

Town of Boylston

Massachusetts

ANNUAL
REPORT
2017

On the cover

Autumn on School Street, October 2014

Jav Groccia is the owner and principal photographer for OnSite Studios. He specializes in architectural, aerial and food imagery as well as portraiture for business professionals and families. Jav and his wife Karen, and their two sons James and Michael, have been part of the Boylston community since 1999.

To view his work: www.OnSiteStudios.com or Facebook.com/OnSiteStudios

ANNUAL TOWN REPORT

Of the

TOWN OF BOYLSTON MASSACHUSETTS



Published
SPRING 2018

Financial Data for Fiscal Year Ended
June 30, 2017

This institution is an equal opportunity provider. Discrimination is prohibited by Federal Law.

*Printed by MSP Digital Marketing
Hudson, MA*

IN MEMORIUM 2017

Those that touch our lives.... stay in our hearts forever

| | | | |
|-----------------------------|---------------------------------|-----------------------------------|----------------------------------|
| <i>Louise H. Lucia</i> | <i>January 24th</i> | <i>Maximino Hernandez Morales</i> | <i>July 14th</i> |
| <i>Frank Wooldridge</i> | <i>February 13th</i> | <i>Vincent Joseph Burdulis</i> | <i>July 17th</i> |
| <i>Margaret M. Silun</i> | <i>March 10th</i> | <i>Robert John Tervo</i> | <i>July 22nd</i> |
| <i>Donald A. Kelley Jr.</i> | <i>March 19th</i> | <i>Helen Madore</i> | <i>July 30th</i> |
| <i>Nathan Robert Stark</i> | <i>April 6th</i> | <i>Raymond F. Shankle Jr.</i> | <i>August 5th</i> |
| <i>Paul J. Macdonald</i> | <i>April 9th</i> | <i>Priscilla R. O'Connor</i> | <i>August 8th</i> |
| <i>Neil R. Felch</i> | <i>April 10th</i> | <i>Mildred T. Sanders</i> | <i>August 21st</i> |
| <i>Marie T. Mongeau</i> | <i>April 20th</i> | <i>Kenneth J. Francis</i> | <i>September 2nd</i> |
| <i>Richard D. Gates Sr.</i> | <i>May 4th</i> | <i>Dorothy M. Miller</i> | <i>September 16th</i> |
| <i>Edward J. Walsh</i> | <i>May 13th</i> | <i>Vincent M. DiPilato</i> | <i>September 19th</i> |
| <i>Delores J. Blais</i> | <i>May 22nd</i> | <i>Janet A. Cavanaugh</i> | <i>September 21st</i> |
| <i>Bonnie Lee Hunt</i> | <i>June 7th</i> | <i>Mark D. Prunier</i> | <i>October 2nd</i> |
| <i>Robert J. Blais Sr</i> | <i>June 8th</i> | <i>Michael E. Bussolari</i> | <i>November 7th</i> |
| <i>Stacey Beth Brenner</i> | <i>June 15th</i> | <i>Jane Knapik</i> | <i>December 2nd</i> |
| <i>Barbara Louise Mecum</i> | <i>July 1st</i> | <i>Mary M. O'Malley</i> | <i>December 9th</i> |
| <i>Joseph H. Larkin</i> | <i>July 6th</i> | <i>Marie N. Bates</i> | <i>December 21st</i> |
| | | <i>Mary J. Lyons</i> | <i>December 24th</i> |

Town of Boylston

Massachusetts



County-Level State Agency Heads

Clerk of Courts: Dennis P. McManus (D)

District Attorney: Joseph D. Early, Jr. (D)

Register of Deeds: Anthony J. Vigliotti (D)

Register of Probate: Stephanie K. Fattman (R)

County Sheriff: Lew Evangelidis (R)

State Government

State Representative(s): Harold P. Naughton, Jr (D)

State Senator(s): Harriette L. Chandler (D)

Governor's Councilor(s): Jen Caissie (R)

Federal Government

U.S. Representative(s): James P. McGovern (D-2nd District),

U.S. Senators: Elizabeth Warren (D),
Ed Markey (D)

Coordinates: 42°23'30"N 71°42'15"W / 42.39167°N 71.70417°W / 42.39167; -71.70417 **Coordinates:** 42°23'30"N 71°42'15"W / 42.39167°N 71.70417°W / 42.39167; -71.70417

Country United States

State Massachusetts

County Worcester

Settled 1705

Incorporated 1786

GOVERNMENT

Type Open town meeting

Town Administrator Martin McNamara

AREA

Total 19.7 sq mi (51.0 km²)

Land 16.0 sq mi (41.5 km²)

Water 3.6 sq mi (9.4 km²)

Elevation 443 ft (135 m)

POPULATION (2010)

Total 4,355

Density 220/sq mi (85/km²)

Time zone Eastern (UTC-5)

ZIP code 01505

Area code(s) 508 / 774

FIPS code 25-07525

GNIS feature ID 0619478

Website www.boylston-ma.gov

***BOYLSTON'S 2017 ANNUAL REPORT
IS DEDICATED TO***

Joseph H. Larkin

1938 – 2017



Joe was born in Worcester, son of the late Michael and Marion (Keniry) Larkin. He graduated from Commerce High School and earned his Associates Degree from New England School of Accounting. He worked for many years as an accountant for Rand Whitney Container Corp. in Worcester. He proudly served his country in the U.S. Air Force and was a member of the American Legion Post # 398 in Boylston for over 40 years, serving as commander for the last 24 years. He organized and ran Boylston's Memorial Day Parade for many years, was a member of First Congregational Church in Boylston, and past president of The Boylston Senior Citizens group. He was also a member and assoc. Projects Treasurer of the Greendale Retired Men's Club and its bowling league. His hard work and dedication to the town will be remembered by many for years to come and he will be sadly missed.

TABLE OF CONTENTS

| | |
|---|------------|
| <i>Elected Town Officials.....</i> | <i>8</i> |
| <i>Appointed Town Officials.....</i> | <i>9</i> |
| <i>Boards & Committees.....</i> | <i>10</i> |
| GENERAL GOVERNMENT | |
| <i>Board of Selectmen.....</i> | <i>14</i> |
| <i>Town Administrator.....</i> | <i>16</i> |
| <i>Town Counsel.....</i> | <i>19</i> |
| <i>Town Clerk.....</i> | <i>20</i> |
| FINANCIAL | |
| <i>Finance Committee.....</i> | <i>26</i> |
| <i>Board of Assessors.....</i> | <i>27</i> |
| <i>Tax Collector.....</i> | <i>29</i> |
| <i>Treasurer.....</i> | <i>31</i> |
| <i>Municipal Light Department.....</i> | <i>38</i> |
| <i>Town Accountant.....</i> | <i>39</i> |
| PUBLIC SAFETY | |
| <i>Police Department.....</i> | <i>56</i> |
| <i>Fire Department.....</i> | <i>59</i> |
| <i>Highway Department.....</i> | <i>61</i> |
| <i>Tree Warden.....</i> | <i>63</i> |
| EDUCATION AND CULTURE | |
| <i>School Department.....</i> | <i>64</i> |
| <i>Boylston Public Library.....</i> | <i>88</i> |
| <i>Parks & Recreation Committee.....</i> | <i>90</i> |
| <i>Boylston Cultural Council.....</i> | <i>92</i> |
| <i>Historical Commission.....</i> | <i>93</i> |
| HEALTH AND HUMAN SERVICES | |
| <i>Board of Health.....</i> | <i>95</i> |
| <i>Council on Aging.....</i> | <i>96</i> |
| <i>Food Pantry.....</i> | <i>98</i> |
| <i>Cemetery Commission.....</i> | <i>99</i> |
| <i>Americans with Disabilities Act Committee.....</i> | <i>100</i> |
| <i>Wachusett Earth Day.....</i> | <i>101</i> |
| PLANNING AND LAND USE | |
| <i>Planning Board.....</i> | <i>103</i> |
| <i>Conservation Commission.....</i> | <i>104</i> |
| <i>Zoning Board of Appeals.....</i> | <i>105</i> |
| <i>Earth Removal Board.....</i> | <i>106</i> |
| <i>Wire Inspector.....</i> | <i>107</i> |
| <i>Gas & Plumbing Inspector.....</i> | <i>108</i> |
| <i>Building Inspector.....</i> | <i>109</i> |
| <i>Historic District Commission.....</i> | <i>110</i> |
| TOWN MEETING WARRANTS | |
| <i>Annual Meeting May 1, 2017.....</i> | <i>111</i> |
| <i>Special Town Meeting November 6, 2017.....</i> | <i>122</i> |

ELECTED TOWN OFFICIALS

(Terms expire in June of specified year)

MODERATOR

Dennis Pojani 2019

MUNICIPAL LIGHT BOARD

Eric Johnson 2019
John McQuade 2018
Steve Mero 2020

BOARD OF SELECTMEN

Michael May 2019
Jamie Underwood 2018
James Wood 2020

LIBRARY TRUSTEES

Brad Barker 2019
Kenneth Linell 2019
Lyle Foley 2108
Susan Therriault 2018
David Bottom 2020
Richard Reardon 2020

TOWN CLERK

Lisa Johnson 2020

BOARD OF ASSESSORS

Tom Martiska 2019
Wayne MacNeil 2020
June Bianchini 2018

CEMETERY COMMISSIONERS

Don Parker 2019
Roger Wentzell 2018
Gary Anderson 2020

BOARD OF HEALTH

Sarah Scheinfein 2019
Douglas Kimmens 2018
John Wentzell 2020

PARKS & RECREATION COMMISSION

Bonnie Johnson 2021
Alison LeBlanc 2018
Kevin Prendergast 2019
Jim Spencer 2020
Maple Stolecki 2020

PLANNING BOARD

Judith White 2021
William Manter 2020
Richard Baker 2019
Kim Ames 2018
Homaira Naseem 2022
Peter Caruso (Associate Member) 2022

SCHOOL COMMITTEE

Lorie Martiska 2019
Matthew Lozoraitis 2018
James J. Spencer, II 2020

APPOINTED TOWN OFFICIALS

(Terms expire in June of specified year)

LEGISLATIVE LIASON

Martin McNamara 2018

CIVIL DEFENSE DIRECTOR

TREE WARDEN

GYPSY BROWN-TAIL MOTH INSPECTOR

RIGHT-TO-KNOW COORDINATOR

Steve Mero 2018

INDIGENT SERVICEMEN'S BURIAL

AGENT and OVERSEER OF

SERVICEMEN'S GRAVES

Vincent Perrone 2018

PARKING CLERK

Lisa Johnson 2018

COUNCIL ON AGING COORDINATOR/

OUTREACH WORKER

Laura Susanin 2018

MEALS-ON-WHEELS COORDINATOR

Janice Resseguie 2018

FENCE VIEWER and SURVEYOR OF

HOOPS AND STAVES

Vacancy 2018

CENTRAL MASS REGIONAL PLANNING

COMMISSION and TRANSPORTATION

IMPROVEMENT

Richard Baker, Planning Bd. Rep. 2018

Howard Drobner, Selectmen Alternate 2018

TOWN ACCOUNTANT

Jason Little 2018

TOWN COUNSEL

Steven Madaus 2018

TREASURER/TAX COLLECTOR

Cheri Cox 2018

ASSISTANT TREASURER/COLLECTOR

Rosemary Buckley 2018

ADMINISTRATIVE ASSISTANT TO

BOARD OF SELECTMAN and

TOWN ADMINISTRATOR

April C. Steward 2018

HIGHWAY SUPERINTENDENT

Steven Mero 2018

BUILDING INSPECTOR

Tony Zahariadis 2018

GAS/PLUMBING INSPECTOR

Eric Johnson 2018

Richard Lapan, Assistant 2018

WIRING INSPECTOR

John McQuade 2018

John Healy, Assistant 2017

SANITATION AGENT

Dennis Costello 2018

TAX TITLE CUSTODIAN

Martin McNamara 2018

BOARDS AND COMMITTEES

(Terms expire in June of specified year.)

ADA COMMITTEE

| | |
|---------------|------|
| Jean Gates | 2018 |
| Laura Susanin | 2018 |
| Irene Symonds | 2018 |
| Joan Banks | 2018 |
| Ed MacDonald | 2018 |

AFFORDABLE HOUSING COMMITTEE

| | |
|------------------------|------|
| VACANCY, At Large | 2018 |
| VACANCY, Appeals Board | 2018 |
| VACANCY, At Large | 2018 |
| VACANCY, At Large | 2018 |
| VACANCY, At Large | 2018 |

APPEALS BOARD

| | |
|---------------------------|------|
| Arlene Murphy | 2019 |
| Janet Lombardi | 2020 |
| Robert Cotter | 2021 |
| Bradford Wyatt | 2021 |
| William Filsinger | 2022 |
| VACANCY, Associate Member | 2020 |

BOARD OF REGISTRARS

| | |
|-----------------|------|
| Sandra Bourassa | 2018 |
| Cindy Sears | 2019 |
| Joanne LaChance | 2020 |

BUSINESS MARKETING COMMITTEE

| | |
|-----------------|------|
| David Frem | 2018 |
| Richard Prince | 2018 |
| Brian Gaucher | 2018 |
| Scott McCubrey | 2018 |
| James Ricciardi | 2018 |
| Paul Danis | 2018 |
| Dick Prince | 2018 |

CABLE ADVISORY COMMITTEE

| | |
|-----------------|------|
| Thomas Martiska | 2018 |
|-----------------|------|

CONSERVATION COMMISSION

| | |
|------------------|------|
| Chip Burkhardt | 2018 |
| Dan Duffy | 2018 |
| Rebecca Longvall | 2018 |
| Jeffrey Walsh | 2019 |
| Joe McGrath | 2019 |
| Michael Ruggieri | 2019 |
| Mark Coakley | 2020 |

COUNCIL ON AGING

| | |
|------------------|------|
| Dennis Goguen | 2018 |
| Warren Leach | 2018 |
| Oswald Sauer | 2018 |
| David Wheeler | 2018 |
| Mary-Ann Whitney | 2018 |
| VACANCY | 2018 |

CULTURAL COUNCIL

| | |
|-------------------|------|
| Lorraine Sullivan | 2018 |
| Janet Sargood | 2018 |
| Kate Chatellier | 2018 |
| Erin O'Toole | 2019 |
| Alice Hughes | 2019 |

EARTH REMOVAL BOARD

| | |
|-------------------|------|
| Mark C. Coakley | 2018 |
| Janet Lombardi | 2018 |
| William P. Manter | 2018 |
| Jaimie Underwood | 2018 |
| John Wentzell | 2018 |

FINANCE COMMITTEE

| | |
|----------------|------|
| Eric Brose | 2018 |
| Seth Ridinger | 2018 |
| David Butler | 2019 |
| VACANCY | 2019 |
| Howard Drobner | 2020 |
| Karen McGahie | 2020 |

BOARDS AND COMMITTEES

(Terms expire in June of specified year.)

HISTORIC DISTRICT COMMISSION

| | |
|--------------------------|-------------|
| <i>Catherine Richard</i> | <i>2018</i> |
| <i>William Manter</i> | <i>2018</i> |
| <i>David Bottom</i> | <i>2019</i> |
| <i>Judith Bottom</i> | <i>2019</i> |
| <i>Brad Barker</i> | <i>2020</i> |

MEMORIAL DAY COMMITTEE

| | |
|------------------------|-------------|
| <i>Betty Larkin</i> | <i>2018</i> |
| <i>Debra Larkin</i> | <i>2018</i> |
| <i>Scott Larkin</i> | <i>2018</i> |
| <i>Sandra Bourassa</i> | <i>2018</i> |
| <i>Richard Lewis</i> | <i>2018</i> |

HISTORIC COMMISSION

| | |
|----------------------|-------------|
| <i>Judith Haynes</i> | <i>2018</i> |
| <i>VACANCY</i> | <i>2018</i> |
| <i>Bruce Filgate</i> | <i>2019</i> |
| <i>Nancy Filgate</i> | <i>2019</i> |
| <i>David Bottom</i> | <i>2020</i> |
| <i>Judith Bottom</i> | <i>2020</i> |

OPEN SPACE AND RECREATION COMMITTEE

| | |
|--|-------------|
| <i>Jim Wood, Board of Selectmen</i> | <i>2018</i> |
| <i>Joe McGrath, Conservation Commission</i> | <i>2018</i> |
| <i>Brittany Blaney, Parks and Recreation</i> | <i>2018</i> |
| <i>VACANT, Parks and Recreation</i> | <i>2018</i> |
| <i>Bill Manter, Planning Board</i> | <i>2018</i> |

HOMELAND SECURITY

| | |
|--|-------------|
| <i>Dennis Costello, BOH Agent</i> | <i>2018</i> |
| <i>Steve Mero, DPW Superintendent</i> | <i>2018</i> |
| <i>Anthony Sahagian, Police Chief</i> | <i>2018</i> |
| <i>Joseph Flanagan, Fire Chief</i> | <i>2018</i> |
| <i>Martin McNamara, Town Administrator</i> | <i>2018</i> |

SENIOR TAX REBATE COMMITTEE

| | |
|---------------------------------------|-------------|
| <i>April Steward</i> | <i>2018</i> |
| <i>Laura Susanin</i> | <i>2018</i> |
| <i>Paul O'Connor</i> | <i>2018</i> |
| <i>Margo Richardson</i> | <i>2018</i> |
| <i>Lindsay Katz</i> | <i>2018</i> |
| <i>Town Administrator, Ex Officio</i> | <i>2018</i> |
| <i>Town Treasurer, Ex Officio</i> | <i>2018</i> |

INSURANCE ADVISORY COMMITTEE

| | |
|---|-------------|
| <i>April C. Steward (Town Hall)</i> | <i>2018</i> |
| <i>Joseph Flanagan (Fire Dept.)</i> | <i>2018</i> |
| <i>Jennifer Bruneau (Library)</i> | <i>2018</i> |
| <i>Mike Lucia (Light Dept.)</i> | <i>2018</i> |
| <i>Steven Mero (Highway Dept.)</i> | <i>2018</i> |
| <i>Pamela Rudge (Dispatchers)</i> | <i>2018</i> |
| <i>Robert Thomas (Police Officers)</i> | <i>2018</i> |
| <i>VACANCY (Retirees)</i> | <i>2018</i> |
| <i>VACANCY (School Dept.)</i> | <i>2018</i> |
| <i>Susan Brenner (Non-Union School Empl.)</i> | <i>2018</i> |
| <i>Town Administrator, Ex-Officio</i> | <i>2018</i> |
| <i>Treasurer, Ex-Officio</i> | <i>2018</i> |

STORM WATER COMMITTEE

| | |
|---|-------------|
| <i>Steve Mero, Highway Superintendent</i> | <i>2018</i> |
| <i>Chip Burkhart, Conservation Comm</i> | <i>2018</i> |
| <i>Gerry Gleich, Board of Health</i> | <i>2018</i> |
| <i>Joe McGrath, Advisory Capacity, BOS rep.</i> | <i>2018</i> |

TOWN HOUSE COMMITTEE

| | |
|----------------------|-------------|
| <i>Steve Mero</i> | <i>2018</i> |
| <i>Bob Bourassa</i> | <i>2018</i> |
| <i>April Steward</i> | <i>2018</i> |
| <i>Laura Susanin</i> | <i>2018</i> |

TOWN REPORT COMMITTEE

| | |
|-------------------------|-------------|
| <i>April C. Steward</i> | <i>2018</i> |
|-------------------------|-------------|

FIRE DEPARTMENT 2017 ROSTER

FIRE CHIEF AND FOREST WARDEN

Joseph Flanagan / EMT

DEPUTY CHIEF

Matthew Ronn / EMT

CAPTAIN

Donald MacKenzie / EMT

LIEUTENANTS

Jason Bradford / EMT

Mike Buddenhagen

Scott McCubrey

Roger Young

FIREFIGHTERS (FF) / EMERGENCY MEDICAL TECHNICIANS (EMT)

Andrew Aberdale, EMT

Brian Gaucher, FF

Alan Portis, FF/EMT

Eric Borges, EMT

Nicholas Green, EMT

Lisa Rudge, EMT

Daniel Buddenhagen, FF/EMT

Laura Hayes, EMT

Nathan Rumpf, EMT

Timothy Ciampaglia, FF

Lucy Kogut, EMT

Ryan Schloerb, FF/EMT

Kevin Colomey, FF/EMT

Benedict Kurtze

Leigh Shircliff, Paramedic

Ryan Colleton, FF

Maria Luckette, FF/EMT

Peter Smith, EMT

Gino Consiglio, FF

Robb MacKenzie, FF

Jeffrey Stanton, FF/EMT

Allyson Day, EMT

Alex Martinec, FF/EMT

Kyle Stark, EMT

Sean Deans, EMT

Jacob Matthew, FF

April Steward, EMT

Jeff Dempsey-Holmes, FF

Megan Mercure, EMT

Sarah Stuart, EMT

Timothy Donohue, FF/EMT

Dylan Muise, EMT

Maxwell Studley, EMT

Josh Donovan, EMT

Allison O'Neil, EMT

Sarah Stuart, EMT

David Easterbrook, EMT

Michael O'Sullivan, FF/EMT

Peter Tuffs, FF

Patty Flanagan, EMT

Paul Osterberg, FF/EMT

Michael Wheeler, FF/EMT

Katherine Forest, FF/Paramedic

Jessica Palmer, EMT

David Young, FF/EMT

Steven Phillips, FF

CHAPLAIN:

David Buchanan

PHOTOGRAPHER:

William Richardson

POLICE DEPARTMENT 2017 ROSTER

CHIEF OF POLICE:

Anthony G. Sahagian

DETECTIVE SERGEANT:

Vacant

PATROL/ADMINISTRATIVE SERGEANT:

Robert C. Thomas, Jr.

PATROL OFFICERS:

*Russell N. Parker**

Robert M. Barbato

Mark L. Shepard

Jared B. Piche

*John A. Annunziata**

Cody J. Thomasian

Timothy P. Trubiano

VACANT

FULL-TIME DISPATCHERS:

*Pamela D. Rudge***

Lynn F. Purcell

Jennefer J. Schiavone

PERMANENT PART-TIME DISPATCHER:

Bonnie E. White

PART-TIME DISPATCHER:

Donna L. Hathaway

ADMINISTRATIVE ASSISTANT:

Christine Bissonnette

All Full-time Patrol Officers serve as Constables

** Detective Patrolman*

*** Head Dispatcher*

As of 1 January 2018

BOARD OF SELECTMEN REPORT

The Board of Selectman is pleased to present the residents of Boylston with the Annual Report for calendar year 2017. The Board issued all necessary permits and licenses as required by statute. All State and Federal certificates were filed as required and the necessary personnel appointments were made. All business that came before our Board was handled with the best interests of the Town and its residents paramount in our decisions.

Selectman reviewed and finalized the FY 18 Budget and the Warrant articles for the Annual Town Meeting.

Boylston is truly the Gateway to the Wachusett Region with our community bordering the banks of the Wachusett Reservoir and making up over 5000 acres of its watershed. We are fortunate to have an abundance of open space for a variety of uses.

We have many hundreds of acres managed by our own Conservation Commission, by The New England Forestry Foundation, and other preservation organizations. We are fortunate to have Tower Hill Botanical Gardens, Pine Ridge Farm, and Spring Ridge Farm, Summer Star Wildlife Sanctuary and the Bond farm as well as many other natural resources in our community.

We are fortunate to have a wonderful multiuse property in the Municipal Office Building and our Hillside property. Hillside provides open space for recreation for our young people for both soccer and football as well as many hiking trails. The Town is frequently the site of bike racing, road racing and hiking events that traverse our community. We are a great destination for hunting, fishing and other outdoor sports.

We are fortunate to have Calliope Theater, the Gough House and both Cyprian Keyes Golf Course and the Haven Country Club all call Boylston home. It is no surprise that the rich cultural and natural resources we have are attractive to many, as residents and visitors alike enjoy Boylston and its rich history, and recreation resources.

2017 was a dynamic year for the Town of Boylston with several exciting community developments. The FedEx building has been coming along nicely and is nearing completion. It should be fully operational sometime in the fall of 2018. Town Boards and Departments have worked alongside each other to bring this project to its completion. This project will translate into numerous jobs for the community and annual tax revenue that exceeds \$1.5 million, as well as significant positive economic impact for our local businesses.

The II Phase of the Library Renovations was completed around Memorial Day in 2017 and we have received numerous compliments on the updates and improvements at the location. The library staff and trustees continue to be innovative in their style and approach and are utilizing their renovated space to the fullest of its capacity, which is an amazing resource for our residents. We look forward to seeing the many new and exciting programs that are happening right now and are in the planning stages at the library.

The Sherriff's Department sent over a group of men to paint the Town House and they did an outstanding job, as always. We have a few more painting projects scheduled for 2018 and are looking forward to the team from the Sherriff's department to come back and do more work.

We added our first human resources assistant to the Town in 2017 when we hired Lindsay Katz. With more regulation and the demands to manage our valued employees we deemed it prudent to implement a resource in the human resource area that would provide our departments with guidance on personnel matters.

The Board held 20 regular meetings and 5 executive session meetings in the year 2017 and attendance was recorded as follows:

| | <u><i>Of 20 regular meetings:</i></u> | <u><i>Of 5 Executive meetings:</i></u> |
|------------------------|---------------------------------------|--|
| <i>James Wood</i> | <i>20</i> | <i>5</i> |
| <i>Michael May</i> | <i>19</i> | <i>5</i> |
| <i>James Underwood</i> | <i>20</i> | <i>5</i> |

*Respectfully Submitted,
Boylston Board of Selectmen*

TOWN ADMINISTRATOR REPORT

As I finish my 6th year as Town Administrator, I am extremely happy to be able to provide my annual report to the residents of the Town of Boylston. To say it has been a busy year is an understatement. Once again, it is through the diligence, hard work, and dedication of town employees that makes Boylston such a great place to live and work. I would like to express my sincere congratulations, and thanks for their work and assistance throughout the year.

Once again, the Highway Department, Police Department, Fire Department, and the Municipal Light Department did outstanding work, as did the employees at the Library and Town Hall.

Below are some of the highlights of the year:

Personnel Changes & Accomplishments

During 2017 we had a number of personnel changes, including:

John Healy was appointed Assistant Wiring Inspector.

Lindsey Katz was hired as the Town's first Human Resources Assistant.

Laura Susanin was hired as the Council on Aging Coordinator.

Olga Olmedo was hired as the Council on Aging Van Scheduler.

Paul O'Connor began work in the Assessors Department.

Tim Durgin was hired as a Highway Department Operator/Laborer.

April Steward obtained her Associate Massachusetts Certified Purchasing Officer certification by the Office of the Inspector General.

The State Legislature enacted legislation allowing Police Chief Sahagian to continue working past the age of 65. We expect to sign a new contract for the Chief before July 2018.

Projects

Highway Garage -*The Highway Department finished their first year in the new Highway Garage. The garage, which was completed in October 2016, has proven to be everything we expected it to be.*

Library Renovation - *The Library Renovation Project was completed, and the Library reopened in 2017. The Library Building Committee, the Library Trustees and the Library Staff all deserve congratulations and thanks for their efforts making the building one of the nicest Library Buildings in the area.*

Hillside Updates – *Work on improvements to Town Hall and the Police Department Building continues. Replacement of and painting of siding at the Police Building, repairs to the Septic System, IT updates, and many other items have been completed.*

Road Repairs – *Cross Street, Linden Street, and a large portion of Green Street were repaved using Chapter 90 funds, as well as funds made available at the Annual Town Meeting. The cost of this paving project was \$380,000.00. In addition, the sidewalks as well as a section of the base coat of the roadway at Compass Pointe were repaired using funds secured from bonds on the project. The finish coat will be completed in the spring.*

TOWN ADMINISTRATOR REPORT

There are still several roads in town that need repair or repaving, and we will continue to do as much annual paving as funds allow.

Town House – *Significant repairs were made at the Town House. New windows were installed, a new elevator has been installed and is in operation, and the exterior received a fresh coat of paint by the Sheriff's Department. The Town House looks terrific and townspeople can be very proud of it.*

Economic Development – *During the year there were many meetings held by the Planning Board, Conservation Commission, and the Board of Selectmen to review, discuss, and approve the construction of the FedEx Project. The project, a 360,000-sq. ft. distribution center off Route 140 is well on its way to completion. When completed it is expected that this property will generate well over \$1M tax revenue for the town.*

Other projects, while still in the review and discussion stage, are scheduled to begin construction in 2018, if approved. These projects will generate significant tax revenue when completed.

The various local boards and commissions deserve a great deal of credit for the many meetings and for the long hours they have spent deliberating on behalf of the residents.

A great deal of time has been spent on the effort to improve the traffic situation on Route 140. With the FedEx facility being built and other development projects being discussed, the issue of traffic has been on the forefront. Meetings with the Town of Shrewsbury, and MassDOT are ongoing.

Free Cash, Grants, Credits, and other Reimbursements –

We were again very fortunate to receive Grants and Credits that helped offset expenses in departments. We received approximately \$35,734.00 in various Grants, Credits, and Reimbursements.

Free Cash - *As a result of our Department Heads using restraint on spending some new growth, and building department collections for permits associated with the FedEx Building, our Free Cash has been certified at a remarkable \$1.5M.*

MIA Rewards and Credits - *\$7,613.00 was received as credits on our Workers Compensation, and Property/Casualty Insurances.*

Police Department - *\$921.00 State Grant for 911 Dispatcher Training.*

Fire Department - *\$2,100.00 MEMA Grant for Code Red Notification System.
 \$4,000.00 DCR/VFA Grant for Fire Hose Replacement
 \$2,100.00 MEMA Grant for Communication Equipment.
 \$4,000.00 District 8 Training Grant.*

Misc. - *\$15,000.00 Mass Housing Grant for education and legal advice to various Town boards regarding Chapter 40B Regulations.*

Other items of interest

A new 3-year contract was signed with the Fire Chief.

After several negotiations meetings, the Massachusetts Public Employees Council which had been certified as the Bargaining Unit for the Town's Highway Department employees withdrew from representing the Highway employees.

TOWN ADMINISTRATOR REPORT

FY 17 Financial Audit – We contracted with a new Auditing Firm in 2017. Our Financial Audit for Fiscal 17 has begun.

Delinquent Tax Collections – Through the efforts of Town Treasurer/Collector Cheri Cox, an outstanding tax balance in June 2017 of \$109,358.91 was reduced to \$1,441.69 as of December 2017.

The Board of Selectmen and Conservation Commission signed an Intermunicipal Agreement transferring 94+ acres of land in the East Woods to the control of the Conservation Commission. A deed conveying this land has been registered at the Worcester Registry of Deeds.

As a result of our involvement in the State's TAP Program, and through the efforts of the Assessor's Department, our FY 18 tax rate was certified by the MA DOR in September. If this is not the earliest ever, it is certainly the earliest in many, many years.

The town sold off several parcels of town owned surplus land including parcels at; Nicholas Ave, Elmwood Place, and Sewell St. (Gravel Pit)

Upcoming Future Issues

Continued need for a new Public Safety Building to house the Police and Fire Departments.

Expansion of economic development along the Route 140 Corridor

It has again been a very busy year for all town departments, employees, boards and committees including the Board of Health, Conservation Commission, Planning Board, Library Trustees, and the Board of Selectmen. It is the hard work and dedication of the many volunteers, that give their time and efforts to unselfishly serve the Town of Boylston, that make the town such a desirable place to live and work.

With all the great things that are happening in Boylston, the future looks very bright. I want to thank the residents for giving me the opportunity to play a small part in helping to make Boylston what it is, and what it will become.

Martin McNamara

Town Administrator

TOWN COUNSEL REPORT

2017 marked the 10th anniversary of my first appointment as Town Counsel for the Town of Boylston. It's an honor to serve the Town and I thank the Board of Selectmen for re-appointing me to this important position.

As Town Counsel I attend the Annual Town Meeting, Special Town Meetings, meetings of the Board of Selectmen, and, upon request, meetings of other town boards or committees. My firm also serves of Labor Counsel from the Town. My office provides advice and counsel to the Board of Selectmen, the Town Administrator, the Building Inspector, town departments, and board and committee members. My office defends the Town in any claims or complaints filed against it in court and, if authorized by the Board of Selectmen, prosecute claims on behalf of the Town. I am available to prepare and review documents and contracts and to review and respond, on behalf of the Town, to all legal matters and claims.

In 2017, this office was involved in the following general matters:

- *Reviewed and prepared warrant articles, including proposed amendments to the Town's Zoning Bylaws, for the Annual Town Meeting in May and for a Special Town Meeting held on November 6, 2017;*
- *Provided advice and counsel to various boards and departments concerning compliance with the Open Meeting Law and the Public Records Law;*
- *Prepared Requests for Proposals and Purchase & Sale Agreements for the sale of certain Town-owned properties, as authorized by votes of Town Meeting;*
- *Prepared an agreement and deed for the conveyance of certain parcels of land acquired by the Town as tax title properties, to be conveyed by the Board of Selectmen, as Tax Title Custodian, to the Conservation Commission, to be held as open space, all as authorized by vote of Town Meeting;*
- *Provided advice and counsel to the Planning Board concerning the Subdivision Control Law, including preparing restrictive covenants, subdivision performance agreements, and lot releases from covenants;*
- *Provided advice and counsel to the Town's Health Agent concerning the review of proposed shared septic systems within a residential development;*
- *Reviewed and prepared documents required for the lease financing agreement for the procurement of a new ambulance for the Town's Fire Department, as authorized by vote of Town Meeting;*
- *Provided advice and counsel to the Building Inspector concerning the interpretation and application or enforcement of various provisions of the Town's Zoning Bylaws;*
- *Obtained and recorded a deed of parcel of real estate donated to the Town, as authorized by vote of Town Meeting; and*
- *Prepared and/or reviewed various bid documents and/or contracts or contract amendments for the procurement of various goods, services, and building repair/renovation projects.*

In the coming year, I look forward to working with all Town departments, boards, commissions and employees and continuing to provide the Town of Boylston with effective and efficient legal services.

*Respectfully submitted,
Stephen F. Madaus
Town Counsel*

TOWN CLERK REPORT

| | | | |
|--------------------------------------|-----------|----------------------------|------------|
| <i>Intentions of Marriage Filed</i> | <i>19</i> | <i>Marriages Recorded</i> | <i>18</i> |
| <i>Births Recorded</i> | <i>41</i> | <i>Deaths Recorded</i> | <i>33</i> |
| <i>Certificates Recorded/Renewed</i> | <i>37</i> | <i>Dog Licenses Issued</i> | <i>559</i> |
| <i>Raffle permits</i> | <i>06</i> | | |

Number of Registered Voters

| | | | |
|-----------------------------|-------------|-----------------------------------|-------------|
| <i>Democratic</i> | <i>0633</i> | <i>Libertarian</i> | <i>0015</i> |
| <i>Republican</i> | <i>0458</i> | <i>American Independent</i> | <i>0002</i> |
| <i>Unenrolled</i> | <i>2284</i> | <i>Green Party U.S.A.</i> | <i>0001</i> |
| <i>Conservative</i> | <i>0001</i> | <i>United Independent Party</i> | <i>0024</i> |
| <i>We The People</i> | <i>0001</i> | <i>Green Rainbow</i> | <i>0002</i> |
| <i>Constitution</i> | <i>0001</i> | <i>MA Independent</i> | <i>0002</i> |
| <i>Socialist</i> | <i>0001</i> | <i>Inter 3rd Party</i> | <i>0001</i> |
| <i>American first Party</i> | <i>0001</i> | <i>Pirate</i> | <i>0001</i> |
| <i>Pizza Party</i> | <i>0001</i> | | |

Registered Voters as of December 31, 2017..... 3,429

OFFICE HOURS

| | |
|------------------|---|
| <i>Monday</i> | <i>8 a.m. – 2 p.m., 6 p.m. – 8 p.m.</i> |
| <i>Tuesday</i> | <i>8 a.m. – 2 p.m.</i> |
| <i>Wednesday</i> | <i>8 a.m. – 2 p.m.</i> |
| <i>Thursday</i> | <i>8 a.m. – 2 p.m.</i> |

Lisa J. Johnson, Town Clerk

ANNUAL TOWN ELECTION

May 8, 2017

WARDEN: Bill Richardson

CLERK: Jackie Walsh

CHECKERS: Carol Anderson, Karen Carter, Mary Groleau, Jeanne Aspro

Notice to the Town of Boylston Voters was given and Specimen Ballots were posted as required by law. The voting machine was tested at least three days prior to Election as required by law. Voters of the Town of Boylston met at the Hillside Town Hall for the Annual Town Election according to legal notice. The ballot box was examined by the Clerk. The polls were declared open by the Warden at 1200 hours and were closed at 2000 hours.

