board	\$ -	\$ -	\$ -	\$ -	0.00%
176	Total Other - Zoning Board	\$ 302	\$ 335	\$ 335	\$ -	0.00%
176	Total Expenses - Zoning Board	\$ 302	\$ 335	\$ 335	\$ -	0.00%
179	Total Salaries - Agricultural Comm	\$ -	\$ -	\$ -	\$ -	0.00%
179	Total Other - Agricultural Comm	\$ -	\$ 200	\$ 200	\$ -	0.00%
179	Total Expenses - Agricultural Comm	\$ -	\$ 200	\$ 200	\$ -	0.00%
192	Total Salaries - Town Hall	\$ 163,649	\$ 180,873	\$ 176,816	\$ (4,057)	-2.24%
192	Total Other - Town Hall	\$ 54,636	\$ 59,348	\$ 57,756	\$ (1,592)	-2.68%
192	Total Expenses - Town Hall	\$ 218,285	\$ 240,221	\$ 234,572	\$ (5,649)	-2.35%
199	Total Salaries - Energy Committee	\$ -	\$ -	\$ -	\$ -	0.00%
199	Total Other - Energy Committee	\$ -	\$ 200	\$ 200	\$ -	0.00%
199	Total Expenses - Energy Committee	\$ -	\$ 200	\$ 200	\$ -	0.00%
	Total Salaries - Town Government	\$ 597,492	\$ 619,887	\$ 631,784	\$ 11,897	1.92%
	Total Other - Town Government	\$ 178,448	\$ 209,703	\$ 207,384	\$ (2,319)	-1.11%
	Total Expenses - Town Government	\$ 775,940	\$ 829,590	\$ 839,168	\$ 9,578	1.15%

162 Elect and Registrars: Increased due to additional election

	<u>ACCOUNT NAME</u>	<u>FY2011 ACTUAL</u>	<u>FY2012 BUDGET</u>	<u>FY2013 BUDGET</u>	<u>\$ Change FY13 VS FY12</u>	<u>% Change FY13 VS FY12</u>
210	Total Salaries - Police	\$ 911,824	\$ 913,792	\$ 931,429	\$ 17,637	1.93%
210	Total Other - Police	\$ 135,925	\$ 136,340	\$ 137,706	\$ 1,366	1.00%
210	Total Expenses - Police	\$ 1,047,749	\$ 1,050,132	\$ 1,069,135	\$ 19,003	1.81%
220	Total Salaries - Fire	\$ 747,668	\$ 712,641	\$ 716,199	\$ 3,558	0.50%
220	Total Other - Fire	\$ 83,263	\$ 96,550	\$ 102,650	\$ 6,100	6.32%
220	Total Expenses - Fire	\$ 830,931	\$ 809,191	\$ 818,849	\$ 9,658	1.19%
221	Total Salaries - Dispatch	\$ 226,253	\$ 226,978	\$ 233,898	\$ 6,920	3.05%
221	Total Other - Dispatch	\$ 26,821	\$ 34,287	\$ 34,135	\$ (152)	-0.44%
221	Total Expenses - Dispatch	\$ 253,074	\$ 261,265	\$ 268,033	\$ 6,768	2.59%
241	Total Salaries - Building Insp	\$ 2,196	\$ -	\$ 40,500	\$ 40,500	0.00%
241	Total Other - Building Insp	\$ 35,261	\$ 41,923	\$ 2,689	\$ (39,234)	-93.59%
241	Total Expenses - Building Insp	\$ 37,457	\$ 41,923	\$ 43,189	\$ 1,266	3.02%
292	Total Salaries - Dog Officer	\$ 10,578	\$ 10,684	\$ 10,791	\$ 107	1.00%
292	Total Other - Dog Officer	\$ 1,404	\$ 1,625	\$ 1,625	\$ -	0.00%
292	Total Expenses - Dog Officer	\$ 11,982	\$ 12,309	\$ 12,416	\$ 107	0.87%
299	Total Salaries - Field Driver	\$ 45	\$ 45	\$ 45	\$ -	0.00%
299	Total Other - Field Driver	\$ 53	\$ 10	\$ 50	\$ 40	400.00%
299	Total Expenses - Field Driver	\$ 98	\$ 55	\$ 95	\$ 40	72.73%
	Total Salaries - Protection	\$ 1,898,564	\$ 1,864,140	\$ 1,932,862	\$ 68,722	3.69%
	Total Other - Protection	\$ 282,727	\$ 310,735	\$ 278,855	\$ (31,880)	-10.26%
	Total Expenses - Protection	\$ 2,181,291	\$ 2,174,875	\$ 2,211,717	\$ 36,842	1.69%

210 Total Salaries - Police: The Board of Selectman will propose an amendment during ATM to restore \$25,756 to the police salary line.

210 Total Other - Police: The Board of Selectman will propose an amendment during ATM to reduce the police expense line by \$34,500.

220 Total Salaries - Fire: The Board of Selectman will propose an amendment during ATM to restore \$4,890 to the fire salary line

220 Total Other - Fire: The Board of Selectman will propose an amendment during ATM to restore \$4,550 to the fire expense line

221 Total Other - Dispatch: The Board of Selectman will propose an amendment during ATM to restore \$1212 to the dispatch expense line

241 Building Inspector: Moved from a consultant to a salaried position

	<u>ACCOUNT NAME</u>	<u>FY2011</u> <u>ACTUAL</u>	<u>FY2012</u> <u>BUDGET</u>	<u>FY2013</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY13 VS</u> <u>FY12</u>	<u>% Change</u> <u>FY13 VS</u> <u>FY12</u>
300	Total Salaries - Blanchard School	\$ 4,058,344	\$ 4,237,917	\$ 4,341,858	\$ 103,941	2.45%
300	Total Other - Blanchard School	\$ 1,302,246	\$ 1,305,497	\$ 1,490,893	\$ 185,396	14.20%
300	Total Expenses - Blanchard School	\$ 5,360,590	\$ 5,543,414	\$ 5,832,751	\$ 289,337	5.22%
310	Total Salaries - Minuteman Vocational	\$ -	\$ -	\$ -	\$ -	0.00%
310	Total Other - Minuteman Vocational	\$ 344,924	\$ 367,906	\$ 227,929	\$ (139,977)	-38.05%
310	Total Expenses - Minuteman Vocational	\$ 344,924	\$ 367,906	\$ 227,929	\$ (139,977)	-38.05%
320	Total Salaries - ABRS Assessment	\$ -	\$ -	\$ -	\$ -	0.00%
320	Total Other - ABRS Assessment	\$ 5,864,382	\$ 5,890,838	\$ 5,630,208	\$ (260,630)	-4.42%
320	Total Expenses - ABRS Assessment	\$ 5,864,382	\$ 5,890,838	\$ 5,630,208	\$ (260,630)	-4.42%
	Total Salaries - Education	\$ 4,058,344	\$ 4,237,917	\$ 4,341,858	\$ 103,941	2.45%
	Total Other - Education	\$ 7,511,552	\$ 7,564,241	\$ 7,349,030	\$ (215,211)	-2.85%
	Total Expenses - Education	\$ 11,569,896	\$ 11,802,158	\$ 11,690,888	\$ (111,270)	-0.94%

300 Total Other - Blanchard: Due to SPED tuition increase



	<u>ACCOUNT NAME</u>	<u>FY2011 ACTUAL</u>	<u>FY2012 BUDGET</u>	<u>FY2013 BUDGET</u>	<u>\$ Change FY13 VS FY12</u>	<u>% Change FY13 VS FY12</u>
422	Total Salaries - Public Works	\$ 432,898	\$ 463,071	\$ 479,505	\$ 16,434	3.55%
422	Total Other - Public Works	\$ 229,914	\$ 227,490	\$ 226,640	\$ (850)	-0.37%
422	Total Expenses - Public Works	\$ 662,812	\$ 690,561	\$ 706,145	\$ 15,584	2.26%
423	Total Salaries - Snow & Ice	\$ 43,321	\$ 53,853	\$ 50,347	\$ (3,506)	-6.51%
423	Total Other - Snow & Ice	\$ 90,267	\$ 107,033	\$ 110,539	\$ 3,506	3.28%
423	Total Expenses - Snow & Ice	\$ 133,588	\$ 160,886	\$ 160,886	\$ -	0.00%
424	Total Salaries - Street Lighting	\$ -	\$ -	\$ -	\$ -	0.00%
424	Total Other - Street Lighting	\$ 2,773	\$ 3,000	\$ 3,000	\$ -	0.00%
424	Total Expenses - Street Lighting	\$ 2,773	\$ 3,000	\$ 3,000	\$ -	0.00%
425	Total Salaries - Hager Well Mainten	\$ -	\$ -	\$ -	\$ -	0.00%
425	Total Other - Hager Well Maintenan	\$ 13,990	\$ 20,000	\$ 26,400	\$ 6,400	32.00%
425	Total Expenses - Hager Well Mainte	\$ 13,990	\$ 20,000	\$ 26,400	\$ 6,400	32.00%
429	Total Salaries - Fuel	\$ -	\$ -	\$ -	\$ -	0.00%
429	Total Other - Fuel	\$ 80,513	\$ 80,500	\$ 98,375	\$ 17,875	22.20%
429	Total Expenses - Fuel	\$ 80,513	\$ 80,500	\$ 98,375	\$ 17,875	22.20%
431	Total Salaries - Hazardous Waste C	\$ -	\$ -	\$ -	\$ -	0.00%
431	Total Other - Hazardous Waste Coll	\$ 4,850	\$ -	\$ 5,000	\$ 5,000	0.00%
431	Total Expenses - Hazardous Waste	\$ 4,850	\$ -	\$ 5,000	\$ 5,000	0.00%
491	Total Salaries - Cemetery	\$ 8,392	\$ 8,477	\$ 8,562	\$ 85	1.00%
491	Total Other - Cemetery	\$ 959	\$ 1,000	\$ 1,000	\$ -	0.00%
491	Total Expenses - Cemetery	\$ 9,351	\$ 9,477	\$ 9,562	\$ 85	0.90%
	Total Salaries - Public Works & Faci	\$ 484,611	\$ 525,401	\$ 538,414	\$ 13,013	2.48%
	Total Other - Public Works & Facilitie	\$ 423,266	\$ 439,023	\$ 470,954	\$ 31,931	7.27%
	Total Expenses - Public Works - Fac	\$ 907,877	\$ 964,424	\$ 1,009,368	\$ 44,944	4.66%

425 Total Other - Hager Well Maintenance: Previously available funds in article have now been depleted

429 Total Other - Fuel: Adjusted to reflect increased fuel costs.

	<u>ACCOUNT NAME</u>	<u>FY2011</u> <u>ACTUAL</u>	<u>FY2012</u> <u>BUDGET</u>	<u>FY2013</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY13 VS</u> <u>FY12</u>	<u>% Change</u> <u>FY13 VS</u> <u>FY12</u>
510	Total Salaries - Landfill Monitoring	\$ -	\$ -	\$ -	\$ -	0.00%
510	Total Other - Landfill Monitoring	\$ -	\$ 6,000	\$ 6,000	\$ -	0.00%
510	Total Expenses - Landfill Monitoring	\$ -	\$ 6,000	\$ 6,000	\$ -	0.00%
511	Total Salaries - Board of Health	\$ 500	\$ 501	\$ 501	\$ -	0.00%
511	Total Other - Board of Health	\$ 16,900	\$ 16,990	\$ 16,990	\$ -	0.00%
511	Total Expenses - Board of Health	\$ 17,400	\$ 17,491	\$ 17,491	\$ -	0.00%
519	Total Salaries - Environmental Servi	\$ -	\$ -	\$ -	\$ -	0.00%
519	Total Other - Environmental Services	\$ 9,345	\$ 9,345	\$ 10,492	\$ 1,147	12.27%
519	Total Expenses - Environmental Ser	\$ 9,345	\$ 9,345	\$ 10,492	\$ 1,147	12.27%
522	Total Salaries - Nursing Services	\$ -	\$ -	\$ -	\$ -	0.00%
522	Total Other - Nursing Services	\$ 2,395	\$ 2,395	\$ 4,696	\$ 2,301	96.08%
522	Total Expenses - Nursing Services	\$ 2,395	\$ 2,395	\$ 4,696	\$ 2,301	96.08%
523	Total Salaries - Mental Health Serv	\$ -	\$ -	\$ -	\$ -	0.00%
523	Total Other - Mental Health Services	\$ 7,000	\$ 7,000	\$ -	\$ (7,000)	-100.00%
523	Total Expenses - Mental Health Ser	\$ 7,000	\$ 7,000	\$ -	\$ (7,000)	-100.00%
541	Total Salaries - Council on Aging	\$ 39,836	\$ 41,652	\$ 43,119	\$ 1,467	3.52%
541	Total Other - Council on Aging	\$ 3,050	\$ 3,050	\$ 3,050	\$ -	0.00%
541	Total Expenses - Council on Aging	\$ 42,886	\$ 44,702	\$ 46,169	\$ 1,467	3.28%
543	Total Salaries - Veterans	\$ 669	\$ 190	\$ 670	\$ 480	252.63%
543	Total Other - Veterans	\$ 250	\$ 250	\$ 355	\$ 105	42.00%
543	Total Expenses - Veterans	\$ 919	\$ 440	\$ 1,025	\$ 585	132.95%
599	Total Salaries - Inspect of Animals	\$ 949	\$ 959	\$ 969	\$ 10	1.04%
599	Total Other - Inspect of Animals	\$ -	\$ -	\$ 100	\$ 100	0.00%
599	Total Expenses - Inspect of Animals	\$ 949	\$ 959	\$ 1,069	\$ 110	11.47%
600	Total Salaries - Animal Control Office	\$ 2,577	\$ 2,603	\$ 2,629	\$ 26	1.00%
600	Total Other - Animal Control Officer	\$ 503	\$ 330	\$ 400	\$ 70	21.21%
600	Total Expenses - Animal Control Offi	\$ 3,080	\$ 2,933	\$ 3,029	\$ 96	3.27%
	Total Salaries - Health Services	\$ 44,531	\$ 45,905	\$ 47,888	\$ 1,983	4.32%
	Total Other - Health Services	\$ 39,443	\$ 45,360	\$ 42,083	\$ (3,277)	-7.22%
	Total Expenses - Health Services	\$ 83,974	\$ 91,265	\$ 89,971	\$ (1,294)	-1.42%

519 Total Other - Environmental Services: Reflects increased assessment

522 Total Other - Nursing Services: Reflects increased assessment

523 Total Other - Mental Health Services: Reflects recommendation of FinCom to not fund (decrease of \$7000. Board of Health (BoH) will propose an amendment during ATM to restore \$7,000 to the line item. The Board of Selectman supports the proposed amendment.

<u>ACCOUNT NAME</u>		<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY13 VS</u>	<u>FY13 VS</u>
					<u>FY12</u>	<u>FY12</u>
610	Total Salaries - Library	\$ 189,303	\$ 197,442	\$ 200,391	\$ 2,949	1.49%
610	Total Other - Library	\$ 113,768	\$ 111,597	\$ 115,764	\$ 4,167	3.73%
610	Total Expenses - Library	\$ 303,071	\$ 309,039	\$ 316,155	\$ 7,116	2.30%
630	Total Salaries - Recreation Comm	\$ 24,049	\$ 25,954	\$ 25,954	\$ -	0.00%
630	Total Other - Recreation Comm	\$ 7,533	\$ 9,600	\$ 9,600	\$ -	0.00%
630	Total Expenses - Recreation Comm	\$ 31,582	\$ 35,554	\$ 35,554	\$ -	0.00%
691	Total Salaries - Historical Comm	\$ -	\$ -	\$ -	\$ -	0.00%
691	Total Other - Historical Comm	\$ 4,012	\$ 3,164	\$ 3,169	\$ 5	0.16%
691	Total Expenses - Historical Comm	\$ 4,012	\$ 3,164	\$ 3,169	\$ 5	0.16%
692	Total Salaries - Public Celebration	\$ -	\$ -	\$ -	\$ -	0.00%
692	Total Other - Public Celebration	\$ 652	\$ 665	\$ 665	\$ -	0.00%
692	Total Expenses - Public Celebration	\$ 652	\$ 665	\$ 665	\$ -	0.00%
693	Total Salaries - Steele Farm	\$ -	\$ -	\$ -	\$ -	0.00%
693	Total Other - Steele Farm	\$ 500	\$ 500	\$ 500	\$ -	0.00%
693	Total Expenses - Steele Farm	\$ 500	\$ 500	\$ 500	\$ -	0.00%
699	Total Salaries - A/B Cultural Council	\$ -	\$ -	\$ -	\$ -	0.00%
699	Total Other - A/B Cultural Council	\$ 942	\$ 1,500	\$ 1,500	\$ -	0.00%
699	Total Expenses - A/B Cultural Council	\$ 942	\$ 1,500	\$ 1,500	\$ -	0.00%
	Total Salaries - Culture & Recreation	\$ 213,352	\$ 223,396	\$ 226,345	\$ 2,949	1.32%
	Total Other - Culture & Recreation	\$ 127,407	\$ 127,026	\$ 131,198	\$ 4,172	3.28%
	Total Expenses - Culture & Recreation	\$ 340,759	\$ 350,422	\$ 357,543	\$ 7,121	2.03%

