

Town of Boylston

Massachusetts

ANNUAL
REPORT
2018

On the cover

Jay 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. Jay 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 2019

Financial Data for Fiscal Year Ended
June 30, 2018

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IN MEMORIUM 2018

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

Olympia R. Ayers	January 19 th	Carmen Alicia Deffely	July 22 nd
Ralph Domenic Ferrante	January 22 nd	Ann A. Moore	July 28 th
Anthony C. Petrone	February 4 th	Maurice Wilfred Joyal	August 11 th
Donald Irwin Gallagher, Jr.	February 8 th	Luanne Beaulieu Sands	August 14 th
Evelyn M. Palmer	February 15 th	Judith Susan Allen	August 15 th
Burleigh Warren Stanton	February 27 th	Patricia C. Osper	August 24 th
Nancy Elizabeth Rafuse	March 4 th	Kathleen M. Boothby	September 1 st
Victor E. Brunelle	March 26 th	Judith Ann West	September 11 th
Vivian Alfreda Healy	April 26 th	Richard A. Chaplis	September 9 th
Elwood V. Lovely	May 1 st	Garrett George Hollands	September 22 nd
Gail Mansfield Hamilton	May 8 th	George D. Adams	September 27 th
Nancy Claire Broman	May 28 th	Scott P. Stead	October 4 th
Robert J. Inangelo	June 7 th	Carl G. O'Donnell	October 9 th
Rut Satissarat	June 12 th	Maureen Fink Flanagan	October 11 th
Lillian A. Luksis	July 1 st	Paul W. Aubrey	October 13 th
Kenneth R. Franz	July 3 rd	John M. Trembley	October 17 th
Nancy M. Carlisle	July 10 th	Jean Hope Gates	October 27 th
Douglas Neil Kimmens	July 10 th	Richard P. Lucia, Sr.	October 30 th
Doris Madeline Chiarelli	July 11 th	Carol D. Quist	December 1 st
Jean Collier Osborne	July 19 th	Earl Ross Farmer, Jr.	December 30 th

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: Katie Toomey (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** April Steward

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 (2017)

• **Total** 4,634

• **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 2018 ANNUAL REPORT IS DEDICATED TO



GEORGE D. ADAMS – Sept. 27th, 2018

George was born in Holden, the son of the late Donald F. and Ida M. (Fisher) Adams. He lived in Boylston all his life and was a long-time member of The First Congregational Church of Boylston. He graduated from Tahanto Regional High School and then attended classes at Plymouth State College. After college, George worked for the family business REFCO for many years. He then attended the Motorcycle Mechanics Institute "MMI" in Orlando, FL where he became a certified Harley-Davidson technician.

He enjoyed being outdoors, going hunting and fishing. He was a member of the Red Knights Motorcycle Club, the Auburn Sportsman Club and the Worcester Pistol and Rifle Club in Boylston. He also volunteered as a hunter education instructor for Mass Wildlife. In his earlier years, George was a volunteer

EMT and firefighter for the town of Boylston. His hard work and dedication to the town will be remembered for many years to come and he will be sadly missed.



EARL "PETE" FARMER, JR. – Dec. 30th, 2018

"Pete" as he was affectionately known, was born in Worcester, son of the late Earl and Milford (Graham) Farmer. He graduated from Tahanto Regional High School and earned his bachelor's degree from Gordon College. He proudly served his country in the United States Army in Vietnam. He was President and Owner of S.I. Howard Glass Co., Inc. in Worcester for many years. He was a member of the First Congregational Church of Boylston and served as one of its deacons, trustees and many other roles over the past 39 years. He was also a member of The Lyons Club, The Boylston Senior Citizens Club, and the Golf League at Wachusett Country Club. He also served as a trustee for The Boylston Public Library and was a partner of Gordon College. His hard work and dedication to the town will be

remembered for years to come and he will be sadly missed.

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ELECTED TOWN OFFICIALS

(Terms expire in June of specified year)

MODERATOR

Dennis Pojani	2019
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BOARD OF SELECTMAN

Michael May	2019
James Wood (Chair)	2020
Jamie Underwood	2021

TOWN CLERK

Lisa Johnson	2020
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BOARD OF ASSESSORS

Tom Martiska (Chair)	2019
Wayne MacNeil	2020
Van Baker	2021

BOARD OF HEALTH

Sarah Scheinfein (Chair)	2019
John Wentzell	2020
Robert Thibeault	2021

PLANNING BOARD

Richard Baker	2019
William Manter (Chair)	2020
Judith White	2021
Homaira Naseem	2022
Peter Caruso	2023

MUNICIPAL LIGHT BOARD

Eric Johnson	2019
Steve Mero	2020
John McQuade	2021

LIBRARY TRUSTEES

Brad Barker (Chair)	2019
Kenneth Linell	2019
Susan Therriault	2019
Charles Oroszko	2020
Lyle Foley	2021
Maria Zapp	2021

CEMETERY COMMISSIONERS

Don Parker	2019
Gary Anderson	2020
Roger Wentzell (Chair)	2021

PARKS & REC COMMISSION

Kevin Prendergast	2019
Claudine Underwood	2019
Andrew LeBlanc (Chair)	2020
Alison LeBlanc	2021
Bonnie Johnson	2021

SCHOOL COMMITTEE

Lorie Martiska	2019
James Spencer (Chair)	2020
Keith Lewis	2021

APPOINTED TOWN OFFICIALS

(Term expires in June of specified year)

LEGISLATIVE LIASON

April Steward 2019

CIVIL DEFENSE DIRECTOR

TREE WARDEN

GYPSY BROWN-TAIL MOTH

INSPECTOR

RIGHT TO KNOW COORDINATOR

Steve Mero 2019

INDEGENT SERVICEMEN'S BURIAL

AGENT and OVERSEER OF

SERVICEMEN'S GRAVES

Scott Greenfield 2019

PARKING CLERK

Lisa Johnson 2019

COUNCIL ON AGING

COORDINATOR/

OUTREACH WORKER

Laura Susanin 2019

MEALS-ON-WHEELS COORDINATOR

Janice Resseguie 2019

FENCE VIEWER and SURVEYOR OF

HOOPS AND STAVES

VACANCY 2019

CENTRAL MASS REGIONAL

PLANNING COMMISSION and

TRANSPORTATION

IMPROVEMENT

Richard Baker, Planning Board Rep. 2019

TOWN ACCOUNTANT

Jason Little 2019

TOWN COUNSEL

Stephen Madaus 2019

TREASURER/TAX COLLECTOR

Cheri Cox 2019

ASSISTANT

TREASURER/COLLECTOR

Rosemary Buckley 2019

ADMINISTRATIVE ASSISTANT TO

BOARD OF SELECTMENT and

TOWN ADMINISTRATOR

Alison Mack 2019

HIGHWAY SUPERINTENDENT

Steven Mero 2019

BUILDING INSPECTOR

Tony Zahariadis 2019

GAS/PLUMBING INSPECTOR

Eric Johnson 2019

Brian Gaucher, Assistant 2019

WIRING INSPECTOR

John McQuade 2019

John Healy, Assistant 2019

SANITATION AGENT

Dennis Costello 2019

TAX TITLE CUSTODIAN

April Steward 2019

BOARDS AND COMMITTEES

(Term expires in June of specified year)

ADA COMMITTEE

Laura Susanin	2019
Irene Symonds	2019
Joan Banks	2019
Ed McDonald	2019
Jean Gates	2019

AGRICULTURAL COMMISSION

Tricia May	2021
Georgiana Stowe	2021

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	2021
Cindy Sears	2019
Joanne LaChance	2020

BUSINESS MARKETING COMMITTEE

Brian Gaucher	2019
Scott McCubrey	2019
Paul Danis	2019
Dick Prince	2019
James Ricciardi	2019
VACANCY	2019

CABLE ADVISORY COMMITTEE

Thomas Martiska	2019
VACANCY	2019

CONSERVATION COMMISSION

Jeffrey Walsh	2019
Michael Ruggieri	2019
Joe McGrath	2020
Mark Coakley	2020
Louis Burkhardt	2021
Daniel Duffy	2021
Rebecca Longvall	2021

COUNCIL ON AGING

Laura Susanin	2019
Dennis Goguen	2019
Warren Leach	2019
Oswald Sauer	2019
David Wheeler	2019
VACANCY	2019

CULTURAL COUNCIL

Erin O'Toole	2019
Alice Hughes	2019
Lorraine Sullivan	2019
Janet Sargood	2019
Kathy Evans	2021
Elena Scaplen	2021
Courtney Hodgdon	2021

EARTH REMOVAL BOARD

Mark Coakley	2019
Janet Lombardi	2019
William Manter	2019
Jamie Underwood	2019
John Wentzell	2019

FINANCE COMMITTEE

David Butler	2019
Seth Ridinger	2019
Eric Brose	2021
Greg Cusimano	2021
Karen McGahie	2021
Howard Drobner	2021

BOARDS AND COMMITTEES

(Term expires in June of specified year)

HISTORIC DISTRICT COMMISSION

David Bottom	2019
Judith Bottom	2019
Catherine Richard	2021
William Manter	2021

HISTORIC COMMISSION

Judith Haynes	2019
Bruce Filgate	2019
Nancy Filgate	2019
David Bottom	2020
Judith Bottom	2020

HOMELAND SECURITY

Dennis Costello, BOH Agent	2019
Steve Mero, DPW Superintendent	2019
Anthony Sahagian, Police Chief	2019
Joseph Flanagan, Fire Chief	2019

INSURANCE .ADVISORY COMMITTEE

John Annunziata (Police Officers)	2019
Pamela Rudge (Dispatchers)	2019
Joseph Flanagan (Fire Dept)	2019
Steve Mero (Highway Dept)	2019
Alison Mack (Town Hall Employee)	2019
Mike Lucia (Light Dept)	2019
Jessica Cooper (School Dept.)	2019
Robin Giguere (School Non-Union)	2019
Jennifer Bruneau (Library)	2019
Town Administrator, Ex-Officio	2019
Treasurer, Ex-Officio	2019

MEMORIAL DAY COMMITTEE

Betty Larkin	2019
Debra Larkin	2019
Scott Larkin	2019
Sandra Bourassa	2019
Richard Lewis	2019
David Buchanon	2020

OPEN SPACE AND RECREATION COMMITTEE

Mike May, Board of Selectman	2019
Joe McGrath, Cons. Commission	2019
Richard Lamoury, Parks & Rec	2019
William Manter, Planning Board	2019

SENIOR TAX REBATE COMMITTEE

Laura Susanin	2019
Alison Mack	2019
Paul O'Connor	2019
Margo Richardson	2019
Dennis Goguen	2019
Town Administrator, Ex Officio	2019
Town Treasurer, Ex Officio	2019

STORM WATER COMMITTEE

Steve Mero, Highway Superintendent	2019
Joe McGrath	2019
Louis Burkhardt	2019
VACANCY	2019

TOWNHOUSE COMMITTEE

Steve Mero	2019
Robert Bourassa	2019
Laura Susanin	2019
Alison Mack	2019

TOWN REPORT COMMITTEE

Alison Mack	2019
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FIRE DEPARTMENT 2018 ROSTER

FIRE CHIEF AND FOREST WARDEN

Joseph Flanagan / EMT

DEPUTY CHIEF

Matthew Ronn / EMT

CAPTAIN

Donald MacKenzie / EMT

LIEUTENANTS

Jason Bradford / EMT
Daniel Buddenhagen
Michael Buddenhagen
Scott McCubrey

Paul Osterberg
Michael O'Sullivan
Michael Wheeler
Roger Young

FIREFIGHTERS (FF) / EMERGENCY MEDICAL TECHNICIANS (EMT)

Andrew Aberdale	EMT	Robb MacKenzie	FF
Cameron Benway	FF	Madeline Manfra-Levitt	EMT
Drew Bois	EMT	Kyle McCubrey	FF
Laura Carlson	EMT	Megan Mercure	EMT
Timothy Ciampaglia	FF	Dylan Muise	EMT
Ryan Colleton	FF	Rebecca Nash	EMT
Kevin Colomey	FF/EMT	Allison O'Neil	EMT
Gino Consiglio	FF	Haley Ornstein	EMT
Jeffrey Dempsey-Holmes	FF	Jeremy Peters	FF/Paramedic
Timothy Donohue	FF/EMT	Steven Phillips	FF
Joshua Donovan	FF/EMT	Cassandra Pires	EMT
Michael Eosco	Paramedic	Alan Portis	FF/EMT
Corey Fisher	FF/EMT	Daniel Rebmann	EMT
Katherine Forest	FF/Paramedic	Kate Romero	EMT
Jacob Ganoe	EMT	Ryan Schloerb	FF/EMT
Brian Gaucher	FF	Leigh Shircliff	Paramedic
Laura Hayes	EMT	Peter Smith	EMT
Charles Hill	FF	Jeffrey Stanton	FF
Joseph Hunt	FF	Kyle Stark	EMT
Lucy Kogut	EMT	April Steward	EMT
Mason Kolb	EMT	Maxwell Studley	EMT
Benjamin Kurtze	EMT	Peter Tuffs	FF
Maria Luckette	FF/Paramedic	Melissa Wojnoski	EMT
		David Young	FF

CHAPLAIN

David Buchanan

PHOTOGRAPHER

William Richardson

POLICE DEPARTMENT 2018 ROSTER

CHIEF OF POLICE

Anthony G. Sahagian

PATROL/ADMINISTRATIVE SERGEANT

Robert C. Thomas, Jr.

DETECTIVE SERGEANT

John Annunziata

MIDNIGHT SHIFT SERGEANT

Cody J. Thomasian

PATROL OFFICERS

Russell N. Parker*

Robert M. Barbato

Mark L. Shepard

Jared B. Piche

Kenneth D. Johnson

FULL-TIME DISPATCHERS

Pamela D. Rudge**

Lynn F. Purcell

Jennefer J. Schiavone

PERMANENT PART-TIME DISPATCHER

Bonnie E. White

PART-TIME DISPATCHER

VACANT

ADMINISTRATIVE ASSISTANT

Christine Bissonnette

All Full-time Police Officers serve as Constables

* Detective Patrolman

** Head Dispatcher

As of 1 January 2019

BOARD OF SELECTMAN REPORT

The Board of Selectman is pleased to present the residents of Boylston with the Annual Town Report for the calendar year 2018. 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 interest of the Town and its resident's paramount in our decisions.

Selectman reviewed and finalized the FY 19 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 hundreds of acres managed by our own Conservation Commission, by The New England Forestry Foundation, and other preservation organizations. We are fortunate enough to have Tower Hill Botanical Gardens, Pine Ridge Farm, 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 soccer, lacrosse 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.

2018 was a dynamic year for the Town of Boylston with several exciting community developments. The FedEx building has been completed; 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 a significant positive economic impact for our local businesses. The Cross-Street Intersection was approved; being the 4th leg of the project. This will improve the traffic flow immensely on Route 140. Senior Residential Project Lilymere (299 Sewall St) was approved in the Fall of 2018 and construction is underway of model homes. Compass Pointe is nearing completion with about 95% completed.

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

BOARD OF SELECTMAN REPORT

residents. They have implemented many new and exciting programs that help continue the Library's path to becoming a community hub for the Town of Boylston.

The Board held 22 meetings and 5 executive session meetings in the year 2018 and attendance was recorded as follows:

	Of 22 regular meetings:	Of 4 Executive meetings:
Michael May	20	4
James Underwood	21	4
James Wood	22	4

Respectfully submitted,

Boylston Board of Selectmen

TOWN ADMINISTRATOR REPORT

As I begin my 1st year as Town Administrator, I am extremely happy to be able to provide my annual report to the residents of the Town of Boylston. Once again, the diligence, hard work, and dedication of town employees shines through and 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, Water 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 2018 we had a number of personnel changes, including:

Alice Dziczek resigned as the Assistant Town Clerk and Dawn Porter was hired as her replacement.

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

Olga Olmedo resigned as the Council on Aging Van Scheduler and Connie McBride was hired as her replacement.

Erica Furse was hired as a Library Assistant.

Jim Hisman, Thomas Ventura, and Janet Fotiadis were hired as COA Van Drivers.

Richard Lamoury started in his position as the new Parks and Recreation Coordinator.

Martin McNamara IV retired as the Town Administrator and April Steward was appointed as his replacement. At this time, I would personally like to thank Martin for all of his hard work and effort that he gave to the Town of Boylston during his six years working here as the Town Administrator. During the past six years, Martin was at the helm while the new Highway Garage was built, several new Highway pieces were procured, and the Library Renovation Project was seen to completion. He helped negotiate two new Collective Bargaining Agreements with the police officers, and two CBA's with the police dispatchers as well. Legislation was passed to allow Chief Sahagian to continue work past the age of 65, and the Fire Department was able to procure a new Ladder Truck, Ambulance, and a command vehicle. IT has been upgraded at the Town Hall, and many new upgrades have taken place at the Town House as well. New lease agreements were signed with the Municipal Police Training Academy and with You, Inc. as well as FedEx coming into town. As you can see, we have been blessed with good leadership that has been able to work well with other department heads resulting in many things being accomplished to keep the town moving forward in a positive direction. Thank you, Marty, for all you have done during your stay here in Boylston and may the odds be ever in your favor.

TOWN ADMINISTRATOR REPORT

PROJECTS

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 – Compass Pointe's finish coat was completed in the fall and we are going to finish any stabilization or additional patchwork that may be done in the spring. We accepted Pine Hill Drive and Nature's View Way as new public roads at our Special Town Meeting held on Monday, November 5th. The Cross-Street Project began construction in November of 2018 and we are aiming to have the new roadway completed in July 2019.

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 – We are continuing to do repairs and updates to the Town House. New ADA compliant doors are scheduled to be installed this spring and the Grange has generously contributed to updates in the kitchen on the upper level, which will also be completed in the spring. The Town House looks terrific and townspeople can be very proud of it.

Economic Development – The FedEx Project, a 360,000-sq. ft. distribution center off Route 140 has been completed. This distribution center is expected to generate well over \$1M tax revenue for the town once it is up and running at full capacity.

Other projects, while still in the review and discussion stage, are scheduled to begin construction in 2019, 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. The Town now has an approved Subdivision Plan on record and has begun construction on a 1,200 ft. road that will extend Cross Street to intersect with the new lighted intersection already located on rte. 140. This project will greatly increase safe access for residents onto rte. 140 and should reach completion in the summer of 2019.

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, our Free Cash has been certified at a remarkable \$1.2M.

MIA Rewards and Credits - \$4,860.00 was received as credits on our Workers Compensation, and Property/Casualty Insurances.
\$5,000.00 Grant to update and improve the Electronic Card Access system at Town Hall

TOWN ADMINISTRATOR REPORT

Police Department:

- \$1598.00 Grant to fund mandated Dispatch training software
- \$480.00 Grant to fund the associated Dispatcher training requirements

Fire Department:

- \$2,400.00 EMPG Grant for ballistic vests
- \$2,000.00 Grant from the Volunteer Fire Act/DCR for replacement hose
- \$4,000.00 Grant for SAFE and Senior SAFE

Misc.

- \$83,500.00 Small Town Housing Choice Capital Grant for the Sewall St/140 improvements. Dr. Richard Baker from the Planning Board worked extensively on this Grant along with the assistance of CMRPC. I would like to congratulate Dr. Baker for this accomplishment and thank him for spear heading this project.

OTHER ITEMS OF INTEREST

A new 2-year contract was signed with the Police Chief.

FY18 Financial Audit – We continue to work with Bill Fraher, CPA in 2018. Our Financial Audit for Fiscal 18 has begun.

Delinquent Tax Collections – Through the efforts of Town Treasurer/Collector Cheri Cox, an outstanding tax balance on June 30, 2018 of \$67,060.53 was reduced to \$1,287.57 as of December 30, 2018.

The Board of Selectmen and the Town of Shrewsbury signed an Intermunicipal Agreement transferring \$100K from Shrewsbury to Boylston to assist in the building of Cross Street.

Due to the hard work of our Assessor's office and by the Town Accountant, our FY18 tax rate was certified by the MA DOR in October.

Upcoming Future Issues

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

Expansion of economic development continues along the Route 140 Corridor

It continues to be 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. As John Heywood said, "Many hands make light work", and it is the hard work and dedication of the many volunteers, that give their time and efforts to unselfishly serve the Town of Boylston, which 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.

April C. Steward

Town Administrator

TOWN COUNSEL REPORT

It's an honor to serve as Town Counsel for the Town of Boylston. 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 municipal boards or committees. My firm also serves as 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 prepare and review documents and contracts and to review and respond, on behalf of the Town, to all legal matters and claims.