There are 3,355 registered voters in Boylston; 572 turned out to vote. The Counter on the ballot box, computer printout of results, and check-lists concurred that 572 ballots, including absentee ballots, were cast. The results were:

BOARD OF ASSESSORS

| | |
|----------------------|------------|
| <i>WAYNE MACNEIL</i> | <i>449</i> |
| <i>BLANKS</i> | <i>121</i> |
| <i>WRITE-INS</i> | <i>002</i> |

BOARD OF HEALTH

| | |
|----------------------|------------|
| <i>JOHN WENTZELL</i> | <i>484</i> |
| <i>BLANKS</i> | <i>086</i> |
| <i>WRITE-INS</i> | <i>002</i> |

CEMETERY COMMISSION

| | |
|----------------------|------------|
| <i>GARY ANDERSON</i> | <i>493</i> |
| <i>BLANKS</i> | <i>079</i> |
| <i>WRITE-INS</i> | <i>000</i> |

LIBRARY TRUSTEE

| | |
|------------------------|------------|
| <i>DAVID BOTTOM</i> | <i>464</i> |
| <i>RICHARD REARDON</i> | <i>446</i> |
| <i>BLANKS</i> | <i>231</i> |
| <i>WRITE-INS</i> | <i>003</i> |

MUNICIPAL LIGHT BOARD

| | |
|-------------------|------------|
| <i>STEVE MERO</i> | <i>463</i> |
| <i>BLANKS</i> | <i>106</i> |
| <i>WRITE-INS</i> | <i>003</i> |

ANNUAL TOWN ELECTION

May 8, 2017

PARKS & RECREATION COMMISSION

| | |
|------------------|------------|
| <i>BLANKS</i> | <i>507</i> |
| <i>WRITE-INS</i> | <i>065</i> |

PLANNING BOARD

| | |
|------------------------|------------|
| <i>HOMAIRA NASEEM</i> | <i>348</i> |
| <i>RICHARD CHEHADE</i> | <i>215</i> |
| <i>BLANKS</i> | <i>007</i> |
| <i>WRITE-INS</i> | <i>002</i> |

SCHOOL COMMITTEE

| | |
|-----------------------------|------------|
| <i>JAMES J. SPENCER, II</i> | <i>454</i> |
| <i>BLANKS</i> | <i>114</i> |
| <i>WRITE-INS</i> | <i>001</i> |

SELECTMEN

| | |
|-------------------|------------|
| <i>JAMES WOOD</i> | <i>479</i> |
| <i>BLANKS</i> | <i>091</i> |
| <i>WRITE-INS</i> | <i>002</i> |

TOWN CLERK

| | |
|---------------------|------------|
| <i>LISA JOHNSON</i> | <i>482</i> |
| <i>BLANKS</i> | <i>088</i> |
| <i>WRITE-INS</i> | <i>002</i> |

BOARD OF ASSESSORS

ONE YEAR UNEXPIRED

| | |
|-----------------------|------------|
| <i>JUNE BIANCHINI</i> | <i>459</i> |
| <i>BLANKS</i> | <i>112</i> |
| <i>WRITE-INS</i> | <i>001</i> |

MAPLE STOPECKI – WRITE IN FPR PARKS & RECREATION 3 YEARS

ANNUAL TOWN MEETING

MAY 1, 2017

| <i>Article #</i> | <i>Total Appr.</i> | <i>From Levy</i> | <i>Source of fund</i> | <i>Amount</i> |
|--|---------------------------|-------------------------|-------------------------------|----------------------|
| <i>Article #18 OPEB Trust</i> | <i>\$15,000.00</i> | | <i>Free Cash</i> | <i>\$15,000.00</i> |
| <i>Article#19 Hillside IT</i> | <i>\$45,000.00</i> | | <i>Free Cash</i> | <i>\$45,000.00</i> |
| <i>Article #20 Town House Renovation</i> | <i>\$75,000.00</i> | | <i>Free Cash</i> | <i>\$75,000.00</i> |
| <i>Article #20 Road Maintenance</i> | <i>\$75,000.00</i> | | <i>Free Cash</i> | <i>\$75,000.00</i> |
| <i>Article #22 Fire Dept.</i> | <i>\$70,000.00</i> | | <i>Ambulance Receipts</i> | <i>\$70,000.00</i> |
| <i>Article # 23 New Ambulance Lease</i> | <i>\$86,000.00</i> | | <i>Free Cash</i> | <i>\$86,000.00</i> |
| <i>Article #24 Fire Dept. - Truck</i> | <i>\$20,000.00</i> | | <i>Free Cash</i> | <i>\$20,000.00</i> |
| <i>Article #25 Fire Dept. Doors</i> | <i>\$32,000.00</i> | | <i>Free Cash</i> | <i>\$32,000.00</i> |
| <i>Article #26 Police Dept. IT</i> | <i>\$42,000.00</i> | | <i>Free Cash</i> | <i>\$42,000.00</i> |
| <i>Article #27 Police Dept. CRI</i> | <i>\$10,200.00</i> | | <i>Free Cash</i> | <i>\$10,200.00</i> |
| <i>Article #28 Cemetery Paving</i> | <i>\$50,000.00</i> | | <i>Cemetery Lot Sales</i> | <i>\$50,000.00</i> |
| <i>Article #29 Tree Trimming</i> | <i>\$25,000.00</i> | | <i>Free Cash</i> | <i>\$25,000.00</i> |
| <i>Article #30 Building Dept. Clerical & Inspections</i> | <i>\$20,000.00</i> | | <i>Free Cash</i> | <i>\$20,000.00</i> |

ANNUAL TOWN MEETING

MAY 1, 2017

| <i>Article #</i> | <i>Total Appr.</i> | <i>From Levy</i> | <i>Source of fund</i> | <i>Amount</i> |
|--|---------------------------|-------------------------|------------------------------|----------------------|
| <i>Article #31 Reduce Tax Rate</i> | <i>\$250,000.00</i> | | <i>Free Cash</i> | <i>\$250,000.00</i> |
| <i>Article #32 BES Boiler</i> | <i>\$15,000.00</i> | | <i>Free Cash</i> | <i>\$15,000.00</i> |
| <i>Article #33 BES Walk-in Cooler</i> | <i>\$10,000.00</i> | | <i>Free Cash</i> | <i>\$10,000.00</i> |
| <i>Article #34 BES window phase #1</i> | <i>\$10,000.00</i> | | <i>Free Cash</i> | <i>\$10,000.00</i> |
| <i>Article#35 BES dishwasher</i> | <i>\$10,000.00</i> | | <i>Free Cash</i> | <i>\$10,000.00</i> |
| <i>Article# 36 BES traffic light</i> | <i>\$7,500.00</i> | | <i>Free Cash</i> | <i>\$7,500.00</i> |
| <i>Article#38 Design plans for manor & center courts</i> | <i>\$10,000.00</i> | | <i>Free Cash</i> | <i>\$10,000.00</i> |
| <i>Article #40 Compass Point Road work</i> | <i>\$181,468.50</i> | | <i>Bond transfer</i> | <i>\$181,468.50</i> |
| <i>Article #43 Budget</i> | <i>\$14,673,439.00</i> | <i>\$14,673,439.00</i> | | |

SPECIAL TOWN MEETING
MAY 1, 2017
APPROPRIATION

| <i>Article #</i> | <i>To</i> | <i>From Levy</i> | <i>Source of fund</i> | <i>Amount</i> |
|------------------------------------|--------------------|------------------|-----------------------------------|--------------------|
| <i>Article #1</i> | | | | |
| <i>Town Treasurer Salary</i> | <i>\$272.50</i> | | <i>Selectmen's Clerical wages</i> | <i>\$272.50</i> |
| <i>Town Admin. Salary</i> | <i>\$2,366.00</i> | | <i>Selectmen's Clerical wages</i> | <i>\$2,366.00</i> |
| <i>Building Inspector Clerical</i> | <i>\$375.00</i> | | <i>Selectmen's Clerical wages</i> | <i>\$375.00</i> |
| <i>Wiring Inspector Expense</i> | <i>\$55.00</i> | | <i>Selectmen's Clerical wages</i> | <i>\$55.00</i> |
| <i>Dispatchers Salary</i> | <i>\$2,500.00</i> | | <i>Admin. Asst. BOS</i> | <i>\$2,500.00</i> |
| <i>Assessor's Clerk Wages</i> | <i>\$1,500.00</i> | | <i>Assessor's Clerical Wages</i> | <i>\$1,500.00</i> |
| <i>BES Teacher Salary</i> | <i>\$40,000.00</i> | | <i>Vocational Ed.</i> | <i>\$40,000.00</i> |
| <i>Police Salary</i> | <i>\$45,000.00</i> | | <i>Highway Salary & Wages</i> | <i>\$45,000.00</i> |
| <i>Planning Board Admin. Asst.</i> | <i>\$2,400.00</i> | | <i>COA Salary</i> | <i>\$2,400.00</i> |
| <i>Veterans Expenses</i> | <i>\$5.00</i> | | <i>Highway Salary & Wages</i> | <i>\$5.00</i> |
| <i>Total</i> | <i>\$94,473.50</i> | | | <i>\$94,473.50</i> |

BOYLSTON FINANCE COMMITTEE

The town of Boylston maintained a strong financial foundation for fiscal year 2017. Despite budget challenges from expected nearly flat state funding and moderate anticipated new growth from construction (approximately \$298,000 in new tax revenue), Boylston is in the enviable position of being able to maintain its town services as we prepare for the FY2019 budget.

The town closed out FY2017 with approximately \$1,251,057 in free cash. This, combined with our stabilization funds (approximately \$1,280,895), provides the town with its necessary excess capital. The rule of thumb is that the town should maintain 10% of its annual revenues (of tax levy) in reserves (combination of free cash and stabilization) for fiscal balance. Currently the town sits above 10%.

This free cash figure is substantially larger than the FY2016 free cash figure of \$844,555. The free cash comes from unspent budgeted lines (approx. \$166,000) as well as collections of taxes over the budgeted amount (approx. \$197,000). The town also collected an additional \$554,000 in permit fees. Please see the town accountant's report for a detailed breakdown.

The voter-approved Town budget for FY2018 shows a 4.9 % overall increase from FY2017. The funding for FY2018 comes from local taxes, local receipts and state aid. The tax rate for FY2018 is \$16.73 as compared to \$16.12 for the previous year.

Group health insurance and pension expenses continue to increase rapidly. There also appears to be a trend towards larger budget increases in the schools. The Finance Committee is concerned about the town's ability to meet these demands going forward. It appears that town will realize new tax revenue growth from commercial building projects in FY2019 and FY2020. The committee and the selectmen have taken a vote that 70% of all new commercial growth is dedicated to tax rate reduction.

All of the town employees and volunteers need a word of thanks for their fiscal responsibility. The town was able to include a 2.5% cost of living wage increase for employees.

The finance committee strictly advises the Selectmen against using free cash and stabilization funds for operating expenses. The fact that we don't depend heavily on state funding is another reason we cannot use our free cash for operating budgets – because we have a very stable system of incomes and expenses and won't be in a position to make up for high operating expenses incurred in a particular year.

The Boylston Finance Committee held five meetings during the 2017 fiscal year. Of those meetings Karen McGahie and Seth Ridinger attended all five meetings. David Butler, Eric Brose and Steve Dorval attended four of the meetings and Howard Drobner attended three of the meetings.

Please contact the chairman or other members of the finance committee for in-depth questions about the town's budget; you can reach David Butler at dave869@aol.com.

BOARD OF ASSESSORS

The Assessors have the responsibility of ensuring all properties in town be assessed at full and fair market value. The state now requires us to re-evaluate properties every 5 years compared the previous interval of every 3 years. 2017 was a revaluation year. Most notable was the increase in land values in the eastern part of town. The next revaluation or “Reval Year” will be 2022. If the property values change appreciably before the next revaluation year (2022), then we would apply an “Interim Year adjustment. Fair market values are evaluated by comparing property sales of the prior year to their respective values.

The residential properties in town represent 92.8% of all real property. The town had a single tax rate of 16.12 per thousand dollars of value for fiscal year 2017.

The Assessor’s Office saw several personnel changes in FY2017. Paul O’Connor resigned from the Board and June Bianchini was appointed to serve the remainder of his term. Wayne MacNeil was elected to the Board, replacing Mike Juliano. Paul O’Connor was hired to fill the position of Assessor Clerk left open when Mary Morrill retired in the fall of 2015.

The Assessors now have our property record cards on-line. Anyone can now go to the Boylston website and select “Property Record Cards” on the Assessors’ Office page.

TAX RATE \$16.12

| | |
|--------------------------|--------------------|
| <i>TOTAL VALUATION</i> | <i>684,607,000</i> |
| <i>PERSONAL PROPERTY</i> | <i>11,574,200</i> |
| <i>EXEMPTIONS</i> | <i>17,512.50</i> |
| <i>MOTOR VEHICLES</i> | <i>974,000</i> |

MEETING ATTENDANCE

| | <i>REGULAR</i> | <i>SPECIAL</i> |
|-----------------------------|----------------|----------------|
| <i>THOMAS MARTISKA, CHM</i> | <i>12</i> | <i>2</i> |
| <i>PAUL O’CONNOR</i> | <i>3</i> | <i>0</i> |
| <i>JUNE BIANCHINI</i> | <i>6</i> | <i>2</i> |
| <i>MIKE JULIANO</i> | <i>10</i> | <i>2</i> |
| <i>WAYNE MACNEIL</i> | <i>1</i> | <i>0</i> |

TAX RATE RECAPITULATION
Fiscal Year 2018

I. TAX RATE SUMMARY

| | |
|--|------------------|
| Ia. Total amount to be raised (from page 2, IIe) | \$ 16,029,413.31 |
| Ib. Total estimated receipts and other revenue sources (from page 2, IIIe) | 4,104,803.00 |
| Ic. Tax Levy (Ia minus Ib) | \$ 11,924,610.31 |
| Id. Distribution of Tax Rates and levies | |

| CLASS | (b) Levy percentage (from LA5) | (c) Ic above times each percent in col (b) | (d) Valuation by class (from LA-5) | (e) Tax Rates (c) / (d) x 1000 | (f) Levy by class (d) x (e) / 1000 |
|---------------|--------------------------------------|---|--|--------------------------------------|--|
| Residential | 90.9042 | 10,839,971.61 | 647,936,008.00 | 16.73 | 10,839,969.41 |
| Net of Exempt | | | | | |
| Open Space | 0.0000 | 0.00 | 0.00 | 0.00 | 0.00 |
| Commercial | 5.3297 | 635,545.96 | 37,988,792.00 | 16.73 | 635,552.49 |
| Net of Exempt | | | | | |
| Industrial | 2.1428 | 255,520.55 | 15,273,000.00 | 16.73 | 255,517.29 |
| SUBTOTAL | 98.3767 | | 701,197,800.00 | | 11,731,039.19 |
| Personal | 1.6233 | 193,572.20 | 11,570,300.00 | 16.73 | 193,571.12 |
| TOTAL | 100.0000 | | 712,768,100.00 | | 11,924,610.31 |

MUST EQUAL 1C

Board of Assessors

Paul O'Connor, Assessor's Clerk , Boylston , poconnor@boylston-ma.gov 508-869-6543 | 9/18/2017 7:35 PM

Comment: Signed on behalf of and with the approval of the Board of Assessors

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Amy Handfield
Date: 09/20/2017
Approved: Andrew Nelson
Director of Accounts: Mary Jane Handy

Mary Jane Handy

ANNUAL REPORT OF THE TAX COLLECTOR

JULY 1, 2016 – JUNE 30, 2017

FY 2017 Real Estate:

| | |
|----------------------------------|----------------|
| Commitments | 11,035,865 |
| Collections/Transfers | 10,939,796 |
| Abatements & Exemptions | 48,613 |
| Refunds | 67,220 |
| Tax Titles Remitted to Treasurer | 5,316 |
| BALANCE 6/30/17 | 109,359 |

FY 2015 Real Estate:

| | |
|----------------------------------|----------|
| Balance | 1,476 |
| Collections/Transfers | 1,476 |
| Abatements & Exemptions | 1,547 |
| Refunds | 1,547 |
| Tax Titles Remitted to Treasurer | 0 |
| BALANCE 6/30/17 | 0 |

FY 2017 Personal Property:

| | |
|------------------------|------------|
| Commitments | 186,576 |
| Collections/Transfers | 187,224 |
| Abatements | 785 |
| Refunds | 1,594 |
| BALANCE 6/30/17 | 160 |

FY 2017 Motor Vehicle:

| | |
|------------------------|---------------|
| Commitments | 1,070,840 |
| Collections/Transfers | 994,792 |
| Abatements | 60,136 |
| Refunds | 53,886 |
| BALANCE 6/30/17 | 69,798 |

FY 2015 Motor Vehicle:

| | |
|------------------------|--------------|
| Balance | 5,531 |
| Commitments | 0 |
| Collections/Transfers | 2,684 |
| Abatements | 280 |
| Refunds | 280 |
| BALANCE 6/30/17 | 2,847 |

FY 2016 Real Estate:

| | |
|----------------------------------|--------------|
| Balance | 66,477 |
| Collections/Transfers | 49,269 |
| Abatements & Exemptions | 16,151 |
| Refunds | 5,965 |
| Tax Titles Remitted to Treasurer | 4,998 |
| BALANCE 6/30/17 | 2,025 |

FY 2016 Personal Property:

| | |
|------------------------|----------|
| Balance | 47 |
| Commitments | 0 |
| Collections/Transfers | 47 |
| Abatements | 387 |
| Refunds | 387 |
| BALANCE 6/30/17 | 0 |

FY 2016 Motor Vehicle:

| | |
|------------------------|--------------|
| Balance | 79,887 |
| Commitments | 160,218 |
| Collections/Transfers | 235,935 |
| Abatements | 40,353 |
| Refunds | 44,455 |
| BALANCE 6/30/17 | 8,271 |

FY 2014 Motor Vehicle:

| | |
|------------------------|--------------|
| Balance | 1,771 |
| Commitments | 0 |
| Collections/Transfers | 273 |
| Abatements | 232 |
| Refunds | 232 |
| BALANCE 6/30/17 | 1,499 |

ANNUAL REPORT OF THE TAX COLLECTOR

JULY 1, 2016 – JUNE 30, 2017

FY 2013 Motor Vehicle:

| | |
|-------------------------------|--------------|
| <i>Balance</i> | 2,826 |
| <i>Commitments</i> | 0 |
| <i>Collections/Transfers</i> | 475 |
| <i>Abatements</i> | 112 |
| <i>Refunds</i> | 112 |
| <i>BALANCE 6/30/17</i> | <u>2,351</u> |

FY 2012 Motor Vehicle:

| | |
|-------------------------------|------------|
| <i>Balance</i> | 1,161 |
| <i>Commitments</i> | 0 |
| <i>Collections/Transfers</i> | 230 |
| <i>Abatements</i> | 0 |
| <i>Refunds</i> | 0 |
| <i>BALANCE 6/30/17</i> | <u>931</u> |

FY 2011 Motor Vehicle:

| | |
|-------------------------------|--------------|
| <i>Balance</i> | 1,256 |
| <i>Commitments</i> | 0 |
| <i>Collections/Transfers</i> | 125 |
| <i>Abatements</i> | 0 |
| <i>Refunds</i> | 0 |
| <i>BALANCE 6/30/17</i> | <u>1,131</u> |

FY 2010 Motor Vehicle:

| | |
|-------------------------------|--------------|
| <i>Balance</i> | 2,148 |
| <i>Commitments</i> | 0 |
| <i>Collections/Transfers</i> | 0 |
| <i>Abatements</i> | 0 |
| <i>Refunds</i> | 0 |
| <i>BALANCE 6/30/17</i> | <u>2,148</u> |

FY 2009 Motor Vehicle:

| | |
|-------------------------------|--------------|
| <i>Balance</i> | 3,553 |
| <i>Commitments</i> | 0 |
| <i>Collections/Transfers</i> | 0 |
| <i>Abatements</i> | 0 |
| <i>Refunds</i> | 0 |
| <i>BALANCE 6/30/17</i> | <u>3,553</u> |

RECAPITULATION OF TAX REVENUE

| | |
|---|-----------------------|
| <i>Balance Outstanding 7/1/16</i> | 166,132 |
| <i>Commitments</i> | 12,453,499 |
| <i>Collections/Transfers</i> | 12,412,327 |
| <i>Abatements & Exemptions</i> | 168,597 |
| <i>Refunds</i> | 175,678 |
| <i>Tax Titles Remitted to Treasurer</i> | 10,314 |
| <i>BALANCE 6/30/17</i> | <u><u>204,072</u></u> |

Respectfully Submitted,

Cheri Cox

TOWN OF BOYLSTON
SCHEDULE OF CASH AND INVESTMENTS
FOR THE YEAR ENDED JUNE 30, 2017

June 30,
2017
Balances

Bank and Investment Accounts

Cash and Equivalents:

| | | | |
|----------------------|-----------------|------------------------|--------------|
| Cash on Hand | | | 100.00 |
| Clinton Savings Bank | Municipal Light | Checking | 1,105,331.58 |
| Clinton Savings Bank | Municipal Light | Depreciation | 39,841.47 |
| Unibank | Town | Money Market | 315,764.88 |
| Fidelity Bank | Town | Money Market | 1,554,795.79 |
| Clinton Savings | Town | Depository | 979,943.90 |
| Eastern Bank | Town | Money Market | 1,707,920.73 |
| Clinton Savings Bank | Town | Collector's Depository | 120,777.89 |
| Unibank | Town | Unipay Collections | 545,989.07 |
| Webster Bank | Town | General Funds | 24.83 |
| Clinton Savings Bank | Town | Bond | 15,623.61 |
| Clinton Savings Bank | Town | Bond | 21,807.39 |
| Clinton Savings Bank | Town | Bond | 51,255.24 |
| Webster Bank | Town | Arts Council | 6,234.36 |
| Peoples United Bank | Town | Emergency Prep | 5,481.56 |
| Clinton Savings Bank | Town | School Lunch | 116,962.32 |
| Clinton Savings Bank | Town | Student Activity | 14,375.23 |
| Webster Bank | Town | You Inc. | 26,819.81 |

Total Cash and Equivalents 6,629,049.66

Investments:

| | | |
|--|--------------|---------------------|
| Bartholomew - Commonwealth Financial Network | Town / OPEB | 66,942.39 |
| Bartholomew - Commonwealth Financial Network | Town / Light | 1,761,936.27 |
| <i>Total Investments</i> | | <u>1,828,878.66</u> |

Total Cash and Investments 8,457,928.32

Respectfully submitted:

Cheri Cox
Town Treasurer / Tax Collector

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2017

Light Department:

| | | |
|-----------------|----------------|--------------|
| <i>Barakian</i> | <i>Mark</i> | \$105,762.40 |
| <i>Harmon</i> | <i>Kevin</i> | \$82,036.24 |
| <i>Johnson</i> | <i>Eric</i> | \$800.00 |
| <i>Johnson</i> | <i>Shane</i> | \$93,481.15 |
| <i>Lucia</i> | <i>Michael</i> | \$100,152.28 |
| <i>McQuade</i> | <i>John</i> | \$800.00 |
| <i>Mero</i> | <i>Steven</i> | \$800.00 |
| <i>Miller</i> | <i>Sheila</i> | \$49,701.05 |
| <i>Seed</i> | <i>Barbara</i> | \$45,575.95 |

\$479,109.07

Highway Department:

| | | |
|------------------|-----------------|-------------|
| <i>Barber</i> | <i>Stuart</i> | \$58,662.12 |
| <i>Cathline</i> | <i>Jeff</i> | \$45,138.40 |
| <i>Conlon</i> | <i>Graham</i> | \$2,292.11 |
| <i>Deal</i> | <i>James</i> | \$45,464.85 |
| <i>Fallon</i> | <i>Frances</i> | \$3,443.50 |
| <i>Gaucher</i> | <i>Jacob</i> | \$8,699.50 |
| <i>Johnson</i> | <i>Bethanie</i> | \$9,052.88 |
| <i>Kelley</i> | <i>Michael</i> | \$12,957.85 |
| <i>McCuberey</i> | <i>Kyle</i> | \$798.75 |
| <i>Mero</i> | <i>Steven</i> | \$89,665.29 |
| <i>Mott</i> | <i>Gavin</i> | \$5,631.00 |
| <i>Noonan</i> | <i>Ruth</i> | \$21,065.56 |
| <i>Osterberg</i> | <i>Steven</i> | \$26,857.97 |
| <i>Stowe</i> | <i>Richard</i> | \$4,802.25 |

\$334,532.03

Library:

| | | |
|-------------------|------------------|-------------|
| <i>Botsaris</i> | <i>Ryan</i> | \$616.00 |
| <i>Bruneau</i> | <i>Jennifer</i> | \$51,913.75 |
| <i>Clermont</i> | <i>Lynn</i> | \$35,107.90 |
| <i>Davis</i> | <i>Katherine</i> | \$2,820.52 |
| <i>Francis</i> | <i>Deborah</i> | \$4,155.83 |
| <i>Freibert</i> | <i>Judith</i> | \$29,589.90 |
| <i>Furse</i> | <i>Erica</i> | \$7,652.97 |
| <i>Long</i> | <i>Michael</i> | \$6,302.19 |
| <i>Martinez</i> | <i>Elinor</i> | \$1,656.00 |
| <i>Sokolowski</i> | <i>Linda</i> | \$1,785.71 |

\$141,600.77

Selectmen and General Administration:

| | | |
|------------------|-----------------|--------------|
| <i>Ames</i> | <i>Lindsay</i> | \$1,362.86 |
| <i>Bourassa</i> | <i>Robert</i> | \$70,236.92 |
| <i>Katz</i> | <i>Lindsay</i> | \$12,181.84 |
| <i>May</i> | <i>Michael</i> | \$1,236.45 |
| <i>McNamara</i> | <i>Martin H</i> | \$102,350.28 |
| <i>Steward</i> | <i>April</i> | \$50,447.65 |
| <i>Underwood</i> | <i>James</i> | \$1,236.45 |
| <i>Wood</i> | <i>James</i> | \$1,484.05 |

\$240,536.50

Assessors:

| | | |
|-------------------|------------------|-------------|
| <i>Bianchini</i> | <i>June</i> | \$929.17 |
| <i>Juliano</i> | <i>Michael</i> | \$604.41 |
| <i>Laganelli</i> | <i>Patricia</i> | \$1,597.59 |
| <i>MacNeil</i> | <i>Wayne</i> | \$658.09 |
| <i>Martiska</i> | <i>Thomas</i> | \$1,768.76 |
| <i>O'Connor</i> | <i>Paul</i> | \$25,234.20 |
| <i>Richardson</i> | <i>Margo</i> | \$31,722.81 |
| <i>Ton</i> | <i>Patricia</i> | \$527.90 |
| <i>Velleco</i> | <i>Nancy</i> | \$173.95 |
| <i>Ware</i> | <i>Frederick</i> | 1090.59 |

\$64,307.47

Board of Health:

| | | |
|-------------------|----------------|-------------|
| <i>Costello</i> | <i>Dennis</i> | \$42,003.89 |
| <i>Golas</i> | <i>Steven</i> | \$1,375.04 |
| <i>Kimmens</i> | <i>Douglas</i> | \$277.00 |
| <i>Rich</i> | <i>Melanie</i> | \$15,535.79 |
| <i>Scheinfein</i> | <i>Sarah</i> | \$185.50 |

\$59,377.22

Cemetery:

| | | |
|-----------------|---------------|----------|
| <i>Anderson</i> | <i>Gary</i> | \$193.33 |
| <i>Mero</i> | <i>Steven</i> | \$845.00 |
| <i>Parker</i> | <i>Donald</i> | \$193.33 |
| <i>Wentzell</i> | <i>Roger</i> | \$193.33 |

\$1,424.99

***SALARIES OF TOWN EMPLOYEES
CALENDAR YEAR 2017***

Elementary School : ***(excluding teachers)***

| | | | | | |
|---------------|------------|-------------|-----------------------------|------------|---------------------|
| Adams | Daniel | \$857.92 | Pashoian | Scott | \$2,151.66 |
| Aspero | Jeanne | \$3,587.50 | Pendergast | Lucy | \$13,047.85 |
| Augustine | Rony | \$3,433.78 | Purcell | Irene | \$16,243.05 |
| Bjorn | Karen | \$21,384.19 | Pusateri | Stephen | \$18,446.37 |
| Brenner | Jennifer | \$250.00 | Rollins | Sylvia | \$6,377.50 |
| Brenner | Susan | \$4,618.75 | Rossow | David | \$725.00 |
| Colleton | Ryan | \$45,790.45 | Shank | Juliana | \$65.00 |
| Connor | Lisa | \$275.00 | Sharon | Cheryl | \$12,457.44 |
| Crutchfield | Kristen | \$20,376.82 | Smith | Jennifer | \$17,816.99 |
| DeSando | Debra | \$538.33 | Socha | Kristen | \$420.00 |
| Ekstrom | Meaghan | \$123.00 | Spinelli | Dominic | \$1,560.00 |
| Ellis | Debra | \$27,434.79 | Staras | Carol | \$21,452.40 |
| Frongillo | Kerri | \$420.00 | Staras | Valerie | \$1,200.00 |
| Giguere | Robin | \$38,623.28 | Sullivan | David | \$567.50 |
| Gordon | Caryn | \$3,223.56 | Swackhammer | Laura | \$2,577.50 |
| Grier | Brianna | \$840.00 | Taintor | Michelle | \$25,725.45 |
| Gross | Lynnette | \$890.00 | Tomasuolo | Karin | \$1,380.00 |
| Hatem | Michele | \$34,233.52 | Tucker | Amanda | \$1,040.00 |
| Hayes | Lisa | \$3,965.72 | Turgeon | Kristi | \$31.25 |
| Hays | Christy | \$1,500.00 | Uva | Dara | \$6,375.00 |
| Hebert | Wendy | \$10,772.35 | Villani | Gail | \$1,800.00 |
| Jenkins | Corey | \$825.00 | Wheeler | Nathen | \$160.00 |
| Kelleher | Shannon | \$130.00 | Wheeler | Wendy | \$29,124.47 |
| Kelly | Jennifer | \$4,837.50 | Wilson | Michael | \$46,670.83 |
| Kimmens | Veronica | \$1,267.50 | | | \$566,691.94 |
| Klinger | Savannah | \$617.50 | | | |
| LeMay | Devin | \$1,000.00 | | | |
| Mancini | Michelle | \$12,837.92 | <u>School Lunch:</u> | | |
| Martin-Girard | Kimberly | \$2,080.81 | Cassella | Amanda | \$1,359.06 |
| Masterson | Jessica | \$11,524.80 | Fryburg | Mary Ellen | \$7,547.34 |
| McCarthy | David | \$18,998.39 | Perro | Paula | \$22,114.91 |
| Morin | Bonnie Lou | \$7,080.03 | Prunier | Teresa | \$3,941.88 |
| Murphy | Kathleen | \$38,449.56 | Savoie | Nicole | \$9,410.59 |
| Nelson | Cheryl | \$16,488.71 | | | \$44,373.78 |

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2017

Elementary School MTRB:

(including teachers)

| | | | | | |
|----------------------|--------------------|--------------------|---------------------|------------------|-------------------------------------|
| <i>Andrews</i> | <i>William</i> | <i>\$80,769.44</i> | <i>Keane</i> | <i>Anne</i> | <i>\$82,034.43</i> |
| <i>Avery</i> | <i>Nicole</i> | <i>\$63,814.65</i> | <i>Keirstead</i> | <i>Kimberly</i> | <i>\$32,146.86</i> |
| <i>Blain</i> | <i>Michael</i> | <i>\$31,571.28</i> | <i>Kelleher</i> | <i>Gail</i> | <i>\$86,488.28</i> |
| <i>Bowen</i> | <i>Michelle</i> | <i>\$30,944.49</i> | <i>Koziak</i> | <i>Tara</i> | <i>\$76,523.15</i> |
| <i>Checola</i> | <i>Linda</i> | <i>\$28,157.71</i> | <i>Kuppens</i> | <i>Lauren</i> | <i>\$45,686.24</i> |
| <i>Conry</i> | <i>Robert</i> | <i>\$26,029.29</i> | <i>LaPierre</i> | <i>Nancy</i> | <i>\$77,385.38</i> |
| <i>Cooper</i> | <i>Jessica</i> | <i>\$90,595.85</i> | <i>Lubarsky</i> | <i>Terry</i> | <i>\$77,288.69</i> |
| <i>Costello</i> | <i>Carol</i> | <i>\$26,768.07</i> | <i>MacQueen</i> | <i>Elleen</i> | <i>\$8,862.50</i> |
| <i>Cote</i> | <i>Dawn</i> | <i>\$45,313.95</i> | <i>Mara</i> | <i>Paul</i> | <i>\$25,123.42</i> |
| <i>DiFonso</i> | <i>J. BethAnne</i> | <i>\$86,898.13</i> | <i>Mason</i> | <i>Carla</i> | <i>\$21,758.03</i> |
| <i>Ekstrom</i> | <i>Nadine</i> | <i>\$27,423.69</i> | <i>Molnar</i> | <i>Karen</i> | <i>\$30,783.46</i> |
| <i>Fanfan</i> | <i>Katherine</i> | <i>\$49,398.47</i> | <i>Pascoal</i> | <i>Briana</i> | <i>\$84,552.88</i> |
| <i>Fantana</i> | <i>Samatha</i> | <i>\$22,538.07</i> | <i>Reed</i> | <i>Kristine</i> | <i>\$73,510.63</i> |
| <i>Fletcher</i> | <i>Beverly</i> | <i>\$85,261.22</i> | <i>Rowe</i> | <i>Jennifer</i> | <i>\$35,224.93</i> |
| <i>Gaucher</i> | <i>Amy</i> | <i>\$45,767.43</i> | <i>Sullivan</i> | <i>Fayne</i> | <i>\$98,678.34</i> |
| <i>Hall-Siktberg</i> | <i>Barbara</i> | <i>\$62,777.20</i> | <i>Sullivan</i> | <i>Lorraine</i> | <i>\$47,488.24</i> |
| <i>Hurley</i> | <i>Maureen</i> | <i>\$36,974.25</i> | <i>Thompson</i> | <i>Alfred</i> | <i>\$99,311.96</i> |
| <i>Inwood</i> | <i>Patty-Anne</i> | <i>\$50,600.43</i> | <i>Trudeau</i> | <i>Elizabeth</i> | <i>\$28,616.97</i> |
| <i>Johnston</i> | <i>Hilary</i> | <i>\$59,350.99</i> | <i>Vaillancourt</i> | <i>Judith</i> | <i>\$6,923.07</i> |
| | | | | | <u><u>\$1,989,342.07</u></u> |

Dog Officer

| | | |
|--------------|---------------|---------------------------------|
| <i>Golas</i> | <i>Steven</i> | <i>\$2,391.50</i> |
| | | <u><u>\$2,391.50</u></u> |

Planning Board:

| | | |
|---------------|------------------|-------------------------------|
| <i>Baker</i> | <i>Richard E</i> | <i>\$385.56</i> |
| <i>Manter</i> | <i>William P</i> | <i>\$60.75</i> |
| | | <u><u>\$446.31</u></u> |

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2017

Fire/Ambulance

| | | | | | |
|-----------------------|------------------|--------------------|-------------------|----------------|----------------------------|
| <i>Aberdale</i> | <i>Andrew</i> | <i>\$501.60</i> | <i>MacKenzie</i> | <i>Robb</i> | <i>\$104.92</i> |
| <i>Borges</i> | <i>Eric</i> | <i>\$1,023.27</i> | <i>McCubrey</i> | <i>Scott</i> | <i>\$44.49</i> |
| <i>Bradford</i> | <i>Jason</i> | <i>\$60,263.89</i> | <i>Mercure</i> | <i>Megan</i> | <i>\$11,027.61</i> |
| <i>Buchanan</i> | <i>David</i> | <i>\$118.64</i> | <i>Muise</i> | <i>Dylan</i> | <i>\$121.60</i> |
| <i>Buddenhagen</i> | <i>Daniel</i> | <i>\$2,362.78</i> | <i>O'Neill</i> | <i>Allison</i> | <i>\$30.40</i> |
| <i>Buddenhagen</i> | <i>Michael</i> | <i>\$666.72</i> | <i>Osterberg</i> | <i>Paul</i> | <i>\$1,793.31</i> |
| <i>Ciampaglia</i> | <i>Timothy</i> | <i>\$254.33</i> | <i>O'Sullivan</i> | <i>Michael</i> | <i>\$1,382.69</i> |
| <i>Colomey</i> | <i>Kevin</i> | <i>\$891.37</i> | <i>Palmer</i> | <i>Jessica</i> | <i>\$118.64</i> |
| <i>Consiglio</i> | <i>Gino</i> | <i>\$344.05</i> | <i>Phillips</i> | <i>Steven</i> | <i>\$197.60</i> |
| <i>Day</i> | <i>Allyson</i> | <i>\$30.40</i> | <i>Portis</i> | <i>Alan</i> | <i>\$8,866.85</i> |
| <i>deRivera</i> | <i>John</i> | <i>\$59.32</i> | <i>Ronn</i> | <i>Matthew</i> | <i>\$3,649.67</i> |
| <i>Deans</i> | <i>Sean</i> | <i>\$74.15</i> | <i>Rudge</i> | <i>Lisa</i> | <i>\$59.32</i> |
| <i>Demnsey-Holmes</i> | <i>Jeffrey</i> | <i>\$924.27</i> | <i>Rumpf</i> | <i>Nathan</i> | <i>\$2,773.21</i> |
| <i>Donohue Jr</i> | <i>Timothy</i> | <i>\$5,149.68</i> | <i>Schloerb</i> | <i>Ryan</i> | <i>\$11,821.54</i> |
| <i>Donovan</i> | <i>Joshua</i> | <i>\$12,481.81</i> | <i>Shircliff</i> | <i>Leigh</i> | <i>\$3,077.52</i> |
| <i>Easterbrook</i> | <i>David</i> | <i>\$775.60</i> | <i>Smith</i> | <i>Peter</i> | <i>\$4,298.05</i> |
| <i>Flanagan</i> | <i>Joseph</i> | <i>\$92,979.20</i> | <i>Stark</i> | <i>Kyle</i> | <i>\$2,865.20</i> |
| <i>Forest</i> | <i>Katherine</i> | <i>\$1,085.55</i> | <i>Stuart</i> | <i>Sarah</i> | <i>\$592.80</i> |
| <i>Green</i> | <i>Nicholas</i> | <i>\$1,334.70</i> | <i>Steward</i> | <i>April</i> | <i>\$718.87</i> |
| <i>Hayes</i> | <i>Laura</i> | <i>\$726.47</i> | <i>Studley</i> | <i>Maxwell</i> | <i>\$2,653.34</i> |
| <i>Kogut</i> | <i>Lucyna</i> | <i>\$896.80</i> | <i>Tuffs</i> | <i>Peter</i> | <i>\$332.92</i> |
| <i>Kurtze</i> | <i>Benedict</i> | <i>\$30.40</i> | <i>Wheeler</i> | <i>Michael</i> | <i>\$3,753.04</i> |
| <i>Luckette</i> | <i>Maria</i> | <i>\$7,841.13</i> | <i>Young</i> | <i>David</i> | <i>\$401.89</i> |
| <i>MacKenzie</i> | <i>Donald</i> | <i>\$70,869.36</i> | <i>Young</i> | <i>Roger</i> | <i>\$487.28</i> |
| | | | | | <u>\$322,858.25</u> |