	<u>ACCOUNT NAME</u>	<u>FY2011</u> <u>ACTUAL</u>	<u>FY2012</u> <u>BUDGET</u>	<u>FY2013</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY13 VS</u> <u>FY12</u>	<u>% Change</u> <u>FY13 VS</u> <u>FY12</u>
710	Total Salaries - Maturing Debt Princi	\$ -	\$ -	\$ -	\$ -	0.00%
710	Total Other - Maturing Debt Principal	\$ 835,000	\$ 827,500	\$ 750,000	\$ (77,500)	-9.37%
710	Total Expenses - Maturing Debt Prin	\$ 835,000	\$ 827,500	\$ 750,000	\$ (77,500)	-9.37%
751	Total Salaries - Maturing Debt Intere	\$ -	\$ -	\$ -	\$ -	0.00%
751	Total Other - Maturing Debt Interest	\$ 551,207	\$ 529,873	\$ 483,453	\$ (46,420)	-8.76%
751	Total Expenses - Maturing Debt Intei	\$ 551,207	\$ 529,873	\$ 483,453	\$ (46,420)	-8.76%
	Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
	Total Other - Debt Service	\$ 1,386,207	\$ 1,357,373	\$ 1,233,453	\$ (123,920)	-9.13%
	Total Expenses - Debt Service	\$ 1,386,207	\$ 1,357,373	\$ 1,233,453	\$ (123,920)	-9.13%
830	Total Salaries - County Ret. Assessm	\$ -	\$ -	\$ -	\$ -	0.00%
830	Total Other - County Ret Assessmer	\$ 488,729	\$ 475,394	\$ 504,212	\$ 28,818	6.06%
830	Total Expenses - County Ret Asses	\$ 488,729	\$ 475,394	\$ 504,212	\$ 28,818	6.06%
912	Total Salaries - Other Benefit Insur	\$ -	\$ -	\$ -	\$ -	0.00%
912	Total Other - Other Benefit Insurance	\$ 73,838	\$ 67,865	\$ 66,685	\$ (1,180)	-1.74%
912	Total Expenses - Other Benefit Insur	\$ 73,838	\$ 67,865	\$ 66,685	\$ (1,180)	-1.74%
915	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
915	Total Other - Employee Benefits	\$ 1,301,524	\$ 1,485,739	\$ 1,404,740	\$ (80,999)	-5.45%
915	Total Expenses - Employee Benefits	\$ 1,301,524	\$ 1,485,739	\$ 1,404,740	\$ (80,999)	-5.45%
945	Total Salaries -Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
945	Total Other - Liability Insurance	\$ 74,756	\$ 85,732	\$ 85,700	\$ (32)	-0.04%
945	Total Expenses - Liability Insurance	\$ 74,756	\$ 85,732	\$ 85,700	\$ (32)	-0.04%
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
	Total Other- Employee Benefits	\$ 1,938,847	\$ 2,114,730	\$ 2,061,337	\$ (53,393)	-2.52%
	Total Expenses- Employee Benefits	\$ 1,938,847	\$ 2,114,730	\$ 2,061,337	\$ (53,393)	-2.52%
132	Reserve Fund - Original Budget	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
132	Reserve Fund - Transferred Out	\$ -	\$ -	\$ -	\$ -	0.00%
132	Reserve Fund - Net Balance	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%

915 Total Other - Employee Benefits: Decreased to reflect changes in health insurance plan design.



<u>ACCOUNT NAME</u>	<u>FY2011 ACTUAL</u>	<u>FY2012 BUDGET</u>	<u>FY2013 BUDGET</u>	<u>\$ Change FY13 VS FY12</u>	<u>% Change FY13 VS FY12</u>
<b>SALARIES</b>					
Town Government	\$ 597,492	\$ 619,887	\$ 631,784	\$ 11,897	1.92%
Protection	\$ 1,898,564	\$ 1,864,140	\$ 1,932,862	\$ 68,722	3.69%
Public Works & Facilities	\$ 484,611	\$ 525,401	\$ 538,414	\$ 13,013	2.48%
Health Services	\$ 44,531	\$ 45,905	\$ 47,888	\$ 1,983	4.32%
Cultural & Recreation	\$ 213,352	\$ 223,396	\$ 226,345	\$ 2,949	1.32%
Total Town	\$ 3,238,550	\$ 3,278,729	\$ 3,377,293	\$ 98,564	3.01%
Education	\$ 4,058,344	\$ 4,237,917	\$ 4,341,858	\$ 103,941	2.45%
Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
Reserve Fund	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL SALARIES	\$ 7,296,894	\$ 7,516,646	\$ 7,719,151	\$ 202,505	2.69%
<b>OTHER EXPENSES</b>					
Town Government	\$ 178,448	\$ 209,703	\$ 207,384	\$ (2,319)	-1.11%
Protection	\$ 282,727	\$ 310,735	\$ 278,855	\$ (31,880)	-10.26%
Public Works & Facilities	\$ 423,266	\$ 439,023	\$ 470,954	\$ 31,931	7.27%
Health Services	\$ 39,443	\$ 45,360	\$ 42,083	\$ (3,277)	-7.22%
Cultural & Recreation	\$ 127,407	\$ 127,026	\$ 131,198	\$ 4,172	3.28%
Total Town	\$ 1,051,291	\$ 1,131,847	\$ 1,130,474	\$ (1,373)	-0.12%
Education	\$ 7,511,552	\$ 7,564,241	\$ 7,349,030	\$ (215,211)	-2.85%
Employee Benefits	\$ 1,938,847	\$ 2,114,730	\$ 2,061,337	\$ (53,393)	-2.52%
Debt Service	\$ 1,386,207	\$ 1,357,373	\$ 1,233,453	\$ (123,920)	-9.13%
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
TOTAL OTHER EXPENSES	\$ 11,887,897	\$ 12,353,191	\$ 11,959,294	\$ (393,897)	-3.19%
<b>TOTAL EXPENSES</b>					
Town Government	\$ 775,940	\$ 829,590	\$ 839,168	\$ 9,578	1.15%
Protection	\$ 2,181,291	\$ 2,174,875	\$ 2,211,717	\$ 36,842	1.69%
Public Works & Facilities	\$ 907,877	\$ 964,424	\$ 1,009,368	\$ 44,944	4.66%
Health Services	\$ 83,974	\$ 91,265	\$ 89,971	\$ (1,294)	-1.42%
Cultural & Recreation	\$ 340,759	\$ 350,422	\$ 357,543	\$ 7,121	2.03%
Total Town	\$ 4,289,841	\$ 4,410,576	\$ 4,507,767	\$ 97,191	2.20%
Education	\$ 11,569,896	\$ 11,802,158	\$ 11,690,888	\$ (111,270)	-0.94%
Employee Benefits	\$ 1,938,847	\$ 2,114,730	\$ 2,061,337	\$ (53,393)	-2.52%
Debt Service	\$ 1,386,207	\$ 1,357,373	\$ 1,233,453	\$ (123,920)	-9.13%
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%
TOTAL EXPENSES	\$ 19,184,791	\$ 19,869,837	\$ 19,678,445	\$ (191,392)	-0.96%
Budget Prior to Reserve Fund Calcu	\$ 19,184,791	\$ 19,684,837	\$ 19,493,445	\$ (191,392)	-0.97%

Blanchard Memorial School							
FY 2013 Budget Account Summary							
		<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY13 v.FY12</u>	
<u>Code</u>	<u>Description</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>VOTED</u>	<u>PROPOSED</u>	<u>\$ Change</u>	<u>% Change</u>
1100	School Committee	\$ 14,306	\$ 4,898	\$ 7,588	\$ 7,588	\$ -	0.00%
1200	Superintendent Office	184,553	214,826	219,019	219,269	\$ 250	0.11%
1400	Business Office	114,139	111,365	113,726	113,851	\$ 125	0.11%
2100	Special Ed Office	130,521	122,728	126,244	60,225	\$ (66,019)	-52.29%
2200	Principal Office	149,772	52,125	52,112	144,670	\$ 92,558	177.61%
2250	Building Technology	125,598	109,135	36,798	49,435	\$ 12,637	34.34%
2300	Teaching	3,672,281	3,527,387	3,647,223	3,761,705	\$ 114,482	3.14%
2350	Prof. Development	81,303	42,191	83,550	81,440	\$ (2,110)	-2.53%
2400	Textbooks	8,316	761	-	4,500	\$ 4,500	
2451	Instructional Tech.	44,160	32,592	111,387	136,489	25,102	22.54%
2500	Library & Media	61,187	66,539	70,778	72,957	2,179	3.08%
2700	Guidance/Psych	101,426	108,369	112,878	115,693	2,815	2.49%
3200	Health Services	53,921	54,376	58,210	57,545	(665)	-1.14%
3300	Transportation	310,154	393,899	422,300	348,329	(73,971)	-17.52%
3400	Food Services	58,849	38,138	38,230	38,791	561	1.47%
4130	Utilities	135,673	161,572	179,938	179,938	-	0.00%
4220	Maintenance	240,711	236,454	233,069	236,648	3,579	1.54%
4400	Technology Admin	53,800	19,805	20,266	15,452	(4,814)	-23.75%
5100	Retirement	-	58,455	105,394	86,039	(19,355)	-18.36%
6300	Civic Activities	5,410	5,156	5,714	5,872	158	2.77%
7000	Capital Exp.	41,940	48,948	31,240	19,643	(11,597)	-37.12%
9000	Tuition to other distric	564,873	502,814	472,482	642,030	169,548	35.88%
	TOTALS	\$ 6,152,893	\$ 5,912,534	\$ 6,148,146	\$ 6,398,109	\$ 249,963	4.07%
Less Funding sources:							
	School Choice	225,000	187,488	130,000	175,000	45,000	34.62%
	Circuit Breaker	202,255	87,252	96,415	88,921	(7,494)	-7.77%
	Grants	229,049	158,375	178,317	116,437	(61,880)	-34.70%
	Fee Programs	163,000	118,829	135,000	185,000	50,000	37.04%
	Totals	\$ 819,304	\$ 551,944	\$ 539,732	\$ 565,358	\$ 25,626	4.75%
	Town Appropriation	\$ 5,333,589	\$ 5,360,590	\$ 5,608,414	\$ 5,832,751	\$ 224,337	4.00%

Mr. Fallon took the following line items out of order:

**Dept. 192, Town Hall (Raid Suleiman, Board of Selectman Chair)**

Mr. Suleiman moved that the Town increase Department 192, Total Salaries – Town Hall by Three Thousand Nine Hundred Eighty-Nine Dollars (\$3,989), and to meet this appropriation, that an additional amount of Three Thousand Nine Hundred Eighty-Nine Dollars (\$3,989) be raised by taxation.

This would increase the current Town Clerk support person from 15 hours to 19 hours to provide support to the Town Clerk, Tax Collector and Treasurer, to provide back-up and continuity of operations.

Mr. Raad said that the Fincom recommends unanimously.

**The motion to amend Department 192, Total Salaries—Town Hall passed by majority vote.**

**Dept. 210, Police (Frank Powers, Board of Selectman)**

Mr. Powers moved that the Town increase **Department 210, Total Salaries – Police** by Six Thousand Three Hundred Sixty-Five Dollars (\$6,365), and to meet this appropriation, that an additional amount of Six Thousand Three Hundred Sixty-Five Dollars (\$6,365) be raised by taxation. Mr. Powers said that this deals with the salary for a third sergeant. The number represents the difference in salary between patrol officer and sergeant. It was felt that having a sergeant for each shift was important for leadership and smooth operation of the department. Chief Ryder made a presentation on the rationale for the promotion, which had already been made on a provisional basis. He said that Boxborough was short on supervisory positions relative to the past and to surrounding communities. He described the command structure of the force.

Mr. Ham said the Finance Committee vote was split—no recommendation.

Jeanne Kangas, Hill Rd., said that she considers herself a strong friend of the police department and of the FinCom. She urged everyone to be cautious about approving increases in spending and recommended voting against the article.

Channing Wagg, Hill Rd., said he agreed with Jeanne about the need to control spending. He wanted to hear the opinions of the FinCom since it was split.

Mr. Raad said it was not that easy to answer the question—some thought we didn't need three sergeants; others thought the chief should be able to make those decisions. Mr. Ham said that there was a lot of discussion and making decisions about which budget requests to support. Mr. Hesler said that the FinCom started with zero increases in the budget and that new initiatives should be offset with cuts in other areas.

Jeannette Millard, Russet Lane, asked about staffing. Chief Ryder said there were 3 sergeants, 7 officers and a chief. She felt that having three sergeants seemed top-heavy.

Gary Kushner, Flagg Hill Rd., reminded people that FinCom meetings are open to public. He wondered at making a promotion mid-year before coming to Town Meeting, but supported the chief and his rationale.

Eric Molander, Burroughs Rd., asked what the increase meant and how much benefits would increase. Mr. Powers said that benefits would not be affected.

Vince Amoroso, Liberty Square Rd., asked about what happens if we don't vote for this. How will coverage be managed? The chief said that he runs the department as he sees fit. The reason to do the promotion to sergeant midyear was based on need. Without a third sergeant more shifts would lack supervision.

Mr. Suleiman asked about the effects on the overtime budget and how long is the average service of officers. The chief said that overtime is budgeted using an average of junior and senior officers' pay. Some have 20 years, some have less than 5. The majority of officers are "senior". Raid likes the idea of being able to offer opportunities for promotion within the force. But he feels senior officers don't need supervision. The chief said that the supervisor has certain tasks that must be performed—firearms, gatekeeper to lock-up, etc., not just watching over junior officers.

David Marshall, Liberty Square Rd., said the union is going to negotiate the best salary possible – but it's probably going to be 2% while the Police Chief is getting 5%. He thinks that's a problem. Supervision is nice but is anything really lost by not having a third sergeant. The chief said there are some duties that can only be performed by a supervisor.

Simon Bunyard, Hill Rd, said there's a command and control issue. In an emergency, questions of who's in charge can lead to problems. The chief said that in instances with two junior officers responding to an emergency, decisions need to be made. Having a supervisor makes the chain of command clear.

Owen Neville, Hill Rd. suggested the chief describe the shifts. The chief described the three shifts.

Becky Neville, Hill Rd., reminded people that we are close to Rte. 495, there's a lot going on and having another supervisor makes a lot of sense.

Jim Gorman, Hill Rd., asked if the chief could maintain the third sergeant even without the salary increase. He asked if the chief felt strongly enough to keep it without the money. The chief said he would not want to go against the wishes of town meeting but would get rid of the third sergeant as a last resort. Jim said he was in favor of the motion.

Brian Morrison, Hill Rd. spoke in favor of the motion. He thought the community police aspect was very important and that that was a big part of a sergeant's job. Based on his work experience, he was in favor of supervision of off-hours shifts.

Mr. Niro, Hager Ln, said he fears the known rather than the unknown. Do we really have a need for a third sergeant knowing that it will cost the town resources?

Dave Follett, Cobleigh Rd., asked if sergeant is both a patrolman and supervisor. How is their time split. The chief said they are supervisors all the time. Very difficult to say, but he said that 60-70% is supervisory. Losing the third sergeant would make the remaining sergeants have to function even more in a supervisor-only mode.

Mark White, Sara's Way, said that while it's time to tow the line on the budget, what are we going to tow the line on? Mark supports the chief and how he wants to do the job and structure his department. He thinks the police department has come a long way over the years and urges a positive vote on the motion.

Sue Reuther, Reed Farm Rd., moved the question. The motion to vote now carried by two-thirds, as declared by the moderator.

**Motion to increase Department 210, Total Salaries – Police by Six Thousand Three Hundred Sixty-Five Dollars (\$6,365) carried by majority vote. 119 Yes 79 NO**

Mr. Powers moved that the Town increase **Department 210, Total Salaries – Police** by Nineteen Thousand Three Hundred Seventy-One Dollars (\$19,371), and to meet this appropriation, that an additional amount of Nineteen Thousand Three Hundred Seventy-One Dollars (\$19,371) be raised by taxation. Mr. Powers said that without the authorization means that there will be an additional 53 one-officer shifts. If only the outreach program is cut (\$13,647) would result in 33 additional one-officer shifts and no officer presence at community events. Chief Ryder defended the increase by speaking of the value of the community policing program, including support for C4RJ and domestic violence initiatives.

Mr. Ham made the FinCom recommendation against the motion.

Joanne Davis, Stow Rd, spoke in favor of the motion and appreciates the community outreach program and the efforts that our officers make in checking on her well-being.

Channing Wagg, Hill Rd., spoke in favor of the motion.

Jeanne Kangas, Hill Rd., reminded voters that money for this will come from the taxpayers and that they should be careful before voting in favor of this motion. She spoke of all those on fixed incomes and the impact that spending increases have on their taxes. She was against the motion.

Jim Gorman, Hill Rd., asked the chief asked if this passes how many one-officer shifts: 52 one-man shifts with the funding. Without it the one-man shifts would go up to 105 shifts. He asked if reserve fund transfers could cover emergency needs for overtime.

Bruce Sabot, Joseph Rd., moved the question. The motion to vote now carried by two-thirds majority, as declared by the moderator.

**The motion to increase Department 210, Total Salaries—Police by Nineteen Thousand Three Hundred Seventy-One Dollars (\$19,371) failed by majority vote. Yes: 76 No: 102**

Mr. Powers moved that the Town decrease **Department 210, Total Other – Police** by Thirty-Four Thousand Five Hundred Dollars (\$34,500), and to meet this appropriation, that an amount of Thirty-Four Thousand Five



Hundred Dollars (\$34,500) be deducted from the amount to be raised by taxation. Mr. Powers said that the money will be taken from the operating budget and moved to a warrant article (Article 20).