In 2018, 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 5, 2018;
- Represented the Town in completing the sale of two Town-owned properties, as authorized by votes of Town Meeting;
- Provided advice and prepared and reviewed documents for the new roadway project at Route 140 ("Cross Street Extension"), including completing the acquisition of three parcels of land, review and revisions to an agreement for design engineering services, and review and revisions to bid documents and the contract for construction of the new roadway;
- 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 Board of Health and Health Agent concerning the review of proposed shared septic systems within residential developments;
- Reviewed and revised deeds required to complete the process of accepting developer's streets as town ways, as voted by 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;
- Provided advice and counsel to the Board of Selectmen and to the Town Administrator Screening Committee regarding the search and selection process for the hiring of a new Town Administrator, including a review of the requirements of the Open Meeting Law and Public Records Law;
- Prepared an employment agreement to be entered by and between the Town with the new Town Administrator, as selected by the Board of Selectmen; and

TOWN COUNSEL REPORT

- Prepared and/or reviewed various bid documents and/or contracts or contract amendments for the procurement of various goods, services, and capital improvement 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

Intentions of Marriage Filed	22	Marriages Recorded	22
Births Recorded	45	Deaths Recorded	40
Certificates Recorded/Renewed	44	Dog Licenses Issued	599
Raffle permits	09		

NUMBER OF REGISTERED VOTERS

Democratic	0627	Libertarian	0022
Republican	0481	American Independent	0002
Unenrolled	2418	Green Party U.S.A.	0001
Conservative	0001	United Independent Party	0017
We The People	0001	Green Rainbow	0002
Constitution	0001	MA Independent	0003
Socialist	0001	Inter 3 rd Party	0003
American First Party	0001		

Registered Voters as of December 31, 2018..... 3,582

OFFICE HOURS

Monday	8 a.m. – 2 p.m., 6 p.m. – 8 p.m.
Tuesday	8 a.m. – 2 p.m.
Wednesday	8 a.m. – 2 p.m.
Thursday	8 a.m. – 2 p.m.

Lisa J. Johnson, Town Clerk

ELECTION RESULTS – STATE PRIMARY

NOVEMBER 6th, 2018

Warden: Bill Richardson
Assistant Warden: Jeanne Aspero
Clerk: Lisa J. Johnson
Assistant Clerk: Dawn Porter
Poll Workers/Checkers: Carol Anderson, Karen Carter, Phyllis Gaucher, Mary Groleau, Debora Richardson, Jackie Walsh

Notice to the Town of Boylston Voters was posted and Specimen Ballots were posted as required by law. The voting machine was test at least three (3) days prior to Election as required by law. The ballot box was examined by the Clerk. The polls were declared opened by the Warden at 0700 hours and were closed at 2000 hours.

A total of 2,490 voters turned out to vote (including early and absentee ballots). The counter on the ballot box and check-lists concurred that 2,490, including early and absentee ballots, were cast. The results were:

Senator in Congress

Elizabeth A. Warren	1,200
Geoff Diehl	1,165
Shiva Ayyadurai	

Governor and Lieutenant Governor

Baker and Polito	1,921
Gonzalez and Palfrey	496

Attorney General

Maura Healey	1,431
James R. McMahon, III	1,000

Secretary of State

William Galvin	1,504
Anthony M. Amore	815
Juan G. Sanchez, Jr.	77

Treasurer

Deborah B. Goldberg	1,380
Keiko M. Orrall	965
Jamie Guerin	84

Auditor

Suzanne M. Bump	1,197
Helen Brady	965

ELECTION RESULTS – STATE PRIMARY

NOVEMBER 6th, 2018

Daniel Fishman	119
Edward J. Stamas	49

Representative in Congress

James P. McGovern	1,493
Tracy Lynn Lovvorn	930

Councillor

Jennie L. Caissie	1,277
Paul M. DePalo	1,060

Senator in General Court

Harriette L. Chandler	1,755
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Representative in General Court

Harold P. Naughton, Jr.	1,692
Stanley P. Marcinczyk, Jr.	525

District Attorney

Joseph D. Early, Jr.	1,589
Blake J. Rubin	730

Clerk of Courts

Dennis P. McManus	1,449
Joanne E. Powell	882

Register of Deeds

Kate D. Campanale	1,144
Kathryn A. Toomey	1,183

Question 1

Yes	734
No	1,693

Question 2

Yes	1,681
No	712

Question 3

Yes	1,594
No	837

SPECIAL TOWN MEETING

NOVEMBER 5TH, 2018

APPROPRIATION

Article #	To	From Levy	Source of fund	Amount
Article #1				
Police Salary	\$20,000.00		Dispatcher Salary	\$20,000.00
Police Salary	\$32,000.00		Highway Salaries	\$32,000.00
Assessors Clerk	\$700.00		Town Clerk Clerical	\$700.00
Planning Board Admin.	\$1,200.00		Town Clerk Clerical	\$1,200.00
General Insurance	\$1,700.00		Highway Salaries	\$1,700.00
Total	\$55,600.00			\$55,600.00

FINANCE COMMITTEE

The town of Boylston maintained a strong financial foundation for fiscal year 2018. Boylston continues to expect budget challenges and expects nearly flat state funding due to the town's relative wealth. Additionally, for 2018, moderate anticipated new growth from construction, approximately \$325,000 in new tax revenue, helped Boylston maintain its town services as we prepared for the FY2019 budget.

The town closed out FY2018 with approximately \$1,063,057.00 in free cash. This, combined with our stabilization funds (approximately \$1,300,000), 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%.

The FY2018 free cash figure is substantial and has been necessary to help the town to fund a number of one-time expenses. Free cash comes from unspent budgeted lines as well as collections of taxes over the budgeted amount, and from other items like the sale of town land, and recovery of uncollected taxes in arrears. This creates an annual savings account that can be spent or saved, and the town struggles with balancing between saving money (stabilization), reducing taxes and spending on necessary replacements, updates, and upgrades. The town incurs significant costs for items such as road repair, cars, trucks and fire engines, a finger printing machine, repairs to townhouse and school buildings. The town prioritizes these large-scale purchases, and some smaller one-time capital expenditures and attempts to manage these purchases prudently paying for these types of capital expenses each year out of free cash.

The voter-approved Town budget for FY2019 shows a 6.5 % overall increase from FY2018. This eclipses the 4.9% increase of the previous year, and while large, was unavoidable. This included certain costs from the regional school budget not covered by state aid but required by state statute, an increase in the Boylston apportionment of capital costs and vocational tuition apportionment. Additionally, increases in the pension and group health line items are both large percent increases, and as large dollar items, create large dollar increases on the town budget.

Meanwhile, increases to the funding for FY2019 comes from local taxes, local receipts and state aid. The tax rate for FY2019 is \$16.04 as compared to \$16.73 for the previous year. This decrease was primarily due to new commercial growth.

Group health insurance and pension expenses are expected to continue to increase. For the current budget, for FY2020, those increases will be difficult to track since the Boylston Elementary employees became part of the regional school budget. There are increases in group health costs for both the town and the region, which typically contribute to the increase in the town budget. Budget increases will continue, and larger departments will always create large dollar increases. The largest departments apart from schools are our public safety departments of Fire, Highway and Police. The Finance Committee is always concerned about the town's ability to meet its demands going forward and works with the selectmen to look at ways to keep cost increases particularly in these areas reasonable.

FINANCE COMMITTEE

Boylston is realizing new tax revenue growth from commercial building projects in FY2020, specifically the Fed Ex project which has contributed significantly to the town (though less than originally estimated). The committee and the selectmen voted to apportion that 70% of all new commercial growth is dedicated to tax rate reduction though with the reduced revenue, may be unable to keep that pledge.

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 again this year.

The finance committee is committed to sound fiscal principles. Specifically, regarding free cash, the finance committee vehemently advises against using free cash and stabilization funds for operating expenses. Free cash is a one-time infusion of cash and is only used for capital expenses. It cannot cover ongoing budget operating expenses, which arise every year, and which must be paid out of reliable cashflow.

The Boylston Finance Committee held five meetings during the 2018 fiscal year. Of those meetings Karen McGahie and Seth Ridinger attended all five meetings. David Butler, Eric Brose and Steve Dorval four 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, so the next Revaluation year will be Fiscal Year 2022.

The property values from FY17 o FY18 did not change appreciably so there was no interim adjustment applied to property values in FY18. Changes in fair market values are evaluated by comparing property sales of the prior year to their respective assessed values.

The residential properties in town represent 90.9% of all real property. The town had a single tax rate of 16.73 per thousand dollars of value for fiscal year 2018.

The Assessor's Office welcomed Van Baker at the end of fiscal year 2018, defeating June Bianchini at the May elections.

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 \$16.73

TOTAL VALUATION	701,197,800
PERSONAL PROPERTY	11,570,300
EXEMPTIONS	16,638
MOTOR VEHICLES	1,247,171

MEETING ATTENDANCE

	Regular	Special
Tom Martiska, Chm.	11	2
Wayne MacNeil	9	2
Van Baker	2	0
June Bianchini	9	1

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

NOTE : The information was Approved on 9/20/2017

TAX RATE RECAPITULATION

Fiscal Year 2018

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(g) from page 4)		15,507,081.00
Ilb. Other amounts to be raised		
1. Amounts certified for tax title purposes	0.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Total overlay deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	118,049.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	174,315.19	
10. Other :	0.00	
TOTAL Ilb (Total lines 1 through 10)		292,364.19
Ilc. State and county cherry sheet charges (C.S. 1-EC)		123,361.00
Ild. Allowance for abatements and exemptions (overlay)		106,607.12
Ile. Total amount to be raised (Total Ila through Ild)		16,029,413.31

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	951,161.00	
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		951,161.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	2,000,000.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	0.00	
4. Community Preservation Funds (See Schedule A-4)	0.00	
TOTAL IIIb		2,000,000.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	507,700.00	
2. Other available funds (page 4, col (d))	395,942.00	
TOTAL IIIc		903,642.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2017	250,000.00	
1b. Free cash..appropriated on or after July 1, 2017	0.00	
2. Municipal light source	0.00	
3. Other source :	0.00	
TOTAL IIId		250,000.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		4,104,803.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)		16,029,413.31
b. Total estimated receipts and other revenue sources (from IIIe)	4,104,803.00	
c. Total real and personal property tax levy (from Ic)	11,924,610.31	
d. Total receipts from all sources (total IVb plus IVc)		16,029,413.31

NOTE : The information was Approved on 9/20/2017

TAX RATE RECAPITULATION

Fiscal Year 2018

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2017	(b) Estimated Receipts Fiscal 2018
==>	1. MOTOR VEHICLE EXCISE	1,135,579.00	996,000.00
	2. OTHER EXCISE		
==>	a.Meals	0.00	0.00
==>	b.Room	0.00	0.00
==>	c.Other	0.00	0.00
==>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	32,954.00	32,000.00
==>	4. PAYMENTS IN LIEU OF TAXES	595,939.00	595,000.00
	5. CHARGES FOR SERVICES - WATER	0.00	0.00
	6. CHARGES FOR SERVICES - SEWER	0.00	0.00
	7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8. CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9. OTHER CHARGES FOR SERVICES	6,764.00	4,000.00
	10. FEES	41,011.00	30,000.00
	11. RENTALS	0.00	0.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	0.00	0.00
	17. LICENSES AND PERMITS	683,534.00	150,000.00
	18. SPECIAL ASSESSMENTS	0.00	0.00
==>	19. FINES AND FORFEITS	18,798.00	13,000.00
==>	20. INVESTMENT INCOME	11,925.00	5,000.00
==>	21. MEDICAID REIMBURSEMENT	6,546.00	0.00
==>	22. MISCELLANEOUS RECURRING (PLEASE SPECIFY)	158,706.00	75,000.00
	23. MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	173,834.00	100,000.00
	24. Totals	2,865,590.00	2,000,000.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2018 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Accounting Officer

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Jason Little, Accountant , Boylston , jlittle@boylston-ma.gov 508-869-6041 | 9/13/2017 1:52 PM

Comment:

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2018 estimated receipts to FY 2017 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 9/20/2017

TAX RATE RECAPITULATION
Fiscal Year 2018

APPROPRIATIONS									AUTHORIZATIONS	
									MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
05/01/2017	2017	94,473.50	0.00	0.00	94,473.50	0.00	0.00	0.00	0.00	0.00
05/01/2017	2018	15,412,607.50	14,603,439.00	507,700.00	301,468.50	0.00	0.00	0.00	43,000.00	0.00
Total		15,507,081.00	14,603,439.00	507,700.00	395,942.00	0.00	0.00	0.00		

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2017 or fiscal 2018.
** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.
Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.
*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk
I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.
[Lisa J Johnson, Town Clerk , Boylston , ljohnson@boylston-ma.gov 508-869-2234 | 9/12/2017 10:34 AM](#)
Comment:

NOTE : The information was Approved on 9/20/2017

ANNUAL REPORT OF THE TAX COLLECTOR

JULY 1ST, 2017 – JUNE 30TH, 2018

FY 2018 Real Estate:

Commitments	11,760,615
Collections/Transfers	11,708,365
Abatements & Exemptions	42,878
Refunds	71,010
Tax Titles Remitted to Treasurer	<u>13,322</u>
BALANCE 6/30/18	67,061

FY 2017 Real Estate:

Balance	109,359
Collections/Transfers	95,392
Abatements & Exemptions	2,947
Refunds	0
Tax Titles Remitted to Treasurer	<u>11,020</u>
BALANCE 6/30/18	0

FY 2016 Real Estate:

Balance	2,025
Collections/Transfers	0
Abatements & Exemptions	0
Refunds	0
Tax Titles Remitted to Treasurer	<u>2,025</u>
BALANCE 6/30/18	0

FY 2018 Personal Property:

Commitments	193,571
Collections/Transfers	192,651
Abatements	4,157
Refunds	<u>3,835</u>
BALANCE 6/30/18	598

FY 2017 Personal Property:

Balance	160
Commitments	0
Collections/Transfers	122
Abatements	38
Refunds	<u>0</u>
BALANCE 6/30/18	0

FY 2018 Motor Vehicle:

Commitments	1,131,323
Collections/Transfers	1,089,093
Abatements	33,646
Refunds	<u>27,284</u>
BALANCE 6/30/18	35,868

FY 2017 Motor Vehicle:

Balance	69,798
Commitments	165,339
Collections/Transfers	224,589
Abatements	44,671
Refunds	<u>43,295</u>
BALANCE 6/30/18	9,172

FY 2016 Motor Vehicle:

Balance	8,271
Commitments	0
Collections/Transfers	5,043
Abatements	933
Refunds	<u>797</u>
BALANCE 6/30/18	3,092

FY 2015 Motor Vehicle:

Balance	2,847
Commitments	0
Collections/Transfers	371
Abatements	806
Refunds	<u>806</u>
BALANCE 6/30/18	2,476

ANNUAL REPORT OF THE TAX COLLECTOR

JULY 1ST, 2017 – JUNE 30TH, 2018

FY 2014 Motor Vehicle:

Balance	1,499
Commitments	0
Collections/Transfers	168
Abatements	0
Refunds	0
BALANCE 6/30/18	1,331

FY 2013 Motor Vehicle:

Balance	2,351
Commitments	0
Collections/Transfers	68
Abatements	0
Refunds	0
BALANCE 6/30/18	2,283

FY 2012 Motor Vehicle:

Balance	931
Commitments	0
Collections/Transfers	22
Abatements	0
Refunds	0
BALANCE 6/30/18	909

FY 2011 Motor Vehicle:

Balance	1,131
Commitments	0
Collections/Transfers	0
Abatements	0
Refunds	0
BALANCE 6/30/18	1,131

FY 2010 Motor Vehicle:

Balance	2,148
Commitments	0
Collections/Transfers	0
Abatements	0
Refunds	0
BALANCE 6/30/18	2,148

FY 2009 Motor Vehicle:

Balance	3,553
Commitments	0
Collections/Transfers	0
Abatements	3,553
Refunds	0
BALANCE 6/30/18	0

RECAPITULATION OF TAX REVENUE

Balance Outstanding 7/1/17	204,071
Commitments	13,250,848
Collections/Transfers	13,315,884
Abatements & Exemptions	133,628
Refunds	147,027
Tax Titles Remitted to Treasurer	26,367
BALANCE 6/30/18	126,068

Respectfully Submitted,

Cheri Cox
Town Treasurer/Tax Collector

**TOWN OF BOYLSTON
SCHEDULE OF CASH AND INVESTMENTS
FOR THE YEAR ENDED JUNE 30, 2018**

Bank and Investment Accounts

June 30, 2018 Balances

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	<u>1,761,936.27</u>
Total Investments		<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 2018

Light Department:

Barakian	Mark	\$109,249.20
Harmon	Kevin	\$98,265.05
Johnson	Eric	\$800.00
Johnson	Shane	\$99,153.47
Lucia	Michael	\$105,354.90
McQuade	John	\$800.00
Mero	Steven	\$800.00
Miller	Sheila	\$51,191.35
Seed	Barbara	\$46,949.00
		<u><u>\$512,562.97</u></u>

Selectmen and General Administration:

Ames	Lindsay	\$2,756.03
Bourassa	Robert	\$79,082.76
Katz	Lindsay	\$5,658.79
Mack	Alison	\$18,403.88
May	Michael	\$1,282.74
McNamara	Martin H	\$74,440.30
Steward	April	\$70,911.56
Underwood	James	\$1,282.74
Wood	James	\$1,540.11
		<u><u>\$255,358.91</u></u>

Highway Department:

Barber	Stuart	\$61,528.33
Cathline	Jeff	\$6,823.15
Corcoran	Jack	\$1,424.50
Deal	James	\$61,519.09
Durgin	Timothy	\$36,117.53
Fallon	Frances	\$3,723.00
Forget	Jospeh	\$240.00
Johnson	Bethanie	\$104.00
Mero	Steven	\$93,117.74
Noonan	Ruth	\$21,464.41
Regan	Niall	\$3,522.00
St. Denis	Katelyn	\$3,624.00
Stowe	Richard	\$4,826.00
Stowe	Samuel	\$19,789.66
Valleli	Jacob	\$440.00
Young	Brady	\$1,457.50
		<u><u>\$319,720.91</u></u>

Assessors:

Baker	Van	\$689.48
Bianchini	June	\$361.60
Erickson	Linda	\$731.79
Laganelli	Patricia	\$1,560.62
Lupien	Sandra	\$698.80
MacNeil	Wayne	\$1,051.08
Martiska	Thomas	\$1,576.60
O'Connor	Paul	\$25,485.17
Richardson	Margo	\$30,687.75
Velleco	Nancy	\$272.92
Stevens	David	\$902.73
Stevens	Rejeanne	\$731.79
Ware	Frederick	239.93
		<u><u>\$64,990.26</u></u>

Library:

Botsaris	Ryan	\$1,969.14
Bruneau	Jennifer	\$53,214.00
Clermont	Lynn	\$20,169.60
Francis	Deborah	\$4,536.83
Freibert	Judith	\$24,259.32
Furse	Erica	\$24,056.58
Long	Michael	\$6,908.76
Phillips	Stephen	\$1,618.38
Sokolowski	Linda	\$2,557.51
Stacy	Kaitlin	\$8,025.36
Stretton	Larissa	\$9,412.80
		<u><u>\$156,728.28</u></u>

Board of Health/Conservation:

Costello	Dennis	\$44,605.88
Golas	Steven	\$1,409.52
Kimmens	Douglas	\$138.50
Rich	Melanie	\$38,838.27
Scheinfein	Sarah	\$251.25
		<u><u>\$85,243.42</u></u>

Cemetery:

Anderson	Gary	\$198.00
Parker	Donald	\$198.00
Wentzell	Roger	\$198.00
		<u><u>\$594.00</u></u>