Police:

| | | |
|--------------------|------------------|----------------------------|
| <i>Annunziata</i> | <i>John</i> | <i>\$103,139.73</i> |
| <i>Barbato</i> | <i>Robert</i> | <i>\$85,338.00</i> |
| <i>Bissonnette</i> | <i>Christine</i> | <i>\$34,800.00</i> |
| <i>Conway Jr.</i> | <i>James</i> | <i>\$57,431.14</i> |
| <i>Parker</i> | <i>Russell</i> | <i>\$108,328.00</i> |
| <i>Piche</i> | <i>Jared</i> | <i>\$88,171.73</i> |
| <i>Ryel</i> | <i>Matthew</i> | <i>\$38,663.51</i> |
| <i>Sahagian</i> | <i>Anthony</i> | <i>\$113,201.39</i> |
| <i>Shepard</i> | <i>Mark</i> | <i>\$105,906.41</i> |
| <i>Thomasian</i> | <i>Cody</i> | <i>\$90,974.07</i> |
| <i>Thomas</i> | <i>Robert</i> | <i>\$142,861.01</i> |
| <i>Trubiano</i> | <i>Timothy</i> | <i>\$22,941.02</i> |
| | | <u>\$991,756.01</u> |

Dispatch:

| | | |
|-------------------------|-----------------|----------------------------|
| <i>Bonica</i> | <i>Susan</i> | <i>\$1,030.40</i> |
| <i>Dorian-Schiavone</i> | <i>Jennefer</i> | <i>\$29,389.97</i> |
| <i>Hathaway</i> | <i>Donna</i> | <i>\$12,148.46</i> |
| <i>Parkinson</i> | <i>Abbi</i> | <i>\$4,588.30</i> |
| <i>Purcell</i> | <i>Lynn</i> | <i>\$62,013.00</i> |
| <i>Rudge</i> | <i>Pamela</i> | <i>\$66,022.38</i> |
| <i>White</i> | <i>Bonnie</i> | <i>\$46,707.92</i> |
| | | <u>\$221,900.43</u> |

Tax Collector/ Treasurer:

| | | |
|----------------|-----------------|----------------------------|
| <i>Buckley</i> | <i>Rosemary</i> | <i>\$30,571.18</i> |
| <i>Cox</i> | <i>Cheri</i> | <i>\$72,699.93</i> |
| | | <u>\$103,271.11</u> |

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2017

Conservation:

| | | |
|------|---------|---------------------------|
| Rich | Melanie | \$22,110.15 |
| | | <u><u>\$22,110.15</u></u> |

Town Clerk:

| | | |
|----------|--------|---------------------------|
| Bourassa | Sandra | \$16,822.28 |
| Dziczek | Alice | \$1,237.50 |
| Johnson | Lisa | <u>\$24,377.87</u> |
| | | <u><u>\$42,437.65</u></u> |

-

Voter Registrars:

| | | |
|------------|-----------|--------------------------|
| Anderson | Carol | \$180.00 |
| Aspero | Jeanne | \$100.00 |
| Bardsley | Rose | \$147.00 |
| Bourassa | Sandra | \$246.75 |
| Carter | Karen | \$180.00 |
| Gaucher | Phyllis E | \$147.00 |
| Groleau | Mary | \$100.00 |
| LaChance | Joanne | \$73.50 |
| Morrill | Mary | \$147.00 |
| Richardson | William | \$108.50 |
| Sears | Cynthia | \$73.50 |
| Walsh | Jaquelyne | <u>\$108.50</u> |
| | | <u><u>\$1,611.75</u></u> |

Accountant

| | | |
|--------|-------|---------------------------|
| Little | Jason | <u>\$33,611.25</u> |
| | | <u><u>\$33,611.25</u></u> |

Senior Lunch Coordinator:

| | | |
|-----------|--------|------------|
| Ressiquie | Janice | \$1,144.14 |
|-----------|--------|------------|

Council on Aging Coordinator:

| | | |
|---------|--------|------------|
| Susanin | Laura | \$9,937.50 |
| White | Judith | \$7,166.80 |

Police Revolving:

| | | |
|-------------|-------------|-------------|
| Andre | Timothy | \$752.00 |
| Benson | Timothy | \$7,097.00 |
| Bibeau | Guy | \$564.00 |
| Centeno | David | \$1,410.00 |
| Coggans | Joseph | \$1,316.00 |
| Conway | James | \$6,110.00 |
| Cornelius | Christopher | \$376.00 |
| Duff | Ryan | \$940.00 |
| Dugan | James | \$376.00 |
| Fairbanks | Richard | \$3,572.00 |
| Frick | Michael | \$1,504.00 |
| Guerin | Paul | \$2,726.00 |
| Harrington | John | \$376.00 |
| Hatstat | Nicolas | \$893.00 |
| Johnson | Kenneth | \$17,484.00 |
| Karamanakis | Anastasios | \$1,198.50 |
| Mardersoian | Francis | \$376.00 |
| McNally | John | \$376.00 |
| McNamara | James A | \$611.00 |
| McNamara | James A | \$2,256.00 |
| Morin | Matthew | \$3,290.00 |
| Morrissey | Mark | \$5,757.50 |
| Murphy | Michael | \$446.50 |
| Noone | Robert | \$3,149.00 |
| Nunez | Diony | \$752.00 |
| O'Malley | Brian | \$564.00 |
| Poe | Christopher | \$376.00 |
| Pond | Kevin | \$564.00 |
| Rogers | Mitchell | \$376.00 |
| Santiago | Edward | \$2,914.00 |
| Saunders | Matthew | \$6,956.00 |
| Silvestri | Jason | \$9,776.00 |
| Smith | Shantel | \$3,337.00 |
| Spaulding | Howard | \$376.00 |
| Tripp | Douglas | \$188.00 |
| Warren | David | \$2,820.00 |
| Welch | Thomas | \$188.00 |
| Westerman | David | \$564.00 |

\$92,707.50

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2017

Council on Aging Scheduler:

| | | |
|---------------|-------------|----------|
| <i>Olmedo</i> | <i>Olga</i> | \$585.00 |
|---------------|-------------|----------|

Council on Aging Drivers:

| | | |
|--------------------|-----------------|--------------------|
| <i>Prendergast</i> | <i>Kevin</i> | \$506.25 |
| <i>Tivnan</i> | <i>Fulton G</i> | \$243.76 |
| | | <u>\$19,583.45</u> |

Tree Warden:

| | | |
|-------------|---------------|-------------------|
| <i>Mero</i> | <i>Steven</i> | \$1,275.00 |
| | | <u>\$1,275.00</u> |

| | |
|---------------------------|-----------------------|
| <u>GRAND TOTAL</u> | <u>\$5,878,882.28</u> |
|---------------------------|-----------------------|

Inspectors

| | | |
|-------------------|-------------------|--------------------|
| <i>Gardner</i> | <i>Nina</i> | \$29,162.00 |
| <i>Gaucher</i> | <i>Brian</i> | \$854.40 |
| <i>Healy</i> | <i>John</i> | \$1,650.00 |
| <i>Johnson</i> | <i>Eric</i> | \$13,069.46 |
| <i>McQuade</i> | <i>John</i> | \$4,136.10 |
| <i>O'Connor</i> | <i>Thomas</i> | \$5,246.48 |
| <i>Zahariadis</i> | <i>Anastasios</i> | \$30,671.03 |
| | | <u>\$84,789.47</u> |

Parks & Recreation

| | | |
|---------------|--------------|--------------------|
| <i>Barber</i> | <i>Karen</i> | \$16,836.61 |
| | | <u>\$16,836.61</u> |

MUNICIPAL LIGHT DEPARTMENT

The Boylston Municipal Light Department (BMLD) continues to strive to supply low cost reliable electric power to our residential and commercial ratepayers.

A total of 25 outages were reported throughout the year with an average 1 ½ hour restoration time.

The BMLD added a total of 37 new residential services and 4 new commercial/business services.

The Light Department through The Massachusetts Municipal Wholesale Electric Company (MMWEC), which Boylston is a member, has received two grants this year. One for the purchase of new LED street lights and the other for the purchase of a new bucket truck with advanced control emissions to help reduce the states greenhouse gas emissions.

Respectfully submitted,

Mark Barakian / General Manager

| | 2014 | 2015 | 2016 |
|----------------------------------|--------------|--------------|--------------|
| <i>Gross Revenue:</i> | 3,829,622.00 | 3,758,510.00 | 3,679,107.00 |
| <i>Operating Expense:</i> | 4,180,132.00 | 4,014,563.00 | 3,887,507.00 |
| <i>Misc. Sales:</i> | 59,570.00 | 59,220.00 | 57,795.00 |
| <i>Profit:</i> | (190,561.00) | (99,755.00) | (76,312.00) |
| <i>Physical Plant Cost:</i> | 5,760,506.00 | 5,763,460.00 | 5,858,909.00 |
| <i>KW of Demand:</i> | 6,502 | 6,814 | 6,945 |
| <i>KWH Bought:</i> | 32,922,410 | 33,579,810 | 33,723,400 |
| <i>KWH Sold:</i> | 29,612,400 | 30,264,864 | 30,327,683 |
| <i>Customers:</i> | 2147 | 2178 | 2214 |
| <i>Purchase Power Avg. Cost:</i> | 0.09 | 0.095 | 0.10 |

Office Hours: Monday thru Friday, 8:00 A.M. to 4:00 P.M.

Light Commission Meetings 4th Monday of the month or as posted

24 Hr Emergency Service Phone Number: 508-869-6564

The BMLD through the MMWEC provides Home Energy Loss Prevention Services (HELPS).

The HELPS program is designed to assist our customers with rebates on Energy Star appliances, home energy audits, and other efficiency measures. Go to (munihelps.org) for information.

The Board met ten times, 10 regular meetings with the following attendance:

| | |
|---------------------|-----------|
| <i>John McQuade</i> | <i>10</i> |
| <i>Eric Johnson</i> | <i>10</i> |
| <i>Steve Mero</i> | <i>8</i> |

(No meetings were held in the months of July & December)

Mission Statement:

The Boylston Municipal Light Department strives to provide excellent service and economical electric rates to its customers.

ANNUAL REPORT OF THE TOWN ACCOUNTANT FOR THE YEAR ENDING JUNE 30, 2016

TABLE OF CONTENTS

| | <u>Exhibit</u> |
|--|-----------------------|
| FINANCIAL STATEMENTS: | |
| Combined Balance Sheet - All Fund Types and Account Group..... | A |
| Statement of Revenues, Expenditures and Changes in Fund Balance - General Fund - Budget and Actual..... | B |
| SUPPLEMENTAL SCHEDULES | |
| Schedule of Local Receipts - General Fund..... | C |
| Schedule of Appropriations and Expenditures - General Fund..... | D |
| Schedule of Revenues, Expenditures and Changes in Fund Balance - All Non-General Funds..... | E |
| Schedule of Outstanding Taxes Receivable..... | F |
| Schedule of Outstanding Debt..... | G |

TOWN OF BOYLSTON
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2017

EXHIBIT A-1

ASSETS

| | Governmental Funds | | Fiduciary Funds | | Account Group | Total (Memorandum Only) |
|---|--------------------|--------------------|--------------------|------------------|-----------------|-------------------------------|
| | General | Special Revenue | Capital Project | Trust Funds | Agency Funds | |
| Pooled Cash and Equivalents | 2,977,185 | 1,699,494 | 672,007 | (2,929) | 138,120 | 5,483,877 |
| Investments | | | | 1,617,154 | | 1,617,154 |
| Receivables: | | | | | | |
| Real Estate Taxes | 111,383 | | | | | 111,383 |
| Personal Property Taxes | 160 | | | | | 160 |
| Less Allowance for Abatements and Exemptions | (210,347) | | | | | (210,347) |
| Motor Vehicle Excise Taxes | 92,528 | | | | | 92,528 |
| Tax Liens and Possessions | 186,113 | | | | | 186,113 |
| Septic Loans | | 13,137 | | | | 13,137 |
| Other | | 27,761 | | | | 27,761 |
| Due From Other Governments | 4,098 | 9,037 | | | | 13,135 |
| Amount to be Provided for Long-Term Obligations | | | | | 4,915,869 | 4,915,869 |
| Total Assets | 3,161,121 | 1,749,429 | 672,007 | 1,614,225 | 138,120 | 12,250,771 |

TOWN OF BOYLSTON
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2017
(Continued)

EXHIBIT A-2

LIABILITIES

| | General | Special Revenue | Capital Project | Trust Funds | Agency Funds | Account Long-Term Debt | (Memorandum Only) |
|---|----------|--------------------|--------------------|----------------|-----------------|------------------------------|----------------------|
| Warrants and Accounts Payable | 245,643 | 41,642 | 214,945 | | 1,484 | | 503,714 |
| Accrued Payroll | 382,561 | 14,193 | 0 | | 1,169 | | 397,923 |
| Withholdings and Other Liabilities | 36,737 | | | | | | 36,737 |
| Due to Student Groups | | | | | 16,719 | | 16,719 |
| Deposits Payable | | | | | 128,293 | | 128,293 |
| Deferred Revenue: | | | | | | | 0 |
| Real Estate and Personal Property Taxes | (98,803) | | | | | | (98,803) |
| Motor Vehicle Excise Taxes | 92,528 | | | | | | 92,528 |
| Tax Liens and Possessions | 186,113 | | | | | | 186,113 |
| Intergovernmental | 0 | 0 | | | | | 0 |
| Septic Loans | | 13,137 | | | | | 13,137 |
| Other | | 27,761 | | | (9,545) | | 18,216 |
| Bonds and Notes Payable | | | | | | 4,915,869 | 4,915,869 |
| Total Liabilities | 844,779 | 96,733 | 214,945 | 0 | 138,120 | 4,915,869 | 6,210,446 |

FUND BALANCES

| | | | | | | | |
|--|-----------|-----------|---------|-----------|---------|-----------|------------|
| Fund Balances: | | | | | | | |
| Reserved for Expenditures & Encumbrances | 746,138 | 1,652,696 | 457,061 | 1,532,600 | | | 4,388,495 |
| Reserved for Endowment | | | | 81,625 | | | 81,625 |
| Designated for Subsequent Year's Expenditure | 265,000 | | | | | | 265,000 |
| Designated for Deficits Raised on Recap | (174,315) | | | | | | (174,315) |
| Undesignated Fund Balance | 1,479,519 | | | | | | 1,479,519 |
| Total Fund Balances | 2,316,342 | 1,652,696 | 457,061 | 1,614,225 | 0 | 0 | 6,040,324 |
| Total Liabilities and Fund Balances | 3,161,121 | 1,749,429 | 672,007 | 1,614,225 | 138,120 | 4,915,869 | 12,250,771 |

TOWN OF BOYLSTON
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2017

EXHIBIT B

| General Fund | | | | | | |
|---|-------------------------------------|----------------------------|-------------------------|-------------------|---|---|
| | Prior Year Carry Forward | Original Budget | Final Budget | Actual | Current Year Carry Forward | Variance Favorable (Unfavorable) |
| REVENUE: | | | | | | |
| Property Taxes - Net | | 11,118,581 | 11,118,581 | 11,154,668 | | 36,087 |
| State Aid, Reimbursements and Grants: | | | | | | |
| Unrestricted | | 329,343 | 329,343 | 329,342 | | (1) |
| Education | | 477,548 | 477,548 | 465,438 | | (12,110) |
| Other | | 23,492 | 23,492 | 59,232 | | 35,740 |
| Local Receipts: | | | | | | |
| Motor Vehicle Excise Taxes | | 974,000 | 974,000 | 1,135,582 | | 161,582 |
| Licenses, Fines, Permits and Fees | | 197,000 | 197,000 | 751,332 | | 554,332 |
| Payments in Lieu of taxes | | 595,000 | 595,000 | 595,939 | | 939 |
| Interest and Penalties on Taxes | | 50,000 | 50,000 | 32,954 | | (17,046) |
| Interest on Investments | | 5,000 | 5,000 | 11,735 | | 6,735 |
| Other | | 75,000 | 75,000 | 164,872 | | 89,872 |
| Total Revenue | | 13,844,964 | 13,844,965 | 14,701,093 | | 856,128 |
| EXPENDITURES: | | | | | | |
| General Government | 41,162 | 1,183,460 | 1,302,930 | 980,884 | 260,175 | 103,033 |
| Public Safety | 12,742 | 1,865,414 | 2,148,544 | 2,036,708 | 100,285 | 24,292 |
| Public Works and Facilities | 977 | 698,475 | 728,470 | 753,369 | 149,447 | (173,369) |
| Education | 7,055 | 8,436,555 | 8,489,055 | 8,309,980 | 176,231 | 9,899 |
| Human Services | 50,000 | 112,626 | 110,231 | 87,874 | 50,000 | 22,357 |
| Culture and Recreation | | 222,076 | 232,076 | 215,268 | 10,000 | 6,808 |
| Employee Benefits and Insurance | 5,000 | 1,624,138 | 1,624,138 | 1,496,342 | | 132,796 |
| State Assessments | | 156,547 | 156,547 | 116,023 | | 40,524 |
| Debt Service: | | | | | | |
| Principal Retirement | | 270,000 | 270,000 | 270,000 | | 0 |
| Interest(Including Temporary Loans) | | 155,726 | 155,726 | 155,725 | | 1 |
| Total Expenditures | 116,936 | 14,725,017 | 15,217,717 | 14,422,174 | 746,138 | 166,341 |
| Excess of Revenues Over (Under) Expenditures | (116,936) | (880,053) | (1,372,752) | 278,919 | (746,138) | 1,022,469 |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfer from Special Revenue Fund | | 473,169 | 473,169 | 473,169 | | 0 |
| Transfer to OPEB Trust | | (15,000) | (15,000) | (15,000) | | 0 |
| Transfer to Capital Project Fund | | (290,000) | (290,000) | (290,000) | | 0 |
| Total Other Financing Sources (Uses) | 0 | 168,169 | 168,169 | 168,169 | 0 | 0 |
| NET CHANGE IN BUDGETARY BUDGETARY FUND BALANCE | (116,936) | (711,884) | (1,204,584) | 447,088 | (746,138) | 1,022,469 |
| Other Budgetary Items: | | | | | | |
| Free Cash | | 784,868 | 1,277,568 | | | |
| Overlay Surplus | | 43,500 | 43,500 | | | |
| Prior Year Deficits | | (116,484) | (116,484) | | | |
| Prior Year Carry Forward | 116,936 | | | | | |
| Total Other Budgetary Items | 116,936 | 711,884 | 1,204,584 | | | |
| NET BUDGET | 0 | 0 | 0 | | | |

**TOWN OF BOYLSTON
SCHEDULE OF LOCAL RECEIPTS-GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017**

EXHIBIT C

| Description | 2017 Amount |
|--|------------------------|
| Licenses, Fines, Permits and Fees | |
| Fees-Other | 100 |
| Fees-Town Clerk | 5,351 |
| Fees-Municipal Liens | 7,125 |
| Fees-Rental | 15,425 |
| Fees-Police Reports | 877 |
| Fees-Fire | 9,355 |
| Fees-Assessors | 944 |
| Fees-Cable TV | 674 |
| Fees-Board of Appeals | 100 |
| Fees-Police Alarms | 1,060 |
| Selectboard Licenses | 13,610 |
| Board of Health Permits & Fees | 32,060 |
| Building Permits | 606,034 |
| Police Gun Permits | 900 |
| Plumbing Permits | 8,528 |
| Electrical Permits | 16,115 |
| Gas Permits | 5,287 |
| Earth Removal Permits | 1,000 |
| Court Fines | 20,023 |
| Police Off-Duty Surcharge | 6,764 |
| | <hr/> |
| Total Licenses, Fines, Permits and Fees | 751,332 |
| | <hr/> |
| Interest and Penalties on Taxes | |
| Penalties and Interest-Property Taxes | 22,314 |
| Penalties and Interest-Tax Liens | 83 |
| Penalties and Interest-Excise Taxes | 10,557 |
| | <hr/> |
| Total Interest on Penalties and Taxes | 32,954 |
| | <hr/> |
| Other | |
| Other Reimbursements | 158,706 |
| Miscellaneous Revenue | 6,166 |
| | <hr/> |
| Total Other | 164,872 |
| | <hr/> |

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-1

| Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|---|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| General Fund | | | | | | | |
| General Government | | | | | | | |
| Special Town Meeting Notices | 1,900 | | | | 1,900 | - | 1,900 |
| Town Moderator Salary | 15 | | | | 15 | - | 15 |
| Selectboard Salaries | 3,957 | | | | 3,957 | 3,859 | 98 |
| Selectboard Clerical Salaries | 15,683 | (3,069) | | | 12,615 | 10,232 | 2,382 |
| Selectboard Town Administrator Salary | 98,838 | 2,366 | | | 101,204 | 100,720 | 484 |
| Selectboard Assistant Town Administrator | 51,430 | (2,500) | | | 48,930 | 48,431 | 499 |
| Town Audit | 18,000 | | | | 18,000 | 18,000 | - |
| Selectboard Expenses | 14,490 | 2,000 | | | 16,490 | 16,392 | 98 |
| Selectboard At#29 5/3/10 Business Development | - | | 17,716 | (17,716) | - | - | - |
| Finance Committee Expense | 400 | | | | 400 | 155 | 245 |
| Reserve Fund | 60,000 | (42,000) | | | 18,000 | - | 18,000 |
| Town Accountant Services | 38,675 | | | | 38,675 | 34,873 | 3,802 |
| Town Accountant Expenses | 10,000 | | | | 10,000 | 6,532 | 3,468 |
| Assessors Stipends | 3,588 | | | | 3,588 | 3,042 | 546 |
| Working Assessor Salary | 23,878 | (1,500) | | | 22,378 | 19,759 | 2,619 |
| Assessors Clerical Wages | 31,177 | 1,500 | | | 32,677 | 32,443 | 234 |
| Assessors Special Appraisal Expenses | 43,500 | | | | 43,500 | 41,100 | 2,400 |
| Assessors Expenses | 19,300 | | | | 19,300 | 17,041 | 2,259 |
| Town Treasurer Salary | 71,916 | 273 | | | 72,189 | 72,189 | - |
| Town Treasurer Clerical Wages | 30,175 | | | | 30,175 | 29,721 | 454 |
| Town Treasurer Expense | 41,746 | | | | 41,423 | 35,853 | 5,570 |
| Legal Expense | 75,000 | 40,000 | | | 115,000 | 89,088 | 25,912 |
| Tax Title Expenses | 550 | | 20,653 | (18,186) | 3,016 | 3,016 | (0) |
| Town Clerk Salary | 33,263 | | | | 33,263 | 32,560 | 703 |
| Town Clerk Clerical Wages | 6,000 | | | | 6,000 | 5,455 | 545 |
| Town Clerk Expense | 1,850 | | | | 1,850 | 747 | 1,103 |
| Elections/Registrars Wages | 5,182 | | | | 5,182 | 4,810 | 372 |
| Elections/Registrars Expenses | 6,950 | | | | 6,950 | 6,301 | 650 |
| Conservation Commission Clerk | 16,947 | | | | 16,947 | 15,722 | 1,225 |
| Conservation Expenses | 550 | | | | 550 | 171 | 379 |
| Storm Water Management Expenses | 10,000 | | | | 10,000 | 3,000 | 7,000 |

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-2

| General Fund | Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|---------------------------|--|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| General Government | | | | | | | | |
| | Earth Removal Expense | 100 | | | | 100 | - | 100 |
| | Planning Board Stipends | 560 | | | | 560 | 441 | 119 |
| | Planning Board Clerk | 60 | | | | 60 | - | 60 |
| | Planning Board Administrative Assistant | 10,425 | 2,400 | | | 12,825 | 12,445 | 380 |
| | Planning Board Expenses | 2,050 | | | | 2,050 | 1,391 | 659 |
| | Municipal Office Expenses | 41,930 | | | | 41,930 | 36,615 | 5,315 |
| | Town Buildings Hillside Salary | 62,500 | | | (779) | 61,721 | 61,721 | - |
| | Town Buildings Hillside | 168,000 | | | (43,693) | 124,307 | 124,307 | - |
| | Town Buildings Art#17 5/2/16 Hillside IT | 20,000 | | | (17,050) | 2,950 | 2,950 | 0 |
| | Town Buildings Art#19 5/1/17 Hillside IT | - | 45,000 | | (45,000) | - | - | - |
| | Town Report | 2,000 | | | | 2,000 | 1,740 | 260 |
| | Town House Expense | 17,000 | | | | 17,000 | 12,617 | 4,383 |
| | Town Buildings Art#27 5/2/16 Town House Renovation | 75,000 | | | (40,924) | 34,076 | 34,076 | - |
| | Town Buildings Art#20 5/1/17 Town House Renovation | - | 75,000 | | (75,000) | - | - | - |
| | Town House Art #32 5/13 | - | | | (1,504) | 1,290 | 1,290 | - |
| | Town Garage Expenses | 21,150 | | 2,794 | | 21,150 | 20,599 | 551 |
| | New Town Garage Expenses | 24,925 | | | | 24,925 | 19,481 | 5,444 |
| | Repairs to Town Buildings | 2,800 | | | | 2,800 | - | 2,800 |
| Total General Government | | 1,183,460 | 119,470 | 41,162 | (260,175) | 1,083,917 | 980,884 | 103,033 |

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-3

| General Fund | Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|----------------------|---|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| Public Safety | | | | | | | | |
| | Police Department Salaries | 861,813 | 45,000 | | | 906,813 | 894,684 | 12,129 |
| | Police Expenses | 144,185 | | | (1,000) | 147,565 | 145,885 | 1,680 |
| | Police Dept CRI Art#27 5/1/17 | - | 10,200 | | | 10,200 | 10,200 | - |
| | Police Dept IT Art#26 5/1/17 | - | 42,000 | | (27,086) | 14,914 | 14,914 | - |
| | Fire/Ambulance Salaries & Wages | 310,724 | | | | 310,724 | 309,189 | 1,535 |
| | Fire/Ambulance Expenses | 61,400 | | | | 61,400 | 61,367 | 33 |
| | Fire Dept Truck Art#24 5/1/17 | - | 20,000 | | (20,000) | - | - | - |
| | Fire Station Doors Art#25 5/1/17 | - | 32,000 | | (2,005) | 29,995 | 29,995 | - |
| | Fire/Ambulance Art#7 12/12/11 Fire Turnout Gear | - | | 744 | | 744 | 744 | (0) |
| | Fire/Ambulance Art#29 5/16 Grant Match | 2,378 | | | (901) | 1,477 | 1,477 | - |
| | Fire/Ambulance Art#22 5/15 Tire Replacement | - | | 5,444 | (1,126) | 4,318 | 4,318 | - |
| | Fire/Ambulance Art#30 5/2/16 Fire Turnout Gear | 20,000 | | | (31) | 19,969 | 19,969 | - |
| | Fire/Ambulance Art#27 5/5/14 Lucas CPR Device | - | | 1,871 | | 1,871 | 1,871 | - |
| | Fire/Ambulance Art#23 5/15 Command Vehicle | - | | 303 | | 300 | 300 | - |
| | Fire/Ambulance Art#31 5/2/16 Tools | 5,000 | | | (4) | 1,868 | 1,868 | - |
| | Fire/Ambulance Art#23 5/1/17 Ambulance Lease | - | 86,000 | | (3,132) | 86,000 | 86,000 | - |
| | Fire/Ambulance Aerial/Pumper Truck Lease | 129,111 | | | | 129,111 | 129,111 | 0 |
| | Dispatch Salaries & Wages | 228,411 | 2,500 | | | 230,911 | 224,111 | 6,800 |
| | Dispatch Expenses | 12,715 | | | | 12,715 | 11,727 | 988 |
| | Building Inspector Salary | 30,457 | | | | 30,457 | 30,336 | 121 |
| | Building Inspector Clerical | 15,436 | 375 | | | 15,811 | 15,713 | 98 |
| | Building Inspector Expenses | 1,850 | | | | 1,850 | 1,031 | 819 |
| | Building Dept Art#30 5/1/17 Additional Inspectors | - | 20,000 | | (20,000) | - | - | - |
| | Gas Inspector Salary | 3,140 | | | | 3,140 | 3,140 | - |
| | Gas Inspector Expenses | 700 | | | | 700 | 670 | 30 |
| | Plumbing Inspector Salary | 10,418 | | | | 10,418 | 10,418 | 0 |
| | Electrical Inspector Salary | 9,579 | | | | 9,579 | 9,579 | - |
| | Electrical Inspector Expenses | 600 | 55 | | | 655 | 596 | 59 |
| | Dog Officer Wages | 2,362 | | | | 2,362 | 2,362 | - |
| | Dog Officer Expenses | 1,100 | | | | 1,100 | 1,100 | - |
| | Parking Clerk Salary | 260 | | | | 260 | 260 | - |
| | Tree Warden Salary | 1,275 | | | | 1,275 | 1,275 | - |
| | Tree Warden Expenses | 12,500 | | | | 12,500 | 12,500 | 0 |
| | Tree Warden Art#29 5/1/17 Tree Work | - | 25,000 | | (25,000) | - | - | - |
| | Total Public Safety | 1,865,414 | 283,130 | 12,742 | (100,285) | 2,061,000 | 2,036,708 | 24,292 |

TOWN OF BOYLSTON

SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-4

| Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|---|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| General Fund | | | | | | | |
| Public Works and Facilities | | | | | | | |
| Highway Department Salaries & Wages | 334,345 | (45,005) | | | 289,340 | 289,197 | 143 |
| Highway Department Expenses | 118,850 | | | | 118,850 | 118,649 | 201 |
| Highway Department Art#32 5/2/16 Road Maintenance | 75,000 | | | (73,470) | 1,530 | 1,530 | - |
| Highway Department Art#21 5/1/17 Road Maintenance | - | 75,000 | | (75,000) | - | - | - |
| Highway Department Snow & Ice Overtime | 25,000 | | | | 25,000 | 48,477 | (23,477) |
| Highway Department Snow & Ice Removal Expenses | 126,000 | | | | 126,000 | 276,838 | (150,838) |
| Street Lighting | 15,000 | | | | 15,000 | 14,607 | 393 |
| Cemetery Salaries | 580 | | | | 580 | 580 | 0 |
| Cemetery Expenses | 3,700 | | | | 3,700 | 3,491 | 209 |
| Cemetery Art#25 5/12/97 Road Repair | - | | 977 | (977) | - | - | - |
| Total Public Works & Facilities | 698,475 | 29,995 | 977 | (149,447) | 580,000 | 753,369 | (173,369) |
| Education | | | | | | | |
| School Committee Salary | 200 | | | | 200 | - | 200 |
| Elementary Education | 2,794,454 | 40,000 | 5,846 | (41,995) | 2,798,305 | 2,797,067 | 1,238 |
| Education Art#39 5/2/16 School Security Phase II | 31,500 | | | (28,082) | 3,418 | 3,418 | (0) |
| Education Art#32 5/1/17 BES Boiler | - | 15,000 | | (15,000) | - | - | - |
| Education Art#40 5/2/16 BES Gym Floor | 40,990 | | | (40,990) | - | - | - |
| Education Art#32 5/1/17 BES Walk-in Cooler | - | 10,000 | | (10,000) | - | - | - |
| Education Art#41 5/2/16 BES Door Mechanism | 15,000 | | | (12,663) | 2,337 | 2,337 | - |
| Education Art#34 5/1/17 BES Windows Phase I | - | 10,000 | | (10,000) | - | - | - |
| Education Art#35 5/1/17 BES Dishwasher | - | 10,000 | | (10,000) | - | - | - |
| Education Art#36 5/1/17 BES Traffic Light | - | 7,500 | | (7,500) | - | - | - |
| Education Art#32 5/5/14 School Computers | | | 1,209 | | 1,209 | 1,209 | - |
| BBRSD Operating Assessment | 4,247,119 | | | | 4,247,119 | 4,247,119 | - |
| BBRSD Capital Assessment | 883,766 | | | | 883,766 | 883,766 | - |
| Vocational Tuition | 375,861 | (40,000) | | | 335,861 | 328,400 | 7,461 |
| Vocational Transportation | 47,665 | | | | 47,665 | 46,665 | 1,000 |
| Total Education | 8,436,555 | 52,500 | 7,055 | (176,231) | 8,319,879 | 8,309,980 | 9,899 |

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-5

| Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|--|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| General Fund | | | | | | | |
| Human Services | | | | | | | |
| Landfill Art#21 5/5/08 Monitoring | - | | 50,000 | (50,000) | - | - | - |
| Board of Health Stipends | 705 | | | | 705 | 231 | 474 |
| Board of Health Clerical Wages | 16,610 | | | | 16,610 | 15,213 | 1,397 |
| Vital Statistics Wages | 200 | | | | 200 | 200 | - |
| Animal Inspector Wages | 1,358 | | | | 1,358 | 1,358 | - |
| Sanitation Inspector Wages | 41,981 | | | | 41,981 | 41,981 | - |
| BOH Expenses | 2,375 | | | | 2,375 | 389 | 1,986 |
| BOH Special Projects | 2,200 | | | | 2,200 | 1,337 | 863 |
| Tri-Town Hazardous Waste | 1,600 | | | | 1,600 | 1,600 | - |
| Nurse Salary | 1,000 | | | | 1,000 | 1,000 | - |
| Council on Aging Coordinator Salary | 17,049 | (2,400) | | | 14,649 | 12,577 | 2,072 |
| Council on Aging Coordinator Salary-Meals | 1,130 | | | | 1,130 | 1,130 | - |
| Council on Aging Expenses | 6,025 | | | | 6,025 | 2,103 | 3,922 |
| Veterans Agent Salary | 218 | | | | 218 | - | 218 |
| Veterans Services Benefits | 20,000 | | | | 20,000 | 8,576 | 11,424 |
| Veterans Service Expenses | 175 | 5 | | | 180 | 180 | - |
| Total Human Services | 112,626 | (2,395) | 50,000 | (50,000) | 110,231 | 87,874 | 22,357 |
| Culture and Recreation | | | | | | | |
| Library Salaries & Wages | 130,311 | | | | 130,311 | 125,887 | 4,424 |
| Library Expenses | 61,240 | | | | 61,240 | 59,523 | 1,717 |
| Memorial Day | 4,000 | | | | 4,000 | 4,000 | - |
| Recreation Salary | 13,325 | | | | 13,325 | 13,325 | - |
| Recreation Expenses | 3,500 | | | | 3,500 | 2,906 | 594 |
| Recreation Art#38 5/1/17 - Manor & Center Court Design | - | 10,000 | | (10,000) | - | - | - |
| Historical Building Maintenance | 3,500 | | | | 3,500 | 3,500 | - |
| Historical Commission Expenses | 5,000 | | | | 5,000 | 4,927 | 73 |
| Historical Commission Project Expenses | 1,200 | | | | 1,200 | 1,200 | - |
| Total Culture and Recreation | 222,076 | 10,000 | - | (10,000) | 222,076 | 215,268 | 6,808 |

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT D-6

| General Fund | Account | 2017 Appropriations | Reserve Fund and Other Transfers | 2016 Carryover Appropriations | 2017 Carryover Appropriations | 2017 Adjusted Budget | 2017 Expenditures | Unexpended Balance |
|--|--|------------------------|--|-------------------------------------|-------------------------------------|----------------------------|----------------------|-----------------------|
| Employee Benefits and Insurance | | | | | | | | |
| | County Retirement | 467,638 | | | | 467,638 | 467,638 | - |
| | Unemployment Compensation | 12,500 | | | | 12,500 | 12,466 | 34 |
| | Employee Benefits | 1,010,000 | | 5,000 | | 1,015,000 | 887,433 | 127,567 |
| | Employee Physical Exams | 500 | | | | 500 | 500 | - |
| | General Insurance | 133,500 | | | | 133,500 | 128,305 | 5,195 |
| | Total Employee Benefits and Insurance | 1,624,138 | - | 5,000 | - | 1,629,138 | 1,496,342 | 132,796 |
| State Assessments | | | | | | | | |
| | Mosquito Control Charges | 41,045 | | | | 41,045 | 41,045 | - |
| | RMV Non-Renewal Charges | 2,960 | | | | 2,960 | 3,440 | (480) |
| | Air Pollution Districts | 1,424 | | | | 1,424 | 1,424 | - |
| | School Choice Assessment | 93,788 | | | | 93,788 | 66,368 | 27,420 |
| | Charter School Assessment | 13,541 | | | | 13,541 | - | 13,541 |
| | Regional Transit | 2,588 | | | | 2,588 | 2,588 | - |
| | Regional Planning Commission | 1,201 | | | | 1,201 | 1,158 | 43 |
| | Total State Assessments | 156,547 | - | - | - | 156,547 | 116,023 | 40,524 |
| Debt Service | | | | | | | | |
| | Debt Service Principal | 270,000 | | | | 270,000 | 270,000 | - |
| | Debt Service Interest | 155,726 | | | | 155,726 | 155,725 | 1 |
| | Total Debt Service | 425,726 | - | - | - | 425,726 | 425,725 | 1 |
| | Total General Fund | 14,725,017 | 492,700 | 116,936 | (746,138) | 14,588,515 | 14,422,174 | 166,341 |

