

**TOWN OF BOXBOROUGH  
ANNUAL TOWN MEETING  
MAY 12, 2003  
LIST OF ARTICLES**

- 1. CHOOSE TOWN OFFICERS**  
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**QUESTION 2 - PROP 2 1/2 CAPITAL OUTLAY PURCHASE - SNOW REMOVAL EQUIPMENT**  
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- 3. SET SALARIES AND COMPENSATION OF OFFICERS**
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- 5. TOWN OPERATING BUDGET**
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- 7. REVOLVING FUND - ELECTRICAL INSPECTION\*\***
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- 9. REVOLVING FUND - FIRE ARMS PERMITS\*\***
- 10. REVOLVING FUND – LIBRARY FINES\*\***
- 11. REVOLVING FUND – DOG LICENSE FEES\*\***
- 12. REVOLVING FUND – STEELE FARM\*\***
- 13. REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM\*\***
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- 15. ACCEPTANCE OF MGL CH 140 §139\*\***
- 16. COLONIAL RIDGE DRIVE ROAD ACCEPTANCE\*\***
- 17. COLONIAL RIDGE DRIVE - LAND ACCEPTANCE – PARCELS A, B, C AND D\*\***
- 18. SCHOOL HOUSE LANE – ROAD ACCEPTANCE\*\***
- 19. RESIDENCY REQUIREMENTS FOR REGULAR FIRE AND POLICE OFFICERS\*\***
- 20. ACCEPTANCE OF LOT A SWANSON ROAD FOR RIGHT OF WAY PURPOSES\*\***
- 21. CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM\*\***
- 22. AUTHORIZE BOS TO NEGOTIATE LEASE OF TOWN LAND WITH PROVIDER OF PERSONAL WIRELESS SERVICES**
- 23. INCREASE IN SENIOR CITIZEN PROPERTY TAX WORK-OFF ABATEMENT TO \$750 PER YEAR**
- 24. DEMOLITION DELAY BYLAW**

25. ACCEPTANCE OF LAND FOR RECREATIONAL FIELD USE
26. CAPITAL EXPENDITURE – SNOW REMOVAL EQUIPMENT
27. CAPITAL EXPENDITURE – PICK-UP TRUCK
28. LIBRARY CONSTRUCTION PROGRAM#
29. T.J. O'GRADY MEMORIAL SKATE PARK
30. AMEND FY 2001 & FY 2003 PERSONNEL PLAN SCHEDULE B AND PAY PRIOR YEAR PAYROLL OBLIGATION
31. CUNNINGHAM ROAD – DISCONTINUE USE AS A PUBLIC WAY
32. ZONING BYLAW AMENDMENT - AMENDMENTS TO THE TOWN CENTER SIGN REQUIREMENTS TO CONFORM TO DESIGN REVIEW GUIDELINES
33. ZONING BYLAW AMENDMENT - REZONE PORTION OF INDUSTRIAL-COMMERCIAL (IC) DISTRICT #5 FROM INDUSTRIAL-COMMERCIAL (IC) TO AGRICULTURAL-RESIDENTIAL (AR)
34. ZONING BYLAW AMENDMENT - REMOVE PORTION OF PARCEL 176 REZONED FROM IC TO AR AT THE 2002 ATM; AND PORTION OF IC DISTRICT # 5 REZONED ABOVE FROM THE WIRELESS COMMUNICATION FACILITIES OVERLAY DISTRICT
35. ZONING BYLAW AMENDMENT - ROOF TOP MECHANICALS
36. AUTHORIZE BOS TO NEGOTIATE AGREEMENT FOR SOLID WASTE DISPOSAL

#### **LEGEND**

- \*\* CONSENT AGENDA  
# PETITION ARTICLE

### **WARRANT AND PROCEEDINGS OF BOXBOROUGH ANNUAL TOWN MEETING**

Held on May 12<sup>th</sup> , 13<sup>th</sup> , 15<sup>th</sup> , 22<sup>nd</sup> and 27<sup>th</sup> , 2003

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, Massachusetts Avenue, Boxborough, MA on Monday, May 12, 2003 at 7:30 p.m. to act on Articles 2 through 36 of this Annual Town Meeting Warrant.

You are also required to notify all such residents of Boxborough to come to their polling place at Boxborough Town Hall, 29 Middle Road, Boxborough, on Monday the 19th day of May, 2003 at 7:00 a.m. for the Election of Town Officers pursuant to Article 1 and Questions 1 - 4. The polls will be open continuously until 8:00 p.m. when they shall be closed.

#### **CONSENT AGENDA**

In an effort to streamline Town Meeting and therefore make it more inviting to voters, the Board of Selectmen has decided to continue the use of the Consent Agenda. This agenda speeds the passage of articles which the Selectmen

feel, in consultation with Town Counsel, the Moderator, and the Finance Committee, should generate no controversy and can be properly voted without debate. The purpose of the Consent Agenda is to allow motions under these articles to be acted upon as one unit and to be passed without debate. The articles to be taken up on the Consent Agenda are indicated by a double asterisk (\*\*).

**THE CONSENT AGENDA WILL BE TAKEN UP AS THE FIFTH ORDER OF BUSINESS, AFTER CONSIDERATION OF ARTICLE 4 (PERSONNEL ADMINISTRATION PLAN CHANGES), AT THE ANNUAL TOWN MEETING ON MONDAY, MAY 12, 2003.**

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 before Town Meeting.

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

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

**ARTICLE 1 CHOOSE TOWN OFFICERS**

(Majority vote required)

**One Moderator** for a one-year term

**One Town Clerk** for a one-year term

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

**Two Selectmen** members, each for a three-year term

**One Board of Health** member for a three year term

**Two Library Trustees**, each for a three year term

**One Planning Board** member for a three-year term

**One School Committee (Local and of the Region)** member for a three-year term

**One School Committee (Local only)** member for a three-year term

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

**ACTION ON ARTICLE 1, May 15, 2000.** 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 Town Clerk in the absence of a Police Officer on duty. The Election Officials—all duly sworn in before beginning their duties—were Warden, Richard w. Golden; Clerk, Virginia B. Richardson; Tellers, Marguerite Hugel, Mary Larson, Ellen Landry, Virginia Soderling, Elaine Garabedian, Jacqueline Cumming, Barbara Wheeler, Anne Canfield and Loraine King. The Counters were Charlene Golden and Barry Harsip. In the absence of the Moderator, Virginia Richardson opened the polls at 7:00 a.m. and closed the polls at 8:00 p.m. Both check lists indicated that 1317 persons had voted and 1317 ballots were taken from the Ballot Box (this included 32 absentee ballots). There were 2868 registered voters. The count was completed at 9:30 p.m. The results of the election were as follows:

## MODERATOR, One Year

Reginald C. Brown	886
Others	5
Owen J. Neville-----	159
Blanks-----	266

## TOWN CLERK, One Year

Virginia B. Richardson-----	1113
Others-----	3
Blanks-----	201

## SELECTMEN, Three Years

Vote for not more than two

Simon C. Bunyard-----	754
David L. Birt-----	726
Kenneth A. Carroll-----	364
Other-----	2
Blanks-----	65

## TAX COLLECTOR, Three Years

Mary P. Shemowat-----	1082
Others-----	1
Blanks-----	234

## SCHOOL COMMITTEE, Three Years

Local and Regional

Elizabeth Markiewicz-----	961
Blanks-----	356

## SCHOOL COMMITTEE, Three Years

Local Only

Carol A. Ginty-Geist-----	932
Others-----	1
Blanks-----	384

LIBRARY TRUSTEES, Three Years  
Vote for not more than two

Gregory A. Ross	764
Elaine Garabedian	931
Philip Kicelemos	238
Blanks	71

PLANNING BOARD, Three Years

G. Michael Ashmore-----	742
Philip Kicelemos-----	265
Blanks	310

BOARD OF HEALTH, Three Years

Philip J. Alvarez-----	926
Blanks-----	391

**QUESTION 1      PROP 2 1/2 GENERAL OVERRIDE - OPERATING BUDGET**

(Majority vote required)

Shall the Town of Boxborough be allowed to assess an additional Seven Hundred Twenty-Five Thousand Dollars (\$725,000) in real estate and personal property taxes for the purposes of funding the operating budgets of the Town and Public Schools for the fiscal year beginning July first two thousand and three (7/1/03)?

YES - 582      NO - 731      BLANKS – 4

**QUESTION 2      PROP 2 1/2 CAPITAL OUTLAY PURCHASE - SNOW REMOVAL EQUIPMENT**

(Majority vote required)

Shall the Town of Boxborough be allowed to assess an additional Twenty-one Thousand Dollars (\$21,000) in real estate and personal property taxes for the purposes of acquiring snow removal equipment for the Public Works Department for the fiscal year beginning July first two thousand and three (7/1/03)?

YES – 652      NO – 646      BLANKS – 19

**QUESTION 3      PROP 2 1/2 CAPITAL OUTLAY PURCHASE - PICK-UP TRUCK**

(Majority vote required)

Shall the Town of Boxborough be allowed to assess an additional Thirty-Six Thousand Dollars (\$36,000) in real estate and personal property taxes for the purposes of acquiring a pick-up truck for the Public Works Department for the fiscal year beginning July first two thousand and three (7/1/03)?

YES - 574      NO – 716      BLANKS – 27

**QUESTION 4      PROP 2 1/2 CAPITAL OUTLAY PURCHASE - T.J. O'GRADY MEMORIAL SKATE PARK**

(Majority vote required)

Shall the Town of Boxborough be allowed to assess an additional Forty Thousand Dollars (\$40,000) in real estate and personal property taxes for the purposes of providing Boxborough's contribution towards the construction of the T.J. O'Grady Memorial Skate Park for the fiscal year beginning July first two thousand and three (7/1/03)?

YES – 469      NO – 828      BLANKS – 20

**THE FIRST SESSION OF ANNUAL TOWN MEETING**

The first session of the Annual Town Meeting was called to order at 7:30 p.m. by Moderator Reginald C. Brown with 459 voters in attendance. There was a moment of silent prayer for those who passed away during the last year. There was a motion made that we will not continue discussion beyond 11:00 p.m. even if we are in the middle of an article. This motion carried. It was voted that any adjourned sessions would be held on Tuesday, May 13<sup>th</sup>, Thursday, May 15<sup>th</sup>, and Thursday, May 22<sup>nd</sup>.

**ARTICLE 2    HEAR AND ACCEPT REPORTS**

(Majority vote required)

To hear the reports of the Selectmen and other Town Officers, Agents and Committees; or take any other action relative thereto.

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

**The Finance Committee recommends unanimously.**

This article provides for the acceptance of the Town Report and any other reports that Town Boards and Commissions may offer. In addition, this allows for an acceptance of any committee reports requested by previous Town Meetings.

**ACTION ON ARTICLE 2**, May 12, 2003. On Mr. Birt's motion, the Town did vote to hear and receive the reports of the Selectmen and other Town Officers, Agents and Committees. (Reports on file with the Town Clerk.) Greg Ross asked that we recognize Maureen Strapko, Jane Soule, Greg Turner, Shirley Warren, Tim Rudolph and Judy Reiter for their dedication to the Library Building Committee.

There was also a "thank you" to Bill Ryan for contacting the Acton/Boxborough Regional School District in order to secure a meeting room in the Regional School if our auditorium was not large enough to seat all the voters.

**ARTICLE 3      SET SALARIES AND COMPENSATION OF OFFICERS**

(Majority vote required)

To see if the Town will vote to fix the salaries and compensation of various officials for the year beginning July 1, 2003 as follows:

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$47,236.39 year

Town Clerk	\$30,765.83 year
Moderator	\$25.00 each meeting
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

or take any other action relative thereto.

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

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

**The Finance Committee recommends unanimously.**

The Finance Committee agrees with all salaries and compensation for Town Officers as proposed by the Personnel Board.

**ACTION ON ARTICLE 3, May 12, 2003.** On Mr. Birt's motion, the Town did vote to fix the salaries and compensation of various officials for the year beginning July 1, 2003 as printed in the warrant under Article 3.

**ARTICLE 4 PERSONNEL ADMINISTRATION PLAN CHANGES**

(Majority vote required)

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

**Article XII Section 6**

**Paragraph 1: CHANGE** "Health Insurance; provided the following eligibility conditions apply." **TO** "Health Insurance, as set forth in MGL Ch.32B§9A; provided the following eligibility conditions apply."

**REPLACE sub-paragraph "b" with:** "The retired employee is a member of Middlesex Retirement System, Massachusetts Teachers Association or any other retirement system recognized by the Town of Boxborough, and the employee meets the requirements for retirement as set forth by such system."

**Article XIV: REPLACE entire Article with the following:**

Article XIV. Disciplinary Actions and Dismissal

Section 1. Statement of Responsibilities – It is the responsibility of all employees to comply with regulations necessary for the proper operation of the departments in the Town of Boxborough.

Section 2. Enforcement – Department Heads are responsible for enforcing these regulations and referring problem situations to the Town Administrator's office or the Library Board of Trustees for appropriate disciplinary action.

Section 3. Types of Disciplinary Action – Disciplinary action or measures shall include the following: Oral Reprimand, Written Reprimand, Disciplinary Probation, Suspension without pay, and/or Discharge. Such actions may begin at a level appropriate to the offense.

Section 4. Severity of Discipline – The disciplinary action as specified should be consistent with the seriousness of the offense or behavior involved.

Section 5. Reasons for Disciplinary Action – Disciplinary action may be imposed upon an employee for documented failure to fulfill his/her responsibilities as an employee. Examples of employee failure to fulfill his/her responsibilities as an employee include, but are not limited to:

- a. Willful violation of provisions of the Town Personnel Administration Plan.
- b. Negligence in the care of Town property.
- c. Habitual (in excess of allotted leaves) tardiness and/or absence from duty.
- d. Refusal to perform a reasonable amount of compensated work after working hours when given advance notice of and directed to by his/her supervisor.
- e. Insubordinate action or behavior that is perceived to violate generally accepted rules of conduct as befits an employee of the Town.
- f. Under the influence of alcohol or a controlled substance while on duty, or in possession of alcohol or a controlled substance while on duty.
- g. Conduct which reflects unfavorably upon the Town service.
- h. Violation of any reasonable or official order or failure to carry out any lawful and reasonable directions made and given by a proper supervisor.
- i. Any other instance or situation of such seriousness that disciplinary action is considered warranted.
- j. Conviction of a felony.

Section 6. Reprimand Procedure – A Department Head who notes unsatisfactory job performance, or non-compliance with written regulations may, if other discipline isn't warranted, issue an oral or written reprimand to the employee, including reason(s) for the reprimand, and an offer of assistance on the part of the Department Head in correcting the unsatisfactory situation. Oral reprimands shall be presented with maximum regard for minimizing embarrassment to the employee before other employees or the public.

Section 7. Disciplinary Probation –

- a. Placement on Disciplinary Probation – If oral or written reprimand fails to correct unsatisfactory job performance, or non-compliance with department regulations, an employee may be required to serve a maximum ninety (90) day disciplinary probation. Duration of the probation is at the discretion of the Department Head, the Town Administrator or Library Board of Trustees. The employee will receive a written notice stating reasons for the disciplinary probation and the effective date of such action. Disciplinary probation will be imposed where this action is not in conflict with requirements of current labor agreements.
- b. Expiration of Disciplinary Probation – The expiration of disciplinary probation does not diminish the Department Head's, Town Administrator's, or Library Board of Trustees' right to consider an individual's overall work history when making decisions relating to discipline or discharge. When the employee's disciplinary probation expires, the Department Head will notify the Town Administrator or the Library Board of Trustees, in writing, that:
  - 1) The employee's performance and behavior was satisfactory and that the employee be retained in his/her position. OR
  - 2) The employee's performance and/or behavior remained unsatisfactory and that it is recommended that the employee be either suspended or discharged.

Section 8. Suspension – At the discretion of the Department Head, Town Administrator, or Library Board of Trustees, an unsatisfactory employee may be suspended without pay for a period or periods that will not exceed a total of thirty (30) days in any twelve-month period. Such suspension may be in lieu of disciplinary probation, or at the expiration of the disciplinary probation, depending upon the situation. The employee will receive a written notice stating reasons for the suspension and the effective date. At the end of the suspension period, and a reasonable observation period of no less than ninety (90) days, the Department Head will inform the Town Administrator or Library Board of Trustees of the employee's improved behavior/performance and his/her recommended retention of the employee, or of the employee's continued unsatisfactory behavior/performance, and his/her recommended discharge of the employee.



- Section 9. Discharge – An employee may be discharged either because he/she is unsatisfactory on the job or for violation of Town regulations. Prior to any employee’s discharge both the Personnel Board Chair and the Board of Selectmen Chair should be consulted. Examples of employee actions which may result in immediate termination include, but are not limited to:
- Theft or dishonesty
  - Assault or other violent behavior
  - Falsification of records
  - Intentional or malicious damage to Town property
  - Violation of another person’s civil rights
  - Concealment of an error or omission of pertinent facts
- Section 10. Employee Appeal – The employee shall have the right to appeal his/her placement on disciplinary probation, suspension, or discharge at the second step of the grievance procedure, and the case shall be handled in accordance with this procedure. Suspensions or discharges made during the initial training period or at the expiration of the initial training period are not appealable. A decision not to reappoint an individual whose term has expired is not a dismissal for purposes of this plan and is not subject to challenge.
- Section 11. Documentation – All documentation related to oral and written reprimands and disciplinary actions shall be retained in the employee’s official personnel file. It is the Town’s policy not to remove any disciplinary documents from an official personnel file.

#### **SCHEDULE A:**

Remove Library Director from Regular Full-time Non-Exempt and from Regular Reduced Hours.

Add Library Director to Department Heads.

Add Conservation Agent to Regular Part-time.

Add Call Fire Chief and Call Building Inspector to Intermittent.

#### **And by:**

Amending Schedule B as indicated in the following schedule;

or take any other action relative thereto.

#### **The Board of Selectmen recommends.**

A public hearing was held on March 31, 2003.

#### **Personnel Board recommends.**

These changes clarify and upgrade the referenced sections.

#### **The Finance Committee defers recommendation.**

At this writing several modifications to the wording of the Personnel Administration Plan are contemplated that have not yet been reviewed by the Finance Committee. We therefore defer recommendation on this article. This deferral does not imply fundamental disagreement with the proposed changes, only a desire to fully understand them. We wish to thank the Personnel Board for their efforts in this important work.

**Town of Boxborough Personnel Administration Plan  
Classification of Positions FY 2003 Schedule A**

**POSITION TITLE**

**DEPARTMENT HEADS**

*Town Administrator*  
*Police Chief*  
*Fire Chief*  
*DPW Director*  
*Library Director*

**REGULAR FULL-TIME SCHEDULE**

**Exempt Employees**

**Assistant Town Administrator**

**Treasurer**

*Accountant*

*Assessor*

*Building Inspector/Code Enforcement  
Planner*

**Non-Exempt Employees**

*Secretary I*

*Secretary II*

*Police Sergeant*

*Police Officer*

*Firefighter/EMT*

*Custodian*

**DPW Foreman**

**DPW Worker**

**DPW Semi-skilled Worker**

**Dispatch Supervisor**

**Dispatcher**

**REGULAR REDUCED HOURS SCHEDULE**

*COA Coordinator*

**Children's Librarian**

**Sr. Library Technician**

**Library Technician**

**DPW Worker**

**REGULAR PART-TIME SCHEDULE**

*Secretary I*

*Secretary II*

**Children's Librarian**

**Sr. Library Technician**

**Library Technician**

**Transfer Station Operator I**

**Conservation Agent**

**PER DIEM SCHEDULE**

**Fire Lieutenant/EMT**

**Call Fighter/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**

## POSITION TITLE

### Elected Positions

Selectman  
Board of Health Member  
Planning Board Member  
Library Trustee  
Moderator  
Constable  
Tax Collector  
Town Clerk

<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>DEPARTMENT HEADS</u></b>				<b>FY2003</b>	<b>FY2004</b>	
<i>Town Administrator</i>	<i>Contract expires 12/31/03</i>			76,650.00	80,482.50	
<i>Police Chief</i>	<i>Contract expires 12/31/03 (base)</i>			62,580.00	65,709.00	
	<i>with Quinn Bill</i>			75,096.00	78,850.80	
<i>Fire Chief</i>	<i>Contract expires 12/31/03</i>			66,360.00	69,678.00	
<i>DPW Director</i>	<i>Contract expires 12/31/03</i>			68,145.00	71,552.25	
<i>Library Director</i>	<i>Contract expires 12/31/04</i>			42,187.60	45,411.00	

### **REGULAR FULL-TIME SCHEDULE**

<b>Exempt Employees</b>						
<b>Assistant Town Administrator</b>	<b>43,985.85</b>	<b>45,525.35</b>	<b>47,118.74</b>	<b>48,767.90</b>	<b>50,474.77</b>	<b>52,241.39</b>
<b>Treasurer</b>	<b>45,995.42</b>	<b>47,605.26</b>	<b>49,271.44</b>	<b>50,995.94</b>	<b>52,780.80</b>	<b>54,628.13</b>
<i>Accountant</i>	43,526.71	45,050.14	46,626.90	48,258.84	49,947.90	51,696.08
<i>Assessor</i>	49,218.34	50,940.98	52,723.92	54,569.25	56,479.18	58,455.95
<i>Building Inspector/Code Enforcement</i>	43,565.45	45,090.24	46,668.40	48,301.79	49,992.36	51,742.09
<i>Planner</i>	45,064.79	46,642.06	48,274.53	49,964.14	51,712.88	53,522.83

<b>Non-Exempt Employees</b>						
<i>Secretary I</i>	13.06	13.52	13.99	14.48	14.99	15.51
<i>Secretary II</i>	16.50	17.08	17.68	18.29	18.93	19.60
<i>Police Sergeant</i>	22.28	22.70	23.11			
<i>Police Officer</i> 16.79	17.37	17.98	18.61	19.26	19.93	20.63
<i>Firefighter/EMT</i>	15.43	15.97	16.53	17.11	17.71	18.33
<i>Custodian</i>	13.28	13.74	14.23	14.72	15.24	15.77
<b>DPW Foreman</b>	<b>19.55</b>	<b>20.23</b>	<b>20.94</b>	<b>21.68</b>	<b>22.43</b>	<b>23.22</b>
<b>DPW Worker</b>	<b>15.61</b>	<b>16.16</b>	<b>16.72</b>	<b>17.31</b>	<b>17.91</b>	<b>18.54</b>
<b>DPW Semi-skilled Worker</b>	<b>14.23</b>	<b>14.73</b>	<b>15.24</b>	<b>15.78</b>	<b>16.33</b>	<b>16.90</b>
<b>Dispatch Supervisor</b>	<b>15.61</b>	<b>16.16</b>	<b>16.72</b>	<b>17.31</b>	<b>17.91</b>	<b>18.54</b>
<b>Dispatcher</b>	<b>14.11</b>	<b>14.60</b>	<b>15.11</b>	<b>15.64</b>	<b>16.19</b>	<b>16.76</b>