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2018

<u>Elementary School:</u>		(excluding teachers)			
Aijala	Mary Ann	\$200.00	Noel-Young	Kim	\$1,800.00
Ancona	Anne	\$360.00	Norsworthy	Katelyn	\$1,629.22
Aspero	Jeanne	\$1,800.00	Pendergast	Lucy	\$17,461.17
Augustine	Rony	\$1,809.17	Poirier	Janelle	\$21,723.21
Blais	Debra	\$1,600.00	Poretsky	Janice	\$880.00
Colleton	Ryan	\$47,699.21	Purcell	Irene	\$16,208.11
Daly	Kelli	\$1,797.96	Pusateri	Stephen	\$21,868.76
Ellis	Debra	27285.37	Reidy	Eric	\$1,000.00
Giguere	Robin	\$39,173.79	Ricci	Dara	\$1,706.25
Gordon	Caryn	\$13,968.69	Rollins	Sylvia	\$3,760.00
Grier	Brianna	\$5,160.00	Rossow	David	\$768.75
Gross	Lynnette	\$1,200.00	Savoie	Renee	\$2,814.03
Hatem	Michele	\$37,093.88	Sharon	Cheryl	\$12,989.66
Hayes	Lisa	\$7,444.95	Smith	Jennifer	\$18,303.64
Hays	Christy	\$1,200.00	Socha	Kristen	\$120.00
Hebert	Wendy	\$10,987.81	Spinelli	Dominic	\$3,000.00
Hersey	Diane	\$607.75	Staras	Carol	\$1,856.25
Holton	Kathleen	\$80.00	Swackhammer	Laura	\$1,800.00
Jenson	Katherine	13250.6	Taintor	Michelle	\$26,471.35
Kelleher	Shannon	\$1,280.00	Tolles	Susan	\$1,587.50
Kelly	Jennifer	\$3,450.00	Tomasuolo	Karin	\$1,597.50
Kimmens	Veronica	\$800.00	Tucker	Amanda	\$29,574.82
Klinger	Savannah	\$520.00	Turgeon	Kristi	\$13,688.74
LeMay	Devin	\$80.00	Uva	Dara	\$10,694.06
Lewis	Sarah	\$400.00	Villani	Gail	\$4,240.00
Malo	Kimberly	\$516.34	Wheeler	Nathen	\$1,800.00
Mancini	Michelle	\$12,491.26	Wheeler	Wendy	\$36,999.82
McAuliffe	Patrick	\$54.00	Wilson	Michael	\$47,589.28
McCarthy	David	\$19,468.05	Wright	Jenny	\$513.25
Morin	Bonnie Lou	\$7,100.79			<u>\$606,321.60</u>
Murphy	Kathleen	\$39,564.09	<u>School Lunch:</u>		
Nelson	Cheryl	\$3,112.52	Fryburg	Mary Ellen	\$7,818.72
Netto	Darrell	\$320.00	Perro	Paula	\$22,401.14
			Savoie	Nicole	\$9,015.53
					<u>\$39,235.39</u>

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2018

Elementary School MTRB: (including teachers)

Andrews	William	\$86,968.14	Koziak	Tara	\$83,960.57
Avery	Nicole	\$62,617.26	Kuppens	Lauren	\$45,388.86
Blain	Michael	\$33,517.29	LaPierre	Nancy	\$80,782.26
Bowen	Michelle	\$29,618.82	Lubarsky	Terry	\$79,572.24
Bruss	Jacqueline	\$8,942.85	MacQueen	Elleen	\$9,287.50
Conry	Robert	\$27,484.23	Mara	Paul	\$25,618.36
Cooper	Jessica	\$91,586.31	Martin-Girard	Kimberly	\$23,824.54
Costello	Carol	\$28,014.37	Molnar	Karen	\$30,208.34
Cote	Dawn	\$61,974.43	Pascoal	Briana	\$86,716.37
DiFonso	J. BethAnne	\$89,881.07	Reed	Kristine	\$43,024.69
Fanfan	Katherine	\$60,042.72	Rowe	Jennifer	\$37,958.21
Fantana	Samatha	\$66,841.15	Sullivan	Fayne	\$102,182.59
Fletcher	Beverly	\$88,886.14	Sullivan	Lorraine	\$44,242.64
Gaucher	Amy	\$47,822.43	Thompson	Alfred	\$101,882.53
Hall-Siktberg	Barbara	\$41,652.22	Thompson	Audrey	\$9,447.93
Hurley	Maureen	\$37,713.88	Trudeau	Elizabeth	\$29,268.78
Inwood	Patty-Anne	\$52,919.94	Vaillancourt	Judith	\$20,638.51
Johnston	Hilary	\$64,514.93	Woodard	Jessica	\$18,155.43
Keane	Anne	\$86,111.86	Zanghi	Jeffrey	\$41,549.12
Kelleher	Gail	\$87,336.74			<u>\$2,068,156.25</u>

Dog Officer

Golas	Steven	\$2,451.00
		<u>\$2,451.00</u>

Planning Board:

Baker	Richard E	\$226.68
Manter	William P	\$230.79
		<u>\$457.47</u>

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2018

Fire/Ambulance

Aberdale	Andrew	\$306.28	Martinec	Alex	\$45.60
Benway	Cameron	\$31.16	McCubrey	Scott	\$250.00
Bois	Drew	\$46.74	Mercure	Megan	\$12,521.38
Bradford	Jason	\$61,711.48	Muise	Dylan	\$1,379.78
Buddenhagen	Daniel	\$746.89	Nash	Rebecca	\$3,051.78
Buddenhagen	Michael	\$496.24	O'Neill	Allison	\$520.22
Carlson	Laura	\$186.96	Osterberg	Paul	\$1,788.66
Ciampaglia	Timothy	\$868.49	O'Sullivan	Michael	\$2,272.59
Colomey	Kevin	\$971.16	Phillips	Steven	\$715.73
Consiglio	Gino	\$322.62	Portis	Alan	\$9,806.28
Day	Allyson	\$334.40	Romero	Kate	\$140.22
Demnsey-Holmes	Jeffrey	\$506.92	Ronn	Matthew	\$3,258.61
Donohue Jr	Timothy	\$9,640.79	Schloerb	Ryan	\$10,742.22
Donovan	Joshua	\$8,102.17	Shircliff	Leigh	\$2,666.08
Dufresne	Bryan	\$1,019.16	Smith	Peter	\$1,931.16
Fisher	Corey	\$46.74	Stark	Kyle	\$3,447.74
Flanagan	Joseph	\$97,244.40	Steward	April	\$430.54
Hayes	Laura	\$1,104.28	Stuart	Sarah	\$1,383.20
Hill	Charles	\$482.98	Studley	Maxwell	\$8,158.98
Kogut	Lucyna	\$942.40	Tuffs	Peter	\$616.74
Kurtze	Benedict	\$238.26	Wheeler	Michael	\$3,985.63
Luckette	Maria	\$364.80	Wojnowski	Melissa	\$327.18
MacKenzie	Donald	\$71,218.79	Young	David	\$45.60
Manfra-Levitt	Madeline	\$2,069.86	Young	Roger	\$411.50
					<u><u>\$328,901.39</u></u>

Police:

Annunziata	John	\$107,029.63
Barbato	Robert	\$76,631.48
Bissonnette	Christine	\$35,680.51
Johnson	Kenneth	\$73,330.68
Parker	Russell	\$103,478.93
Piche	Jared	\$88,704.82
Sahagian	Anthony	\$117,594.72
Shepard	Mark	\$101,788.47
Thomasian	Cody	\$95,059.48
Thomas	Robert	\$136,102.88
Trubiano	Timothy	\$87,547.61
		<u><u>\$1,022,949.21</u></u>

Dispatch:

Dorian-Schiavon	Jennefer	\$50,762.08
Hathaway	Donna	\$7,357.98
Purcell	Lynn	\$56,273.30
Rudge	Pamela	\$59,381.47
White	Bonnie	\$44,379.66
		<u><u>\$218,154.49</u></u>

Tax Collector/ Treasurer:

Buckley	Rosemary	\$31,511.41
Cox	Cheri	\$74,492.74
		<u><u>\$106,004.15</u></u>

SALARIES OF TOWN EMPLOYEES

CALENDAR YEAR 2018

Town Clerk:

Dziczek	Alice	\$247.50
Johnson	Lisa	\$37,478.96
Porter	Dawn	<u>\$6,605.58</u>
		<u>\$44,332.04</u>

Voter Registrars:

Aspero	Jeanne	\$449.90
Anderson	Carol	\$529.00
Bourassa	Sandra	\$374.00
Carter	Karen	\$375.00
Gaucher	Phyllis E	\$187.00
Groleau	Mary	\$419.00
Johnson	Lisa	\$520.50
LaChance	Joanne	\$374.00
Porter	Dawn	\$887.28
Richardson	William	\$279.20
Sears	Cynthia	\$628.00
Walsh	Jaquelyne	<u>\$236.50</u>
		<u>\$5,259.38</u>

Accountant

Little	Jason	<u>\$35,058.40</u>
		<u>\$35,058.40</u>

Council on Aging Coordinator:

Susanin	Laura	\$27,289.39
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Council on Aging Scheduler:

McBrier	Constance	\$3,967.32
Olmedo	Olga	\$877.50

Police Revolving:

Belliveau	Mark	\$799.00
Benson	Timothy	\$5,640.00
Bourget	Albert	\$752.00
Chauvin	Troy	\$376.00
Conway	James	\$4,915.00
Cornelius	Christopher	\$376.00
Duff	Ryan	\$564.00
Dugan	James	\$376.00
Dunn	Jeffrey	\$940.00
Fazio	Michael	\$893.00
Geis	John	\$376.00
Guerin	Paul	\$1,504.00
Hatstat	Nicolas	\$752.00
Karamanakis	Anastasios	\$2,632.00
Lamothe	James	\$2,256.00
Mardersoian	Francis	\$376.00
McKiernan	Sean	\$376.00
McNamara	James M	\$1,504.00
Morin	Matthew	\$1,269.00
Morrissey	Mark	\$6,838.50
Murphy	Michael	\$517.00
Noone	Robert	\$6,838.50
Santiago	Edward	\$3,525.00
Santos	Jonathan	\$517.00
Saunders	Matthew	\$3,948.00
Silvestri	Jason	\$6,533.00
Singh	Gurpreet	\$376.00
Smith	Shantel	\$1,128.00
Warren	David	\$3,078.50
White	Jeffrey	<u>\$376.00</u>
		<u>\$60,351.50</u>

SALARIES OF TOWN EMPLOYEES CALENDAR YEAR 2018

Council on Aging Drivers:

Gonyea	Mark	\$362.61
Hisman	James	\$2,778.91
Prendergast	Kevin	\$6,631.10
Ventura	Thomas	\$121.70
		<u>\$42,028.53</u>

Tree Warden:

Mero	Steven	\$1,306.00
		<u>\$1,306.00</u>

Parks & Recreation

Lamoury	Richard	\$23,666.72
		<u>\$23,666.72</u>

GRAND TOTAL

\$6,044,146.88

Inspectors

Gardner	Nina	\$30,151.45
Gaucher	Brian	\$1,055.42
Healy	John	\$3,823.90
Johnson	Eric	\$14,206.26
McQuade	John	\$9,300.84
Zahariadis	Anastasios	\$46,128.24
		<u>\$104,666.11</u>

MUNICIPAL LIGHT DEPARTMENT

Mission Statement:

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

BMLD has continued its maintenance program to minimize power outages for our ratepayers. This also helps keep restoration times for outages at a minimum.

A total of 20 outages were reported throughout the year with an average 1 ½ hr. restoration time. The BMLD added a total of 34 new residential services and 1 new commercial/business service.

BMLD has completed the installation of over 400 new LED street lights in town with the help of a grant from the DOER and will continue to replace the remaining lights in the following years. The BMLD replaced a bucket truck this year, with advanced control emissions, which will help reduce the states greenhouse gas emissions. BMLD was awarded a grant for the purchase of the new truck. The BMLD continues to add renewable, green power, to its power portfolio. The Berkshire Wind Power Cooperative Corporation, which BMLD is a member, will be adding two additional 2.3-megawatt Wind turbines to its site in Hancock, MA.

The BMLD through the Massachusetts Municipal Wholesale Electric Company (MMWEC), which Boylston is a member, 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. Information on rebates and incentives can be viewed on their web site (www.munihelps.org)

Respectfully submitted,
Mark Barakian / General Manager

	<u>2015</u>	<u>2016</u>	<u>2017</u>
Gross Revenue:	3,758,510.00	3,679,107.00	3,760,080.00
Operating Expense:	4,014,563.00	3,887,507.00	3,699,442.00
Misc. Sales:	59,220.00	57,795.00	0,075.00
Profit:	(99,755.00)	(76,312.00)	266,655.00
Physical Plant Cost:	5,763,460.00	5,858,909.00	5,928,846.00
KW of Demand:	6,814	6,945	6,612
KWH Bought:	33,579,810	33,723,400	33,369,670
KWH Sold:	30,264,864	30,327,683	29,551,743
Customers:	2178	2214	2254
Purchase Power Avg. Cost:	0.095	0.10	0.08

Light Commission Meetings are held on the last Monday of the month or as posted.

The Board held nine regular meetings with the following attendance:

John McQuade 8, Eric Johnson 8, Steve Mero 8

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

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

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

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

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TOWN OF BOYLSTON
 COMBINED BALANCE SHEET
 ALL FUND TYPES AND ACCOUNT GROUP
 June 30, 2018

EXHIBIT A-1

	Governmental Funds			Fiduciary Funds	Account Group	Total
	General	Special Revenue	Capital Project	Trust & Agency Funds	General Long-Term Debt	(Memorandum Only)
ASSETS						
Pooled Cash and Equivalents	3,121,857	2,217,456	354,959	59,440		7,124,203
Investments				1,625,605		1,835,945
Receivables:						
Real Estate Taxes	67,061					67,061
Personal Property Taxes	598					598
Less Allowance for Abatements and Exemptions	(266,934)					(266,934)
Motor Vehicle Excise Taxes	58,410					58,410
Tax Liens and Possessions	213,523					213,523
Septic Loans		5,933				5,933
Other		34,498		43,101		77,599
Due From Other Governments	840	17,634				18,788
Amount to be Provided for Long-Term Obligations					5,842,246	5,842,246
Total Assets	3,195,355	2,275,522	354,959	1,728,147	5,842,246	14,977,372

TOWN OF BOYLSTON
 COMBINED BALANCE SHEET
 ALL FUND TYPES AND ACCOUNT GROUP
 June 30, 2018
 (Continued)

EXHIBIT A-2

	General	Special Revenue	Capital Project	Trust Funds	Account Long-Term Debt	(Memorandum Only)
LIABILITIES						
Warrants and Accounts Payable	201,129	60,730	4,479	946		510,447
Accrued Payroll & Withholdings	430,230	17,516		8,151		485,161
Other Liabilities	27,212			50,045		80,993
Due to Student Groups						0
Deposits Payable						10,951
Deferred Revenue:						0
Real Estate and Personal Property Taxes	(199,276)					(199,276)
Motor Vehicle Excise Taxes	58,410					58,410
Tax Liens and Possessions	213,523					213,523
Intergovernmental						0
Septic Loans		5,933				5,933
Other		34,498		43,101		77,599
Bonds and Notes Payable					5,842,246	5,842,246
Total Liabilities	731,229	118,677	4,479	102,244	5,842,246	7,085,988
FUND BALANCES						
Fund Balances:						
Reserved for Expenditures & Encumbrances	793,291	2,156,845	350,480	1,544,278		6,138,925
Reserved for Endowment				81,625		81,625
Designated for Subsequent Year's Expenditure	250,000					250,000
Designated for Deficits Raised on Recap	(136,577)					(136,577)
Undesignated Fund Balance	1,557,411					1,557,411
Total Fund Balances	2,464,126	2,156,845	350,480	1,625,903	0	7,891,384
Total Liabilities and Fund Balances	3,195,355	2,275,522	354,959	1,728,147	5,842,246	14,977,372

TOWN OF BOYLSTON
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2018

EXHIBIT B

General Fund						
	Prior Year Carry Forward	Original Budget	Final Budget	Actual	Current Year Carry Forward	Variance Favorable (Unfavorable)
REVENUE:						
Property Taxes - Net		11,818,003	11,818,003	11,933,398		115,395
State Aid, Reimbursements and Grants:						
Unrestricted		342,187	342,187	342,187		0
Education		473,688	473,688	496,288		22,600
Other		17,237	17,237	19,857		2,620
Local Receipts:						
Motor Vehicle Excise Taxes		996,000	996,000	1,247,171		251,171
Licenses, Fines, Permits and Fees		197,000	197,000	494,094		297,094
Payments in Lieu of taxes		595,000	595,000	595,939		939
Interest and Penalties on Taxes		32,000	32,000	40,489		8,489
Interest on Investments		5,000	5,000	17,660		12,660
Other		175,000	175,000	307,940		132,940
Total Revenue		14,651,115	14,651,115	15,495,023		843,907
EXPENDITURES:						
General Government	215,703	1,587,805	1,557,040	1,420,860	250,690	101,192
Public Safety	100,285	1,872,485	1,921,485	1,948,864	28,889	44,017
Public Works and Facilities	149,447	948,604	914,904	897,727	262,917	(96,293)
Education	176,231	8,784,278	8,788,043	8,785,674	152,938	25,662
Human Services	50,000	135,477	135,477	108,095	50,000	27,382
Culture and Recreation	10,000	306,715	306,715	271,682	32,857	12,177
Employee Benefits and Insurance		1,803,757	1,815,457	1,666,404		149,053
State Assessments		124,663	124,663	74,780		49,883
Debt Service:						
Principal Retirement		265,000	265,000	265,000		0
Interest(Including Temporary Loans)		150,375	150,375	150,375		0
Total Expenditures	701,667	15,979,159	15,979,159	15,589,461	778,291	313,073
Excess of Revenues Over (Under) Expenditures	(701,667)	(1,328,043)	(1,328,043)	(94,438)	(778,291)	1,156,980
OTHER FINANCING SOURCES (USES)						
Transfer from Special Revenue Fund		301,469	301,469	301,693		225
Transfer to OPEB Trust		(30,000)	(30,000)	(15,000)	(15,000)	0
Transfer to Special Revenue Fund	(44,472)	0	0	(44,472)		0
Total Other Financing Sources (Uses)	(44,472)	271,469	271,469	242,221	(15,000)	225
NET CHANGE IN BUDGETARY BUDGETARY FUND BALANCE	(746,138)	(1,056,575)	(1,056,575)	147,783	(793,291)	1,157,205
Other Budgetary Items:						
Free Cash		1,230,890	1,230,890			
Prior Year Deficits		(174,315)	(174,315)			
Prior Year Carry Forward	746,138					
Total Other Budgetary Items	746,138	1,056,575	1,056,575			
NET BUDGET	0	0	0			

**TOWN OF BOYLSTON
SCHEDULE OF LOCAL RECEIPTS-GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2018**

EXHIBIT C

Description	2018 Amount
Licenses, Fines, Permits and Fees	
Fees-Other	-
Fees-Town Clerk	6,715
Fees-Municipal Liens	4,650
Fees-Rental	15,327
Fees-Police Reports	1,098
Fees-Fire	7,537
Fees-Assessors	675
Fees-Cable TV	668
Fees-Board of Appeals	170
Fees-Police Alarms	1,340
Selectboard Licenses	13,635
Board of Health Permits & Fees	65,448
Building Permits	267,590
Police Gun Permits	2,225
Plumbing Permits	11,876
Electrical Permits	42,737
Gas Permits	10,236
Earth Removal Permits	12,127
Court Fines	15,961
Police Off-Duty Surcharge	14,080
Total Licenses, Fines, Permits and Fees	494,094
Interest and Penalties on Taxes	
Penalties and Interest-Property Taxes	27,559
Penalties and Interest-Tax Liens	404
Penalties and Interest-Excise Taxes	12,527
Total Interest on Penalties and Taxes	40,489
Other	
Other Reimbursements	194,493
Sale of Inventory	9,960
Miscellaneous Revenue	103,487
Total Other	307,940

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-1

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
General Government							
Special Town Meeting Notices	1,900				1,900	1,894	6
Town Moderator Salary	15				15	-	15
Selectboard Salaries	4,055				4,055	4,055	0
Selectboard Clerical Salaries	16,075				16,075	12,298	3,777
Selectboard Town Administrator Salary	103,344				103,344	103,344	-
Selectboard Assistant Town Administrator	52,716				52,716	50,214	2,502
Town Audit	19,500				19,500	17,210	2,290
Selectboard Expenses	15,590				15,590	14,552	1,038
Selectboard Art#29 5/3/10 Business Development	-		17,716	(14,882)	2,834	2,834	-
Finance Committee Expense	400				400	160	240
Reserve Fund	60,000	(52,165)			7,835	-	7,835
Town Accountant Services	39,000				39,000	33,284	5,716
Town Accountant Expenses	10,000				10,000	7,887	2,113
Assessors Stipends	3,678				3,678	3,588	90
Working Assessor Salary	24,475				24,475	25,475	(1,000)
Assessors Clerical Wages	31,957	1,100			33,057	30,402	2,655
Assessors Special Appraisal Expenses	8,300				8,300	8,300	-
Assessors Expenses	32,020			(5,300)	26,720	14,854	11,866
Town Treasurer Salary	73,689				73,689	73,689	-
Town Treasurer Clerical Wages	30,929				30,929	30,525	404
Town Treasurer Expense	42,661		323		42,984	39,615	3,369
Legal Expense	75,000	17,500			92,500	89,927	2,573
Tax Title Expenses	1,050		18,186	(16,358)	2,879	2,879	(0)
Town Clerk Salary	34,095				34,095	34,095	-
Town Clerk Clerical Wages	11,700	(1,900)			9,800	3,615	6,185
Town Clerk Expense	1,850				1,850	1,850	-
Elections/Registrars Wages	4,089				4,089	3,275	814
Elections/Registrars Expenses	4,200				4,200	3,523	677
Elections Art#35 5/7/2018 Voting Machine	5,200			(5,200)	-	-	-