Mr. Niro said that the Finance Committee does not recommend—the police vehicle has always been purchased within the police budget and make it difficult to compare budgets from year to year.

Mr. Neville, Middle Rd. agreed with the FinCom and felt it should stay in the operating budget. He felt it was the more honest way to do it.

Ms. Kangas spoke in support of the FinCom and opposes the motion.

Mr. Follett asked why fire is treated differently from police. Mr. Ham said that the police department gets a vehicle every year, which makes it an annual budget item. Fire vehicles are not purchased every year.

Walter Van Roggen, Patch Hill Rd., asked what happens if the amendment is defeated? Mr. Powers said he would make a motion to increase the line 210 by an amount that would cover a command vehicle rather than a fleet vehicle.

Loretta Crowley wanted to know what a command vehicle is? Mr. Fallon said that was not in the 4 corners. Mr. Niro said that warrant articles to follow deal with her question.

**The motion to decrease Department 210, Total Other—Police by Thirty-Four Thousand Five Hundred Dollars (\$34,500) failed by majority vote.**

Mr. Powers moved to increase **Department 210, Total Other – Police** by \$5213 to cover the costs of a command vehicle rather than just a cruiser which is in the budget. Kathleen Vorce, Liberty Square Rd., asked for a point of order. She felt discussion on the cruiser was inappropriate at this point and should be addressed in Article 20. Mr. Neville also argued this point. Mr. Fallon allowed the motion to proceed. Chief Ryder described the differences between a command vehicle and a cruiser and why the command vehicle was preferred.

Mr. Niro said that the FinCom was opposed to the motion. Former police chiefs have always had cruisers. Fleet already has 3 SUV's and they see no need for more.

Mr. Raad spoke against the motion. He thinks highly of the chief but feels that we do not need the added expense. Mr. White, Sara's Way, was confused about what he's voting on. He does not like how this was handled procedurally.

Michael Fetterman asked why the chief wants a fourth SUV. The chief said that the fleet has 2 command vehicles. The third SUV is being traded in due to maintenance costs and replaced, but does not have all the equipment of a command vehicle.

**The motion to increase Department 210, Total Other – Police by \$5213 failed by majority vote.**

**Dept. 220, Fire (Rebecca Neville, Board of Selectman)**

Ms. Neville moved that the Town increase **Department 220, Total Salaries – Fire** by Four Thousand Eight Hundred Ninety Dollars (\$4,890), and to meet this appropriation, that an additional amount of Four Thousand Eight Hundred Ninety Dollars (\$4,890) be raised by taxation. Ms. Neville said that on October 1 Randy White was promoted to Chief. He was charged with controlling his budget to cover per diem trainings.

The Finance Committee does not recommend. The FinCom felt that formerly training was covered in the budget.

Ms. Kangas urged support of the FinCom recommendation against the motion.

Ms. Neville asked that Randy White explain the reasons for wanting the increase. Chief White said he is a strong proponent of training. The money would allow him to send firefighters for training during the day time.

Mr. Fallon called for a handcount of the vote.

**The motion to increase Department 220, Total Salaries – Fire by Four Thousand Eight Hundred Ninety Dollars (\$4,890) failed by majority vote.**

**Yes: 64      No: 85**

Ms. Neville moved that the Town increase **Department 220, Total Other – Fire** by Four Thousand Five Hundred Fifty Dollars (\$4,550), and to meet this appropriation, that an amount of Four Thousand Five Hundred Fifty Dollars (\$4,550) be raised by taxation. Ms. Neville said the money is for a uniform allowance for per diems. Right now they borrow uniforms or have to buy them on their own or they just come in whatever they want. The

chief feels that appropriate attire improves morale and makes firefighters more identifiable in the community. Mr. Subramanyam said that the Finance Committee opposes the motion.

Jeanne Kangas spoke against the motion. She didn't care what the firefighters wear.

**The motion to increase Department 220, Total Other – Fire by Four Thousand Five Hundred Fifty Dollars (\$4,550) failed by majority vote.**

**Dept. 221, Dispatch (Frank Powers, Board of Selectman)**

Mr. Powers moved that the Town increase Department 221, Total Other – Dispatch by One Thousand Two Hundred Twelve Dollars (\$1,212), and to meet this appropriation, that an additional amount of One Thousand Two Hundred Twelve Dollars (\$1,212) be raised by taxation. Mr. Powers said the supervisors' cell phone would not be available. They are on call 24/7 and should have a cell phone. Also the landline connectivity between the Hager property and the Swanson Road cell tower would be disrupted.

Mr. Ham outlined the reasons that the FinCom was against the motion and feel the phone budget was adequately funded.

Mr. Fetterman, Burroughs Rd., said it costs a certain amount for phones and why don't the FinCom and BOS agree on this item. Chief Ryder explained the difference between land lines and the cell phone in question. Mr. Fetterman asked if there could be reconciliation between the FinCom and the BOS on this before the vote. Mr. Fallon said no.

Mr. Van Roggen found the lack of communication worrisome but felt it wasn't that much money so he was in favor of the motion.

Ms. Crowley spoke in favor of the motion and felt that communication should not be compromised for safety and in emergency situations.

Mr. Neville said that the FinCom and the Chief have been talking about different budgets. He moved to table Article 8 and moved to adjourn the meeting until 7pm tomorrow night.

Ms. Neville raised a point-of-order: would this (Article 8) be taken up after Articles 9 and 10.

The moderator said no. There was some discussion that this would require voting to reconsider the vote on taking up Articles 9 & 10 first thing on Tuesday.

Mr. Neville moved to table Article 8.

**The motion to table Article 8 carried by two-thirds majority vote as declared by the moderator.**

Mr. Neville moved to reconsider taking up Article 9 and 10 first on Tuesday night. Mr. Fox said that we have advertised in media that the first order of Tuesday is Article 9 and 10. Ms. Reuther said many people were planning to come early for articles 9 and 10. Ms. Neyland spoke against the motion. John Andrews also spoke against. Ms. Kangas said that it's the people here now are the ones that count and supports the motion to reconsider taking up 9 and 10 first. Amy Burke said that we shouldn't have second-guessed town meeting by advertising ahead of time. She was in favor of the motion.

Ms. Bieber said that a lot of people worked hard on getting people to town meeting. Part of that was letting people know when to expect articles to come up. It would be bad faith to change the order now. Nancy Brown, Depot Rd., asked if we reconsider Article 8, do we start at the beginning or finish with the amendments. Mr. Fallon said that the amendments would not come up again unless they were reconsidered.

Mr. Fetterman moved to vote now on reconsideration. The motion to vote now carried by two-thirds, as declared by the moderator.

**The motion to reconsider taking up Article 9 and 10 first on Tuesday night was defeated by majority vote.**

**At 11:05pm, Mr. Neville moved to adjourn Annual Town Meeting until 7pm tomorrow (May 15) night. The motion carried by majority vote.**

**May 15, 2012, Mr. Fallon called the meeting to order at 7:05pm.** There were 245 registered voters in attendance. He made some announcements and explained how the meeting would proceed.

**ARTICLE 9            SENSE OF THE MEETING – BOXBOROUGH SCHOOL DISTRICT/BLANCHARD  
ELEMENTARY SCHOOL ADMINISTRATIVE STRUCTURE - K - 12  
REGIONALIZATION WITH ACTON, UNION WITH HARVARD, NEITHER<sup>AA</sup>  
(Majority vote required; non-binding)**

Mary Brolin, Boxborough School Committee, moved to adopt the following non-binding sense of the meeting resolution:

It is the sense of the town meeting that:

The Acton-Boxborough Regional School Committee direct the Regional School District Study Committee to draft a regional agreement between Acton and Boxborough that would include grades pre-kindergarten through 12 for approval at a future town meeting.

Ms. Brolin made the School Committee recommendation. She talked of the declining enrollment at Blanchard while the state continues to make demands that necessitate extensive reporting and new programming. The School Committee would like Town Meeting to authorize the current study committee to explore regionalization in more detail and to develop a new regional agreement that could be voted on by the two towns. Mac Reid, a member of the study committee, gave a report on the findings of the committee. One of the major questions was about the identity of Blanchard. He said the committee felt that Acton's five elementary schools each had its own identity. He said other concerns were long bus rides, class size, educational impacts.

He said that full regionalization would lead to enhanced professional development, enhanced offerings for SpEd, increased flexibility and shared curriculum. Structure would be simplified—three school committees go to one. Duplication of reporting, some staffing would be saved. Full regionalization would also lead to cost effective service delivery, more transparent financial reporting and streamlined operations. He said there would be cost savings of 2 FTE's for a cost savings of \$150K/year. Governance issues will be addressed, along with concerns about Budget vs Assessment, school choice, makeup of the school committee and voting. Asking for a Sense of the Meeting Motion because the committee doesn't want to continue if town not behind the idea. Full regionalization will be looked at vs status quo. The estimate is that there will be a financial benefit \$650-700K due to cost savings and increased regional transportation reimbursement. The sense of the meeting has already passed in Acton. If passed tonight the committee would jump into developing a new regional agreement in a thoughtful inclusive process. They will also continue to refine the financial projections

**Jim Hamm said the Finance Committee recommends unanimously (9-0) moving forward with regionalization and unanimously does not support job sharing (9-0).**

Regionalization provides Boxborough with financial benefits that job sharing does not. Early estimates of saving will include reductions in administrative and transportation costs. Additional savings can be expected once the actual agreement is worked out.

**The School Committee supports the motion.**

**AB regional unanimously recommends proceeding with full regionalization.**

**Becky Neville presented both the majority and minority report of the Board of Selectmen. The majority does not recommend (3-2). Does not find the analysis compelling. Does not want 2/3 of the town's budget to be an assessment.**

Becky Neville, Middle Rd., biggest concern is the budgeting process and that 2/3 of the town's budget could be an assessment. The Acton Leadership Group (ALG) is very powerful in the budgeting process in Acton and has a major impact on the Region's final budget. She is also concerned about weighted voting and Boxborough not having enough of a vote.

Mr. Sabot spoke in favor of regionalization. He was on a committee years ago that looked at full regionalization and was against it. The current system cannot stay the same. All that is asked tonight is to let the committee go forward and do more work on this. He felt full regionalization would lessen the impact of ALG on the school budget. He urged town meeting to vote to let the committee continue.

Trina Touns, Flagg Hill Rd., asked about the integrated pre-school. Wants to keep it in Boxborough. Mary said that the SC would decide but can't see why not. Why couldn't staffing levels go back to how they were before the growth spurt? She feels her child with special needs was better served here in Boxborough than when he got to the region.

Amy Burke, Sargent Rd., thanked the study committee for their hard work. Amy expressed how much she appreciates Blanchard. She talked about how the budget is not sustainable. 8M for 480 kids vs 5.8M for the Boxborough kids at the region.

Andrew Gruskay, Daniel's Way, asked to hear from someone from Acton. Mr. Fallon asked him for a specific question.

Vince Amoroso, Liberty Square Rd., supports the motion. He wants the committee to get more information so that the town can make a better decision. He thinks it short-sighted to cut them off now based on visceral reactions.

Charlene Golden, Hill Rd., said that when they first moved in they went to the town clerk's house to register to vote and regionalization was being talked about then. In 1951 Acton started looking for a partner. In 1955 Boxborough joined Acton in a region from 7-12. She has some concerns: we have a special school in Blanchard. She doesn't feel that Acton people feel the same way. No one likes the staggered buses or the half-day Thursdays. Custodian union, no music program, other staff unions. In 1977 the 30% of the budget went to Blanchard, 30% went to region. If the real problem is the superintendent we should look at other solutions. Matt Kosakowski, Hill Rd., is in favor. Do they Blanchard teachers have a different contract? Yes. Will they have to change? Yes! What's student/teacher ratio—would that change. Mary said that there would be no dramatic change. \$530K savings comes from transportation; the rest is staffing.

Jim Gorman asked whether Boxborough would get more say in a new regional agreement. Has there ever been a situation where the small community has veto power. Mr. Giorgio said that voting rights is one person one vote. 6 Acton and 3 Boxborough members. Acton counts for 2 and Box 1. There are other options. Could have 10, 8 Acton, 2 Boxborough. Could have all at-large candidates. Lastly could have appointed members where one person one vote doesn't apply. Has to be proportionate to your population unless all candidates are district wide. Can set up 2 candidates must be from Boxborough. Chapter 71, Section 14(e). He said he's never seen an agreement with a veto. A majority from each town must approve for a preliminary budget, so not really a veto power but close. Could also get special legislation to get a more favorable weighting.

Jim Gorman questioned the savings. Boxborough would only get 20% of the total savings. He also questioned the savings on overhead.

Sue Reuther, Reed Farm Rd., moved the question. The motion to vote now passed by two-thirds majority as declared by the moderator.

The moderator asked for a standing count.

**Action on Article 9, ATM, May 15, 2012: Motion carried by majority vote. Yes: 189 No: 45**

## **Article 10                    ACTON BOXBOROUGH REGIONAL SCHOOLS LOWER FIELDS (Two-thirds vote)**

Brigid Bieber, member Boxborough School Committee, moved to approve the \$1.5 Million borrowing authorized by the Acton-Boxborough Regional School District, for the purpose of paying costs of construction of outdoor recreational and athletic facilities at the Regional School District property, and for the payment of all other costs

incidental and related thereto, said amount to be expended at the direction of the Regional School District School Committee.

### **Summary**

The Acton-Boxborough Regional School District has voted to approve the borrowing of \$1.5 Million toward the costs of construction of outdoor recreational and athletic facilities at the Regional School District's property known as the Lower Fields. Under Section 10 of the Acton-Boxborough Regional School District Agreement, a 2/3rds vote of the Town is required to approve this borrowing.

The total project cost is anticipated to be \$3 Million. This will be funded from a combination of private and public sources, minimizing the School District's commitment. These sources include and shall not exceed: 1) a \$1Million contribution from Acton-Boxborough Youth Soccer (ABYS) which is being financed by a private loan taken out by ABYS; 2) \$225,000 in cash, contributed by the members of the Friends of the Lower Fields (FOLF), including ABYS, A-B Pop Warner and Cheering, Acton-Boxborough Youth Lacrosse, and Acton-Boxborough Girls Youth Lacrosse; 3) \$275,000 in FY12 operating funds from the ABRSD budget; and 4) \$1.5 Million in proceeds from a bond to be issued by the ABRSD.

Approximately a year ago, a private entity of Acton and Boxborough citizens came forward and formed a group known as the Friends of Lower Fields (FOLF). Throughout a number of meetings with Dr. Stephen Mills and the Central Office staff of ABRSD, we pursued a creative public-private partnership to build out the property currently known as the Lower Fields. Due to poor drainage, the current natural grass fields are frequently unavailable for use during the school year. This proposal would improve and enhance the site for a dramatic increase in field time for the students and the community. As noted above, the financing of this project is a cooperative initiative involving commitments from both the private group, FOLF, and ABRSD.

Currently we anticipate the highest exposure for the ABRSD to be \$150,000 annually during the early years of debt service where payments are high and revenues may not have been maximized. Acton-Boxborough Community Education has committed to contribute \$25,000 annually toward that expense moving forward. It is anticipated that an additional \$25,000 in revenues from concessions and advertising at the complex will also be available to offset the annual bond payment. After the private entities' bank loan is paid off and youth groups have been paid back for their initial downpayments, it is anticipated that field rentals will cover the remainder of the bond amount. In aggregate, the project is expected to generate revenues that exceed expenses including the repayment of debt. (Five-year leases have already been signed by MPS and NE Premiership for field time.) Becomes cash flow positive after year 6.

The resulting site improvements from this project will include, but not be limited to, safe playable fully handicap accessible turf fields, lighting, parking and restrooms. Usage will increase 965 hrs—5530 hours. Grass fields get muddy, 40% of events had to be cancelled/rescheduled. Available play time will increase both from turf/drainage and from adding lighting. JV and freshman teams will have more opportunities for practice. They expect to rent the fields to club, youth and adult leagues.

Acton approved in April. Must have Boxborough's approval to move forward. Two banks are bidding on the opportunity to make the loan.

### **The Finance Committee recommends unanimously (9-0).**

Amy Burke presented the recommendation. There is a need to improve the fields due to poor drainage for use by the school during normal hours. The project includes not only replacement turf, but lights and restroom facilities. Additionally, the region will obtain a revenue source from the various recreation groups that will extend well beyond the 15-year timeline of the bond.

Boxborough's share to be added to the tax rate is approximately \$.0226 per \$1,000 or \$11.52 for a median priced house based on a first years assessment of \$21,495 and will decrease over the 15 year life of the loan as long as

the current regional agreement stays in place. This is determined by the bond rating (projected at 2.75%) and the revenues to offset the yearly payment. This is based on the current year 19.33% share minus 5% decrease for construction.

The Boxborough School Committee recommends unanimously.

Buzz Tremblay, Chair of the RecCom, urged support for the article as in the best interests of the kids of Boxborough.

Michael Touns, Flagg Hill Rd., questioned the financing. The \$1M loan will be paid back by FOLF being able to rent out the space and collecting the revenue. He questioned this. How are the costs of maintaining the fields, etc., apportioned? J.D. Head was recognized as head of maintenance at AB. He said part of the revenue stream would offset the maintenance costs. Does the town have any liability for the FOLF loan? Dave Wilson, FOLF, said that the town would not have any liability, but the field could be rolled up. Already have enough rental income to cover loan payment.