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

Exhibit E-1

| | Fund Balances June 30, 2016 | Revenues | Expenditures | Other Financing Sources/(Uses) | Fund Balances June 30, 2017 |
|---|--------------------------------|----------|--------------|-----------------------------------|--------------------------------|
| Special Revenue: | | | | | |
| Grants, Revolving and Gifts | | | | | |
| Reserved Premiums on Sale of Bonds | 2,447 | - | - | (231) | 2,216 |
| Revoked Developer Bonds | - | 181,469 | - | - | 181,469 |
| Conservation Revolving | 3,212 | 726 | (882) | - | 3,056 |
| Wetlands Fund | 36,308 | 13,225 | (5,111) | - | 44,422 |
| Planning Board Revolving | 12,259 | 9,059 | (936) | - | 20,382 |
| Board of Health Flu Revolving | 2,224 | 583 | - | - | 2,807 |
| Hillside Rental Receipts Reserved | 297,431 | 196,772 | - | (230,500) | 263,704 |
| Commonwealth Community Compact HR Grant | - | 15,000 | (5,000) | - | 10,000 |
| Ambulance Receipts Reserved | 170,499 | 130,788 | - | (75,000) | 226,287 |
| School Lost Library Books | 13 | - | - | - | 13 |
| School Lunch | 5,881 | 86,526 | (82,625) | - | 9,782 |
| After School Revolving | 87,568 | 151,527 | (145,152) | - | 93,943 |
| Kindergarten Revolving | 30,736 | - | (23,500) | - | 7,236 |
| School Full Day Kindergarten Grant | - | - | - | - | - |
| School Kindergarten Transition Grant | 696 | (53) | (643) | - | - |
| School SPED Early Childhood | (123) | 6,126 | (6,003) | - | - |
| School SPED Entitlement | 9,405 | 56,595 | (72,015) | - | (6,015) |
| School Circuit Breaker Grant | 2,186 | 2,531 | (2,186) | - | 2,531 |
| School BC/BS Grant | 2,278 | - | - | - | 2,278 |
| School SPED Program Imp Grant | 1,361 | 2,439 | (3,693) | - | 107 |
| School Title I Grant | 1,949 | 37,387 | (38,818) | - | 518 |
| School Teacher Quality Grant | 48 | 3,895 | (4,399) | - | (456) |
| School SPED Early Childhood Program Imp Grant | 439 | 1,279 | (1,678) | - | 40 |
| School Prof Dev for Frameworks Grant | - | 2,000 | - | - | 2,000 |
| School Gifts | 1,209 | - | (801) | - | 408 |
| School Rental Revolving | 4,499 | - | - | - | 4,499 |
| School Choice Funds | 255,690 | 112,874 | (91,400) | - | 277,164 |
| Cemetery Revolving | 96,085 | 10,990 | (9,426) | - | 97,649 |
| Sale of Cemetery Lots | 104,396 | 12,180 | - | - | 116,576 |
| Cemetery Gift | 4,506 | - | (2,129) | - | 2,377 |
| COA Formula Grant | 282 | 8,558 | (2,452) | - | 6,388 |
| COA Gifts | - | 170 | - | - | 170 |
| Cultural Council Grant | 959 | 4,435 | (3,800) | - | 1,594 |
| Cultural Council Gifts | 3,575 | - | - | - | 3,575 |
| Extended Polling Hours | 3,815 | 832 | (2,214) | - | 2,433 |
| Fire FEMA Equipment Grant | 146 | - | - | - | 146 |
| Fire SAFE Grant | 8,777 | - | - | - | 8,777 |
| Fire Equipment Grant | (219) | - | - | - | (219) |

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

Exhibit E-2

| | Fund Balances June 30, 2016 | Revenues | Expenditures | Other Financing Sources/(Uses) | Fund Balances June 30, 2017 |
|---|--------------------------------|----------|--------------|-----------------------------------|--------------------------------|
| Special Revenue: | | | | | |
| Grants, Revolving and Gifts | | | | | |
| Fire Federal CCP Grant | 2,291 | - | - | - | 2,291 |
| Fire Federal VFA Grant | 1,466 | - | - | - | 1,466 |
| Fire Federal EMPG Grant | 2,070 | 2,455 | (2,455) | - | 2,070 |
| Police LLE & Drug Grant | 271 | - | - | - | 271 |
| Community Policing Grant | 46 | - | - | - | 46 |
| Police Vest Grant | 1,412 | - | - | - | 1,412 |
| Police Juvenile Grant | 357 | - | - | - | 357 |
| Police Block Grant | 21 | - | - | - | 21 |
| Police Watch Your Car Grant | 190 | - | - | - | 190 |
| Police State 911 Grant | 12,037 | 1,515 | (921) | - | 12,631 |
| Police Gifts | 7,509 | 1,110 | (1,838) | - | 6,780 |
| Police DARE Gifts | 2,769 | - | - | - | 2,769 |
| Police Canine Gifts | 215 | - | - | - | 215 |
| Title V Septic | 88,109 | 4,297 | (10,337) | - | 82,069 |
| Public Health Grant | 3,813 | - | (1,058) | - | 2,755 |
| Public Health Flu Grant | 4,051 | - | - | - | 4,051 |
| Recreation Revolving | 11,178 | 15,582 | (17,227) | - | 9,533 |
| Route 140 EOCD Grant | 215 | - | - | - | 215 |
| Urban Forestry Grant | 437 | - | - | - | 437 |
| Chapter 90 State Aid Highway Funds | (1) | 168,033 | (168,032) | - | - |
| Library Grant | 26,372 | 5,200 | (3,892) | - | 27,680 |
| Library Gifts | 12,777 | 178 | - | - | 12,954 |
| Parks Gifts | 600 | - | - | - | 600 |
| Memorial Day Gifts | 1,850 | 2,975 | (886) | - | 3,939 |
| Beautiful Boylston Gifts | 92 | - | - | - | 92 |
| Christmas Tree Gifts | 354 | - | - | - | 354 |
| Insurance Reimbursement | 11,579 | 19,534 | (7,016) | - | 24,096 |
| Fuller Foundation Library Project Grant | 67,438 | 100,000 | - | (167,438) | - |
| 53G Revolving Accounts | | | | | |
| Conservation Aquide Nicholas | 1,543 | 3 | - | - | 1,547 |
| Conservation Barnard Hill | 1,954 | 4,008 | (390) | - | 5,572 |
| Conservation Mountain View | 657 | 1 | - | - | 659 |
| Conservation Jameson Ridge | 6,672 | 15 | - | - | 6,686 |
| Conservation Longley Hill | 1,271 | 1,202 | (2,086) | - | 387 |
| Conservation Turflinks | 502 | 1 | - | - | 503 |

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

Exhibit E-3

| | Fund Balances June 30, 2016 | Revenues | Expenditures | Other Financing Sources/(Uses) | Fund Balances June 30, 2017 |
|--|--------------------------------|------------------|------------------|-----------------------------------|--------------------------------|
| 53G Revolving Accounts | | | | | |
| Conservation Compass Pointe | 731 | 1 | (1,518) | - | (786) |
| Conservation Bethlehem Bible Church | 290 | 1 | - | - | 291 |
| Conservation Haynes Compass Circle | 2,289 | 1,505 | (1,595) | - | 2,199 |
| Conservation Tahanto | 1,233 | 3 | - | - | 1,236 |
| Conservation Summer Star Wildlife | 3,380 | 7 | - | - | 3,388 |
| Conservation 200 Shrewsbury St | 2,043 | 4 | - | - | 2,047 |
| Conservation Worcester Sand & Gravel | 5,002 | 2 | (4,400) | - | 604 |
| Conservation 270 Shrewsbury St | 5,001 | 9 | (828) | - | 4,182 |
| Conservation Pine St Boylston Realty | - | 1,200 | (1,200) | - | - |
| Conservation 313 Main St Realty | - | - | - | - | - |
| Planning Longley Hill | 257 | 1 | - | - | 258 |
| Planning Compass Point | 446 | 1 | - | - | 447 |
| Planning Straw Hollow Estates | 217 | 0 | - | - | 218 |
| Planning Brigham Woods | 1 | - | - | - | 1 |
| Planning Sarah Lane | 156 | 0 | - | - | 157 |
| Planning Rachel Road | 0 | - | - | - | 0 |
| Planning Barnard Hill | 4,129 | 7 | (1,879) | - | 2,258 |
| Planning Rand Whitney | 1,929 | 4 | - | - | 1,932 |
| Planning Nature's View | 21,300 | 24 | - | (21,799) | (475) |
| Planning Mt Pleasant CC | 1,499 | 3 | - | - | 1,503 |
| Planning Compass Point KREG LLC | 2,066 | 15,006 | (12,984) | - | 4,088 |
| Planning 200 Shrewsbury St | 2,510 | 5 | - | - | 2,516 |
| Planning Katz Flagg Street | 86 | 1,502 | (1,737) | - | (149) |
| Planning TM Electronics | 2,488 | 5 | - | - | 2,493 |
| Planning 220 Shrewsbury St | 7,503 | 10,021 | (11,109) | - | 6,415 |
| Planning 270 Shrewsbury St | 3,257 | 2 | (2,856) | - | 403 |
| Planning 8 Gulf Street/Burkhardt | - | 2,500 | (2,972) | - | (472) |
| Planning Scannell Properties/Shrewsbury St | - | 30,509 | (27,171) | - | 3,338 |
| Planning Secured Financial/Shrewsbury St | - | 7,000 | (6,995) | - | 5 |
| Planning Pine Street | - | 3,001 | (2,582) | - | 419 |
| Zoning Jameson ridge | 4,554 | 10 | - | - | 4,564 |
| Zoning Maplecroft Farms | 5,102 | 11 | - | - | 5,113 |
| Earth Removal Federal Express | - | 2,001 | - | - | 2,001 |
| Total Special Revenue Funds | 1,500,122 | 1,448,367 | (800,826) | (494,968) | 1,652,696 |

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

Exhibit E-4

| | Fund Balances June 30, 2016 | Revenues | Expenditures | Other Financing Sources (Uses) | Fund Balances June 30, 2017 |
|---|--------------------------------|------------------|--------------------|-----------------------------------|--------------------------------|
| Capital Projects: | | | | | |
| DPW Garage Project | 1,684,330 | - | (1,873,299) | 290,000 | 101,031 |
| Library Construction Phase I | 885 | - | - | - | 885 |
| Library Construction Phase II | 2,112,926 | - | (1,757,780) | - | 355,146 |
| Hillside Restoration Project | - | 1,265 | (1,265) | - | - |
| Total Capital Projects | 3,798,141 | 1,265 | (3,632,344) | 290,000 | 457,061 |
| Permanent Trust Funds: | | | | | |
| Cemetery Funds | 62,581 | 410 | - | - | 62,991 |
| Library Funds | 18,634 | - | - | - | 18,634 |
| OPEB Trust | 47,915 | 4,027 | - | 15,000 | 66,942 |
| Total Permanent Trust Funds | 129,130 | 4,437 | - | 15,000 | 148,567 |
| Expendable Trust Funds: | | | | | |
| Drug Forfeiture Fund | 305 | 608 | - | - | 913 |
| Cemetery Funds | 119,472 | 1,789 | - | - | 121,261 |
| Library Funds | 66,836 | 130 | 5,089 | - | 61,877 |
| DPW Building Stabilization Fund | 684 | 4 | - | - | 688 |
| Stabilization Fund | 1,274,125 | 6,770 | - | - | 1,280,895 |
| Capital Fund | 25 | - | - | - | 25 |
| Total Expendable Trust Funds: | 1,461,447 | 9,299 | 5,089 | - | 1,465,658 |
| Total - Non-General Governmental Funds | 6,888,840 | 1,463,368 | (4,428,082) | (189,968) | 3,723,982 |

TOWN OF BOYLSTON
SCHEDULE OF TAXES RECEIVABLE-GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

EXHIBIT F

| Description | Uncollected June 30, 2016 | Commitments | Refunds | Add/(Deduct) | | | Uncollected June 30, 2017 |
|-----------------------------|------------------------------|---------------|-----------|--------------|----------------|---------------------------|------------------------------|
| | | | | Adjustments | Abatements | Transfers to Tax Title | |
| Real Estate | | | | | | | |
| 2017 | - | 11,035,864.88 | 67,219.91 | 0 | \$ (48,613.15) | (9,511) | 109,359 |
| 2016 | 66,477 | 14,103 | 5,965 | (2) | (17,030) | (4,998) | 2,025 |
| 2015 | 1,476 | - | 1,547 | - | (1,547) | - | 0 |
| 2014 | - | - | - | - | - | - | - |
| 2013 | - | - | - | - | - | - | - |
| | 67,952 | 11,049,968 | 74,732 | (2) | (67,190) | (14,508) | 111,383 |
| Personal Property | | | | | | | |
| 2017 | - | 186,576 | 1,594 | 1 | (785) | (187,225) | 160 |
| 2016 | 47 | - | 387 | - | (387) | (47) | 0 |
| 2012-2015 | - | - | - | - | - | - | - |
| 2011 | - | - | 4,656 | - | (4,656) | - | - |
| 2010 | - | - | 4,308 | - | (4,308) | - | - |
| | 47 | 186,576 | 10,945 | 1 | (10,137) | (187,273) | 160 |
| Motor Vehicle Excise | | | | | | | |
| 2017 | - | 1,070,840 | - | - | - | - | - |
| 2016 | 79,887 | 42 | 29,053 | - | (34,371) | (883,443) | (808,833) |
| 2015 | 5,531 | 144,004 | 28,985 | - | (29,232) | (176,868) | (27,580) |
| 2014 | 1,771 | - | 684 | - | (684) | (5,172) | (3,401) |
| 2013 | 2,826 | - | - | - | - | (559) | 2,267 |
| 2012 | 1,161 | - | - | - | - | (424) | 737 |
| 2011 and prior | 5,701 | - | 64 | - | (2,220) | (70) | 3,475 |
| | 96,877 | 144,046 | 58,786 | - | (66,507) | (1,066,537) | (833,336) |
| Tax Liens | | | | | | | |
| | 114,051 | 15,672 | - | - | - | (5,661) | 124,062 |
| Tax Possessions | | | | | | | |
| | 62,051 | - | - | - | - | - | 62,051 |

TOWN OF BOYLSTON
SCHEDULE OF OUTSTANDING DEBT
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

EXHIBIT G

| Description | Interest Rate | Original Loan Date | Final Due Date | Principal | | | Interest Paid | |
|--------------------------------------|---------------|--------------------|----------------|-----------------------|----------------|--------------------|---------------|---------|
| | | | | Balance June 30, 2016 | Funds Borrowed | Principal Payments | | |
| | | | | | | | | |
| Account Group-General Long Term Debt | | | | | | | | |
| Library / DPW Garage | 2.80% | 07/17/15 | 07/15/35 | 5,160,000 | 0 | (270,000) | 4,890,000 | 155,726 |
| Title V | 0.00% | 08/01/01 | 08/01/19 | 34,492 | 0 | (8,623) | 25,869 | 1,714 |
| Total General Long-Term Debt | | | | 5,194,492 | 0 | (278,623) | 4,915,869 | 157,440 |

| | | Maturities | | | | |
|------------------------------|-----------|------------|---------|---------|---------|---------|
| | | FY 2018 | FY 2019 | FY 2020 | FY 2021 | FY 2022 |
| Library / DPW Garage | Principal | 265,000 | 260,000 | 260,000 | 260,000 | 260,000 |
| | Interest | 150,375 | 145,125 | 139,925 | 133,425 | 125,645 |
| Title V | Principal | 8,623 | 8,623 | 8,623 | 0 | 0 |
| | Interest | 1,218 | 722 | 237 | 0 | 0 |
| Total General Long-Term Debt | Principal | 273,623 | 268,623 | 268,623 | 260,000 | 260,000 |
| | Interest | 151,593 | 145,847 | 140,162 | 133,425 | 125,645 |
| MWPAT Subsidy | | 1,218 | 722 | 237 | 0 | 0 |

POLICE DEPARTMENT REPORT

2017 was a year of both gains and losses for the Boylston Police Department. As stated in last year's Annual Report, on 6 January 2017, Dispatcher Abbi E. Parkinson lefty the Department to pursue other Dispatch opportunities in the area. On 20 January 2017, retired Full-time Bolton Head Dispatcher and Part-time Berlin Dispatcher Donna L. Hathaway, was hired as a Part-time Dispatcher I Boylston. Desiring not to work in a Regional Dispatch Center, Donna eagerly joined our ranks and brings much experience and maturity with her, as she helped fill a void left by the Full-time Dispatcher Parkinson. Donna works Dispatch solely for Boylston and she now works shifts on weekends and during the week, as shift openings occur.

On 27 April 2017, former Worcester Dispatcher Jennefer J. Schiavone was hired as our Full-time replacement; she has worked out magnificently and is assigned to the 3-11pm shifts, Sunday through Thursday. Jennefer and Donna, welcome aboard!

On 29 May 2017, Full-time Boylston Officer Matthew L. Ryel left BPD to return to the Barre Police Department and its Full-time ranks; prior to coming to Boylston, he worked in Barre as a Part-time Officer. Wanting to be dispatched to more calls for service, for the ability to partake in operations not funded for in Boylston, and, at a slightly lesser pay, Officer Ryel departed Boylston after 1 year, 4 months service.

On July 2017, Full-time Boylston Officer James L. Conway left BPD after roughly 4 years and 4 months service to the Town for a significant double digit pay increase in his home town of West Boylston. Officer Conway, a very knowledgeable and proactive Police Officer, was instrumental in bringing about changes to the Department uniform, the Department patch, the acquisition of Tasers, and the implementation of Facebook.

On 23 August 2017, Timothy T. Trubiano joined the Full-time ranks of the Boylston Police Department. A graduate of the Full-time Academy in Reading, Tim previously worked as an unarmed campus officer at Dean College (6 mos.) and as an armed Special/Auxiliary Police Officer in Bellingham (2 yrs.). A member of the Massachusetts Army National Guard, Tim is about to complete his Associates Degree in Criminal Justice, he has successfully completed his Department Field Training Program, and he is currently assigned to the Departments 11-7am shift. Tim, welcome to Boylston!

This year, the Department applied for and received \$921.00 to fund Dispatch training requirements. We also issued Halloween "glow necklaces" for Boylston Elementary School students, and, once again, held our annual PD sponsored Halloween party at the Town House. Thirty-one children attended this year's function, significantly down from the number of 100-150 attendees we have had in the past years, although we had 81 attendees at our function in 2015. It is probably safe to say that with the numbers declining to such levels, we will forgo attempts at conducting this very manpower intense and costly endeavor. However, the PD presence on Halloween night where we handed out candy and traversed our residential roadways at slow speeds seemed a big hit given the tons pf positive feedback we received; we will look to ratchet that up in 2018!

We conducted numerous station tours and speaking engagements and Department members attended training sessions, presentations, meetings, and drills that addressed lessons learned with regard to staff, faculty, student, and law enforcement action/response to critical incidents in the academic setting. In addition to our existing Webpage, we also maintained our Facebook page, not for sensationalism or newspaper selling purposes but rather in an effort to keep the community informed and to spawn thought and discussion on lessons that might be learned from the behavior, facts, and incidents presented.

All officers were recertified again for use and carry of their Department issued Taser. One instance of actual use in 2017 occurred, that being for a situation where officers were confronted by a family member threatening them in a bedroom with a baseball bat with nails pounded in partway all

POLICE DEPARTMENT REPORT

around the head of the bat. Cruiser 94C was involved in our sole motor vehicle accident this year when its passenger side lower back-door area impacted with a low stone wall while turning around in a Central Street driveway after responding to assist at a flooded basement call at night, during a torrential storm (no injuries reported and approximately \$1400.00 damage to the cruiser).

Boylston continues to be a very safe community in which to live, work, and play. Cases investigated by BPD Patrol Detectives and Officers continue to include cyber-bullying, sexting, scams, thefts, credit card and identity fraud, and cases including juveniles. Lastly, as Patrol Detectives continue to spend long hours in the investigation of identity theft and scam cases, please remember, if something seems to be too good to be true, it probably is just that, too good to be true! Never forget that everyone is susceptible to identity theft and scams, as Victims are both young and old, and include the experienced, the highly educated, and the very affluent.

Safety issues brought to our attention and responded to this year include requests for traffic enforcement in many areas of Town to include Mile Hill Road, French Drive, School Street, Central Street, Cross Street, Linden Street, and Routes 70 and 140. Signage was improved on School Street, in an effort to bring attention to the East Temple intersection at Cyprians and, in an attempt to persuade traffic to use East Temple at Cyprians to get to Route 140, rather than wait in traffic at the Extension. East Temple presents a far better observation of Route 140 traffic than does the Extension.

In closing and as always, in the event you observe anything suspicious, day or night, please contact the Boylston Police Department IMMEDIATELY, at (508) 869-2113, or, in the event of an emergency, Dial 911. If you'd like to read about or contact the Department on-line, please visit www.boylston-ma.gov and locate us under Town Departments. On behalf of the entire Boylston Police Department, I wish you a very happy and prosperous 2018. Please Stay Safe!

*Tony Sahagian
Chief of Police*

SYNOPSIS OF SELECTED ACTIVITY

| <u>SYNOPSIS OF SELECTED ACTIVITY</u> | <u>2004</u> | <u>2005</u> | <u>2006</u> | <u>2007</u> | <u>2008</u> | <u>2009</u> | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 911 Emergency Check Calls | 73 | 52 | 64 | 46 | 40 | 38 | 38 | 20 | 22 | 19 | 18 | 15 | 25 | 25 |
| Assault and Battery | 3 | 2 | 10 | 6 | 2 | 1 | 1 | 2 | 7 | 1 | 0 | 5 | 3 | 5 |
| Alarm Response (Home/Business) | 242 | 237 | 236 | 204 | 259 | 192 | 204 | 241 | 175 | 247 | 204 | 240 | 208 | 200 |
| Ambulance Response/Support | 186 | 184 | 197 | 180 | 200 | 209 | 222 | 217 | 286 | 253 | 253 | 280 | 288 | 290 |
| Animal | 33 | 27 | 36 | 20 | 53 | 31 | 37 | 36 | 46 | 34 | 44 | 40 | 54 | 35 |
| Assault | 1 | 1 | 1 | 2 | 3 | 2 | 1 | 1 | 2 | 0 | 5 | 1 | 2 | 1 |
| B&E, Building | 6 | 2 | 4 | 1 | 6 | 6 | 2 | 2 | 4 | 2 | 5 | 1 | 5 | 0 |
| B&E, Dwelling | 3 | 6 | 7 | 6 | 7 | 5 | 8 | 17 | 14 | 15 | 18 | 6 | 6 | 2 |
| Check Well-being | 31 | 40 | 38 | 51 | 35 | 50 | 47 | 60 | 42 | 30 | 42 | 49 | 57 | 50 |
| Civil Dispute | 18 | 10 | 8 | 8 | 20 | 18 | 23 | 13 | 22 | 11 | 19 | 33 | 26 | 8 |
| Destruction of Property | 32 | 39 | 38 | 26 | 13 | 18 | 22 | 15 | 18 | 15 | 2 | 0 | 0 | 0 |
| Disturbance | 31 | 26 | 22 | 42 | 27 | 41 | 41 | 35 | 57 | 48 | 52 | 49 | 63 | 39 |
| Disabled Motor Vehicle | 120 | 160 | 107 | 113 | 129 | 92 | 79 | 107 | 81 | 92 | 79 | 82 | 74 | 61 |
| Dog Complaint | 22 | 7 | 13 | 7 | 14 | 14 | 6 | 22 | 11 | 6 | 10 | 9 | 13 | 20 |
| Domestic Disturbance | 16 | 26 | 23 | 23 | 14 | 19 | 16 | 23 | 19 | 15 | 15 | 11 | 13 | 10 |
| Drug Offense | 9 | 18 | 8 | 7 | 13 | 5 | 6 | 5 | 6 | 5 | 8 | 4 | 28 | 3 |
| Erratic Operator | 51 | 33 | 55 | 61 | 13 | 48 | 48 | 52 | 49 | 44 | 37 | 30 | 66 | 54 |
| Fire Response/Support | 32 | 30 | 45 | 34 | 17 | 23 | 17 | 18 | 26 | 19 | 46 | 56 | 67 | 57 |
| Harrassing Phone Call | 13 | 8 | 8 | 10 | 8 | 12 | 16 | 9 | 13 | 16 | 4 | 7 | 3 | 2 |
| Larceny Over \$250 | 24 | 15 | 27 | 9 | 19 | 15 | 18 | 21 | 11 | 13 | 18 | 7 | 7 | 8 |
| Larceny Under \$250 | 25 | 28 | 16 | 16 | 13 | 11 | 14 | 12 | 9 | 3 | 7 | 6 | 7 | 9 |
| Miscellaneous Calls | 1448 | 1307 | 800 | 256 | 384 | 431 | 513 | 368 | 404 | 306 | 13 | 0 | 0 | 0 |
| Motor Vehicle Lock-out | 10 | 22 | 16 | 10 | 11 | 17 | 14 | 8 | 15 | 10 | 12 | 11 | 10 | 14 |
| Mutual Aid Call | 74 | 83 | 71 | 66 | 89 | 67 | 70 | 61 | 50 | 58 | 60 | 43 | 43 | 36 |
| MV Accident (Pers Injury) | 12 | 20 | 28 | 32 | 21 | 22 | 13 | 14 | 21 | 14 | 25 | 16 | 18 | 18 |
| MV Accident (Prop Damage) | 90 | 102 | 53 | 67 | 72 | 58 | 68 | 66 | 89 | 75 | 97 | 74 | 67 | 70 |
| Motor Vehicle, Recovered | 3 | 2 | 1 | 1 | 2 | 2 | 6 | 1 | 0 | 2 | 2 | 0 | 1 | 2 |
| Motor Vehicle, Traffic Stop | 1732 | 1910 | 1663 | 1210 | 1284 | 1059 | 1222 | 839 | 801 | 1382 | 1219 | 987 | 1901 | 1476 |
| Operating Under the Influence of Alcohol | 6 | 8 | 7 | 5 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 15 | 10 |
| Parking Violation | 9 | 20 | 9 | 16 | 9 | 7 | 8 | 11 | 2 | 2 | 3 | 7 | 3 | 6 |
| Safety Hazard | 54 | 68 | 55 | 43 | 69 | 44 | 67 | 87 | 57 | 34 | 65 | 62 | 58 | 64 |
| Serve Summons | 77 | 61 | 41 | 43 | 38 | 51 | 34 | 37 | 20 | 47 | 37 | 34 | 66 | 35 |
| Suspicious Person, Investigate | 53 | 58 | 59 | 81 | 65 | 50 | 87 | 74 | 63 | 73 | 72 | 70 | 86 | 57 |
| Suspicious Vehicle, Investigate | 111 | 92 | 93 | 107 | 125 | 99 | 158 | 98 | 154 | 156 | 122 | 92 | 169 | 110 |
| Traffic Study/Watch | 61 | 29 | 35 | 87 | 60 | 149 | 394 | 222 | 154 | 181 | 61 | 121 | 95 | 235 |
| Trespassing | 8 | 7 | 9 | 3 | 2 | 1 | 1 | 6 | 7 | 8 | 4 | 4 | 4 | 2 |
| Unsecured Building | 32 | 22 | 23 | 10 | 18 | 34 | 13 | 14 | 10 | 12 | 11 | 10 | 15 | 9 |
| Warrant Arrest | 16 | 16 | 12 | 9 | 10 | 11 | 11 | 10 | 7 | 19 | 17 | 19 | 28 | 22 |

TOTAL NUMBER OF INCIDENTS/CALLS FOR THE YEAR INCLUDES THE ABOVE 38 TYPE "SELECTED" CATEGORIES.

| | | | | | | | | | | | | | |
|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 5802 | 5957 | 6802 | 6309 | 7742 | 9296 | 9790 | 8563 | 7886 | 8465 | 9077 | 7526 | 9971 | 9860 |
|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|

FIRE CHIEF AND FOREST WARDEN

It is the mission of the Boylston Fire Department to protect the lives and property of the people in the community from fire, natural disasters, hazardous material incidents and other emergencies by providing prompt, professional service. The Boylston Fire Department is a combination career/paid on-call department consisting of a full-time fire chief and two full time fire officers who are on duty from 6:00 a.m. until 5:00 p.m. along with 32 on-call firefighters, many who are also emergency medical technicians. This EMS staff covers per diem shifts from 5:00 p.m. to 9:00 p.m. each evening and 8:00 a.m. to 5:00 p.m. on weekends.

The fire department reminds all residents to inspect and test their smoke and carbon monoxide detectors on a regular basis and replace batteries every six months, if the detectors are equipped with standard batteries. Remember, even hard-wired smoke detectors have batteries that need to be changed on a regular basis. A new law went into effect in 2016 requiring that all new battery-operated smoke detectors must be equipped with a 10-year battery. All smoke detectors should be replaced every ten years; carbon monoxide detectors should be replaced every five to seven years, depending on the manufacturer. All homes that have attached garages or that are heated with oil, gas, or wood should have carbon monoxide detectors. Members of the fire department are always available to help out to answer questions about smoke and carbon monoxide detectors, and to assist with the installation of detectors and replacement of detector batteries.

The fire department was able to take delivery of a new basic life support ambulance in 2017, thanks to the generous support of the residents of the community. A 2017 Dodge/Horton ambulance was placed in service in June of 2017, replacing a 1999 Ford ambulance.

In 2017, the fire department continued a very successful program with WPI EMS where WPI students who were also emergency medical technicians (EMTs) and active members of WPI EMS were given the opportunity to work in Boylston to gain some experience in working on an emergency ambulance. The students filled open per diem shifts and spent some overnights at the fire station and were available to staff the ambulance in the event of a call. The college EMS program continues to expand with the addition of students from Clark University and Anna Maria College. All of these students provide a great service to the community by providing overnight EMS coverage at almost no cost to the town.

During 2017, the Fire Department responded to the following calls:

| | |
|--------------------------------|-----------|
| <i>Motor vehicle crashes</i> | <i>42</i> |
| <i>Carbon monoxide alarms:</i> | <i>16</i> |
| <i>Fire/smoke alarms</i> | <i>71</i> |
| <i>Fires in a structure</i> | <i>15</i> |
| <i>Brush fires</i> | <i>6</i> |
| <i>Vehicle fires</i> | <i>2</i> |
| <i>Hazardous response</i> | <i>13</i> |
| <i>Miscellaneous</i> | <i>18</i> |
| <i>Mutual aid</i> | <i>15</i> |

Total Fire Calls ***198***

The Boylston Fire Department staffs two basic life support ambulances to supply emergency medical services to the community. The Fire Department worked in conjunction with paramedic services from the West Boylston Fire Department, Northborough Fire Department, UMass EMS, MedStar EMS, and Vital EMS to provide the town with the highest level of emergency care in the field.

FIRE CHIEF AND FOREST WARDEN

During 2017, the Fire Department EMS responded to the following calls:

| | |
|--------------------------------|-------------------|
| <i>Basic life support</i> | <i>286</i> |
| <i>Advanced life support</i> | <i>64</i> |
| <i>Motor vehicle accidents</i> | <i>42</i> |
| <i>Carbon monoxide alarms</i> | <i>16</i> |
| <i>Fire scene standby</i> | <i>15</i> |
| <i>Mutual aid</i> | <i>10</i> |
| <i>Total EMS calls</i> | <i>433</i> |

Seasonal open-air burning is allowed by the DEP from January 15th through May 1st of each year and is supervised by the Boylston Fire Department. Residents are allowed to burn brush and other yard waste during this time once they obtain an open air burning permit. Permits were available at both the fire department and the police department. In 2017, the fire and police departments issued 350 seasonal burning permits and the fire department supervised a total of 670 open air fires during the open burning season.

In addition to calls for emergency services, the fire department also provides fire prevention services to the community. With the new development in town, both residential and commercial, fire prevention activities occupied a lot of the fire department's time. For most of the spring and summer of 2017, daily blasting operations were conducted at the FedEx site on Rt. 140; each of these daily blasts were supervised by members of the fire department, as is required by law. Department members also conducted plan review for smoke and carbon monoxide placement in all new homes being built. Fire prevention continues to be a large part of services the fire department provides to the community.

In 2017, the following inspections were performed by fire department personnel:

| | |
|---|--------------------|
| <i>Plan review</i> | <i>81</i> |
| <i>Compliance inspections</i> | <i>105</i> |
| <i>Wood stove inspections</i> | <i>7</i> |
| <i>Propane storage permits</i> | <i>21</i> |
| <i>Oil tank installations/removal</i> | <i>18</i> |
| <i>Oil burner/oil line inspections</i> | <i>11</i> |
| <i>Underground tank removal</i> | <i>3</i> |
| <i>Sprinkler permits</i> | <i>1</i> |
| <i>Waste oil storage</i> | <i>2</i> |
| <i>Vehicle tank inspections</i> | <i>14</i> |
| <i>Liquor license inspections</i> | <i>5</i> |
| <i>Blasting permits</i> | <i>2</i> |
| <i>Blasting inspections</i> | <i>110</i> |
| <i>Open-air burning permits</i> | <i>350</i> |
| <i>Open-air burning supervision</i> | <i>670</i> |
| <i>Total Fire Prevention</i> | <i>1379</i> |
| <i>Total calls for service in 2017</i> | <i>2010</i> |

Joseph P. Flanagan, Fire Chief

HIGHWAY DEPARTMENT

The Highway Department consists of a Working Superintendent, three full time equipment operators, one mechanic and one part time clerk. Responsibilities of the department include:

- *Maintenance & Repair of Buildings and Equipment*
- *Operation of the Resident Yard Waste Collection Center*
- *Catch Basin Cleaning & Repair*
- *Roadside Mowing & Brush Cutting*
- *Brush Chipping, Fall & Spring Leaf Clean Up*
- *Cleaning Waterways, Installing Drainage*
- *Town House Maintenance, Repairs, Event Set Up and Scheduling*
- *Cemetery Maintenance & Internments*
- *Maintenance of Playground & Town Fields for Youth Sports*
- *Sand/Salt and Plowing of Public Roads, Town Properties and Elementary School*
- *Sweeping of Roads*
- *Maintenance of Road Shoulders*
- *Patching & Repairing Roads*
- *Paving of Roads Utilizing State Funds*
- *Repair & Replacement of Street Signs*

Sand & Snow

The Highway Department sanded 38 days and plowed 29 days in 2017. A total of 1752 tons of salt and 588 cubic yards of sand were used to treat and maintain safe road conditions to the 55 miles of roads in the town. Snow and ice control was maintained by seven (7) pieces of department heavy equipment, three(3) pieces of department light equipment and one (1) sidewalk plow. Highway personnel as well as two (2) additional town employees and (1) one seasonal employee were utilized during snowstorms. The town also secured three (3) private contractors to maintain some of the secondary roads in town.

If a storm is anticipated, vehicles should be removed from the roadside. It shall be unlawful for the driver of any vehicle, other than one acting in an emergency, to park said vehicle on any street for a period of time, longer than one hour between the hours of 1AM and 6AM of any day between December 1 of one year and March 31 of the succeeding year. This allows plows to clear the area the first time through, making return trips unnecessary. Vehicles that interfere with the removal of ice and snow are subject to a fine and the vehicle could be towed at the owner's expense.

Please do not shovel, blow or plow snow into or across roadways. Doing so can cause traffic hazards and damage to town equipment.

An area of concern is mailboxes. Plow operators are directed to avoid mailboxes. However, a combination of heavy wet snow, high snow banks and poor visibility may cause unavoidable damage. Remember any installation within the Towns Right of Way (including mailboxes) is placed there at owner's risk. Property owners are encouraged to place mailboxes at the maximum allowable distance from the roadway/pavement in an effort to avoid potential damage.

HIGHWAY DEPARTMENT

Every effort is made by the department to maintain a safe driving environment. Please have patience, snow plowing is a time consuming and laborious job. Some residents will have their road plowed first and some will be last, but all town roads will be cleared. The Highway Department is devoted to providing the residents with dependable snow removal in the shortest time possible.

Driveway Permits

All driveways constructed or altered in the Town of Boylston must meet requirements, be viewed and approved by the Highway Superintendent. Residents are required to apply at the Highway Department for a permit. These permits allow the department a method of controlling how the work is done. The office can be contacted for more information on the driveway permit process. A total of 12 permits were issued in 2017.

Completed Projects

State Chapter 90 funds and additional monies that were approved at Town Meeting were used in the fall to reclaim and resurface (3) three town roads. After the superintendent submitted a list of roads in need of repair the board of selectmen moved to complete paving on Linden Street (from Central to Cross St), Cross Street (from Linden Street to Central Street), and Green Street Ext (from Mile Hill Road to Town Line) this year.