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-2

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
General Government							
Conservation Commission Clerk	17,371				17,371	16,804	567
Conservation Expenses	550				550	382	168
Storm Water Management Expenses	20,000				20,000	3,000	17,000
Earth Removal Expense	100	376			476	376	100
Planning Board Stipends	574				574	452	122
Planning Board Clerk	62				62	-	62
Planning Board Administrative Assistant	10,920	1,200			12,120	12,117	3
Planning Board Expenses	2,050	(376)			1,674	1,409	265
Municipal Office Expenses	42,040				42,040	26,573	15,467
Town Buildings Art#17 5/2/16 Hillside IT	-		17,050	(569)	16,481	16,481	(0)
Town Buildings Art#19 5/1/17 Hillside IT	-		45,000	(7,731)	37,269	37,269	-
Town Buildings Art#21 5/7/18 Hillside IT	20,000			(20,000)	-	-	-
Town Report	2,000				2,000	1,885	116
Town House Expense	16,000				16,000	12,264	3,736
Town Buildings Art#27 5/2/16 Town House Renovation	-		40,924	(29,970)	10,954	10,954	0
Town Buildings Art#20 5/1/17 Town House Renovation	-		75,000		75,000	75,000	-
Town Buildings Art#23 5/7/18 Town House Renovation	20,000			(20,000)	-	-	-
Town House Art #32 5/13	-		1,504		1,504	1,504	-
Town Garage Expenses	20,150	3,500			23,650	22,428	1,222
New Town Garage Expenses	24,700				24,700	19,300	5,400
Repairs to Town Buildings	3,800				3,800	-	3,800
Town Buildings Art#2 11/6/17 Police/Fire Station	30,000			(11,187)	18,813	18,813	-
Land Acquisition Art#6 11/6/17 Route 140	150,000			(62,985)	87,015	87,015	-
Land Acquisition Art#18 5/4/18 Route 140	500,000			(56,509)	443,491	443,491	-
<hr/>							
Total General Government	1,587,805	(30,765)	215,703	(250,690)	1,522,053	1,420,860	101,192

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-3

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
Public Safety							
Police Department Salaries	876,443	64,000			940,443	939,327	1,116
Police Expenses	134,095		1,000	(1,751)	133,344	128,499	4,845
Police Dept Art#3 11/6/17 Radio Batteries	3,600				3,600	3,600	-
Police Dept IT Art#26 5/1/17	-		27,086	(1,592)	25,494	25,494	-
Fire/Ambulance Salaries & Wages	317,281	3,000			320,281	319,694	587
Fire/Ambulance Expenses	63,900				63,900	61,434	2,466
Fire Dept Truck Art#24 5/1/17			20,000		20,000	-	20,000
Fire Station Doors Art#25 5/1/17			2,005		2,005	2,005	-
Fire/Ambulance Art#29 5/16 Grant Match			901		901	675	226
Fire/Ambulance Art#22 5/15 Tire Replacement			1,126	(314)	811	811	-
Fire/Ambulance Art#30 5/2/16 Fire Turnout Gear			31		31	-	31
Fire/Ambulance Art#4 11/6/17 Fire Turnout Gear	4,400			(1,631)	2,769	2,769	0
Fire/Ambulance Art#23 5/15 Command Vehicle			4		4	-	4
Fire/Ambulance Art#31 5/2/16 Tools			3,132	(1,603)	1,529	1,529	-
Fire/Ambulance Ambulance Lease	129,111				129,111	129,111	0
Dispatch Salaries & Wages	232,939	(18,000)			214,939	214,455	484
Dispatch Expenses	12,715				12,715	9,463	3,252
Building Inspector Salary	31,218				31,218	31,094	124
Building Inspector Clerical	17,052				17,052	17,052	-
Building Inspector Expenses	1,850				1,850	1,749	101
Building Dept Art#30 5/1/17 Additional Inspectors	-		20,000	(3,248)	16,752	16,752	-
Gas Inspector Salary	6,103				6,103	5,840	263
Gas Inspector Expenses	750				750	538	212
Plumbing Inspector Salary	12,822				12,822	7,295	5,527
Electrical Inspector Salary	9,819				9,819	7,655	2,164
Electrical Inspector Expenses	800				800	721	79
Dog Officer Wages	2,421				2,421	2,421	-
Dog Officer Expenses	1,100				1,100	79	1,021
Parking Clerk Salary	260				260	260	-
Tree Warden Salary	1,306				1,306	1,306	-
Tree Warden Expenses	12,500				12,500	10,985	1,515
Tree Warden Art#29 5/1/17 Tree Work			25,000	(18,750)	6,250	6,250	-
Total Public Safety	1,872,485	49,000	100,285	(28,889)	1,992,881	1,948,864	44,017

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-4

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
Public Works and Facilities							
Highway Department Salaries & Wages	342,491	(33,700)			308,791	278,779	30,012
Highway Department Expenses	123,850				123,850	119,823	4,027
Highway Department Art#16 5/7/18 Zero Turn Mower	14,000			(14,000)	-	-	-
Highway Department Art#32 5/2/16 Road Maintenance			73,470		73,470	73,470	-
Highway Department Art#21 5/1/17 Road Maintenance			75,000	(74,775)	225	225	-
Highway Department Art#21 5/1/17 Road Maintenance	50,000			(50,000)	-	-	-
Highway Department Art#40 5/1/17 Compass Pt Bond	181,469			(94,255)	87,214	87,214	-
Highway Department Snow & Ice Overtime	30,000				30,000	48,505	(18,505)
Highway Department Snow & Ice Removal Expenses	137,000				137,000	255,072	(118,072)
Street Lighting	15,000				15,000	8,804	6,196
Cemetery Salaries	594				594	594	-
Cemetery Expenses	4,200				4,200	4,151	49
Cemetery Art#25 5/12/97 Road Repair			977	(977)	-	-	-
Cemetery Art#28 5/1/17 Road Repair	50,000			(28,910)	21,090	21,090	-
Total Public Works & Facilities	948,604	(33,700)	149,447	(262,917)	801,434	897,727	(96,293)
Education							
School Committee Salary	200				200	-	200
Elementary Education	2,876,374		41,995	(34,917)	2,883,452	2,879,637	3,815
Education Art#39 5/2/16 School Security Phase II	-		28,082		28,082	28,082	-
Education Art#32 5/1/17 BES Boiler	-		15,000	(7,057)	7,943	7,943	-
Education Art#24 5/7/18 BES Fire Safety Equipment	18,000			(18,000)	-	-	-
Education Art#40 5/2/16 BES Gym Floor	-		40,990		40,990	25,765	15,225
Education Art#32 5/1/17 BES Walk-in Cooler	-		10,000	(410)	9,590	9,590	-
Education Art#25 5/7/18 BES Exterior Repairs	17,000			(17,000)	-	-	-
Education Art#41 5/2/16 BES Door Mechanism	-		12,663	(6,456)	6,208	6,208	-
Education Art#34 5/1/17 BES Windows Phase I	-		10,000	(408)	9,592	9,592	-
Education Art#26 5/7/18 BES Driveway	12,000			(12,000)	-	-	-
Education Art#35 5/1/17 BES Dishwasher	-		10,000		10,000	5,873	4,127
Education Art#27 5/7/18 IT Upgrade/Curriculum	56,690			(56,690)	-	-	-
Education Art#36 5/1/17 BES Traffic Light	-		7,500		7,500	6,200	1,300
BBRSD Operating Assessment	4,444,974				4,444,974	4,444,974	-
BBRSD Capital Assessment	943,270				943,270	943,270	-
Vocational Tuition	366,675	3,765			370,440	370,440	-
Vocational Transportation	49,095				49,095	48,100	995
Total Education	8,784,278	3,765	176,231	(152,938)	8,811,336	8,785,674	25,662

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-5

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
Human Services							
Landfill Art#21 5/5/08 Monitoring	-		50,000	(50,000)	-	-	-
Board of Health Stipends	722				722	463	260
Board of Health Clerical Wages	17,025				17,025	16,138	887
Vital Statistics Wages	200				200	200	-
Animal Inspector Wages	1,392				1,392	1,392	-
Sanitation Inspector Wages	43,031				43,031	43,031	-
BOH Expenses	2,375				2,375	683	1,692
BOH Special Projects	2,200				2,200	1,529	671
Tri-Town Hazardous Waste	2,500				2,500	2,367	133
Nurse Salary	1,000				1,000	1,000	-
Council on Aging Coordinator Salary	34,951				34,951	31,412	3,539
Council on Aging Coordinator Salary-Meals	1,158				1,158	579	579
Council on Aging Expenses	6,025				6,025	3,252	2,773
Council on Aging Van Expenses	2,500				2,500	559	1,941
Veterans Agent Salary	223				223	-	223
Veterans Services Benefits	20,000				20,000	5,316	14,684
Veterans Service Expenses	175				175	175	-
Total Human Services	135,477	-	50,000	(50,000)	135,477	108,095	27,382
Culture and Recreation							
Library Salaries & Wages	149,517				149,517	148,389	1,128
Library Expenses	66,340				66,340	62,070	4,270
Memorial Day	4,000				4,000	4,000	-
Recreation Salary	23,658				23,658	17,234	6,424
Recreation Expenses	3,500				3,500	3,500	-
Recreation Art#38 5/1/17 - Manor & Center Court Design	-		10,000	(100)	9,900	9,900	-
Recreation Art#38 5/7/18 - Manor & Center Court Phase I	50,000			(32,757)	17,243	17,243	-
Historical Building Maintenance	3,500				3,500	3,500	-
Historical Commission Expenses	5,000				5,000	5,000	-
Historical Commission Project Expenses	1,200				1,200	846	354
Total Culture and Recreation	306,715	-	10,000	(32,857)	283,858	271,682	12,177

TOWN OF BOYLSTON
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT D-6

Account	2018 Appropriations	Reserve Fund and Other Transfers	2017 Carryover Appropriations	2018 Carryover Appropriations	2018 Adjusted Budget	2018 Expenditures	Unexpended Balance
General Fund							
Employee Benefits and Insurance							
County Retirement	555,757				555,757	555,757	-
Unemployment Compensation	12,500	10,000			22,500	14,559	7,941
Employee Benefits	1,100,000				1,100,000	959,160	140,840
Employee Physical Exams	500				500	249	251
General Insurance	135,000	1,700			136,700	136,679	21
Total Employee Benefits and Insurance	1,803,757	11,700	-	-	1,815,457	1,666,404	149,053
State Assessments							
Mosquito Control Charges	43,026				43,026	43,026	-
RMV Non-Renewal Charges	3,440				3,440	3,440	-
Air Pollution Districts	1,438				1,438	1,438	-
School Choice Assessment	73,068				73,068	23,300	49,768
Regional Transit	2,389				2,389	2,389	-
Regional Planning Commission	1,302				1,302	1,187	115
Total State Assessments	124,663	-	-	-	124,663	74,780	49,883
Debt Service							
Debt Service Principal	265,000			-	265,000	265,000	-
Debt Service Interest	150,375				150,375	150,375	-
Total Debt Service	415,375	-	-	-	415,375	415,375	-
Total General Fund	15,979,159	-	701,667	(778,291)	15,902,534	15,589,461	313,073

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

Exhibit E-1

	Fund Balances June 30, 2017	Revenues	Expenditures	Other Financing Sources/(Uses)	Fund Balances June 30, 2018
Special Revenue:					
Grants, Revolving and Gifts					
Reserved Premiums on Sale of Bonds	2,216	-	-	(225)	1,991
Revoked Developer Bonds	181,469	-	-	(181,469)	-
Sale of Town Property	-	620,046	-	-	620,046
Conservation Revolving	3,056	866	(888)	-	3,034
Wetlands Fund	44,422	6,805	(7,475)	-	43,752
Planning Board Revolving	20,382	11,642	(1,404)	-	30,620
Board of Health Flu Revolving	2,807	64	-	-	2,872
Hillside Rental Receipts Reserved	263,704	247,924	(210,159)	44,472	345,940
Commonwealth Community Compact HR Grant	10,000	5,000	(15,000)	-	-
Ambulance Receipts Reserved	226,287	117,463	-	(70,000)	273,750
School Lost Library Books	13	-	-	-	13
School Lunch	9,782	82,363	(79,809)	-	12,336
After School Revolving	93,943	168,870	(168,357)	-	94,456
Kindergarten Revolving	7,236	-	(398)	-	6,838
School SPED Early Childhood	-	5,827	(5,827)	-	-
School SPED Entitlement	(6,015)	44,488	(39,104)	-	(631)
School Circuit Breaker Grant	2,531	14,826	(2,531)	-	14,826
School BC/BS Grant	2,278	-	(2,221)	-	57
School SPED Program Imp Grant	107	(107)	-	-	-
School Title I Grant	518	36,142	(37,862)	-	(1,202)
School Teacher Quality Grant	(456)	8,148	(7,715)	-	(23)
School SPED Early Childhood Program Imp Grant	40	-	(40)	-	(0)
School Prof Dev for Frameworks Grant	2,000	(848)	(1,152)	-	-
School Early Grades Literacy Grant	-	7,455	(6,977)	-	478
School Title IV Grant	-	902	(902)	-	-
School Gifts	408	13,061	(12,948)	-	521
School Rental Revolving	4,499	-	-	-	4,499
School Choice Funds	277,164	74,318	(93,919)	-	257,563
Cemetery Revolving	97,649	9,309	(14,678)	-	92,280
Sale of Cemetery Lots	116,576	4,720	-	(50,000)	71,296
Cemetery Gift	2,377	-	-	-	2,377
COA Formula Grant	6,388	1,787	(6,949)	-	1,226
COA Gifts	170	678	-	-	848
Cultural Council Grant	1,594	4,465	(3,860)	-	2,199
Cultural Council Gifts	3,575	-	-	-	3,575
Extended Polling Hours	2,433	-	-	-	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, 2018

Exhibit E-2

	Fund Balances June 30, 2017	Revenues	Expenditures	Other Financing Sources/(Uses)	Fund Balances June 30, 2018
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	-	(73)	-	1,997
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	-	(9)	-	181
Police State 911 Grant	12,631	1,598	(1,598)	-	12,631
Police Gifts	6,780	1,599	(4,895)	-	3,485
Police DARE Gifts	2,769	1,645	(2,196)	-	2,218
Police Canine Gifts	215	-	-	-	215
Title V Septic	82,069	9,225	(9,841)	-	81,453
Public Health Grant	2,755	-	(956)	-	1,799
Public Health Flu Grant	4,051	-	-	-	4,051
Recreation Revolving	9,533	11,145	(4,300)	-	16,378
Fuller Parks Gift	-	9,500	-	-	9,500
Route 140 EOCD Grant	215	-	-	-	215
Urban Forestry Grant	437	-	-	-	437
Chapter 90 State Aid Highway Funds	-	263,283	(263,000)	-	283
Library Grant	27,680	5,157	(8,681)	-	24,156
Library Gifts	12,954	-	(222)	-	12,732
Parks Gifts	600	-	-	-	600
Memorial Day Gifts	3,939	4,005	(1,125)	-	6,819
Beautiful Boylston Gifts	92	-	-	-	92
Christmas Tree Gifts	354	-	-	-	354
Insurance Reimbursement	24,096	1,001	(11,713)	-	13,384
Fuller Foundation Library Project Grant	-	100,000	-	(100,000)	-
53G Revolving Accounts					
Conservation Aquide Nicholas	1,547	6	-	-	1,553
Conservation Barnard Hill	5,572	20	(1,085)	-	4,506
Conservation Mountain View	659	1	(358)	-	302
Conservation Jameson Ridge	6,686	27	-	-	6,713
Conservation Longley Hill	387	2,511	(330)	-	2,568
Conservation Turflinks	503	2	-	-	505

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

Exhibit E-3

	Fund Balances June 30, 2017	Revenues	Expenditures	Other Financing Sources/(Uses)	Fund Balances June 30, 2018
53G Revolving Accounts					
Conservation Compass Pointe	(786)	-	-	-	(786)
Conservation Bethlehem Bible Church	291	1	-	-	292
Conservation Haynes Compass Circle	2,199	2,180	(1,139)	-	3,240
Conservation Tahanto	1,236	5	-	-	1,241
Conservation Summer Star Wildlife	3,388	14	-	-	3,401
Conservation 200 Shrewsbury St	2,047	8	-	-	2,056
Conservation Worcester Sand & Gravel	604	5,020	(1,821)	-	3,803
Conservation 270 Shrewsbury St	4,182	15	(1,495)	-	2,702
Conservation Pine St Boylston Realty	-	1,002	(360)	-	642
Conservation 313 Main St Realty	-	-	-	-	-
Conservation Pine St Extention	-	1,505	-	-	1,505
Conservation 220 Shrewsbury Street - Batista	-	1,503	(1,160)	-	343
Conservation 85 Sewall Street	-	2,501	(245)	-	2,256
Planning Longley Hill	258	1	-	-	259
Planning Compass Point	447	2	-	-	449
Planning Straw Hollow Estates	218	1	-	-	218
Planning Brigham Woods	1	-	-	-	1
Planning Sarah Lane	157	1	-	-	157
Planning Rachel Road	0	-	-	-	0
Planning Barnard Hill	2,258	4,514	(3,080)	-	3,692
Planning Rand Whitney	1,932	8	-	-	1,940
Planning Nature's View	(475)	2,501	(1,463)	-	563
Planning Mt Pleasant CC	1,503	6	-	-	1,509
Planning Compass Point KREG LLC	4,088	16	-	-	4,105
Planning 200 Shrewsbury St	2,516	10	-	-	2,526
Planning Katz Flagg Street	(149)	2,795	(2,379)	-	268
Planning TM Electronics	2,493	10	-	-	2,503
Planning 220 Shrewsbury St	6,415	5,016	(11,756)	-	(324)
Planning 270 Shrewsbury St	403	2,509	-	-	2,912
Planning 8 Gulf Street/Burkhardt	(472)	-	-	-	(472)
Planning Scannell Properties/Shrewsbury St	3,338	27,529	(44,583)	-	(13,715)
Planning Secured Financial/Shrewsbury St	5	-	-	-	5
Planning Pine Street	419	2,505	(2,586)	-	337
Planning 313 Main Street	-	1,585	(1,585)	-	-
Planning Avery Way	-	2,118	(2,116)	-	2
Planning 220 Shrewsbury St/Worcester Bldg	-	4,506	(4,677)	-	(171)
Planning 247 Mile Hill Road	-	2,003	(1,039)	-	964
Planning 85 Sewall Street	-	6,702	(6,093)	-	610
Planning 299 Sewall/Gravel Pit	-	5,504	(1,859)	-	3,645
Planning 75 Main Street/Tiny Explorers	-	646	(426)	-	220

TOWN OF BOYLSTON, MASSACHUSETTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL NON GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

Exhibit E-4

	Fund Balances June 30, 2017	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2018
53G Revolving Accounts					
Zoning Jameson ridge	4,564	18	-	-	4,582
Zoning Maplecroft Farms	5,113	21	-	-	5,133
Earth Removal Federal Express	2,001	8	-	-	2,009
Earth Removal Pine Street	-	2,501	-	-	2,501
Total Special Revenue Funds	1,695,612	1,983,729	(1,122,096)	(357,222)	2,200,389
 Capital Projects:					
DPW Garage Project	101,031	-	(2,000)	-	99,031
Library Construction Phase I	885	-	-	-	885
Library Construction Phase II	355,146	-	(104,581)	-	250,564
Total Capital Projects	457,061	-	(106,581)	-	350,480
 Permanent Trust Funds:					
Cemetery Funds	62,991	-	-	-	62,991
Library Funds	18,634	-	-	-	18,634
OPEB Trust	66,942	3,589	-	15,000	85,531
Total Permanent Trust Funds	148,567	3,589	-	15,000	167,156
 Expendable Trust Funds:					
Drug Forfeiture Fund	913	-	-	-	913
Cemetery Funds	121,261	2,243	-	-	123,504
Library Funds	61,877	(560)	(213)	-	61,105
DPW Building Stabilization Fund	688	(4)	-	-	683
Stabilization Fund	1,280,895	(8,376)	-	-	1,272,519
Capital Fund	25	-	-	-	25
Total Expendable Trust Funds:	1,465,658	(6,697)	(213)	-	1,458,747
 Total - Non-General Governmental Funds	3,766,898	1,980,620	(1,228,889)	(342,222)	4,176,772