Jeanne Kangas, Hill Rd., was in support of the motion. Appreciates the public/private partnership. She felt it was an opportunity for the two communities and for the student-athletes at no cost to the town.

A resident of Hill Rd. asked if the astroturf was environmentally sound. Dave Wilson said the turf has no toxins. Is there any environmental cost/risk. J.D. Head said that the material is fully permitted, made of recycled materials, allows for ground-water recharge vs current compacted dirt surface.

A resident of Liberty Square Rd. asked how long does the surface last. 20 years.

Dave Follett, Cobleigh Rd., asked if depreciation was included. Yes. What is our bond rate vs. FOLF. Why should we divert the income stream when we can borrow for a lower rate than they can. Didn't want to ask the town to vote for \$3M and recognize that it's FOLF are the ones who manage the leases and manage the scheduling.

A Fifer's Lane resident asked if there be a first aid station. Not sure.

Bob Zurek, Morse Ln., spoke in favor of the motion. Are surveillance cameras going to be installed. Yes there will be cameras with signage. Is there an emergency call box? Yes.

Mark White moved the question. The motion to vote now passed by two-thirds majority, as declared by the moderator..

**Action on Article 10, ATM, May 15, 2012: The motion carried by two-thirds vote as declared by the moderator.**

**Mr. Suleiman moved to take Article 8 off the table. Motion carried unanimously.**

#### **Department 221—Dispatch**

Mr. Powers said that the FinCom, Fire Chief and Police Chief met and he believed some of the issues have been resolved. Consolidated savings by the BitCom did not apply to the Dispatch budget for communications. Lease land lines, walkie-talkie and the cell phone are the only items in the communications budget. Chief Ryder went through the components of the budget and explained the discrepancy. Mr. Ham said that the Finance Committee supported the budget amendment unanimously.

**The motion to increase Department 221—Dispatch by One Thousand Two Hundred Twelve Dollars (\$1,212) carried unanimously.**

#### **Dept. 300, Blanchard School**

Mr. Sabot moved that the Town decrease Department 300, Total Expenses—Blanchard School by \$30,000 and to meet this appropriation, that an amount of \$30,000 be deducted from the amount to be raised by taxation. The savings resulted from the reduction of a section of kindergarten. The Finance Committee recommended in favor of the amendment.

**The motion to decrease Department 300 – Blanchard School by Thirty Thousand Dollars (\$30,000) carried by majority vote.**

#### **Dept. 523, Mental Health Services (Marie Cannon, Board of Health Chair)**

Marie Cannon, Board of Health, moved that the Town increase Department 523, Total Other – Mental Health Services to Seven Thousand Dollars (\$7,000), and to meet this appropriation, that an additional amount of Seven Thousand Dollars (\$7,000) be raised by taxation. Marie said that the \$7000 is a restoration of the Board of Health

budget that was cut by the Finance Committee. She explained that the money was for Eliot Community Health Services to fund Boxborough residents using mental health services at Eliot Clinic, such as crisis intervention, clinical services, counseling, etc. Boxborough belongs to the Nashoba Board of Health, which provides some health services such as water quality, food safety, nursing services, but not mental health.

Susan Bak presented the FinCom recommendation. The FinCom recommends against the amendment. Tax money should not be used for mental health or any other services. With health insurance required in Massachusetts, mental health services are covered by insurance. Boxborough should not be paying for copays and parking fees. That's what the ABUW is for.

Frank Powers said that the Board of Selectmen supports the amendment unanimously. He said that over the past year during meetings of the Well Being Committee it has come up that stress levels have been rising dramatically, particularly among children and youth. More families are in crisis and in need of mental health services. He fears that a cut would impact the ability of Eliot to provide the necessary services.

Brigid Bieber asked that Curt Bates, Boxborough School Superintendent, be recognized. He read letter from Gail Walsh, School Psychologist, in defense of funding Eliot. She indicated that a number of families are receiving support and counseling from Eliot.

Lorraine Carvalho, Mass Ave, felt there was so much stress in the current economic climate, we need a safety net for people in need.

A resident of Emanuel Drive said there are other organizations that provide services to those in need that do not receive town funding. She is on Minuteman ARC board of Directors. They do fund-raising and receive insurance payments and grants. She supports the Eliot mission. She urged people to give through the United Way.

Dave Follett voted against this last year. Talked to a physician and the reality is that there is a severe restriction on money allocated for mental health. MassHealth allowed 3 days for hospitalization for a suicide attempt regardless of mental state. Ongoing services required for patient and families.

Kristin Hilberg, Hill Rd., asked if Nashoba Board of Health a non-profit? It is a public non-profit. What's the impact of \$7000 on the average household: \$3.75. She said we should take care of each other.

Mary Brolin, Guggins Ln., served on Social Services Committee, people who have mental health issues are over-represented in the un- or under-insured. She considers it a small sum of money to protect the vulnerable.

Karim Raad, Houghton Ln., said the question is not teen suicide or need, just that tax dollars should not be spent as a charitable donations.

Marie Cannon said that the \$7000 is not a charitable donation. Eliot has an agreement with the town and we are provided data on all the services rendered. We compensate Eliot for serving our residents.

Channing Wagg, Hill Rd., spoke in favor of the amendment and sees it as a well-being issue and an issue of public health.

Betty MacKenzie, Avebury Circle, expressed her appreciation for the efforts of all the committees in town. She said that paying Eliot saves money in the end and helps build community.

Jeanne Kangas, Hill Rd., said that this is not an issue of do we care about the mentally ill. She said paying for the services through our property taxes is wrong. Donate to the United Way.

Sue Reuther Reed Farm Rd moved the question. That motion carried by two-thirds.

**The motion to increase Department 523 – Mental Health Services to Seven Thousand Dollars (\$7,000) failed. Yes: 69 No: 93**

#### **Dept. 692, Public Celebration (Frank Powers, Board of Selectmen)**

Mr. Powers moved that the Town increase Department 692, Total Other – Public Celebration by Three Hundred Dollars (\$300), and to meet this appropriation, that an additional amount of Three Hundred Dollars (\$300) be raised by taxation. Prior to the Memorial Day parade, parents drop many kids off with a lot of traffic. To reduce traffic in the staging area, Public Celebrations is proposing to have a bus take the kids to the staging area. Chief Ryder said he may be able to reduce the police detail assigned. Jim Gorman approves. He finds Hill Rd. to be utter chaos prior to the parade. Jason moved the question. That motion carried.

**The motion to increase Department 692 – Public Celebrations by Three Hundred Dollars (\$300) carried by majority vote.**

Mr. Fallon went through the rest of the budget section by section. There were no further amendments.

Mr. Raad moved that the Town raise and appropriate the sum of:

**\$19,660,311**

for the operations and expenses of the Town during the fiscal year beginning July 1, 2012, the purposes for which funding are set forth in the Department Account Numbers 114 through 945, and any subheadings included under said account numbers, as printed in Article 8 of the Annual Town Meeting warrant, under the heading FY2013 Budget except for:

Department 192, Total Salaries – Town Hall, \$176,816 is increased to \$180,805,

Department 210, Total Salaries – Police, \$931,429 is increased to \$937,794,

Department 221, Total Other – Dispatch, \$34,135 is increased to \$35,347,

Department 300, Total Expenses--Blanchard School, \$5,832,751 is decreased to \$5,802,751,

and that

Department 692, Total Other – Public Celebrations, \$665 is increased to \$965.

**Action on Article 8, ATM, May 15, 2012: The motion carried unanimously.**

#### **ARTICLE 11 TRANSFER TO STABILIZATION FUND (Two-thirds vote required)**

Mr. Raad moved to transfer the sum of One Hundred Ninety-Seven Thousand Dollars (\$197,000) from Free Cash to the Stabilization Fund.

**The Finance Committee recommends unanimously (9-0).**

The town has a comprehensive Capital Plan that allows a predictable estimate of future capital requirements across all areas of the Town and School. Capital needs can be paid for by one or more of the following - free cash on hand, stabilization fund, or borrowing. The current balance of the stabilization fund is \$773,685.

Capital funding requirements for next year are currently projected to exceed one million dollars. The Finance Committee believes it is prudent to continue to reserve funds to support these upcoming capital requirements. A healthy stabilization fund protects the Town and is a strong factor in the Town's bond rating. Expenditures from the stabilization fund require a higher level of scrutiny (2/3 vote of ATM) to utilize these funds, which is appropriate for large expenditures.

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

**Action on Article 11, ATM, May 15, 2012: The motion carried unanimously.**

#### **ARTICLE 12 TRANSFER TO OTHER POST-EMPLOYMENT BENEFITS (OPEB) TRUST FUND (Majority vote required)**

Mr. Suleiman moved to transfer the sum of Seventy-Five Thousand Dollars (\$75,000) from Free Cash to the OPEB Trust Fund.



## **Summary**

On May 11, 2010, Town Meeting authorized the establishment of an OPEB Trust Fund to provide a mechanism for housing the monies to fund the actuarial liability for retiree benefits. This transfer would enable the town to start funding that liability.

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

As explained in the summary, the amount proposed in this article will make a start to fund our liabilities for retirees' healthcare benefits. Our unfunded liability, as reported in the 2009 study, amounted to \$9,700,000 and the proposed amount is a small percentage of our total obligations. Not funding this obligation might, in the future, affect our AAA credit rating.

### **The Finance Committee recommends unanimously (9-0).**

The Town established an OPEB ("Other Post-employment Benefits") Trust Fund in 2010. In addition to pension benefits, the Town provides retired employees with health care and life insurance benefits; costs are accounted for on a pay-as-you-go basis. While the accounting standards under GASB 45 do not require pre-funding of these liabilities, the Finance Committee believes that it is prudent to start setting aside reserves to begin addressing the issue. Bonding authorities also look favorably upon putting aside funds to fund the OPEB liability. Our last actuarial study was completed in fiscal 2009 and provided the Town with a detailed analysis of the unfunded liability for other post-employment benefits for active and retired employees, which totaled \$9,700,000. The amount we propose to set aside is slightly under 1% of that amount, or \$75,000.

**Action on Article 12, ATM, May 15, 2012: Motion carried unanimously.**

## **ARTICLE 13 CAPITAL EQUIPMENT ACQUISITION – HAGER WELL AND BLANCHARD MEMORIAL SCHOOL EMERGENCY GENERATORS**

**(Majority vote required)**

**Ms. Neville moved to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000) for the purpose of acquiring and installing emergency generators at the Blanchard Memorial School and the Hager Well House; further that no funds may be expended under this vote until the Town has been allotted a grant in the amount of at least One Hundred Seventy-Seven Thousand dollars (\$177,000) from the Federal Emergency Management Agency under the Hazard Mitigation Grant Program (HMGP).**

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

After the ice storm of 2008 and the Halloween storm of 2011, the Town was not prepared to shelter our residents during the prolonged power outages. Both times we worked with the Holiday Inn and neighboring communities to assist residents in finding appropriate shelter, but we did not have a place to offer. In 2007, generators for the school and the well were on the warrant, but the articles were defeated because no grant funding had been sought. This year a grant writing team worked together to submit a grant to FEMA. We have been notified that the grant has received a positive recommendation from MEMA and will hopefully be funded by FEMA. The warrant article is for \$70,000 because FEMA did not allocate the full funding amount to the State under the Hazard Mitigation Grant Program 5% Initiative. For this reason, the State is not able to fund the full 75% federal/state share under the Grant Program. The total cost of the project is \$352,177. Littleton Electric has committed \$100,000 to the project. Boxborough staff time at a cost of \$5,727 is being applied as an in-kind match. This left a grant request of 70% or \$246,450. The FEMA funds allocated under the grant program were only \$177,000, leaving a shortfall in funding of approximately \$70,000.

### **The Finance Committee recommends unanimously (8-0)**

Mr. Ham said that item is in the Capital Plan for \$399,000, but the Town has applied for and expects to receive grant funding and other contributions totaling approximately \$283,000. Funding for the emergency generators was presented to Town Meeting in 2007, but was not approved. Since that time the town has endured three major

weather events including the ice storm of December 2009, Hurricane Irene, and the October 2011 snowstorm. Since the earlier town meeting, we have learned that the Holiday Inn does not have sufficient generator capability as we thought. This leaves our townspeople at risk when there is a major power outage. The previous events have identified that the Town needs not only a generator at the school, but also one at the well to provide water. We have also identified needs for generators at the DPW as seen later in the warrant.

This item will add \$2,100 to the operating budget in future years for maintenance plus additional diesel usage to test the generator on a weekly basis.

This item will add \$.0737 per \$1,000 or \$37.52 for a median priced house if not funded from free cash.

Mr. Sabot said the Boxborough School Committee recommended unanimously.

Mr. Fetterman asked what kind of generator. The Town Planner said they had to be stand-alone diesel operated. Someone questioned that. He said LPG safer. The Town Planner said that funding is through FEMA and must meet FEMA regulations. If LPG is permitted it will be explored.

**Action on Article 13, ATM, May 15, 2012: Motion carried unanimously.**

#### **ARTICLE 14 CAPITAL EQUIPMENT ACQUISITION – DPW GENERATOR**

**(Two-thirds vote required if borrowing)**

**Les Fox, member, Board of Selectmen, moved to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the purpose of acquiring and installing an emergency generator at the Department of Public Works facility to support the fuel tanks, operation of the liquid magnesium system, external yard lighting, and to supply emergency power to the building, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow Fifty Thousand Dollars (\$50,000) pursuant to General Laws Chapter 7 or 8, or any other enabling authority, and to issue bonds or notes therefor.**

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

Mr. Fox said the ice storm of December 2008 and the October 2011 snow storm demonstrated the value of emergency generator power during extended power utility outages. Fire, Police and Dispatch were able to conduct minimum operations using the old shared Fire Station generator that was barely adequate. A new larger generator has since been installed behind the Police station that is capable of supporting Police, Fire and Dispatch operations with cut-over circuits installed between the Fire and Police stations. However, our DPW operations continue to be vulnerable with no emergency power. Without emergency generator power at the DPW, we are unable to pump fuel from our storage tanks to refill public safety and highway equipment during extended utility outages. We would also be unable to operate the liquid magnesium chloride system for ongoing road salting, nor able to provide lighting in the DPW yard or barn to run power tools and ensure a safe work environment. We got by in 2008 and 2011 with a borrowed generator that was jury-rigged to provide emergency power for the fuel pump only. This is not a sustainable solution due to safety issues and lack of power from a small generator to energize all necessary circuits. With the addition of the DPW generator we will be able to continue essential operations during prolonged utility outages. This generator is on the Town Capital Plan. The amount requested is based on estimates provided by the Town Wiring Inspector, and input from the Littleton Electric Light Department.

**The Finance Committee recommends unanimously (8-0)**

In addition to having this generator in the Capital Plan, during the October 2011 snowstorm, the DPW lost power, which affected the ability to use the DPW building, as well as the fuel pumps needed to supply the DPW vehicles and those of the Police and Fire Departments. Having its own generator will allow the DPW to run more efficiently in case of lost power in the future.

This item will add .0526 per \$1,000 or \$26.80 for a median priced house if not funded from free cash or borrowed. Can be borrowed at 1.6%.

**Action on Article 14, ATM, May 15, 2012: The motion carried unanimously.**

**ARTICLE 15 CAPITAL EQUIPMENT ACQUISITION – DPW FIELD MOWER**  
**(Two-thirds vote required if borrowing)**

Mr. Fox moved to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the purpose of acquiring a field mower for the Department of Public Works, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow Fifty Thousand Dollars (\$50,000) pursuant to General Laws Chapter 7 or 8, or any other enabling authority, and to issue bonds or notes therefor.

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

Mr. Fox said that it is time to replace the DPW Hustler Range-wing field mower. It is at the end of useful service life, and replacement parts are becoming unavailable. After evaluating models from several vendors, the DPW Director has selected a new Jacobs field mower model on the state bid list that will be much more capable than the old mower. It has hydraulic all-wheel drive enabling operation on steep slopes such as Fifer's Field at Cisco. This will permit mowing to go faster, freeing up more personnel time to devote to other tasks that need more attention than has been available. For example the DPW would like to accommodate the increased demands for brush clearing and trail maintenance work. This mower is on the Town Capital Plan, and the amount requested is based on state purchase contract pricing.

**The Finance Committee recommends unanimously (8-0)**

The current field mower (Range Wing Lawnmower #17) was purchased in 2004 and it is becoming very difficult to find replacement parts to keep it running, particularly its engine. The DPW Director has proposed to replace it with a new Jacobs field mower model that has a lot more capabilities than the older one and is also on the State Bid list. The mower is currently on the Town's Capital Plan for 2012. This item will add .0526 per \$1,000 or \$26.80 for a median priced house if not funded from free cash or borrowed.

Dave Follett asked about the payment method. The moderator noted that the motion was different from the wording in the warrant and specified borrowing.

**Action on Article 15, ATM, May 15, 2012: The motion carried unanimously.**

**ARTICLE 16 RECONFIGURATION OF TRANSFER STATION – FEASIBILITY STUDY**  
**(Majority vote required)**

Mr. Fox moved to transfer from Free Cash the sum of Eighteen Thousand Dollars (\$18,000) for the purpose of conducting a feasibility study and developing preliminary engineering plans and a construction cost estimate for a reconfiguration of the Town's Transfer Station.