Highway Building

Employees were grateful for the added rest and amenities they received during the 2016-2017 winter season due to the new building. Overall much time was saved operating out of our new home. The entire fleet of vehicles was kept indoors and ready to go at a moment's notice. We had zero cold weather failures and time spent cleaning vehicles prior to starting road maintenance was eliminated. Historically, when storing the equipment outside a simple call in to spot treat roads would need a minimum of two employees or double the time of one employee delaying the response time. With the use of Precision Weather Forecast, the staff was able to better predict the likelihood of requested service overnight from town emergency personnel. This and the option to prepare vehicles by loading them with material prior to the end of the regular shift allowed for less employees having to report in and a faster response time in the event of an emergency. In the past one employee or sometimes two depending on how fast of a response was needed would need to arrive, clean the vehicle, allow it to warm up and load the vehicle with material before hitting the road. This could take anywhere from 10 to 20 minutes on top of response time. Now, in the event of an emergency, one crew member can arrive, jump in a truck and go. All repairs were done inside this winter also cutting time of labor and down equipment.

Respectfully Submitted,

Steven R Mero

Steven R Mero, Highway Superintendent

TREE WARDEN REPORT

The employees of the highway department continued the trimming and removal of roadside trees throughout the year. Branches weakened by storms for the past couple years have been removed. By doing this the potential for loss of power service during inclement weather is less. In addition, opening the canopy of the roads allows the sun to dry roads during the day therefore avoiding icy road conditions at night when temperatures drop.

Asian Long-Horned Beetles

The entire town of Boylston is still in the quarantine area and all work was done in compliance with Asian Long Horned Beetle regulations. Beetle traps were hung throughout the town to trap and monitor beetle activity. All employees attended compliance classes for beetle certification.

Respectfully Submitted,

Steven R Mero

Steven R Mero, Tree Warden

SUPERINTENDENT OF SCHOOLS REPORT

As the new Superintendent of the Berlin-Boylston Public Schools, it is an honor to submit the 2017 Annual Report to the citizens of the towns of Berlin and Boylston. I am pleased to have joined such a dedicated team of educators in Berlin-Boylston and look forward to working together with the citizens of each community. As I gathered information from key stakeholders on the progress the School system made during 2017 to compile this report, I am impressed by the dedication to excellence in teaching I have seen, and the opportunities that our students have access to.

In June of 2017 we received our final check for the Tahanto building project, finishing the building phase of this project. We are grateful to the citizens for their support of the new middle/high school, and the state of the art facility our students now learn in each day. We have seen many students return from other schools since the building opened, and we see that as a positive sign others are noticing our improvements.

Also in June of 2017, the district graduated students from the global studies program, with a mark of global distinction on their diplomas. As our economy becomes a global one, Tahanto is actively preparing our students to be citizens of the world.

The district continues to have an active Parent and staff STEM Advisory Board, and with their support, the Districts have been able to offer more Science and Technology offerings each year, beginning in the very early grades. We are grateful to the STEM committee for the time and energy they have given to make science and technology education in our schools stronger each year.

Our gardens continue to grow and thrive at all three schools thanks to the work of our garden committees. We also appreciate the hard work of our Parent groups who add to our school culture every day.

The Berlin-Boylston Public Schools adopted new social emotional curriculums at every grade level this year. We were also able to restore the position of a full time Psychologist in every building and add a part time social worker at the Middle and High school. It is important that we work beyond academics, and support the whole child in the schools.

Our K-12 teachers have completed alignment of curriculum based on the new MA State Science & Technology/Engineering Framework as well as the writing standards. Updating the curriculum is ongoing work, and we are planning on a review of the English and math standards next.

In June of 2017, 87 percent of Tahanto's graduating class enrolled in college for the following fall. Another 9.3 percent chose to begin working immediately upon graduation. While another 1 percent of our graduates chose to take on military assignments. We wish our newest alumni much success as they continue to travel along their learning paths.

In the fall of 2017, the Berlin-Boylston Public Schools welcomed nineteen new employees. Among those positions included administrators, lunch staff, paraprofessionals, teachers, a school psychologist, nurse, and custodial staff as well as three newly created positions that include a School Adjustment Counselor/Social Worker at Tahanto, an Early Childhood Specialist and a Grade 3 teacher at Boylston Elementary. These shifts in employment varied throughout the three school buildings. Along with the hiring of new staff members, several teachers transferred from one position or grade level to another

SUPERINTENDENT OF SCHOOLS REPORT

position within the schools. We also said goodbye to our former superintendent, Nadine Ekstrom, who has taken a new job in Brookline.

The Berlin-Boylston Public Schools anticipated a several year reduction in students at the elementary level, especially in Boylston beginning in 2016. With much new building and a more robust housing market, we realized that drop in 2016, but have since seen increasing numbers of students moving into town. Berlin has remained steady, however we anticipate new building projects in town will bring more students into the schools. In spite of the growth, the schools have been able to maintain smaller class sizes to date.

We realize we could not do this all alone, and are grateful to the communities of Berlin and Boylston for their generous support for educational programs. Our schools would not be among the top schools in Massachusetts without the community pride, fundraising efforts, advocacy, and budgetary supports we receive from the citizens of each town.

In closing, I am excited to be working in Berlin-Boylston Public Schools and look forward to meeting more of you. I thank the citizens of Berlin and Boylston for their continued support of our schools and for the opportunity to serve you.

Respectfully submitted,

Jeffrey Zanghi

Superintendent of Schools

Director of Financial Services

Financial Update

Berlin-Boylston Public Schools is comprised of three separate school districts. Each school has a separate budget, and funds are not commingled or shared across districts. Following is a summary of each budget.

Berlin Memorial School: The FY18 budget increased by 1.00% vs. FY17 from \$2,867,660 to \$2,896,337. Contractual increases for teacher salaries and a modest reduction in utilization of school choice funds resulted in an increase in instructional expenditures, but those increases were significantly offset by a reduction in employee separation/retirement costs, and a reduction in Special Education transportation expenses, resulting in a modest overall increase for the district.

Boylston Elementary School: The FY18 budget increased by 2.93% vs. FY17 from \$2,794,454 to \$2,876,374. Contractual increases for teacher salaries and increased Special Education transportation expenses and out of district expenses were the primary drivers of the increase. Budgets have been balanced with an increased utilization of School Choice funds that is not sustainable. This has been necessary in order to deliver services necessary to meet student needs, while operating within financial parameters within the town's means. This will present some challenges moving forward, as usage of these funds will need to be reduced over the next couple years.

Tahanto Regional Middle/High School: School choice funds from all three schools have been leveraged further than in the past and this may present some challenges with future budgets as there may not be sufficient funds available to access when future budgetary increases and cost pressures are encountered the district will look to reduce the reliance on these funds over the coming years with a goal of maintaining a reserve balance of 1.0 to 1.5 times annual school choice revenues.

Respectfully submitted,

*Robert J. Conry
Director of Financial Services*

Director of Financial Services

2017-2018 Tahanto Teachers' Salary Schedule (FY18)

| <i>Professional Experience</i> | <i>Bachelor's</i> | <i>Master's</i> | <i>Master's+15</i> | <i>Master's+30</i> | <i>Master's+45</i> | <i>Master's+60/ PhD</i> |
|---------------------------------------|--------------------------|------------------------|---------------------------|---------------------------|---------------------------|------------------------------------|
| 0 | \$47,299 | \$49,719 | \$50,941 | \$53,369 | \$54,636 | \$55,456 |
| 1 | \$49,115 | \$51,543 | \$52,768 | \$55,190 | \$56,456 | \$57,303 |
| 2 | \$50,941 | \$53,369 | \$54,573 | \$56,997 | \$58,265 | \$59,139 |
| 3 | \$54,573 | \$56,996 | \$58,218 | \$60,654 | \$61,999 | \$62,929 |
| 4 | \$56,394 | \$59,435 | \$60,653 | \$63,080 | \$64,535 | \$65,503 |
| 5 | \$58,218 | \$61,677 | \$63,080 | \$65,503 | \$66,772 | \$67,774 |
| 6 | \$61,861 | \$65,503 | \$66,720 | \$69,156 | \$70,423 | \$71,479 |
| 7 | \$63,676 | \$67,935 | \$69,156 | \$71,573 | \$72,840 | \$73,933 |
| 8 | \$65,503 | \$70,353 | \$71,573 | \$74,006 | \$75,283 | \$76,412 |
| 9 | \$68,950 | \$72,788 | \$74,006 | \$77,042 | \$78,308 | \$79,483 |
| 10 | n/a | \$75,210 | \$77,042 | \$80,072 | \$81,341 | \$82,561 |
| 11 | n/a | \$78,796 | \$81,270 | \$84,344 | \$85,658 | \$86,943 |

2017-2018 Berlin Teachers' Salary Schedule (FY18)

| <i>Professional Experience</i> | <i>B</i> | <i>B+15</i> | <i>M / B+36*</i> | <i>M+15</i> | <i>M+30</i> | <i>M+45</i> | <i>M+60</i> |
|---------------------------------------|-----------------|--------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|
| 0 | \$49,070 | \$50,335 | \$51,600 | \$53,676 | \$55,737 | \$57,686 | \$59,705 |
| 1 | \$51,114 | \$52,394 | \$53,676 | \$55,737 | \$57,814 | \$59,837 | \$61,933 |
| 2 | \$53,153 | \$54,445 | \$55,737 | \$57,814 | \$59,863 | \$61,958 | \$64,129 |
| 3 | \$55,425 | \$56,694 | \$57,966 | \$59,997 | \$62,023 | \$64,191 | \$66,437 |
| 4 | \$57,416 | \$59,040 | \$60,667 | \$62,682 | \$64,699 | \$66,962 | \$69,306 |
| 5 | \$59,421 | \$61,391 | \$63,357 | \$65,387 | \$67,405 | \$69,764 | \$72,206 |
| 6 | \$62,090 | \$64,411 | \$66,735 | \$68,762 | \$70,782 | \$73,255 | \$75,818 |
| 7 | \$64,106 | \$66,762 | \$69,419 | \$71,448 | \$73,479 | \$76,048 | \$78,711 |
| 8 | \$66,094 | \$69,107 | \$72,120 | \$74,150 | \$76,158 | \$78,823 | \$81,583 |
| 9 | \$68,096 | \$71,459 | \$74,822 | \$76,839 | \$79,539 | \$82,321 | \$85,207 |
| 10 | \$70,108 | \$73,815 | \$77,523 | \$80,214 | \$82,903 | \$85,806 | \$88,810 |
| 11 | \$72,106 | \$76,491 | \$80,875 | \$83,586 | \$86,274 | \$89,293 | \$92,418 |
| 11+ | \$72,826 | \$77,256 | \$81,682 | \$84,421 | \$87,135 | \$90,185 | \$93,342 |

Director of Financial Services

2017-2018 Boylston Teachers' Salary Schedule (FY18)

| <i>Professional Experience</i> | <i>Bachelor's</i> | <i>Master's</i> | <i>Master's + 15</i> | <i>Master's + 30</i> | <i>Master's + 45</i> |
|---------------------------------------|--------------------------|------------------------|-----------------------------|-----------------------------|-----------------------------|
| <i>0</i> | <i>\$44,598</i> | <i>\$47,444</i> | <i>\$49,147</i> | <i>\$50,859</i> | <i>\$52,560</i> |
| <i>1</i> | <i>\$46,586</i> | <i>\$49,438</i> | <i>\$51,141</i> | <i>\$52,847</i> | <i>\$54,553</i> |
| <i>2</i> | <i>\$48,572</i> | <i>\$51,421</i> | <i>\$53,137</i> | <i>\$54,837</i> | <i>\$56,547</i> |
| <i>3</i> | <i>\$51,421</i> | <i>\$54,267</i> | <i>\$55,971</i> | <i>\$57,686</i> | <i>\$59,394</i> |
| <i>4</i> | <i>\$54,055</i> | <i>\$57,349</i> | <i>\$59,125</i> | <i>\$60,916</i> | <i>\$62,717</i> |
| <i>5</i> | <i>\$56,151</i> | <i>\$59,731</i> | <i>\$61,515</i> | <i>\$63,321</i> | <i>\$65,110</i> |
| <i>6</i> | <i>\$59,089</i> | <i>\$63,321</i> | <i>\$65,111</i> | <i>\$66,932</i> | <i>\$68,736</i> |
| <i>7</i> | <i>\$61,202</i> | <i>\$65,724</i> | <i>\$67,527</i> | <i>\$69,348</i> | <i>\$71,134</i> |
| <i>8</i> | <i>\$63,321</i> | <i>\$68,146</i> | <i>\$69,943</i> | <i>\$71,748</i> | <i>\$73,570</i> |
| <i>9</i> | <i>\$65,111</i> | <i>\$70,543</i> | <i>\$72,354</i> | <i>\$74,702</i> | <i>\$77,184</i> |
| <i>10</i> | <i>\$67,234</i> | <i>\$72,971</i> | <i>\$75,365</i> | <i>\$77,771</i> | <i>\$80,203</i> |
| <i>11</i> | <i>\$70,677</i> | <i>\$77,438</i> | <i>\$79,890</i> | <i>\$82,348</i> | <i>\$84,811</i> |

School Choice Balances - Berlin Memorial

| | |
|--|-------------------------|
| <i>FY16 Beginning</i> | <i>\$276,405</i> |
| <i>Revenue</i> | <i>\$147,821</i> |
| <i>Expense</i> | <i>\$106,135</i> |
| <i>FY16 Ending Balance</i> | <i>\$342,302</i> |
| | |
| <i>FY17 Beginning</i> | <i>\$318,091</i> |
| <i>Revenue</i> | <i>\$127,711</i> |
| <i>Expense</i> | <i>\$103,500</i> |
| <i>FY17 Ending Balance</i> | <i>\$342,302</i> |
| | |
| <i>FY18 Beginning</i> | <i>\$342,302</i> |
| <i>Revenue</i> | <i>\$80,843</i> |
| <i>Expense</i> | <i>\$111,030</i> |
| <i>FY18 Ending Balance (Proj'd)</i> | <i>\$312,115</i> |

Director of Financial Services

School Choice Balances - Boylston Elementary

| | |
|-------------------------------------|------------------|
| <i>FY16 Beginning</i> | <i>\$302,691</i> |
| <i>Revenue</i> | <i>\$94,765</i> |
| <i>Expense</i> | <i>\$141,766</i> |
| <i>FY16 Ending Balance</i> | <i>\$255,690</i> |
| | |
| <i>FY17 Beginning</i> | <i>\$255,690</i> |
| <i>Revenue</i> | <i>\$112,874</i> |
| <i>Expense</i> | <i>\$91,400</i> |
| <i>FY17 Ending Balance</i> | <i>\$277,164</i> |
| | |
| <i>FY18 Beginning</i> | <i>\$277,164</i> |
| <i>Revenue</i> | <i>\$75,278</i> |
| <i>Expense</i> | <i>\$173,000</i> |
| <i>FY18 Ending Balance (Proj'd)</i> | <i>\$179,442</i> |

School Choice Balances - Regional District (Tahanto)

| | |
|-------------------------------------|--------------------|
| <i>FY16 Beginning</i> | <i>\$1,040,647</i> |
| <i>Revenue</i> | <i>\$532,024</i> |
| <i>Expense</i> | <i>\$407,671</i> |
| <i>FY16 Ending Balance</i> | <i>\$1,165,000</i> |
| | |
| <i>FY17 Beginning</i> | <i>\$1,165,000</i> |
| <i>Revenue</i> | <i>\$462,463</i> |
| <i>Expense</i> | <i>\$783,000</i> |
| <i>FY17 Ending Balance</i> | <i>\$844,463</i> |
| | |
| <i>FY18 Beginning</i> | <i>\$844,463</i> |
| <i>Revenue</i> | <i>\$450,000</i> |
| <i>Expense</i> | <i>\$650,000</i> |
| <i>FY18 Ending Balance (Proj'd)</i> | <i>\$644,463</i> |

Boylston Elementary Budget Summary

| <i>Description</i> | <i>FY16 Actual</i> | <i>FY17 Actual</i> | <i>FY18 Budget</i> |
|---|---------------------------|---------------------------|---------------------------|
| <i>1110 - SCHOOL COMMITTEE</i> | 3,420 | 2,864 | 4,105 |
| <i>1210 - SUPERINTENDENT</i> | 56,922 | 58,164 | 59,919 |
| <i>1410 - FINANCE AND BUSINESS</i> | 51,235 | 48,879 | 53,811 |
| <i>1420 - HUMAN RESOURCES/BENEFITS</i> | 10,457 | 10,666 | 11,005 |
| <i>1430 - LEGAL SERVICES</i> | 12,000 | 12,000 | 12,000 |
| <i>1450 - DISTRICT-WIDE TECHNOLOGY</i> | 33,216 | 32,176 | 33,772 |
| <i>2110 - CURRICULUM</i> | 26,423 | 26,866 | 27,645 |
| <i>2111 - PUPIL PERSONNEL SERVICES / SPED</i> | 44,638 | 44,676 | 48,728 |
| <i>2210 - SCHOOL BUILDING LEADERSHIP</i> | 124,434 | 134,915 | 139,303 |
| <i>2250 - BUILDING TECHNOLOGY</i> | 35,065 | 32,529 | 32,749 |
| <i>2305 - CLASSROOM TEACHERS</i> | 1,119,751 | 1,100,972 | 1,024,757 |
| <i>2310 - SPECIALIST TEACHERS</i> | 226,767 | 208,135 | 247,313 |
| <i>2315 - INSTRUCTIONAL COORDINATORS / TEAM</i> | 44,208 | 45,100 | 46,387 |
| <i>2320 - MEDICAL / THERAPEUTIC SERVICES</i> | 53,478 | 44,559 | 54,708 |
| <i>2325 - SUBSTITUTES</i> | 32,825 | 75,149 | 41,000 |
| <i>2330 - PARAPROFESSIONALS</i> | 175,998 | 200,556 | 209,276 |
| <i>2340 - LIBRARY / MEDIA CENTER</i> | 25,099 | 43,511 | 46,586 |
| <i>2351 - PROFESSIONAL DEVELOPMENT LEADERSHIP</i> | 548 | 818 | 1,003 |
| <i>2357 - PROFESSIONAL DEVELOPMENT</i> | 30,222 | 19,438 | 19,730 |
| <i>2410 - INSTRUCTIONAL MATERIALS</i> | 32,263 | 14,819 | 4,436 |
| <i>2415 - OTHER INSTRUCTIONAL MATERIALS</i> | 1,107 | 947 | 1,600 |
| <i>2420 - INSTRUCTIONAL EQUIPMENT</i> | 16,125 | 14,760 | 13,804 |
| <i>2430 - GENERAL SUPPLIES</i> | 4,679 | 10,659 | 6,300 |
| <i>2440 - INSTRUCTIONAL SERVICES</i> | 45 | - | 500 |
| <i>2451 - CLASSROOM INSTRUCTIONAL TECHNOLOGY</i> | 11,738 | 16,093 | 32,000 |
| <i>2455 - INSTRUCTIONAL SOFTWARE</i> | 3,395 | 1,684 | 3,800 |
| <i>2720 - TESTING AND ASSESSMENT</i> | - | 274 | 1,500 |
| <i>2800 - PSYCHOLOGICAL SERVICES</i> | 78,522 | 79,185 | 83,360 |
| <i>3200 - MEDICAL / HEALTH SERVICES</i> | 82,479 | 83,609 | 87,644 |
| <i>3300 - TRANSPORTATION SERVICES</i> | 113,929 | 145,289 | 194,370 |
| <i>3400 - FOOD SERVICES</i> | 5,704 | - | - |
| <i>3520 - OTHER STUDENT ACTIVITIES</i> | 743 | 550 | 550 |
| <i>4110 - CUSTODIAL SERVICES</i> | 115,592 | 103,783 | 112,558 |
| <i>4120 - HEATING OF BUILDING</i> | 21,183 | 32,548 | 38,000 |
| <i>4130 - UTILITIES</i> | 53,903 | 55,956 | 59,720 |
| <i>4210 - MAINTENANCE OF GROUNDS</i> | 2,740 | 1,927 | 3,900 |
| <i>4220 - MAINTENANCE OF BUILDING</i> | 34,707 | 22,200 | 30,002 |
| <i>4225 - BUILDING SECURITY</i> | 330 | 480 | - |
| <i>4230 - MAINTENANCE OF EQUIPMENT</i> | 15,035 | 13,673 | 15,135 |
| <i>4400 - NETWORKING AND TELECOMMUNICATIONS</i> | 10,685 | 32,939 | 18,191 |
| <i>7200 - RENTAL / LEASE OF BUILDING</i> | 320 | 3,779 | - |
| <i>9100 - TUITIONS TO MASS. PUBLIC SCHOOLS</i> | 12,575 | 35,354 | 55,208 |
| <i>9300 - TUITIONS TO PRIVATE SCHOOLS</i> | - | 21,778 | - |
| TOTAL | 2,724,502 | 2,834,258 | 2,876,374 |

Note: FY17 Actuals include \$40,000 in add'l funding approved at Town Meeting in May 2017.

Berlin-Boylston Regional School District Budget Summary

| Description | FY16 Actual | FY17 Actual | FY18 Budget |
|--|--------------------|--------------------|--------------------|
| 1110 - SCHOOL COMMITTEE | 26,991 | 19,326 | 16,393 |
| 1210 - SUPERINTENDENT | 123,600 | 121,883 | 126,493 |
| 1410 - FINANCE AND BUSINESS | 134,611 | 134,680 | 136,864 |
| 1420 - HUMAN RESOURCES/BENEFITS | 26,009 | 26,378 | 26,985 |
| 1430 - LEGAL SERVICES | 18,151 | 20,295 | 18,000 |
| 1450 - DISTRICT-WIDE TECHNOLOGY | 65,605 | 65,000 | 67,545 |
| 2110 - CURRICULUM | 52,845 | 53,732 | 55,190 |
| 2111 - PUPIL PERSONNEL SERVICES / SPED | 94,353 | 94,485 | 97,956 |
| 2210 - SCHOOL BUILDING LEADERSHIP | 292,864 | 325,265 | 322,388 |
| 2250 - BUILDING TECHNOLOGY | 49,861 | 56,919 | 58,459 |
| 2305 - CLASSROOM TEACHERS | 2,257,901 | 2,195,759 | 2,213,042 |
| 2310 - SPECIALIST TEACHERS | 427,050 | 439,335 | 453,232 |
| 2315 - INSTRUCTIONAL COORDINATORS / TEAM | 100,551 | 102,101 | 103,916 |
| 2320 - MEDICAL / THERAPEUTIC SERVICES | 10,785 | 8,721 | 13,126 |
| 2325 - SUBSTITUTES | 103,166 | 102,713 | 77,000 |
| 2330 - PARAPROFESSIONALS | 223,195 | 220,431 | 294,755 |
| 2340 - LIBRARY / MEDIA CENTER | 82,331 | 83,978 | 86,158 |
| 2351 - PROFESSIONAL DEVELOPMENT LEADERSHIP | 494 | 559 | 524 |
| 2357 - PROFESSIONAL DEVELOPMENT | 41,967 | 36,639 | 24,780 |
| 2410 - INSTRUCTIONAL MATERIALS | 28,757 | 27,694 | 31,979 |
| 2411 - TEXTBOOKS | 12,375 | 5,145 | 1,460 |
| 2415 - OTHER INSTRUCTIONAL MATERIALS | 7,300 | 6,296 | 6,080 |
| 2420 - INSTRUCTIONAL EQUIPMENT | 23,570 | 20,908 | 21,050 |
| 2430 - GENERAL SUPPLIES | 11,045 | 11,201 | 10,000 |
| 2440 - INSTRUCTIONAL SERVICES | 148 | - | 500 |
| 2451 - CLASSROOM INSTRUCTIONAL TECHNOLOGY | 41,120 | 13,253 | 15,000 |
| 2455 - INSTRUCTIONAL SOFTWARE | 7,266 | 7,066 | 6,400 |
| 2710 - GUIDANCE | 145,596 | 148,819 | 169,790 |
| 2720 - TESTING AND ASSESSMENT | 249 | 3,185 | 2,000 |
| 2800 - PSYCHOLOGICAL SERVICES | 91,980 | 62,827 | 68,697 |
| 3200 - MEDICAL / HEALTH SERVICES | 84,199 | 85,757 | 87,871 |
| 3300 - TRANSPORTATION SERVICES | 337,496 | 330,493 | 404,344 |
| 3510 - FOOD SERVICES | 121,161 | 112,799 | 126,281 |
| 3520 - OTHER STUDENT ACTIVITIES | 27,675 | 28,292 | 33,120 |
| 4110 - CUSTODIAL SERVICES | 244,822 | 262,440 | 252,045 |
| 4120 - HEATING OF BUILDING | 56,947 | 42,162 | 54,000 |
| 4130 - UTILITIES | 160,720 | 167,739 | 178,600 |
| 4210 - MAINTENANCE OF GROUNDS | 42,769 | 33,063 | 40,175 |
| 4220 - MAINTENANCE OF BUILDING | 37,732 | 56,145 | 46,280 |
| 4225 - BUILDING SECURITY | 1,930 | 1,385 | 1,550 |
| 4230 - MAINTENANCE OF EQUIPMENT | 12,697 | 23,793 | 30,520 |
| 4400 - NETWORKING AND TELECOMMUNICATIONS | 9,819 | 9,841 | 21,400 |
| 5100 - EMPLOYEE RETIREMENT CONTRIBUTION | 95,801 | 101,762 | 111,699 |
| 5200 - EMPLOYEE INSURANCE | 992,064 | 1,148,754 | 1,170,280 |
| 5250 - RETIREE INSURANCE | 139,196 | 126,254 | 127,200 |
| 5260 - NON-EMPLOYEE INSURANCE | 99,362 | 109,413 | 111,050 |
| 5350 - RENTAL / LEASE OF BUILDING | 18,716 | 19,277 | 20,000 |
| 9110 - TUITIONS, SCHOOL CHOICE | 156,067 | 126,109 | 110,000 |
| 9120 - TUITIONS, CHARTER SCHOOLS | 313,038 | 213,017 | 205,000 |
| 9300 - TUITIONS TO PRIVATE SCHOOLS | 445,828 | 644,854 | 544,903 |
| 9400 - TUITIONS TO COLLABORATIVES | 38,492 | 87,999 | 135,741 |
| TOTAL | 7,938,265 | 8,145,945 | 8,337,821 |

Department of Pupil Personnel Services

Special Education

For the past two years our Special Education department has worked with school principals and staff to incorporate tiered supports for all students. This has helped to reduce the percentage of students needing special education services, while supporting all students to be successful in the classroom. Students in grades one through six now have intervention blocks built into their daily schedule to work with staff on specific skills where they require additional remediation. The intervention blocks have benefitted all students, and fewer students have required specialized instruction.

| <i>Students With Disabilities</i> | 2014 | 2015 | 2016 | 2017 |
|--|-------------|-------------|-------------|-------------|
| <i>Berlin</i> | 25.5 | 21.5 | 17.7 | 15.7 |
| <i>Boylston</i> | 13.9 | 12.1 | 9.6 | 10.2 |
| <i>Region</i> | 19.1 | 17.6 | 16.5 | 17.2 |

Berlin and Boylston continue to offer screenings for students as young as age three who may have a disability. Students who are referred are screened and evaluated, and if found eligible, they begin receiving services after they turn three. Please contact the Pupil Personnel Office at 508-869- 2837 if you have concerns about your child and would like to arrange a screening.

All Berlin-Boylston schools are also implementing Positive Behavioral Interventions and Supports (PBIS) and a Social Skills curriculum to support the social and emotional needs of students. Teachers have researched and completed extensive training to incorporate social emotional supports into our schools as we recognize the growing need for student resources in this area.

Our parent- run Special Education Parent Advisory Council continues to be a great support to our communities. The group presents informational speakers several times a year on topics of interest to parents. They also have been able to offer a scholarship to students who have attended our schools and have a disability. We would like to thank the SEPAC for their continued support for students.

English Learners (EL students)

We continue to watch our growing numbers of EL students in each of the schools. Berlin has seen the biggest increase in students in EL students. The table below shows the increase over the last four years:

| <i>EL percentage</i> | 2014 | 2015 | 2016 | 2017 |
|-----------------------------|-------------|-------------|-------------|-------------|
| <i>Berlin</i> | 2 | 2.7 | 4.9 | 5.3 |
| <i>Boylston</i> | 1.6 | 2.4 | 3 | 2.7 |
| <i>Region</i> | 0.9 | 1.6 | 1.2 | 1.2 |

We have a rich variety of students who speak a native language other than English in the Berlin- Boylston Schools. Most of our students were born in the US and their families speak languages other than English. Student's native languages include Albanian, Arabic, Chinese, German, Italian, Japanese, Polish, Portuguese, Russian, Spanish, Tagalong, Twi and Urdu.

Department of Pupil Personnel Services

School Nurses

Annual vision, hearing and postural screenings were held in each school last year. Nurses also coordinated physical examinations, sports exams, and a dental fluoride program for grades 1-6. Our nurses are also busy finishing a district health manual. Tahanto's school nurse was trained this year, along with guidance counselors, to do Screening, Grief Intervention, and Referral to Treatment (SBIRT) screenings, which is an evidence based tool to screen students for high-risk behaviors, including substance abuse. Our hope is to get help to students who may have these issues as early as possible.

Respectfully submitted,

Karen S. Molnar

Director of Pupil Personnel Services

BOYLSTON ELEMENTARY SCHOOL

At BES, our mission is to support and challenge all students to achieve personal and academic excellence in a student-centered environment. We continue to build on our successes with PBIS, PLCs, and our STEM initiatives, extending current practices while incorporating new initiatives. Our 1:1 initiative has extended from 5th grade all the way down into 3rd grade. This access to technology has led to some pedagogical shifts and the exploration of personalized learning. Our STEM work has led to our first Lego League Robotics team and the creation of a MakerSpace in the building. Additionally, seeing the needs in our school and culturally, we have adopted and implemented a Social Emotional Learning Curriculum (Caring Schools Community.)

BES has adopted the Caring School Community program that provides students time every day to meet as a small community. The focus is on students' voices in the process and allowing them to find their own solutions to conflict and problems. The program fosters a community approach where students and staff work collaboratively to make the school and our world a better place. The program was determined after a lengthy look at several alternatives. A committee made up of staff members from various buildings as well as parents made the final determination. Since that time, teachers have had multiple professional development opportunities and monthly staff meetings have been focused on its implementation.

In the spring of 2017, Boylston Elementary participated in the new online Massachusetts Comprehensive Assessment System (MCAS). This assessment represents a return to Massachusetts standards and away from the Partnership for Assessment of Readiness for College and Careers (PARCC) testing. Though different it has many similarities in regards to its level of rigor and its use in evaluating writing, critical thinking skills, and allowing students to show their thinking in mathematics. Fortunately, we have been able provide our students multiple opportunities to work with the technology in the program and ensure their comfort in computerized testing environments.

MCAS results were released this fall. Comparing our results to the states average allows us to draw some conclusions about our student's performance while we use this test to form a new baseline. Overall, our students performed well above the state averages in all grade levels and content areas. The average standard score of a Boylston student was in the top 15% for the state for the first time since the state testing began. While our students are showing great success, we continue to seek ways to improve our pedagogical approach and further increase student success.

Under the direction of our new Facilities Manager, Steve Pusateri, we continue to make improvements and repairs on the building. Phase 2 of the security system has been completed with additional cameras throughout the building and multiple access control points added. The gym renovation has been completed and multiple repairs and improvements have been made throughout. The surplus of space is becoming a benefit as our enrollment trend has shifted upwards. This school year marks the first year in several that a classroom teaching position was not lost. We continue to monitor the enrollment changes to ensure the small class sizes our community has supported.

BES is grateful for the remarkable support of our community. We would like to recognize the efforts of our Interim Superintendent Karen Molnar, the members of the Boylston School Committee, and our partnership with the Boylston Police and Fire Departments. We would also like to thank the Boylston Parent Teacher Organization, Boylston Educational Foundation, and all of our parent volunteers for the countless hours of support they provide us each year.

*Respectfully submitted,
Alfred (Ace) Thompson
Principal, Boylston Elementary School*

BOYLSTON SCHOOL COMMITTEE

Mission Statement: Boylston Elementary School

“Boylston Elementary School, in partnership with the entire Boylston Community, will empower every student to become a life-long learner who is a responsible, productive, and engaged citizen within the local, national, and global communities.”

It is my privilege to present the 2017 Boylston School Committee annual report. The members of this board along with our supportive community continue to maximize each dollar invested in our elementary school and the children it supports. As we move into 2018 with an amazing staff and leadership in Principal Alfred “Ace” Thompson, I am confident in our ongoing goals to provide a quality education and school experience.

Organization

In May 2017, James (Jim) Spencer was elected to serve on the Boylston School Committee for 3 years. Jim joins the Committee replacing the outgoing Larry Brenner who has served the committee and the town for the past 9 years. We are excited with the addition of Jim and are grateful for the years of amazing work that Larry offered.

Per School Committee policy, the Committee’s reorganization meeting took place at the first meeting following the Town election in May. Matthew Lozoraitis was elected to serve as Chairman of the Boylston School Committee, Lorie Martiska as Vice-Chair and Jim Spencer as Secretary.

In 2017, the Boylston School Committee held 16 posted meetings. Matthew Lozoraitis was present for 14 of 16, Lorie Martiska was present for 16 of 16 and Jim Spencer was present for 9 of the 16 (only on committee for 11 of these) – should be noted that Larry Brenner was present for 3 of 16 (on committee for 5).

Academic Performance and Learning Environment

We continue to build a strong foundation of academic success. In order to continue to grow we have invested in baseline testing. Students take the AIMswEB assessments in grades 1-3, BAS testing in grades 1-5 and MAP testing in grades 4 and 5.

In addition to the baseline – we continue to work through the challenges related to standardized testing for the schools. The Committee recently reviewed the current Boylston Elementary School’s test results from the series of computer-based assessments and we are proud of the continued progress and growth made by our students. The partnership between our kids and the amazing staff and administration is reflected in these scores.

BES ranked in the top 15% of all elementary schools for MCAS. In addition a National Research Publication shows our kids gain 5.8 years of growth over a 5 year window (96 percentile Nationally). The work is paying off.

We are proud to report that, despite initial challenges with new test material and format, as with the results from previous standardized tests, Boylston students continue to perform above state averages in most areas evaluated. We continue to challenge the staff and administrative to reach higher.

BES Administration

Ace and his staff continue to go above and beyond the call of duty – building a sense of pride and community at BES. Many of the daily changes Ace planted in previous years have been adopted

BOYLSTON SCHOOL COMMITTEE

and continue to bear fruit. He continues to effectively manage staff assignments to support the best interest of our children.

Providing additional staff to support those with social and emotional needs is a priority in the coming year – including support in each building. This includes reinstating a school psychologist at BES.

BES continues with the development of PBIS coupled with the Social Emotional Curriculum (Caring Schools Community). We continue to explore opportunities to use the technology we have provided in new and engaging ways. We have started looking into more personalized learning opportunities to meet students' needs and to help ensure we are reaching all students.

We want to continue to thank Michele Hatem for keeping things running smoothly in the front office and to the custodial team for providing a clean and safe environment for our kids.

Community Support

The Committee, the school administration, teachers, staff and students, greatly appreciate the strong support and commitment the residents of Boylston provide for our public schools. As we know the fabric of the community is built in our youth and the continued generosity and support allows us to build great kids.

We are excited to be able to continue to offer our students an excellent public education, despite the difficult economic constraints facing the Town in recent years. Residents continue to approve our carefully prepared budget at town meeting. Our careful fiscal management, allows our teachers and staff to give our students a strong elementary education, and help prepare them to be successful in the future.

The support goes far beyond the town budget and capital improvements it goes into the participation and active involvement of our citizens.

Our Boylston Education Foundation (BEF) and Parent Teacher Organization (PTO) continue to provide fundraising activities and community enrichment programs. BEF provide over \$10,000 in classroom grants this year alone – despite a reduction in a major sponsor (Kohl's cut is community program which removed \$6,000 in their funding). The PTO helped our IT Initiative of 1 to 1 devices with the purchase of Chromebooks and Carts for our entire 3rd grade. Their work goes beyond funds – their presence and programs include major events like Bingo night and the Race for Education. Countless citizens participate in these programs and freely volunteer their time and skills to support our schools. The committee is humbled by their efforts and wish to express our sincere thanks.

Continued thanks goes out to an amazing groups of volunteers for the work provided by our Berlin-Boylston Special Education Parent Advisory Committee (SEPAC), and the Boylston School Council, for their continued efforts to improve the educational experience we provide our students.

Student Population Trends

During 2017 academic year population estimates were following our last several years of declining enrollment. As 2017 started our initial estimate of 240 students actually ended up at 265. A major reason for this is the recent increase in housing development in town. The previous trend of classroom reductions has corrected – adding a classroom resource during the school year and leading to additional teachers in the coming year.

BOYLSTON SCHOOL COMMITTEE

The Committee and school administration remain very conservative in recommending and approving additional school choice slots to ensure a balance between maintaining target class sizes, taking advantage of potential school choice revenue, while avoiding the need for additional staffing.