TOWN OF BOYLSTON
SCHEDULE OF TAXES RECEIVABLE-GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2018

EXHIBIT F

Description	Uncollected June 30, 2017	Commitments	Refunds	Add/(Deduct)		Transfers to Tax Title	Collections	Uncollected June 30, 2018
				Adjustments	Abatements			
Real Estate								
2018	-	11,760,615.36	71,010	(1)	(42,878)	(17,006)	(11,704,679)	67,061
2017	109,359	-	-	-	(2,947)	(11,020)	(95,392)	0
2016	2,025	-	-	-	-	(2,025)	-	0
2015	-	-	-	-	-	-	-	-
	<u>111,383</u>	<u>11,760,615</u>	<u>71,010</u>	<u>(1)</u>	<u>(45,825)</u>	<u>(30,051)</u>	<u>(11,800,072)</u>	<u>67,061</u>
Personal Property								
2018	-	193,571	3,835	(4)	(4,157)	-	(192,647)	598
2017	160	-	-	-	(38)	-	(122)	(0)
2016	-	-	-	-	-	-	-	-
2015	-	-	-	-	-	-	-	-
	<u>160</u>	<u>193,571</u>	<u>3,835</u>	<u>(4)</u>	<u>(4,195)</u>	<u>-</u>	<u>(192,769)</u>	<u>598</u>
Motor Vehicle Excise								
2018	-	1,131,323	27,284	-	(33,646)	-	(1,089,093)	35,868
2017	69,798	165,339	43,295	-	(44,671)	-	(224,589)	9,172
2016	8,271	-	797	-	(933)	-	(5,043)	3,092
2015	2,847	-	806	-	(806)	-	(371)	2,476
2014	1,499	-	-	-	-	-	(168)	1,331
2013	2,351	-	-	-	-	-	(68)	2,283
2012 and prior	7,763	-	157	-	(3,553)	-	(179)	4,188
	<u>92,528</u>	<u>1,296,662</u>	<u>72,339</u>	<u>-</u>	<u>(83,608)</u>	<u>-</u>	<u>(1,319,510)</u>	<u>58,410</u>
Tax Liens	<u>124,062</u>	<u>33,127</u>					<u>(5,717)</u>	<u>151,472</u>
Tax Possessions	<u>62,051</u>							<u>62,051</u>

TOWN OF BOYLSTON
SCHEDULE OF OUTSTANDING DEBT
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

EXHIBIT G

Description	Interest Rate	Original Loan Date	Final Due Date	Principal				Interest Paid
				Balance June 30, 2017	Funds Borrowed	Principal Payments	Balance June 30, 2018	
Account Group-General Long Term Debt								
Library / DPW Garage	2.80%	07/17/15	07/15/35	4,890,000	0	(265,000)	4,625,000	150,375
Title V	0.00%	08/01/01	08/01/19	25,869	0	(8,623) 	17,246	1,218
Total General Long-Term Debt				4,915,869	0	(273,623)	4,642,246	151,593

				Maturities				
				FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Library / DPW Garage	Principal			260,000	260,000	260,000	260,000	260,000
	Interest			145,125	139,925	133,425	125,625	116,525
Title V	Principal			8,623	8,623	0	0	0
	Interest			722	237	0	0	0
Total General Long-Term Debt	Principal			268,623	268,623	260,000	260,000	260,000
	Interest			145,847	140,162	133,425	125,625	116,525

MWPAT Subsidy	722	237	0	0	0
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POLICE DEPARTMENT REPORT

As I begin my 20th year as Boylston's Chief of Police, once again, I must ask, "where has the time gone?" It seems like yesterday was 27 December 1999 and I was being sworn in at the Town Hall by then Town Clerk Heather Swenson!

2018 was a year of both gains and losses for the Boylston Police Department.

Hired in Boylston on 20 January 2017 as a Part-time Dispatcher to work primarily weekends and selected weekday shifts, Part-time Dispatcher Donna L. Hathaway retired from dispatching on September 8, 2018. A former Head Dispatcher in Bolton and Part-time Dispatcher in Berlin, Donna helped fill a void in Boylston left by a seasoned Full-time Dispatcher.

On 17 December 2018 Full-time Boylston Officer Timothy P. Trubiano left BPD for a Full-time position with the Franklin Police Department. With a shorter commute to his home in Blackstone and with a significant immediate four figure pay increase growing to five figures in July of 2019, Tim was also eager to partake in Franklin's 4 days on, 4 days off work schedule. Officer Trubiano departed Boylston after 1 year, 4 months service.

On 3 March 2018, Officer Kenneth D. Johnson joined the Full-time ranks of the Boylston Police Department after 13 years of Full-time law enforcement service with the Town of Paxton. Ken also served as a Part-time Officer in Douglas for 4 years as well as a Dispatcher in Dudley for 6 years. A graduate of the Full-time Academy in Agawam, Ken is a 25-year martial arts trainer and instructor, a 20-year competitive shooter, a credentialed firearms instructor and armorer, and he is a former member of the CEMLEC Motorcycle Team. Known to Boylston Officers for years as he has performed numerous details in Town, he is currently assigned to the Department's 3-11pm shift. Ken, welcome to Boylston!

This year, the Department applied for and received grants in the amount of \$1598 to fund mandated Dispatch training software and \$480 to fund the associated Dispatcher training requirements. We also issued Halloween, "glow necklaces," to Boylston Elementary School students, and, once again, the PD presence on Halloween night was huge, as we handed out candy and traversed our residential roadways; lots of positive feedback received from the community!

Numerous station tours and speaking engagements were conducted and Department members attended meetings and drills regarding 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 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; there were no actual Taser engagements this year.

There were no cruiser accidents in 2018.

This year the Department secured AKUITY as its IT Service/Support provider; the ABCC conducted periodic surveillance of Town establishments to ensure alcohol compliance laws were being followed; a PD Holiday Tree was placed in the lobby and residents were encouraged to place a decoration on it and then take a photo with a Boylston Officer; the Department was a drop-off for Toys-for-Tots which resulted in seven large boxes being filled with new holiday gifts for children; the Department's antiquated phone system was upgraded; and our long sought after Live Scan automated fingerprint machine was secured at the Special Town Meeting - thanks for the near unanimous vote to support this effort! Additionally, the, "no questions asked," drug drop box," was emptied numerous times this year with contents delivered to the Haverhill destruction facility.

This year, the Town reviewed a proposal to combine all emergency services with the Town of Berlin. After consideration and discussion, the Town opted to retain and control its own Police, Fire, and Dispatch assets.

POLICE DEPARTMENT REPORT

While the BPD has, for years, supported both Boylston schools with dedicated dayshift officers who perform additional duties as School Liaison Officers, the Town is considering replacing them with at least one Full-time School Resource Officer to assist the schools and the District on a more direct and permanent basis.

Lastly, on 20 November 2018, the Department saw the appointment of two officers to the Rank of Sergeant. After an extensive process that involved, among others, Chiefs from outside the Department, Detective Patrolman John A. Annunziata was appointed by the Board of Selectmen to the position of Detective Sergeant; and Officer Cody J. Thomasian was appointed as the Midnight Shift Sergeant.

Boylston continues to be a very safe community in which to live, work, and play. Cases investigated by BPD Detectives and Officers continue to include cyber-bullying, sexting, scams, thefts, credit card and identity fraud, and cases involving juveniles. Lastly, as our Detectives continue to spend long hours in the investigation of identity theft and scam cases, please remember, if something seems 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 (one way and two-way portions), Cross Street, Linden Street, and Routes 70 and 140. Visibility was improved for traffic exiting onto School Street from Cyprians; and traffic accidents at that location, School Street Extension and Route 140, and Cross and Central Streets are very far and few in-between.

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 2019. Please Stay Safe!

Tony Sahagian
Chief of Police

SYNOPSIS OF SELECTED ACTIVITY

SYNOPSIS OF SELECTED ACTIVITY	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
911 Emergency Check Calls	73	52	64	46	40	38	38	20	22	19	18	15	25	25	25
Assault and Battery	3	2	10	6	2	1	1	2	7	1	0	5	3	5	5
Alarm Response (Home/Business)	242	237	236	204	259	192	204	241	175	247	204	240	208	200	225
Ambulance Response/Support	186	184	197	180	200	209	222	217	286	253	253	280	288	290	342
Animal	33	27	36	20	53	31	37	36	46	34	44	40	54	35	50
Assault	1	1	1	2	3	2	1	1	2	0	5	1	2	1	3
B&E, Building	6	2	4	1	6	6	2	2	4	2	5	1	5	0	0
B&E, Dwelling	3	6	7	6	7	5	8	17	14	15	18	6	6	2	3
Check Well-being	31	40	38	51	35	50	47	60	42	30	42	49	57	50	55
Civil Dispute	18	10	8	8	20	18	23	13	22	11	19	33	26	8	6
Destruction of Property	32	39	38	26	13	18	22	15	18	15	2	0	0	0	0
Disturbance	31	26	22	42	27	41	41	35	57	48	52	49	63	39	17
Disabled Motor Vehicle	120	160	107	113	129	92	79	107	81	92	79	82	74	61	93
Dog Complaint	22	7	13	7	14	14	6	22	11	6	10	9	13	20	18
Domestic Disturbance	16	26	23	23	14	19	16	23	19	15	15	11	13	10	17
Drug Offense	9	18	8	7	13	5	6	5	6	5	8	4	28	3	3
Erratic Operator	51	33	55	61	13	48	48	52	49	44	37	30	66	54	57
Fire Response/Support	32	30	45	34	17	23	17	18	26	19	46	56	67	57	52
Harassing Phone Call	13	8	8	10	8	12	16	9	13	16	4	7	3	2	0
Larceny Over \$250	24	15	27	9	19	15	18	21	11	13	18	7	7	8	5
Larceny Under \$250	25	28	16	16	13	11	14	12	9	3	7	6	7	9	7
Miscellaneous Calls	1448	1307	800	256	384	431	513	368	404	306	13	0	0	0	0
Motor Vehicle Lock-out	10	22	16	10	11	17	14	8	15	10	12	11	10	14	4
Mutual Aid Call	74	83	71	66	89	67	70	61	50	58	60	43	43	36	39
MV Accident (Pers Injury)	12	20	28	32	21	22	13	14	21	14	25	16	18	18	18
MV Accident (Prop Damage)	90	102	53	67	72	58	68	66	89	75	97	74	67	70	78
Motor Vehicle Recovered	3	2	1	1	2	2	6	1	0	2	2	0	1	2	1
Motor Vehicle, Traffic Stop	1732	1910	1663	1210	1284	1059	1222	839	801	1382	1219	987	1901	1476	1375
Operating Under the Influence of Alcohol	6	8	7	5	2	1	1	1	1	1	1	1	15	10	5
Parking Violation	9	20	9	16	9	7	8	11	2	2	3	7	3	6	2
Safety Hazard	54	68	55	43	69	44	67	87	57	34	65	62	58	64	73
Serve Summons	77	61	41	43	38	51	34	37	20	47	37	34	66	35	41
Suspicious Person Investigate	53	58	59	81	65	50	87	74	63	73	72	70	86	57	40
Suspicious Vehicle Investigate	111	92	93	107	125	99	158	98	154	156	122	92	169	110	102
Traffic Study/Watch	61	29	35	87	60	149	394	222	154	181	61	121	95	235	283
Trespassing	8	7	9	3	2	1	1	6	7	8	4	4	4	2	4
Unsecured Building	32	22	23	10	18	34	13	14	10	12	11	10	15	9	6
Warrant Arrest	16	16	12	9	10	11	11	10	7	19	17	19	28	22	13
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	11561

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 7:00 a.m. to 4:00 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 to answer questions about smoke and carbon monoxide detectors, and to assist with the installation of detectors and replacement of detector batteries.

Thanks to the generous support from the residents in the community, the fire department was able to equip both ambulances with power stretchers; these stretchers have a battery-powered lift and lower feature that minimizes the risk of injury to emergency medical technicians when moving patients in and out of the ambulance. The department was also able to replace its Car 2, a 2004 GMC pickup truck, with a new, 2018 Chevrolet pickup. The department greatly appreciates the continued support from the community.

In 2018, 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 these students provide a great service to the community by providing overnight EMS coverage at almost no cost to the town.

During 2018, the Fire Department responded to the following calls:

Motor vehicle crashes	61	Vehicle fires	0
Carbon monoxide alarms	15	Hazardous response	6
Fire/smoke alarms	58	Miscellaneous	64
Fires in a structure	11	Mutual aid	23
Brush fires	6		
		Total Fire Calls	244

FIRE CHIEF AND FOREST WARDEN

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.

During 2018, the Fire Department EMS responded to the following calls:

Basic life support	344	Carbon monoxide alarms	15
Advanced life support	60	Fire scene standby	11
Motor vehicle accidents	61	Mutual aid	27
<u>Total EMS calls</u>			<u>518</u>

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 can 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 2018, the fire and police departments issued 360 seasonal burning permits and the fire department supervised a total of 720 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. With the construction and opening of the new FedEx building, fire department fire prevention personnel worked closely with fire alarm and sprinkler contractors to ensure compliance with state fire codes. 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 2018, the following inspections were performed by fire department personnel:

Plan review	92	Waste oil storage	1
Compliance inspections	128	Vehicle tank inspections	23
Pellet/Wood stove inspections	10	Liquor license inspections	5
Propane storage permits	27	Blasting permits	1
Oil tank installations/removal	11	Blasting inspections	2
Oil burner/oil line inspections	9	Fireworks permits	1
Underground tank removal	1	Open-air burning permits	360
Sprinkler permits	3	Open-air burning supervision	720
<u>Total Fire Prevention</u>			<u>1394</u>
<u>Total calls for service in 2018</u>			<u>2156</u>

Joseph P. Flanagan, Fire Chief

HIGHWAY DEPARTMENT

The Highway Department consists of a Working Superintendent, two full time equipment operators, one mechanic, a labor, 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
- Cemetery Maintenance & Internments
- Maintenance of Playgrounds & Town Common Area & Town Fields for Youth Sports
- Patching and Repairing Roads
- Maintenance of Road Shoulders
- Paving of Roads Utilizing State Funds
- Repair & Replacement of Street Signs
- Tree Cutting & Pruning
- Sand/Salting and Plowing Public Roads, Town Properties and the Elementary School

Sand & Snow

The Highway Department treated roads 37 days and plowed 21 days in 2018. A total of 2260 tons of salt and 750 cubic yards of sand were used to treat and maintain safe road conditions to the 65 miles of roads in the town. Snow and ice control were 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, 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

HIGHWAY DEPARTMENT

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 to avoid potential damage.

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 5 permits were issued in 2018.

Respectfully Submitted,

Steven R Mero

Steven Mero, Highway Superintendent

TREE WARDEN REPORT

The employees of the highway department continued the trimming and removal of roadside trees throughout the year. 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. USDA and the DCR continue to survey our town.

Respectfully Submitted,

Steven R Mero

Steven R Mero, Tree Warden

SUPERINTENDENT OF SCHOOLS REPORT

My first year as Superintendent in the Berlin-Boylston Public Schools has been my sincere pleasure. In a short period of time, we have already made several ground-breaking improvements to the education that the students need, and, more importantly, deserve as they move through our system. From my Entry Plan findings, to our Five-Year District Improvement Plan, to a vote by both towns to fully regionalize the districts is committed to providing and enhancing educational opportunities to all our students. The dedication to excellence that the administration and staff bring each day is to be applauded and is simply unmatched.

At the beginning of my tenure as Superintendent, I began doing research for my Entry Plan, speaking with administrators, staff, students, parents and other community members to get a feel for the strengths of the districts as well as areas in need of improvement. I began compiling the data and using this information to inform the direction of the Five-Year District Improvement Plan.

The Five-Year District Improvement Plan (available for full review: www.bbrsd.org/Page/1196) is a comprehensive roadmap of changes and improvements that the Administrative Leadership Team plans to institute between 2018 and 2023. It was unanimously approved by all three school committees in the fall of 2018. The Plan includes four (4) major goals: strengthening student achievement by fully aligning curriculum in both elementary schools; building a robust performing arts program; incorporating a STEM curriculum in all schools; maintaining our comprehensive Pupil Personnel Service level by creating equity in classrooms and extracurricular activities; increasing our abilities to provide social-emotional support to all students; enhancing our use of technology including a long-range goal of having a 1:1 chrome book/student ratio; introducing virtual reality as a tool for learning in each school; creating a fiscally sound and responsible plan for budgeting while continuing to address the needs of the districts; ensuring that we offer competitive pay and benefits to retain highly qualified staff; and, developing a summary of the financial impact of the District Improvement Plan.

We look forward to the future as one, fully-regionalized school district. At both the Berlin and Boylston Town Meetings in May, voters overwhelmingly agreed to support this historical change. The concept of regionalization has been a topic on and off the table for nearly 30 years and will come to fruition on July 1, 2019 when the district officially begins as one. A special thank you goes out to the members of the Regionalization Subcommittee who held many public forums to spread the facts about how regionalization would benefit the students of Berlin and Boylston, and to address questions and concerns.

At Tahanto Regional Middle/High School, the Class of 2018 graduated 83 students, with 88% furthering their education at a 4-year, 2-year or trade school, 11% entered the work force and 1% begin serving their country in our Nation's Armed Forces. I was proud to be able to personally wish these fine young men and women well as they journey through life.

Additionally, the Berlin-Boylston Public Schools hired 25 new staff members, including teachers in world language, physical education and music, as well as paraprofessional aides, and support staff including a new custodian, cafeteria workers, and a library aide. We said goodbye to three (3) long-term teachers at Taranto: Peter Maki (37 years); Irene Barry (37 years); and Neil

SUPERINTENDENT OF SCHOOLS REPORT

Greenwald (31 years). We wish them the best of luck in retirement and as they enjoy this new phase of their life.

Enrollment remained even over the last year, with 1,047 students enrolled in 2017 and 1,046 enrolled in 2018. We do anticipate some small growth in enrollment in the coming years and intend to maintain our commitment to providing all our students with a quality education.

The Berlin-Boylston Public Schools do not educate our students without the continuous support and partnership of community leaders, advocates, town officials, police and fire departments, parents and citizens. We are extremely grateful to all of you.

In closing, 2018 was a banner year for our schools and professionally, for me as well. It is with excitement and enthusiasm that I head in to 2019, optimistic that our achievements in 2018 will carry forth the future of the educational system in these two great towns and provide a meaningful, well-rounded education to our future leaders. Thank you, again, for the opportunity to serve as your Superintendent of Schools.

Respectfully submitted,

Jeffrey Zanghi
Superintendent of Schools

DIRECTOR OF FINANCIAL SERVICES

Organizational Update

Berlin-Boylston Public Schools is currently comprised of three separate school districts. Each school has a separate budget, and funds are not commingled or shared across districts. The separate districts will continue into FY19, but beginning in FY20 (July 1, 2019), the three districts will consolidate into a single pre-K to grade 12 regional school districts. This organizational change was approved at the 2018 Town Meetings in Berlin and Boylston.

Following is a summary of each budget.

Berlin Memorial School:

The FY19 budget increased by 4.6% vs. FY18 from \$2,896,337 to \$3,030,268. Major drivers of the increase included the addition of two paraprofessional staff at an annual cost of \$48,000; a \$33,000 increase in Specialist salaries (Math and Reading) in the general fund, in significant part due to a reduction in available grant funds to defray these costs; and a staffing restructuring of the School Psychologist and Special Education Coordinator role that added \$21,000 to the budget.

Boylston Elementary School:

The FY19 budget increased by 7.2% vs. FY18 from \$2,876,374 to \$3,084,291. While this may seem like a significant increase, following are a couple pieces of information to put this increase in context: 1) Even with this significant increase, the school's 5-year average annual budget growth rate from FY14 – FY19 is 1.35%; 2) The Boylston Elementary School was in the bottom 7% of the state of Massachusetts in FY17 in Per Pupil Expenditures per a report published by the MA Department of Elementary and Secondary Education. The district administration appreciates the support of town officials and taxpayers in helping shore up some funding needs to restore the budget to a level that will meet the ongoing needs of students at Boylston Elementary.

There were some investments in staff that were the primary drivers of the increase. The school's Bridges Program commenced in FY19, and to run this program, a Severe Needs Special Education Teacher, and a paraprofessional were added to the budget. In addition, based on enrollment levels and increasing class sizes, a classroom teacher was added in first grade. The building principal and district administration will continue to monitor enrollments in the coming years, as new housing developments may impact future classroom enrollment.

Tahanto Regional Middle/High School:

The FY19 budget increased by 2.6% vs. FY18 from \$8,337,821 to \$8,557,480. The primary drivers of this increase are contractual increases for teacher salaries, and the addition of 0.8 FTE for a School Social Worker. An additional factor was a reduction in the use of school choice reserves by \$91,000; with this reduction the district is still budgeting to spend down school choice by reserves by approximately \$200,000, as it will be offsetting its expense budget with \$650,000 in school choice funds, while bringing in \$450,000 in revenue related to the school

DIRECTOR OF FINANCIAL SERVICES

choice students. The district is planning to continue to reduce the reliance on these funds over the coming years with a goal of balancing the school choice revenues and expenses so reserve levels are not spent down too much further.