### **REGULAR REDUCED HOURS SCHEDULE**

<i>COA Coordinator</i>	16.50	17.08	17.68	18.29	18.93	19.60
<b>Children's Librarian</b>	<b>16.53</b>	<b>17.11</b>	<b>17.71</b>	<b>18.33</b>	<b>18.97</b>	<b>19.63</b>
<b>Sr. Library Technician</b>	<b>12.19</b>	<b>12.62</b>	<b>13.06</b>	<b>13.52</b>	<b>13.99</b>	<b>14.48</b>
<b>Library Technician</b>	<b>10.38</b>	<b>10.74</b>	<b>11.12</b>	<b>11.51</b>	<b>11.91</b>	<b>12.33</b>
<b>DPW Worker</b>	<b>15.61</b>	<b>16.16</b>	<b>16.72</b>	<b>17.31</b>	<b>17.91</b>	<b>18.54</b>

### **REGULAR PART-TIME SCHEDULE**

<i>Secretary I</i>	13.06	13.52	13.99	14.48	14.99	15.51
<i>Secretary II</i>	16.50	17.08	17.68	18.29	18.93	19.60
<b>Children's Librarian</b>	<b>16.53</b>	<b>17.11</b>	<b>17.71</b>	<b>18.33</b>	<b>18.97</b>	<b>19.63</b>
<b>Sr. Library Technician</b>	<b>12.19</b>	<b>12.62</b>	<b>13.06</b>	<b>13.52</b>	<b>13.99</b>	<b>14.48</b>

Library Technician	10.38	10.74	11.12	11.51	11.91	12.33
Transfer Station Operator I	14.26	14.76	15.28	15.81	16.36	16.94
Conservation Agent	20.00	20.70	21.42	22.17	22.95	23.75

#### **PER DIEM SCHEDULE**

Fire Lieutenant/EMT	14.50
Call Fighter/EMT	13.17
Call Firefighter	13.17
Special Police Officer	13.17
Dispatcher	13.17

#### **POSITION TITLE**                      **Rate**

#### **INTERMITTENT SCHEDULE**

Cemetery Superintendent	6,920.59 annually
Cemetery Laborer	8.68
Registrar Chairperson	742.45 annually
Clerk of Elections	9.44
Election Worker	8.39
Registrar Member	222.76 annually (plus \$0.33 a head)
Veterans' Agent	12.24
Call Fire Chief	34.00
Deputy Fire Chief	15.94
Fire Captain	15.22
Fire Lieutenant	14.50
Call Firefighter/EMT	13.17
Fire Department Chaplain	13.17
Call Building Inspector	34.00
Special Police Officer	13.17
Lock-up Attendant	11.81
Dispatcher	13.17
Seasonal Maintenance Worker	10.75
Snow Plower	17.04
Seasonal Conservation Worker	10.08
Assistant Building Inspector	20.96
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	8,722.74 annually
Assistant Dog Officer	8.55 4 hour call min
Animal Control Officer	2,124.77 annually
Animal Inspector	782.81 annually
Fence Viewer	40.00 annually
Field Driver	40.00 annually
Director of Summer Playground	15.35
Director of Gymnastics	14.77
Director of Winter Programs	14.77
Lead Counselor	11.18
Counselor	8.39
Counselor-in-Training	7.84
Intern (Town Hall)	8.39
Library Page	8.39
Junior Library Page	7.55

#### **Elected Positions**

#### **FY 2003**

#### **FY 2004**

Selectman	400.00 annually
Board of Health Member	166.67 annually
Planning Board Member	109.00 annually
Library Trustee	0.00 annually

Moderator	25.00 per meeting	
Constable	3.00 /warrant posted/location	
Tax Collector	45,419.61 annually	47,236.39
Town Clerk	29,582.53 annually	30,765.83

#### **NOTES**

CPI-U for the Boston area is 4%

Fee maximum is 1% of FY03 levy or \$109,646.

**ACTION ON ARTICLE 4**, May 12, 2003. Ms. Hruby made a motion to amend Article 4 by making an immediate 10% reduction in department head salaries (listed on Page 10 of the Annual Town Meeting Warrant). Town Counsel ruled that this motion was out of order as the department heads are all under contract and it is not possible to decrease the salaries that have already been set in contracts. Ms. Neville made a motion to move the question. This motion carried. On Ms. Gephart's motion, the Town did vote, unanimously, to amend the Town of Boxborough Personnel Administration Plan and Schedules A & B, as printed in the warrant under Article 4.

#### **ARTICLE 5 TOWN OPERATING BUDGET**

(Majority vote required)

To see what sums of money the Town will appropriate and raise by taxation or otherwise for the operations and expenses of the Town for the Fiscal Year beginning July 1, 2003 provided that the Town has first voted by ballot at the municipal election to assess an additional Seven Hundred Twenty-Five Thousand Dollars (\$725,000) in real estate and personal property taxes for the purposes of funding and operating budgets of the Town and Public Schools for the fiscal year beginning July first two thousand and three (7/1/03); or take any other action relative thereto.

#### **The Finance Committee recommends unanimously.**

The operating budget categories and sums presented here represent the funds necessary for the Town to execute governmental, financial, public safety, education and maintenance functions provided to all Boxborough citizens. The tax rate implications and tradeoffs of the Town operating budget are described in detail in the Finance Committee Report at the end of the warrant.

The salaries and wages for both union and non-union employees (excluding all School employees) are commensurate with the amounts found in "Compensation of Positions FY2004 Schedule B" of the Personnel Administration Plan, as reproduced under Article 4 above.

## FY 2004 BUDGET SUMMARY

Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
114 Total Salaries - Moderator	75	125	75	125	125	0	0.00%	
114 Total Other Expenses - Moderator	0	0	0	0	0	0	0.00%	
114 Total Moderator Expenses	75	125	75	125	125	0	0.00%	\$25 per meeting
119 Total Salaries - Town Constable	0	294	36	0	0	0	0.00%	
119 Total Other Expenses - Town Constable	242	6	40	300	235	-65	-21.67%	
119 Total Constable Expenses	242	300	76	300	235	-65	-21.67%	\$3/Warrant/Location
122 Total Salaries - Selectman	2,051	2,000	2,000	2,000	2,000	0	0.00%	\$400 per year
122 Total Other Expenses - Selectman	4,173	24,165	20,028	14,165	9,240	-4,925	-34.77%	Reductions in Consulting &
122 Total Selectman Expenses	6,223	26,165	22,028	16,165	11,240	-4,925	-30.47%	Appreciation Events
123 Total Salaries - Town Administrator	98,460	118,615	117,762	125,184	132,724	7,540	6.02%	Contracted Increase
123 Total Other Expenses- Town Administrator	0	4,800	4,800	4,800	4,800	0	0.00%	
123 Total Expenses - Town Administrator	98,460	123,415	122,562	129,984	137,524	7,540	5.80%	
131 Total Salaries - Finance Committee	0	0	0	0	0	0	0.00%	
131 Total Other Expenses- Finance Committee	327	452	452	450	450	0	0.00%	
131 Total Expenses - Finance Committee	327	452	452	450	450	0	0.00%	
135 Total Salaries - Accountant	50,735	25,854	25,854	49,708	45,051	-4,657	-9.37%	New Accountant Hired
135 Total Other Expenses- Accountant	12,192	52,035	49,705	23,225	21,940	-1,285	-5.53%	Reduction in Software Fees
135 Total Expenses - Accountant	62,927	77,889	75,559	72,933	66,991	-5,942	-8.15%	
141 Total Salaries - Assessor	65,751	52,828	44,695	47,325	50,941	3,616	7.64%	Contracted Increase
141 Total Other Expenses-Assessor	6,657	21,430	17,865	11,245	12,055	810	7.20%	Personal Property Software
141 Total Expenses - Assessor	72,408	74,258	62,560	58,570	62,996	4,426	7.56%	
145 Total Salaries - Treasurer	52,926	50,369	50,369	52,528	55,630	3,102	5.91%	Schedule B + Certification Stipend
145 Total Other Expenses-Treasurer	15,581	33,770	23,774	67,700	19,600	-48,100	-71.05%	Revised Bonding Strategy,
145 Total Expenses - Treasurer	68,508	84,139	74,143	120,228	75,230	-44,998	-37.43%	No Loan Cert. Fees Until FY '05
146 Total Salaries - Tax Collector	46,082	43,257	43,257	45,420	48,237	2,817	6.20%	Article 3 Salary Plus Cert. Stipend
146 Total Other Expenses-Tax Collector	14,489	20,935	15,564	16,256	15,956	-300	-1.85%	
146 Total Expenses - Tax Collector	60,571	64,192	58,821	61,676	64,193	2,517	4.08%	

Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
151 Total Salaries - Legal	0	0	0	0	0	0	0.00%	Close Out of Cases
151 Total Other Expenses-Legal	77,354	109,530	108,449	75,000	64,000	-11,000	-14.67%	Review of Needs/Bills
151 Total Expenses - Legal	77,354	109,530	108,449	75,000	64,000	-11,000	-14.67%	
152 Total Salaries - Personnel Board	0	0	0	0	0	0	0.00%	
152 Total Other Expenses-Personnel Board	195	500	253	350	330	-20	-5.71%	
152 Total Expenses - Personal Board	195	500	253	350	330	-20	-5.71%	
161 Total Salaries - Town Clerk	42,805	28,174	28,174	29,583	30,766	1,183	4.00%	Article 3 Salary
161 Total Other Expenses-Town Clerk	2,853	4,800	1,986	2,775	2,050	-725	-26.13%	Reduced Postage, Supplies, Software
161 Total Expenses - Town Clerk	45,658	32,974	30,159	32,358	32,816	458	1.42%	
162 Total Salaries - Elect & Regist	3,372	2,120	2,043	4,001	2,905	-1,096	-27.39%	
162 Total Other Elect & Regist	3,594	4,530	2,165	3,689	3,645	-44	-1.19%	
162 Total Expenses - Elect & Regist	6,967	6,650	4,208	7,690	6,550	-1,140	-14.82%	
171 Total Salaries - Conservation Comm	10,556	0	0	0	15,600	15,600	0.00%	Add Conservation Agent 15 hr/wk
171 Total Other - Conservation Comm	1,325	2,089	1,379	2,000	1,650	-350	-17.50%	
171 Total Expenses - Conservation Comm	11,881	2,089	1,379	2,000	17,250	15,250	762.50%	
175 Total Salaries - Planning Board	58,853	50,633	50,608	52,010	54,069	2,059	3.96%	Contracted Increase
175 Total Other - Planning Board	5,231	7,356	6,393	6,221	6,221	0	0.00%	
175 Total Expenses - Planning Board	64,084	57,989	57,001	58,231	60,290	2,059	3.54%	
176 Total Salaries - Zoning Board	10,556	0	0	0	0	0	0.00%	
176 Total Other - Zoning Board	51	335	298	335	335	0	0.00%	
176 Total Expenses - Zoning Board	10,607	335	298	335	335	0	0.00%	
177 Total Salaries - Housing Board		0	0	0	0	0	0.00%	Administer Condo Exchange Program
177 Total Other - Housing Board		0	0	0	12,900	12,900	0.00%	Engineering and ParaProfessional Services
177 Total Expenses - Housing Board		0	0	0	12,900	12,900	0.00%	
192 Total Salaries - Town Hall	73,893	199,625	180,876	198,390	209,391	11,001	5.55%	Contracted Increases & Temp. Custodian
192 Total Other - Town Hall	60,725	98,930	70,938	104,565	85,220	-19,345	-18.50%	Reduction in Network Admin. & Conferences
Total Expenses - Town Hall	134,617	298,555	251,813	302,955	294,611	-8,344	-2.75%	

Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
100 Total Town Government - Salaries	516,115	573,894	545,748	606,274	647,439	41,165	6.79%	
100 Total Town Government - Other Expenses	204,989	385,662	324,089	333,076	260,627	-72,449	-21.75%	
100 Total Town Gov. - Total Expenses	721,104	959,556	869,837	939,350	908,066	-31,284	-3.33%	
210 Total Salaries - Police	537,893	621,598	617,839	685,753	738,420	52,667	7.68%	Contracted Increases
210 Total Other - Police	125,625	173,250	173,052	91,384	128,203	36,819	40.29%	Skewed by No Cruiser Purchase in FY '03
210 Total Expenses - Police	663,518	794,848	790,891	777,137	866,623	89,486	11.51%	
220 Total Salaries - Fire	413,968	478,908	433,761	494,157	484,019	-10,138	-2.05%	Reduced Call Firefighter Wages
220 Total Other - Fire	57,881	50,850	40,374	50,850	60,000	9,150	17.99%	Ambulance Expenses Accounted Here, then
220 Total Expenses - Fire	471,849	529,758	474,135	545,007	544,019	-988	-0.18%	Reimbursed by Ambulance Fees
221 Total Salaries - Dispatch	0	179,927	150,821	179,613	184,536	4,923	2.74%	Per Contract Agreement
221 Total Other - Dispatch	0	21,888	15,698	27,138	25,638	-1,500	-5.53%	
221 Total Expenses - Dispatch	0	201,815	166,519	206,751	210,174	3,423	1.66%	
241 Total Salaries - Building Insp	61,290	45,180	45,179	48,070	0	-48,070	-100.00%	Position Changed, Covered by Contracted
241 Total Other - Building Insp	7,266	8,277	8,419	4,050	47,050	43,000	1061.73%	Services While Evaluating Needs
241 Total Expenses - Building Insp	68,556	53,457	53,598	52,120	47,050	-5,070	-9.73%	
249 Total Salaries - Asst Building Insp	2,831	6,500	5,802	6,500	0	-6,500	-100.00%	Position Changed, Covered by Contracted
249 Total Other - Asst Building Insp	0	250	0	250	0	-250	-100.00%	Building Inspector Services
249 Total Expenses - Asst Building Insp	2,831	6,750	5,802	6,750	0	-6,750	-100.00%	
291 Total Salaries - Civil Defense	0	0	0	0	0	0	0.00%	
291 Total Other - Civil Defense	50	500	72	2,500	2,500	0	0.00%	Emergency Planning Costs
291 Total Expenses - Civil Defense	50	500	72	2,500	2,500	0	0.00%	
292 Total Salaries - Dog Officer	8,170	8,379	8,160	8,608	8,944	336	3.90%	Contracted Increase
292 Total Other - Dog Officer	1,743	2,670	1,376	2,470	1,765	-705	-28.54%	Reduction in Facility Rental
292 Total Expenses - Dog Officer	9,913	11,049	9,537	11,078	10,709	-369	-3.34%	
299 Total Salaries - Field Driver	35	40	240	40	40	0	0.00%	
299 Total Other - Field Driver	0	25	5	25	25	0	0.00%	
299 Total Expenses - Field Driver	35	65	245	65	65	0	0.00%	



Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
200 Total Salaries - Protection	1,024,187	1,340,532	1,261,801	1,422,741	1,415,958	-6,783	-0.48%	
200 Total Other - Protection	192,564	257,710	238,997	178,667	265,181	86,514	48.42%	
200 Total Expenses - Protection	1,216,751	1,598,242	1,500,799	1,601,408	1,681,140	79,732	4.98%	
300 Total Expenses - Blanchard School	3,827,323	4,328,897	4,290,941	4,745,871	4,925,633	179,762	3.79%	
310 Total Expenses - Minuteman Vocational HS	145,830	141,048	141,048	204,165	232,502	28,337	13.88%	
320 Total Expenses - A/B RHS Assessment	2,791,547	3,332,201	3,332,201	3,607,454	4,326,696	719,242	19.94%	Due to both Increased Costs (75%) and increased Enrollment (25%)
300 Total Expenses - Education	6,764,700	7,802,146	7,764,190	8,557,490	9,484,831	927,341	10.84%	
422 Total Salaries - Public Works	211,045	239,220	238,748	254,172	305,013	50,841	20.00%	Transfer Station & Recycling Added to Public Works Reduced Transfer Station Tonnage/Tip Fees
422 Total Other - Public Works	260,786	326,788	251,976	285,845	233,233	-52,612	-18.41%	
422 Total Expenses - Public Works	471,831	566,008	490,724	540,017	538,246	-1,771	-0.33%	
423 Total Salaries - Snow & Ice	35,480	33,306	17,156	33,306	33,306	0	0.00%	Increased Sand/Salt Expense
423 Total Other - Snow & Ice	39,773	34,601	34,258	30,670	32,000	1,330	4.34%	
423 Total Expenses - Snow & Ice	75,254	67,907	51,414	63,976	65,306	1,330	2.08%	
424 Total Salaries - Street Lighting	0	0	0	0	0	0	0.00%	
424 Total Other - Street Lighting	1,967	2,400	2,384	2,850	2,950	100	3.51%	
424 Total Expenses - Street Lighting	1,967	2,400	2,384	2,850	2,950	100	3.51%	
429 Total Salaries - Fuel	0	0	0	0	0	0	0.00%	
429 Total Other - Fuel	30,951	32,767	24,194	32,767	32,767	0	0.00%	
429 Total Expenses - Fuel	30,951	32,767	24,194	32,767	32,767	0	0.00%	
431 Total Salaries - Hazardous Waste Coll	0	0	0	0	0	0	0.00%	
431 Total Other - Hazardous Waste Coll	0	10,396	24,705	10,396	13,950	3,554	34.19%	Increased Usage Expense, \$ per Car
431 Total Expenses - Hazardous Waste Coll	0	10,396	24,705	10,396	13,950	3,554	34.19%	
491 Total Salaries - Cemetery	7,048	7,546	6,880	7,541	7,807	266	3.53%	Schedule B Salary
491 Total Other - Cemetery	1,884	1,450	1,076	1,450	1,450	0	0.00%	
491 Total Expenses - Cemetery	8,932	8,996	7,956	8,991	9,257	266	2.96%	

Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
400 Total Salaries-Public Works & Facilities	253,573	280,072	262,784	295,019	346,127	51,108	17.32%	
400 Total - OtherPublic Works & Facilities	335,361	408,402	338,594	363,978	316,350	-47,628	-13.09%	
400 Total Exp.-Public Works - Facilities	588,934	688,474	601,377	658,997	662,477	3,480	0.53%	
510 Total Salaries - Landfill Monitoring	0	0	0	0	0	0	0.00%	
510 Total Other - Landfill Monitoring	0	7,000	5,301	7,000	5,500	-1,500	-21.43%	Recent Year's Experience
510 Total Expenses - Landfill Monitoring	0	7,000	5,301	7,000	5,500	-1,500	-21.43%	
511 Total Salaries - Board of Health	10,192	500	500	501	501	0	0.00%	
511 Total Other - Board of Health	1,138	2,755	298	4,665	5,265	600	12.86%	Increased Consulting
511 Total Expenses - Board of Health	11,329	3,255	798	5,166	5,766	600	11.61%	
519 Total Salaries - Environmental Services	0	0	0	0	0	0	0.00%	
519 Total Other - Environmental Services	8,895	9,073	9,073	9,073	9,073	0	0.00%	
519 Total Expenses - Environmental Services	8,895	9,073	9,073	9,073	9,073	0	0.00%	
521 Total Salaries - Family Services	0	0	0	0	0	0	0.00%	
521 Total Other - Family Services	4,000	4,000	4,000	4,000	4,000	0	0.00%	
521 Total Expenses - Family Services	4,000	4,000	4,000	4,000	4,000	0	0.00%	
522 Total Salaries - Nursing Services	0	0	0	0	0	0	0.00%	
522 Total Other - Nursing Services	2,191	2,235	2,236	2,325	2,325	0	0.00%	
522 Total Expenses - Nursing Services	2,191	2,235	2,236	2,325	2,325	0	0.00%	
523 Total Salaries - Human Services	0	0	0	0	0	0	0.00%	
523 Total Other - Human Services	7,000	7,000	7,000	7,000	7,000	0	0.00%	
523 Total Expense - Human Services	7,000	7,000	7,000	7,000	7,000	0	0.00%	
541 Total Salaries - Council on Aging	11,016	14,092	11,745	20,505	22,065	1,560	7.61%	Contracted Increase
541 Total Other - Council on Aging	1,132	1,580	1,113	3,435	3,435	0	0.00%	
541 Total Expenses - Council on Aging	12,148	15,672	12,858	23,940	25,500	1,560	6.52%	
543 Total Salaries - Veterans	0	550	0	50	50	0	0.00%	
543 Total Other - Veterans	277	250	79	250	250	0	0.00%	
543 Total Expenses - Veterans	277	800	79	300	300	0	0.00%	

599	Total Salaries - Inspect of Animals	700	733	733	753	783	30	3.98%	Comments
	Account Name	FY 01	FY 02	FY 02	FY 03	FY04	\$	%	
		Actual	Budget	Actual	Budget	Proposed	Change	Change	
599	Total Other - Inspect of Animals	0	600	498	600	600	0	0.00%	
599	Total Expenses - Inspect of Animals	700	1,333	1,231	1,353	1,383	30	2.22%	
600	Total Salaries-Animal Control Officer	1,587	1,988	1,988	2,044	2,126	82	4.01%	
600	Total Other-Animal Control Officer	0	0	0	300	300	0	0.00%	
600	Total Expenses-Animal Control Officer	1,587	1,988	1,988	2,344	2,426	82	3.50%	
500/	Total Salaries-Health Services	23,495	17,863	14,966	23,853	25,525	1,672	7.01%	
600									
500/	Total - Other - Health Services	24,632	34,493	29,597	38,648	37,748	-900	-2.33%	
600									
500/	Total Expenses-Health Services	48,127	52,356	44,564	62,501	63,273	772	1.24%	
600									
610	Total Salaries - Library	53,808	81,747	74,329	85,810	89,683	3,873	4.51%	Schedule B Salaries Consortium Dues Increase
610	Total Other - Library	34,727	57,984	56,661	39,819	41,003	1,184	2.97%	
610	Total Expenses - Library	88,536	139,731	130,990	125,629	130,686	5,057	4.03%	
630	Total Salaries - Recreation Comm	12,976	15,000	14,978	19,745	20,665	920	4.66%	Electricity for Irrigation Liberty Fields
630	Total Other - Recreation Comm	4,716	7,030	7,188	10,550	12,450	1,900	18.01%	
630	Total Expenses - Recreation Comm	17,692	22,030	22,166	30,295	33,115	2,820	9.31%	
691	Total Salaries - Historical Comm	0	0	0	0	0	0	0.00%	
691	Total Other - Historical Comm	44	600	23	450	450	0	0.00%	
691	Total Expenses - Historical Comm	44	600	23	450	450	0	0.00%	
692	Total Salaries - Public celebration	0	0	0	0	0	0	0.00%	
692	Total Other - Public Celebration	746	1,335	687	1,000	700	-300	-30.00%	
692	Total Expenses - Public Celebration	746	1,335	687	1,000	700	-300	-30.00%	
693	Total Salaries - Steele Farm	0	0	0	0	0	0	0.00%	
693	Total Other - Steele Farm	0	10,146	155	2,090	1,290	-800	-38.28%	
693	Total Expenses - Steele Farm	0	10,146	155	2,090	1,290	-800	-38.28%	
699	Total Salaries - A/B Cultural Council	0	0	0	0	0	0	0.00%	
699	Total Other - A/B Cultural Council	955	1,000	1,000	1,000	1,000	0	0.00%	