**Summary**

Mr. Fox said the town pays to haul loads of both household trash and recyclables. Trash is compacted but recyclables are not. If we compacted recyclables to reduce the number of loads, our hauling costs would be lower. Based on the experience of other towns and available data on compaction ratios, the annual potential savings in hauling costs for recyclables is estimated to be at least \$15,000 – 20,000, and more at high compaction ratios. The savings or cost avoidance would be even greater in future should town residents using the transfer station increase their levels of recycling.

Based on input from Waste Management (our current hauler), we believe the prudent first step would be to conduct a low-cost pilot study to actually measure true compaction levels we can achieve, as this determines the magnitude of possible savings. This evaluation can be done with modest temporary provisions for electrical

connections for a recyclable compactor, and a wooden platform to facilitate user access to the compactor. We would keep the existing two trash compactors and lease a self-contained compactor for recyclables for the purposes of the pilot evaluation. We estimate that the lease costs would be offset by savings in haulage during this period, and can be covered within the existing DPW budget. The costs for electrical fit-up and platform construction are estimated to be well under \$5,000 and would be funded from the first phase of this article. We expect to be able to gather sufficient data on compaction for a go/no-go decision after a few months of pilot operations. Should the pilot tests indicate that an acceptable investment payback or ROI cannot be achieved the study will be terminated without further spending on design plans.

If we can achieve satisfactory compaction ratios during the pilot, the study will proceed in a second phase to analyze alternative layout configurations and probable construction costs to refine the estimate of savings and return on the investment (ROI) required for reconfiguration to make a permanent switch to compacted recyclables. During this phase we will address a number of factors, including:

- Safe and efficient traffic flow, that ensures convenience and ease of access for users
- Safety of operations with multiple compactors, without increase in personnel
- Provisioning of permanent electrical service for new compactors
- Adequate access of the haul service trucks
- Staying within the constraints dictated by the capped landfill and bordering wetlands

If the second phase of the Feasibility Study does indicate acceptable ROI can be achieved, an article will be brought to the 2013 Town Meeting for approval to fund the Implementation Phase to develop fully engineered design plans and carry out construction. Actual construction would occur in 2013-14 at the earliest.

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

This proposed Feasibility Study grew out of discussions and analysis over the past year by the Energy Committee and its consultants, working with the DPW Director. As a result of this effort, the Selectmen have concluded that the potential for operational savings from compacting recyclables could be substantial, warranting the proposed pilot evaluation and design feasibility study. We will have to spend money (invest) in order to save money on DPW transfer station operations and costs of recyclable hauling, so we need to carry out due diligence to see if an acceptable ROI can be achieved. This work will proceed in two parts – a pilot trial to gather data, to be followed by design planning and analysis. Intermediate results of the design study will be subject to an ROI review by the Board of Selectmen in consultation with the Finance Committee. Upon favorable review, the Selectmen will authorize funding to proceed to complete the full feasibility study. The intent is to proceed gradually to get good data and staged go/no-go guidance on the likelihood of success as soon as possible, and thus avoid additional engineering study costs if the projected return on investment appears unfavorable. The amount requested in this article is based on quotes from two professional engineers, and is enough to conduct the pilot evaluation and complete the full study to develop construction and implementation cost estimates. Pending a favorable outcome of the Feasibility Study, the Selectmen will bring an article to the 2013 Town Meeting for Implementation Phase funding and construction.

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

It is not necessary to do a study to add a compactor in the current configuration of the Transfer Station. If it is possible to achieve 80% to 90% compaction with the use of one compactor, then the DPW should install such a compactor and test out the effort. If funding is needed (~\$5,000) to extend electrical outlets to the compactor, a DPW one-time budget adjustment can be approved to accommodate for the expenses. This item is not in the Capital Plan. This item will add .0190 per \$1,000 or \$9.65 for a median priced house if not funded from free cash.

**The Energy Committee recommends unanimously (7-0).**

Larry Grossman made a presentation on behalf of the Energy Committee. He said that the Energy Committee is tasked with finding ways to lower the Town's energy usage and costs. In the last year, we received a grant for an expert consultant to assist our research of the Town's waste processing system. We discovered that by compacting

our recycling wastes, as we do our solid wastes, the Town could lower costs significantly. Compacting Boxborough's recyclables means fewer truck hauling trips resulting in:

1. Cost savings by lowering transportation costs
2. Less energy usage
3. Reduced air pollution (truck exhaust)

Recycling and reusing our resources is an effective way to lower our energy usage and diminish stress on the Earth's environment. By making the recycling process at the Transfer Station more efficient and accessible to residents, recycling will be easier, more people will recycle, and the Town will increase savings with reduced disposal costs.

Mr. Fox said the Energy Committee has been working with DEP that has a lot of data on compaction. When we talked to Waste Management it seems that we already compact our trash somewhat so the compaction advantage may not be as great as in other communities. This is why they want to test it and if it looks promising.

Nancy Howe, Liberty Square Rd., is in favor of doing the first phase. She thinks the second part is just common sense and doesn't need a study to rearrange the transfer station.

**Ms. Howe moved to transfer from free cash the sum of \$3,000 for the purpose of conducting a feasibility study at the town's transfer station.**

Francie Nolde made the Energy Committee recommendation.

Finance Committee recommends the amended motion.

Les Fox did not support the amendment because it doesn't allow the town to go forward if the results are promising.

David Rocheleau, Depot Rd., asked what recyclables we're talking about. Larry said that we would stay with the single stream, so everything would be mixed together.

Simon Bunyard, Hill Rd, opposed the amendment. If we're limited to only the "science experiment" we will be limited to finding the compaction ratio but won't be able to act on it. The transfer station layout will have to be reconfigured and it is not a simple undertaking. The existing layout will not work. He feels that there's a lot of engineering involved, which is why \$18,000 was requested. It would be a shame to lose a year of savings. If it's not economical the money won't be spent.

Jim Gorman, Hill Rd., asked if there was reimbursement for recyclables and would that change if the volume went down. Tom Garmon, DPW, said that we don't get any reimbursement for recyclables—doesn't pay for itself. How complicated is reconfiguring the transfer station? Mr. Garmon said that a temporary compactor could be installed without a problem. Want to see how it works and how the flow works. Don't want traffic backing onto Codman Hill Rd. Not easy to see how a second compactor could be fit into the current setup.

Dave Follett asked who writes the checks. The BOS said that they will be the signing authority on expenditures with a signoff from the FinCom. David said we should defeat the amendment because of the safeguards.

Trina Toups asked why we have to have a test? Why can't we use info from other towns. Les said that DEP data from other towns showed high compaction rates. Our hauler said that we already put more weight in each load than was found in other communities so the risk is that our compaction rate and the savings would not be that high.

Raid Suleiman, Russet Ln., wanted to highlight that placing a compactor is not as simple as it sounds and it gets more complex with multiple compactors. Many communities are already doing this.

Gary Kushner wants to remind everyone that we will be having a STM to ratify union contracts so no need to vote the entire \$18,000.

Michael Fetterman, Burroughs Rd., wanted clarification on compaction rates.

Karim Raad said the study is to determine how to reconfigure the station, which could be \$145K. He sees no need for the test.

Maria Neyland moved the question. The motion carried by two-thirds majority as declared by the moderator..

**The motion to amend Article 16 failed.**

Kathie Becker, Burroughs Rd., said that space is a problem at the Transfer Station already. The project could help with enhancing the transfer station traffic flow.

Michael Touns asked what order of magnitude the cost of the reconfiguration. Mr. Grossman said a number of options will be identified with a range of costs.

Nancy Brown, Depot Rd., said that years ago people had to compact their own recyclables before bringing them to the transfer station.

Maria Neyland moved the question. The motion carried by two-thirds as declared by the moderator.

**Action on Article 16, ATM, May 15, 2012: The motion carried by majority vote.**

**Mr. Suleiman moved to adjourn to 7pm on Thursday. The motion carried unanimously.**

**May 17, 2012, Mr. Fallon called the meeting to order at 7:05pm.** There were 90 registered voters in attendance. Mr. Suleiman thanked Selectmen Christine Robinson and Becky Neville and others for their service to the town.

**Mr. Raad Moved to pass over Articles 5, 6 & 7. The motion carried unanimously.**

**ARTICLE 17 CAPITAL IMPROVEMENTS – TOWN HALL – EXTERIOR PAINTING**

**(Two-thirds vote required)**

Mr. Suleiman moved to transfer from the Stabilization Fund the sum of Seventy-Five Thousand Dollars (\$75,000) to scrape and paint the exterior of the older, west section of the town hall.

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

The exterior of Town Hall has not been painted since 2005 and the paintwork is in poor condition. This item has been on the Capital Plan for the last several years. DPW personnel will paint the newer, eastern portion of Town Hall; however, the older, west section of the Town Hall contains lead paint and the scraping and painting must be completed by licensed, certified professionals.

**The Finance Committee recommends unanimously (8-0)**

Mr. Raad said the paint on the old section of Town Hall is peeling and in need of restoration. Unfortunately, there is lead in the current paint, which increases the cost. This item is in the Capital Plan. This item will add .0790 per \$1,000 or \$40.20 for a median priced house if not funded from free cash.

**Action on Article 17, ATM, May 17, 2012: The motion carried unanimously.**

**ARTICLE 18 TOWN HALL – ADDITIONAL PART-TIME STAFF**

**(Majority vote required)**

**Mr. Suleiman moved to pass over Article 18. The motion carried unanimously.**

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

This additional staffing will provide critical backup for the positions of the Treasurer and the Tax Collector in order to ensure continuity of operations and redundancy in town services. Being less than twenty hours per week, the position is not benefited; however, adding the additional hours to the current part time staff would trigger benefits. Additionally, the 10 hour position will provide more hours to suit taxpayers' needs.

**The Finance Committee does not recommend (6-3).**

From an administrative standpoint, the Town Hall is currently staffed with 2 full time and 4 part-time employees. An additional 10 hours is being requested to help address work load issues.

The Finance Committee is not against having administrative positions to support the different departments, but it is extremely sensitive to adding head count during very tough economic times, as well as extremely tight budgets where different departments have cut as much as possible from their operating budget to make ends meet. This item will add .0110 per \$1,000 or \$5.57 for a median priced house if not funded from free cash.

## **ARTICLE 19 CAPITAL EQUIPMENT – REFURBISH/REBUILD POLICE CRUISER**

**(Majority vote required)**

Mr. Powers moved to transfer from Free Cash the sum of Thirteen Thousand Five Hundred Dollars (\$13,500) for the purpose of refurbishing and rebuilding a 2006 marked police cruiser.

### **The Board of Selectmen recommends (4-0-1).**

Refurbishing a police cruiser is a new concept and is being proposed on a trial basis to see if it is a worthwhile mechanism to reduce the cost of maintaining our fleet of police cruisers. A new cruiser costs on the order of \$35 K and lasts typically 5 or 6 years. Not considering maintenance costs, this equates to somewhere between \$5,800 and \$7,000 per year. Refurbishing a cruiser is projected to cost up to \$13,500 and we anticipate the vehicle will last a minimum of 2 and hopefully 3 years. This equates to somewhere between \$4,500 and \$6,750 per year.

The refurbishment alternative provides a rebuilt engine and transmission (at a quoted cost of \$7,500) and includes several estimates (@ \$1,500 each) for repair/replacement of worn or damaged external engine parts, bodywork, interior components and emergency equipment. The total amount being requested includes funding for all likely refurbishment actions.

Police vehicle refurbishing has been done in several other towns (Gardner and Rutland, MA) but there has not been sufficient time to determine whether the refurbishment has been a successful venture or not. The Board of Selectmen believes this approach to keeping our police cruisers in good running order at a reasonable cost is worth trying. Chief Ryder favors replacing a vehicle with a new one rather than a refurbished one but is cooperating with the Selectmen in evaluating this approach. One thing we need to pay close attention to is the maintenance cost per year for each vehicle. A new vehicle has a better warranty than a refurbished one and therefore may have lower maintenance costs. If the maintenance cost for refurbished vehicles increases significantly relative to those for newer vehicles, then the potential advantage of refurbishment will be decreased or even possibly eliminated. We plan to evaluate the experience with one vehicle and determine whether to establish this as a regular course of action.

### **Finance Committee recommends unanimously (9-0).**

Mr. Niro said that for FY13, the police department recommends the refurbishment of Car 18, a 2006 Crown Victoria, which is a marked patrol vehicle with slightly over 100,000 miles, at a cost of \$13,500. Essentially this is an experiment to see if refurbishing a patrol car can extend its useful life and thus lower the overall cost of the police fleet in the future. This item is in the Capital Plan. This item will add .0142 per \$1,000 or \$7.24 for a median priced house if not funded from free cash.

Ms. Howe, Liberty Square Rd., said there are a lot of “seat-miles” on those vehicles. She’s in favor of replacing with a new vehicle while Crown Victorias are still available.

Mr. Neville, Middle Rd., refurbishment is almost 40% of the cost of a new vehicle with uncertain results. Believes getting a new vehicle would be more cost-effective.

Mr. Niro, Hager Ln., said that this is only one of many vehicles and worth testing the refurbishment concept.

Nancy Fillmore, Burroughs Rd., is there a warrantee on new vehicles. Yes, 5-year 75,000 mile warranty. Refurbished car has 3 yr./36k warranty on powertrain only. She asked about trade-in value for police vehicles. Due to wear-and-tear trade-in is \$500. Town can auction them trade them in. She was against the motion.

Maria Neyland asked about the quote for refurbishment for the 6-year-old vehicle. Her concern is the frame integrity after 6 New England winters. Chief Ryder shares that concern. She recommends waiting for the results from Gardner and Rutland before going forward.

Mr. Kushner, Flagg Hill Rd., understands the wear-and-tear argument but feels if it works it would mean a lot of savings on police cruisers in the future.

Ms. Kangas, Hill Rd., agreed that it's worth trying.

Mr. Raad, Houghton Ln., said that refurbishment estimate does include some body work.

Mr. Van Roggen, Patch Hill Rd., asked the chief if he supported the article and he said he did, considering that getting a second vehicle is not an option.

Julie Carroll, Mass Ave., asked how many vehicles have been replaced in the last three years? Two. Not sure if refurbishment makes sense with a safety vehicle.

Mr. Suleiman, Russet Ln., reminded the meeting that a new vehicle is purchased every year. The refurbishment is in addition to the cruiser in the budget. Need to save money.

Ms. Bieber, Emanuel Dr., moved the question. The motion to vote now carried by two-thirds as declared by the moderator.

**Action on Article 19, ATM, May 17, 2012: The motion on Article 19 carried by majority vote.**

## **ARTICLE 20 CAPITAL EQUIPMENT ACQUISITION – POLICE COMMAND VEHICLE (Majority vote required)**

**Mr. Powers moved to pass over Article 20.**

Mr. Neville urged defeat of the motion.

**Action on Article 20, ATM, May 17, 2012: The motion to pass over carried by majority vote.**

### **The Board of Selectmen recommends (4-0-1).**

Last year a request for replacement of the Chief's vehicle was passed over and deferred to this year. The current vehicle used by the Chief is a 2007 Ford Five Hundred civilian passenger vehicle with over 110,000 miles on it. It is inadequate for the demands of a working Police Chief, emergency responder, scene commander and control Chief for the Central Massachusetts Law Enforcement Council Special Response Team. The requested expenditure is for a 4X4 vehicle that would provide sufficient storage, access and delivery of emergency personnel and equipment regardless of weather conditions. Based on the requirement to support numerous activities as a mobile command post, a conventional police cruiser is unsuitable for this purpose and, as a result, a larger SUV vehicle was selected for this application. During serious incidents, the Chief's vehicle is the point of command and coordination during operations.

The Command vehicle will be designed as a response unit to support Police operations as needed. It will be equipped with radio communications for police and fire, computer technology, maps, emergency plans, adverse weather and other tactical and field operations equipment. It will be used in a variety of situations including, but not limited to, community events, regional tactical and other critical incidents, and crime scenes that require lengthy processing, special operations and equipment.

The current Ford Five Hundred administrative vehicle will remain in the fleet for use by the Detectives (and other non-patrol use) and will replace a 2005 Ford Expedition with 105,000 miles that will be traded in on the purchase of the new Chief's vehicle.

The frequency of extreme weather events has demonstrated the need for a vehicle that can safely and effectively transport the Chief to emergency scenes and enable him to establish a command post on location. The current passenger vehicle is unsuitable for the unsafe road conditions created by the past heavy snow storms, ice storms and hurricanes. The proposed vehicle will satisfy the Chief's needs for a multi-purpose command vehicle.

**The Finance Committee does not recommend (8-0).**



The FY13 Budget includes \$34,500 for the purchase of a new police cruiser. The FinCom supports the purchase of this cruiser, and that this cruiser be the only vehicle purchased for FY13. Because the police department traditionally purchases a new vehicle every year, the annual police cruiser purchase has ALWAYS been included in the operating budget of the department. The FinCom believes that for continuity and accurate comparative purposes (to the FY12 Budget), the cruiser purchase should be funded through the operating budget and NOT as a Warrant Article, which is usually reserved for items of a one-time nature.

The Chief is also requesting that this new vehicle purchase be an SUV or a command vehicle. Currently and in the past, the Police Chief's vehicle has always been a cruiser, not a more expensive SUV (which is 15% more expensive than a cruiser). It should be noted that the police department currently has two SUV's in its fleet; these are new low-mileage vehicles that have been purchased over the last two years. The FinCom believes that two SUV's are adequate for the police department, and allow the department to provide complete patrol coverage in case of adverse winter weather. If the Chief wants an SUV as his vehicle, the Chief should use one of the existing low mileage SUV's. This item will add .0418 per \$1,000 or \$21.28 for a median priced house if not funded from free cash.