Respectfully submitted,

Robert J. Conry
Director of Finance and Operations

DIRECTOR OF FINANCIAL SERVICES

2018-2019 Tahanto Teachers' Salary Schedule (FY19)

Professional Experience	Bachelor's	Master's	Master's+15	Master's+30	Master's+45	Master's+60/ PhD
0	\$48,363	\$50,838	\$52,087	\$54,570	\$55,865	\$56,704
1	\$50,220	\$52,703	\$53,955	\$56,432	\$57,726	\$58,592
2	\$52,087	\$54,570	\$55,801	\$58,279	\$59,576	\$60,470
3	\$55,801	\$58,278	\$59,528	\$62,019	\$63,394	\$64,345
4	\$57,663	\$60,772	\$62,018	\$64,499	\$65,987	\$66,977
5	\$59,528	\$63,065	\$64,499	\$66,977	\$68,274	\$69,299
6	\$63,253	\$66,977	\$68,221	\$70,712	\$72,008	\$73,087
7	\$65,109	\$69,464	\$70,712	\$73,183	\$74,479	\$75,596
8	\$66,977	\$71,936	\$73,183	\$75,671	\$76,977	\$78,131
9	\$70,501	\$74,426	\$75,671	\$78,775	\$80,070	\$81,271
10	n/a	\$76,902	\$78,775	\$81,874	\$83,171	\$84,419
11	n/a	\$80,569	\$83,099	\$86,242	\$87,585	\$88,899

2018-2019 Berlin Teachers' Salary Schedule (FY19)

Professional Experience	B	B+15	M / B+36*	M+15	M+30	M+45	M+60
0	\$50,051	\$51,342	\$52,632	\$54,750	\$56,852	\$58,840	\$60,899
1	\$52,136	\$53,442	\$54,750	\$56,852	\$58,970	\$61,034	\$63,172
2	\$54,216	\$55,534	\$56,852	\$58,970	\$61,060	\$63,197	\$65,412
3	\$56,534	\$57,828	\$59,125	\$61,197	\$63,263	\$65,475	\$67,766
4	\$58,564	\$60,221	\$61,880	\$63,936	\$65,993	\$68,301	\$70,692
5	\$60,609	\$62,619	\$64,624	\$66,695	\$68,753	\$71,159	\$73,650
6	\$63,332	\$65,699	\$68,070	\$70,137	\$72,198	\$74,720	\$77,334
7	\$65,388	\$68,097	\$70,807	\$72,877	\$74,949	\$77,569	\$80,285
8	\$67,416	\$70,489	\$73,562	\$75,633	\$77,681	\$80,399	\$83,215
9	\$69,458	\$72,888	\$76,318	\$78,376	\$81,130	\$83,967	\$86,911
10	\$71,510	\$75,291	\$79,073	\$81,818	\$84,561	\$87,522	\$90,586
11	\$73,548	\$78,021	\$82,493	\$85,258	\$87,999	\$91,079	\$94,266
11+	\$74,283	\$78,801	\$83,316	\$86,109	\$88,878	\$91,989	\$95,209

DIRECTOR OF FINANCIAL SERVICES

2018-2019 Boylston Teachers' Salary Schedule (FY19)

Professional Experience	Bachelor's	Master's	Master's + 15	Master's + 30	Master's + 45
0	\$45,490	\$48,393	\$50,129	\$51,876	\$53,612
1	\$47,518	\$50,427	\$52,163	\$53,904	\$55,644
2	\$49,544	\$52,449	\$54,199	\$55,933	\$57,678
3	\$52,449	\$55,352	\$57,090	\$58,840	\$60,582
4	\$55,136	\$58,496	\$60,307	\$62,134	\$63,971
5	\$57,274	\$60,925	\$62,745	\$64,587	\$66,412
6	\$60,271	\$64,587	\$66,413	\$68,271	\$70,111
7	\$62,426	\$67,039	\$68,878	\$70,735	\$72,557
8	\$64,587	\$69,509	\$71,341	\$73,183	\$75,041
9	\$66,413	\$71,954	\$73,801	\$76,196	\$78,728
10	\$68,579	\$74,431	\$76,872	\$79,326	\$81,807
11	\$72,090	\$78,986	\$81,488	\$83,995	\$86,507

School Choice Balances – Berlin Memorial

FY17 Beginning	\$318,091
Revenue	\$127,711
Expense	\$103,500
FY17 Ending Balance	\$342,302
FY18 Beginning	\$342,302
Revenue	\$82,756
Expense	\$95,000
FY18 Ending Balance	\$330,058
FY19 Beginning	\$330,058
Anticipated Revenue	\$77,953
Anticipated Expense	\$85,000
FY19 Prom's Ending Balance	\$323,011

DIRECTOR OF FINANCIAL SERVICES

School Choice Balances – Boylston Elementary

FY17 Beginning	\$255,690
Revenue	\$112,874
Expense	\$91,400
FY17 Ending Balance	\$277,164
FY18 Beginning	\$277,164
Revenue	\$74,318
Expense	\$93,919
FY18 Ending Balance	\$257,563
FY19 Beginning	\$257,563
Anticipated Revenue	\$69,040
Anticipated Expense	\$143,000
FY19 Prom's Ending Balance	\$183,603

School Choice Balances – Regional District (Tahanto)

FY17 Beginning	\$1,165,000
Revenue	\$536,805
Expense	\$589,666
FY17 Ending Balance	\$1,112,139
FY18 Beginning	\$1,112,139
Revenue	\$451,199
Expense	\$650,000
FY18 Ending Balance	\$913,338
FY19 Beginning	\$913,338
Anticipated Revenue	\$445,000
Anticipated Expense	\$650,000
FY19 Prom's Ending Balance	\$708,338

BOYLSTON ELEMENTARY BUDGET SUMMARY

Description	FY17 Actual	FY18 Actual	FY19 Budget
1110 - SCHOOL COMMITTEE	2,864	5,912	4,200
1210 - SUPERINTENDENT	58,164	52,932	61,740
1410 - FINANCE AND BUSINESS	48,879	52,245	58,572
1420 - HUMAN RESOURCES/BENEFITS	10,666	10,916	11,223
1430 - LEGAL SERVICES	12,000	12,000	12,000
1450 - DISTRICT-WIDE TECHNOLOGY	32,176	32,643	35,284
2110 - CURRICULUM	26,866	27,500	28,181
2111 - PUPIL PERSONNEL SERVICES / SPED	44,676	48,364	50,472
2210 - SCHOOL BUILDING LEADERSHIP	134,915	137,780	142,098
2250 - BUILDING TECHNOLOGY	32,529	26,584	43,013
2305 - CLASSROOM TEACHERS	1,100,972	1,342,580	1,487,512
2310 - SPECIALIST TEACHERS	208,135		
2315 - INSTRUCTIONAL COORDINATORS / TEAM LEADERS	45,100	22,000	21,500
2320 - MEDICAL / THERAPEUTIC SERVICES	44,559	56,619	63,273
2325 - SUBSTITUTES	75,149	77,168	41,000
2330 - PARAPROFESSIONALS	200,556	158,583	218,348
2340 - LIBRARY / MEDIA CENTER	43,511	37,269	39,634
2351 - PROFESSIONAL DEVELOPMENT LEADERSHIP	818	333	1,003
2357 - PROFESSIONAL DEVELOPMENT	19,438	15,570	20,850
2410 - INSTRUCTIONAL MATERIALS	14,819	7,005	4,736
2415 - OTHER INSTRUCTIONAL MATERIALS	947	1,423	1,600
2420 - INSTRUCTIONAL EQUIPMENT	14,760	25,286	14,036
2430 - GENERAL SUPPLIES	10,659	5,992	6,000
2440 - INSTRUCTIONAL SERVICES	-		500
2451 - CLASSROOM INSTRUCTIONAL TECHNOLOGY	16,093	30,778	3,000
2455 - INSTRUCTIONAL SOFTWARE	1,684	2,627	4,000
2720 - TESTING AND ASSESSMENT	274	40	1,550
2800 - PSYCHOLOGICAL SERVICES	79,185	103,309	112,114
3200 - MEDICAL / HEALTH SERVICES	83,609	86,150	86,784
3300 - TRANSPORTATION SERVICES	145,289	183,084	186,456
3400 - FOOD SERVICES	-		
3520 - OTHER STUDENT ACTIVITIES	550	550	550
4110 - CUSTODIAL SERVICES	103,783	113,902	116,408
4120 - HEATING OF BUILDING	32,548	21,742	32,625
4130 - UTILITIES	55,956	46,795	55,750
4210 - MAINTENANCE OF GROUNDS	1,927	3,889	3,978
4220 - MAINTENANCE OF BUILDING	22,200	44,651	14,210
4225 - BUILDING SECURITY	480	623	330
4230 - MAINTENANCE OF EQUIPMENT	13,673	16,037	17,127
4400 - NETWORKING AND TELECOMMUNICATIONS	32,939	7,804	10,935
7200 - RENTAL / LEASE OF BUILDING	3,779	-	
9100 - TUITIONS TO MASS. PUBLIC SCHOOLS	35,354	22,915	18,800
9300 - TUITIONS TO PRIVATE SCHOOLS	21,778	33,999	52,899
TOTAL	2,834,258	2,875,599	3,084,291

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

BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT BUDGET SUMMARY

Description	FY17 Actual	FY18 Actual	FY19 Budget
1110 - SCHOOL COMMITTEE	19,326	21,587	16,742
1210 - SUPERINTENDENT	121,883	107,831	124,530
1410 - FINANCE AND BUSINESS	134,680	143,190	157,532
1420 - HUMAN RESOURCES/BENEFITS	26,378	27,047	27,443
1430 - LEGAL SERVICES	20,295	19,789	20,000
1435 - LEGAL SETTLEMENTS		10,000	
1450 - DISTRICT-WIDE TECHNOLOGY	65,000	69,586	71,454
2110 - CURRICULUM	53,732	54,974	56,361
2111 - PUPIL PERSONNEL SERVICES / SPED	94,485	93,933	102,454
2210 - SCHOOL BUILDING LEADERSHIP	325,265	322,704	338,976
2250 - BUILDING TECHNOLOGY	56,919	51,565	79,325
2305 - TEACHERS / SPECIALISTS	2,635,094	2,702,530	2,876,902
2315 - INSTRUCTIONAL COORDINATORS / TEAM LEADERS	102,101	104,486	111,412
2320 - MEDICAL / THERAPEUTIC SERVICES	8,721	9,390	12,350
2325 - SUBSTITUTES	102,713	57,226	79,000
2330 - PARAPROFESSIONALS	220,431	318,017	326,038
2340 - LIBRARY / MEDIA CENTER	83,978	87,443	89,399
2351 - PROFESSIONAL DEVELOPMENT LEADERSHIP	559	478	524
2357 - PROFESSIONAL DEVELOPMENT	36,639	33,037	29,850
2410 - INSTRUCTIONAL MATERIALS	27,694	27,595	30,758
2411 - TEXTBOOKS	5,145	11,256	31,711
2415 - OTHER INSTRUCTIONAL MATERIALS	6,296	6,031	6,293
2420 - INSTRUCTIONAL EQUIPMENT	20,908	18,448	19,376
2430 - GENERAL SUPPLIES	11,201	10,683	10,200
2440 - INSTRUCTIONAL SERVICES	-	-	500
2451 - CLASSROOM INSTRUCTIONAL TECHNOLOGY	13,253	9,558	39,500
2455 - INSTRUCTIONAL SOFTWARE	7,066	-	5,500
2710 - GUIDANCE	148,819	162,323	176,172
2720 - TESTING AND ASSESSMENT	3,185	170	2,500
2800 - PSYCHOLOGICAL SERVICES	62,827	83,351	114,532
3200 - MEDICAL / HEALTH SERVICES	85,757	87,648	90,561
3300 - TRANSPORTATION SERVICES	330,493	371,928	406,704
3510 - FOOD SERVICES	112,799	128,064	128,791
3520 - OTHER STUDENT ACTIVITIES	28,292	34,447	32,682
4110 - CUSTODIAL SERVICES	262,440	261,594	255,103
4120 - HEATING OF BUILDING	42,162	51,593	56,000
4130 - UTILITIES	167,739	156,898	183,800
4210 - MAINTENANCE OF GROUNDS	33,063	27,676	43,760
4220 - MAINTENANCE OF BUILDING	56,145	51,140	53,004
4225 - BUILDING SECURITY	1,385	615	1,581
4230 - MAINTENANCE OF EQUIPMENT	23,793	22,960	30,333
4400 - NETWORKING AND TELECOMMUNICATIONS	9,841	17,332	16,500
5100 - EMPLOYEE RETIREMENT CONTRIBUTION	101,762	111,699	122,776
5200 - EMPLOYEE INSURANCE	1,148,754	1,152,795	1,198,000
5250 - RETIREE INSURANCE	126,254	122,599	144,000
5260 - NON-EMPLOYEE INSURANCE	109,413	92,498	97,700
5350 - RENTAL / LEASE OF BUILDING	19,277	19,855	20,600
9110 - TUITIONS, SCHOOL CHOICE	126,109	119,472	90,000
9120 - TUITIONS, CHARTER SCHOOLS	213,017	238,007	180,000
9300 - TUITIONS TO PRIVATE SCHOOLS	644,854	583,790	316,124
9400 - TUITIONS TO COLLABORATIVES	87,999	112,556	132,127
TOTAL	8,145,944	8,329,395	8,557,480

DEPARTMENT OF PUPIL PERSONNEL SERVICES

Special Education

During the 2018 calendar year, the Special Education Department of the Berlin-Boylston Schools provided ongoing supportive services to approximately 198 active students this year and evaluated 70 new students throughout the course of the year. Students receive assistance based on individual needs in academics, speech and language therapy, occupational therapy, physical therapy, counseling, applied behavioral analysis and transition services. According to Department of Education data, in 2018 each school served 87% or more of all students with special education services in full or partial inclusion.

In 2018, the District(s) focused on increasing social emotional learning and supports for students. The schools were able to reinstate the psychologist to a full-time position in each of the elementary schools and add a part time social worker at Tahanto. Working with the Curriculum Director, teachers at the elementary level also began a formal school wide social emotional curriculum, Caring School Communities. The district(s) also expanded its Positive Behavioral Interventions and Supports (PBIS) to the middle and high school levels with the D.E.E.R program.

The Special Education department has worked with school principals and staff to incorporate the MA Tiered System of Support 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. The percentage of students receiving special education services in each district is now leveling off, with numbers closer to the state average of 17.7 %. The intervention blocks have benefitted all students, and fewer students are requiring specialized instruction.

Students with Disabilities	2014	2015	2016	2017	2018
Berlin	25.5	21.5	17.7	15.7	15.8
Boylston	13.9	12.1	9.6	10.2	13.3
Region	19.1	17.6	16.5	17.2	17.7

Both Berlin and Boylston run integrated Pre-Kindergarten programs for three and four-year old. Boylston's program is combined with the Tahanto child development program at the high school. The integrated programs bring together students with special needs and their peers from the community. If students are referred for special education services, they are screened and evaluated to determine if they may have a disability, and, if found eligible, they may begin receiving services at age three. Our Child Find Outreach services provide parents who have concerns about their child an opportunity to request a screening, and if needed an evaluation.

Parents and caregivers are encouraged to contact the Pupil Personnel Office at 508-869- 2837 ext. 1106 to arrange a screening for their child.

DEPARTMENT OF PUPIL PERSONNEL SERVICES

Our parent- run Special Education Parent Advisory Council (SEPAC) 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 offer a scholarship each year to students with a disability who have attended our schools. We would like to thank the SEPAC for their continued support for students.

English Learners (EL students)

The number of English Learners in our schools in 2018 has also decreased slightly in Berlin and Boylston after a few years of steady increases.

EL Percentage	2014	2015	2016	2017	2018
Berlin	2	2.7	4.9	5.3	4.4
Boylston	1.6	2.4	3	2.7	2.7
Region	0.9	1.6	1.2	1.2	1.9

We have a rich variety of students in our schools who speak a native language other than English. A majority of our EL students were born in the US and their families speak languages other than English, so students often begin school already knowing some English. Current students' native languages include: Albanian, Arabic, Cambodian, Chinese, German, Italian, Japanese, Khmer Polish, Portuguese, Russian, Serbo-Croatian, Spanish, Tagalong, Telugu, Twi and Urdu.

This year we completed an equity survey with parents which asked if their child had ever been discriminated against at school based on “race, color, national origin, ancestry, sex, sexual orientation, gender identity, religion, creed, disability, veteran status, genetic information, English proficiency, homelessness or any other class protected by state or federal law.” We were happy to have 92.9% of parents respond that their child had not been the subject of discrimination but continue to strive for 100%.

School Nurses

Annual vision, hearing and postural screenings were completed in each school last year. Our nurses also finished the district health manual and provide health education in the schools. Tahanto's school nurse worked with guidance counselors to complete the Screening, Brief Intervention, and Referral to Treatment (SBIRT) screenings, which is a confidential, evidence-based tool to screen students for high-risk behaviors, including substance abuse. Staff worked with students who were at risk to help them find support and resources.

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. Over the years we have expanded our programming's and incorporated practices to reach this mission. Our focus this year is on student choice and its impact on the environment. As you walk the school, you see teachers incorporating choice into flexible seating models, into assessment tools, and in pacing. This all has worked towards fostering the "student-centered environment" discussed in our mission.

We continue to build on our successes while embarking on a new five-year District Improvement Plan. STEM continues to be an area of focus as we incorporate Science and Math Coaches into our building and have an eye on the future as we explore virtual reality tools to enhance our instruction. Our plan includes the deep work of addressing and exploring standards in all our content areas but specifically this year in ELA. We have a refocus on the performing arts and have adapted our music teaching positions to reflect this. This year we will add Parent Camps to our parent outreach programs. A large addition to our program this year is the inclusion of a substantially separate program for students living with significant impairments. This year marks the first year we have had the program, "Bridges" in place and it has already proven to be a valuable program for our students.

As we work towards the student Inclusive Practices portion of the plan, BES has made efforts to update our Instructional Support Team (IST) through the Response to Intervention (RTI) process. This year, we have moved to the use of AIMS web assessment data in grades K through 5. This allows us to monitor progress through all six years students attend our school. Additionally, the updated program allows the IST team to monitor progress through frequent intervals. Three times each year, all students are benchmark assessed and the IST team reviews the data targeting students in need for intervention. These students then receive regular progress probes before the team reconvenes at the six-week mark. At that point, progress is noted and interventions discontinue/continue/or change. This new process does not allow students to fall through the cracks but also has ensured students receive interventions that work for them.

In the spring of 2018, Boylston Elementary again participated in the 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 regarding 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 to provide our students with multiple opportunities to work with the technology in the program and ensure their comfort in computerized testing environments. Our students continue to outpace the state average in all areas. Massachusetts has also implemented a new accountability system designed to combine student growth, the lowest performers growth and a few other measures such as attendance to rank school.

MCAS results were released this fall. Comparing our results to the state's average allows us to draw some conclusions about our students' 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

BOYLSTON ELEMENTARY SCHOOL

content areas. While our students are showing great success, we continue to seek ways to improve our pedagogical approach and further increase student success.

BES is grateful for the remarkable support of our community. We would like to recognize the efforts of our Superintendent Jeff Zanghi, 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 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 2018 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 2019 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.

The Boylston School Committee would also like to thank the members of our community, school committee members, regionalization committee and school administration for all the hard work in the passing of our district regionalization during our May election. We would like to give a special thanks to Jeff Zanghi, Robert Conrey, Lorie Matiska, Angel Yildaz and the community members from both Boylston and Berlin who served on our regionalization sub-committee. The expanded Regional School district goes into effect July 1st, 2019.

Organization

In May 2018, Keith Lewis was elected to serve on the Boylston School Committee for 3 years. Keith joins the Committee replacing the outgoing Matt Lozoraitis who has served the committee and the town for the past 3 years. We are excited with the addition of Keith and are grateful for the years of amazing work that Matt offered.

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

In 2018, the Boylston School Committee held 14 posted meetings. Jim Spencer was present for 11 of 14, Lorie Martiska was present for 10 of 14 and Keith Lewis was present for 7 of the 14 (only on committee for 8 of these) – It should be noted that Matt Lozoraitis was present for 3 of 14 (on committee for 6).