699	Total Expenses - A/B Cultural Council	955	1,000	1,000	1,000	1,000	0	0.00%
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	Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
600	Total Salaries - Culture & Recreation	66,784	96,747	89,307	105,555	110,348	4,793	4.54%	
600	Total Other- Culture & Recreation	41,189	78,095	65,715	54,909	56,893	1,984	3.61%	
600	Total Expenses - Culture & Recreation	107,973	174,842	155,023	160,464	167,241	6,777	4.22%	
710	Total Salaries - Maturing Debt Principal	0	0	0	0	0	0	0.00%	
710	Total Other - Maturing Debt Principal	1,053,000	889,000	889,000	909,512	857,684	-51,828	-5.70%	
710	Total Expenses-Maturing Debt Principal	1,053,000	889,000	889,000	909,512	857,684	-51,828	-5.70%	
751	Total Salaries - Maturing Debt Interest	0	0	0	0	0	0	0.00%	
751	Total Other - Maturing Debt Interest	489,046	399,589	395,787	514,429	562,368	47,939	9.32%	
751	Total Expenses - Maturing Debt Interest	489,046	399,589	395,787	514,429	562,368	47,939	9.32%	
700	Total Salaries - Debt Service	0	0	0	0	0	0	0.00%	
700	Total Other - Debt Service	1,542,046	1,288,589	1,284,787	1,423,941	1,420,052	-3,889	-0.27%	
700	Total Expenses - Debt Service	1,542,046	1,288,589	1,284,787	1,423,941	1,420,052	-3,889	-0.27%	
830	Total Salaries - County Ret. Assessment	0	0	0	0	0	0	0.00%	
830	Total Other - County Ret Assessment	162,259	170,634	170,634	193,272	232,331	39,059	20.21%	
830	Total Expenses - County Ret Assessment	162,259	170,634	170,634	193,272	232,331	39,059	20.21%	
912	Total Salaries - Other Benefit Insurance	0	0	0	0	0	0	0.00%	
912	Total Other - Other Benefit Insurance	36,873	42,700	35,802	42,433	39,030	-3,403	-8.02%	
912	Total Expenses - Other Benefit Insurance	36,873	42,700	35,802	42,433	39,030	-3,403	-8.02%	
913	Total Salaries - Deferred Compensation	0	0	0	0	0	0	0.00%	

913	Total Other - Deferred Compensation	463	6,000	0	900	500	-400	-44.44%
913	Total Expenses - Deferred Compensation	463	6,000	0	900	500	-400	-44.44%
	Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change
914	Total Salaries - FICA	0	0	0	0	0	0	0.00%
914	Total Other - FICA	21,775	22,400	22,171	22,500	22,500	0	0.00%
914	Total Expenses - FICA	21,775	22,400	22,171	22,500	22,500	0	0.00%
915	Total Salaries - Med,Life, LTD Insurance	0	0	0	0	0	0	0.00%
915	Total Other - Med,Life, LTD Insurance	545,330	661,686	658,108	709,011	838,187	129,176	18.22%
915	Total Expenses - Med,Life, LTD Insurance	545,330	661,686	658,108	709,011	838,187	129,176	18.22%
945	Total Salaries -Liability Insurance	0	0	0	0	0	0	0.00%
945	Total Other - Liability Insurance	43,365	59,171	59,120	77,842	80,000	2,158	2.77%
945	Total Expenses - Liability Insurance	43,365	59,171	59,120	77,842	80,000	2,158	2.77%
900	Total Salaries - Employee Benefits	0	0	0	0	0	0	0.00%
900	Total Other- Employee Benefits	810,065	962,591	945,835	1,045,958	1,212,548	166,590	15.93%
900	Total Expenses- Employee Benefits	810,065	962,591	945,835	1,045,958	1,212,548	166,590	15.93%
820	Total Salaries - Cherry Sheet Assessment	0	0	0	0	0	0	0.00%
820	Total Other - Cherry Sheet Assessment	21,653	36,488	42,338	0	62,034	62,034	0.00%
820	Total Expenses-Cherry Sheet Assessment	21,653	36,488	42,338	0	62,034	62,034	0.00%
131	Reserve Fund -	103,929	135,000	120,313	146,000	146,000	0	0.00%

## SUMMARY BY CATEGORIES

### SALARIES

Town Government	516,115	573,894	545,748	606,274	647,439	41,165	6.79%
Protection	1,024,187	1,340,532	1,261,801	1,422,741	1,415,958	-6,783	-0.48%
Public Works & Facilities	253,573	280,072	262,784	295,019	346,127	51,108	17.32%
Health Services	23,495	17,863	14,966	23,853	25,525	1,672	7.01%

Cultural & Recreation	66,784	96,747	89,307	105,555	110,348	4,793	4.54%
Total Town Salaries	1,884,153	2,309,108	2,174,607	2,453,442	2,545,398	91,956	3.75%

Account Name	FY 01 Actual	FY 02 Budget	FY 02 Actual	FY 03 Budget	FY04 Proposed	\$ Change	% Change	Comments
<b><u>OTHER EXPENSES</u></b>								
Town Government	204,989	385,662	324,089	333,076	260,627	-72,449	-21.75%	
Protection	192,564	257,710	238,997	178,667	265,181	86,514	48.42%	
Public Works & Facilities	335,361	408,402	338,594	363,978	316,350	-47,628	-13.09%	
Health Services	24,632	34,493	29,597	38,648	37,748	-900	-2.33%	
Cultural & Recreation	41,189	78,095	65,715	54,909	56,893	1,984	3.61%	
Total Town	798,735	1,164,362	996,993	969,278	936,799	-32,479	-3.35%	
<b><u>Total Education</u></b>	<b>6,764,700</b>	<b>7,802,146</b>	<b>7,764,190</b>	<b>8,557,490</b>	<b>9,484,831</b>	<b>927,341</b>	<b>10.84%</b>	
Employee Benefits	810,065	962,591	945,835	1,045,958	1,212,548	166,590	15.93%	
Debt Service	1,542,046	1,288,589	1,284,787	1,423,941	1,420,052	-3,889	-0.27%	
Reserve Fund	103,929	135,000	120,313	146,000	146,000	0	0.00%	
<b>TOTAL OTHER EXPENSES</b>	<b>10,019,475</b>	<b>11,352,688</b>	<b>11,112,118</b>	<b>12,142,667</b>	<b>13,200,231</b>	<b>1,057,564</b>	<b>8.71%</b>	
<b><u>TOTAL EXPENSES</u></b>								
Town Government	721,104	959,556	869,837	939,350	908,066	-31,284	-3.33%	
Protection	1,216,751	1,598,242	1,500,799	1,601,408	1,681,140	79,732	4.98%	
Public Works & Facilities	588,934	688,474	601,377	658,997	662,477	3,480	0.53%	
Health Services	48,127	52,356	44,564	62,501	63,273	772	1.24%	
Cultural & Recreation	107,973	174,842	155,023	160,464	167,241	6,777	4.22%	
Total Town	2,682,888	3,473,470	3,171,599	3,422,720	3,482,197	59,477	1.74%	
<b>TOTAL EDUCATION</b>	<b>6,764,700</b>	<b>7,802,146</b>	<b>7,764,190</b>	<b>8,557,490</b>	<b>9,484,831</b>	<b>927,341</b>	<b>10.84%</b>	
Employee Benefits	810,065	962,591	945,835	1,045,958	1,212,548	166,590	15.93%	
Debt Service	1,542,046	1,288,589	1,284,787	1,423,941	1,420,052	-3,889	-0.27%	
Reserve Fund	103,929	135,000	120,313	146,000	146,000	0	0.00%	
							0.00%	
<b>TOTAL EXPENSES</b>	<b>11,903,628</b>	<b>13,661,796</b>	<b>13,286,724</b>	<b>14,596,109</b>	<b>15,745,628</b>	<b>1,149,519</b>	<b>7.88%</b>	

ACTION ON ARTICLE 5, May 12th and 13th, 2003. On May 12th Mr. Gorman made a motion that the Town appropriate the sum of

\$15,709,100

for the operations and expenses of the Town during the fiscal year beginning July 1, 2003, the purposes for which funding are set forth in the Department Account Numbers 114 through 945, and any subheadings included under said account numbers, as printed in Article 5 of the warrant, under the heading FY' 04 Proposed, except for

Department #310, Minuteman Vocational High School, \$232,502, is decreased to \$195,973, and such amount is based on a Regional School District budget of \$15,443,465, as reduced by its current estimate of State Aid provided, however, that all State Aid received above the current estimate shall be used to reduce the FY '04 assessment and further that any increase in the amount to be raised by assessment on the Town shall require approval by a subsequent Town Meeting for a net decrease of \$36,529.

and to meet this appropriation that	\$12,252,537	be raised by taxation, provided that the Town has first voted by ballot at the municipal election to assess an additional Seven Hundred Twenty Five thousand Dollars (\$725,000) in real estate and personal property taxes for the purposes of funding the operation budgets of the Town and Public Schools for the fiscal year beginning July first two thousand and three (7/1/03)
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that estimated Cherry Sheet Aid of	\$1,660,649	
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and estimated local receipts of	\$1,135,496	be applied against this appropriation,
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that	\$15,666.65	be transferred from the closing out of old articles as printed in the warrant under Article 6
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that	\$150,000	be transferred from overlay surplus
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that	\$209,160	be transferred from the ambulance fund
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and that an amount of	\$285,591.35	or any lesser amount be transferred from Free Cash.
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Richard Small read a report advocating for the Override followed by a report by Kathleen Vorce against the Override. Mr. Wagg made a motion to accept the "A" Budget this year; then form a committee to see how we can address the budget in a more efficient manner next year. He then withdrew this motion. Mr. Duncan Brown gave an overview of the Boxborough Business Association's concern if the override should pass. Ms. Kangas made a motion to go through the budget by the hundreds. This motion failed.

A motion was made to table Article 5 until Tuesday, May 13<sup>th</sup>. This motion carried.

The first session of this Town Meeting was adjourned at 11 p.m. and reconvened at 7:30 on May 13th.

Mr. Brown called the meeting to order at 7:30 p.m. with an attendance of 324. Ms. Hilberg made a motion to take Article 5 off the table. This motion carried.

Mr. Kicelemos made a motion to reduce Line Item 123--Total Salaries-Town Administrator FY'04 proposed be

reduced to the FY'03 rate of \$125,184 for Total Salaries-Town Administrator; \$4,800 Total Other Expenses for a Total Expenses-Town Administrator of \$129,984. Mr. Follett made a motion to move the question. This motion carried. Mr. Kicelemos's motion did not carry. Owen Neville made a motion to reduce Line Item 171 from \$15,000 to "0". Ms. Golden stated that Pat White has left after serving for many years with a great deal of experience, and that there was a time limit on all projects. If we don't have the help than we won't be doing our jobs. After some discussion, Bev Lessard made a motion to move the question. This motion carried. Mr. Neville's motion did not carry. Leslie Hruby made a motion to postpone consideration of Article 5 until Thursday, May 22, 2003, and to direct the Finance Committee, in consultation with the Board of Selectmen, to return with a proposed revised budget reducing the total appropriation under Article 5 by \$725,000 for consideration by Town Meeting. Scott Apgar made a motion to move the question. This motion carried. Ms. Hruby's motion did not carry.

A motion was made by Sue Ruethers to vote on Article 5. This motion carried by a vote of 213 in favor; 48 opposed. Article 5 carried.

The second session of this meeting adjourned at 10:30 p.m. and reconvened at 7:35 p.m. on Thursday, May 15th. The articles that were voted on May 15th were Articles 22, 23, 24, 25, 26, 27 and 29. In this report, they are listed in numerical order.

The fourth session of this meeting was called at 7:30 p.m. with 254 voters in attendance.

Ms. Neville made a motion to reconsider Article 5. This motion carried.

ACTION ON ARTICLE 5, May 22nd, 2003. There was a lot of discussion as to the effects of the failure of the 2 ½ override. Mr. Rudolph made a motion to amend the budget by adding \$40.00 to Line Item 299 (Field Drivers Salary), and subtract it from Line item 122 (Selectmen's Expenses). Mr. Neville made a motion to strike "subtract from Line item 122 (Selectmen's Expenses). Mr. Apgar made a motion to move the question. Mr. Neville's motion did not carry. Mr. Rudolph's motion carried. Mr. Follett made a motion to amend Line item 300 (Blanchard School) as follows: "that the total expenses for Blanchard School be increased by the amount of \$452,860 for a total appropriation of \$4,925,633.00 contingent on the passage of a Proposition 2 ½ override vote, and that if the override does not pass by September 15, 2003, that Line item 300 be reduced to \$4,472,774". Ms. Kangas asked where the money for another election would come from and Ms. Hilberg stated that the Selectmen would not call another election. Ms. Golden made a motion to move the question. This motion carried. Mr. Follett's motion did not carry.

Ms. Kangas made a motion to decrease Line item 320 (A/B Regional School) by \$525,882.00 from \$4,326,696 to \$3,800,814.00. Mr. Fallon stated that the increase in the A/B contracts were up only 3.6%. The large increases were in medical insurance and Special Ed over which they have no control. Ms. Golden made a motion to move the question. This motion carried. Ms. Kangas's motion did not carry. Trina Touns made a motion to increase Line Item 300 (Blanchard Memorial School) by \$70,000.00 to an amount of \$4,542,774.00; said \$70,000 to be appropriated from FREE CASH. Ms. Neville stated that the School Committee does not recommend this motion as we will need the money next year. Cliff Perry said that he thinks that we are paying too much per pupil (8,092) if "A" budget passed. This is more than we pay at the region. Mr. Rudolph stated that we lack the ability to afford this motion. Mr. Moss made a motion to move the question. This motion carried. This motion carried by a vote of 107 in favor; 86 opposed. Ms. Ruether made a motion to amend by increasing Line Item 300 (Blanchard Memorial School budget) from \$4,542,774 to \$4,559,774, the \$17,000.00 increase being appropriated from FREE CASH. Lauren Grady made a motion to move the question. This motion carried. Ms. Ruether's motion failed by a vote of 70 in favor; 102 opposed.

Action on Article 5 was tabled until Thursday, May 27<sup>th</sup> with a motion from Mr. Wheeler to continue this meeting to Thursday, May 27<sup>th</sup>. This motion carried.

The fourth session of this meeting adjourned at 11:05 p.m. and reconvened at 7:30 p.m. on May 27<sup>th</sup> with an attendance of 172. On a motion by Mr. Wheeler, Article 5 was taken off the table.



REV 23 05/22/03	Account Name	<u>FY 00</u> <u>Actual</u>	<u>FY01</u> <u>Budget</u>	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Budget</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Budget</u>	<u>FY03</u> <u>April YTD</u>	<u>FY04</u>	\$ Change	% Change
114	Total Salaries - Moderator	125	125	75	125	75	125	0	75	-50	-40.00%
114	Total Other Expenses - Moderator	0	0	0	0	0	0	0	0	0	0.00%
114	Total Moderator Expenses	125	125	75	125	75	125	0	75	-50	-40.00%
119	Total Salaries - Town Constable	0	0	0	294	36	0	0	0	0	0.00%
119	Total Other Expenses - Town Constable	208	261	242	6	40	300	57	150	-150	-50.00%
119	Total Constable Expenses	208	261	242	300	76	300	57	150	-150	-50.00%
122	Total Salaries - Selectman	2,000	2,051	2,051	2,000	2,000	2,000	1,000	2,000	0	0.00%
122	Total Other Expenses - Selectman	1,163	18,900	4,173	24,165	20,028	14,165	3,607	2,190	-11,975	-84.54%
122	Total Selectman Expenses	3,163	20,951	6,223	26,165	22,028	16,165	4,607	4,190	-11,975	-74.08%
123	Total Salaries - Town Administrator	90,008	98,460	98,460	118,615	117,762	125,184	99,456	132,724	7,540	6.02%
123	Total Other Expenses- Town Administrator	0	0	0	4,800	4,800	4,800	4,000	4,800	0	0.00%
123	Total Expenses - Town Administrator	90,008	98,460	98,460	123,415	122,562	129,984	103,456	137,524	7,540	5.80%
131	Total Salaries - Finance Committee	0	0	0	0	0	0	0	0	0	0.00%
131	Total Other Expenses- Finance Committee	115	400	327	452	452	450	125	450	0	0.00%
131	Total Expenses - Finance Committee	115	400	327	452	452	450	125	450	0	0.00%
135	Total Salaries - Accountant	44,958	50,735	50,735	25,854	25,854	49,708	33,818	45,051	-4,657	-9.37%
135	Total Other Expenses- Accountant	10,983	12,480	12,192	52,035	49,705	23,225	16,254	20,340	-2,885	-12.42%
135	Total Expenses - Accountant	55,941	63,215	62,927	77,889	75,559	72,933	50,073	65,391	-7,542	-10.34%
141	Total Salaries - Assessor	70,371	66,004	65,751	52,828	44,695	47,325	38,237	50,941	3,616	7.64%
141	Total Other Expenses-Assessor	8,166	7,950	6,657	21,430	17,865	11,245	3,073	8,855	-2,390	-21.25%
141	Total Expenses - Assessor	78,537	73,954	72,408	74,258	62,560	58,570	41,310	59,796	1,226	2.09%
145	Total Salaries - Treasurer	40,506	52,926	52,926	50,369	50,369	53,528	43,437	55,630	2,102	3.93%
145	Total Other Expenses-Treasurer	20,171	18,470	15,581	33,770	23,774	66,700	16,147	18,500	-48,200	-72.26%
145	Total Expenses - Treasurer	60,677	71,396	68,508	84,139	74,143	120,228	59,584	74,130	-46,098	-38.34%
146	Total Salaries - Tax Collector	46,052	47,202	47,082	44,257	44,257	46,420	37,685	48,237	1,817	3.91%
146	Total Other Expenses-Tax Collector	11,286	14,385	13,489	19,935	14,564	15,256	11,286	13,439	-1,817	-11.91%
146	Total Expenses - Tax Collector	57,338	61,587	60,571	64,192	58,821	61,676	48,971	61,676	0	0.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
151	Total Salaries - Legal	0	0	0	0	0	0	0	0	0	0.00%
151	Total Other Expenses-Legal	53,907	80,000	77,354	109,530	108,449	75,000	60,463	64,000	-11,000	-14.67%
151	Total Expenses - Legal	53,907	80,000	77,354	109,530	108,449	75,000	60,463	64,000	-11,000	-14.67%
152	Total Salaries - Personnel Board	0	0	0	0	0	0	0	0	0	0.00%
152	Total Other Expenses-Personnel Board	180	200	195	500	253	350	290	330	-20	-5.71%
152	Total Expenses - Personal Board	180	200	195	500	253	350	290	330	-20	-5.71%
161	Total Salaries - Town Clerk	32,344	42,805	42,805	28,174	28,174	29,583	23,894	30,766	1,183	4.00%
161	Total Other Expenses-Town Clerk	2,529	5,279	2,853	4,800	1,986	2,775	646	1,592	-1,183	-42.63%
161	Total Expenses - Town Clerk	34,873	48,084	45,658	32,974	30,159	32,358	24,540	32,358	0	0.00%
162	Total Salaries - Elect & Regist	3,872	3,383	3,372	2,120	2,043	4,001	2,126	2,905	-1,096	-27.39%
162	Total Other Elect & Regist	2,347	3,756	3,594	4,530	2,165	3,689	4,090	3,645	-44	-1.19%
162	Total Expenses - Elect & Regist	6,219	7,139	6,967	6,650	4,208	7,690	6,216	6,550	-1,140	-14.82%
171	Total Salaries - Conservation Comm	9,819	11,284	10,556	0	0	0	0	0	0	0.00%
171	Total Other - Conservation Comm	1,401	2,066	1,325	2,089	1,379	2,000	1,199	1,650	-350	-17.50%
171	Total Expenses - Conservation Comm	11,219	13,350	11,881	2,089	1,379	2,000	1,199	1,650	-350	-17.50%
175	Total Salaries - Planning Board	56,800	58,997	58,853	50,633	50,608	52,010	41,853	54,069	2,059	3.96%
175	Total Other - Planning Board	6,212	6,374	5,231	7,356	6,393	6,221	5,074	4,162	-2,059	-33.10%
175	Total Expenses - Planning Board	63,012	65,371	64,084	57,989	57,001	58,231	46,926	58,231	0	0.00%
176	Total Salaries - Zoning Board	10,192	10,556	10,556	0	0	0	0	0	0	0.00%
176	Total Other - Zoning Board	158	340	51	335	298	335	73	335	0	0.00%
176	Total Expenses - Zoning Board	10,350	10,896	10,607	335	298	335	73	335	0	0.00%
177	Total Salaries - Housing Board				0	0	0	0	0	0	0.00%
177	Total Other - Housing Board				0	0	0	0	6,450	6,450	0.00%
177	Total Expenses - Housing Board				0	0	0	0	6,450	6,450	0.00%
192	Total Salaries - Town Hall	51,708	79,483	73,893	199,625	180,876	198,390	150,282	198,760	370	0.19%
192	Total Other - Town Hall	69,452	66,497	60,725	98,930	70,938	104,565	46,201	77,371	-27,194	-26.01%
	Total Expenses - Town Hall	121,160	145,980	134,617	298,555	251,813	302,955	196,483	276,131	-26,824	-8.85%