Ongoing Challenges

Standardized testing continues to impact our programs and services, as we strive for a balance between the attainments of strong scores while providing the rich diversified education that our children deserve. School districts in Massachusetts continue to face extraordinary new requirements, including changes in standardized testing, new teacher assessment criteria and many other new mandates. We continue to believe some of these changes bring clear benefits for students and teachers. It's been difficult to see advantages in others.

The staff and administration continue to make every effort to minimize the impact of these added challenges on our students at Boylston Elementary School, while continuing to maintain high academic standards and performance. The Committee appreciates the exceptional difficulty these many changes have brought, and thanks the administration and staff for their continued efforts during this period.

Financial

In April, the Boylston School Committee voted a final FY2018 (July 1, 2017 – June 30, 2018) budget of \$2,916,374, which was reduced and approved for \$2,876,374 by residents at Town Meeting in May. This 2.9% increase is reflective of the several factors including salary increases and insurance premiums.

In particular, the Committee and school administration want to highlight the continued successful collaboration between the school district, the Boylston Board of Selectmen, Finance Committee and Town Administrator, who worked together to achieve a budget that is affordable for our Town, and meets the educational needs of our students. We look forward to building on this collaborative effort in the coming years.

By December 31st each year, the Boylston School Committee is required to vote a preliminary budget for the following fiscal year. Unfortunately, at less than half way through the current fiscal year, very little solid data is available for the next fiscal year. Therefore, this required preliminary budget generally assumes “worst case” numbers, and is consistently reduced as more realistic budget information becomes available from outside organizations, and from federal, state and local, sources.

Several factors will be shared in the full budget presentation. Several of the factors include addition of needed staff – due to increased classroom sizes and support of severe needs SPED program.

With that in mind, the school administration recommended, and the Committee voted to approve, a preliminary FY2019 budget of \$3,216,506 an estimated increase of 11.8% over FY2018. As noted above, this amount will decrease as the budget process continues through the next 5 months, and substantial budget components like Chapter 70 funding, school choice numbers, insurance and energy costs, and other contracts, are finalized.

Finally, as stated several times previously, Boylston continues to face significant financial challenges in providing our students with the education they deserve, in large part due to Boylston receiving inadequate Chapter 70 Education Aid from the Commonwealth relative to neighboring towns. This situation is an artifact of an antiquated Chapter 70 funding formula, and puts an unreasonable financial burden on Boylston taxpayers.

BOYLSTON SCHOOL COMMITTEE

The Boylston School Committee strongly encourages Boylston residents to contact their elected state senators and representatives to express their concerns regarding the ongoing issues with the current Chapter 70 funding formula. Of course, the Committee, school administration and Town officials, will continue to push that message. However, if we really want to influence a shift in state funding towards Boylston, we need your help – that message also needs to come directly from the residents and taxpayers of Boylston.

Looking Forward

We are pleased to be able to provide a strong elementary education, and an extraordinary elementary school experience, for our students, and we are thankful to have amazing participation, support and dedication, from the entire Boylston Elementary School community – teachers, administrators, parents, town residents, and of course, our students. With your help, we will continue to move BES forward.

Respectfully submitted,

Matthew Lozoraitis

Chair, Boylston School Committee

TAHANTO REGIONAL MIDDLE/HIGH SCHOOL

Tahanto Regional Middle/High School is proud of its numerous accomplishments over the past year and its commitment to providing an excellent education for its students. In April 2017, the Committee on Public Secondary Schools voted to award Tahanto continued accreditation in the New England Association of Schools and Colleges. The Committee was impressed with many programs and services and commended Tahanto on the following to name a few: the variety of stakeholders in the school community who contributed to the development of the school's core values and beliefs about student learning, the emphasis on gathering students' perceptions about the most important core values and using the information in the refinement of the DEER (determination, education, enrichment responsibility) acronym, the state-of-the-art school facility, the extensive opportunities for students to participate in learning activities, the establishment of a common format of the written curriculum, the interdisciplinary instruction by middle school faculty, the timely manner in which students receive feedback from teachers, and the safe, positive, respectful, inclusive and supportive school culture at Tahanto.

This year, Tahanto welcomed 594 students across grades 6-12. New staff members included Lisa Storey, adjustment counselor, and Diane Jardin, science/technology teacher.

There were 24 recipients of the Abigail Adams Scholarship in the Class of 2018. These students receive free tuition at Massachusetts State Colleges and Universities. Tahanto had three students named as Commended Students in the 2018 National Merit Scholarship Program. Commended Students placed among the top five percent of more than 1.6 million students who took the 2016 PSAT. One student qualified as a Semifinalist in the 2018 National Merit Scholarship Program.

At graduation for the Class of 2017, the Superintendent's Award for academic excellence went to Jackson Danis of Boylston and the Principals' Award for outstanding leadership went to Grace Pendergast of Berlin. Eighty-nine percent of graduates are attending college or career education; nine percent entered the workforce and one percent entered the military. The Class of 2017 had the second highest GPA average on record weighing at 3.524.

Last November Laura Settle, 7th grade science teacher, along and Patty-Anne Inwood, 5th grade teacher at Boylston Elementary School, traveled to Shanghai, China for one week. There they co-taught a four day professional development course to teachers, administration and head masters of various schools in Shanghai. The topic was "Teaching in an American Inclusion Classroom". Laura and Patty Anne taught about modifications and accommodations in the inclusive classroom, strategies to differentiate instruction and the co-taught classroom model. They also visited Tahanto's sister school and discussed with administration ways that the schools could stay connected halfway around the world.

Last December 58 students and 4 chaperones travelled to Hawaii for the 75th anniversary of Pearl Harbor (12/7/2016). Among the highlights of the trip were a tour of the USS Missouri Battleship, the National Pearl Harbor Remembrance Day Commemoration at Kilo Pier, a tour of the USS Arizona Memorial, snorkeling in Hanauma Bay, a state park that is one of the most frequently visited marine preserves in the world, a visit to the Polynesian Cultural Center, the Dole Plantation and a hike up Diamond Head.

In April of 2017, French teacher Irene Barry took 22 students on an EF Educational Tour to France. The group spent three days in Paris touring The Eiffel Tower, The Louvre, Notre Dame, Sacre Coeur,

TAHANTO REGIONAL MIDDLE/HIGH SCHOOL

the Champs Elysees, the Arc de Triomphe and Versailles. They then boarded the TGV (high speed train) to travel to southern France. There, the group visited the coastal town of Assis, a fabulous fishing village on the Riviera. On the way to Monaco, they visited the Fragonard perfume factory.

The third annual S.T.E.M. Career Night for students in grades 5-12 was held at Tahanto in November. The event highlighted careers in Science, Technology, Engineering and Mathematics. Parents and community members in S.T.E.M. related fields talked with students about their work and career paths while students and representatives from our local colleges and universities provided guidance for students interested in pursuing these fields in college.

The Tahanto Field Hockey team and the Tahanto Baseball team both won league championships. The Tahanto Baseball team also captured the Division 4 Championship and the Tahanto/West Boylston cooperative football team captured the Central Division 4 Championship. Rachel Wilhelmy scored her 1000th career point for the girls' basketball team. Carly Smith captured the Division 2 District Championship in the pentathlon. Cole McCubrey received a Division I scholarship to UMass Amherst to play football. Cole also set the Central Mass records for most career rushing yards, most rushing TDs regular season and most points scored regular season.

Respectfully submitted,

*Diane Tucceri, Principal
Tahanto Regional Middle/High School*

TECHNOLOGY COORDINATOR REPORT

2017 saw additional improvements and initiatives as well as updates and refinements to existing equipment and procedures that occurred within the school districts as related to technology. For the first time the school districts fully participated in MCAS 2.0 testing in grades three through eight. The technology department provided additional training for staff to administer the exams and worked tirelessly so that the student testing environment would be as flawless as possible. Given the moving target that was MCAS 2.0, we commend Mr. McCarthy for his diligence in preparing each of our schools. Ms. Rowe, the technology integration specialist at the elementary schools worked with the students to make sure they were prepared to use the technology for this important exam. We are diligently preparing for round two of MCAS 2.0 as the procedures and requirements are constantly evolving.

During 2017 we continued our work with our Digital Learning Initiative. The Digital Learning Initiative is our attempt to put technology in the hands of all our students in a “just in time” model. To that end we have continued to implement Chromebook cart technology for grades three through ten, iPads carts for grades kindergarten through second and access to laptops or labs for grades eleven and twelve. Moving forward we hope this will be a sustainable model for our district schools. In 2017 we were able to complete the hardware portion at Berlin Memorial and make progress in Grades Three and Four at Boylston Elementary and Grade Eight at Tahanto Regional. We continue to utilize funds from multiple areas, grants, donations and annual budget line-items to complete this work.

Throughout 2017 we continued to expand our use of Google Apps for Education, now call G Suite both administratively and in the classroom. The majority of Administrative Team underwent additional training in Google Apps and continues to model for our staff effective use of these tools for collaboration by becoming “Google Certified”. Throughout 2017 teachers were given multiple opportunities to gain professional development in Google Apps, both in-house and outside of the district. Over thirty teachers participated in workshops on technology working to improve their professional craft. Our students continue to receive training at the elementary level through their technology class each week and many of our teachers and students throughout the districts are utilizing Google Drive and Google Classroom in order to communicate and collaborate.

In 2017 we also continued the task of updating aging infrastructure throughout the three districts and Central Office. We took advantage by applying for and receiving a State sponsored grant to improve the wireless infrastructure of our district. Through this grant we were able to replace our entire wireless network as well as expand in the few remaining areas that were not previously covered by wireless Internet access. Through this grant, the final cost to the district was approximately 27% of the total cost of the project, with 45% coming from Federal E-Rate reimbursement and the remainder from the Massachusetts State Grant.

Throughout 2017 we continued to make improvements and refinements to key areas. We are always assessing our elementary standards-based report cards to reflect the on-going changes to standards and curriculum. We continue to expand our use of technology in two of our main curriculum purchases, Reading Wonders and Envisions Math. In 2017 we continued to replace outdated SmartBoards with interactive Smart Projectors. We continue to improve our web presence in order to keep our students, parents and community members informed of the happenings of the Berlin-Boylston Public Schools. The technology department has also continued to work with the Superintendent, the business office, the building principals and the facilities manager to improve the security of our buildings. Improvements to

TECHNOLOGY COORDINATOR REPORT

the physical security of the buildings have taken place this year and will continue as we move forward. Planning, including recommendations from local police and from Synergy 911 (a school safety consultant) continues to take place throughout the process.

As usual this report was not meant to be all inclusive, rather a highlight of the major areas we have worked on in 2017. We thank our two communities for their continued support as we move technology forward in the Berlin, Boylston and Berlin-Boylston school districts.

Respectfully Submitted,

*Paul Mara
District Technology Coordinator*

DIRECTOR OF CURRICULUM & GRANTS

It is an honor to submit my annual report as Director of Curriculum & Grants for the Berlin-Boylston Public Schools so that I may share with you our progress-to-date as well as new initiatives. We continue our commitment to providing all students with a well-rounded education that includes the strengthening of critical and creative thinking skills, an appreciation of the Arts, a respect for self and others including the diversity that exists among people, cultures and nations, a responsibility to the environment, and an understanding of citizenship that extends to the local community and beyond. To accomplish our goals, we must provide the best educational experiences for our students and for the staff members who bring learning into the classroom.

Expansion into the fields of Science, Technology, Engineering and Mathematics continued this past year. The S.T.E.M. Advisory Board hosted two events, including a career night for students in grades 5-12 last fall to explore possibilities for college and career. In the spring, elementary students went 'to infinity and beyond' as they stretched their creative minds through a hands-on S.T.E.M. event that focused on making STEM fun and engaging. Becker College facilitated two events with Tahanto Regional Middle/High School including the Girls' Hackathon in March and Coding Workshop for eighth grade students in June. Thermo-Fisher Dynamics sponsored a K-NEX challenge for fifth graders from both elementary schools that led to a clearer understanding about the engineering process.

*This spring, the elementary Social Curriculum Selection Committee worked diligently to research, observe, discuss, and select a new social curriculum for grades K-5. After careful consideration of two strong programs, the Committee selected *Caring School Community*. A Tahanto Middle School leadership team of teachers, administrators, guidance counselors, and the school psychologist trained and began the implementation of D.E.E.R. (a Tahanto interpretation of the social program, *Positive Behavioral Interventions and Supports*).*

Students in grades K-12 and staff members continue to increase their understanding and utilization of technology as a means to expand their knowledge of the world. Through instruction, workshop opportunities, and trainings, classrooms are becoming a learning environment rich with digital research, presentations, and daily communication.

*Finally, we acknowledge the continuing partnerships with members of the local community around initiatives in S.T.E.M., including the STEM Advisory Board and the Berlin-Boylston Garden Committee whose membership includes local growers and Tower Hill Botanic Garden. Our partnerships also extend to local colleges and universities. The Quinsigamond Community College *Pathways Program* make it possible for our high school students to earn college credit through the completion of college-level online entry courses. Anna Maria College, Becker College, Worcester Polytechnic Institute, Worcester State University and Framingham State University have all participated at our S.T.E.M. Career night in the fall.*

It has been a pleasure to serve in the capacity of Director of Curriculum & Grants for the Berlin-Boylston School System and to engage with an outstanding and supportive community on behalf of our students.

Respectfully submitted,

Carol L. Costello

BERLIN-BOYLSTON REGIONAL AND UNION #60 SCHOOL COMMITTEES

The mission of the Berlin Boylston Public Schools is to support and challenge all students to achieve personal and academic excellence in a student-centered environment.

This year the Committees have focused most of their energies on the following areas: 1) exploring the possibility of regionalizing K-12, 2) engaging with MASC to hire a new Superintendent, 3) engaging MASC to begin a half year-long process to review all aspects of Committee governance, 4) developing and implementing a facilities management plan and, 5) supporting the further development of a linear curriculum that results in all Berlin Boylston students receiving the same high quality curriculum throughout their K-12 education.

Regionalization Sub-Committee

The Committees have established a Regionalization Exploration Subcommittee to identify questions, benefits and concerns regarding the idea of fully regionalizing the Berlin and Boylston public schools. To that end, the Committees established a subcommittee with representatives of both communities consisting of: 3 school committee members, 2 administrators, 2 Board of Selectmen members, 2 Finance Committee members, 2 Planning Board members, 3 teachers, 4 parents, 2 residents, and legal counsel.

The goal of the Regionalization Subcommittee is to explore the facts, assemble information, model different scenarios and share information to help subcommittee members to decide if a vote should be pursued at spring town meetings to complete the regionalization of the Berlin and Boylston school districts.

Committees' Superintendent Search

The Committees met in July and set a goal of selecting the next Superintendent by the end of October and determined to contract with the Massachusetts Association of School Committees to manage the process. The Committees took the following steps to meet that Goal:

- *An online community survey was conducted of parents, faculty and community members (111 responses).*
- *A 12-member Screening Committee consisting of 3 parents, 3 teachers, 2 administrators, 2 town officials and 2 school committee members was established.*
- *A brochure was prepared and mailed to all MA school districts and districts in surrounding states. The brochure was sent to all state school boards associations, inviting applications. Twenty-nine applications were received.*
- *The Screening Committee reviewed 29 applications, interviewed 6 candidates and recommended 3 finalists to the school committees.*
- *School Committee members conducted site visits to the districts of the 3 finalists and the finalists then spent a day in Berlin-Boylston touring schools, meeting with stakeholders.*

BERLIN-BOYLSTON REGIONAL AND UNION #60 SCHOOL COMMITTEES

- *School Committee members interviewed 2 of the 3 finalists (one finalist withdrew after the site visit) and selected Jeffrey Zanghi as next superintendent with a start date of January 1, 2018.*

Annual Member Attendance

There were 18 posted Regional/Union #60 School Committee meetings held during the calendar year 2017. Member attendance is as follows;

| | | | |
|-----------------|------------|----|-------------------|
| • L. Brenner | (Boylston) | 2 | Term Expired 5/17 |
| • T. Fleming | (Berlin) | 5 | Term Expired 5/17 |
| • E. Gault | (Berlin) | 10 | Elected 5/17 |
| • C. LaPorte | (Berlin) | 17 | |
| • M. Lozoraitis | (Boylston) | 14 | |
| • L. Martiska | (Boylston) | 18 | |
| • J. Spencer | (Boylston) | 10 | Elected 5/17 |
| • A. Yildiz | (Berlin) | 18 | |

These statistics do not include member attendance at other committee and subcommittee meetings.

School Committee members are very proud of the progress our students and schools have made throughout 2017. There are far too many achievements and benchmarks to list here and we encourage you to read the individual school and administrator reports in your annual town report as well as look at our school and District websites for more information.

School Committee members are also grateful for all of the interest and support that community members have expressed throughout this year. Two significant examples, of course, are the community members who stepped up and volunteered many hours on both the Regionalization Exploration Subcommittee and the Superintendent Search Committee. Their generous donation and time and talent while significant is dwarfed in many ways by all the individual stories of volunteerism, large and small, by individuals and groups.

*Respectfully submitted,
Clifton O LaPorte Jr, Chair*

BERLIN-BOYLSTON REGIONAL SCHOOL SALARIES / JAN-DEC 2017

| | | | | | | | |
|-----------------|-----------|----|-----------|-------------|-------------|----|------------|
| Adams | Daniel | \$ | 18,395.41 | Gardner | Nina | | |
| Adams | Natalie | \$ | 83,833.45 | Gaucher | Amy | \$ | 336.00 |
| Ament | Janet | \$ | 68.88 | Goulet | Joel | \$ | 82,250.94 |
| Anderson | Brian | \$ | 2,480.00 | Grady | Tom | \$ | 1,100.00 |
| Angiulo | Kathleen | \$ | 28,521.63 | Greenwald | Neil | \$ | 79,260.72 |
| Angiulo | Theodore | \$ | 4,245.00 | Giguere | Robin | \$ | 675.00 |
| Anttila | Delia | \$ | 1,040.00 | Gleason | Francene | \$ | 76,813.56 |
| Ashman | Daniel | \$ | 67,886.29 | Grier | Brianna | \$ | 2,120.00 |
| Augustine | Rony | \$ | 46,741.88 | Gustavson | Lizbeth | \$ | 82,880.42 |
| Baer | Mary | \$ | 1,849.00 | Hager | Matthew | \$ | 50,901.43 |
| Baniukiewicz | Matthew | \$ | 560.00 | Hays | Lisa | \$ | 656.93 |
| Barry | Elizabeth | \$ | 87,631.58 | Hays | Christy | | |
| Barry | Irene | \$ | 87,914.70 | Hebert | Wendy | \$ | 21,544.83 |
| Belanger | Michael | | | Hersey | Diane | \$ | 789.25 |
| Bielonko | Katie | \$ | 66,239.36 | Hope | Kristin | \$ | 59,973.36 |
| Bjorn | Karen | \$ | 900.00 | Hovey | Laura | \$ | 70,722.22 |
| Blais | Debra | \$ | 24,981.57 | Hughson | Alex | \$ | 3,608.00 |
| Boudreau | Nicholas | \$ | 501.52 | Hughson | Denise | \$ | 18,363.91 |
| Boudreau | Susan | \$ | 36,755.37 | Hurley | Maureen | \$ | 7,394.81 |
| Brenner | Jennifer | \$ | 225.00 | Hutchinson | Shea | \$ | 1,125.00 |
| Burzenski-Silva | Sadie | \$ | 56,919.21 | Jardin | Diane | \$ | 20,402.83 |
| Cassella | Amanda | | | Jasukonis | Lauren | \$ | 1,504.00 |
| Clark | Lauren | \$ | 63,982.53 | Johnson | JeanMarie | \$ | 75.00 |
| Cocks | Rebekah | \$ | 51,649.50 | Johnston | Hilary | \$ | 224.00 |
| Comesana | Marijah | \$ | 83,325.41 | Karpicus | Thomas | \$ | 7,540.00 |
| Connor | Lisa | \$ | 28,636.97 | Kayal | Asma | | |
| Conry | Robert | \$ | 51,007.55 | Kelly | Jennifer | \$ | 28,931.49 |
| Costello | Carol | \$ | 53,535.88 | Kelly | Mary | \$ | 10,949.80 |
| Covino | Chris | \$ | 86,734.44 | Kilcoyne | Sean | \$ | 46,615.08 |
| Crossman | Yvonne | \$ | 2,080.00 | Klein Mack | Carol | \$ | 58,732.36 |
| DeCastro | Eileen | \$ | 300.00 | Kwederis | Steven | \$ | 435.00 |
| DeCarolis | John | \$ | 770.00 | Langlier | Mollee | | |
| Dellasanta | Anders | \$ | 1,973.00 | Lavelle | Jane | \$ | 53,344.80 |
| Derdarian | Cliff | \$ | 4,640.60 | Loosemore | Mary Sarah | | |
| Derdarian | Kathy | \$ | 61,067.85 | Mackinnon | Charles | \$ | 6,759.00 |
| DeSando | Debra | \$ | 1,949.16 | MacQueen | Eileen | \$ | 63,545.27 |
| Desroches | Holly | \$ | 10,810.77 | Maki | Peter | \$ | 105,052.49 |
| Dnicola | Jason | \$ | 49,059.15 | Malo | Debra | \$ | 1,087.00 |
| Doherty | Peter | \$ | 88,435.21 | Mancini | Michelle | \$ | 24,936.60 |
| Doonan | Taylor | | | Mara | Paul | \$ | 50,246.97 |
| Draper | Debra | \$ | 4,213.00 | Maresca | Linda | \$ | 87,977.43 |
| Ducat | John | \$ | 4,213.00 | Mariani | Richard | \$ | 80.00 |
| Eiermann | Richard | \$ | 85,662.58 | Martinez | Mary Louise | \$ | 2,700.00 |
| Ekstrom | Meaghan | \$ | 150.00 | Maynard | Alexis | \$ | 78,017.57 |
| Ekstrom | Nadine | \$ | 60,791.78 | McCarthy | David | \$ | 37,996.78 |
| Ekstrom | Nicole | | | McDonald | Jessica | \$ | 9,840.74 |
| Ellis | Debra | \$ | 900.00 | McEvilly | Jacqueline | \$ | 27,249.47 |
| Erle | Danielle | \$ | 23,105.69 | McGinty | Shannon | \$ | 5,685.50 |
| FanFan | Katherine | \$ | 624.00 | McGrath | Brian | | |
| Farrell | Kylie | \$ | 3,179.00 | Meichelbeck | Joseph | \$ | 11,423.97 |
| Ferreer | Frank | \$ | 450.00 | Milano | John | | |
| Fitzpatrick | Jannel | \$ | 83,874.97 | Milliner | Bennett | | |
| Flores | Maria | \$ | 960.00 | Minihan | Patrick | \$ | 95,487.58 |
| Fox | Amy | | | Molnar | Karen | \$ | 61,827.32 |
| Fryburg | Maryellen | \$ | 22,641.84 | Morin | Bonnie | \$ | 14,160.15 |
| Gallant | Jeremiah | \$ | 71,253.70 | Murphy | Kathleen | \$ | 1,840.00 |
| Gardner | Danielle | \$ | 73,757.22 | Mutti | Jane | \$ | 78,285.87 |

BERLIN-BOYLSTON REGIONAL SCHOOL SALARIES / JAN-DEC 2017

| | | | | | | | |
|---------------|----------|----|-----------|----------------|-----------|-----------|---------------------|
| Nasiatka | Joshua | | | Shields | Matthew | | |
| Nelson | Cheryl | \$ | 33,102.16 | Sokolowski | Linda | \$ | 21,750.78 |
| Neusch | John | | | Staras | Sabrina | | |
| Noel | Richard | \$ | 56,183.74 | Staras | Carol | \$ | 10,834.57 |
| Noel Young | Kimberly | \$ | 16,629.79 | Starsiak | John | \$ | 79,472.71 |
| Norvold | Maureen | \$ | 1,920.00 | Storey | Lisa | \$ | 13,716.25 |
| O'Brien | Conor | | | Strom Galuska | Karla | \$ | 52,816.99 |
| O'Brien | Timothy | \$ | 65.00 | Stukuls | Sally Ann | \$ | 89,590.03 |
| Olson | Nancy | | | Surprenant | Julie | | |
| Pacheco | Steven | \$ | 98,753.33 | Svenning | Ellen | \$ | 760.00 |
| Pashoian | Scott | \$ | 4,439.64 | Swenson | Wesley | \$ | 79,952.87 |
| Peer | Jeffrey | \$ | 71,704.00 | Taintor | Michelle | \$ | 1,125.00 |
| Pendergast | Lucy | \$ | 2,557.00 | Tedford | Joshua | | |
| Pendergast | Sondra | \$ | 5,542.84 | Tencati | Paige | | |
| Perrett | Travis | \$ | 51,504.78 | Tolles | Susan | \$ | 24,459.97 |
| Perry | Noelle | | | Trainor | Kimberly | \$ | 57,080.97 |
| Phongsamouth | Maesa | | | Trudeau | Elizabeth | \$ | 7,204.71 |
| Picariello | Gregory | \$ | 56,169.00 | Tucceri | Diane | \$ | 119,866.96 |
| Porcaro | Matthew | \$ | 68,566.00 | Tucker | Kenneth | | |
| Porter | Olivia | \$ | 105.00 | Turgeon | Kristi | \$ | 31,227.12 |
| Pusateri | Stephen | \$ | 36,892.74 | Uva | Dara | \$ | 685.00 |
| Raker | Mary | \$ | 3,300.00 | Vecchiarelli | Alexis | | |
| Ricci | Dara | \$ | 26,528.90 | Veracka | Dorothy | | |
| Rickard | Jennifer | \$ | 84,123.65 | Vogt | Susan | \$ | 17,853.86 |
| Rinker | Danielle | \$ | 45,742.65 | Wells Dufresne | Kimberly | \$ | 89,949.27 |
| Rossow | David | \$ | 1,437.50 | Wheeler | Emily | \$ | 9,252.01 |
| Roumelis | Lindsay | \$ | 56,269.71 | Wheeler | Nathaniel | \$ | 3,179.00 |
| San Inocencio | Marilyn | | | Wheeler | Nathen | \$ | 880.00 |
| Savoie | Renee | \$ | 3,983.20 | Wheeler | Wendy | \$ | 1,125.00 |
| Sequeira | Emily | \$ | 14,621.46 | Whitehead | William | \$ | 75,300.36 |
| Sequeira | Janet | \$ | 80,805.75 | Wolosz | Keith | \$ | 68,386.00 |
| Sequeira | Lisa | \$ | 74,040.43 | Woods | Tannis | \$ | 65,887.80 |
| Settle | Laura | \$ | 57,599.66 | Woods | Wendy | \$ | 26,761.97 |
| Sharon | Cheryl | \$ | 24,914.75 | Zaleski | Barbara | \$ | 87,196.27 |
| Shepard | Tammy | \$ | 9,470.52 | Zywein Follett | Katherine | \$ | 84,407.11 |
| Shepard | Wendy | \$ | 80,419.79 | | | \$ | 5,352,563.56 |
| Socha | Kristen | \$ | 1,960.00 | | | | |

BOYLSTON LIBRARY BOARD OF TRUSTEES

The Trustees are pleased to report that the Boylston Public Library in excellent health. During the early year, the library operated at Town Hall while the building at 695 Main St was under construction. The Grand Opening of the renovated library was held on Memorial Day, May 29th and normal operations continued at that time.

The renovation was a great success and has been widely praised. Library visitation and attendance at programs by all age levels increased substantially over the pre-renovation years. This is especially true of the younger ages as the new Children's Room offers a colorful, exciting, and welcoming place for Boylston children to gather, socialize, and learn. During 2017, the Library's electronic collections, such as Ancestry.com and Hoopla, were used 37,519 times. Residents checked out over 24,000 items, and Boylston lent a total of 5,991 items to residents in other municipalities through the C/WMARS inter-library loan program. Over 19,000 people visited the library during the year. The library held 156 free programs with total program attendance of 1,242. These are significant increases over previous years especially considering that the library operated only 7 months in the renovated building.

Through generous private donations raised by the Boylston Public Library Foundation, the Library installed a state-of-the-art visual display system for educational purposes as part of the renovation. This system provides the Staff with a broad range of tools to present educational materials and content. Named "BrightKids" by the Trustees, it is a unique, first-of-its-kind installation receiving recognition and acclaim by various library organizations in Massachusetts.

Due to careful management of the project by the Trustees, the initial renovation efforts were completed with a surplus of funds from those donated to the renovation by private sources. This surplus makes it possible for the Trustees to complete the final activities needed to make the library building viable for decades to come.

Since the re-opening of the library, the staff have been busy bringing new and interesting materials and programs to the library in accordance with the long-term plan of creating a digital library with an eye towards future library evolution. Emphasis on Young Adults and Seniors are intended to broaden the Library's reach as a hub of community interaction and engagement. A more extensive calendar of programs for adults is proving successful.

The library was fortunate to welcome an additional part-time staff member to the team this year. The new staff member is focusing on teen and middle school programming and enabled the library to expand its hours of operation in 2018.

During 2017, one member of the Board of Trustees transitioned. In July, we saw the retirement of Rich Reardon, a long-standing and valuable member of our library community. We thank Rich for his many years of service and wish him well in his retirement down the Cape. We welcome the addition of Jean Therriault to the Board. The Board consists of Brad Barker, Chair; Jean Therriault, Vice-Chair; Ken Linell, Treasurer; Sue Therriault, Secretary; David Bottom, Trustee, and Lyle Foley, Trustee.

BOYLSTON LIBRARY BOARD OF TRUSTEES

*As always, we thank the Boylston community and our many library patrons for your continued support.
Come visit us at our amazing, newly renovated library!*

Respectfully submitted,

Brad Barker

Chair, Boylston Library Board of Trustees

PARKS AND RECREATION

The mission of the Boylston Parks and Recreation department is to offer the residents of our Community programs, services and facilities that will enrich their lives.

This fiscal year is a year of rebuilding for the Boylston Parks & Recreation. Beginning in June we added 4 new members plus myself (one year into my 5 year term). With our Program Coordinator resignation in August, the Commission used the next months to determine our direction, organize what we could, as well as interviewing candidates and meeting with Selectmen about various topics on our plate. Seven months into the fiscal year the Commission has met together about 15 times.

The Commission members are Bonnie Johnson, Ali LeBlanc, Kevin Prendergast, Jim Spencer and Maple Stolecki.

The first seven months of FY17/18 P&R goals have revolved around hiring a Program Coordinator, following through with a design plan for the Manor and the Center Courts, scheduling the fields and gymnasium with many organizations and individuals, hosting our first Halloween Costume Swap, coordinating programs including: Professional Development Day in September, Open Gym Time, Letters to Santa, Concert at Hillside, Ice Cream Funday, and Annual Town Wide Yard Sale. We also provided additional marketing to help build the Basketball Buddies and Over 35 Basketball program. We have added a new picnic table and provided a port-a-potty at the Center Courts. The diggers and merry go round at the Manor received a facelift. We raked out under the swings. We have a new “healthy” vending machine near the gym at Hillside.

We are very excited at the continuing progress the Baseball Program has made within the fields at the Manor.

On Saturday, November 4th we hosted a Vision Day at The Manor Park from 9-11 am to discuss with all interested residents any ideas for the Manor and Center Courts. We marketed this all over town, on social media, hand-delivered flyers to many of the houses in Morningdale and listed the event in the Item/Banner. We received many responses to this request. We have hired a firm to help us redesign two primary parks: 1) the Center Courts located at the beginning of School Street, across from the cemetery; and 2) The Manor Park located in Morningdale at the end of Greenwood Street off of Route 70. We do not plan to redesign the baseball field portion of the Manor; we are looking at other ways of utilizing this park. We just completed our initial meeting with BSC Group and are very excited as our goals and plans are becoming evident.

MOVING FORWARD: We will again be hosting P&R Fun Times on the Common on Memorial Day. We will also be working hard to ensure that the trails at Hillside are open and marked for any walkers or joggers. Our website will soon be redesigned to point people to our sports teams, show our programs, parks and locations, etc.

We look forward to the exciting ideas that our new Program Coordinator, Rich Lamoury, will bring to P&R. We have heard many of them in the interview process and look forward to supporting and seeing the results. Please stop in to meet Rich if you are at Hillside. Our offices are located as you drive up the hill, the first door you see. We are under the Police Station. Park across from our door. Watch for a facelift of our office and door.

The P&R Commission is looking forward to what we can do to improve the parks, programs and facilities that we have as a resource. If you would like to help us, please connect with Rich or any of the Commission members.

PARKS AND RECREATION

Online at: www.boylstonparks.org *Facebook:* *Boylston Parks & Recreation* *Twitter:* *@BoylstonRec*

We welcome all ideas on how we can further our commitment to support sports and activities in Boylston.

Please email us at Boylstonparks@boylston-ma.gov - Richard will receive these emails.

Respectfully submitted,

*Bonnie L. Johnson
Chair, Boylston Parks & Recreation*

BOYLSTON CULTURAL COUNCIL

Membership: *Alice Hughes, Erin O'Toole, Janet Sargood, Lorraine Sullivan, Beverly Fletcher, Kate Chatellier, Courtney Hodgdon*

Meetings: *The Council held its public voting meeting in November. All members except Erin O'Toole and Bev Fletcher were present.*

Research: *No community input poll was completed this funding cycle.*

Publicity & Promotions: *A press release was issued in September announcing the application process and deadline. The info was submitted and appeared in The Item.*

Funding: *As always, the Boylston Cultural Council was funded by the Massachusetts Cultural Council, a state agency.*

2018 Grants: *For this grant cycle, 16 applications were received and reviewed. The Council received \$4400 in state funding. The following 11 grants totaling \$5025.00 were awarded. Additional money for the grants came from past approved projects that did not take place and from prior locally raised funds.*

| | | |
|---|--|---------------|
| <i>Boylston Historical Society</i> | <i>A Revolution of Her Own</i> | <i>\$350</i> |
| <i>Elizabeth Larkin</i> | <i>Memorial Day Parade</i> | <i>\$1200</i> |
| <i>Senior Citizen Society</i> | <i>Tony Funches</i> | <i>\$200</i> |
| <i>Senior Citizens</i> | <i>Dave Shikes</i> | <i>\$200</i> |
| <i>Assabet Valley Mastersingers</i> | <i>2018 Concert Singers</i> | <i>\$250</i> |
| <i>Boylston Public Library</i> | <i>David Polansky Concert for Kids</i> | <i>\$300</i> |
| <i>Jay Mankita</i> | <i>Playful Engineers: Traveling MakerSpace</i> | <i>\$300</i> |
| <i>Calliope Productions, Inc.</i> | <i>2018 Performance Season</i> | <i>\$500</i> |
| <i>STAAGS PTO</i> | <i>Memory Project – Portraits of Kindness</i> | <i>\$675</i> |
| <i>Worcester County Horticultural Society</i> | <i>Tower Hill Botanical</i> | <i>\$500</i> |
| <i>Tricia May</i> | <i>Forgotten Farms</i> | <i>\$550</i> |

Respectfully submitted,

*Lorraine Sullivan, Chair
January 4, 2018*

HISTORICAL COMMISSION

The Boylston Historical Commission was established by the Town of Boylston for the preservation, protection and development of the historical or archeological assets of the town under the MGL. This Commission is composed of the following six members: Bruce Filgate, Chairman; Nancy Filgate, Treasurer; Judith Bottom; David Bottom; Judith Haynes, Secretary, and Ken Linell. The Commission met monthly January – December of 2017, [See <https://www.boylston-ma.gov/historical-commission> Contact Info for current meeting times.]

Activities:

In conjunction with the Boylston Public Library, the Commission facilitated an ongoing monthly program of genealogy and history, as well as researching, writing and presenting. Presentations for 2017 were: Interpreting Military Ribbons, Ancestry DNA (guest presenter: Heather Palmer), Tales from the Grave - A Genealogist's Perspective, Overlooked Secret in Census Records - The Story Beyond, The Intricacies of Researching an Individual, Researching Naturalization Records, Breaking down Brick Walls, Planning a Family Reunion, and Strategies for Searching Ancestry.com.

In conjunction with the Boylston Cemetery Association and Boylston Historical Society, volunteers continue to search town documents, burial records, and cemetery stones in both the Old Burial Ground and Pine Grove Cemetery, updating/publishing this ongoing research on Findagrave.com [Note: <http://www.Findagrave.com> is a free online site containing photos and data on graves.] As part of this activity, the Commission is researching, identifying and insuring marking of veteran's graves in both cemeteries.

Working with the Boylston Historical Society & Museum, the Commission updated the computer software and hardware (solicited private donations) so that pictures of town artifacts are now being added to the computerized inventory of the Boylston's historic artifacts.

In conjunction with the Boylston Elementary School, Tahanto School, and the Boylston Historical Society and Museum, tours for the third grade and original research facilitation for the sophomores. Volunteers from three organizations gathered for tours of the museum, Fuller library, and storage vault; other volunteers assisted the sophomores in their research of original historical records for their history papers.

The Historical Commission continues to oversee the maintenance and upkeep of the Old Town Hall. During the year the Historical Commission maintained the Historical Town Hall, preserving history while providing a meeting venue for the townspeople and organizations utilizing the hall:

- *general building upkeep and maintenance*
- *alarm system 5 yr. overhaul/update complete, plus monitoring / telephone connection*
- *fire inspection completed (thank you Boylston Fire Dept), most recommendations completed, others in progress (emergency lights and fire extinguisher updating)*
- *many failed emergency lights repaired/replaced, others waiting available finance*
- *furnace repairs completed*
- *utilities (water, electricity, heat)*

Historic projects currently underway for the town of Boylston include a Walking Tour Brochure of the Historic District as well as a Historic signs design. All the Boylston historic sites listed in the state register will be reviewed and signs will be considered for the oldest sites and buildings in town. A

HISTORICAL COMMISSION

brochure of historic sites is planned with design and publication work will be coordinated with the Eagle Scouts, Boylston Historical Society, and commissioners.