Academic Performance and Learning Environment

We continue to build on our successes while embarking on a new five-year District Improvement Plan. The updated Aims Web program is now being used in grades K through 5. We use this data to ensure all students are making adequate progress in their skill development. Additionally, this assessment ties into the Response to Intervention (RTI) teams work as they review the progress of identified students every six weeks. This directly ties into our District Improvement Plan goal two which is to maintain and enhance the District’s comprehensive program of Pupil Personnel Services and inclusive practices. STEM continues to be an area of focus as we incorporate Science and Math Coaches into our building and have an eye on the future as we explore virtual reality tools to enhance our instruction.

This year, BES and the region continued to improve our tools and processes for measuring the achievement of our students. This included the implementation of an updated Standards-Based

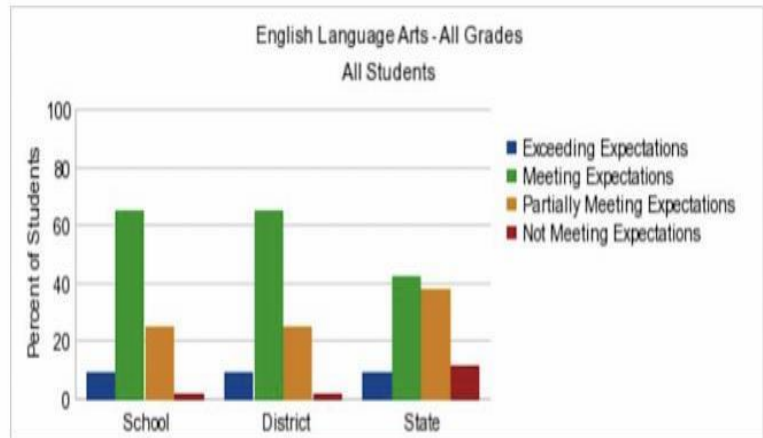
BOYLSTON SCHOOL COMMITTEE

Report Card. The Standards-Based Report Card reflects the learning standards as outlined in the Massachusetts State Frameworks and the National Common Core Curriculum Standards, for each grade level Kindergarten through Grade Five. The Report Card lists grade level standards are in each curriculum area: English/Language Arts, Mathematics, Science, Social Studies, Art, Music, and Physical Education. Each grade level Report Card includes information about the child's approaches to learning and pro-social skill development. Copies of the Standards-Based Report Cards at each grade level are available on the Berlin-Boylston website: <https://berlin-boylston.org>.

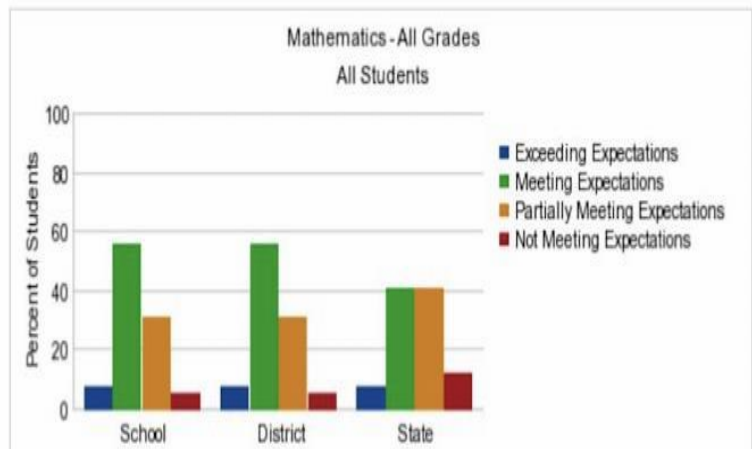
In 2017/2018 we continued growth in our standards-based testing. The MCAS 2.0 addition in 2017 it drove a more consistent process for testing and evaluation. This past year, with a more informed approach, our scores again rose. I would point out as well that BES students significantly outpaced the state average by a greater percentage than in the past.

The partnership between our kids and the amazing staff and administration is reflected in these scores.

English Language Arts	N Included	% School	% District	% State
Exceeding Expectations	13	9	9	9
Meeting Expectations	94	65	65	42
Partially Meeting Expectations	36	25	25	38
Not Meeting Expectations	2	1	1	11
Total Included	145			



Mathematics	N Included	% School	% District	% State
Exceeding Expectations	11	8	8	7
Meeting Expectations	81	56	56	40
Partially Meeting Expectations	45	31	31	40
Not Meeting Expectations	8	6	6	12
Total Included	145			



BOYLSTON SCHOOL COMMITTEE

We are proud to report that, despite initial challenges with new test material and format, 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 and continue to bear fruit. He continues to effectively manage staff assignments to support the best interest of our children.

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 been 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.

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 their continued generosity and support allows us to build great kids.

The School committee is excited to continue our growth and progress towards a more informed and included community. The School Committee for 2018/19 has established a set of three goals which we will use to drive our excellence throughout the year. One of these goals is an increased focus on community engagement. We will be working with administration and community to build a team to support our goal.

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.

Town support goes far beyond approval of 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. 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.

BOYLSTON SCHOOL COMMITTEE

Continued thanks go out to an amazing group 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

In the 2017-18 school year, we saw an anticipated 246 students to enroll, actual 1st Day enrolment was 268 and on our last day 266 students were enrolled.

For the 2018-19 school year we saw an anticipated, 242 students to enroll, actual 1st day enrolment was 261 and we currently have 265 students enrolled.

Currently we are anticipating 260 students enrolled for next year though as we continue to register students in kindergarten we expect this number to grow.

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 & Initiatives

Boylston Elementary in conjunction with school committee continue to invest and learn about more effective ways to make our schools safer and provide a learning environment conducive to the health and safety of our students. This year BES staff researched and implemented the School Dismissal Management System. This program or application allows parents to notify the school of absences and changes to dismissal plans digitally. The program sends each classroom and the main office a report of how the children are to be dismissed each day and any changes to the typical routine are highlighted. So far, we have seen participation in the application exceed 85% of families and noted its ease of use. Thank you to Michele Hatem for all her efforts on this project.

BES continues to work with staff, PTO, BEF and community to increase safety in areas of the school such as the building facilities, fire prevention, playground safety and overall student health.

BES in conjunction with Superintendent Zanghi and the Boylston Board of Selectmen will research, evaluate and present on the feasibility of a School Resource Officer (SRO).

Though an increase in funding was voted on and provided in our 2018 school budget, BES continued to face challenges due to increased class sizes and staff requirements. Areas like SPED support, access to library and technology improvements were all effected by budget constraints or increased student enrollment requirements.

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

BOYLSTON SCHOOL COMMITTEE

many changes have brought, and thanks the administration and staff for their continued efforts during this period.

Financial

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 on a *preliminary* budget for the following fiscal year. In recent years, the preliminary budget was initially presented to School Committee in mid-December. For FY20, the Regional Transition School Committee is the governing body with authority to review and approve the new Region's budget. That body will be established at the 1st school committee meeting on January 8, 2019, and the initial budget presentation will take place later in that meeting.

Several factors will be shared in the full budget presentation, including the 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* FY2020 budget of \$3,143,179 an estimated increase of 1.9% over FY2019. As noted above, this amount is subject to change 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.

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, this 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,

BOYLSTON SCHOOL COMMITTEE

administrators, parents, town residents, and of course, our students. With your help, we will continue to move BES forward.

Respectfully submitted,

James Spencer
Chair, Boylston School Committee

Lorie Matiska
Vice Chair, Boylston School Committee

Keith Lewis
Secretary, Boylston School Committee

TAHANTO REGIONAL MIDDLE/HIGH SCHOOL

In 2018 Tahanto continued its mission to support and challenge students in achieving personal and academic excellence in a safe, collaborative, and student-centered environment. Tahanto welcomed 596 students across grades 6-12. New faculty and staff members included Nick Boudreau, Karla Correia, Jessica Gallagher, Renee Savoie, Julie Wheeler and Nick Wiedeman.

There were 28 recipients of the Abigail Adams Scholarship in the Class of 2019. These students receive free tuition at Massachusetts State Colleges and Universities. Tahanto had one student named a Commended Student in the 2019 National Merit Scholarship Program.

The Superintendent's Award for academic excellence went to John Allen of Boylston and the Principal's Award for outstanding leadership went to Kevin Bellino of Boylston. Eighty-eight percent of 2018 graduates are attending college, eleven percent entered the workforce and one percent entered the military.

The importance of providing learning opportunities beyond the classroom continued in April 2018, as Mr. Peer took 8 high school students to China for an 8 -day trip to experience the life and culture of this ancient country. They toured Beijing and Shanghai as well as visited Tahanto's sister school, the Fudan Experimental School. Students were immersed in the Chinese lifestyle and were able to gain an understanding of life as a Chinese student. The trip was a great success and the students enriched their lives with experiences that they will cherish all their lives.

Irene Barry led an educational language and culture trip to Quebec City. This included a scenic ferry trip into the City, visits to nearby snow park, museums, restaurants and a visit to a school where students learned a local sport called Kin-Ball. This was a wonderful opportunity for Tahanto students to experience another culture.

The girls' soccer team won the Mid-Wach E Girls Soccer League Championship and the Cross-County Boys team won the Mid-Wach E Boys Cross Country League Championship. National Signing Day was 11/14/18 and Abigail Grady committed to play Division I soccer at Colgate University.

As part of our new five -year District Improvement Plan, Tahanto's Drama Club has become active again and had its inaugural performance "A Seussified Christmas Carol" in December. Thirty-four students participated in the play as cast and crew members. Faculty and staff also lent a helping hand with set design, play rehearsal, sound and lights.

Social and emotional learning continued to be a focus of the learning environment at Tahanto in 2018. In June of 2018 Tahanto received a grant from the George & Sybil Fuller Foundation to join the SHINE Initiative, a Central Massachusetts-based non-profit dedicated to combating and destigmatizing mental health conditions in children, teens and young adults. The goal is to promote mental health and wellness at Tahanto through a series of varied programs. Among the events planned at Tahanto are a series of classroom conversations with students about causes, signs and symptoms of mental illness, how to ask for help, and how to be supportive caregivers. Students have formed a Student Wellness Advisory Team – known as SWAT in both the middle and high school levels. The mission of these clubs is to empower young people to address stigma by developing in-school activities and awareness campaigns that also promote self-care, positive coping mechanisms, and improved wellness.

TAHANTO REGIONAL MIDDLE/HIGH SCHOOL

Tahanto held a “Refresh Day” for all high school students this fall. In lieu of academic classes on this half-day, students attended four 45-minute workshops that they selected from 28 offerings. Offerings addressed a wide variety of student interest such as Aromatherapy, Pilates, Drumming Circles, Adult coloring, Pet Therapy and Nature Walks. Offerings were presented by school personnel and community partners such as MindSetGo and Dragonfly Wellness Center. Feedback from the students and faculty was overwhelmingly positive. Plans for a middle school Refresh Day are in the works for the Spring.

The New England Association of Schools and Colleges at its October meeting reviewed the Two-Year Progress Report of Tahanto Regional Middle/High School and continued our school’s accreditation. The Committee was pleased of our progress, specifically the inclusion of the school-wide learning expectations into course content rubrics, the monitoring of the alignment of the written and taught curriculum through observations and use of Atlas, the use of the teacher evaluation process to ensure students are engaged in higher order thinking and problem-solving and the professional development provided on the targeted needs of the school.

Through continued support from the communities of Berlin and Boylston, Tahanto continues to provide its students with a challenging and supportive learning environment. All of us at Tahanto want to thank the communities, parents and students for their ongoing support.

TECHNOLOGY COORDINATOR REPORT

2018 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. The school districts fully participated in MCAS 2.0 testing in grades three through eight. In addition, Tahanto grade ten students also participated in two MCAS 2.0 trials, as soon all MCAS exams will be given in an on-line format. The technology department continued to provide 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 three of MCAS 2.0 as the procedures and requirements are constantly evolving.

During 2018 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 2018 we were able to complete the hardware portion at Boylston Elementary and complete middle school grades six through eight at Tahanto Regional as well as begin the high school grades by adding carts to the Science and Math areas. We continue to utilize funds from multiple areas including grants, donations and annual budget line-items to complete this work.

Throughout 2018 we continued to expand our use of Google Apps for Education, now call G Suite both administratively and in the classroom. Throughout 2018 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 we continue to see expanded use by our teachers and students utilizing Google Drive and Google Classroom to communicate and collaborate.

In 2018 we also continued the task of updating aging infrastructure throughout the three districts and Central Office. We upgraded security systems at both elementary schools. We upgraded the firewall at Tahanto Middle/High to improve data throughput. We are in the process of updating the server at Central Office. We have updated servers at the elementary schools to provide virtualization of server functions. We have improved the Internet bandwidth at all three schools. We replaced outdated teacher laptops at Boylston Elementary and are in the process of doing the same at Tahanto.

Throughout 2018 we continued to make improvements and refinements to key areas. Throughout the Spring, Summer and Fall we worked on re-designing 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

TECHNOLOGY COORDINATOR REPORT

Math as well as moving to a digital version of our K-5 AIMS Web testing. In 2018 we continued to replace outdated Smart Boards with interactive projectors. We continue to improve our web presence to keep our students, parents and community members informed of the happenings of the Berlin-Boylston Public Schools. Late in the Fall of 2018 we were able to establish a partnership with Assabet Valley Technical High School to provide a student intern who provided additional technology hardware support for the districts. This is a partnership we hope will continue throughout the coming years.

As usual this report was not meant to be all inclusive, rather a highlight of the major areas we have worked on in 2018. 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, and to 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 continue to provide the best educational experiences for our students and for the staff members who bring learning into the classroom.

The development of our District Improvement Plan by the administrative team this past summer, opened the doors to targeted goals over the next five years and specific action steps each year. Through the formulation of this plan, a revised elementary standards-based report card, training in curriculum, and the resurgence of enthusiasm and interest for the performing arts became a reality. In addition, our districts' have added three new coaching positions to each building in the areas of science, mathematics and English Language Arts. These coaches come from within our schools and their responsibilities include professional development planning, as well as building expertise to support teaching and learning. All nine of our teacher-leaders continue in their regular positions and have added this important work to their profile.

Community partnerships have been essential to our curriculum department. To date, we have hosted both a summer and fall Berlin-Boylston Crisis Team meeting to bridge communication and collaboration among school and district administrators with Berlin and Boylston Police and Fire Department officials. Our gatherings afford all stakeholders the opportunity to discuss, plan and share ideas and methods to improve the safety and well-being of our students and staff, and to ensure that the most effective and efficient system for responding to emergency and crisis situations is in place. In addition, we are grateful to our safety departments for their willingness to provide education to our students and staff through programs, training, and classroom presentations.

Parent and Community Partnerships have also been at the heart of our efforts to connect students to the endless possibilities that will be afforded to them during and beyond their school years. To that end, we are grateful to the team from Thermo-Fisher Scientific and their liaison, Michael Reale, a parent from Boylston, who provided our fifth-grade students with the second annual KNEX challenge in June, parents from our three schools who planned and coordinated our annual spring S.T.E.M. Night for elementary schools, and for alumni like Jennifer Flanagan (TAH '11) who reached out to our science coaches and teachers on her holiday visit home, to share her love of science as a doctoral candidate in chemistry at the University of Texas – Austin, and the possibility of developing a K-12 virtual outreach project called "Fun with Chemistry" at our schools.

Likewise, we are excited about the shared connection among our school and town librarians who have create a consortium during our professional development days to share resources and, as they did in November, pay a visit to the Boylston Historical Society and learn from Nancy

DIRECTOR OF CURRICULUM & GRANTS

Filgate about the community and opportunities for students to access research information to support the new 2018 History & Social Science Frameworks obligations.

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.

During 2018, the Committees have focused their energies on the following areas:

Superintendent

The Committees engaged with our new Superintendent as he: a) implemented his entry plan, b) developed a five-year plan for the schools in conjunction with the leadership team, c) worked with the principals as they developed their individual schools' school improvement plans and d) developed his own performance goals.

Regionalization

The Committees worked with the Regionalization Subcommittee as the subcommittee: a) finalized its rationale for full regionalization, b) gained Committees support, c) developed a marketing plan for informing stakeholders about the regionalization articles and d) implemented the written information materials, forums and other presentations.

Governance

The Committees continued working with MASC on developing good governance approaches. Specifically, the Committees engaged in a process that resulted in the Committees developing goals for the Committees for the 2018-2019 school year.

It would not be exaggeration to say that 2018 was the most exciting and satisfying year in several years for the Committees. We began the year with a new Superintendent who has brought with him a vision for our schools and a plan for implementing that vision. The Regionalization Subcommittee brought forth a vision and plan for becoming a K-12 Regional School District and then formulated and implemented an educational and marketing plan to persuade the stakeholders that this plan would make us a stronger school system. And finally, the Committees took on the task of developing a vision for our schools and developing goals for implementing and supporting that vision. Committees' work and will be evaluated as to progress and relevance throughout the school year.

None of these achievements, however, would have been possible without the hard work and generosity of many members of the communities of Berlin and Boylston. From the teachers, students, staff, administration and community members who met with our new Superintendent in the spring to talk about their hopes and dreams for our schools to the community members who volunteered on the Regionalization Subcommittee and worked tirelessly informing and advocating for full regionalization the schools of Berlin and Boylston the Committee is grateful.

BERLIN-BOYLSTON REGIONAL AND UNION #60 SCHOOL COMMITTEES

Members of the Committees are also very proud of the progress our students and schools have made throughout 2018. 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.

Annual Member Attendance

There were fourteen (14) posted Regional/Union #60 School Committee meetings held during the calendar year 2018. Member attendance is as follows:

• E. Gault	Berlin	5	Resigned 5/18
• S. Henry	Berlin	6	Appointed 6/18
• C. LaPorte	Berlin	14	
• K. Lewis	Boylston	7	Elected 5/18
• M. Lozoraitis	Boylston	3	Term Expired 5/18
• L. Martiska	Boylston	11	
• J. Spencer	Boylston	11	
• A. Yildiz	Berlin	14	

Please note that the statistics above do not include member attendance at other committee (i.e. Policy Subcommittee, Personnel), ad hoc committee (i.e. S.C. Goals), subcommittee (i.e. Regionalization) or other meetings (i.e. Regionalization Forums).