REV 23 05/22/03	Account Name	<u>FY 00</u> <u>Actual</u>	<u>FY01</u> <u>Budget</u>	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Budget</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Budget</u>	<u>FY03</u> <u>April YTD</u>	<u>FY04</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
	Total Town Government - Salaries	458,754	524,011	517,115	574,894	546,748	608,274	471,787	621,158	12,884	2.12%
	Total Town Government - Other Expenses	188,277	237,358	203,989	384,662	323,089	331,076	172,586	228,259	-102,817	-31.06%
	Total Town Government - Total Expenses	647,031	761,369	721,104	959,556	869,837	939,350	644,373	849,417	-89,933	-9.57%
210	Total Salaries - Police	424,457	557,870	537,893	621,598	617,839	685,753	526,336	685,784	31	0.00%
210	Total Other - Police	158,946	162,275	125,625	173,250	173,052	91,384	59,441	91,328	-56	-0.06%
210	Total Expenses - Police	583,402	720,145	663,518	794,848	790,891	777,137	585,777	777,112	-25	0.00%
220	Total Salaries - Fire	393,497	414,009	413,968	478,908	433,761	494,157	344,628	475,775	-18,382	-3.72%
220	Total Other - Fire	84,022	70,383	57,881	50,850	40,374	50,850	42,611	53,020	2,170	4.27%
220	Total Expenses - Fire	477,519	484,392	471,849	529,758	474,135	545,007	387,240	528,795	-16,212	-2.97%
221	Total Salaries - Dispatch	0	0	0	179,927	150,821	179,613	118,491	187,451	7,838	4.36%
221	Total Other - Dispatch	0	0	0	21,888	15,698	27,138	19,436	19,300	-7,838	-28.88%
221	Total Expenses - Dispatch	0	0	0	201,815	166,519	206,751	137,927	206,751	0	0.00%
241	Total Salaries - Building Insp	46,994	61,664	61,290	45,180	45,179	48,070	20,337	0	-48,070	-100.00%
241	Total Other - Building Insp	2,880	7,304	7,266	8,277	8,419	4,050	17,647	39,900	35,850	885.19%
241	Total Expenses - Building Insp	49,874	68,968	68,556	53,457	53,598	52,120	37,984	39,900	-12,220	-23.45%
249	Total Salaries - Asst Building Insp	337	6,500	2,831	6,500	5,802	6,500	1,359	0	-6,500	-100.00%
249	Total Other - Asst Building Insp	0	0	0	250	0	250	0	0	-250	-100.00%
249	Total Expenses - Asst Building Insp	337	6,500	2,831	6,750	5,802	6,750	1,359	0	-6,750	-100.00%
291	Total Salaries - Civil Defense	0	0	0	0	0	0	0	0	0	0.00%
291	Total Other - Civil Defense	500	500	50	500	72	2,500	569	500	-2,000	-80.00%
291	Total Expenses - Civil Defense	500	500	50	500	72	2,500	569	500	-2,000	-80.00%
292	Total Salaries - Dog Officer	8,000	8,275	8,170	8,379	8,160	8,608	6,290	8,944	336	3.90%
292	Total Other - Dog Officer	1,235	1,743	1,743	2,670	1,376	2,470	1,144	1,765	-705	-28.54%
292	Total Expenses - Dog Officer	9,235	10,018	9,913	11,049	9,537	11,078	7,434	10,709	-369	-3.34%
299	Total Salaries - Field Driver	35	35	35	40	240	40	40	0	-40	-100.00%
299	Total Other - Field Driver	8	20	0	25	5	25	0	0	-25	-100.00%
299	Total Expenses - Field Driver	43	55	35	65	245	65	40	0	-65	-100.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
200	Tota Salaries - Protection	873,319	1,048,353	1,024,187	1,340,532	1,261,801	1,422,741	1,017,481	1,357,953	-64,788	-4.55%
200	Total Other - Protection	247,590	242,225	192,564	257,710	238,997	178,667	140,848	205,813	27,146	15.19%
200	Toatl Expenses - Protection	1,120,910	1,290,578	1,216,751	1,598,242	1,500,799	1,601,408	1,158,329	1,563,766	-37,642	-2.35%
300	Total Salaries - Blanchard School	2,231,475	2,692,346	2,709,115	2,936,542	2,917,093	3,064,526	2,256,523	3,061,449	-3,077	-0.10%
300	Total Other - School-Blanchard School	886,702	1,141,296	1,118,207	1,392,355	1,373,848	1,681,345	1,328,531	1,411,325	-270,020	-16.06%
300	Total Expenses - Blanchard School	3,118,176	3,833,642	3,827,323	4,328,897	4,290,941	4,745,871	3,585,054	4,472,774	-273,097	-5.75%
310	Total Salaries - Minuteman Vocational HS	0	0	0	0	0	0	0	0	0	0.00%
310	Total Other - Minuteman Vocational HS	113,327	145,830	145,830	141,048	141,048	204,165	204,165	195,973	-8,192	-4.01%
310	Total Expenses - Minuteman Vocational HS	113,327	145,830	145,830	141,048	141,048	204,165	204,165	195,973	-8,192	-4.01%
320	Total Salaries - A/B RHS Assessment	0	0	0	0	0	0	0	0	0	0.00%
320	Total Other - A/B RHS Assessment	2,580,565	2,791,547	2,791,547	3,332,201	3,332,201	3,607,454	3,022,950	4,326,696	719,242	19.94%
320	Total Expenses - A/B RHS Assessment	2,580,565	2,791,547	2,791,547	3,332,201	3,332,201	3,607,454	3,022,950	4,326,696	719,242	19.94%
	Tota Salaries - Education	2,231,475	2,692,346	2,709,115	2,936,542	2,917,093	3,064,526	2,256,523	3,061,449	-3,077	-0.10%
	Total Other - Education	3,580,594	4,078,673	4,055,584	4,865,604	4,847,097	5,492,964	4,555,646	5,933,994	441,030	8.03%
	Total Expenses - Education	5,812,068	6,771,019	6,764,700	7,802,146	7,764,190	8,557,490	6,812,169	8,995,443	437,953	5.12%
422	Total Salaries - Public Works	192,357	212,837	211,045	239,220	238,748	254,172	200,136	274,520	20,348	8.01%
422	Total Other - Public Works	183,045	301,688	260,786	326,788	251,976	285,845	165,316	231,983	-53,862	-18.84%
422	Total Expenses - Public Works	375,402	514,525	471,831	566,008	490,724	540,017	365,451	506,503	-33,514	-6.21%
423	Total Salaries - Snow & Ice	10,680	35,480	35,480	33,306	17,156	33,306	41,138	33,306	0	0.00%
423	Total Other - Snow & Ice	22,026	39,773	39,773	34,601	34,258	30,670	58,547	32,000	1,330	4.34%
423	Total Expenses - Snow & Ice	32,705	75,254	75,254	67,907	51,414	63,976	99,684	65,306	1,330	2.08%
424	Total Salaries - Street Lighting	0	0	0	0	0	0	0	0	0	0.00%
424	Total Other - Street Lighting	2,060	2,400	1,967	2,400	2,384	2,850	2,995	2,950	100	3.51%
424	Total Expenses - Street Lighting	2,060	2,400	1,967	2,400	2,384	2,850	2,995	2,950	100	3.51%
429	Total Salaries - Fuel	0	0	0	0	0	0	0	0	0	0.00%
429	Total Other - Fuel	18,413	31,720	30,951	32,767	24,194	32,767	22,885	32,767	0	0.00%
429	Total Expenses - Fuel	18,413	31,720	30,951	32,767	24,194	32,767	22,885	32,767	0	0.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
431	Total Salaries - Hazardous Waste Coll	0	0	0	0	0	0	0	0	0	0.00%
431	Total Other - Hazardous Waste Coll	6,378	0	0	10,396	24,705	10,396	13,950	0	-10,396	-100.00%
431	Total Expenses - Hazardous Waste Coll	6,378	0	0	10,396	24,705	10,396	13,950	0	-10,396	-100.00%
491	Total Salaries - Cemetery	6,975	7,212	7,048	7,546	6,880	7,541	3,327	7,807	266	3.53%
491	Total Other - Cemetery	1,471	2,655	1,884	1,450	1,076	1,450	0	1,150	-300	-20.69%
491	Total Expenses - Cemetery	8,446	9,867	8,932	8,996	7,956	8,991	3,327	8,957	-34	-0.38%
	Total Salaries-Public Works & Facilities	210,012	255,530	253,573	280,072	262,784	295,019	244,600	315,633	20,614	6.99%
	Total - OtherPublic Works & Facilities	233,392	378,236	335,361	408,402	338,594	363,978	263,692	300,850	-63,128	-17.34%
	Total Expenses-Public Works - Facilities	443,404	633,766	588,934	688,474	601,377	658,997	508,293	616,483	-42,514	-6.45%
510	Total Salaries - Landfill Monitoring	0	0	0	0	0	0	0	0	0	0.00%
510	Total Other - Landfill Monitoring	6,084	7,000	0	7,000	5,301	7,000	3,977	5,500	-1,500	-21.43%
510	Total Expenses - Landfill Monitoring	6,084	7,000	0	7,000	5,301	7,000	3,977	5,500	-1,500	-21.43%
511	Total Salaries - Board of Health	9,601	10,192	10,192	500	500	501	250	501	0	0.00%
511	Total Other - Board of Health	722	2,705	1,138	2,755	298	4,665	1,269	1,765	-2,900	-62.17%
511	Total Expenses - Board of Health	10,323	12,897	11,329	3,255	798	5,166	1,519	2,266	-2,900	-56.14%
519	Total Salaries - Environmental Services	0	0	0	0	0	0	0	0	0	0.00%
519	Total Other - Environmental Services	8,895	8,895	8,895	9,073	9,073	9,073	9,073	9,073	0	0.00%
519	Total Expenses - Environmental Services	8,895	8,895	8,895	9,073	9,073	9,073	9,073	9,073	0	0.00%
521	Total Salaries - Family Services	0	0	0	0	0	0	0	0	0	0.00%
521	Total Other - Family Services	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	0	0.00%
521	Total Expenses - Family Services	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	0	0.00%
522	Total Salaries - Nursing Services	0	0	0	0	0	0	0	0	0	0.00%
522	Total Other - Nursing Services	2,191	2,191	2,191	2,235	2,236	2,325	2,325	2,325	0	0.00%
522	Total Expenses - Nursing Services	2,191	2,191	2,191	2,235	2,236	2,325	2,325	2,325	0	0.00%
523	Total Salaries - Mental Health Services	0	0	0	0	0	0	0	0	0	0.00%
523	Total Other - Mental Health Svices	7,000	7,000	7,000	7,000	7,000	7,000	5,250	7,000	0	0.00%
523	Total Expenses - Mental Health Services	7,000	7,000	7,000	7,000	7,000	7,000	5,250	7,000	0	0.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
541	Total Salaries - Council on Aging	6,701	11,031	11,016	14,092	11,745	20,505	16,299	22,065	1,560	7.61%
541	Total Other - Council on Aging	713	1,170	1,132	1,580	1,113	3,435	2,441	2,785	-650	-18.92%
541	Total Expenses - Council on Aging	7,414	12,201	12,148	15,672	12,858	23,940	18,739	24,850	910	3.80%
543	Total Salaries - Veterans	0	0	0	550	0	50	0	50	0	0.00%
543	Total Other - Veterans	236	250	277	250	79	250	305	250	0	0.00%
543	Total Expenses - Veterans	236	250	277	800	79	300	305	300	0	0.00%
599	Total Salaries - Inspect of Animals	700	700	700	733	733	753	376	783	30	3.98%
599	Total Other - Inspect of Animals	0	0	0	600	498	600	404	0	-600	-100.00%
599	Total Expenses - Inspect of Animals	700	700	700	1,333	1,231	1,353	780	783	-570	-42.13%
600	Total Salaries - Animal Control Officer	625	1,900	1,587	1,988	1,988	2,044	1,022	2,126	82	4.01%
600	Total Other - Animal Control Officer	0	0	0	0	0	300	0	0	-300	-100.00%
600	Total Expenses - Animal Control Officer	625	1,900	1,587	1,988	1,988	2,344	1,022	2,126	-218	-9.30%
	Total Salaries-Health Services	17,627	23,823	23,495	17,863	14,966	23,853	17,946	25,525	1,672	7.01%
	Total - Other - Health Services	29,841	33,211	24,632	34,493	29,597	38,648	29,044	32,698	-5,950	-15.40%
	Total Expenses-Health Services	47,468	57,034	48,127	52,356	44,564	62,501	46,990	58,223	-4,278	-6.84%
610	Total Salaries - Library	52,564	72,761	53,808	81,747	74,329	85,810	62,913	86,308	498	0.58%
610	Total Other - Library	31,380	34,839	34,727	57,984	56,661	39,819	29,154	39,321	-498	-1.25%
610	Total Expenses - Library	83,944	107,600	88,536	139,731	130,990	125,629	92,067	125,629	0	0.00%
630	Total Salaries - Recreation Comm	11,613	14,900	12,976	15,000	14,978	19,745	18,448	20,665	920	4.66%
630	Total Other - Recreation Comm	4,285	5,300	4,716	7,030	7,188	10,550	5,305	9,629	-921	-8.73%
630	Total Expenses - Recreation Comm	15,898	20,200	17,692	22,030	22,166	30,295	23,753	30,294	-1	0.00%
691	Total Salaries - Historical Comm	0	0	0	0	0	0	0	0	0	0.00%
691	Total Other - Historical Comm	361	500	44	600	23	450	0	300	-150	-33.33%
691	Total Expenses - Historical Comm	361	500	44	600	23	450	0	300	-150	-33.33%
692	Total Salaries - Public celebration	0	0	0	0	0	0	0	0	0	0.00%
692	Total Other - Public Celebration	896	1,185	746	1,335	687	1,000	288	700	-300	-30.00%
692	Total Expenses - Public Celebration	896	1,185	746	1,335	687	1,000	288	700	-300	-30.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
693	Total Salaries - Steele Farm	0	0	0	0	0	0	0	0	0	0.00%
693	Total Other - Steele Farm	0	0	0	10,146	155	2,090	209	500	-1,590	-76.08%
693	Total Expenses - Steele Farm	0	0	0	10,146	155	2,090	209	500	-1,590	-76.08%
699	Total Salaries - A/B Cultural Council	0	0	0	0	0	0	0	0	0	0.00%
699	Total Other - A/B Cultural Council	1,000	1,000	955	1,000	1,000	1,000	200	1,000	0	0.00%
699	Total Expenses - A/B Cultural Council	1,000	1,000	955	1,000	1,000	1,000	200	1,000	0	0.00%
	Total Salaries - Culture & Recreation	64,177	87,661	66,784	96,747	89,307	105,555	81,360	106,973	1,418	1.34%
	Total Other- Culture & Recreation	37,922	42,824	41,189	78,095	65,715	54,909	35,156	51,450	-3,459	-6.30%
	Total Expenses - Culture & Recreation	102,099	130,485	107,973	174,842	155,023	160,464	116,517	158,423	-2,041	-1.27%
710	Total Salaries - Maturing Debt Principal	0	0	0	0	0	0	0	0	0	0.00%
710	Total Other - Maturing Debt Principal	1,017,400	947,001	1,053,000	889,000	889,000	909,512	796,634	857,684	-51,828	-5.70%
710	Total Expenses - Maturing Debt Principal	1,017,400	947,001	1,053,000	889,000	889,000	909,512	796,634	857,684	-51,828	-5.70%
751	Total Salaries - Maturing Debt Interest	0	0	0	0	0	0	0	0	0	0.00%
751	Total Other - Maturing Debt Interest	772,999	490,848	489,046	399,589	395,787	514,429	471,884	562,368	47,939	9.32%
751	Total Expenses - Maturing Debt Interest	772,999	490,848	489,046	399,589	395,787	514,429	471,884	562,368	47,939	9.32%
	Total Salaries - Debt Service	0	0	0	0	0	0	0	0	0	0.00%
	Total Other - Debt Service	1,790,399	1,437,849	1,542,046	1,288,589	1,284,787	1,423,941	1,268,518	1,420,052	-3,889	-0.27%
	Total Expenses - Debt Service	1,790,399	1,437,849	1,542,046	1,288,589	1,284,787	1,423,941	1,268,518	1,420,052	-3,889	-0.27%
830	Total Salaries - County Ret. Assessment	0	0	0	0	0	0	0	0	0	0.00%
830	Total Other - County Ret Assessment	180,142	181,881	162,259	170,634	170,634	193,272	193,272	232,331	39,059	20.21%
830	Total Expenses - County Ret Assessment	180,142	181,881	162,259	170,634	170,634	193,272	193,272	232,331	39,059	20.21%
912	Total Salaries - Other Benefit Insurance	0	0	0	0	0	0	0	0	0	0.00%
912	Total Other - Other Benefit Insurance	34,051	37,252	36,873	42,700	35,802	42,433	27,310	98,049	55,616	131.07%
912	Total Expenses - Other Benefit Insurance	34,051	37,252	36,873	42,700	35,802	42,433	27,310	98,049	55,616	131.07%
913	Total Salaries - Deferred Compensation	0	0	0	0	0	0	0	0	0	0.00%
913	Total Other - Deferred Compensation	3,850	6,000	463	6,000	0	900	0	0	-900	-100.00%
913	Total Expenses - Deferred Compensation	3,850	6,000	463	6,000	0	900	0	0	-900	-100.00%

REV 23	Account Name	FY 00	FY01	FY 01	FY 02	FY 02	FY 03	FY03	FY04	\$	%
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
914	Total Salaries - FICA	0	0	0	0	0	0	0	0	0	0.00%
914	Total Other - FICA	11,363	21,775	21,775	22,400	22,171	22,500	9,845	22,500	0	0.00%
914	Total Expenses - FICA	11,363	21,775	21,775	22,400	22,171	22,500	9,845	22,500	0	0.00%
915	Total Salaries - Med,Life, LTD Insurance	0	0	0	0	0	0	0	0	0	0.00%
915	Total Other - Med,Life, LTD Insurance	490,285	550,005	545,330	661,686	658,108	709,011	622,001	802,430	93,419	13.18%
915	Total Expenses - Med,Life, LTD Insurance	490,285	550,005	545,330	661,686	658,108	709,011	622,001	802,430	93,419	13.18%
945	Total Salaries -Liability Insurance	0	0	0	0	0	0	0	0	0	0.00%
945	Total Other - Liability Insurance	44,340	44,928	43,365	59,171	59,120	77,842	70,326	80,000	2,158	2.77%
945	Total Expenses - Liability Insurance	44,340	44,928	43,365	59,171	59,120	77,842	70,326	80,000	2,158	2.77%
	Total Salaries - Employee Benefits	0	0	0	0	0	0	0	0	0	0.00%
	Total Other- Employee Benefits	764,031	841,841	810,065	962,591	945,835	1,045,958	922,754	1,235,310	189,352	18.10%
	Total Expenses- Employee Benefits	764,031	841,841	810,065	962,591	945,835	1,045,958	922,754	1,235,310	189,352	18.10%
820	Total Salaries - Cherry Sheet Assessment	0	0	0	0	0	0	0	0	0	0.00%
820	Total Other - Cherry Sheet Assessment	22,716	19,987	21,653	36,488	42,338	0	0	62,034	62,034	0.00%
820	Total Expenses - Cherry Sheet Assessment	22,716	19,987	21,653	36,488	42,338	0	0	62,034	62,034	0.00%
131	Reserve Fund - Original Budget	120,000	120,000	0	135,000	0	146,000	0	146,000	0	0.00%
131	Reserve Fund - Transferred Out	-81,645	-103,929	0	-120,313	0	0	0	0	0	0.00%
131	Reserve Fund - Net Balance	38,355	16,072	0	14,687	0	146,000	0	146,000	0	0.00%
	SALARIES										
	Town Government	458,754	524,011	517,115	574,894	546,748	608,274	471,787	621,158	12,884	2.12%
	Protection	873,319	1,048,353	1,024,187	1,340,532	1,261,801	1,422,741	1,017,481	1,357,953	-64,788	-4.55%
	Public Works & Facilities	210,012	255,530	253,573	280,072	262,784	295,019	244,600	315,633	20,614	6.99%
	Health Services	17,627	23,823	23,495	17,863	14,966	23,853	17,946	25,525	1,672	7.01%
	Cultural & Recreation	64,177	87,661	66,784	96,747	89,307	105,555	81,360	106,973	1,418	1.34%
	Total Town	1,623,889	1,939,377	1,885,153	2,310,108	2,175,607	2,455,442	1,833,175	2,427,243	-28,199	-1.15%
	Education	2,231,475	2,692,346	2,709,115	2,936,542	2,917,093	3,064,526	2,256,523	3,061,449	-3,077	-0.10%
	Employee Benefits	0	0	0	0	0	0	0	0	0	0.00%
	Debt Service	0	0	0	0	0	0	0	0	0	0.00%
	Reserve Fund	0	0	0	0	0	0	0	0	0	0.00%
	Cherry Sheet Assessments	0	0	0	0	0	0	0	0	0	0.00%
	TOTAL SALARIES	3,855,364	4,631,723	4,594,269	5,246,650	5,092,700	5,519,968	4,089,699	5,488,692	-31,276	-0.57%



REV 23	<u>Account Name</u>	<u>FY 00</u>	<u>FY01</u>	<u>FY 01</u>	<u>FY 02</u>	<u>FY 02</u>	<u>FY 03</u>	<u>FY03</u>	<u>FY04</u>	<u>\$</u>	<u>%</u>
05/22/03		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>April YTD</u>		<u>Change</u>	<u>Change</u>
	OTHER EXPENSES										
	Town Government	188,277	237,358	203,989	384,662	323,089	331,076	172,586	228,259	-102,817	-31.06%
	Protection	247,590	242,225	192,564	257,710	238,997	178,667	140,848	205,813	27,146	15.19%
	Public Works & Facilities	233,392	378,236	335,361	408,402	338,594	363,978	263,692	300,850	-63,128	-17.34%
	Health Services	29,841	33,211	24,632	34,493	29,597	38,648	29,044	32,698	-5,950	-15.40%
	Cultural & Recreation	37,922	42,824	41,189	78,095	65,715	54,909	35,156	51,450	-3,459	-6.30%
	Total Town	737,023	933,855	797,735	1,163,362	995,993	967,278	641,327	819,070	-148,208	-15.32%
	Education	3,580,594	4,078,673	4,055,584	4,865,604	4,847,097	5,492,964	4,555,646	5,933,994	441,030	8.03%
	Employee Benefits	764,031	841,841	810,065	962,591	945,835	1,045,958	922,754	1,235,310	189,352	18.10%
	Debt Service	1,790,399	1,437,849	1,542,046	1,288,589	1,284,787	1,423,941	1,268,518	1,420,052	-3,889	-0.27%
	Reserve Fund	0	16,072	0	14,687	0	146,000	0	146,000	0	0.00%
	Cherry Sheet Assessments	0	0	0	0	0	0	0	0	0	0.00%
	Reserve Fund						0				
	TOTAL OTHER EXPENSES	6,872,046	7,308,289	7,205,430	8,294,833	8,073,712	8,108,863	7,388,245	9,554,427	626,493	17.83%
	TOTAL EXPENSES										
	Town Government	647,031	761,369	721,104	959,556	869,837	939,350	644,373	849,417	-89,933	-9.57%
	Protection	1,120,910	1,290,578	1,216,751	1,598,242	1,500,799	1,601,408	1,158,329	1,563,766	-37,642	-2.35%
	Public Works & Facilities	443,404	633,766	588,934	688,474	601,377	658,997	508,293	616,483	-42,514	-6.45%
	Health Services	47,468	57,034	48,127	52,356	44,564	62,501	46,990	58,223	-4,278	-6.84%
	Cultural & Recreation	102,099	130,485	107,973	174,842	155,023	160,464	116,517	158,423	-2,041	-1.27%
	Total Town	2,360,912	2,873,231	2,682,888	3,473,470	3,171,599	3,422,720	2,474,502	3,246,314	-176,406	-5.15%
	Education	5,812,068	6,771,019	6,764,700	7,802,146	7,764,190	8,557,490	6,812,169	8,995,443	437,953	5.12%
	Employee Benefits	764,031	841,841	810,065	962,591	945,835	1,045,958	922,754	1,235,310	189,352	18.10%
	Debt Service	1,790,399	1,437,849	1,542,046	1,288,589	1,284,787	1,423,941	1,268,518	1,420,052	-3,889	-0.27%
	Cherry Sheet Assessments	0	0	0	0	0	0	0	0	0	0.00%
	Reserve Fund	0	16,072	103,929	135,000	120,213	146,000	0	146,000	0	-100.00%
	Reserve Fund						0				
	TOTAL EXPENSES	10,727,410	11,940,012	11,903,628	13,661,796	13,286,625	14,596,109	11,477,943	15,043,119	447,010	3.06%

On Mr. Gorman's motion, the Town did vote, unanimously, to appropriate the sum of

**\$15,113,119** (includes + \$70,000 Blanchard amendment)

for the operations and expenses of the Town during the fiscal year beginning July 1, 2003, 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 the "B Budget" Article 5 summary provided as a handout, under the heading FY '04, Except that

Department 122, Selectman Expenses is decreased from \$2,190 to \$2,150, for a reduction of \$40.