## **ARTICLE 21      CAPITAL IMPROVEMENT – INSTALLATION OF CENTRAL AIR CONDITIONING AT FIRE STATION**

**(Majority vote required)**

Ms. Neville moved to transfer from Free Cash the sum of Twenty Thousand Dollars (\$20,000) for the purpose of installing air conditioning in the living quarters and office areas of the fire station.

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

The AC system currently in use consists of a sole, inefficient window mounted air conditioner, with supplemental floor fans to circulate the air flow. The new purposed system would be energy efficient and would provide a more cost effective approach to cooling the office area and living quarters of the fire station.

**The Finance Committee recommends unanimously (8-0).**

The current air conditioning for the building consists of one older window unit, which is utilized to cool multiple rooms and is grossly inadequate for the task. New air conditioning equipment will improve working conditions to an acceptable standard. This item is in the Capital Plan. This item will add .0211 per \$1,000 or \$10.72 for a median priced house if not funded from free cash.

Ms. Fillmore wanted to ask Chief White if he'd looked into a wall unit with the compressor outside. The Chief said that this was the type of system they were looking at. She questioned the estimate based on her experience with her house air-conditioning.

Mark White, Sara's Way, also questioned the estimate.

Ms. Carroll, Mass. Ave., said that she had air-conditioning put in her home and in her business and the business was twice as much due to permitting, etc.

Jim Faulkner, Littlefield Rd., was not satisfied with the information provided.

**Mr. Neville, Middle Rd., moved to table the article while Chief White went to the Fire Station to check on the system specifications. The motion to table passed by 2/3 majority as declared by the moderator.**

## **ARTICLE 22      CAPITAL EQUIPMENT ACQUISITION - EMERGENCY RESPONSE COMMAND VEHICLE - FIRE DEPARTMENT**

**(Majority vote required)**

Ms. Neville moved to transfer from Free Cash the sum of Fifty Thousand Dollars (\$50,000) for the purpose of acquiring an emergency response command vehicle for the Fire Department.

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

At last year's Town Meeting, a request for replacement of the Fire Chief's vehicle was passed over and deferred to this year because the leadership of the department was in transition. Chief White has requested a new emergency Response Command Vehicle. The current vehicle has 110,000 miles and is eight years old. The command vehicle being requested is an SUV-type vehicle and it will be equipped with incident command supplies to facilitate command operations at the scene of an emergency, including multi-band radios, ICS vests, a medical kit, gas meter, and a defibrillator. The current command vehicle would be reassigned to Fire Prevention for conducting general inspections and related department business. Currently these activities are performed using the department's utility brush truck averaging approximately 300 miles a month. By reassigning the command vehicle to fire prevention it will help extend the life of the department's utility brush truck that is scheduled for replacement in the FY 2015 Capital Plan.

**The Finance Committee does not recommend (7-2).**

The current SUV was purchased in 2004 and has 111,000 miles of service. The Fire Department currently has a fleet of 8 trucks in addition to the Chief's SUV. The 300 miles per month that the brush truck logs in fire prevention activities is a very modest level of additional mileage. This proposal will add another vehicle to the fleet and will require additional ancillary equipment, maintenance costs, and eventually replacement. The current Command Vehicle is still functionally adequate for the task through at least the upcoming year. This item is in the Capital Plan. This item will add .0526 per \$1,000 or \$26.80 for a median priced house if not funded from free cash.

Mr. Van Roggen, Patch Hill Rd., wanted to know how much detail the FinCom gets when reviewing these proposals. Mr. Raad explained.

Ms. Kangas, Hill Rd., urged the town to make do for another year and recommended against the article.

Mr. Kushner, Flagg Hill Rd, said that the SUV was still in good enough shape.

Maria Neyland moved the question.

**Action on Article 22, ATM, May 17, 2012: The motion on Article 21 failed.**

**ARTICLE 23      CAPITAL IMPROVEMENT – REPLACE PORTION OF BLANCHARD  
MEMORIAL SCHOOL ROOF**

**(Two-thirds vote required)**

Bruce Sabot moved to appropriate the sum of One Hundred Eighty Thousand Dollars (\$180,000) for the purpose of replacing a portion of the roof at the Blanchard Memorial School, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow One Hundred Eighty Thousand Dollars (\$180,000) pursuant to General Laws Chapter 7 or 8, or any other enabling authority, and to issue bonds or notes therefor.

**The Boxborough School Committee recommends (4-0).**

The BSC supports replacing the roof over the original gymnasium and music rooms. The roof was installed in 1988 and is now 24 years old and out of warranty. The roof has deteriorating flashings and seams. We have experienced leaks, and have had areas of this roof repaired in 2009 and 2010. Given the age of the roof, it does not make financial sense to continue to repair leaks in this section of the roof. The roof needs to be replaced to maintain the integrity of the building.

This warrant article will fund replacing the old roof with a durable single-ply roof system, including insulation, flashings and new roof drains and a 20-year full-system warranty. The School Committee recommends that the roof be replaced to maintain the integrity of the building structure.

**The Finance Committee recommends unanimously (8-0).**

This item is in the Capital Plan for FY2017; however the roof over the original gym and music room wing of the school (installed 24 years ago in 1988) is now failing. This funding will replace 11,635 SF of the roof with a

durable single-ply roof system, including insulation, flashing and new roof drains with a 20-year full system warranty. Will add .1895 per \$1,000 or \$96.47 for a median priced house if not funded from free cash or borrowed.

**Action on Article 23, ATM, May 17, 2012: The motion carried unanimously.**

## **ARTICLE 24 CAPITAL IMPROVEMENTS – REPAIR AND REPLACE BLANCHARD MEMORIAL SCHOOL’S EXTERIOR MORTAR AND MASONRY**

**(Majority vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Thirty Thousand Dollars (\$30,000) for the purpose of repairing and replacing exterior mortar and masonry of the Blanchard Memorial School.

**The Boxborough School Committee recommends (4-0).**

This warrant article will fund repairs to cracks in the mortar and masonry in the exterior walls of Blanchard Memorial School. Furthermore, due to bee infestation, certain weep holes around windows have been sealed and this has caused water to collect in the window walls causing water infiltration. The School Committee recommends the repair of the mortar and masonry in order to maintain the integrity of the building.

**The Finance Committee recommends unanimously (8-0).**

This was not in the Capital Plan; however, FinCom recommends funding to replace windows from 1975 (approximately 810 SF) and reseal the rear hallway and two-story window wall, which is presently leaking and causing damage to the building. This item will add .0316 per \$1,000 or \$16.08 for a median priced house if not funded from free cash.

**Action on Article 24, ATM, May 17, 2012: The motion carried unanimously.**

## **ARTICLE 25 CAPITAL IMPROVEMENTS - CARPET REPLACEMENT AT BLANCHARD MEMORIAL SCHOOL**

**(Majority vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Fifteen Thousand Dollars (\$15,000) for the purpose of removing and replacing classroom carpeting at the Blanchard Memorial School.

**The Boxborough School Committee recommends (4-0).**

This is part of the annual replacement for worn carpets in the classrooms. The amount requested increased this year due to rising rates and also to be prepared for any unforeseen conditions that may occur in the removal of carpet.

**The Finance Committee recommends unanimously (8-0).**

The item is in the Capital Plan. The Finance Committee supports Blanchard’s plan to incrementally replace worn out carpeting due to wear and tear over the next several years. This item will add .0158 per \$1,000 or \$8.04 for a median priced house if not funded from free cash.

Becky Neville asked if this was an annual expense why isn’t it in the operational budget? The moderator said the question was out of order.

Cheryl Mahoney, Liberty Square Rd., asked why it wasn’t in the operational budget? The FinCom took it out. Ms. Carroll asked whether it could be pushed off till next year. Bruce said that the goal is to maintain the integrity of the building.

Carol Driscoll asked why do we have carpeting in schools? Bruce said that the classrooms have a combo of tile and carpet.

Dennis Reip moved the question. The motion to vote now carried by two-thirds as declared by the moderator.

**Action on Article 25, ATM, May 17, 2012: The motion carried by majority vote.**

**ARTICLE 26 CAPITAL IMPROVEMENTS - REPLACE CURRENT GYM & LIBRARY LIGHTING AT BLANCHARD MEMORIAL SCHOOL**

**(Majority vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Ten Thousand Three Hundred Dollars (\$10,300) for the purpose of replacing the lighting in the Blanchard Memorial School Gym and Library.

**The Boxborough School Committee recommends (4 – 0).**

The gym and library lighting were listed in the 2008 Energy Audit report as ineffective, inefficient and outdated. This warrant article will cover removing and replacing this lighting with new, energy efficient lighting, designed specifically for the uses of each space and installing occupancy sensors. The proposed amount is net of a promised cost share of 50% from LELD. The payback for this project is estimated at 3 years.

**The Finance Committee recommends unanimously (8-0).**

Littleton Electric will pay half of the full cost. This item is in the Capital Plan. The energy audit conducted in 2008 recommended removing and replacing lighting and installing occupancy sensors due to ineffective, inefficient and outdated lighting in the library and gym. The proposed amount is net of the 50% contribution from Littleton Electric. This item will add .0108 per \$1,000 or \$5.52 for a median priced house if not funded from free cash.

**Action on Article 26, ATM, May 17, 2012: The motion carried unanimously.**

**ARTICLE 27 CAPITAL IMPROVEMENTS - PERIMETER SAFETY FENCING AT BLANCHARD MEMORIAL SCHOOL**

**(Majority vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Seventeen Thousand Dollars (\$17,000) for the purpose of installing perimeter safety fencing at the Blanchard Memorial School.

**The Boxborough School Committee recommends (4 – 0).**

This warrant article will fund the installation of approximately 1,000 feet of four foot high mini-mesh safety fencing around the perimeter of the Blanchard Memorial School adjacent to the ball field and playground, separating these areas from the water hazards behind and adjacent to the school property. This is a safety issue and was raised during a recent insurance inspection of the building. Installation of this safety fencing will provide a safer play area for the students during the school day and for members who utilize the space during non-school hours. The proposed fencing is consistent with the current "ASTM Fencing Standards for Public, Commercial, and Multi-Family Residential Use Outdoor Play Areas."

**The Finance Committee recommends unanimously (8-0).**

This item is in the Capital Plan. FinCom recommends the purchase and installation of a four foot high, mini-mesh, chain link fence to provide a safe play area for students and the public. The area is surrounded by water. The fencing will follow the *ASTM Fencing Standards for Public, Commercial and Multi-Family Residential Use Outdoor Play Areas*. This initiative is pending the final approval of the Conservation Commission. This item will add .0179 per \$1,000 or \$9.11 for a median priced house if not funded from free cash.

Mr. Van Roggen, Patch Hill Rd., asked how adding fencing makes the playground safer. We are in violation of safety codes and must make the improvements.

Rita Grossman, Depot Rd., said the number of balls and debris in the pond is incredible. She asked about animals. Can they get around the fence? Yes

**Action on Article 27, ATM, May 17, 2012: The motion carried by majority vote.**

**ARTICLE 28 CAPITAL ACQUISITION – TWO -WAY RADIOS AND ASSOCIATED EQUIPMENT FOR BLANCHARD MEMORIAL SCHOOL**

**(Majority vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Six Thousand Three Hundred Dollars (\$6,300) for the purpose of acquiring two-way radios and the equipment necessary for the installation and operation thereof for the Blanchard Memorial School.

**The Boxborough School Committee recommends (4 – 0).**

The school needs to replace its current supply of Motorola two way radios, as they are not reliable, often transmit only static, and are not holding charges. These also allow the police and fire department to monitor transmissions. The two-way radios are the only means of direct communication for the administration, faculty and staff of the school and allow for immediate communication during morning and afternoon bus loading and unloading as well as during the school day in the event of emergencies. The radios ensure that staff monitoring the playground can reach the office in case of injury or insect stings among other things. They also allow for the staff to communicate in case of need for custodial assistance. This article will fund approximately 24 two-way radio units (more or less), as well as the base unit and miscellaneous batteries, clips etc. necessary for the installation and operation of the units.

**The Finance Committee recommends unanimously (8-0).**

This item is in the Capital Plan but would probably be better handled in Blanchard's operating budget. That being said, FinCom supports the replacement of 24 two-way radios to ensure the safe communication between teachers and staff including administration and custodial personnel. The radios are used when students are outdoors, for emergencies and de-escalation and during dismissal for buses. This item will add .0066 per \$1,000 or \$3.38 for a median priced house if not funded from free cash.

**Action on Article 28, ATM, May 17, 2012: The motion carried by majority vote.**

**ARTICLE 29 BILL OF A PRIOR FISCAL YEAR**

**(Four-fifths vote required)**

Bruce Sabot moved to transfer from Free Cash the sum of Five Thousand Two Hundred Sixteen Dollars (\$5,216) for the purpose of paying Massachusetts Teachers' Retirement System (MTRS) for outstanding amounts owed relating to a prior year for an employee of the Blanchard Memorial School.

**The Boxborough School Committee recommends (4 – 0).**

When federal grant funds are used to fund salary costs for enrolled members of the Massachusetts Teachers Retirement System, 9% of salary paid by the grant must be sent to MTRS, per statute. The first 80% of this total is automatically sent by the granting agency. The final calculation and payment is made when the final report is filed by the School. MTRS recently audited many districts and determined that Boxborough did not pay the final payment for grants received from 2005-2009. The records indicate that the amounts are due; grant revenue received was closed to "free cash" after remaining open for several years. The Statute requires prior year bills be funded by vote at Town Meeting.

**The Finance Committee recommends (8-0).**

This is not a capital item. A recent audit by the Massachusetts Teachers Retirement System found a discrepancy in the final payment for grants received from 2005-2009. The grant revenue received was closed to free cash after remaining open for several years. The statute requires that the payment of bills from prior years be voted at Town Meeting.

Marlene Stemple asked why it was not paid. Oversight

**Action on Article 28, ATM, May 17, 2012: The motion passed unanimously.**

**Ms. Neville moved to take Article 21 off the table. That motion carried.**

Chief White, having gone over to the Fire House to get the requested specifications for the air conditioning, provided those details.

Ms. Howe, Liberty Square Rd., asked about the process of voting for the requested amount and how the bids are awarded.

Mr. Reip moved the question. The motion to vote now carried by two-thirds majority, as declared by the moderator.

**Action on Article 29, ATM, May 17, 2012: The motion on Article 29 carried by majority vote.**

**ARTICLE 30 CAPITAL IMPROVEMENTS – SARGENT MEMORIAL LIBRARY - PAINTING  
(Majority vote required)**

Jennifer Campbell, Library Board of Trustees, moved to transfer from Free Cash the sum of Twenty Thousand Dollars (\$20,000) for the purpose of power washing and painting the exterior of the Sargent Memorial Library.

**The Library Board of Trustees recommends unanimously.**

The Library Trustees unanimously recommend this expenditure. The building was last painted in the Fall of 2004. The paint has peeled in many areas; it has mildew and is need of new caulk in joints. By power washing and painting the exterior of the Library we will maintain our investment in this important resource in our community.

**The Finance Committee recommends unanimously (8-0).**

When the library was built using wood siding rather than brick, we knew that we would be required to paint the building every 5 to 7 years. The building has not been painted since it was built in 2004 and the Finance Committee believes that the Town should paint the building in FY2013 rather than wait another year. This expenditure is in the Capital Plan. This item will add .0211 per \$1,000 or \$10.72 for a median priced house if not funded from free cash.

Mr. Kushner, Flagg Hill Rd., said we are locked into painting the building as there are no other options.

**Action on Article 30, ATM, May 17, 2012: The motion carried unanimously.**

**ARTICLE 31 PLANNING BOARD – TOWN BUILD-OUT ANALYSIS  
(Majority vote required)**

Owen Neville moved to transfer from Free Cash the sum of Ten Thousand Dollars (\$10,000) for the purpose of conducting a town-wide build-out analysis to estimate potential future housing units and commercial development

under current zoning and alternative futures to model the different amount, location, and type of development that might result from changes to that zoning.

### **Explanation**

A build-out analysis provides critical information for town officials to plan for the provision of efficient community services to meet future demands and needs. It is also useful for town residents in determining what kind of community they want for the future. Additionally, a build-out analysis is required to update the Town's Master Plan, Open Space & Recreation Plan, and Housing Production Plan. All three of these plans are required by the State and are currently expired. This status makes the Town ineligible for many State grants.

In 2000, a build-out analysis was done as part of the Master Plan process. Based on that build-out analysis the population was projected to be 6,285 in 2010 and 7,397 in 2020 with another 700 households added over the next 20 years. This projected build-out never happened. According to the 2000 Census, the Town's population was 4,868 with 1,900 households. The 2010 Census has the Town's population at 4,996 with 2,073 households. There are likely many factors that contributed to this discrepancy, but it is believed the biggest issue was the level of mapping for potentially developable property and the inability to factor out environmental constraints.

The tools used today to conduct a build-out analysis are substantially different from the previous build-out studies in two ways: first, it considers the potential for reuse or infill development on previously developed sites (which was not included in the circa 2000 build-out studies); and second, it allows for the rapid creation of multiple "alternative futures" for the town that might result from changes to zoning bylaws or other regulations. Additionally, with more accurate GIS mapping and aerial photography property, physical constraints can be analyzed more accurately and provide for a higher level of potential build-out accuracy.