Respectfully submitted,

Bruce D. Filgate, Chairman

Judith A. Haynes, Secretary

Boylston Historical Commission

BOARD OF HEALTH

The Board of Health had a successful year in 2017, increasing revenues by 2.6% as we continue to fulfill our mission and responsibilities while maintaining level funding from the town. We have increased our revenues by 22.6% in the last two years with maintaining level funding.

The Sharps Drop Off program continues to be a success as we manage this growing medical waste in our community. We continue to collaborate with Central Mass Mosquito Control approving of their reporting and services they provide.

Flu clinics for Boylston will receive a renewed focus as we transition from our previous inoculation vendor to a Boylston based team with reduced expenses. Vaccinations will be offered in 2018 with expanded communications and availability. Following up on this goal, the Board of Health has established a new relationship with CVS with success.

Tobacco Regulations will be drafted this year as we review and comply with evolving information from the state and F.D.A. concerning this issue. Fees on selling tobacco products were increased this year.

Emergency Preparedness is a responsibility being done under the direction of our Region 2 Emergency Operational and Distribution Center. The BOH is responding to practice drills and community notifications. The BOH has also received an emergency trailer for community use and is outfitting it with state supplied resources. The BOH will be participating in an emergency drill with Boylston safety personnel this spring.

Professional relationships continue with the following entities: Worcester Tobacco Coalition, Region 2 Health and Preparedness Group, the Wachusett Recycling Center and Hazardous Waste Site, and the Massachusetts Associated Boards of Health.

Ongoing monitoring of communicable diseases, rabies, swimming facilities, camps, drinking water, tobacco regulations, septic installations/inspections and food and restaurant inspections will continue to be a focus as we move forward for a healthy community.

Fees collected during 2017 amounted to \$42,530.00. Fees were derived from the following number of activities:

| | | | |
|---|-----------|-------------------------------------|-----------|
| <i>CERTIFICATES OF COMPLIANCE</i> | <i>31</i> | <i>SEPTAGE HAULER PERMITS</i> | <i>14</i> |
| <i>COMPONENT REPAIR PERMITS</i> | <i>11</i> | <i>SEPTIC INSTALLER'S PERMITS</i> | <i>35</i> |
| <i>CONSTRUCTION PERMITS</i> | <i>33</i> | <i>SOIL TESTING</i> | <i>37</i> |
| <i>FOOD ESTABLISHMENT PERMITS—</i> | <i>24</i> | <i>SWIMMING/WADING POOL PERMITS</i> | <i>2</i> |
| <i>FOOD ESTABLISHMENT PERMITS (TEMPORARY)</i> | <i>1</i> | <i>TOBACCO SALES PERMITS</i> | <i>6</i> |
| <i>PLANS REVIEWED</i> | <i>32</i> | <i>TRASH HAULER PERMITS</i> | <i>3</i> |
| <i>RECREATIONAL CAMP PERMITS</i> | <i>1</i> | <i>WELL PERMITS</i> | <i>5</i> |

*During the year, the Board held eleven **Regular Meetings** with the meeting attendance as follows: Doug Kimmens 8; Sarah Scheinfein 6; John Wentzell 9; Dennis Costello 11.*

Respectfully submitted by the Board of Health.

COUNCIL ON AGING

The Council on Aging continues to meet on the first Wednesday of the month at 6:00pm at the Town Office Building. It meets every month with the exception of July and August and all are welcome to attend. It is also taped and played on cable television. The board currently consists of 5 volunteer, voting members but its size has changed throughout the years. We are funded by the town through the municipal budget and by the Executive Office of Elder Affairs, the latter which provides a grant based on the number of seniors in town per last Federal census. Currently the town has approximately 1160 residents over the age of 60 which is an increasing proportion of the town population and higher than the last census. Based on our growing population, we should be entitled to increased funds from the state which can be used for programing for our seniors. There are many volunteers who help our seniors in varied ways. We are very grateful for their dedication and would not be able to support our older adults without them. In this spirit, the Board would like to mention one volunteer, Janice Resseguie, "Chickee" to most, who just retired as the Nutrition Site Coordinator after 32 years of dedicated service in this role. Chickee will continue to volunteer as part of this program but we owe her a big thank-you for all she has done over the years. We would also like to express our gratitude to Judith White who stepped into the COA Coordinator/Outreach role and helped to keep us afloat and moving forward, including arranging for the COA van trainings. Her efforts helped us continue to provide service to our residents.

In early summer, we hired Laura Susanin, LICSW as our Coordinator/Outreach Worker. This addition to the COA was very exciting for us as she has excellent training and experience working with older adults. She has brought new energy and ideas and has already implemented changes. Laura's different direction and insight already have had a positive impact with our seniors. We have also been able to hire a COA Van Scheduler/Assistant and 2 trained, scheduled drivers as well as additional per diem drivers. In the fall, we were finally able to get the van on the road due to the efforts of all these people as well as others such as the highway department. We appreciate the patience of our seniors as we got this all together. The van is already being well-used and, as weather improves, hopefully even more so. In addition to individual trips, we have offered group shopping trips and will offer more throughout the year. Laura has increased newsletters to 6 times a year with the help of a local printer. In addition, a computer software program called "myseniorcenter.com" was purchased at her suggestion. This program allows for more accurate record keeping of senior activities, needs, participation, transportation and much more. Elder Services of Worcester continues to oversee the Senior Lunch and the Meals on Wheels program, and a new Nutrition Site Coordinator, Claire Cataldi, has been hired. Many changes, much growth.

The past several months have given us time to determine what is required to operate the van. We now have a better idea and will ask the town to adjust and increase our budget to include payment for van drivers to cover 6 hours, four days a week. We are also continuing to assess Laura's schedule to determine if more hours are needed for her to accomplish the increasing goals of the Council on Aging. Our aim is to free up the Formula Grant money to use on programing and other senior activities. Our budget and department have grown this past year and now we want to be able to provide more direct services and regular activities including fitness and exercise, social activities, and educational programs focused on safety, prevention, and available resources. We have never really had this opportunity and,

COUNCIL ON AGING

with available transportation, more can be done. As a significant proportion of our community is seniors, we need to be more helpful and available to them.

We continue to maintain an office at the Town Office Building open during normal business hours. Messages can be left via phone or email which is coa@boylston-ma.gov . We welcome feedback and ideas from our consumers. Our mission remains to keep seniors safe, informed, independent and connected. It is encouraging to see our growth and the new energy that has come aboard, and we look forward to sustaining this momentum.

Respectfully submitted,

*Dennis Goguen, Chairman
Boylston Council on Aging*

FOOD PANTRY

The Outreach Board of the First Congregational Church continues to run the Boylston Food Pantry with the support of St. Mary of the Hills Catholic Church and the Boylston community. We are open on Mondays, from 10:00am to 12:00pm, excluding holidays and bad weather. If a holiday falls on a Monday, the pantry will be open the following Tuesday from 9:00am to 11:00am. We have a great group of volunteers helping to make the food pantry a success.

The Food Pantry is located in the lower level of the Town Hall and is ADA accessible. The access is private and can be reached by driving right to the door. No one should be going through the Town Hall to reach the Pantry.

We are fortunate to have organizations in town who have food drives for the pantry. We wish to thank everyone donating both food and money in our endeavor to feed the hungry in Boylston. No one in Boylston should be going hungry.

For further information regarding the pantry and accessibility, the First Congregational Church (508)869-2027 may be called from 9:00am to 12:00pm, Monday through Friday.

Respectfully submitted,

Irene Symonds, Chairman of the Outreach Committee

CEMETERY COMMISSION

In 2017 there were a total of 23 burials. This included 16 full burials and 7 cremation burials.

In addition to burials, 20 cemetery lots were sold.

Routine maintenance and upkeep was performed at Pine Grove Cemetery by employees of the Highway Department. This included plowing, placing of snow stakes, grass maintenance and removal of overgrown shrubs and damaged bushes. All monuments requiring foundations are installed by employees of the Highway Department.

The main entrance was repaved along with two roads this year continuing with the plan to pave all roads in the years to come.

The Cemetery Commission met regularly on the 3rd Monday of each month. Gary Anderson – Chair, Roger Wentzell and Don Parker - Secretary served as board members.

Respectfully Submitted,

Steven R Mero

Steven R Mero, Cemetery Superintendent

ADA COMMITTEE

The purpose of the ADA Committee is to secure compliance with the American Disabilities Act.

The members for 2017 are Joan Banks, Ed MacDonald, Laura Susanin, and Irene Symonds.

The committee did not meet during 2017. The ADA Committee should be notified of any problems with access residents may be having with any public buildings.

We are pleased that the elevator in the Town House is now available for use. There is access to the ground floor as well as to the second floor. This has taken a number of years to build and we wish everyone taking part in the building of the elevator many thanks.

We are happy the van is now in use. The van is great for residents having problems with driving.

Handicapped parking spaces should only be used by individuals with a proper handicapped card or a handicapped license plate. Any other persons using these spots in churches, businesses, clubs, etc. may be ticketed by the police.

The Mass Department of Conservation and Recreation promotes a Universal Access Program. The Access Newsletter is published twice a year and may be obtained from Universal Program, P. O. Box 484, Amherst, MA 01001.

Respectfully submitted,

Irene Symonds

WACHUSETT EARTHDAY, INC

Supported in part by the seven member towns of Boylston, Holden, Paxton, Princeton, Rutland, Sterling and West Boylston, the MA Department of Conservation & Recreation (DCR) and the MA Department of Environmental Protection, Wachusett Earthday Inc. strives to provide a local solution for difficult-to-dispose of household hazardous products, bulk household debris, as well as to offer a space for citizens to share gently used, but still serviceable items. Usage of the facilities and services provided by the volunteers at the Regional Recycle Center continues to grow and expand.

In 2017 the Recycle Center altered its hours slightly to accommodate a smoother flow for materials coming into the Reuse Building: new hours are Tues (9-11), Wed (2:30-4:30), Thurs (5-7) and every third Saturday (8-11). The Board voted to continue the practice of closing on Thursday evenings for the months of December, January and February, (opening on the first Saturdays of those months as well as the third) due to generally inhospitable temperatures and dark evenings. Increased usage has brought an increased number of cars and amount of materials into the site:

| | 2016 | 2017 |
|--------------------------|---------------------|----------------------------|
| <i>Total cars</i> | 26,456 | 28,007 |
| <i>Total gallons HHP</i> | 11,930 | 11,265 (1 less collection) |
| <i>Total lbs. Debris</i> | 1,633,388 (817tons) | 1,806,578 (903 tons) |
| <i>Tires</i> | 1,202 | 1,116 |

Thanks to a mattress recycling initiative grant through Mass DEP and the Town of Sterling, WEI sent 1,435 mattresses for recycling in 2017, keeping them out of landfills (in 2016, we recycled 838). This grant has been extended through January of 2019 which will greatly assist WEI in its efforts to continue waste reduction. After the grant terminates, WEI will be required to pay a fee to recycle mattresses.

Wachusett Earthday continues to work with numerous local and regional social service organizations. Working relationships established with Habitat for Humanity, the Montachusett Veterans Shelter, Veterans Inc., Abby's House, Andie's Attic (South High School/Worcester), the Department of Child/Family Services, Sterling Animal Shelter, Worcester Animal Rescue League, Nu-Day Syria, Refugee Artists of Worcester and numerous others continue to prove mutually beneficial.

Volunteers of Wachusett Earthday hail from all seven towns as well as several out-of-region towns. Volunteers, scout groups, the WPI Alpha Phi Omega service organization, students from Bancroft School and members of the Sheriff's Community Service Program all work towards the common goal of waste reduction, recycling and reuse. While the Site is open to the public for just over 6 hours each week, on average, hundreds of additional hours are put in during non-open times. Volunteers come in to organize and clean up several hours before and after each open shift as well as for three to four hours on non-open days.

Six household hazardous products collections were planned for 2017 and five were held: the first one in April was cancelled due to heavy snowfall. Three free document shredding days were held. The same number of collections is planned for 2018.

Holiday closings in 2018 will be: July 4, November 21, 22 & December 25, 26.

The Wachusett Watershed Regional Recycle Center Town Representative Team includes designated representatives of the seven Wachusett Towns, the MA Department of Conservation & Recreation and Wachusett Earthday, Inc. The Team meets annually to review operations. The board of directors of Wachusett Earthday, Inc., meets monthly to manage operations. After careful review of Wachusett Earthdays financials, the Board of Directors voted to hire its first employee, an Operations Manager

WACHUSETT EARTHDAY, INC

who oversees the day to day activities at the site and who, in conjunction with the Volunteer Coordinator and Executive Board, assists in the management of the organization.

2017 Members of the Wachusett Watershed Regional Recycle Center Town Representatives:

Boylston–Martin McNamara/April C. Steward

Rutland-Sheila Dibb

Holden–Pam Harding/Robin Farrington

Sterling-Ross Perry/Kama Jayne

Paxton–Carol Riches

West Boylston-Anita

Princeton–Arthur Allen/Nina Nazarian

Scheipers/Mike Kittredge/Nancy

Lucier

WEI – Helen Townsend

MA Department of Conservation & Recreation – John M. Scannell

2017 Board of Directors, Wachusett Earthday, Inc.:

Connie Burr, Norma Chanis (Clerk), William Cronin, Susan Farr, Tim Harrington (Treasurer), Michael Kaprzicki, Mark Koslowske (Vice President & Operations Manager), Patt Popple, Vanya Seiss, Helen Townsend (President) and Robert Troy.

Retired in 2017: Joan Dunn, George Dvorak, Eric Johansen

We regret the passing of a long time member of the WEI family, John Lewis in August of 2017.

PLANNING BOARD

Regular meetings of the Planning Board are held the first Monday of each month at 7:00 pm. Public hearings on subdivision procedures or special permit applications are scheduled on regular meeting nights whenever possible. The Board encourages informational meetings with individuals and builders to discuss matters of concern or interest.

On January 9, 2017, the Board consisted of Richard Baker, Chairman, William Manter, Vice-Chairman, Kim Ames, Laurie Levy, Clerk and Judith White. In May, 2017, Ms. Levy did not seek re-election. Ms. Homaira Naseem was elected to fill her vacancy. Mr. Baker was voted as Chairman, Mr. Manter as Vice-Chairman and Ms. Ames as Clerk. In June, Mr. Peter Caruso was appointed as an Associate Member.

The Board held 12 regular meetings and 4 special meetings, including public hearings, in 2017. Members' attendance was:

| <i>Member</i> | <i>Meetings (12)</i> | <i>Special Meetings (4)</i> |
|---------------|--------------------------|---------------------------------|
| <i>Ames</i> | <i>11</i> | <i>4</i> |
| <i>Baker</i> | <i>11</i> | <i>4</i> |
| <i>Levy</i> | <i>4</i> | <i>1</i> |
| <i>Manter</i> | <i>12</i> | <i>4</i> |
| <i>Naseem</i> | <i>8</i> | <i>2</i> |
| <i>White</i> | <i>6</i> | <i>3</i> |

Planning Board members spent considerable time in 2017 at meetings, conversations, and site visits to retain local zoning control over a 57 acre parcel off of Sewall and School Streets. Although approved by Mass Housing as a 100+ affordable housing development (under Chapter 40B), we continue to work with the developer, the Board of Selectmen and other boards and officials to develop new affordable housing units in town while retaining local control. At the November, 2017 Special Town Meeting, two zoning changes to the MUI District were approved, one parcel was added to the district and multi-family was added as allowed use by special permit. Four proposed zoning changes for the Senior Residential Overlay District, were either defeated. Five ANR lots (frontage on existing ways) were approved in 2017, creating 4 new house lots. Three small residential subdivisions were approved, totaling 11 new lots. One new commercial subdivision was approved to create a large three-lot development and roadway that would extend the Fed Ex roadway in the future. Bond funds from Phase I of Compass Pointe were used to finish most of the final Phase I work with the final topcoat to be applied in 2018.

Construction continues on Barnard Hill, Longley Hill and Compass Pointe Phase II subdivisions with periodic reviews and bond reductions. Site work for Pine Street Extension (6 new lots) and the regrading and restoration of the Camp Harrington grounds for public recreational use continues by the developer without using Town funds.

The 270 Shrewsbury Street development (Dunkin Donuts/gas/convenience store) was completed in 2017 and a three-store retail plaza was proposed to the Board by the same developer for the adjacent parcel (280 Shrewsbury Street). A bank will be anchor tenant.

One Special Permit was granted to add an LED digital display to an existing sign on Route 140.

CONSERVATION COMMISSION

In 2017 the Conservation Commission held twelve (12) Regular Meetings and one (1) Special Meeting. Numerous informal site visits were conducted as follow-up to ongoing projects and at the request of other town boards and residents as well as several scheduled site visits.

This was one of the busiest years for the Commission with forty-three (43) legal documents being issued in conjunction with the Commission's responsibility to administer the Massachusetts Wetlands Protection Act, the Massachusetts Rivers Protection Act, and Town Bylaws. They consisted of 6 Determinations of Applicability; 23 Orders of Conditions; 6 Certificates of Compliance; 5 Stormwater Control Permits; 2 Amended Stormwater Control Permits; and 1 Order of Resource Area Delineation (ORAD). We saw a lot of activity with the FedEx project being permitted and major portions of the construction completed during 2017, significant construction activity at the Compass Point subdivision off Sewall Street and Barnard Hill subdivision off Cross Street, redevelopment of the YMCA property also off Sewall Street, and various other development on Route 140 (including the Bethlehem Bible Church property) and elsewhere in Boylston. We anticipate 2018 will be busy as well.

This year, the Commission, working in partnership with the Selectmen and other town boards, received approval to transfer five parcels of tax-title land east of Mile Hill Road to the care and custody of the Conservation Commission for preservation. The process, originally started in the 1980's, was advanced by a vote at the 2016 Annual Town Meeting to authorize the land transfer. This is the first public effort to preserve land in conservation status for the town, and the Commission is grateful to the many town citizens that endorsed this program. During 2017, surveys were completed, regulations for the use of the land were approved through a Public Hearing, and the transfer process was approved. Final deed transfers will occur in early 2018. Many thanks to member Joe McGrath who led this effort.

Reorganization of the Commission was as follows: Dan Duffy, Chairman; Rebecca Longvall, Vice Chair; Mark Coakley, Earth Removal Representative. Joe McGrath remains on the Stormwater and Open Space Committees.

Michael Ruggieri joined the Commission in April making the Commission a full seven member board.

The attendance for the Regular Commission Meetings held was as follows: Dan Duffy-12; Mark Coakley-11; Chip Burkhardt-10; Rebecca Longvall-9; Joe McGrath-6; Jeff Walsh-9 and Michael Ruggieri-5. Dan Duffy, Mark Coakley, Chip Burkhardt and Rebecca Longvall attended the Special Meeting that was held in April.

We would like to thank the residents of Boylston, the Selectmen, and the town boards for the continued support and cooperation.

Respectfully submitted by the Conservation Commission.

ZONING BOARD OF APPEALS

In 2017, the Board of Appeals held 3 hearings; two on a request for Finding and one for a Variance. The details are as follows:

| | | | |
|-----------------|----------------|-----------------|-----------------|
| <i>03/29/17</i> | <i>White</i> | <i>Variance</i> | <i>Approved</i> |
| <i>07/31/17</i> | <i>Farrell</i> | <i>Finding</i> | <i>Approved</i> |
| <i>10/30/17</i> | <i>Dale</i> | <i>Finding</i> | <i>Approved</i> |

Mr. Filsinger was voted by the Board to serve as Chairman and Ms. Lombardi was voted by the Board to serve as the ZBA representative to the Earth Removal Board.

Attendance at ZBA hearings in 2017 was as follows:

| <i>Date</i> | <i>Filsinger</i> | | <i>Murphy</i> | | <i>Cotter</i> | | <i>Lombardi</i> | | <i>Wyatt</i> | |
|-----------------|------------------|---------------|----------------|---------------|----------------|---------------|-----------------|---------------|----------------|---------------|
| | <i>Present</i> | <i>Absent</i> | <i>Present</i> | <i>Absent</i> | <i>Present</i> | <i>Absent</i> | <i>Present</i> | <i>Absent</i> | <i>Present</i> | <i>Absent</i> |
| <i>3/29/17</i> | <i>1</i> | | <i>1</i> | | <i>1</i> | | <i>1</i> | | <i>1</i> | |
| <i>7/31/17</i> | <i>1</i> | | <i>1</i> | | | <i>1</i> | | <i>1</i> | <i>1</i> | |
| <i>10/30/17</i> | <i>1</i> | | <i>1</i> | | <i>1</i> | | <i>1</i> | | <i>1</i> | |
| | | | | | | | | | | |
| | | | | | | | | | | |

The Zoning Board of Appeals can be contacted by calling Bill Filsinger at 508-869-6950 or via e-mail at wfilmsinger372@gmail.com. Any written requests may be addressed to the ZBA Chairman at 221 Main Street, Boylston, MA 01505.

William Filsinger
Chairman

EARTH REMOVAL BOARD

The Earth Removal Board meets as needed to issue permits, review projects, review complaints and issue new directives to current permit holders.

The Board was reorganized as follows: Chairman: William Manter, (Planning Board representative, Vice Chairwoman: Janet Lombardi (Zoning Board of Appeals representative),

Mark Coakley (Conservation Commission representative), John Wentzell (Board of Health representative), and Jamie Underwood (Board of Selectmen representative).

The Board met four times in 2017. Members Attendance was:

| | |
|------------------|----------|
| <i>Manter</i> | <i>4</i> |
| <i>Lombardi</i> | <i>3</i> |
| <i>Coakley</i> | <i>3</i> |
| <i>Underwood</i> | <i>2</i> |
| <i>Wentzell</i> | <i>4</i> |

The Board granted 5 Earth Removal Permits in 2017. The largest was to complete the on-site grading of the new Fed Ex facility. Known as a “mass balanced” permit, no materials other than timber or wood chips were to be removed from the site.

A permit was granted to mass balance Cheryl’s Way (Compass Pointe) and to process loam at the site coming to-and-from Holden, but no loam or gravel to be removed from the site itself.

A permit was granted to remove excess gravel from a new 2-lot subdivision off of Mill Road.

A permit was granted to remove excess gravel and rock from 270 Shrewsbury Street (site of the new Dunkin Donuts/gas/convenience store/rear trucking garage).

Lastly, a permit was issued to remove excess gravel from the former Camp Harrington locus. It will be processed on-site to chip stumps and screen loam. Some gravel will be mass balanced to establish the new athletic fields, and some to regrade the developer’s new 6 residential lots on Pine Street Extension. The balance, in excess of 10,000 cubic yards will be sold and taken off-site.

As part of the Board’s purpose, the public is urged to contact the Board through the Office of the Building Department, if a violation of the permit is suspected. This is to particularly prevent debris left on Town roadways, uncovered loads, or the removal of banned materials. Board fees are established to benefit the Town’s General Fund to be pinpointed at the wear and tear on Town roads by trucking projects.

WIRING INSPECTOR

The total number of Electrical permits issued was 184. All applications were accepted, inspected and completed in a timely manner. Permit fees totaling \$38,707.00 were collected and turned over to the Town Treasurer.

Permit applications may be downloaded from the Boylston Town website or obtained at Town Hall. All applications and fees are to be submitted to the Building Department.

Tom O'Connor resigned as the Wiring Inspector and John McQuade was appointed as the Wiring Inspector. John Healy was appointed as the Assistant Wiring Inspector.

To schedule an inspection, please call the Wiring Inspector at 508-869-3130.

*John McQuade
Wiring Inspector*

*John Healy
Assistant Wiring Inspector 508-962-1532*

GAS AND PLUMBING INSPECTOR

The total number of Gas and Plumbing permits issued was 189. All applications were accepted, inspected and completed in a timely manner. Permit fees totaling \$17,944.00 were collected and turned over to the Town Treasurer.

The Assistant Inspector, Brian Gaucher and myself have completed all necessary continuing education courses and have taken the required OSHA courses.

My hours are as needed, preferably Monday through Friday from 12 - 4. Please leave a message to schedule an inspection at 508-688-0613.

Permit applications may be downloaded from the Boylston Town website or obtained at Town Hall. All applications and fees are to be submitted to the Building Department.

*Eric Johnson
Plumbing and Gas Inspector*

*Assistant Plumbing and Gas Inspector
Brian Gaucher-774-261-0991*

BUILDING INSPECTOR

The total number of Building Permits issued was 223. The total value of the permits was \$54,128,682.00 and the total permit fees collected were \$695,506.000.00

The Breakdown is as follows:

Residential

| | |
|---|-----------|
| <i>New Single Family Homes</i> | <i>18</i> |
| <i>Two-Family Homes</i> | <i>22</i> |
| <i>Additions/Renovations</i> | <i>32</i> |
| <i>Roof/Siding/Windows/Insulation/Balconies</i> | <i>45</i> |
| <i>Demo Building</i> | <i>3</i> |
| <i>Miscellaneous</i> | <i>33</i> |

Commercial

| | |
|--------------------------------------|-----------|
| <i>New Buildings/Foundation Only</i> | <i>3</i> |
| <i>Renovations/Miscellaneous</i> | <i>20</i> |
| <i>Demo</i> | <i>2</i> |

| | |
|--|-----------|
| <i>Certificate of Occupancy/Completion</i> | <i>36</i> |
| <i>304 Certificate Inspections</i> | <i>5</i> |
| <i>HVAC</i> | <i>4</i> |

The Building Department is open Monday – Thursday from 8-2. The Building Inspector has office hours Monday evening from 6 – 8 p.m. The Building Department phone number is 508-869-6064.

*Tony Zahariadis
Building Inspector*

HISTORIC DISTRICT COMMISSION

The Historic District Commission meets, as needed, to address applications from District parcel holders to make changes to their properties that could affect the viewshed and historical quality of the District. Since no applications were received or any complaints filed, the Commission did not formally meet in 2017. Members of record remain: Brad Barker, David Bottom, Marjorie Hastings, William Manter and Cathy Richards.

Phase 2 of the Library's renovations were completed in accordance with the plans approved by the HDC in 2016. This included expansion of the parking lot, tree cutting, an outside HVAC unit and new landscaping. It is anticipated that the Commission will meet in 2018 to review Phase 3 of the Library's renovation schedule as they will be proposing new improvements to the second story gable ends

William Manter, Chair

WARRANT FOR A SPECIAL TOWN MEETING

Monday, May 1st, 2017,

The first Monday of May, at seven o'clock (7:00) P.M. at the

Tahanto Regional High School Auditorium.
1001 Main Street, Boylston MA

Immediately preceding the Annual Town Meeting to transact fiscal year end 2016 town business.

MAY 1, 2017

THE COMMONWEALTH OF MASSACHUSETTS

WORCESTER: SS

BOYLSTON

To either of the Constables of the Town of Boylston in the County of Worcester within The Commonwealth aforesaid:

SPECIAL TOWN MEETING. In accordance with the above notice and Article III, Section 1 of the Town of Boylston By-Laws, the following articles will be considered on **Monday, May 1st, 2017, the first Monday of May, at seven o'clock (7:00) P.M. at the Tahanto Regional High School Auditorium, 1001 Main Street, Boylston MA.**

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional High School according to legal notice on May 1, 2017. With 102 registered voters. Selectmen James Wood, James Underwood and Michael May were present. Also, present were Town Administrator, Martin McNamara, Town Counsel Stephen Madaus, and Town Clerk Sandra Bourassa. Dennis Pojani, Moderator called the meeting to order at 7:09 P.M. Mr. Pojani stated we had the required quorum present, Calling of the meeting and officer's return of service are in order as required. He set the bounds of the hall and introduced the Town officials. The Pledge of Allegiance was said. A MOTION by Mr. Wood was made to waive the reading of the warrant. Seconded by Mr. Brose. Vote on the MOTION passed.

ARTICLE 1. To see if the Town will vote to transfer any unexpended balances of Fiscal Year 2017 appropriations.

MOTION was made by Mr. Brose for the following transfers:

| Amount | From | To |
|-------------|----------------------------|---|
| \$ 272.50 | Selectmen's Clerical Wages | Town Treasurer Salary |
| \$ 2,366.00 | Selectmen's Clerical Wages | Town Administrator Salary |
| \$ 375.00 | Selectmen's Clerical Wages | Building Inspector Clerical |
| \$ 55.00 | Selectmen's Clerical Wages | Wiring Inspector Expense |
| \$ 2,500.00 | Administrative Asst. BOS | Dispatchers Salary |
| \$ 1,500.00 | Assessor's Clerical Wages | Assessor's Clerk Wages |
| \$40,000.00 | Vocational Education | Boylston Elementary School Teacher Salaries |
| \$45,000.00 | Highway Salaries & Wages | Police Salary |
| \$ 2,400.00 | COA Coordinator Salary | Planning Board Administrative Assistant |
| \$ 5.00 | Highway Salaries & Wages | Veterans Expenses |
| \$94,473.50 | Total | |

Seconded by Mr. Dorval. Vote on MOTION was taken, MOTION passes. MOTION to adjourn this meeting, seconded by Mr. Dorval. Vote on MOTION was taken, MOTION passes. Meeting adjourned at 7:15 PM.

Respectfully Submitted,
Sandra L. Bourassa, Boylston Town Clerk

**WARRANT FOR THE ANNUAL TOWN MEETING
MAY 1, 2017**

THE COMMONWEALTH OF MASSACHUSETTS

WORCESTER: SS

BOYLSTON

To either of the Constables of the Town of Boylston in the County of Worcester within The Commonwealth aforesaid:

GREETING:

In the name of The Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the Town of Boylston aforesaid, qualified to vote in elections and Town affairs, to meet at the following places and times for the following purposes:

1. ANNUAL TOWN MEETING – MAY 1, 2017

on **Monday, the First (1st) of May AD, 2017 at seven-ten (7:10) P.M., at the Tahanto Regional High School Auditorium, 1001 Main Street, Boylston MA**, to take any action relative to the business of the Town as set forth in Articles one (1) through forty-four (44) of this Warrant; and at its adjournment, which shall be upon completion of Town Meeting action upon all articles listed on the Warrant.

2. ELECTION AND BALLOT – MAY 8, 2017

on **Monday, the eight (8th) of May AD, 2017**, to vote by ballot at the Town's annual election, at the Boylston Town Hall, at the Hillside Municipal Complex located at 221 Main Street within the Town of Boylston, **with polls opening at twelve o'clock (12:00) noon and closing at eight o'clock (8:00) P.M.** on the following:

ARTICLE 44. To vote by official ballot for the necessary Town Officers, namely:

One Selectman for three (3) years; One Assessor for three (3) years ; One Board of Health member for three (3) years; One Planning Board member for five (5) years; One Municipal Light Board member for three (3) years; Two Library Trustees for three (3) years each; One Cemetery Commissioner for three (3) years; One Parks & Recreation member for five (5) years ; One Parks & Recreation member for four(4) years; One Parks & Recreation member for three(3) years; One School Committee member for three (3) years; and One Moderator for three (3) years. Amended to: Delete one Parks & Recreation member for (4) and (5) year each, One Moderator for (3) years. Add One Assessor for one (1) year. One Town Clerk for three (3) years.

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional High School according to legal notice on May 1, 2017. With 102 registered voters we had the required quorum. Selectmen James Wood, James Underwood and Michael May were present. Also, present were Town Administrator, Martin McNamara, Town Counsel Stephen Madaus, and Town Clerk Sandra Bourassa. Dennis Pojani, Moderator called the meeting to order at 7:30 P.M. Mr. Pojani calling of the meeting and officer's return of service are in order as required. He set the bounds of the hall. A MOTION by Mr. Wood to take Article #44 out of order because it needs to be corrected, seconded by Mr. Brose, vote taken on MOTION was taken and passed.

Mr. Underwood read what the article should have been, which is the following: One Selectman for three (3) years; One Assessor for three (3) years ; One Assessor for one (1) year; One Board of Health member for three (3) years; One Planning Board member for five (5) years; One Municipal Light Board member for three (3) years; Two Library Trustees for three (3) years each; One Cemetery Commissioner for three (3) years; One Parks & Recreation member for three (3) years ; One School Committee member for three (3) years; One Town Clerk for three (3) years. Seconded, vote was taken on MOTION. MOTION passes.

MOTION was made by Mr. Wood to group articles 1-14 together, Mr. Pojani explained that they are articles we approve every year, seconded by Mr. Brose. Vote was taken on motion. MOTION passed. MOTION made on articles 1-14 to be accepted as written, seconded Mr. Brose. Board of Selectmen recommends approval, Finance Committee recommends approval and John McQuade, Light Dept. recommends approval on their article. Vote was taken on MOTION. MOTION passed unanimously

***ARTICLE 1.** To see if the Town will vote to authorize the Board of Selectmen to choose all necessary Town officers.

Sponsor: Board of Selectmen

***ARTICLE 2.** To hear and act upon the reports of Town officials and committees.

Sponsor: Board of Selectmen

***ARTICLE 3.** To see if the Town will vote to authorize the Board of Selectmen to employ Counsel where, in their judgment, it may be necessary.

Sponsor: Board of Selectmen

***ARTICLE 4.** To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of revenue of the financial fiscal year beginning July 1, 2017 and ending June 30, 2018, and to issue a note or notes therefor and to renew any note or notes as may be given for a period of less than one (1) year in accordance with Chapter 44 of the General Laws

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

***ARTICLE 5.** To see if the Town will vote to authorize the Trustees of the Public Library to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2017, and to fix the compensation therefor, consistent with the Personnel Plan

Sponsor: Library Trustees

***ARTICLE 6.** To see if the Town will vote to authorize the Commissioners of the Cemetery to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2017, including the appointment of a Cemetery Superintendent, and to fix the compensation therefor, consistent with the Personnel Plan

Sponsor: Cemetery Commission

***ARTICLE 7.** To see if the Town will vote to authorize the Planning Board to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2017, and to fix the compensation therefor, consistent with the Personnel Plan

Sponsor: Planning Board

***ARTICLE 8.** To see if the Town will vote to appropriate the money received from the Commonwealth of Massachusetts as a Library grant-in-aid for the purpose of purchasing books and other items at the discretion of the Library Trustees;

Sponsor: Library Trustees

Finance Committee comments: Finance Committee recommends approval.

***ARTICLE 9.** To see if the Town will vote that the income from sales of electricity to private consumers, or for electricity supplied to municipal buildings or for municipal power, and from jobbing during the current fiscal year, be appropriated for the Municipal Lighting Plant, the whole to be expensed by the manager of the Municipal Lighting Plant, under the direction and control of the Municipal Light Board, for the expense of the plant for said fiscal year, as defined in Section 57 of Chapter 164 of the General Laws; and for the purchase, sale, installation and servicing of merchandise and equipment in accordance with the provisions of Chapter 235 of the Acts of 1937; and for any out of state travel expense in accordance with the provisions of Section 5 of Chapter 40 of the General Laws, and if said sum and income shall exceed said expense for the fiscal year, such

excess shall be transferred to the Construction Fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Board; and fix the compensation of the Municipal Light Board members for the fiscal year beginning July 1, 2017, as provided by Section 4A of Chapter 41 of the General Laws, as follows: Chairman - \$800.00 and two (2) members - \$800.00 each, a total of \$2400.00, and such compensation to be paid from the operating account of the Municipal Light Plant;

Sponsor: Municipal Light Board

Finance Committee comments: Finance Committee recommends approval.

***ARTICLE 10.** To see if the Town will vote to accept any highway funds from County, State or Federal agencies, to authorize the Board of Selectmen to enter into agreements with MassDOT – Highway Division, so-called, and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow from time to time during the fiscal year beginning July 1, 2017, in anticipation of reimbursement of said highway assistance, in conformity with the provisions of Section 6A of Chapter 44 of the General Laws, for maintenance, repair, construction of Town roads and programs consistent with Chapter 90 funds, to be expended by the Highway Department;

Sponsor: Highway Superintendent

Finance Committee comments: Finance Committee recommends approval.

***ARTICLE 11.** To see if the Town will vote to authorize the Board of Cemetery Commissioners to continue its use of the revolving fund, established at the May 1995 Annual Town Meeting, under and subject to the provisions of Section 53E ½ of Chapter 44 of the General Laws, for the following purposes:

1. To be the depository for all departmental receipts of the Cemetery Commission.
2. To authorize expenditures for the following:
 - a. For wages, salaries and fringe benefits associated with such wages or salaries for Cemetery Commission Employees.
 - b. For operational purposes other than regular wages and including the cost of grave openings and related expenses
 - c. For payment of maintenance expenses including supplies and materials and part-time labor
 - d. For payment of expenses related to the expansion of the cemetery
 - e. For compensation for part time commissioners and clerk; and
3. To set the expenditure limit as not to exceed \$30,000

Sponsor: Cemetery Superintendent

Finance Committee comments: Finance Committee recommends approval.

Board of Selectmen recommendation: Board of Selectmen recommends approval

***ARTICLE 12.** To see if the Town will vote to authorize the Planning Board to continue its use of the revolving fund established at the May 8, 2000 Annual Town Meeting, established in accordance with Section 53E½ of Chapter 44 of the General Laws, to be utilized for the following purposes:

1. To be the depository for engineering and advertising fees charged by the Planning Board to various developers for the plan review process;
2. To authorize expenditures from said fund to pay engineering and advertising costs associated with the plan review process;
3. To set the annual expenditure limit at \$20,000; and
4. To have the Planning Board be the only board authorized to expend funds from said account

Sponsor: Planning Board

Finance Committee comments: Finance Committee recommends approval.