Department 221, Dispatch, the salary line is decreased from \$187,451 to \$184,537 for a reduction of \$2,914, and the expense line is increased from \$19,300 to \$22,214 for an increase of \$2,914, the total Expenses for Department 221, Dispatch, remaining unchanged at \$206,751.

Department 299, Field Driver, the salary line is increased from \$0 to \$40, for an increase of \$40.

Department 300, Blanchard School, Total Expenses, is increased from \$4,472,774 to \$4,542,774 for an increase of \$70,000

and to meet this appropriation that	\$11,527,537	be raised by taxation,
that estimated Cherry Sheet Aid of	\$1,660,649	

and estimated local receipts of	\$1,135,496	be applied against this appropriation,
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that	\$15,666.65	be transferred from the closing out of old articles as printed in the warrant under Article 6
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that	\$150,000	be transferred from overlay surplus
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that	\$209,160	Be transferred from the ambulance fund
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and that an amount of	\$414,610.35	or any lesser amount be transferred from Free Cash.
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**ARTICLE 6 Close Out Old Articles\*\***  
(Majority vote required)

To see if the Town will vote to transfer the unexpended balance of monies in the amount of Fifteen Thousand Six Hundred Sixty-Six Dollars and sixty-five cents (\$15,666.65), more or less as voted by past Town Meetings, to be used towards funding the Town's operating budget for the fiscal year beginning July 1, 2003 as detailed in Article 5, or take or take any other action relative thereto.

The articles to be closed or reduced are indicated below:

Article 7	10/96 (ATM)	Fire Pond	\$14.90
Article 2	05/98 (ATM)	Town By-Laws Intern	\$720.55
Article 7	05/99 (ATM)	Rescue/Pumper/Fire Dept. Special Article	\$11.02
Article 9	11/99 (STM)	Active Recreation Feasibility Study	\$7,926.83
Article 5	03/00 (STM)	Amendment to Blanchard Budget	\$1,131.08
Article 7	03/01 (STM)	Blanchard Supplemental Appropriation	\$0.88
Article 6	11/01(ATM)	Fire Rescue Air Trucks	\$197.86
Article 7	11/01 (ATM)	SCBA Compressor System	\$1,890.85
Article 18	05/02 (STM)	Town Hall Phone System	\$3,772.68
<b>Total:</b>			<b>\$15,666.65</b>

or take any other action relative thereto.

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

**The Finance Committee recommends unanimously.**

The purposes for which these funds were appropriated in past Town Meetings have been fulfilled, and transferring these amounts from their respective holding accounts will help to relieve our current budgetary needs. Additionally, closing out these old warrant articles “cleans-up” the Town’s books in accordance with advice from our auditors.

ACTION ON ARTICLE 6, May 12, 2003. On Mr. Brown’s motion, the Town did vote, unanimously, on the consent agenda in favor of Article 6.

#### **ARTICLE 7 REVOLVING FUND - ELECTRICAL INSPECTION \*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Electrical Inspector for inspections conducted by him up to Fifty Thousand Dollars (\$50,000), to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for inspections for permits not yet completed; or take any other action relative thereto.

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

**The Finance Committee recommends unanimously.**

This article is required to re-authorize the revolving fund established to pay electrical inspectors from the fees collected for the indicated purpose, and to set the maximum annual disbursement from the fund. Currently, the applicable fee schedule states that 90% of electrical inspection fees collected must be disbursed to the Electrical Inspector, and 10% remains for Town administrative fees. Finance Committee supports the disbursement cap of \$50,000 and the provision to rollover unused funds to FY05. This article has no tax rate implications to the Town.

ACTION ON ARTICLE 7, May 13, 2003. On Mr. Wheeler's motion, the Town did vote, unanimously, to reauthorize a revolving fund pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 for the purposes of receiving fees and paying the Electrical Inspector for inspections conducted by him up to Fifty Thousand Dollars (\$50,000), to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for inspections for permits not yet completed.

#### **ARTICLE 8        REVOLVING FUND - PLUMBING AND GAS INSPECTION \*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Plumbing/Gas Inspector for inspections conducted by him up to Fifteen Thousand Dollars (\$15,000) to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for inspections for permits not yet completed; or take any other action relative thereto.

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

#### **The Finance Committee recommends unanimously.**

This article is required to re-authorize the revolving fund established to pay the Plumbing and Gas Inspectors from the fees collected for the indicated purpose, and to set the maximum annual disbursement from the fund. Currently, the applicable fee schedule states that 90% of plumbing and gas inspection fees collected must be disbursed to the Plumbing and Gas Inspector, and 10% remains for Town administrative fees. The Finance Committee supports the disbursement cap of \$15,000 and the provision to rollover unused funds to FY05. This article has no tax rate implications to the Town.

ACTION ON ARTICLE 8, May 13, 2003. On Mr. Wheeler's motion, the Town did vote, unanimously, to reauthorize a revolving fund pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 for the purposes of receiving fees and paying the Plumbing/Gas Inspector for inspections conducted by him up to Fifteen Thousand Dollars (\$15,000) to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for inspections for permits not yet completed.

#### **ARTICLE 9        REVOLVING FUND - FIRE ARMS PERMITS \*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for Fire Arms Permits up to Two Thousand Dollars (\$2,000) to be under the direction of the Police Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed; or take any other action relative thereto.

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

#### **The Finance Committee recommends unanimously.**

This article re-authorizes the existing revolving fund for the purposes indicated. According to State firearms law, the Police Department collects fees when issuing a firearms permit. They must then submit 50% of those fees to the State. This fund allows the financial mechanism to work efficiently. It is capped at the same level as FY '03 (\$2,000) and has no tax rate implications to the Town.

**ACTION ON ARTICLE 9**, May 13, 2003. On Mr. Wheeler's motion, the Town did vote, unanimously, to reauthorize a revolving fund pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 for the purposes of receiving monies and paying expenses for Fire Arms Permits up to Two Thousand Dollars (\$2,000) to be under the direction of the Police Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed.

**ARTICLE 10 REVOLVING FUND - LIBRARY FINES\*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E and 1/2 to reauthorize a revolving fund for purposes of receiving library fees, fines and penalties and that all fees, fines and penalties be deposited in said fund to pay for library material acquisitions or services, up to a maximum of Four Thousand Dollars (\$4,000), to be under the direction of the Library Director who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed; or take any other action relative thereto.

**The Library Board of Trustees recommends.**

Trustees recommend passage of this article. It would permit the library to use fees and fines that are collected up to \$4,000 per year for acquisition or replacement of materials and services provided by the library.

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

**The Finance Committee recommends unanimously.**

In prior years, library fees, fines and penalties were returned to the Town's General Fund, rolling into free cash at the end of each year. This article re-authorizes the recent revolving fund receiving and disbursing these monies, and increases the maximum allowed yearly expenditure from \$2,000 to \$4,000. The Finance Committee believes that the library should be allowed to use these modest fees to replace and/or augment their current holdings, thus enjoying to at least a small degree the results of their labors. There is no direct tax rate implication to the Town associated with this article.

**ACTION ON ARTICLE 10**, May 13, 2003. On Mr. Ross's motion, the Town did vote, unanimously, to reauthorize a revolving fund pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 for the purposes of receiving library fees, fines and penalties and that all fees, fines and penalties be deposited in said fund to pay for library material acquisitions or services, up to a maximum of Four Thousand Dollars (\$4,000), to be under the direction of the Library Director who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed.

**ARTICLE 11 REVOLVING FUND - DOG LICENSE FEES\*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44 Section 53E 1/2 to reauthorize a revolving fund for the purpose of receiving dog licensing fees and that all licensing fees and penalties be deposited in said fund to pay for costs up to a maximum of Four Thousand Dollars (\$4,000) annually relating to the licensing, damage to livestock and fowl, and penalties paid to the Dog Officer, to be under the direction of the Town Clerk who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed; or take any other action relative thereto.

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

**The Finance Committee recommends unanimously.**

This article re-authorizes the existing revolving fund. It allows for the acceptance of licensing fees and provides the financial mechanism to pay for the expenses related to licensing, assessing fines and for damage to fowl or livestock. It is funded at the same level (\$4,000 maximum) as authorized in FY'03 and has no tax rate implications to the Town.

**ACTION ON ARTICLE 11**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 11.

**ARTICLE 12      REVOLVING FUND – STEELE FARM\*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies from the sale of Christmas tree activities and paying expenses for the Steele Farm up to Three Thousand Dollars (\$3,000), to be under the direction of the Steele Farm Advisory Committee who shall approve all such expenditure by a majority vote; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005 to pay for expenses not yet completed; or take any other action relative thereto.

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

**The Finance Committee recommends unanimously.**

This article re-authorizes the existing revolving fund at a maximum expenditure level of \$3,000, the same level as was approved in FY '03. Approval will provide the Steele Farm Advisory Committee the financial means to perform necessary maintenance functions, as well as such restoration or improvements as they may deem advisable. This article has no tax rate implication to the Town.

**ACTION ON ARTICLE 12**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 12.

**ARTICLE 13      REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM\*\***

(Majority vote required)

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for the Integrated Preschool Program up to Forty-Four Thousand Dollars (\$44,000), to be managed by the Blanchard Memorial School Business Manager, who under the direction of the Boxborough School Committee and Blanchard Memorial School Superintendent, shall approve all such expenditures; and further to provide that the monies remaining in the fund at the end of fiscal year 2004 be carried over into fiscal year 2005; or take any other action relative thereto.

**The Boxborough School Committee recommends.**

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

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

**The Finance Committee recommends unanimously.**

This article re-authorizes a revolving fund initially approved in the May 2002 Annual Town Meeting, up to a maximum level of \$44,000. The Integrated Pre-School Program initiative has proved both beneficial to the students involved and a financially effective means of providing required services. Re-authorizing this revolving fund will

ensure that tuitions and other fees collected will benefit the Program, offsetting School Department costs and effectively reducing the Program appropriations by the estimated fees to be collected.

**ACTION ON ARTICLE 13**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 13.

#### **ARTICLE 14 ELDERLY TAX RELIEF – INCREASE IN EXEMPTIONS\*\***

(Majority vote required)

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

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

This elderly tax relief-increase in exemptions article was passed at the 1999 Annual Town Meeting and at present, a number of Boxborough's seniors, disabled veterans and other qualified citizens are enjoying the benefits.

The DoR has advised us that we must vote to accept this chapter every year and as a result this article appears on this warrant and should be labeled housekeeping.

##### **The Finance Committee recommends unanimously.**

At the May 1999 Annual Town Meeting the Town approved Elderly Tax Relief according to the state statute identified above. State law requires that this be re-authorized by the taxpayers annually prior to the setting of the tax rate. This tax relief act has stringent income and asset guidelines. Approximately 15 families are expected to take advantage of elderly tax relief in Fiscal Year 2004 with a net cost estimated to be under \$7,500 after State reimbursement. While the total senior-citizen property tax abatement associated with this program is small, the Finance Committee believes that it is important to assist those long-term residents who may find it onerous to pay their property taxes. Many of these residents may have little use for some Town services, enacted in recent years and differing fundamentally in scope and expense from their historical experience and needs.

**ACTION ON ARTICLE 14**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 14.

#### **ARTICLE 15 ACCEPTANCE OF MGL CH 140 §139\*\***

(Majority vote)

To see if the Town will vote to accept Section 139 of Massachusetts General Laws Chapter 140, which provides that no fee shall be charged for a license for a dog owned by a person aged 70 and older; or take any other action relative thereto.

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

##### **The Finance Committee recommends unanimously.**

The Finance Committee wholeheartedly supports the provision that dog license fees be waived if the owner is aged 70 years or older.

**ACTION ON ARTICLE 15**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 15.

## ARTICLE 16 COLONIAL RIDGE DRIVE ROAD ACCEPTANCE\*\*

(Majority vote required)

To see if the Town will vote to accept the laying out and establishment as a Town Way, a way known as Colonial Ridge Drive, together with the right to install, maintain, replace and repair all drainage structures constructed in the way and in appurtenant drainage easements and to discharge surface and subsurface drain water in the appurtenant drainage easements, with the boundaries and measurements of the way and said easements shown on the plans entitled: "Colonial Ridge Definitive Subdivision of Land in Boxborough, Mass.," prepared for: John J. Flannery Inc., scale 1"=40', dated: December 1997 drawn by: David E. Ross Associates, Inc., Civil Engineers, Environmental Consultants, P.O. Box 368, 111 Fitchburg Road, Ayer MA 01432," recorded with Middlesex South District Registry of Deeds as Plan No. 156 of 2000, Instrument No. 33 of February 18, 2000, in Book 31145, Page 586 (the "Plan"), and to which plan reference may be had for a more particular description of said Colonial Ridge Drive and "As Built Plan of Colonial Ridge Drive" prepared by David E. Ross Associates, Inc., dated December 2001 and to authorize the Selectmen to acquire, by gift, the fee or any lesser interest in said way for all purposes for which public ways are used in the Town, as well as easements for drainage or otherwise in any of the lands as may be necessary in connection with use of Colonial Ridge Drive as a public way; or take any other action relative thereto.



### Summary

The Planning Board did not submit this article for the last Annual Town Meeting because the applicant had not obtained a Certificate of Compliance from the Conservation Commission (DEP#113-312). A Certificate of Compliance was issued on June 5, 2002 and recorded on June 14, 2002. All other items for road acceptance have been completed, and the road is now ready for acceptance.



**The Planning Board recommends.**

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

**The Finance Committee recommends unanimously.**

Colonial Ridge Drive is ready for acceptance as a Town Way, having met all Subdivision Regulations and Conservation Commission requirements. We believe that acceptance of this article is the proper conclusion to the planning and development process for this subdivision.

ACTION ON ARTICLE 16, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 16.

**ARTICLE 17      COLONIAL RIDGE DRIVE - LAND ACCEPTANCE – PARCELS A, B, C AND D\*\***

(Majority vote required)

To see if the Town will vote to accept a gift for conservation purposes pursuant to M.G.L. ch. 40, s. 8C, of certain parcels of land situated in Boxborough, Middlesex County, Massachusetts, being Parcel "A," Parcel "B," Parcel "C" and Parcel "D" "Open Space" on a plan entitled: "Colonial Ridge Definitive Subdivision of Land in Boxborough, Mass.," prepared for: John J. Flannery Inc., scale 1"=40', dated: December 1997 drawn by: David E. Ross Associates, Inc., Civil Engineers, Environmental Consultants, P.O. Box 368, 111 Fitchburg Road, Ayer MA 01432," recorded with Middlesex South District Registry of Deeds as Plan No. 156 of 2000, Instrument No. 33 of February 18, 2000, in Book 31145, Page 586 (the "Plan"), and to which plan reference may be had for a more particular description of said parcels:

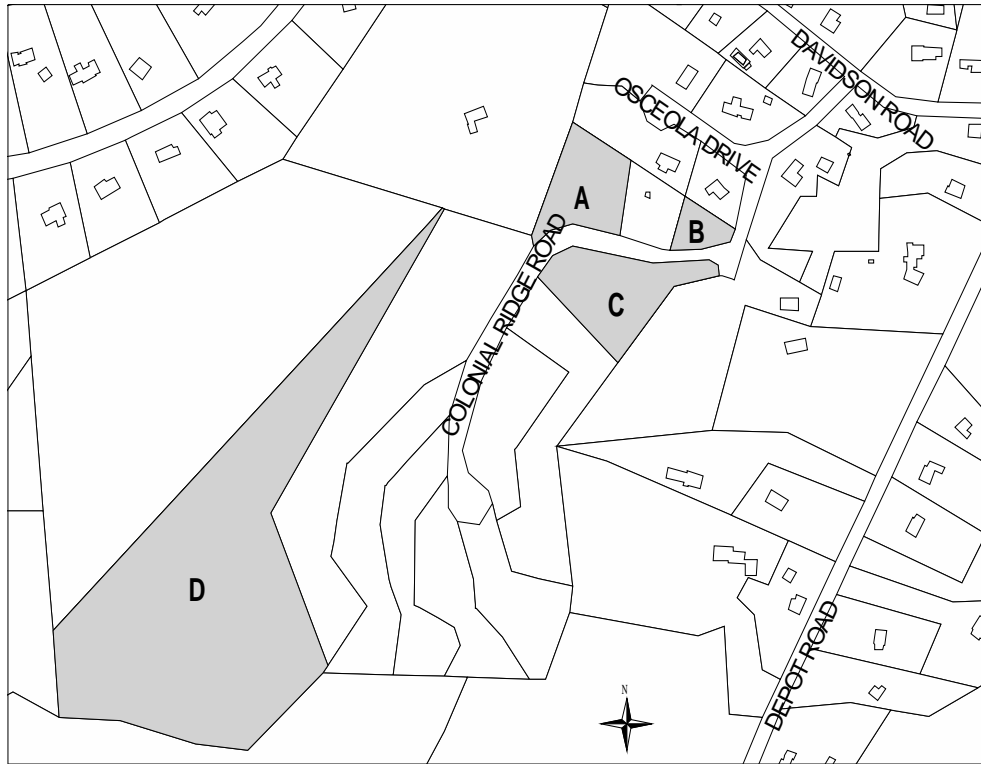
Parcel "A" contains 10,030 square feet, more or less, according to said Plan.

Parcel "B" contains 37,404 square feet, more or less, according to said Plan.

Parcel "C" contains 1.52 acres, more or less, according to said Plan.

Parcel "D" "Open Space" contains 10.2 acres, more or less, according to said Plan.

Said premises are conveyed subject to and together with the benefit of a document entitled "Conservation Restriction to Town of Boxborough" recorded with said deeds on January 9 2001 as Instrument No. 27 in Book 32221, Page 369; or take any other action relative thereto.



### **Summary**

The owner of the parcels of land described above (John J. Flannery Inc.) agreed to give the parcels to the town for conservation purposes during the approval process for the Colonial Ridge Drive subdivision. The Town thanks the Flannery's for their generous donation.

**The Planning Board recommends.**

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

**The Finance Committee recommends unanimously.**

This land is being offered to the town for conservation purposes. This offering was the result of negotiations between the town and developer during the planning process. A portion of the offered land connects to a trail easement and promotes the goal of creating connected parcels of conservation land within the town. As with the previous road acceptance article, this seems a proper conclusion to the subdivision planning and development process.

ACTION ON ARTICLE 17, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 17.

### **ARTICLE 18 SCHOOL HOUSE LANE – ROAD ACCEPTANCE\*\***

(Majority vote required)

To see if the Town will vote to accept the laying out and establishment as a Town Way, a way known as School House Lane, together with the right to install, maintain, replace and repair all drainage structures constructed in the way and in appurtenant drainage easements and to discharge surface and subsurface drain water in the appurtenant drainage easements, with the boundaries and measurements of the way and said easements shown on the plans entitled: "Definitive Subdivision Plan of Land in Boxborough, Mass.," prepared for: Habitech Inc., 148 Park Street, North Reading, Mass., dated: August 2, 1996, Revised 04/07/97 drawn by: Bill Boston Survey, Inc. P.O Box 134, West Groton, Mass 01472, recorded with Middlesex South District Registry of Deeds as Plan No. 311 of 1998 in Book 28354, Page 264 (the "Plan"), and to which plan reference may be had for a more particular description of said School

House Lane and “As Built Plan of School House Lane” prepared by Bill Boston Survey, Inc., dated August 19, 2002 and to authorize the Selectmen to acquire, by gift, the fee or any lesser interest in said way for all purposes for which public ways are used in the Town, as well as easements for drainage or otherwise in any of the lands as may be necessary in connection with use of School House Lane as a public way; or take any other action relative thereto.



#### **Summary**

School House Lane has been completed as a subdivision road in accordance with the Subdivision Rules and Regulations. The road meets all of the requirements specified in the Regulations for acceptance as a public way.

**The Planning Board recommends.**

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

**The Finance Committee recommends unanimously.**

School House Lane is ready for acceptance as a Town Way, having met all the appropriate subdivision regulations.

ACTION ON ARTICLE 18, May 12, 2003. On Mr. Brown’s motion, the Town did vote, unanimously, on the consent agenda in favor of Article 18.

#### **ARTICLE 19 RESIDENCY REQUIREMENTS FOR REGULAR FIRE AND POLICE OFFICERS\*\***

(Majority vote required)

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

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

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

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

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

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

**The Finance Committee recommends unanimously.**

Mass. General Law (MGL) requires that public safety employees (police and fire) live within 15 miles of their municipality of employment on a border-to-border basis. This requirement, if strictly observed, places a very severe constraint upon the available pool of potential police officers and firefighters, many of whom cannot afford to live within that distance from Boxborough. This provision of the MGL is additionally at best a poor guarantee of timely response from an employee's home, since the road miles and time for any individual employee to reach Boxborough depend upon other factors of location than simply border-to-border distance. The Police Chief has been advised by the Mass. Chiefs of Police Association that it would be wise for the Town to enact a realistic mileage limit, based upon operational requirements and the likely pool of available officers, in order to avoid possible difficulties of non-compliance with the cited provision of MGL. The 40 mile limit proposed seems a reasonable compromise between the desire for timely responsiveness of employees and the economic realities of housing in the Boxborough area. The Police Department has observed no problem of responsiveness to Town needs in several historical cases of officers residing outside the MGL limit of a 15 mile radius, up to and in a few cases exceeding the proposed 40 mile limit.

**ACTION ON ARTICLE 19**, May 13, 2003. Fred Dye stated that the 40 mile radius is beyond Boston and Worcester. Firefighters and Police should feel they are part of the community. The problem to most of the officers is the issue of housing in Boxborough. Mr. Neville stated that he was against this article as he thinks the department heads should be able to get to Town quickly in case of an emergency. Mr. Apgar made a motion to move the question. This motion carried. On Ms. Hilberg's motion, the Town did vote, unanimously, to authorize the Selectmen to petition the General Court for the purpose of adopting legislation entitled "An Act Relative to Residency Requirements for Regular Fire and Police Officers," as printed in the warrant under Article 19.