The build-out will estimate potential future housing units and commercial development under current zoning. Potential housing units will be characterized by type and affordability, where possible.

**The Planning Board recommends unanimously.**

**The Finance Committee recommends (5-3).**

**Pro** – A build-out analysis provides critical information for town officials to plan for the provision of efficient community services to meet future demands and needs. It is also useful for town residents in determining what kind of community they want for the future. Additionally, a build-out analysis is required to update the Town's Master Plan, Open Space & Recreation Plan, and Housing Production Plan. All three of these plans are required by the State and are currently expired. This status makes the Town ineligible for many State grants. The last build-out analysis was done in 2000.

**Con** - The Town did a build-out analysis a number of years ago. As long as Boxborough is not in compliance with 40B there is no reason to conduct a build out analysis. We believe that spending these funds is not in the best interest of the town.

This item will add .0105 per \$1,000 or \$5.36 for a median priced house if not funded from free cash.

Mr. Van Roggen asked what state grants are we not eligible for? MAGIC grants, conservation and housing grants.

Francie Nolde asked about 40B compliance. Mr. Fox, Housing Board member, said that the town doesn't have 10% certified affordable units and we're vulnerable to 40B, so that if there's a build-out plan it could be wildly off. Mr. Fox said that this study is about sound planning, beyond the impact of 40B, and will be the foundation for developing a master plan.

John Markiewicz, Patch Hill Rd., said it also would provide input into regionalization issues.

Tina Stevens, Meadow Ln., questioned the eligibility requirements of grants being tied to master plans.

Dave Follett said we're paying \$10,000 because of bureaucratic rules that tie grants to having certain studies done.

Mr. Niro moved the question. The motion to vote now carried by two-thirds majority, as declared by the moderator.

**Action on Article 31, ATM, May 17, 2012: The motion carried by majority vote.**

## **ARTICLE 32 CONSERVATION TRUST FUND**

**(Majority vote required)**

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

### **Summary**

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

### **Justification and Need**

1. The Conservation Trust Fund was established under the Conservation Commission Act in 1957 and is intended to provide funds for the following purposes:
  - Purchase of land
  - Capital Improvement of land
  - Expenses related to land purchase such as appraisals, title searches etc.
  - Improvement of conservation land.
  - Monitoring of Conservation restrictions.
  - Cost of preparing open space plans and maps.
2. The Conservation Trust Fund currently has an unencumbered funds balance of approximately \$26,000. An estimated working balance of \$30,000 is proposed in order to adequately meet the anticipated expenses.
3. The Conservation Trust Fund has incurred the following expenses/encumbrances in 2011:
  - \$4,060 for a botanical inventory survey at Rolling Meadows.
  - \$860 for property boundary survey at Flerra Meadows.
4. The Conservation Trust Fund has the following upcoming anticipated expenses:
  - Review of Land Acquisition Opportunities - There are a number of parcels (both in and out of Chapter) that may be offered to the Town. Typical due diligence for review of acquisition opportunities (before bringing a potential acquisition to Town Meeting) incurs costs on the order of \$10,000 for appraisals, title searches, and engineering and/or environmental review.
  - Control of Invasive Plants on Conservation Land - Implementation of invasive control plans will involve the cost of contracted labor and equipment that is beyond routine operations and maintenance.
  - Improve the Monitoring of Conservation Restrictions - Preparation and recording of baseline documentation will involve the cost of contracted consultant services.

### **Background Information**

1. From 1990 to 1999 Town Meeting appropriated an average of \$5,000/year to the Conservation Trust Fund.



2. There was one appropriation of \$15,000 to “replenish” the fund in 2000.
3. Last year’s (2011) ATM approved an appropriation of \$5,000.
4. Routine operations and maintenance are funded separately at approximately \$1,000 per year.
5. Other sources of funds available to the Conservation Commission such as state and town filing fees are limited to covering expenses associated with reviewing and protecting wetland resource areas and land with wetlands interests. The Conservation Trust Fund may be directed toward broader range Conservation land interests independent of wetland resource protection.

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

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

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

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

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

The Board of Selectmen supports the Conservation Commission in its request to increase this fund by \$5,000 to a level of approximately \$35,000. The Conservation Trust Fund enables the Conservation Commission to carry out a variety of prudent activities including land value assessment, engineering and other services in support of potential land acquisition that might otherwise not happen due to the time constraints of the opportunity.

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

The majority of FinCom does not approve this article and feels that adding \$5K every year to the Conservation Trust Fund does not really address the Conservation Commission’s goals for using such funds. There are enough monies in the Special Funds and Trust Fund accounts over which the Commission has control to fund any studies that the Commission wants to conduct. This item was in the FY2013 Boxborough Capital Plan. If approved, this article will be paid out of free cash.

This item will add .0053 per \$1,000 or \$2.68 for a median priced house if not funded from free cash.

#### **The Conservation Commission recommends (6 – 0).**

Frank Powers said that the Board of Selectmen recommends unanimously because of the quick response to opportunities.

Simon Bunyard, Hill Rd., spoke in favor of the motion. He said it was an important tool in helping to preserve open space.

Dilip Subramanyam, Tamarack Ln., said that if we need the money to respond to an opportunity can always go to the general fund.

Rita Grossman, Depot Rd., supports the article. While not a large amount of money, it helps the town to respond to opportunities in a timely fashion. It also funds stewardship activities.

Cheryl Mahoney, Liberty Square Rd., has some concerns. Why can the Conservation Commission fund a study through the trust fund rather than having to come to town meeting like the Planning Board. Dennis said because conservation stewardship is completely under their purview.

Becky Neville moved the question. The motion to vote now carried by two-thirds majority, as declared by the moderator.

#### **Action on Article 32, ATM, May 17, 2012: The motion passed by majority vote.**

## **ARTICLE 33      RIGHT TO FARM BYLAW**

**(Majority vote required)**

John Neyland, Chair, Agricultural Committee, moved to adopt a general bylaw, *Right to Farm Bylaw*, as printed in the Annual Town Meeting warrant under Article 33.

### **RIGHT TO FARM BYLAW**

#### **Section 1      Legislative Purpose and Intent**

The purpose and intent of this Bylaw is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97, of the Constitution, and all state statutes and regulations thereunder including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9, Chapter 111, Section 125A and Chapter 128 Section 1A. We the citizens of Boxborough restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution ("Home Rule Amendment").

This General Bylaw encourages the pursuit of agriculture, promotes agriculture-based economic opportunities, and protects farmlands within the Town of Boxborough by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This Bylaw shall apply to all jurisdictional areas within the Town.

#### **Section 2      Definitions**

The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of commercial agriculture, or accessory thereto.

The words "farming" or "agriculture" or their derivatives shall include, but not be limited to the following:

- farming in all its branches and the cultivation and tillage of the soil;
- dairying;
- production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
- raising of livestock including horses;
- keeping of horses as a commercial enterprise; and
- keeping and raising of poultry, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and fur-bearing animals.

"Farming" shall encompass activities including, but not limited to, the following:

- operation and transportation of slow-moving farm equipment over roads within the Town;
- control of pests, including, but not limited to, insects, weeds, predators and disease organism of plants and animals;
- application of manure, fertilizers and pesticides;
- conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;

- processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto;
- maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products; and
- on-farm relocation of earth and the clearing of ground for farming operations.

### **Section 3      Right To Farm Declaration**

The Right to Farm is hereby recognized to exist within the Town of Boxborough. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections of this Bylaw are intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices. Moreover, nothing in this Bylaw shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

### **Section 4      Disclosure Notification**

Not later than 21 days after the purchase and sale contract is entered into, or prior to the sale or exchange of real property if no purchase and sale agreement exists, for the purchase or exchange of real property, or prior to the acquisition of a leasehold interest or other possessory interest in real property, located in the Town of Boxborough, the landowner shall present the buyer or occupant with a disclosure notification which states the following:

“It is the policy of this community to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food, and other agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for such property under certain circumstances.”

A copy of the disclosure notification shall be given on a form prepared by the Town and shall be signed by the landowner prior to the sale, purchase, exchange or occupancy of such real property. A copy of the disclosure notification must be filed with the Board of Selectmen or its designee prior to the sale, purchase, exchange or occupancy of such real property. In addition to the above, a copy of this disclosure notification shall be provided by the Town to landowners each fiscal year by mail in the Town census and in one or more of the following forms: annual report, official Town website, transfer station, or library.

A violation of Section 4 shall be subject to a fine of \$300 and shall be enforced by the Board of Selectmen or its designee. The Town is authorized to enforce Section 4 under the non-criminal disposition provision of G.L. c. 40, § 21D.

There shall be maintained on roadways at town borders signage stating that Boxborough is a Right to Farm community.

### **Section 5      Resolution of Disputes**

Any person who seeks to complain about the operation of a farm may, notwithstanding pursuing any other available remedy, file a grievance with the Board of Selectmen, the Code Administration Officer, or the Board of Town Meeting – May 14, 2012

Health, depending upon the nature of the grievance. The filing of the grievance does not suspend the time within which to pursue any other available remedies that the aggrieved may have. The Code Administration Officer or Board of Selectmen may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the referring Town authority within an agreed upon time frame.

The Board of Health, except in cases of imminent danger or public health risk, may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the Board of Health within an agreed upon time frame.

## **Section 6 Severability Clause**

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or clause, of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

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

The public hearing for the Right to Farm Bylaw was held on March 12, 2012. At the hearing, the Agricultural Commission explained the benefits of the bylaw. There was no one in opposition at the hearing. The bylaw encourages the Town to embrace its agricultural heritage. Citizens currently have all the rights in the bylaw by state statute.

### **The Finance Committee recommends unanimously (8-0).**

### **The Agricultural Commission recommends (4-0).**

While not providing any new rights to farm, the Bylaw highlights the existing rights under the Massachusetts Constitution and General laws. This Bylaw will demonstrate our continuing support of our Agricultural heritage.

Joan Meyer, Russet Ln., said the notification provision puts the burden on a buyer or a seller after a purchase has been signed and sale opens a can of worms and will hurt residents when they sell their homes. Against that part of the bylaw.

Mr. Follett asked how it relates to 61A the tax benefit to farmers. John Neyland said it would have no impact. How does it relate to Conservation laws. John didn't know. John Giorgio, Town Counsel, saw no conflict with Wetlands Protection Act or Wetlands Bylaw. He believed that there were exemptions within the wetlands protection act for agriculture.

Mr. Van Roggen asked about the disclosure provision. John said it was to avoid conflict down the road.

**Mr. Van Roggen moved to amend the general bylaw, Right to Farm bylaw, proposed in the Annual Town Meeting warrant under Article 33 by striking Section 4 Disclosure Notification and inserting a new section 4 entitled "Signage" which shall read "There shall be maintained on roadways at town borders signage stating that Boxborough is a Right to Farm community".**

Vince Amoroso spoke in favor of the amendment.

Ms. Bieber said the amendment went too far and would like to see notification on the website retained.

Simon Bunyard asked what the BOS thought about the amendment. Mr. Fox said that other towns have variations on this bylaw with and without penalties. He asked Town Counsel if the town could still state it was a "Right to Farm" community---yes, nothing in the amendment would preclude that.

Mr. Raad, Houghton Ln., asked if any of the language that we're about to strike is in state law. John Neyland said no, it was part of a state "model bylaw".

Ms. Kangas, Hill Rd., supports the amendment because she says the disclosure puts a huge burden on the town in terms of keeping track of disclosures and it burdens the landowner.

Joan Meyer, said that it's a model not a mandate. We can change it  
 Ms. Bieber moved the question. The motion to vote now carried by two-thirds majority as declared by the moderator.

**Action on the motion to amend Article 33: The motion carried by majority vote.**

Anne Canfield, Stow Rd., asked about the wetlands bylaw. Mr. Giorgio said they do not overlap and there is no conflict. What about well water protection? John Neyland said farmers have the right to apply fertilizers/pesticides without the bylaw. She asked about keeping and raising poultry. She asked if someone wanted to put a pig farm in could they? John Giorgio reminded town meeting that this is a very general bylaw. There are a myriad of other regulations that govern pig farms, protect wells, ground water, etc. The bylaw would not prohibit the enforcement of other bylaws and state statutes.

Mr. Toups, Pine Hill Rd., does not see the point of the bylaw.

Norm Hanover, Boxmill Rd., feels bylaw implies that pig farms would be encouraged. Questions why we would need this bylaw.

Mr. Niro moved the question. The motion to vote now carried by two-thirds majority as declared by the moderator.

**Action on Article 33, ATM, May 17, 2012: The motion, as amended, passed by majority vote.**

**ARTICLE 34 ZONING BYLAW AMENDMENT – AMEND SECTION 2100 DEFINITIONS, SECTION 4003(4) TABLE OF USES BUSINESS/INDUSTRIAL USES AND SECTION 6006 PARKING SCHEDULE**

**(Two-thirds vote required)**

Jim Faulkner, Planning Board, moved to amend the Boxborough Zoning Bylaw Section 2100 Definitions, by adding the definition of “Landscaping Services” and “Landscaping Contractors” as printed in the Annual Town Meeting warrant under Article 34, and to renumber the remaining definitions accordingly throughout the Zoning Bylaw; to amend Section 4003(4) Table of Uses Business/Industrial Uses as printed in the Annual Town Meeting warrant under Article 34, and to amend Section 6006 Parking Schedule as printed in the Annual Town Meeting warrant under Article 34.

**Landscaping Services:** A business for the purpose of landscaping, snow removal and yard maintenance, such as grass cutting, leaf removal, and the care of planting beds, as well as the installation of plants, planting beds, at-grade walks and small landscape features. The business utilizes lawn mowers, snow blowers and other light equipment. There may be small displays of materials for review by customers, but there is no storage or distribution of bulk material at the site.

**Landscaping Contractors:** A business for the purpose of large scale site grading and clearing as well as all other Landscaping Service uses. The business utilizes heavy equipment and may store and/or distribute bulk materials at the site.

**4003(4) BUSINESS/INDUSTRIAL  
 USES (Continued)**

	DISTRICTS						
	AR	R1	B	B1	OP	TC	IC
Landscaping Services	Y <sub>19</sub>	N	Y	Y	SP	Y <sub>19</sub>	Y
Landscaping Contractors	N	N	SP	SP	SP	N	Y

**FOOTNOTES**

<sup>19</sup> Allowed only as a Home Occupation pursuant to Section 4102 and Section 4103.

#### **6006 Parking Schedule**

The following parking ratios shall apply to uses or to types of uses similar to those listed below. In every case, these shall be the minimum requirements:

#### ***OFF-STREET PARKING REQUIREMENTS***

<b>Use</b>	<b>Minimum Off-Street Parking Ratios</b>
Landscaping Services, Landscaping Contractors	One space per each vehicle or trailer used in the operation and one space per three employees

#### **The Planning Board recommends.**

This bylaw would clearly spell out the differences between “Mom and Pop” operations from the large scale contractors.

#### **The Finance Committee recommends (7-1).**

Mr. Follett, Cobleigh Rd., didn’t feel there was a clear distinction between the two types of lawn care businesses. Elizabeth Hughes, Town Planner, explained the distinction.

There are already some Landscape Contractors in place and would they be non-conforming. Ms. Hughes said they would be considered legal non-conforming properties. Would the businesses be allowed to expand? Ms. Hughes said the expansion would have to conform.

**Action on Article 34, ATM, May 17, 2012: The motion carried unanimously.**

#### **ARTICLE 35 ACQUISITION OF SIDEWALK EASEMENT**

**(Two-thirds vote required)**

Nancy Fillmore moved to authorize the Board of Selectmen to acquire by eminent domain an easement for sidewalk purposes as shown on a plan entitled “Plan of Land in Boxborough, Mass. Owned by: Karen, Barbara & Joseph Werner at 709 Mass Ave. – Boxborough,” dated Jan. 30, 2012 and prepared by Goldsmith, Prest & Ringwall, Inc.

#### **Summary**

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

The Town received a permit extension from MassDoT for the installation of crosswalks in both of these locations. As part of the Planning Board’s effort for safe pedestrian walkways along Massachusetts Avenue, the Board will be working with the Selectmen and the Department of Public Works on the installation of the two crosswalks and a new sidewalk along Middle Road to the Town Hall.

To accommodate the sidewalk at the northeast corner of Massachusetts Avenue and Middle Road, the property owners had offered to gift the easement to the Town and Town Meeting authorized the acquisition of this easement in 2011. However, once Town Counsel reviewed the title report for the property, they advised that the easement be acquired by eminent domain (with the landowners’ permission), rather than by deed, so that the

Town could more easily clear the title. The owners support the use of eminent domain for this purpose. The Planning Board is supportive of this warrant article and thankful that the property owners have offered the easement.

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

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 35, ATM, May 17, 2012: The motion carried unanimously.**

**ARTICLE 36      REVOLVING FUND – FIELD PERMITTING FEES**  
**(Majority vote required)**

Christine Robinson, member, Board of Selectmen, moved to authorize a revolving fund pursuant to the provisions of MGL c. 44, § 531/2 for purposes of receiving fees from the permitting of town fields and paying expenses directly attributable to the management and care of those fields and the administration of the permitting up to Twenty Thousand Dollars (\$20,000), to be under the direction of the Town Administrator who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2013 be carried over into fiscal year 2014 to pay for expenses not yet completed.

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

In January 2012, the Board of Selectmen established a field use permit policy and fee schedule for the use of Boxborough's playing fields by organizations and individuals who would like exclusive use of the town's playing fields. The revolving fund will provide a mechanism for collecting these fees, which can then be used to help offset the expenses of maintaining the fields.