Board of Selectmen recommendation: Board of Selectmen recommends approval

***ARTICLE 13.** To see if the Town will vote to authorize the Conservation Commission to continue its use of the revolving fund established at the May 14, 2002 Annual Meeting, established in accordance with Section 53E ½ of Chapter 44 of the General Laws, to be utilized for the following purposes

1. To be the depository for engineering and advertising fees charged by the Conservation Commission to various developers for the plan review process;
2. To authorize expenditures from said fund to pay engineering and advertising costs associated with the plan review process;
3. To set the annual expenditure limit at \$10,000; and
4. To have the Conservation Commission be the only board authorized to expend funds from said account;

Sponsor: Conservation Commission

Finance Committee comments: Finance Committee recommends approval.

Board of Selectmen Recommendation: Board of Selectmen recommends approval

***ARTICLE 14.** To see if the Town will vote to authorize the Board of Health to continue its use of the revolving fund established at the 2012 Annual Meeting, established in accordance with Section 53E ½ of Chapter 44 of the General Laws, to be utilized for the following purposes:

1. To be a depository for reimbursements from the administration of flu vaccinations at Board of Health clinics;
2. To authorize expenditures from said fund to pay for additional vaccine, materials and supplies associated with Public Health Clinics;
3. To set the annual expenditure limit at \$3,000.00; and
4. To have the Board of Health be the only board authorized to expend funds from said account;

Sponsor: Board of Health

Finance Committee comments: Finance Committee recommends approval.

Board of Selectmen Recommendation: Board of Selectmen recommends approval

ARTICLE 15. To see if the Town will vote to fix the compensation for the following Town Officers: three (3) Selectmen, Town Clerk, Moderator, three (3) Assessors, three (3) School Committee members, three (3) Board of Health members, three (3) Cemetery Commissioners, five (5) Planning Board members, all in accordance with the recommendations of the Finance Committee, and to instruct the Selectmen or other boards to fix a given compensation for the persons hired or appointed by such boards;

Sponsor: Board of Selectmen

Finance Committee comments:

| | | |
|----------------------------|---------------------|----------------------------|
| Selectmen, Chair | \$ 1,483 | 2 members each at \$ 1,236 |
| Town Clerk | \$ 34,095 plus fees | |
| Town Moderator | \$ 15 | |
| Assessors, Chair | \$ 1,537 | 2 members each at \$ 1,025 |
| School Committee, Chair | \$ 103 | 2 members each at \$ 52 |
| Board of Health, Chair | \$ 284 | 2 members each at \$ 190 |
| Cemetery Commission, Chair | \$ 218 | 2 members each at \$ 164 |
| Planning Board, Chair | \$ 379 | 4 members each at \$ 54 |
| Planning Board, Vice-Chair | \$ 54 | |
| Planning Board Clerk | \$ 54 | |

MOTION was made by Mr. Wood to accept this article as written in the warrant, seconded by Mr. May. Finance Committee recommend approval. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 16. To see if the Town will vote to amend the Town's Personnel Plan and By-laws by replacing Schedules A, B and C with the following; or act in any other way thereon.: (proposed changes are in **bold**)
Section 15: Classification Schedule Amended May 2017 - Effective July 1, 2018

| Classification | Position Status | Grade | Hourly Rates | |
|-------------------------------------|-------------------|------------|--------------|--------------|
| | | | Min | Max |
| Library Page | Hourly | | 9.97 | 10.28 |
| Election Worker | Hourly | | 9.97 | 10.28 |
| Town Meeting Checker | Hourly | | 9.97 | 10.28 |
| Election Clerk | Hourly | | 11.10 | 11.10 |
| Election Warden | Hourly | | 11.10 | 11.10 |
| Clerical | Special Temp | | 9.97 | 10.28 |
| Library Housekeeper | Special Part Time | | 11.31 | 12.06 |
| Asst. Laborer | Special Hourly | 2 | | |
| Library Assistant/Sr. Technician | Reg. Part Time | 3 | | |
| Laborer/Custodian | Reg. Full Time | 3 | | |
| Emergency Medical Technician | Hourly | 3 | | |
| Firefighter | Hourly | 3 | | |
| Deputy Chief | Hourly | 3+\$500 | | |
| Fire Captain | Hourly | 3+\$300 | | |
| Fire Lieutenant | Hourly | 3+\$200 | | |
| Asst Town Clerk | Special Part Time | 5 | | |
| Police Service Aide | Hourly | 5 | | |
| Asst. Inspector/Electrician | Hourly | 5 | | |
| Assessors' Clerk | Reg. Part Time | 5 | | |
| Children's Librarian | Reg. Part Time | 5 | | |
| COA Co-ord./Community Outreach | Reg. Part Time | 5 | | |
| P&R Program Coordinator | Reg. Part Time | 5 | | |
| Equipment Operator/Laborer | Reg. Full Time | 6 | | |
| Facilities Technician | Reg. Full Time | 6 | | |
| Assistant Treasurer/Collector | Reg. Part Time | 6 | | |
| Asst Library Director | Reg. Part Time | 7 | | |
| Admin Asst. Board of Assessors | Reg. Part Time | 7 | | |
| Admin Asst to Hwy Supt. | Reg. Part Time | 7 | | |
| Admin Asst to Chief of Police | Reg. Part Time | 7 | | |
| Admin Asst to Planning Board | Reg. Part Time | 7 | | |
| Admin Asst to Board of Selectmen | Reg. Full Time | 7 | | |
| Equipment Operator/Mechanic | Reg. Full Time | 7 | | |
| Working Foreman | Reg. Full Time | 8 | | |
| Admin Asst to Health & Conservation | Reg. Part Time | 8 | | |
| Town Treasurer/Collector | Reg. Full Time | 9 | | |
| Foreman | Reg. Full Time | 9 | | |
| Building Inspector | Salaried | 10 | | |
| Library Director | Salaried | 11 | | |
| Highway/Cemetery Superintendent | Salaried | 12 + \$845 | | |
| Fire Chief | Salaried | Contract | | |
| Police Chief | Salaried | Contract | | |
| Town Administrator | Salaried | Contract | | |

Schedule B: Salary Compensation Schedule

| Grade | Min | Mid | Max |
|-------|--------------|--------------|--------------|
| 1 | 11.49 | 13.52 | 15.58 |
| 2 | 12.41 | 14.66 | 16.83 |
| 3 | 13.45 | 15.87 | 18.27 |
| 4 | 14.48 | 17.08 | 19.62 |

| | | | |
|----|-------|-------|-------|
| 5 | 15.67 | 18.44 | 21.18 |
| 6 | 16.94 | 19.92 | 22.91 |
| 7 | 18.32 | 21.40 | 24.71 |
| 8 | 19.74 | 23.23 | 26.70 |
| 9 | 21.36 | 25.07 | 28.80 |
| 10 | 23.06 | 27.09 | 31.15 |
| 11 | 24.95 | 29.23 | 33.63 |
| 12 | 26.88 | 31.58 | 36.29 |
| 13 | 29.03 | 34.09 | 39.20 |
| 14 | 31.33 | 36.83 | 42.32 |
| 15 | 33.88 | 39.79 | 45.70 |
| 16 | 36.57 | 42.98 | 49.35 |
| 17 | 39.48 | 46.42 | 53.33 |
| 18 | 42.56 | 48.83 | 57.56 |

Schedule C: Salary Compensation Schedule-

| <u>Job Title</u> | <u>Annual Salary</u> |
|------------------------------------|-----------------------------|
| Chairman, Registrar of Voters | \$ 693 |
| Council on Aging, Meal Coordinator | \$ 1,158 |
| Director of Veteran's Services | \$ 222 |
| Electrical Inspector | \$ 9,186 |
| Assistant Electrical Inspector | \$ 632 |
| Plumbing Inspector | \$ 9,857 |
| Assistant Plumbing Inspector | \$ 820 |
| Gas Inspector | \$ 2,965 |
| Assistant Gas Inspector | \$ 254 |
| Registrar of Voters | \$ 322 |
| Health Agent | \$ 42,006 |
| Dog Officer | \$ 2,421 |
| Animal Inspector | \$ 1,391 |
| Nurse | \$ 1,500 |
| Vital Stat Clerk | \$ 200 |
| Tree Warden | \$ 1,305 |

MOTION was made by Mr. May to accept this article as written in the warrant, seconded by Mr. Wood. Finance Committee recommends approval. Vote was taken on MOTION, MOTION passes unanimously.

ARTICLE 17. To see if the Town will vote to accept the proviso in Chapter 40, Section 4 of the General Laws, as amended by Section 19 of Chapter 218 of the Acts of 2016, to provide that any balance remaining in the account established for the deposit of monies received from the rental or lease of the Town-owned property known as hillside, shall remain in the account at the close of the fiscal year and may be expended for the upkeep and maintenance of said property by the Board of Selectmen without further appropriation.

MOTION was made by Mr. Underwood to accept this article as read, with the change of Chapter 40, Section 3, seconded by Mr. Dorval. Finance Committee recommends approval. Vote taken on MOTION was taken. MOTION passes unanimously.

ARTICLE 18. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$15,000 to the Other Post-Employment Benefits (OPEB) Liability Trust Fund

MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. May. Finance Committee recommends approval. Mr. McNamara explained the article. Finance Committee recommends approval. After answering a few questions, vote was taken on the MOTION. MOTION passed.

ARTICLE 19. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$45,000 for the purpose of updating the IT Systems at Town Offices
MOTION was made by Mr. May to accept this article as read, seconded by Mr. Wood. Finance Committee recommends approval. Mr. McNamara explain this will be used with a grant from the state to upgrade phones and computers at Hillside Town Hall. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 20. To see if the Town will transfer from available funds in the Treasury and appropriate a sum not to exceed \$ 75,000 for the purpose of completing renovations to the Boylston Town House.
MOTION was made by Mr. Underwood to accept this article as read, seconded by Mr. May. Finance Committee recommends approval. Question was asked on what repairs would be done. Mr. Underwood answered a question. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 21. To see if the Town will transfer from available funds in the Treasury and appropriate a sum not to secede \$75,000.00 for the purpose of providing maintenance and paving of town roads.
MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. May. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 22. To see if the Town will vote to transfer from the Ambulance Receipts Reserved Account and appropriate a sum not to exceed \$70,000 to the Fire Department budget to supplement the portion of the operating budget associated with ambulance operations.
MOTION was made by Mr. Flanagan, Fire Chief to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 23. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$86,000.00 for the 1st year's payment on a 3 - year lease financing agreement for a new Ambulance.
MOTION was made by Mr. Flanagan, Fire Chief to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 24. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$20,000.00 for the purpose of funding the Town's matching portion of a FEMA Grant for the purchase of a Type I Interface Engine for the Fire Department
MOTION was made by Mr. Flanagan, Fire Chief to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 25. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$32,000.00 for the purpose of repairing or replacing the Garage Doors at the Fire Department.
MOTION was made by Mr. Flanagan, Fire Chief to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 26. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$42,000.00 for the purpose of replacing the Police Department's two (2) 2008 computer servers and the associated Information Technology Infrastructure
MOTION was made by Mr. May to accept this article as read, seconded by Mr. Drobner. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 27: To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,200.00 for the purpose of outfitting the Police Department with Critical Incident Response Equipment.
MOTION was made by Mr. Underwood to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 28: To see if the Town will vote to transfer and appropriate the sum of \$50,000.00 from the Sale of Cemetery Lots account to the Cemetery Commission Budget for the purpose of paving roads and expanding the Pine Grove Cemetery.

MOTION was made by Mr. Mero, Highway Super. To accept this article as read, seconded by Mr. May. Finance Committee recommends approval. Vote was taken on MOTION. MOTION passes unanimously.

Article 29. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$25,000.00 for the purpose of removing and/or trimming trees throughout town.

MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. Drobner. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

Article 30. To see if the town will vote to transfer from available funds in the treasury and appropriate a sum not to exceed \$20,000.00 for the purpose of paying the costs associated with increased administrative and inspectional services in the Building Department related to new development.

MOTION was made by Mr. May to accept this article as read, seconded by Mr. Drobner. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 31. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$250,000 and direct the Board of Assessors to utilize the same to reduce the tax rate for the fiscal year beginning on July 1, 2017.

MOTION was made by Mr. Underwood to accept this article as read, seconded by Mr. Drobner. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 32. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$15,000.00 for the purpose of repairing or replacing the Boiler and related equipment, parts, and accessories at the Boylston Elementary School.

MOTION was made by Mr. Lozoraitis, School Committee chairman, to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 33. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000.00 for the purpose of repairing or replacing the Walk-in Cooler at the Boylston Elementary School.

MOTION was made by Mr. Lozoraitis to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 34. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000.00 for the purpose of beginning Phase 1 of a 3 Phase Project to seal the windows at the Boylston Elementary School.

MOTION was made by Mr. Lozoraitis, to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 35. To see if the Town will transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000.00 for the purpose of repairing or replacing the Dishwasher at the Boylston Elementary School act.

MOTION was made by Mr. Lozoraitis to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 36. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$15,000.00 for the purpose of repairing or replacing the Flashing Traffic Control Lights at Boylston Elementary School.

MOTION was made by Mr. Lozoraitis to accept this article as read, with the amendment of the amount being \$7,500.00, seconded by Mrs. Levy. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 37. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$5,000.00 for the purpose of completing an Infrared Survey of the Roof for Moisture at Boylston Elementary School.

MOTION was made by Mr. Lozoraitis to pass over this article, seconded by Mrs. Levy. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 38. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000.00 for the purpose of performing a study and designing improvements to the Town recreational facilities at Manor Park and the Center Courts, such funds to be expended under the direction of the Board of Selectmen and the Parks & Recreation Commission.

MOTION was made by Mrs. Johnson, Parks & Rec. member, to accept this article as read, seconded by Mr. Doval. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 39. To see if the town will vote to:

1. Authorize the Board of Selectmen to accept on behalf of the Town the donation of a vacant parcel of land located at and known as 5 Pleasant Lane, Boylston, MA, shown as Lot 33 on a plan entitled Pleasant Hill Farm dated 5/25/2000, and recorded at the Worcester Registry of Deeds in Plan Book 778 Plan No.81, a copy of said plan being on file at the office of the Town Clerk and available for public inspection during regular hours of Town Hall

and

2. To further authorize the Board of Selectmen to make said parcel available for sale, upon such terms and conditions as the Selectmen deem to be in the best interest of the Town: or act in any other way thereon.

MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. Drobner. Finance Committee recommends approval. Mr. Wood explained the article. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 40. To see if the Town will vote to appropriate the sum of \$181,468.50, received by the Town as proceeds of bonds posted by the original developer of the subdivision known as Compass Pointe, for the purpose of the Town completing construction of the subdivision roadways known as Northeast Way, Southeast Way, and a portion of Compass Circle stabilizing the lot areas with such roadway work.

MOTION was made by Mr. May to accept this article as read, seconded by Mr. Wood. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously

ARTICLE 41. To see if the Town will vote to accept the provisions in Section 81U of Chapter 41 of the General laws, which provides that proceeds of any bond or deposit posted with the Town in accordance with the requirements of the Subdivision Control law (MGL c. 41, sections 81K – 81GG inclusive) shall be made available to the Town for expenditure to meet the costs and expenses of the Town in completing the work specified in the approved subdivision plan and, furthermore, if such proceeds do not exceed one hundred thousand dollars, the expenditure may be made without specific appropriation, provided, however, that such expenditure is approved by the Board of Selectmen.

MOTION was made by Mr. Underwood to accept this article as read, seconded by Mr. Wood. Finance Committee recommends approval. Town Counsel explained this article. Vote taken on MOTION. MOTION passes unanimously

Article 42. To see if the Town will vote to authorize the Board of Selectmen to make available and to dispose of by sale a parcel of real property containing approximately 49,000 sq. ft. of land located off of Nicholas Avenue and Mill Road, said property having been acquired by the Town by deed from Mary E. Urquhart, Trustee, dated April 25, 1953, recorded in the Worcester Registry of Deeds in Book 3500, Page 121, and being shown as Lot 2 on Assessor's Map 2, a copy of which is on file and available for public inspection at the office of the Town Clerk during regular hours of Town Hall.

MOTION was made by Mr. Johnson, citizen to accept this article as read, seconded by Mr. Brose .Eric Johnson explained this article. Vote taken on MOTION. MOTION passes

ARTICLE 43. To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury such sums as may be necessary to defray and pay all Town debts and charges and appropriate the same as the Town sees fit for the fiscal year beginning on July 1, 2017, and to fix the compensation and salaries of all Town Officers, as may be shown in whole or in part by the Town Budget, so-called, as shown in the Fiscal Year 2018 Report of the Finance Committee.

MOTION was made by Mr. Brose to accept this article as read with the amendment of School budget line item of Elementary Education to be \$2,876,374. Which would make the grand total, \$14,673,439, seconded by Mrs. McGahie. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously

MOTION was made to adjourn this meeting with all business completed, seconded. Vote taken on the MOTION. MOTION passed unanimously.

Meeting adjourned at 8:18PM.

Respectfully Submitted,

Sandra L. Bourassa, Boylston Town Clerk

WARRANT FOR A SPECIAL TOWN MEETING

November 6, 2017

COMMONWEALTH OF MASSACHUSETTS

WORCESTER: SS

BOYLSTON

To either of the Constables of the Town of Boylston in the County of Worcester within the Commonwealth aforesaid:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the Town of Boylston aforesaid, qualified to vote in elections and Town affairs, to meet for a **SPECIAL TOWN MEETING** on **Monday the sixth (6th) day of November, 2017 AD, at seven o'clock (7:00) P.M.**, at the Tahanto Regional High School Auditorium, 1001 Main Street, Boylston, MA, to take any action relative to the business of the Town as set forth in this warrant; and if necessary, at its adjournment, which shall be Tuesday, the seventh (7th) day of November 2017 AD at seven o'clock (7:00) P.M. at the Tahanto Regional High School Auditorium.

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional Middle/High School according to legal notice on November 6, 2017. With 237 registered voters, Selectmen, James Wood, James Underwood, Michael May were present. Also, present were Town Administrator, Martin McNamara, Town Counsel Stephen Madaus, and Town Clerk Lisa J. Johnson. Dennis Pojani, Moderator, called the meeting to order at 7:21 P. M.. Mr. Pojani stated we had the required quorum present, Calling of the meeting and officer's return of service are in order as required. He set the bounds of the hall and introduced the Town officials. The Pledge of Allegiance was said. A MOTION by Mr. Wood was made to waive the reading of the warrant. Seconded by Mr. Underwood. Vote on the MOTION passed.

ARTICLE 1: To see if the Town will vote to:

1. Authorize the Board of Selectmen to acquire by gift or purchase a parcel of land now or formerly owned by the Red Knights International Firefighters Motorcycle Club, Inc. located at 595 Main Street, containing approximately 1.0692 acres, and shown as Parcel A on a plan of land entitled "Boylston, Massachusetts, owned by: Parcel A & B: Red Knights International Motorcycle Club, Inc., Parcel C: Town of Boylston" (the "Plan"), on file with the Town Clerk and available for public inspection during regular Town Hall business hours;
2. Authorize the Board of Selectmen to dispose of by sale a parcel of Town-owned land located at 599 Main Street, containing approximately .3845 acres, and shown as Parcel C on the Plan;
3. Authorize the Board of Selectmen to enter into a land exchange purchase and sale agreement between the Town and the Red Knights International Firefighters Motorcycle Club, Inc. to set forth the terms and conditions of an exchange of the referenced Parcel A and Parcel C; and
4. Authorize the Board of Selectmen to petition the General Court for the enactment of special legislation, as follows, to authorize a land exchange agreement between the Town and the Red Knights International Firefighters Motorcycle Club, Inc., provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which

amendments shall be within the public purposes of said petition; or act in any other way thereon:

AN ACT AUTHORIZING THE BOYLSTON BOARD OF SELECTMEN TO ENTER
INTO A LAND EXCHANGE AGREEMENT WITH THE RED KNIGHTS
INTERNATIONAL FIREFIGHTERS MOTORCYCLE CLUB, INC.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding the chapter 30B and chapter 40 of the General Laws as to the sale and purchase of land and every other general and special act to the contrary, the board of selectmen of the town of Boylston may enter into a land exchange purchase and sale agreement for the purchase of land from the Red Knights International Firefighters Motorcycle Club, Inc., located at 595 Main Street in the town of Boylston and for the sale of land to the Red Knights International Firefighters Motorcycle Club, Inc., located at 599 Main Street in the town of Boylston, and may complete the transactions contemplated by said land exchange purchase and sale agreement.

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

or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Mr. Dave Butler recommends approval.

MOTION was made by Mr. Wood, seconded by Mr. May. Vote taken on the article, MOTION passed.

ARTICLE 2: To see if the Town will vote to transfer from available funds in the Treasury or appropriate from the Stabilization Fund a sum not to exceed \$30,000 for the purpose of installing a Fire Detection System in the Fire Department Building; and updating the Fire Detections System in the Police Department Building; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Mr. Dave Butler recommends approval from free cash.

MOTION was made by Mr. May, seconded by Matthew Johnson. Vote taken on the article, MOTION passed.

ARTICLE 3: To see if the Town will vote to transfer from available funds in the Treasury or appropriate from the Stabilization Fund a sum not to exceed \$3,600 for the purpose of replacing the Police Department's portable radio batteries and microphones; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Recommends approval from free cash.

MOTION was made by Mr. Underwood, seconded by Mr. Wood. Vote taken on the article, MOTION passed.

ARTICLE 4: To see if the town will vote to transfer from available funds in the Treasury or appropriate from the Stabilization Fund a sum not to exceed \$4,400 for the purpose of purchasing two sets of structural firefighting turnout gear; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Recommends approval from free cash.

MOTION was made by Mr. Underwood, seconded by Mr. May. Vote taken on the article, MOTION passed.

ARTICLE 5: To see if the Town will authorize the Board of Selectmen to dispose of by sale a parcel of Town-owned land located on School Street, containing approximately 3.7 acres, shown on Assessors Map 12 Parcel 10, and described in a deed recorded with the Worcester District Registry of Deeds in Book 37704, Page 137, the Board of Selectmen having determined that said land is no longer needed for public purposes; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Recommends approval.

MOTION was made by Steve Soucy, seconded by Robin Quist, to table this article until after a vote on Article 6. After much discussion vote taken on the article, MOTION required a standing count, DID NOT PASS. Yes – 92, No – 111.

ARTICLE 6: To see if the Town will vote to:

1. Authorize the Board of Selectmen to acquire by gift, purchase, or taking by eminent domain, the following parcels of land for municipal purposes:
 - a. A parcel located on School Street, Boylston, MA, now or formerly owned by the Worcester Sportsmen Club, shown on Assessor's Map 9 as Lot 19, and described in a deed recorded with the Worcester District Registry of Deeds in Book 3905, Page 284;
 - b. A parcel located at School Street and Cross Street, Boylston, MA, now or formerly owned by the Worcester Sportsmen Club, containing approximately .445 acres, shown on Assessor's Map 13 as Lot 22, and described in a deed recorded with the Worcester District Registry of Deeds in Book 3905, Page 284; and
 - c. A portion of a parcel located on Shrewsbury Street, Boylston, MA, now or formerly owned by Robert A. Fuller, shown on Assessor's Map 9 as Lot 14, described in a deed recorded with the Worcester District Registry of Deeds in Book 40462, Page 14, and shown as "Area To Be Acquired" on a plan labeled "Article 9" on file with the Town Clerk and available for public inspection during regular Town Hall business hours.
2. Transfer from available funds in the Treasury or appropriate from the Stabilization Fund a sum of money not to exceed \$150,000 to pay for said land acquisitions and for engineering costs for a roadway connecting Route 140 and School/Cross Streets;

or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Finance recommends approval.

MOTION made by Mr. Wood, deleting the “or taking by eminent domain” portion, seconded by Robin Quist. After much discussion vote taken on the article, MOTION passed by 2/3 vote as amended.

ARTICLE 7: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for the enactment of special legislation, as follows, to authorize the Town to issue an additional three (3) licenses for the sale of all alcoholic beverages to be drunk on the premises, provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or act in any other way thereon:

AN ACT AUTHORIZING THE TOWN OF BOYLSTON TO GRANT 3
ADDITIONAL LICENSES FOR THE SALE OF ALL ALCOHOLIC BEVERAGES TO
BE DRUNK ON THE PREMISES

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority
of the same as follows:*

SECTION 1. (a) Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the town of Boylston may grant 3 additional licenses for the sale of all alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138. The licenses shall be subject to all of said chapter 138, except said section 17.

(b) Notwithstanding said section 12 of said chapter 138, the licensing authority may restrict the licenses granted pursuant to this act to holders of common victualler licenses.

(c) The licensing authority of the town of Boylston shall not approve the transfer of a license granted pursuant to this act to any other location, but it may grant the license to a new applicant at the same location if the applicant files a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

(d) If a license granted pursuant to this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority and the licensing authority may then grant the license to a new applicant under the same conditions as specified in this act.

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

Sponsor: Board of Selectmen

Finance Committee Recommendation:

This article was Passed Over. No action taken.

ARTICLE 8: To see if the Town will vote to amend the *Schedule of Use Regulations*, Section 4, Subsection 4.02.02, of the Zoning By-laws, to add Multi-family dwelling as a regulated use as follows, or act in any other way thereon:

| | RR | R | GR | VB | HR | NB | RB | C | H | IP | FBD | MUI |
|-----------------------|----|---|----|----|----|----|----|---|---|----|-----|-----|
| Multi-family dwelling | N | N | N | N | N | N | N | N | N | N | N | Y |

Sponsor: Property Owner

Planning Board Recommendation: Recommends approval.

Amended by Mr. Baker to change the MUI from a Y to SP (Special Permit). Vote taken on the article as amended, MOTION passed.

ARTICLE 9: To see if the Town will vote to rezone a portion of the property located at 85 Sewell Street shown on Assessor's Map 17 as Lot 39 for inclusion in the Mixed Use Industrial (MUI) Zoning District, said area to be rezoned shown as "Proposed MUI" on a map identified as "Article 6" and described in a legal description submitted by the property owner, both documents being on file with the Town Clerk and available for public inspection during regular Town Hall business hours.

Sponsor: Property Owner

Planning Board Recommendation: Mr. Baker approves.

Vote taken on the article, Standing 2/3 vote taken, Yes – 159, No – 26. MOTION passed.

ARTICLE 10: To see if the Town will vote to amend Section 1.04, *Definitions*, of the Zoning By-laws as follows, or act in any other way thereon:

1. Replace Section 1.04.18 with the following:

18. DWELLING

- a. Single-Family Detached: A building consisting of one (1) dwelling unit occupying one (1) lot.
- b. Two-Family: A building consisting of two (2) dwelling units, whether one above the other or side by side and separated from the other by a vertical party wall or vertical double wall, in a single building occupying one (1) lot.
- c. Multi-Family: A building containing more than two (2) dwelling units.

2. Insert the following definition, "Dwelling Unit", as a new Section 1.04.19:

19. DWELLING UNIT

A single unit within a dwelling which provides complete, independent living facilities for one (1) or more persons including permanent provisions for living, sleeping, eating, cooking and sanitation.

3. Renumber the definition of "Family" as Section 1.04.20, and replace the definition of "Family" with the following:

20. FAMILY

Any number of persons related by blood or marriage living in the same dwelling unit, or not more than five (5) persons unrelated by blood or marriage living together as a single housekeeping unit, but not including a group occupying a boarding house, club, fraternity or hotel.

52

4. Renumber all remaining definitions in Section 1.04 accordingly.

Sponsor: Planning Board

Planning Board Recommendation:

This article was Passed Over. No action taken.

ARTICLE 11: To see if the Town will vote to amend Section 5, *Senior Residential Development*, of the Zoning By-laws by replacing Section 5.03.03.A with the following, or act in any other way thereon:

5.03.03.A. The tract of land for an SRD must contain at least eight and one-half (8.5) acres and have at least 150 feet of continuous frontage on an existing Town public way.

Sponsor: Planning Board

Planning Board Recommendation: Recommends approval.

MOTION was made by Mr. Baker, seconded by Mr. Manter. After much discussion vote was taken, 2/3 vote is required. MOTION did not pass with a standing vote. Yes – 73, No – 109.

ARTICLE 12: To see if the Town will vote to amend Section 5, *Senior Residential Development*, of the Zoning By-laws as follows, or act in any other way thereon:

1. Replace Section 5.03.04.C, *Maximum Residential Density*, with the following:

Notwithstanding the requirements stated in Section 9.03.02 with respect to density on a single lot, the residential density in an SRD may be increased by the Planning Board up to four (4) dwelling units per 45,000 square feet of developable area, or eight (8) bedrooms per 45,000 square feet of developable area; provided that the applicant shall, as a condition for the grant of the SRD special permit, (i) provide Common Land open space in excess of the minimum set forth in Section 5.03.05, or (ii) designate fifteen percent 15% of the SRD units as affordable housing units that count towards the Town's Subsidized Housing Inventory, or (iii) complete certain traffic or pedestrian improvements beneficial to SRD residents and the Town as a whole, or (iv) provide some combination of items (i), (ii), and (iii) acceptable to the Planning Board. For the purpose of this computation, the "developable" area shall be the total area of the tract, including the Common Land, but excluding all wetlands, 100-year floodplains and areas subject to valid open space restrictions in existence at the time an SRD application is submitted.

2. Insert at the end of Section 5.04.07.A a new subparagraph 6 as follows:

6) the ability of the public infrastructure, such as water, roads, drainage, sewerage systems, or any other public infrastructure system to support the proposed development without causing impacts that would adversely affect public health, safety, or the general welfare.

3. In Section 5.04.08, *Special Permit Conditions*, insert at the end of the existing paragraph the following additional sentences:

When reviewing an application for an SRD special permit, the Planning Board shall analyze the application to determine what, if any, extraordinary public improvements are necessary to accommodate or service the project. The applicant shall be required, as a condition of the SRD special permit, to provide such needed improvements at no cost to the Town, or alternatively, to offset the expense of such improvements to be provided by the Town. The Planning Board shall engage a consultant at the expense of the applicant to estimate the costs of any such improvements.

Sponsor: Planning Board

Planning Board Recommendation:

This article was Passed Over. No action taken.

ARTICLE 13: To see if the Town will vote to amend Section 5, *Senior Residential Development*, of the Zoning By-laws as follows, or act in any other way thereon:

1. Delete Section 5.03.04.B(1)(b) in its entirety, thereby eliminating the additional dimensional requirement that residential buildings must be set back 75 feet from a public way or the boundary of the SRD.

2. Insert a new Section 5.03.04.B(2) as follows:

Notwithstanding the foregoing, Section 9, Section 10.02, or any other provision of the Zoning By-Laws to the contrary, the Planning Board may authorize reduced setbacks and parking requirements for an SRD development if the Planning Board finds that such reduced setbacks or parking requirements will result in a more desirable design.

Sponsor: Planning Board

Planning Board Recommendation:

This article was Passed Over. No action taken.

Motion was made by Mr. Pojani to adjourn tonight's meeting, seconded. MOTION passed.

Meeting adjourned at 10:09 P. M.

Respectfully Submitted,

Lisa J. Johnson
Town Clerk

BOYLSTON TOWN OFFICES

For Emergencies - Police, Fire, Ambulance: CALL 911

| | | |
|------------------------------------|------------------------|----------------------|
| Boylston Town Hall | | |
| Municipal Offices | 221 Main Street | 01505 |
| Fax: 508-869-6210 | | |
| OFFICE HOURS: | | |
| Monday - Thursday: 8:00am-2:00pm | Main phone # | |
| Monday evening: 6:00pm - 8:00pm | 508-869-0143 | |
| Assessors' Admin Assist | Margo Richardson | Ext. 234 |
| Assessors' Clerk | Paul O'Connor | Ext. 233 |
| Board of Health Admin Asst | Melanie Rich | Ext. 223 |
| Board of Health Inspector | Dennis Costello | 508-932-0226 |
| Building Department | Nina Gardner | Ext. 226 |
| Conservation Commission | Melanie Rich | Ext. 223 |
| Council on Aging | Laura Susanin | Ext. 229 |
| <i>(Hours Mon - Thur 9am -2pm)</i> | | |
| Facilities Tech. | Bob Bourassa | Ext. 237 |
| Parks & Recreation | Richard Lamoury | 508-869-6009 |
| Planning Board | Nina Gardner | Ext. 227 |
| Selectmen's Admin Assist. | April C. Steward | Ext. 228 |
| Human Resources | Lindsay Katz | Ext. 238 |
| Town Accountant | Jason Little | 508-869-6041 |
| Town Administrator | Martin McNamara | Ext. 221 |
| Town Clerk | Sandra Bourassa | Ext. 232 |
| Treasurer/Tax Collector | Cheri Cox | Ext. 225 |
| Asst. Treasurer/Collector | Rosemary Buckley | Ext. 224 |
| Veteran's Agent | Vincent Perrone | (508) 791-0956 x.127 |

| | |
|--|-----------------------|
| Town Counsel: | Stephen Madaus |
| Mirick O'Connell | |
| 100 Front St Worcester, MA 01608-1477 | |

| | |
|------------------------|--------------------------------------|
| Public Library: | 695 Main St. |
| Director | Jennifer Bruneau 508-869-2371 |
| | fax 508-869-6195 |

| | |
|------------------------|------------------------------------|
| Water District: | 74 Main St. |
| Superintendent | Scott McCubrey 508-869-2212 |

| | | |
|-------------------------|--------------------------|-------------------------|
| Police Dept. | 215 Main St. | 508-869-2113 |
| | | fax 508-869-2360 |
| Chief | Tony Sahagian | |
| Admin. Assistant | Chris Bissonnette | 508-869-2453 |

| | |
|---------------------------|---------------------|
| Historical Society | PO Box 459 |
| | 508-869-2720 |

| | |
|-----------------------------------|--|
| Municipal Light Department | Paul X. Tivnan Dr. |
| Manager | Mark Barakian 508-869-2626 |
| | fax 508-869-6130 |
| | Light Dept. Emergencies: 508-869-6564 |

| | |
|--------------------|---------------------|
| Dog Officer | |
| Steve Golas | 508-869-2904 |

| | | |
|--|-------------------------------|---------------------|
| Berlin-Boylston Regional | | |
| School District | 215 Main St, 2nd Floor | |
| | main 508-869-2837 | |
| | fax 508-869-0023 | |
| Superintendent | Jeffrey Zanghi | x.1108 |
| Executive Assistant | Kristi Turgeon | x.1107 |
| Pupil Personnel Services | Karen Molnar | x.1106 |
| Director of Financial Svcs. | Julie Suprenant | x.1103 |
| Tahanto Regional Middle/High School 1001 Main St. | | |
| | fax 508-869-0175 | |
| Principal | Diane Tucceri | 508-869-2333 |
| Nurse | Janet Ramstrom | 508-869-9945 |
| Maintenance | Rick Noel | 508-869-2333 |
| Boylston Elementary School 200 Sewall St. | | |
| | main 508-869-2200 | |
| | fax 508-869-6914 | |
| Principal | Albert Thompson | x.1 |
| Nurse | Fayne Sullivan | 508-869-2200 |

| | | |
|---|---|---------------------|
| Elected & Appointed Board Chairmen | | |
| Affordable Housing | | |
| Board of Health | Doug Kimmer | 508-612-4943 |
| Board of Selectmen | James Wood | 508-869-6834 |
| Board of Assessors | Tom Martiska | 508-869-6214 |
| Board of Appeals | Bill Filsinger | 508-869-6950 |
| Business Marketing Comm. | David Frem | 508-869-2737 |
| Conservation Commission | Jeff Walsh | 508-450-8362 |
| Council on Aging | Dennis Goguen | 508-869-6022 |
| Earth Removal Board | Arthur Gibree | 508-869-6291 |
| Finance Committee | David Butler | 508-869-2369 |
| Hillside Restoration Comm. | Patrick Healy | 508-869-3477 |
| Parks & Recreation | Office | 774-317-9254 |
| Planning Board | Richard Baker | |
| School Comm. (Elementary) | Larry Brenner lbrenner@bbrsd.org | |
| School Comm. (Regional) | Bradford Wyatt bwyatt@bbrsd.org | |

| | | |
|-------------------------------|---------------------|---------------------|
| Highway / Cemetery | 385 Main St. | |
| Highway/Cemetery Supt. | Steve Mero | 508-869-2261 |
| Admin. Assistant | Ruth Noonan | 508-869-2261 |

| | | |
|-------------------------|-----------------------|---------------------|
| Fire / Ambulance | 599 Main St. | 508-869-2342 |
| Fire Chief | Joe Flanagan | |
| Captain | Don MacKenzie | |
| Lieutenant | Jason Bradford | |

| | | |
|--------------------------------|-------------------------|---------------------|
| Inspectors | 221 Main St. | |
| Building | Tony Zahariadis | 508-869-6064 |
| | fax 508-869-6210 | |
| Plumbing/Gas | Eric Johnson | 508-688-0613 |
| Electric | John McQuade | 508-869-3130 |
| Sanitation/Health Agent | Dennis Costello | 508-869-6828 |
| | Evenings 7-9pm | 508-869-6459 |