## **ARTICLE 20 ACCEPTANCE OF LOT A SWANSON ROAD FOR RIGHT OF WAY PURPOSES\*\***

(Majority vote required)

To see if the Town will vote to acquire by gift a 6900± square foot parcel of land for the purposes of widening the public way known as Swanson Road, to accept a deed of such land in substantial conformance with the Quitclaim Deed on file with the Town Clerk and further to see if the Town will vote to accept the altered layout of Swanson Road so as to incorporate said 6900± square foot parcel, which is shown as the "Proposed Layout Alteration Area About 6,900 S.F." on a plan entitled, "Plan of Land in Boxborough Massachusetts" dated June 19, 2000 prepared by Vanasse Hangen Brustlin, Inc., recorded with the Middlesex South District Registry of Deeds as Plan No. 791 of 2000 and on file with the Town Clerk; or to take any other action in relation thereto.



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

Swanson Road is a public way. This article provides for the Town to assume responsibility for this small additional portion of roadway, which was necessary to widen the road for safety purposes.

**The Planning Board recommends.**

**The Finance Committee recommends unanimously.**

This article adds a small parcel to the Swanson Road Public Way, corresponding to that portion of the roadway widened recently to accommodate the new turn lane. We believe that it is proper for the town to accept responsibility for this additional portion of the roadway, created to accommodate expectations of increased traffic and to improve safety at the Rt. 111 intersection.

ACTION ON ARTICLE 20, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 20.

**ARTICLE 21 CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM\*\***

(Majority vote required)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money 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 (4 – 0).**

**The Finance Committee recommends unanimously.**

The Chapter 90 Program was enacted in 1973 to provide municipalities with reimbursement of documented expenditures for approved Capital Improvement Projects in highway or bridge construction. In Boxborough, Chapter 90 projects have typically included resurfacing of approved public ways. This article authorizes the Town to expend

funds for such highway improvements, up to the limit of reimbursement provided in the FY '04 Memorandum of Agreement from the Mass. Highway Department. As the project funds will be reimbursed in their entirety, there is no tax rate effect associated with this article.

**ACTION ON ARTICLE 21**, May 12, 2003. On Mr. Brown's motion, the Town did vote, unanimously, on the consent agenda in favor of Article 21.

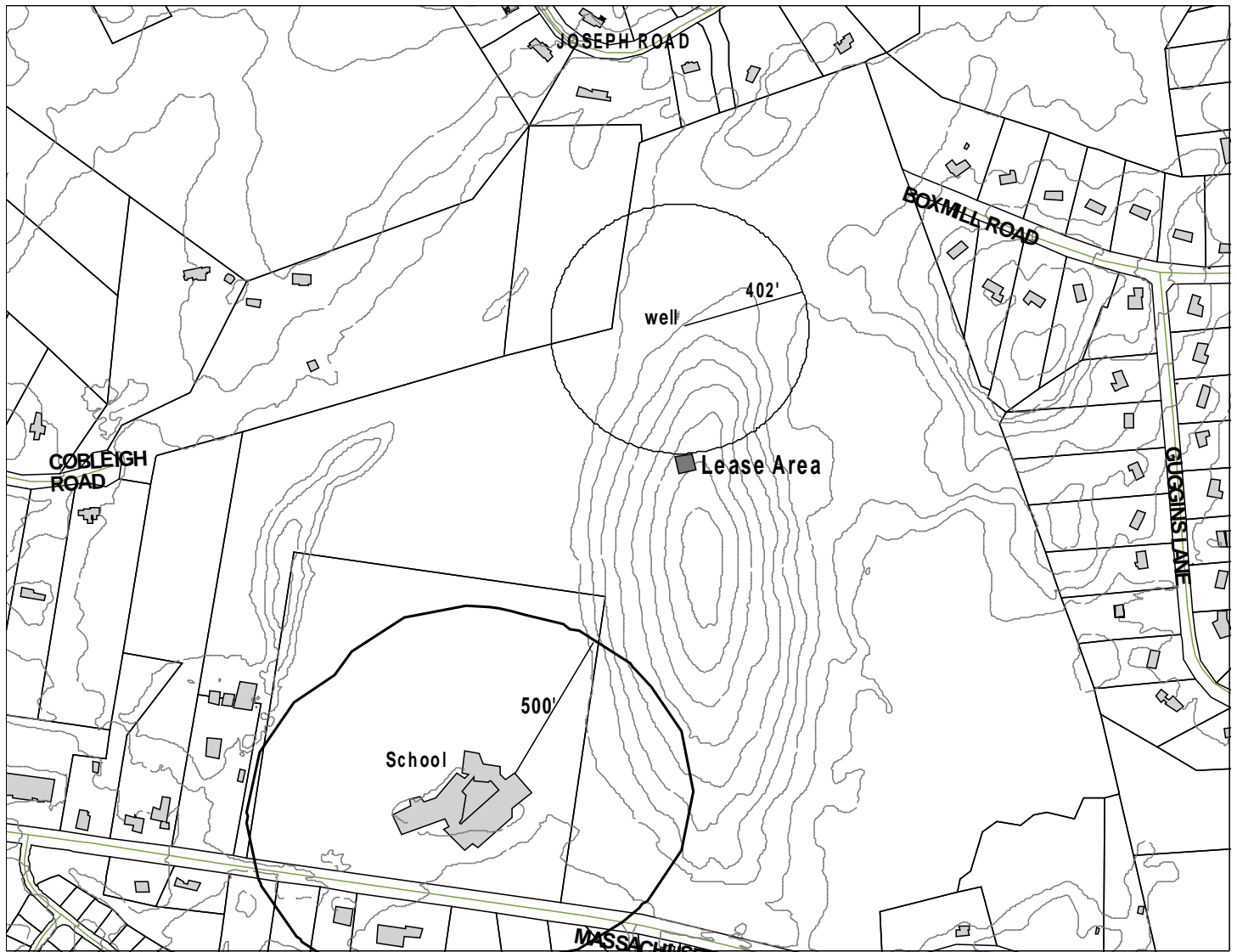
The third session of the Annual Town Meeting was called at 7:30 p.m. by Mr. Brown. There were 195 voters attending.

Mr. Birt made a motion to take Article 23 out of order. This motion carried. The articles in this report will be found in numerical order.

**ARTICLE 22      AUTHORIZE BOS TO NEGOTIATE LEASE OF TOWN LAND WITH PROVIDER OF  
PERSONAL WIRELESS SERVICES**

(Majority vote required)

To see if the town will vote to authorize the Board of Selectmen to enter into an agreement with an FCC Licensed Carrier and provider of telecommunications equipment and structures for an initial term of five years with renewal options for up to three additional periods of five years each for the lease of approximately 3,600 square feet of land located off of Massachusetts Avenue, on the back side of the Hager site (the "Property"), as referenced on "Plan of Proposed Lease Area" dated January 30<sup>th</sup>, 2003 by Goldsmith, Prest & Ringwall, Inc. ("plan") to be recorded herewith, together with a non-exclusive right of reasonable access thereto for the sole purpose of constructing, installing, operating, maintaining and repairing one or more telecommunications facilities to provide personal wireless services, including a telecommunications tower, antennae, an equipment pad or shelter, cables, transmission and utility wires, poles, conduits, pipes, accessories and related equipment and improvements at said Town-owned property; or take any other action relative thereto.



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

The Hager site is a more preferable location for a cell tower than surrounding sites, and the Town will benefit from the land lease revenue for at least the next twenty years.

The federal Telecommunications Act allows cell phone service providers to locate cell towers almost anywhere they deem necessary to ensure adequate levels of service to their customers. Currently there are several gaps in cell phone service in Boxborough that will need to be filled to achieve full coverage, which means several more cell towers will be built in the coming years. The town can not prevent that. The hill on the town-owned Hager property would be an ideal location for a cell tower because it would provide for a greater area of coverage and better service than surrounding sites. This will likely lead to fewer cell towers being built which means a reduction in overall impacts from cell towers. It also has the added benefit of providing a twenty year revenue stream to the Town from the lease of the land. Simply put, we are going to have cell towers in this area whether we like it or not. A tower on the Hager hill will mean fewer towers and much-needed cash to the Town.

**The Finance Committee recommends unanimously.**

Authorizing the Board of Selectmen to enter into such lease agreements has several benefits to the town, not least of which is the possibility of collecting lease fees in the vicinity of \$25,000 per year. Such revenue prospects will be welcome in this period of slack resources. Another significant benefit to the proposed article is that we may thereby

entertain cell tower facilities in a place of our own choosing, rather than being forced to accept facilities on locations selected without regard to town needs or preferences by multiple providers of telecommunications services. We may further hope by this action to relieve the currently contentious dispute concerning provision of telecommunications services along the Rt. 111 corridor.

**ACTION ON ARTICLE 22.** May 22, 2003. Mr. Hanover stated that the Zoning Bylaw has a 100' limitation. Mr. Moss stated that it could be terminated after five years and with each renewal. Mr. Follett made a motion that the maximum height of any telecommunications structure(s) at the Hagar site(s) shall not exceed 50' from ground level. Ms Becker stated that the higher the less harmful to the children. Also, more towers are need if they aren't as effective. Mr. Goodwin made a motion to move the question. This motion carried. Mr. Follett's motion did not carry. He then made a motion that any telecommunications structure(s) at the Hagar site shall be camouflaged to blend in with the existing environment to the maximum degree possible. He then withdrew that motion. Even though many do not want cell towers in Boxborough, we do not have much say about it. If we do not specify a location for them, the Federal Telecommunication Act takes our control away and they can be placed anywhere. Mr. Wilbert made a motion to move the question. This motion carried. On Mr. Bunyard's motion, the Town did vote to authorize the Selectmen to enter into an agreement with an FCC Licensed Carrier and provider of telecommunications equipment and structures for an initial term of five years with renewal options for up to three additional periods of five years each for the lease of approximately 3,600 square feet of land located off of Massachusetts Avenue, and further described in the warrant under Article 22.

**ARTICLE 23      INCREASE IN SENIOR CITIZEN PROPERTY TAX WORK-OFF ABATEMENT TO  
\$750 PER YEAR**

(Majority vote required)

To see if the Town will vote pursuant to Chapter 184 Section 52 of the Acts of 2002, amending Chapter 59 Section 5K of the General Laws, to increase the maximum abatement allowed under the senior citizen property tax work-off program established by the Board of Selectmen and approved by vote of Town Meeting under Article 16 on May 14, 2001, from \$500 to \$750, said increase to become effective July 1, 2003; or take any other action relative thereto.

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

This article increases the limit for the Senior Work-off program from \$500 to \$750. The Board of Selectmen remains committed to finding ways to ease the tax burden for senior citizens. This amount represents the maximum amount allowable by the State of Massachusetts. Based on participation rates from the past few years, we anticipate the financial impact to be approximately \$15,000 to \$20,000. The necessary funds (determined by the actual participation rate) to cover this expense will be taken from the Overlay account.

**The Finance Committee recommends unanimously.**

The senior citizen Property Tax work-off abatement program provides elderly citizens with some significant tax relief. It also provides the Town with highly skilled and experienced manpower at very reasonable rates. This program is a win-win for both the Senior Citizens and the Town, helping to alleviate the need for hiring additional full time employees. For a modest increase in total cost to the Town, we can significantly increase the benefit to individual Senior Citizens choosing to take part in the program. This program is funded out of the Overlay (abatement) account and does not by current estimates of Senior Citizen participation represent a direct or material effect upon the tax rate. Should a vast majority of Senior Citizens choose to participate in the program, some adjustment to the overlay account might in the future be required, causing a corresponding increase in future tax rates.

**ACTION ON ARTICLE 23,** May 15, 2003. On Mr. Birt's motion, the Town did vote, unanimously, pursuant to Chapter 184 Section 52 of the Acts of 2002, amending Chapter 59 Section 5K of the General Laws, to increase the maximum abatement allowed under the senior citizen property tax work-off program, established by the Board of Selectmen and approved by vote of Town Meeting under Article 16 on May 14, 2001, from \$500 to \$750, said increase to become effective July 1, 2003.



## **ARTICLE 24      DEMOLITION DELAY BYLAW**

(Majority vote required)

To see if the Town will vote to adopt the following General Bylaw entitled “The Preservation of Historically Significant Buildings:”

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

This Bylaw is enacted for the purpose of preserving and protecting significant buildings within the Town which constitute or reflect distinctive features of the architectural, cultural, economic, political or social history of the Town and to limit the detrimental effect of demolition of such buildings on the character of the Town. Through this Bylaw, owners of preferably preserved buildings are encouraged to seek out alternative options that will preserve, rehabilitate or restore such buildings and residents of the Town are alerted to impending demolitions of significant buildings. By preserving and protecting significant buildings, this Bylaw promotes the public welfare by making the Town a more attractive and desirable place in which to live and work. To achieve these purposes the Historical Commission is authorized to advise the Building Inspector with respect to demolition permit applications. The issuance of demolition permits is regulated as provided by this Bylaw.

### **Section 2      Definitions**

**APPLICANT** - Any person or entity who files an application for a demolition permit. If the applicant is not the owner of the premises upon which the subject building is situated, the owner must indicate on or with the application his/her assent to the filing of the application.

**APPLICATION** - An application for the demolition of a building.

**BUILDING** - Any structure assembled in a fixed location, having a roof supported by columns or walls, to form a shelter for persons, animals or property.

**BUILDING INSPECTOR** - The person occupying the office of Building Inspector or the person otherwise authorized to issue demolition permits in the Town of Boxborough.

**COMMISSION** – The Boxborough Historical Commission.

**DEMOLITION** - Any act of pulling down, destroying, removing, dismantling or razing a building or commencing the work of total or substantial destruction with the intent of completing the same.

**DEMOLITION PERMIT** - The building permit issued by the Building Inspector for a demolition of a building, excluding a building permit issued solely for the demolition of the interior of a building.

**PREFERABLY PRESERVED** - Any significant building which the Commission determines, following a public hearing, that it is in the public interest to be preserved rather than demolished. A preferably preserved building is subject to the twelve (12) month demolition delay period of this Bylaw unless an earlier demolition permit is allowed under provisions of paragraph 3.12 of this Bylaw.

**SIGNIFICANT BUILDING** – Any building or portion thereof which appears on the list of historically significant buildings generated by the Historical Commission. This list is maintained by the Commission, is supplied to the Building Inspector for purposes of this Bylaw and is part of the public record. Included on this list shall be any building or portion thereof which:

- a. is listed on, or is within an area listed on, the National Register of Historic Places; or is the subject of a pending application on said National Register; or
- b. is included in the Historical Resources Inventory prepared by the Commission including those buildings listed for which complete surveys may be pending and which is voted onto said historically significant list by the Commission; or

- c. has been determined by vote of the Commission to be historically or architecturally significant in terms of period, style, method of building construction or association with a recognized architect or builder or by reason of its association with a person or event of importance to the Town's history provided that the owner of such building and the Building Inspector have been notified, in hand or by certified mail, within ten (10) days prior to such a vote.

### **Section 3        Procedure**

3.1        No demolition of a significant building or any portion thereof a significant building shall be permitted except in conformance with the provisions of this Bylaw.

3.2        Upon receipt of an application for a demolition permit for a significant building the Building Inspector shall forward a copy thereof to the Commission. No demolition permit shall be issued at that time.

3.3        An applicant proposing to demolish a building subject to this Bylaw shall file with the Building Inspector an application containing the following information:

- The address of the building to be demolished.
- The owner's name, address and telephone number.
- A description of the building.
- The reason for requesting a demolition permit.
- A brief description of the proposed reuse, reconstruction or replacement.
- A photograph or photograph(s) of the building.

3.4        The Building Inspector shall within seven (7) days forward a copy of the application to the Commission. The Commission shall, within fifteen (15) days after receipt of the application, make a written confirmation of whether the building is still considered significant.

3.5        Upon determination by the Commission that the building is not significant, the Commission shall so notify the Building Inspector and applicant in writing. The Building Inspector may then issue the demolition permit.

3.6        Upon determination by the Commission that the building is significant, the Commission shall so notify the Building Inspector and the applicant in writing. No demolition permit may be issued at this time. If the Commission does not notify the Building Inspector within fifteen (15) days of receipt of the application, the Building Inspector may proceed to issue the demolition permit.

3.7        If the Commission confirms that the building is significant, it shall hold a public hearing within thirty (30) days of the written notification to the Building Inspector. The Commission shall hold a public hearing and shall give public notice thereof by publishing notice of the time, place and purpose of the hearing in a local newspaper at least fourteen (14) days prior to said hearing. Also the Commission shall, within seven (7) days prior to the date of said hearing, mail a copy of the notice to the applicant and to the Building Inspector.

3.8        The Commission shall decide at the public hearing or within fourteen (14) days after the public hearing whether the building should be preferably preserved. If agreed to in writing by the applicant, the determination of the Commission may be postponed.

3.9        If the Commission determines that the building is not preferably preserved, the Commission shall so notify the Building Inspector and applicant in writing. The Building Inspector may then issue the demolition permit.

3.10       If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Inspector and applicant in writing. No demolition permit may then be issued for a period of twelve (12) months from the date of the determination unless otherwise agreed to by the Commission. If the Commission does not so notify the Building Inspector in writing within twenty-one (21) days of the public hearing, the Building Inspector may issue the demolition permit.

3.11 Upon a determination by the Commission that any building which is the subject of an application is a preferably preserved building, no building permit for new construction or alterations on the premises shall be issued for a period of twelve (12) months from the date of the determination unless otherwise agreed to by the Commission.

3.12 Notwithstanding the preceding sections, the Building Inspector may issue a demolition permit for a preferably preserved significant building at any time after receipt of written advice from the Commission to the effect that:

- i. the Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, preserve, rehabilitate or restore such building, or
- ii. the Commission is satisfied that for at least twelve months the owner has made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate and restore the subject building and that such efforts were unsuccessful, or
- iii. the Commission is satisfied that the owner's actions do not detract from the historical character of the property.

3.13 Following the twelve month delay period, the Building Inspector may issue the demolition permit.

#### **Section 4 Emergency Demolition**

4.1 Notwithstanding the foregoing provisions if after an inspection, the Building Inspector finds that a building subject to this Bylaw is found to pose an immediate threat to public health or safety due to its deteriorated condition and that there is no reasonable alternative to the immediate demolition of the building or structure, then the Building Inspector may issue an emergency demolition permit to the owner of the building or structure. In addition, if the Building Inspector finds that the building is structurally unsound or unfit for human habitation a demolition permit may be issued. The Building Inspector shall then prepare a report explaining the condition of the building and the basis for his decision, which shall be forwarded to the Commission.

4.2 No provision of this Bylaw is intended to conflict with any obligations or rights under G.L. c. 143 regarding removal or demolition of dangerous or abandoned structures.

#### **Section 5 Enforcement and Remedies**

5.1 The Commission and/or the Building Inspector may enforce the requirements of this Bylaw.

5.2 No building permit shall be issued with respect to any premises upon which a significant building has been voluntarily demolished in violation of this Bylaw for a period of two (2) years from the date of such demolition. As used herein "premises" includes the parcel of land upon which the demolished significant building was located.

5.3 Upon the determination by the Commission that a building is a preferably preserved significant building, the owner shall be responsible for properly securing the building if vacant, to the satisfaction of the Building Inspector. Should the owner fail to secure said building, the loss of such building through fire or other cause shall be considered voluntary demolition for the purposes of paragraph 5.2.

#### **Section 6 Severability**

In case any section, paragraph or part of this Bylaw be for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

or take any other action relative thereto.

#### **The Historical Commission recommends.**

This bylaw empowers the Historical Commission and the Building Inspector to delay demolition of buildings in the Town which have been determined to be historically significant. During this delay time the Commission and the Town are given the opportunity to work with the owners on preservation options or on relocation and preservation at alternative sites. The bylaw is written to make these historically significant buildings identifiable to the Town, through

a list generated by the Commission, and includes a public hearing provision allowing owners recourse prior to the implementation of a demolition delay of up to twelve months. The bylaw proposed is modeled on ones enacted by 89 Towns in the Commonwealth and found to be a valuable tool in preserving the historical and architectural heritage, which belongs to us all.

**The Finance Committee recommends unanimously.**

This bylaw provides for a waiting or evaluation period in the case of historically significant buildings, between the time that an owner may file for a demolition permit and the date when such permit may be granted. The purpose of this waiting period is to allow an opportunity for other possibilities than demolition to be explored, such as rehabilitation or relocation. We believe it is in the Town's best interest to preserve our physical and landscape heritage to the degree possible. This bylaw facilitates that end with minimal inconvenience to the property owner. The Historical Commission has been responsive to Finance Committee concerns about some of the operational details of this bylaw as originally written, which might have led to unintended consequences and a greater burden on the property owner. The wording currently presented in the warrant reflects several clarifications and simplifications sought by Finance Committee. We think that this bylaw provides a reasonable compromise between the competing imperatives of historical preservation and individual property rights.