Please note that Boxborough residents, businesses and organizations may continue to enjoy the non-exclusive use of the town's recreation fields free of charge, and without a permit, during posted hours unless a permit has been issued pursuant to the *Boxborough Field Use Permit Policy*. A copy of the policy is available on the Town's website or from Town Hall.

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 36, ATM, May 17, 2012: The motion carried unanimously.**

**ARTICLE 37      RESOLUTION TO SUPPORT PASSAGE OF A CONSTITUTIONAL AMENDMENT**  
**PROVIDING THAT CORPORATIONS ARE NOT ENTITLED TO THE SAME**  
**RIGHTS AS NATURAL PERSONS - SUBMITTED BY VINCENT AMOROSO**

Vincent Amoroso moved to adopt a non-binding sense of the meeting resolution, as printed in the Annual Town Meeting warrant under Article 37, which was submitted by petition, to direct the Board of Selectmen to send a letter to our Congressional Delegation in Washington supporting passage of a Constitutional Amendment to be returned to the states for ratification.

**Resolution to Support Passage of a Constitutional Amendment Providing that Corporations are not**  
**Entitled to the Same Rights as Natural Persons**

Resolution opposing the United State Supreme Court's interpretation of the Constitution in *Citizens United* regarding the constitutional rights of corporations, supporting an amendment to the Constitution to provide that corporations are not entitled to the entirety of protections or "rights" of natural persons, specifically so that the

expenditure of corporate money to influence the electoral process is no longer a form of constitutionally protected speech, and calling on Congress to begin the process of amending the Constitution.

Whereas, In 2010 the United States Supreme Court issued its decision in *Citizens United v. Federal Election Commission*, holding that independent spending on elections by corporations and other groups could not be limited by government regulations; and

Whereas, This decision rolled back the legal restrictions on corporate spending in the electoral process, allowing for unlimited corporate spending to influence elections, candidate selection, and policy decisions; and

Whereas, In reaching its decision, a majority of the Supreme Court, relying on prior decisions, interpreted the First Amendment of the Constitution to afford corporations the same free speech protections as natural persons; and

Whereas, In his eloquent dissent, Justice John Paul Stevens rightly recognized that "corporations have no consciences, no beliefs, no feelings, no thoughts, no desires. Corporations help structure and facilitate the activities of human beings, to be sure, and their 'personhood' often serves as a useful legal fiction. But they are not themselves members of 'We the People' by whom and for whom our Constitution was established". Justice Stevens further recognized that "In the context of election to public office, the distinction between corporate and human speakers is significant. Although they make enormous contributions to our society, corporations are not actually members of it. They cannot vote or run for office. Because they may be managed and controlled by nonresidents, their interests may conflict in fundamental respects with the interests of eligible voters. The financial resources, legal structure, and instrumental orientation of corporations raise legitimate concerns about their role in the electoral process. Our lawmakers have a compelling constitutional basis, if not also a democratic duty, to take measures designed to guard against the potentially deleterious effects of corporate spending in local and national races"; and

Whereas, The Court's decision in *Citizens United* severely hampers the ability of federal, state and local governments to enact reasonable campaign finance reforms and regulations regarding corporate political activity; and

Whereas, Corporations should not be afforded the entirety of protections or "rights" of natural persons, such that the expenditure of corporate money to influence the electoral process is a form of constitutionally protected speech; and

Whereas, several proposed amendments to the Constitution have been introduced in Congress that would allow governments to regulate the raising and spending of money by corporations to influence elections; now, therefore, be it

**Resolved,** That the Town of Boxborough opposes the Supreme Court's interpretation of the Constitution in *Citizens United* regarding the constitutional rights of corporations, and supports amending the Constitution to provide that corporations are not entitled to the entirety of protections or "rights" of natural persons, specifically



so that the expenditure of corporate money to influence the electoral process is no longer a form of constitutionally protected speech, and calls on Congress to begin the process of amending the Constitution.

### **Summary**

This resolution would direct the Board of Selectmen to send a letter to our Congressional Delegation in Washington opposing the United State Supreme Court's interpretation of the Constitution in *Citizens United* regarding the constitutional rights of corporations, supporting an amendment to the Constitution to provide that corporations are not entitled to the entirety of protections or "rights" of natural persons, specifically so that the expenditure of corporate money to influence the electoral process is no longer a form of constitutionally protected speech, and calling on Congress to begin the process of amending the Constitution.

### **The Board of Selectmen supports Town Meeting's action on the proposed sense of the meeting resolution (4-0-1).**

This sense of the meeting motion asks the Boxborough Board of Selectmen to request that our United States Senators and Representative in Congress support a constitutional amendment to overturn *Citizens United v. Federal Election Commission*.

The U.S. Supreme Court's ruling in the above matter held that the First Amendment prohibited the government from restricting political expenditures by corporations and unions. The proposed constitutional amendment would abolish corporate personhood and restrict corporations and corporate interest groups from excessive influence in elections and lawmaking. Similar resolutions have been passed across the country. This article is patterned after the resolution that was passed by New York City Council.

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

It's not relevant to the fiscal operation of the town.

Maria Neyland moved the question. The motion to vote now carried by two-thirds majority as declared by the moderator.

### **Action on Article 37, ATM, May 17, 2012: The motion carried by majority vote.**

Mr. Suleiman moved to extend past 10:30pm. The motion to extend passed by majority vote.

### **ARTICLE 38 TOWN VOTING – BALLOT – MONDAY TOWN HALL FOLLOWING TOWN MEETING FOLLOWING WEEK - SUBMITTED BY PHILIP KICELEMOS**

Mr. Fallon announced that the petitioner requested that the article 38 be passed over.

**Ms. Neville moved to pass over Article 38. Motion carried unanimously.**

This article provides all town registered voters the opportunity to vote on each warrant article requiring funds from the following sources, free cash, the general fund or funds voted on any article voted at the town meeting prior to this voting date regardless of the amount. Voting can only be done on that Monday during times indicated and properly posted. All votes will be counted and vote count made public after the voting date. These votes taken that date supercede votes taken at previous town meeting.

### **The Board of Selectmen unanimously does NOT recommend (5-0).**

As the article is written in the warrant Town Counsel has advised us that it is not legal.

**The Finance Committee does not recommend (8-0).** Town Meeting is the legislative body.

Mr. Fallon went through the Consent Agenda to see if any should be held. There was a request to hold Article 40.

**Mr. Suleiman moved that Articles 39, 41, 42, 43, 44, be approved as part of the Consent Agenda. The motion passed unanimously.**

#### **ARTICLE 39 CLOSE OUT OLD ARTICLES\*\***

**(Majority vote required)**

To see if the Town will vote to transfer to the General Fund the unexpended balance of monies in the amount of Two Thousand Seven Hundred Twenty-One Dollars and Eighty-Nine Cents (\$2,721.89), more or less, as voted by Town Meeting on May 9, 2011, or take any other action relative thereto.

The article to be closed is indicated below:

<b>Article #</b>	<b>Description</b>	<b>Amount</b>
Article 17	May 2011 (ATM) Fire Station Roof and Insulation	\$2,721.89

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

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 39, ATM, May 17, 2012: The motion carried unanimously as part of the Consent Agenda.**

#### **ARTICLE 40 ROAD ACCEPTANCE – HUGHES LANE**

**(Majority vote required)**

Ms. Robinson moved that the Town vote to accept as a public way Hughes Lane as it has been laid out by the Board of Selectmen as shown on the plan entitled: “Plan of Land in Boxborough, Massachusetts”, Prepared for: Landwest Development, LLC, Date: January 4, 2007, Revised January 16, 2012 and prepared by Rose Land Survey, which plan has been filed with the Town Clerk, and to authorize the Board of Selectmen to acquire, by purchase, eminent domain, gift, or otherwise, such interests in land within the layout as are necessary to use Hughes Way for all purposes for which public ways are used in the Town of Boxborough, as well as interests in land as printed in the warrant:

- a) perpetual easements in those areas shown on the plan entitled “Fair Oaks Park, Definitive Subdivision of Land in Boxborough, Massachusetts”, Prepared for: Landwest Development, LLC, Date: September, 2002, Revised March, 2003, May 28, 2003 and July 29, 2003, recorded on March 8, 2004 as Plan No. 218 of 2004, as drainage, utility, sidewalk, slope, access, or construction easements, for roadway, sidewalk, drainage, utility and access purposes;
- b) a perpetual easement in that certain strip of land on Lot 5A being shown as “Drainage and Public Access Easement” on a plan entitled: “Plan of Land, Hughes Lane, Boxborough, Massachusetts” Prepared for: Landwest Development, LLC, 148 Park Street, No. Reading, MA 01864, dated February 1, 2005, and recorded with the Middlesex South District Registry of Deeds as Plan No. 401 of 2005, for drainage and access purposes; and

- c) a perpetual easement in that certain strip of land on Lot 5A being shown as “Access Easement” on a plan entitled: “Easement Plan, Lots 5A & 6A, Hughes Lane, Boxborough, Massachusetts, Prepared for: Landwest Development, LLC, 148 Park Street., No. Reading, MA 01864, Scale: 1 inch = 60 feet, Date: July 7, 2005, and recorded with the Middlesex South District Registry of Deeds as Plan No. 1057 of 2005, for drainage and access purposes.

**The Planning Board recommends.**

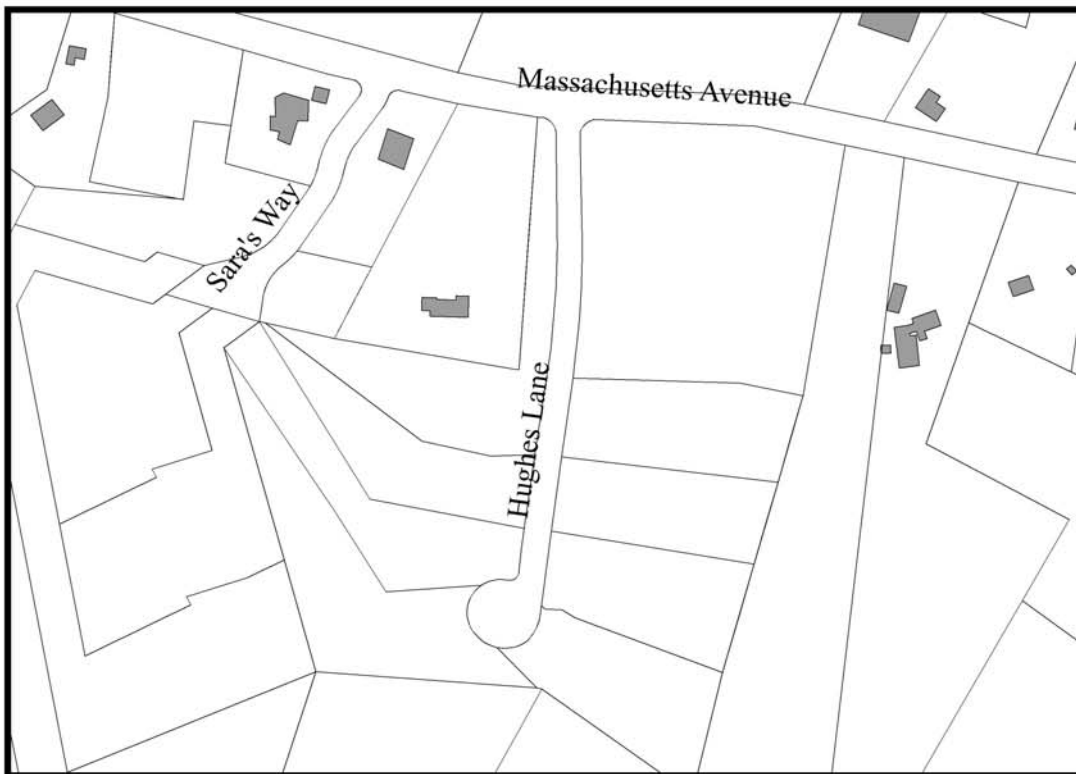
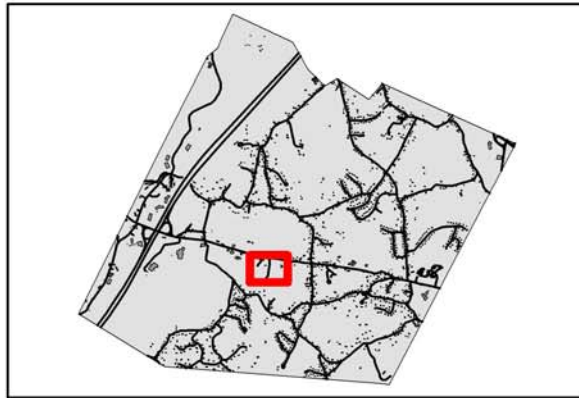
**The Board of Selectmen recommends unanimously (5-0).**

**The Finance Committee recommends unanimously (8-0).**

Peter Rudenko, Stow Rd., asked why we do these things so long after the road is built. The Town Planner said that the subdivision bylaw and Planning Board rules and regulations govern the process.

**Action on Article 40, May 17, 2012. The motion carried by majority vote.**

## HUGHES LANE



## **ARTICLE 41 PERSONAL REAL ESTATE EXEMPTIONS\*\***

**(Majority vote required)**

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

### **Summary**

Under this annual optional exemption provision, a city or town may accept the new law each year by vote of the local appropriating authority, which is defined as a majority vote at town meeting.

“Other individuals” includes surviving spouse, surviving spouse minor children, blind persons, service persons injured in combat, police & firefighter killed in line of duty.

Anyone with questions or who might wish to take advantage of these tax exemptions should contact the Town Assessor, Duane Adams, at 263-1116, Ext. 109 or by e-mail to: [duane.adams@town.boxborough.ma.us](mailto:duane.adams@town.boxborough.ma.us).

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

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

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 41, ATM, May 17, 2012: The motion carried unanimously as part of the Consent Agenda.**

## **ARTICLE 42 CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM\*\***

**(Majority vote required)**

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

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

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 42, ATM, May 17, 2012: The motion carried unanimously as part of the Consent Agenda.**

## **ARTICLE 43 GIS ASSESSOR MAPS REVOLVING FUND\*\***

**(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 authorize a revolving fund for purposes of receiving fees collected from the Planning Board for applications to modify existing parcel boundaries and/or the creation of new parcels and copying fees charged to applicant, and that all such fees be deposited in said fund to pay for costs up to Five Thousand Dollars (\$5,000) associated with the updating of the GIS Assessor maps and related expenses, to be under the direction of the Town Administrator, who shall approve all such expenditure; and further to provide that in the event that the revolving fund is reauthorized for FY 2014, the monies remaining in the fund at the end of the fiscal year 2013 may be carried over into fiscal year 2014 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 (8-0).**

**Action on Article 43, ATM, May 17, 2012: The motion carried unanimously as part of the Consent Agenda.**

**ARTICLE 44 DEPARTMENTAL REVOLVING FUNDS RE-AUTHORIZATION\*\*  
(Majority vote required)**

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

<b>Revolving Fund</b>	<b>Authority to Spend Funds</b>	<b>Revenue Source</b>	<b>Use of Funds</b>	<b>FY 13 Spending Limit</b>
Electrical Inspection	Building Inspector	Electrical inspection fees	To pay Electrical Inspector for inspections conducted by him	\$50,000
Plumbing & Gas Inspection	Building Inspector	Plumbing/gas inspection fees	To pay the Plumbing/Gas Inspector for inspections conducted by him	\$15,000
Firearms Permits	Police Chief	Firearms Permits fees	To defray expenses for cost of administering firearms licensing program	\$2,000
Library Fines	Library Director	Library fees, fines & penalties	To defray costs of library material acquisitions/ services	\$7,500

<b>Revolving Fund</b>	<b>Authority to Spend Funds</b>	<b>Revenue Source</b>	<b>Use of Funds</b>	<b>FY 13 Spending Limit</b>
Dog License Fees	Town Clerk	Dog licensing fees & penalties	To defray expenses related to licensing, damage to livestock and fowl, and penalties paid to Dog Officer	\$4,000
Steele Farm	Steele Farm Advisory Committee, by majority vote	Sale of trees & other wood, farm products & leasing and rental fees	To defray related expenses of the Steele Farm	\$10,000
Integrated Preschool Program	Blanchard Memorial School Business Manager under direction of Boxborough School Committee & Blanchard Memorial School Superintendent	Tuition	To defray Program expenses	\$44,000
Conservation Commission	Conservation Commission within the administrative procedures established by the Board of Selectmen, and by majority vote of the Commission	Fees associated with the regulation of the local Wetland Bylaw	To defray expenses directly attributable to local Wetland Bylaw regulatory activities (excluding legal expenses)	\$20,000
Senior Van	Town Administrator	Fares and reimbursement from Montachusett Regional Transit Authority (MART)	To defray expenses associated with the operations of the senior van	\$4,000
Fire Alarm System Maintenance	Fire Chief	Annual fire alarm service fees	To defray expenses related to the operation & maintenance of the fire alarm monitoring systems	\$4,100
Community Gardens	Agricultural Commission, by majority vote	Rental of plots	Management & care of Community Gardens	\$2,000

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

**The Finance Committee recommends unanimously (8-0).**

**Action on Article 44, ATM, May 17, 2012: The motion carried unanimously as part of the Consent Agenda.**

**Jeanne Kangas, Hill Rd., moved that this annual town meeting be dissolved. Motion carried unanimously.**