**ACTION ON ARTICLE 24**, May 15, 2003. There are thirty-three structures on the list that they are hoping to preserve. On Mr. Rohwer's motion the Town did vote to adopt a General Bylaw entitled "The Preservation of Historically Significant Buildings" as printed in the warrant under Article 24 except for Sections 3.5 and 3.6. The amended wording should read as follows:

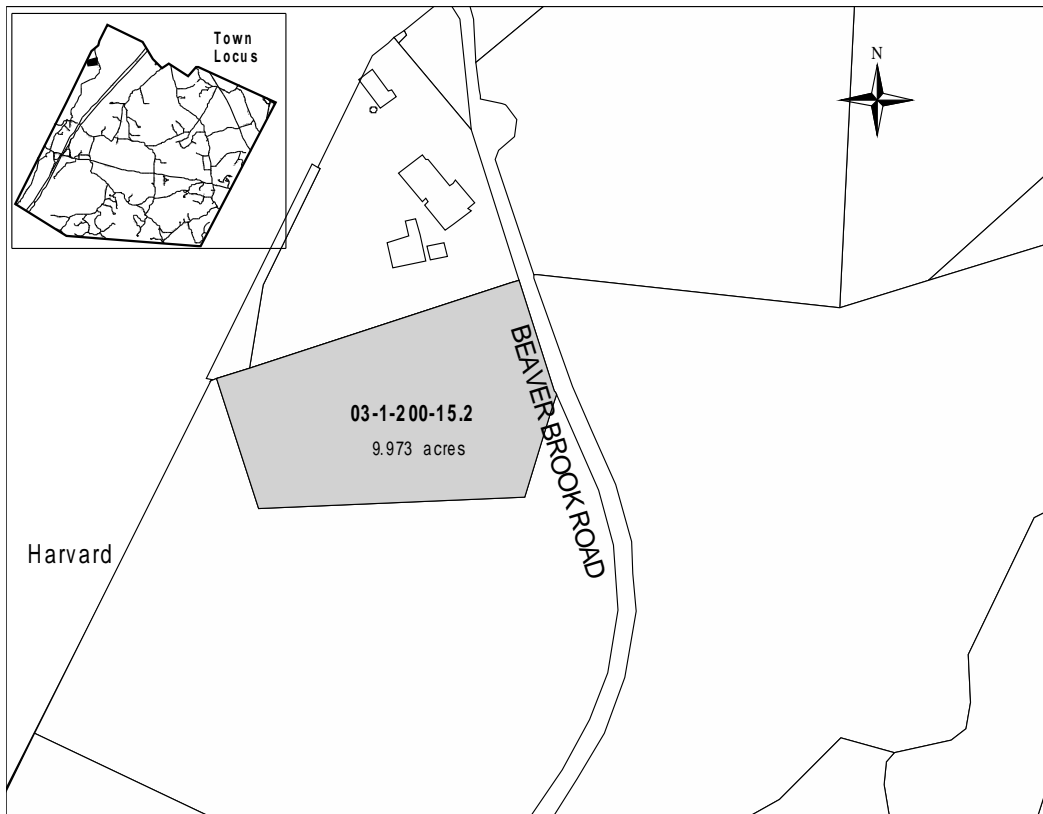
3.5 Upon determination by the Commission that the building is *no longer considered significant, due to its present condition or status*, the Commission shall so notify the Building Inspector and applicant in writing. The Building Inspector may then issue the demolition permit. *The subject building shall be removed from the historically significant list and no further action taken under provisions of this bylaw.*

3.6 Upon determination by the Commission that the building *remains* significant, the Commission shall so notify the Building Inspector and the applicant in writing. No demolition permit may be issued at this time. If the Commission does not notify the Building Inspector within fifteen (15) days of receipt of the application, the Building Inspector may proceed to issue the demolition permit.

**ARTICLE 25 ACCEPTANCE OF LAND FOR RECREATIONAL FIELD USE**

(Majority vote required)

To see if the Town will vote to acquire by gift for recreation purposes fee title to a 9.973± acre parcel of land shown as Lot 15.2 on a plan entitled, "Recreation Field Exhibit Plan" Scale: 1"=150', dated 2/21/2003, prepared by Beals and Thomas, Inc. (with the express understanding that the 9.973 acres will continue to be considered part of the parent tract for all zoning purposes, including, without limitation, calculation of floor area ratio, lot coverage and all other dimensional requirements under the Zoning Bylaw, as well as for the calculation of open space), and to accept a deed of such land in substantial conformance with the Quitclaim Deed on file with the Town Clerk, and to authorize the Board of Selectmen to acquire a Roadway Access Easement in connection with the acquisition of Lot 15.2, in substantial conformance with the Roadway Access Easement on file with the Town Clerk; or to take any other action relative thereto.



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

Cisco Systems offers this gift of open space and active recreation land to the town of Boxborough in accordance with our Tax Incentive Financing (TIF) agreement, and under the conditions of the Open Space Commercial Development permit issued by the Planning Board on January 19, 1997 for Phase 2 of Cisco's New England Development Center. Cisco has recently completed construction and preparation of the playing fields and parking areas. These lands and facilities will add significantly to Boxborough's open space, conservation, and recreational assets. The Recreation Commission will be responsible for scheduling access and use of the active recreational areas, and will work jointly with the Conservation Commission to ensure good management of the entire parcel. The Selectmen wholeheartedly endorse acceptance of this tremendous gift for the permanent benefit of our residents.

**The Finance Committee recommends.**

Approval of this article will increase the recreational resources in Boxborough, and is the result of efforts on the part of town boards as well as the generosity of the owner. This collaborative effort will result in a great benefit to the town at no cost to the taxpayer, and represents a positive example of responsible development planning.

**The Boxborough Recreation Commission recommends.**

The Boxborough Recreation Commission recommends unanimously that Boxborough accept the gracious gift of land identified in this article. We thank Cisco for its generosity and its commitment to the Boxborough community.

**ACTION ON ARTICLE 25, May 15, 2003.** This piece of land is a gift from Cisco. On Mr. Fox's motion, the Town did vote, unanimously, to accept a gift for recreation purposes fee title to a 9.973± acre parcel of land shown as Lot 15.2 on a plan entitled, "Recreation Field Exhibit Plan," as printed in the warrant under Article 25, and to authorize the Selectmen to acquire a Roadway Access Easement in connection with the acquisition of Lot 15.2, in substantial conformance with the Roadway Access Easement on file with the Town Clerk.

## **ARTICLE 26      CAPITAL EXPENDITURE – SNOW REMOVAL EQUIPMENT**

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow or otherwise provide the sum of Twenty-One Thousand Dollars (\$21,000), more or less, for the purpose of acquiring snow removal equipment for the Public Works Department, provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so-called; or take any other action relative thereto.

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

The intent of this article is to allow us to keep sidewalks clear of snow and passable when public safety is an issue. The cost of a skid steer loader (e.g. Bobcat) includes a trailer as well as various accessories, which will allow it to be utilized throughout the calendar year.

### **The Finance Committee recommends unanimously.**

Passage of this article will authorize the Town to spend approximately Twenty-One Thousand Dollars (\$21,000) for the acquisition of snow removal equipment to be used by the Public Works Department. The snow removal equipment consists of a small Bobcat tractor that can be used to clear sidewalks. The Public Works Department now requires two employees to work an average of eight hours apiece to clear the Town sidewalks for every snowstorm that has an accumulation of four inches or more. Presently the Department uses a snow blower purchased in the early 1970s. The proposed Bobcat would be able to clear both the Town's current sidewalks and additional sidewalks scheduled for construction in less than half the time currently expended. In addition to snow removal, the Bobcat would have multiple uses such as maintenance of the Town's nature trails, sweeping of debris from streets, and loading earth in a variety of work settings. For these reasons, the Finance Committee unanimously recommends passage of this article. Given a total town property valuation of approximately \$900 Million, the tax rate impact of this purchase is 2.3 cents per \$1,000 valuation, or \$2.33 per \$100,000 valuation. Appropriation of these funds is contingent upon a successful vote to exclude this expenditure from the limits of Proposition 2 1/2 at the Annual Town Election.

**ACTION ON ARTICLE 26**, May 15, 2003. While some voters felt that this piece of equipment was not necessary, either because of the cost of labor to operate, or because of the restraints of 2 ½, others stated that it has many uses and would save on labor costs. Mr. Bunyard stated that we now have sidewalks to the school that are Town owned and is our responsibility to plow. Ms. Golden made a motion to move the question. This motion carried. On Ms. Hilberg's motion, the Town did vote to raise and appropriate the sum of Twenty-One Thousand Dollars (\$21,000) for the purpose of acquiring snow removal equipment for the Public Works Department, provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so-called.

## **ARTICLE 27      CAPITAL EXPENDITURE – PICK-UP TRUCK**

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow or otherwise provide the sum of Thirty-Six Thousand Dollars (\$36,000), more or less, for the purpose of acquiring a pick up truck for the Public Works Department, provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so-called; or take any other action relative thereto.

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

This vehicle is an integral part of the Highway Department's fleet. It is used to plow during the winter and is used daily throughout the year. The current pick-up has been repaired several times and finally the frame fell apart this past winter during a snowstorm. May it rest in peace, and may the future vehicle be as hard working!

**The Finance Committee recommends unanimously.**

Passage of this article will authorize the Town to spend approximately Thirty-Six Thousand Dollars (\$36,000) for the acquisition of a pick-up truck to be used by the Public Works Department. The proposed pick-up truck will replace an existing pick-up truck purchased ten years ago. The current vehicle represents a safety hazard and is fiscally unsound to maintain. During one of the recent snowstorms, the plow frame fell off the truck due to rust that has permeated the entire frame. The current pick-up truck is running on its fourth transmission. Moreover, in the last year it has cost \$3,000 to maintain over and above the cost of fuel. The proposed pick-up truck will come with a three year/thirty-six thousand mile bumper to bumper warranty. In addition, it will have multiple uses including, but not limited to, transportation of workers and equipment to job sites and carrying of a small sander during snowstorms. In light of these considerations, the Finance Committee unanimously recommends passage of this article. Given a total town property valuation of approximately \$900 Million, the tax rate impact of this purchase is 4.0 cents per \$1,000 valuation, or \$4.00 per \$100,000 valuation. Appropriation of these funds is contingent upon a successful vote to exclude this expenditure from the limits of Proposition 2 1/2 at the Annual Town Election.

**ACTION ON ARTICLE 27, May 15, 2003.** Mr. Moss stated that we can maintain open streets with a pickup. The large plows are used to push the streets back. Mr. Koslow inquired about leasing; but it was explained that we have tried leasing in the past and it didn't work out. On Ms. Hilberg's motion, the Town did vote to raise and appropriate the sum of Thirty-Six Thousand Dollars (\$36,000) for the purpose of acquiring a pick up truck for the Public Works Department, provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so-called.

A motion was made to take Article 29 out of order as the young skaters have been attending our meetings waiting for their article to be acted on. This motion carried. Articles are in numerical order.

The third session of this Town Meeting was adjourned at 10:50 p.m. and reconvened at 7:35 p.m. on May 22<sup>nd</sup> with 272 voters in attendance.

**ARTICLE 28 LIBRARY CONSTRUCTION PROGRAM#**

(Majority vote required)

To see if the Town will vote to revise and amend its vote under Article 2 of the March 26, 2001 Special Town Meeting by deleting the words in said vote under Article 2, "contingent upon the Town being approved for funding by State grants," and inserting in place thereof the words, "contingent upon the Town's receipt of funding from State grants," or take any other action thereon.

**Library Trustees do not recommend.**

**By a vote of 6-0, the trustees do not recommend the passage of the article to delay the construction of a new library.**

At the 2001 Special Town Meeting, Boxborough citizens voted by a more than two-thirds majority to approve the Library Trustees article to proceed with the construction of a new library. Subsequently, sixty-one percent of the voters passed a debt exclusion override at the ballot box. Clearly, many Boxborough citizens supported the construction of a new library. The central reasons for the new library – significant town growth and the inadequacies of the present building - remain.

Boxborough has been approved for a Massachusetts Board of Library Commissioners Construction Grant to fund approximately \$1.5 million of the \$3.5 million project. The MBLC has projected the funding to be received by the Town in July 2006.

Delaying the project will have the following negative consequences:

1. Construction costs will increase over time and will surely exceed the Town's authorized project funding.
2. Interest rates may increase from current historic low rates increasing our borrowing costs.

3. Approximately \$225,000 has already been spent on the design and the development of construction documents. After three years of delay, the design and specifications would need to be reviewed and revised, necessitating increased design costs.
4. When the building is reduced to adjust to these increased costs (see 1,2,3) the MBLC will disqualify the design and Boxborough will lose the \$1.5 million grant.
5. The Library Building Committee has already committed 3 years to this project, starting with the development of a Building Program in the Spring of 2000; a delay would seriously challenge this volunteer commitment. It is unlikely that the current committee would continue indefinitely and, thus, their knowledge and expertise would be lost.

The Library Trustees unanimously recommend that we stay the course and go ahead with the project in a way that is most cost-effective for Boxborough now and in the long term.

This library project has no impact on the need for an override.

**The Finance Committee defers recommendation.**

This petition article came to the Finance Committee at the last possible day, and contains several significant uncertainties about its possible consequences. We therefore wish to investigate both the legal and financial implications of voting this article prior to formulating a recommendation.

**ACTION ON ARTICLE 28**, May 22, 2003. The Finance Committee's Recommendation was split with six in favor; 3 against. Ms. Kangas stated that she is not against the Library, but thinks that this is not the right time to proceed. Janet Glidden and Greg Ross, Library Trustees stated the following reasons why they thought we should proceed now. The original plan was contingent on receiving a grant. If we delay building, the present contract with the architect will be cancelled and the plans will be gone. We will lose the experience of the persons familiar with the project and it will cost more. As the price goes up, the grant stays the same. The meetings that have been held with different Town agencies will expire. We have already spent \$200,000. Mr. Powers made a motion to move the question. This motion carried. Ms. Kangas made a motion to revise the contingency in the motion under Article 2 of the March 26, 2001 Special Town Meeting by striking the words "and to authorize the Library Trustees to proceed with the project of designing, equipping and constructing a new Library, at the Hager site, contingent upon the Town being approved for funding by State grants according to the formula and procedures as specified by Regulations for the Massachusetts Public library Construction program (605 CMR 6.00)," and replacing it with the following;" provided that the Library Trustees may not expend any funds under this appropriation, except for the amount of \$276,385 necessary to meet the Town's contractual commitments entered into in reliance on the original debt authorization vote for the library project, until the Town has been notified by the Commonwealth that it has been awarded a library construction grant in the amount of at least \$1,588,634." This motion did not carry.

Ms. Neville made a motion to reconsider Article 5, (the Budget). This motion carried as it is necessary due to the failure of a 2 ½ general override.

**ARTICLE 29 T.J. O'GRADY MEMORIAL SKATE PARK**

(Majority vote required)

To see if the Town will vote to raise and appropriate, borrow or otherwise provide the sum of Forty Thousand Dollars (\$40,000), more or less, for the purpose of paying the Town's share of construction, pursuant to an agreement with the Town of Acton, for the purpose of constructing the T.J. O'Grady Skate Park; further that the Town shall vote to authorize the Board of Selectmen to enter into an agreement with the Town of Acton for such purpose and provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so-called; or take any other action relative thereto.



**The Board of Selectmen recommends (3 – 1).**

The proposed T. J. O'Grady Skateboard Park represents a sustained and strong grass-roots effort from citizens of Boxborough and Acton to develop a recreational facility that will serve youths of both communities for years to come. Acton will assume the lion's share of the funding, and all of the operational responsibility. Hold-harmless agreements with the Town of Acton will minimize any liability risk to Boxborough. Private funds have already been raised in the cause. The requested contribution of \$40,000 from the people of Boxborough - about \$20 per household - is a small price to pay for a gift of such lasting value.

**Unanimously, the Finance Committee does not recommend.**

The Finance Committee voted to not recommend this article in light of the difficult financial choices facing the Town and the compelling need to rationalize discretionary spending. Through the Town's Master Planning process (and other venues), residents have expressed desires for many different types of recreational facilities. These desired facilities include tennis courts, additional ball fields, swimming facilities, bike paths, walking trails, and others. The relative priorities and constituencies of these recreational possibilities should be considered in any consideration of appropriations for new recreational facilities. We have no comparison of the numbers of residents served by a skateboard park as compared to other desired recreational facilities. Also, we believe that the Skate Park's location in Acton will constrain Boxborough resident participation, as compared to facilities that might be constructed in Boxborough.

**The Boxborough Recreation Commission recommends unanimously.**

The Boxborough Recreation Commission supports the efforts of the T. J. O'Grady Memorial Skate Park Committee and believes the Town of Boxborough should approve an appropriation of \$40,000, which will be applied to the construction of the T. J. O'Grady Memorial Skate Park. This will be a recreation facility located in Acton and available to Boxborough residents, which will promote a safe and secure environment for a growing population of skateboard and inline skating enthusiasts representing a cross section of all ages and genders. Since it is a community project, the Recreation Committee believes that Boxborough should participate with Acton on a proportionate basis. Acton has already appropriated \$80,000 in a prior year, and has committed more than \$80,000 of in-kind services towards the construction of the Skate Park. Moreover, Acton has agreed to maintain the Park and absolve Boxborough of any future liability for the Park's operation. The ratio of Acton's population to Boxborough's population is approximately 4 to 1. Therefore, since Acton's contribution totals \$160,000 in value, the Recreation Commission unanimously recommends a Boxborough contribution of \$40,000 as its "fair share" towards a facility that will benefit many families in our community.

**ACTION ON ARTICLE 29, May 22, 2003.** The Finance Committee does not Recommend. Mr. Webber stated that we should help Acton with this project. The youths have proved that they are a grassroots organization. The liability will not be ours, and we will be indemnified. Mr. Hanover made a motion to move the question. This motion carried. On Mr. Webber's motion, the Town did vote to raise and appropriate the sum of Forty Thousand Dollars (\$40,000.00) for the purpose of paying the Town's share of construction, pursuant to an agreement with the Town of Acton, for the purpose of construction the T. J. O'Grady Skate Park; further to authorize the Board of Selectmen to enter into an agreement with the Town of Acton for such purpose and provided that no funds voted under this article shall be expended unless the Town has first voted by ballot at the municipal election to exempt this expenditure from the provisions of proposition two and one half, so called. This motion carried by a vote of 93 in favor; 57 opposed.

The forth session of this Town Meeting was adjourned at 11:05 p.m. and reconvened at 7:30 p.m. on May 27<sup>th</sup> with 172 voters in attendance.

## **ARTICLE 30 AMEND FY 2001 & FY 2003 PERSONNEL PLAN SCHEDULE B AND PAY PRIOR YEAR PAYROLL OBLIGATION**

(Majority vote required)

To see if the Town will vote to amend Personnel Administration Plan Schedule B for FY 2001 and 2003 to correct the compensation of the Clerk of Elections under Intermittent Employees as follows:

FY 2001	\$8.44 per hour
FY 2003	\$9.08 per hour

and further to transfer from available funds the sum of Fifty-Six Dollars and Seven Cents (\$56.07) more or less to pay an FY 2001 payroll obligation to the Clerk of Elections; or take any other action relative thereto.

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

This amendment is needed to correct the compensation of the Clerk of Elections to reflect the COLA increases of 4.6 % and 2.8 % given to all employees in FY '01 and FY '03, respectively. The compensation for the position of Clerk of Elections did not reflect these increases.

### **The Finance Committee recommends unanimously.**

This is a housekeeping article intended to correct past errors in calculating the compensation for the Clerk of Elections.

**ACTION ON ARTICLE 30, May 27, 2003.** On Ms. Hilberg's motion, the Town did vote, unanimously, to amend Personnel Administration Plan Schedule B for FY 2001 and 2003 to correct the compensation of the Clerk of Elections under Intermittent Employees, as printed in the warrant under Article 30, and to transfer from Free Cash the sum of Fifty-Six Dollars and Seven Cents (\$56.07) to pay an FY 2001 payroll obligation to the Clerk of Elections.

## **ARTICLE 31 CUNNINGHAM ROAD – DISCONTINUE USE AS A PUBLIC WAY**

(Majority vote required)

To see if the Town will vote to discontinue the easterly portion of Cunningham Road from the intersection of Ward Road to the intersection of Hill Road for a total of 850 feet, more or less, as shown on the following map, as a public way; or take any other action relative thereto.



**The Planning Board recommends.**

**The Finance Committee recommends unanimously.**

Future development in this area of town has the potential for adverse traffic impacts. This measure promises to minimize future traffic problems with minimal impact to current road usage in town.

**ACTION ON ARTICLE 31, May 27, 2003.** Mr. Ashmore read the “Report of the Planning Board” as follows:

### **ARTICLE 31: DISCONTINUE USE OF CUNNINGHAM ROAD AS A PUBLIC WAY**

As a condition of approval for the Boxborough Executive Center Open Space Commercial (OSCD) and Private/Common Driveway Special Permit and Site Plan Approval, the Planning Board directed the Gutierrez Company to petition the Board of Selectmen to discontinue the use of Cunningham Road as a public way; and to change the design of Ward Road so that there is no access to or egress from Boxborough Executive Center via Cunningham Road from Hill Road. In accordance with this proposal, all traffic must enter and exit the site from Massachusetts Avenue (Route 111) at its intersection with Ward Road. The road discontinuance would not take place until all structures with frontage on Cunningham Road have been removed and Ward Road is open for public access. All associated costs will be borne by The Gutierrez Company.

Therefore, the Planning Board recommends approval of Article 31.

This has already been addressed in the site plan on file, and it will not take place until all building is complete. One opinion was that the pavement should be torn up and reseeded. Mr. Brown stated that the road should be split down the middle and given back to the abutters. Mr. Kicelemos said that this would put traffic onto Hill Road and will not solve the traffic problem after the development is complete. Some thought that the road should be designed so that pedestrians and bicyclists could continue to use it. Mr. Wheeler stated that most of these problems have been taken care of in the site plan. Jim Goodman made a motion to move the question. This motion carried.

On Mr. Ashmore's motion, the Town did vote to authorize the Selectmen to discontinue the easterly portion of Cunningham Road, at such time as they deem necessary, from the intersection of Ward Road to the intersection of Hill Road for a total of 850 feet, more or less as further described in the warrant under Article 31.

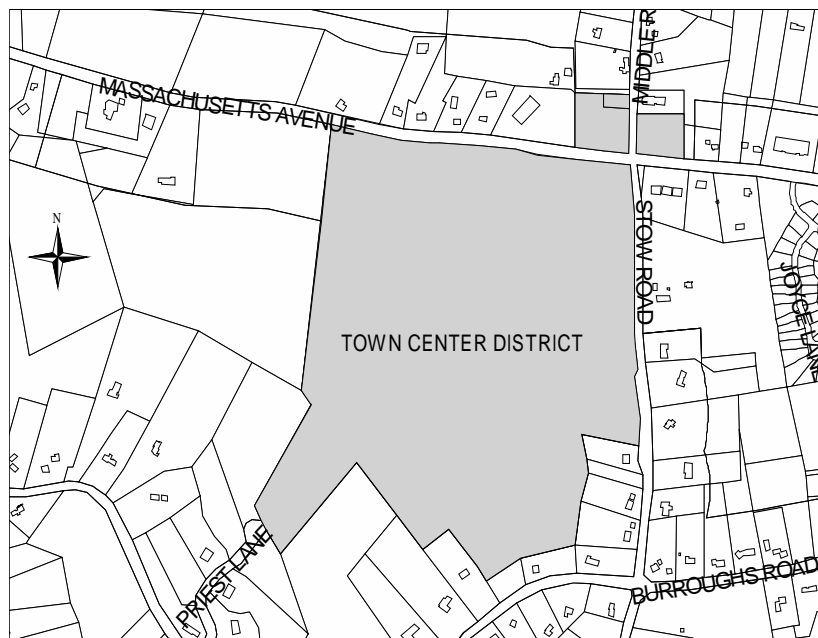
## **ARTICLE 32 ZONING BYLAW AMENDMENT - AMENDMENTS TO THE TOWN CENTER SIGN REQUIREMENTS TO CONFORM TO DESIGN REVIEW GUIDELINES**

(Two-thirds vote required)

To see if the Town will vote to amend the Signs Permitted in the Town Center District Section 3286 of the Zoning Bylaw to read as follows:

3286. One freestanding, ground sign or signs affixed to poles or other ground supports may be permitted on special permit by the Board of Appeals. Such sign shall not be placed so as to obstruct sight lines along the public way, and shall not exceed ~~twenty ten~~ square feet in area nor ~~ten seven~~ feet in height above mean sea level elevation of the undisturbed ground directly beneath it. If necessary, a sign may be placed at the discretion of the Board of Appeals to afford visibility, providing it does not obstruct sight distances, traffic flow or roadway maintenance.

or take any action relative thereto.



### **Summary**

The Design Review Board has informed the Planning Board that the requirements for Town Center signs in the Design Review Guidelines conflict with the requirements in the Zoning Bylaw. The proposal would make the Design Guidelines and the Sign Bylaw consistent.

**The Planning Board recommends.**

**The Finance Committee does not recommend.**

The wording and impact of this bylaw appear confusing and counterproductive to effective commercial development in Town Center. Given the lack of development at Town Center at this time and for the foreseeable future, we do not consider action on this article to be a priority. We furthermore believe that it is at least arguable that the Design Review Guidelines should be brought into conformance with the Zoning Bylaw, rather than vice versa as is proposed here.

**ACTION ON ARTICLE 32, May 27, 2003.** Tina Van Roggen, Joan Meyer, Glen Schricker and David Follett were sworn in to be tellers. The Finance Committee does not recommend. Ms. Metheny read the Report of the Planning Board, as follows:

### **ARTICLE 32: AMENDMENTS TO TOWN CENTER SIGN REQUIREMENTS TO CONFORM TO DESIGN GUIDELINES**

In accordance with MGL Chapter 40A Section 5, the Planning Board conducted a public hearing on March 18, 2003 to review Article 32.

**The Design Review Board has informed the Planning Board that the requirements for Town Center signs in the Design Review Guidelines conflict with the requirements in the Zoning Bylaw. The proposal would make the Design Guidelines and the Sign Bylaw consistent. Design Guidelines are more recent and were specifically crafted for Town Center development by a multi-board committee. The smaller sign size is consistent with the pedestrian orientation for Town Center.**

Therefore, the Planning Board recommends approval of Article 32.

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Karen Metheny, Chairman

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Michael Ashmore, Clerk

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Owen Neville, Member

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John Markiewicz, Member

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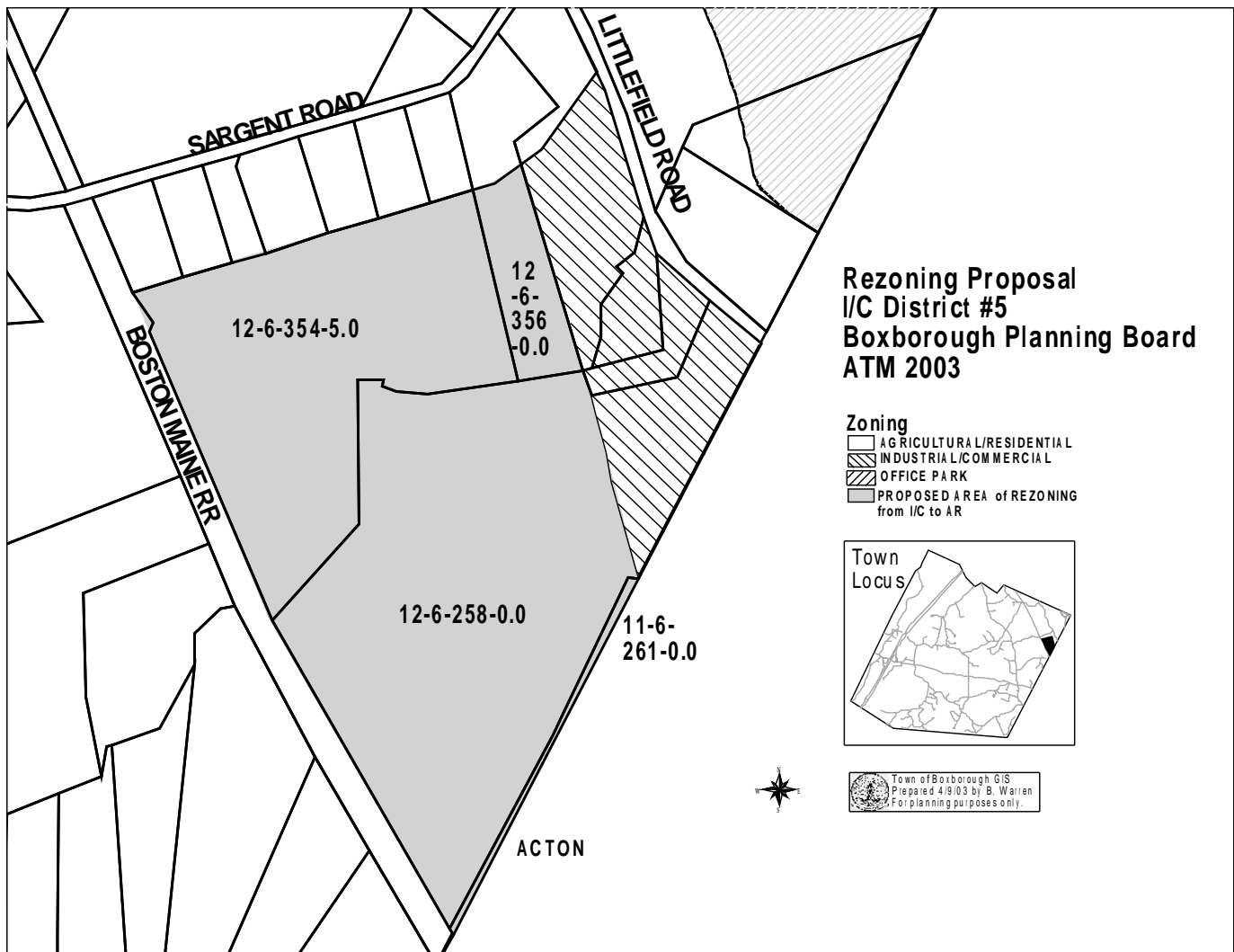
Jennie Rawski, Member

Ms. Metheny stated that this was a housekeeping article, as there is a discrepancy between the Zoning By-Laws and the Design Review Board. This change was recommended by the consultant that the Planning Board hired. Mr. Dement has concerns as you cannot see any signs going up or down Route 111. There is a safety issue when people are trying to see them as they are driving. Mr. Neville stated that he was a minority vote on the Planning Board, and there has been no development in the Town Center since the Design Committee's consultant did his work. Mr. Perry stated that he was against this article—that it was the wrong way to go. Mr. Parker made a motion to move the question. This motion carried. Ms. Metheny's motion the amend the Signs Permitted in the Town Center District Section 3286 of the Zoning Bylaw as printed in the warrant under Article 32 *did not carry*. The vote was 53 in favor; 77 opposed.

**ARTICLE 33      ZONING BYLAW AMENDMENT - REZONE PORTION OF INDUSTRIAL-COMMERCIAL (IC) DISTRICT #5 FROM INDUSTRIAL-COMMERCIAL (IC) TO AGRICULTURAL-RESIDENTIAL (AR)**

(Two-thirds vote required)

To see if the Town will vote to rezone the land shown on the map below, in the vicinity of Sargent Road/Littlefield Road and along the Boston and Maine Railroad (Maps 11 & 12, Group 6 Parcels 258 (portion), 354.5, and 356) from Industrial-Commercial (IC) to Agricultural-Residential (AR); and to amend the Zoning Map and Definition of Districts accordingly; or take any other action relative thereto.



**Summary**

Over the past year and a half, the Planning Board has worked with consultants from Beals and Thomas Inc., and a multi-board steering committee on completing the Boxborough Master Plan, the town's first comprehensive plan that conforms with all of the requirements set forth in the Massachusetts General Laws. In January 2002, the Boxborough Planning Board voted to accept the Boxborough Master Plan; the Board reported their acceptance at the Annual Town Meeting in May 2002. A complete copy of the Master Plan can be found on the town's website: [www.town.boxborough.ma.us](http://www.town.boxborough.ma.us). The Planning Board has begun the process of implementing the Action Items identified in the Master Plan. One of the priority Action Items is to review all of the commercial zoning districts that are adjacent to residential districts to determine if they are still viable commercial sites given existing land development patterns. The Planning Board conducted a public meeting on the proposal to rezone portions of Industrial

Commercial District #5 and #7 on March 4, 2003. All land owners and abutters to Industrial-Commercial (IC) District #5 and IC District #7 were invited to attend. After the public hearing the Planning Board withdrew the Liberty Square rezoning proposal (IC District #7). The landowner of the parcels to be rezoned in the vicinity of Sargent Road and Littlefield Road (IC District #5) was in favor of the rezoning proposal since the land is currently being used for agricultural purposes.

**The Planning Board recommends.**

**The Finance Committee recommends unanimously.**

This rezoning reflects the current agricultural use of this land and has the support of the landowners. Furthermore, this article represents a step toward the implementation of the Town's published Master Plan by cleaning up zoning irregularities and inconsistencies with respect to current usage.

**ACTION ON ARTICLE 33**, May 27, 2003. The tellers for this article were Christine Van Roggen, Joan Meyer, Glenn Schricker and David Follett. Ms. Metheny read the "Report of the Planning Board", as follows:

**ARTICLE 33: REZONE PORTION OF INDUSTRIAL-COMMERCIAL DISTRICT #5 FROM INDUSTRIAL-COMMERCIAL TO AGRICULTURAL-RESIDENTIAL**

In accordance with MGL Chapter 40A Section 5, the Planning Board conducted a public hearing on March 18, 2003 to review Article 33.

Over the past year and a half, the Planning Board has worked with consultants from Beals and Thomas Inc., and a multi-board steering committee on completing the Boxborough Master Plan, the town's first comprehensive plan that conforms with all of the requirements set forth in the Massachusetts General Laws. In January 2002, the Boxborough Planning Board voted to accept the Boxborough Master Plan; the Board reported their acceptance at the Annual Town Meeting in May 2002. A complete copy of the Master Plan can be found on the town's website: [www.town.boxborough.ma.us](http://www.town.boxborough.ma.us). The Planning Board has begun the process of implementing the Action Items identified in the Master Plan. One of the priority Action Items is to review all of the commercial zoning districts that are adjacent to residential districts to determine if they are still viable commercial sites given existing land development patterns. The Planning Board conducted a public meeting on the proposal to rezone portions of Industrial Commercial District #5 and #7 on March 4, 2003. All land owners and abutters to Industrial-Commercial (IC) District #5 and IC District #7 were invited to attend. After the public hearing the Planning Board withdrew the Liberty Square rezoning proposal (IC District #7). The landowner of the parcels to be rezoned in the vicinity of Sargent Road and Littlefield Road (IC District #5) was in favor of the rezoning proposal since the land is currently being used for agricultural purposes.

Therefore, the Planning Board recommends approval of Article 33.

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Karen Metheny, Chairman

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Michael Ashmore, Clerk

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Owen Neville, Member

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John Markiewicz, Member

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Jennie Rawski, Member

On Ms. Metheny's motion, the Town did vote, unanimously, to rezone the land shown on the map printed in the warrant under Article 33 and to amend the Zoning Map accordingly and to amend District #5 Definition of Districts in the Zoning Bylaw to read as follows:

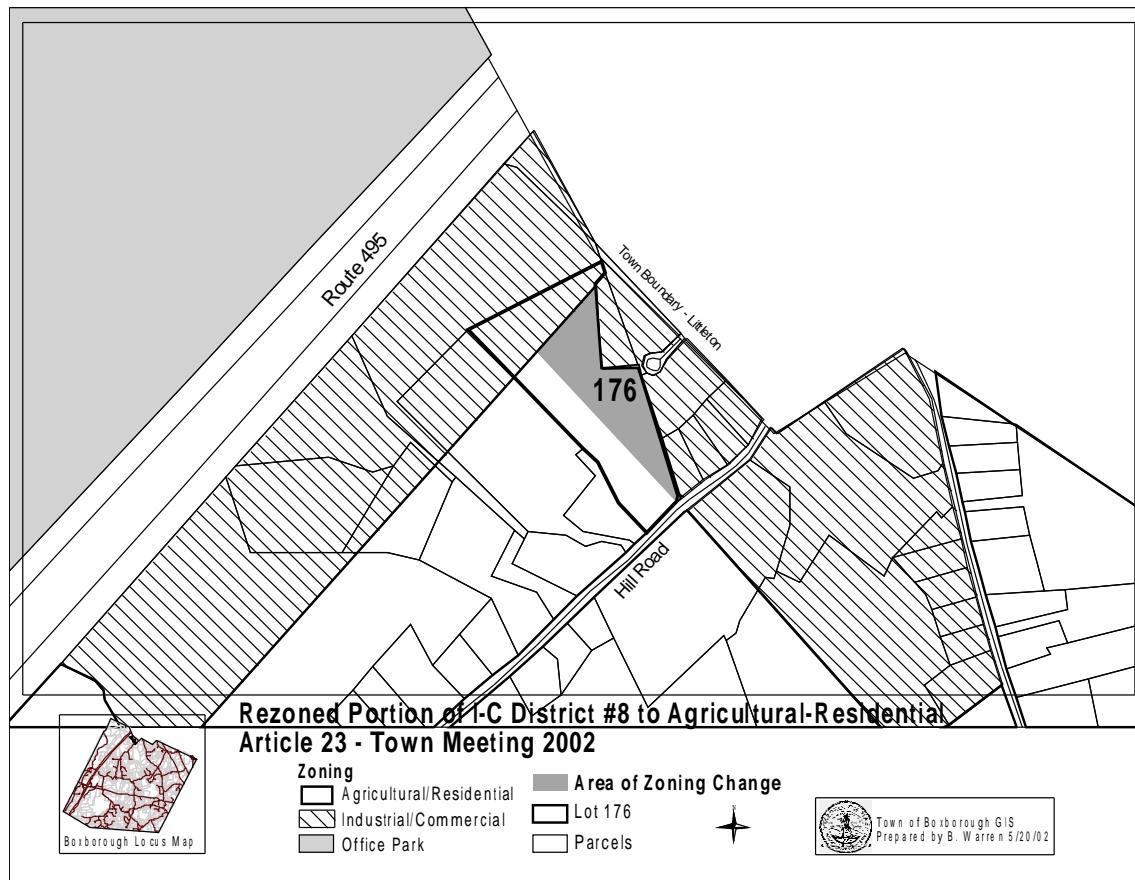
Beginning at a point on the property line of Assessor parcels 356 and 357, 300 feet Southerly from the Southerly line of Sargent Road; Northwestery by a line 300 feet Southerly of said line of Sargent Road, and parallel thereto to the Southwestery line of Littlefield Road; Northeastery by said line of Littlefield Road to the Acton town line; Easterly by the Acton town line to a point 760± feet; and Southwestery by a line that connects from said point to the property line between parcels 356 and 357 to the point of the beginning.

**ARTICLE 34      ZONING BYLAW AMENDMENT - REMOVE PORTION OF PARCEL 176 REZONED FROM IC TO AR AT THE 2002 ATM; AND PORTION OF IC DISTRICT # 5 REZONED ABOVE FROM THE WIRELESS COMMUNICATION FACILITIES OVERLAY DISTRICT**

(Two-thirds vote required)

To see if the Town will vote to remove from the Wireless Communication Facilities (WCF) Overlay District the portion of Assessor's Parcel 176, as shown in the map below, 750' from the I-495 right-of-way and along the northerly property line of Parcel 176 on Maps 4 and 8 that was rezoned from Industrial-Commercial District #8 to Agricultural-Residential District at the Annual Town Meeting in May 2002; and the portion of IC District # 5 in the vicinity of Sargent Road and Littlefield Road and along the Boston and Maine Railroad (Maps 11 & 12, Group 6 Parcels 258 (portion), 354.5, and 356) from Industrial-Commercial (IC) to Agricultural-Residential (AR) rezoned above; and to amend the Wireless Communication Facilities Overlay District Zoning Map accordingly.

or take any other action relative thereto.





ATM 2003: PROPOSED WIRELESS COMMUNICATION  
OVERLAY DISTRICT AMENDMENTS



### Summary

The Wireless Communication Facilities (WCF) Overlay District includes the Industrial-Commercial (IC) and Office Park (OP) zones, as well as other parcels along Route 111. Since both of these areas are no longer zoned for commercial purposes, they should be removed from the WCF Overlay District.

### The Planning Board recommends.

#### The Finance Committee recommends unanimously.

This property was rezoned from Commercial-Industrial (CI) district to Agricultural-Residential (AR) at the 2002 ATM. The IC land was in the Wireless Overlay District. It is the reasoned position of the Planning Board that AR parcels should not be part of the Wireless Overlay District. This article therefore “completes” the prior rezoning of this land to AR.

**ACTION ON ARTICLE 34**, May 27, 2003. The tellers for this article were Christine Van Roggen, Joan Meyer, Glen Schricker and David Follett. Ms. Metheny read the “Report of the Planning Board”, as follows:

**ARTICLE 34: REMOVE PORTION OF PARCEL 176 REZONED FROM IC TO AR AT THE 2002 AND PORTION OF IC DISTRICT #5 REZONED ABOVE FROM THE WIRELESS COMMUNICATION FACILITIES (WCF) OVERLAY DISTRICT**

In accordance with MGL Chapter 40A Section 5, the Planning Board conducted public hearings on March 18, 2003, and April 29, 2003 to review Article 34.

**The Wireless Communication Facilities (WCF) Overlay District was created from land zoned Industrial-Commercial (IC) and Office Park (OP), as well as other parcels along Route 111. Since both of these areas are no longer zoned for commercial purposes, they should be removed from the WCF Overlay District.**

Therefore, the Planning Board recommends approval of Article 34.

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Karen Metheny, Chairman

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Michael Ashmore, Clerk

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Owen Neville, Member

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John Markiewicz, Member

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Jennie Rawski, Member

On Ms. Metheny’s motion, the Town did vote, unanimously, to amend the zoning by-law and map as printed in the warrant under Article 34.

**ARTICLE 35 ZONING BYLAW AMENDMENT - ROOF TOP MECHANICALS**

(Two-thirds vote required)

To see if the Town will vote to amend Section 2342 regarding dimensional requirements for roof mounted or attached structures as follows:

2342. Roof mounted or attached structures are permitted provided that such structures do not exceed ten (10) feet above the uppermost part of the building to which it is attached or forty-five feet (45) total height from ground level whichever is ~~greater~~ **less**.

or take any other action relative thereto.

**Summary**

Currently, the Zoning Bylaw allows a 10 foot extension from the maximum height requirement for roof mounted or attached structures. The proposed change would not allow roof top mechanicals to exceed the 45 foot height restriction.

**The Finance Committee defers recommendation.**

The direct and indirect consequences of this article are not clear at this time, and further discussion and clarification is expected prior to Town Meeting.

ACTION ON ARTICLE 35, May 27, 2003. The Finance Committee does not recommend this article by a unanimous vote. Ms Metheny read the "Report of the Planning Board", as follows:

#### **ARTICLE 35: SECTION 2342 – ROOF TOP MECHANICALS**

In accordance with MGL Chapter 40A Section 5, the Planning Board conducted a public hearing on March 18, 2003, and April 29, 2003 to review Article 35.

At recent public hearings, the Planning Board has received public comment on the impact of commercial building roof top mechanicals on abutting residential neighborhoods. Currently, the Zoning Bylaw allows a ten (10) foot extension from the maximum height requirement for roof mounted or attached structures. The proposed change would not allow roof top mechanicals to exceed the forty-five (45) foot height restriction.

The proposal does not reduce the number of stories unless the developer chooses to locate the building mechanicals on the roof. Building mechanicals can be located on the ground, which would have a nominal impact on the Floor Area Ratio (FAR) of the project. The Planning Board finds that there are enough potential cases where this proposal would have a benefit to the town and abutters to commercial developments. However, existing and approved developments (i.e. Boxborough Executive Center and Cisco) will not be affected by this change. The Planning Board will still be able to modify this dimensional requirement through the Open Space Commercial Development (OSCD) Special Permit process. Screening of roof top mechanicals is addressed in the Site Plan Review criteria; this proposal does not change the existing screening requirements. Noise generated by office developments is addressed in Section 3541 of the Zoning Bylaw. There are no changes proposed to Section 3541.

Therefore, the Planning Board recommends approval of Article 35.

#### **THE BOXBOROUGH PLANNING BOARD:**

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Karen Metheny, Chairman

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Michael Ashmore, Clerk

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Owen Neville, Member

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John Markiewicz, Member

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Jennie Rawski, Member

Mr. Bunyard stated that this is consistent with other towns that are interested in aesthetics. Rooftop mechanics are necessary for three story buildings. Mr. Stewart made a motion to move the question. This motion carried. On Ms. Metheny's motion, the Town did vote to amend Section 2342 regarding dimensional requirement for roof mounted or attached structures as printed in the warrant under Article 35. The vote on this article was 130 in favor; 20 opposed.

#### **ARTICLE 36      AUTHORIZE BOS TO NEGOTIATE AGREEMENT FOR SOLID WASTE DISPOSAL** (Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract for solid waste disposal for a term not to exceed five (5) years; or take any other action relative thereto.

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

In 1985, the Town entered a 20-year agreement along with a number of communities for the disposal of trash (NESWC). This agreement will end in September 2005. One of the terms of this agreement was that the company

which assumed ownership of the facility would have first rights to negotiate for the follow-on contract with the member communities. Current discussions and proposals will be favorable to the Town, if the communities currently in the agreement sign a contract for a term of 5 years. This article authorizes the BoS to sign an agreement for up to 5 years pending final negotiations.

**The Finance Committee recommends unanimously.**

This article authorizes the Board of Selectmen to enter into a contract for solid waste disposal, in order to replace the NESWC contract, whose exclusivity is expiring shortly. The Town will have greater flexibility in the new environment and the Selectmen need the requested authority to negotiate favorable terms.

**ACTION ON ARTICLE 36**, May 27, 2003. The tellers for this article were Christine Van Roggen, Joan Meyer, Glen Schricker and David Follett. Mr. Wheeler stated that we would get market rates and that NESWEC has to agree with our terms. We will not have to commit to tonnage. Ms. Meyer made a motion to move the question. This motion carried unanimously. On Mr. Wheeler's motion, the Town did vote, unanimously, to authorize the Board of Selectmen to enter into a contract for solid waste disposal for a term not to exceed five years.

David Follett made a sense-of-the-meeting motion to separate the school budget out when we have an override. Ms Hilberg said that this pitted one department against another. Mr. Bunyard agreed that this should not be done. Many others thought that this should not be done and Mr. Brown pointed out that Town Government responded to tightening its belt. Mr. Follett withdrew the motion on the floor.

The meeting adjourned at 10:20 p.m.

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 25, 2003.

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David L Birt, Chairman  
Board of Selectmen

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Kristin Hilberg  
Board of Selectmen

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Simon C. Bunyard  
Board of Selectmen

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Donald R. Wheeler, Clerk  
Board of Selectmen

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Leslie Fox  
Board of Selectmen

POSTED: April 23, 2003

BY: David L. Birt  
Constable