Respectfully submitted,

Clifton O LaPorte Jr., Chair

BERLIN-BOYLSTON REGIONAL SCHOOL

SALARIES / JAN – DEC 2018

Adams	Daniel	\$ 365.68	Dellasanta	Jean	\$ 1,125.00
Adams	Natalie	\$ 85,341.29	Derdarian	Cliff	\$ 4,000.00
Ament	Janet		Derdarian	Kathy	\$ 62,985.28
Anderson	Brian		DeSando	Debra	
Angiulo	Kathleen	\$ 28,509.21	Desroches	Holly	
Angiulo	Theodore		Dnicola	Jason	
Anttila	Delia	\$ 4,640.00	Doherty	Peter	\$ 90,113.77
Ashman	Daniel	\$ 72,141.93	Donaghue	Kayla	\$ 512.00
Augustine	Rony	\$ 48,444.14	Doonan	Taylor	
Avery	Nicole	\$ 1,616.00	Draper	Debra	\$ 4,308.00
Baer	Mary	\$ 4,240.00	Ducat	John	\$ 4,308.00
Baniukiewicz	Matthew	\$ 4,092.00	Eiermann	Richard	\$ 85,465.85
Barry	Elizabeth	\$ 90,748.98	Ekstrom	Meaghan	
Barry	Irene	\$ 59,718.44	Ekstrom	Nadine	
Belanger	Michael		Ekstrom	Nicole	
Bielonko	Katie	\$ 65,512.69	Ellis	Debra	
Bjorn	Karen		Ellis	Linda	\$ 1,616.00
Blais	Debra	\$ 25,938.42	Erle	Danielle	\$ 33,386.88
Boudreau	Nicholas	\$ 3,942.11	Esposito	Beth	\$ 28,839.44
Boudreau	Susan	\$ 39,847.16	FanFan	Katherine	\$ 800.00
Brenner	Jennifer		Farrell	Kylie	\$ 3,251.00
Burzenski-			Ferreer	Frank	
Silva	Sadie	\$ 61,461.41	Fitzpatrick	Jannel	\$ 86,629.99
Canning	Cynthia	\$ 18,822.24	Fletcher	Beverly	\$ 1,840.00
Cassella	Amanda		Flores	Maria	\$ 1,040.00
Clark	Kathleen	\$ 15,685.20	Fox	Amy	
Clark	Lauren	\$ 48,611.45	Fryburg	Maryellen	\$ 23,456.34
Cocks	Rebekah	\$ 53,655.79	Gallagher	Jessica	\$ 5,798.04
Colleton	Ryan	\$ 97.65	Gallant	Jeremiah	\$ 75,180.63
Comesana	Marijah	\$ 4,800.32	Gardner	Danielle	\$ 79,739.08
Connor	Lisa	\$ 29,499.92	Gardner	Nina	
Conry	Robert	\$ 54,968.59	Gaucher	Amy	
Cormier	Laurine	\$ 2,185.60	Giguere	Robin	\$ 1,125.00
Correia	Karla	\$ 7,069.63	Gleason	Francene	\$ 84,032.84
Costello	Carol	\$ 56,029.00	Goulet	Joel	\$ 86,319.71
Covino	Chris	\$ 89,527.06	Grady	Tom	
Crossman	Yvonne	\$ 4,360.00	Greenwald	Neil	\$ 81,147.00
DeCastro	Eileen		Grier	Brianna	\$ 320.00
DeCarolus	John		Gustavson	Lizbeth	\$ 88,171.85
Dellasanta	Anders	\$ 2,530.00			

BERLIN-BOYLSTON REGIONAL SCHOOL

SALARIES / JAN – DEC 2018

Hager	Matthew	\$ 54,463.28	Maynard	Alexis	\$ 81,903.15
Hays	Lisa	\$ 99.20	MaAuliffe	Patrick	\$ 316.80
Hays	Christy		McCarthy	David	\$ 41,465.97
Hebert	Wendy	\$ 21,975.49	McDonald	Jessica	
Hersey	Diane		McEvelly	Jacqueline	\$ 27,927.42
Hope	Kristin	\$ 65,047.65	McGinty	Shannon	
Hovey	Laura	\$ 76,981.07	McGrath	Brian	
Hughson	Alex	\$ 1,982.00	Meichelbeck	Joseph	\$ 11,652.57
Hughson	Denise	\$ 20,585.99	Milano	John	
Hurley	Maureen	\$ 7,542.83	Milliner	Bennett	
Hutchinson	Shea		Minihan	Patrick	\$ 97,863.85
Jardin	Diane	\$ 77,439.01	Molnar	Karen	\$ 60,156.03
Jasukonis	Lauren		Morin	Bonnie	\$ 14,201.22
Johnson	JeanMarie		Morin	Roland	\$ 80.00
Johnston	Hilary	\$ 832.00	Murphy	Kathleen	\$ 1,712.00
Karpicus	Thomas	\$ 8,510.00	Mutti	Jane	\$ 79,909.71
Kayal	Asma		Nasiatka	Joshua	
Kelly	Jennifer	\$ 28,999.92	Nelson	Cheryl	\$ 6,425.40
Kelly	Mary	\$ 28,259.16	Neusch	John	
Kilcoyne	Sean	\$ 47,296.06	Noel	Richard	\$ 55,519.75
Klein Mack	Carol	\$ 62,985.28	Noel Young	Kimberly	\$ 24,271.04
Knowles	Julia	\$ 240.00	Norvold	Maureen	\$ 1,680.00
Koogler	Joan	\$ 4,400.00	O'Brien	Conor	
Kwederis	Steven	\$ 1,000.00	O'Brien	Timothy	
Langlier	Mollee		Olson	Nancy	
Lavelle	Jane	\$ 54,400.95	Pacheco	Steven	\$ 99,874.57
Lavigne	Lorry	\$ 365.75	Pashoian	Scott	
Loosemore	Mary Sarah	\$ 1,296.00	Peer	Jeffrey	\$ 72,964.65
Macedo	Rodrigo	\$ 17,428.28	Pendergast	Lucy	\$ 3,753.00
Mackinnon	Charles	\$ 6,903.00	Pendergast	Sondra	
MacQueen	Eileen	\$ 65,015.65	Perrett	Travis	\$ 56,050.25
Maki	Peter	\$ 111,433.30	Perry	Noelle	
Malo	Debra	\$ 975.00	Phongsamouth	Maesa	
Malo	Kimberly	\$ 1,122.67	Picariello	Gregory	\$ 56,684.80
Mancini	Michelle	\$ 24,982.39	Porcaro	Matthew	\$ 73,124.40
Mara	Paul	\$ 51,236.85	Porter	Olivia	
	Mary-		Pusateri	Stephen	\$ 43,737.39
Martinez	Louise	\$ 1,600.00	Raker	Mary	
Mariani	Richard		Ricci	Dara	\$ 27,671.35
	Mary		Rickard	Jennifer	\$ 55,474.93
Martinez	Louise		Rinker	Danielle	\$ 51,380.93

BERLIN-BOYLSTON REGIONAL SCHOOL

SALARIES / JAN – DEC 2018

Rodman	Ilene	\$ 29,853.00	Tolles	Susan	\$ 25,453.90
Rossow	David	\$ 1,612.50	Tomasuolo	Karin	\$ 120.00
Roumelis	Lindsay	\$ 59,633.86	Trainor	Kimberly	\$ 60,522.29
San Inocencio	Marilyn		Trudeau	Elizabeth	\$ 7,378.64
Savoie	Renee				
Sequeira	Emily	\$ 23,605.50	Tucceri	Diane	122,003.94
Sequeira	Janet	\$ 85,019.19	Tucker	Kenneth	
Sequeira	Lisa	\$ 77,109.88	Turgeon	Kristi	\$ 29,243.99
Serachick	Mary	\$ 8,786.94	Uva	Dara	
Settle	Laura	\$ 38,025.00	Vecchiarelli	Alexis	
Sharon	Cheryl	\$ 25,979.19	Veracka	Dorothy	
Shepard	Tammy	\$ 9,659.33	verge	Linda	\$ 90,520.07
Shepard	Wendy	\$ 81,903.15	Villani	Gail	\$ 400.00
Socha	Kristen	\$ 3,720.00	Vogt	Susan	\$ 18,314.70
Shields	Matthew		Wells		
Sokolowski	Linda	\$ 19,906.81	Dufresne	Kimberly	\$ 90,254.00
Staras	Sabrina	\$ 27,699.92	wheeler	Emily	\$ 9,766.03
Staras	Carol		wheeler	Julie	\$ 507.60
Starsiak	John	\$ 81,759.93	wheeler	Nathaniel	\$ 3,251.00
Storey	Lisa	\$ 38,271.90	wheeler	Nathen	\$ 2,440.00
Strom			Wheeler	Wendy	\$ 1,125.00
Galuska	Karla	\$ 56,142.65	Whitehead	William	\$ 79,076.87
Stukuls	Sally Ann	\$ 94,727.49	Wiedeman	Nicholas	\$ 17,383.86
Surprenant	Julie		Wolosz	Keith	\$ 70,286.94
Shuttlemyre	Sheena	\$ 960.00	Woods	Tannis	\$ 78,430.01
Svenning	Ellen	\$ 480.00	Woods	Wendy	\$ 27,299.92
Swenson	Wesley	\$ 81,196.71	Zaleski	Barbara	\$ 89,620.16
Taintor	Michelle	\$ 1,200.00	Zanghi	Jeffrey	\$ 83,098.25
Tedford	Joshua		Zywein Follett	Katherine	\$ 85,501.00
Tencati	Paige				<u>\$5,730,364.69</u>

BOYLSTON LIBRARY BOARD OF TRUSTEES

The Library Board of Trustees is pleased to report that the Library is in excellent health and continues on its path as a community hub for Boylston. Highlights from the year include:

- Circulation of library materials increased 32% over 2017.
- 237 programs were held for residents of varying ages with a total attendance of 3,135. This represents a 123% increase in program attendance over 2017 and over a 500% increase in attendance from years prior to the Library renovation.
- Use of online services such as Ancestry.com, Hoopla, and Kanopy continue to gain traction and are proving to be a core element of the Library's offerings.
- The Library conducted its first annual Kindergarten Field Trip to the Library where each student received a library card and a book to keep.
- The Library collaborated with the Boylston Council on Aging for a number of programs specifically oriented towards the senior community.
- The Library expanded its hours of operation on Thursday, Friday, and Saturday. The new hours have enabled a broader suite of program offerings and new partnerships with other town organizations. The extended hours have been popular with Library patrons.
- The Boylston Library was featured in the October 2018 issue of "Computers in Libraries", a national library industry publication including a front cover picture of the Children's Room. The article showcased the innovative ways in which the Boylston Library is using technology to attract patrons, lengthen visit durations, and transfer knowledge.

2018 realized some transition of the library staff as Assistant Director Lynn Clermont and Children's Librarian Judith Friebert celebrated their retirement. Both Lynn and Judy were significant contributors to the Library in achieving its long-term goal of generating new and useful value for Boylston residents. We thank Lynn and Judy for their dedicated years of service and extend our best wishes in their retirement.

We are happy to welcome new Assistant Director Erica Furse and Children's Librarian Larissa Stretton. The Library also added a new assistant librarian and program coordinator in Senior Library Associate Kaitlin Stacy. These new staff members have infused new energy and direction to the library's programs and services.

After 20 years of service as a member of the Board of Trustees, Sue Therriault stepped down in May. The Trustees and Staff cannot extend sufficient gratitude to Sue for her knowledge, wisdom, and character in helping guide the Library through many changes. It is rare that a Board has had such a devoted and enthusiastic champion.

In May, Charlie Oroszko and Maria Zapp were elected as new Trustees to the Board. Charlie and Maria have been long-standing patrons and supporters of the Library and now are applying their knowledge and experience in driving the Library's future vision.

David Bottom resigned his position on the Board due to conflicting schedules. The Trustees and Staff thank David for his many years of guidance and support as a Trustee. To fill David's vacant Trustee position Sue Therriault was re-appointed as a Trustee on a temporary basis. The Library had a full Board for the entire year except for a brief period of transition.

BOYLSTON LIBRARY BOARD OF TRUSTEES

The Board of Trustees is made up of the following roster: Brad Barker, Chairman; Lyle Foley, Vice-Chair, Ken Linell, Treasurer; Charlie Oroszko, Secretary; Maria Zapp and Susan Therriault.

As always, we thank the Boylston community and our many library patrons for your continued support. Please join us for one of our fun programs and learn more of how the Library can serve you.

Respectfully submitted,

Brad Barker
Chair, Boylston Library Board of Trustees

PARKS AND RECREATION

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

The Park and Recreation office was given a facelift. It was cleaned out and reorganized then given a fresh coat of paint. On the exterior, the colorful logo was painted in hopes of increasing walking traffic to our office. Please swing by during our office hours and meet our Program Coordinator, Rich Lamoury!

This year we introduced the new MYREC Park and Recreation software to stay current within the industry. This enables the public to register for programs and find out about upcoming events in a user-friendly way. It also allows us to communicate with the public in streamlined manner.

Events for the year

We participated in the annual Memorial Day Event at the center of Town, providing families with refreshments and activities such as a Soccer Penalty Competition, a Lego activity, and the Bounce Houses. This also gave us the opportunity to promote our new website, www.boylstonparks.org, with fliers.

This fall we held our first Boylston Bright & Bold Color Run/Walk. The event was held at Hillside and participants ran through the fields and through the trails whilst getting covered in powdered colors. We were able to provide refreshments and a DJ/Magic show for all who attended. We hope this will become a fall staple for Boylston residents to enjoy.

We had a great turnout out to the annual Toddler Trick or Treat through the Municipal Building, bringing smiles to staff and children alike. Additionally, we hosted the Letters to Santa program, ensuring letters made their way to Santa who mailed jolly replies this holiday season.

Programs

We offered a number of programs through 2018 for all ages including: Adult Pickleball, “Beastie” Creative Art Classes, Indoor Futsal Classes, YESsoccer Clinics, Basketball Buddies of Central Massachusetts, and Men’s over 35 Basketball.

For 2019 we are looking to add some more offerings such as Drop-In Basketball during school vacation weeks, pet care clinics, Multisport Camp, and the return of Indoor Golf Lessons. We hope to partner up with the Soccer Club and provide Coaches Clinics and potentially an indoor Futsal League. In addition, we would like to utilize our new outdoor Basketball court down at center courts and provide summer leagues. So far, we have had interest for the over 21 residents and High School aged students.

Facilities

The restroom facilities were upgraded for increased accessibility at Hillside fields, The Manor Park, Center Courts and The Football Field.

In June, the Worcester County Sheriff’s Department assisted with a significant amount of work at Center Court Park. They cleared out some heavy brush and painted the tennis court fencing prior to the resurfacing of the Basketball Court. Thanks to the generous support of the Fuller

PARKS AND RECREATION

Foundation, the courts were resurfaced, lined, and received new posts and hoops. In order to protect this investment, and to keep the trees healthy, we had tree work completed. This will also keep moss from impacting the new court color.

We are in the process of updating the lighting to the Center Courts. This will include improved capabilities to control lighting remotely, and programmable lighting. Once completed, we hope to begin the next phase of the Center Court improvements which will address the aging tennis court, ADA walkways, fencing along School Street, and new playground equipment.

Respectfully submitted,

Drew LeBlanc
Chair, Boylston Parks & Recreation

BOYLSTON CULTURAL COUNCIL

Membership: Kathy Evans, Courtney Hodgdon, Alice Hughes, Erin O'Toole, Janet Sargood, Elena Scaplen, Lorraine Sullivan

Meetings: The Council held its public voting meeting on November 14, 2018. All members were present.

Research: No community input was completed this funding cycle.

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

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

2019 Grants: For this grant cycle, 19 applications were received and reviewed. The Council received \$4600 in state funding. The following 13 grants totaling \$4600 were awarded:

Daniel Kirouac	Concert for Seniors	\$100
Elizabeth Larkin	Memorial Day Parade	\$1200
Boylston Elementary School	Kate and Kids	\$450
Senior Citizens Society	Rockin' Robin	\$100
Elizabeth Larkin	Tony Funches	\$100
Senior Citizens Society	Paul Harter Magician	\$100
Boylston Council on Aging	Council on Aging Art Classes	\$500
Boylston Parks and Rec	Boylston Bright & Bold Color Run	\$300
Ed the Wizard	STEM/ Flight Workshop	\$450
Worcester County	Boylston Residents Free at	
Horticultural Society	Tower Hill	\$600
Assabet Valley Mastersingers	2018/2019 Concert Season	\$100
Audio Journal, Inc.	Cultural Access for the Visually	
	Impaired	\$100
Calliope Productions, Inc	2019 Theatre Season	\$500

Respectfully submitted,

Courtney Hodgdon, Chair
January 7, 2019

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 Massachusetts General Laws Chapter 40, Section 8D. This Commission is composed of the following six members: Bruce Filgate, Chairman; Judith Haynes, Secretary; Nancy Filgate, Treasurer; David Bottom; Judith Bottom; David Cole and Kenneth Linell. The Commission met monthly January – December of 2018, [See <https://www.boylston-ma.gov/historical-commission> for contact information and current meeting times.]

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 2018 were: “Documentation and the Truth behind the Documents,” “Tracing Your Immigrant Ancestor,” “Family Bibles,” “Researching your Irish Ancestors,” “Genealogical Newspaper Research Just Got Better,” “Nuances of Ancestry.com Tree Building,” “Secrets to Overcome Genealogy Roadblocks,” “Bring Your Genealogical Data to Life,” “Naturalization Records & the Elusive Immigrant Ancestor,” and “Genealogy Research, Just Got Better!” These were all presented in the theme of using the library’s membership to Ancestry.com; a membership that provides billions of original historical records which can be viewed at the Boylston Public Library.

The Boylston Historical Commission joined with the Boylston Cemetery Association and Boylston Historical Society, and other volunteers to form the “Boylston Cemetery Research Project.” This consortium and volunteers continue to search the federal, state, and local documents, burial records, and cemetery stones in both the Old Burial Ground and Pine Grove Cemetery, publishing this ongoing research on FindaGrave.com [Note: <http://www.findagrave.com> is a free online site containing photographs and data on graves.] The consortium's primary goals are to research and preserve our town’s heritage as presented in our cemeteries, linking these town citizens to their roots and descendants. Specific concentration is given to accurate documentation and historical relevance. As part of this activity, the Commission is researching, identifying and ensuring the marking of veteran’s graves in both cemeteries as well as providing the interface to the project’s FindaGrave publishing.

Working with the Boylston Historical Society & Museum, the Commission continues to sponsor the photographing and computerization of older pictures, historical documents, and town historical artifacts for the computer database inventory of Boylston’s history. The Commission was the key sponsor, promoting and encouraging a Massachusetts Historical Commission (MHC) grant for the Hillside Restoration Project. This MHC grant is currently being used to assist with the restoration of the John B. Gough House of Boylston, which is listed as a National Historic Landmark as well as on the Massachusetts' State Register of Historic Places.

The Commission, in conjunction with the Boylston Elementary School, Tahanto Regional High School, and the Boylston Historical Society and Museum, provided tours for the third graders and original research facilitation for the sophomores. Volunteers from three organizations gathered for several tours of the Historic District of Boylston, including historical presentations

HISTORICAL COMMISSION

for each of the eighteen locations near the Boylston Town Common; other volunteers assisted the sophomores in their research of original historical documents for their history papers.

The Commission promoted and consulted on research with an Eagle Boy Scout candidate and his team of townspeople; which resulted in the publication of a Walking Tour Brochure for historic sites in the town center, “A Walk-through History, A Tour of Boylston Sites.” Individuals, or groups, may utilize this brochure to complete a self-guided tour around Boylston’s historical center. Information is included on the historical significance of each historic site along with photographs and a map.

The Historical Commission continues to oversee the maintenance and general upkeep of the Historic Town Hall. The building alarm system was updated, and radio linked to the Town Library, Fire Station and Hillside Offices, with the alarm response by the Commission, as needed. Primary failed emergency lights were repaired or replaced; failed secondary lights are awaiting available finances. The heating issue with frozen water pipes on cold winter days was researched with solution found and implemented. During the year, the Commission maintained the Historic Town Hall, preserving its rich history while providing a meeting venue for the townspeople and organizations utilizing the hall.

Some of the current projects being pursued by The Boylston Historical Commission include:

- Historic Walking Tour Brochure presentation to the general public
- Historic District sign design
- Civil War Veterans research
- Boylston burials research
- Genealogical presentations
- Spanish American War Veteran gravestone
- Photographing and computerization of Boylston’s artifacts
- Identification of historical photographs for permanent display at Town Office Building

Respectfully submitted,

Bruce D. Filgate, Chairman

BOARD OF HEALTH

The Board of Health had an extremely busy year in 2018, increasing revenues by \$20,000 as we continue to fulfill our mission and responsibilities while maintaining level funding from the town. We have increased our revenues 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 2019 with expanded communications and availability. In 2018, we had success with CVS Pharmacy; however, moving forward, the board will be conducting its own flu clinic using local resources.

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 also received an emergency trailer for community use, and we continue to participate in emergency drills with the Boylston safety personnel.

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 2018 amounted to \$60,058.00. Fees were derived from the following number of activities:

CERTIFICATES OF COMPLIANCE – 43	SEPTAGE HAULER PERMITS – 11
COMPONENT REPAIR PERMITS – 10	SEPTIC INSTALLER’S PERMITS – 31
CONSTRUCTION PERMITS – 36	SOIL TESTING – 32
FOOD ESTABLISHMENT PERMITS – 25	SWIMMING/WADING POOL PERMITS – 2
FOOD ESTABLISHMENT PERMITS (TEMPORARY) – 5	TOBACCO SALES PERMITS – 6
PLANS REVIEWED – 39	TRASH HAULER PERMITS – 4
RECREATIONAL CAMP PERMITS – 1	WELL PERMITS – 7

During the year, the Board held eleven Regular Meetings with the meeting attendance as follows : Doug Kimmens 2; Sarah Scheinfein 10; John Wentzell 11; Rob Thibeault 7; Dennis Costello 11. Sadly, on July 10, 2018, the Board’s Chair, Doug Kimmens, lost his courageous battle with cancer.

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 6:00 PM in the COA Office at the Town Office Building. It meets every month with the exception of July and August when no meetings are held. All are welcomed to attend, and it is also taped and played on cable television. The board is currently at four members. Board member Mary Ann Whitney recently resigned her position – she was a great asset to the board and her energy and helpfulness will be missed. We thank her for her time and dedication. We are currently considering a new member as of this writing. The Council on Aging is funded by the town through the municipal budget and by the Executive Office of Elder Affairs (EOEA) through a grant where a fixed amount of money is given per senior and the number of seniors comes from the last federal census. We can anticipate increased funds from EOEA as soon as the next federal census as we could have as many as 500 seniors added to the town's census.

Last year, we asked the town to increase our budget to include a scheduler/assistant and van drivers (for 4 days), along with increased operating costs for van. In addition, we also asked for a modest increase in coordinator hours. Our requests were approved, and we would like to thank our municipality for doing so. With an increase in funding, we have been able to successfully run the COA van and began to organize programs that support health and wellness, socialization and networking for the seniors in town. Strength classes, Tai Chi, Yoga and Zumba have been up and running. A walking club is in place. Joint ventures with the Boylston Library have provided educational programming focused on health, legal, and safety issues. SHINE (Serving the Health Information Needs of Elders) counseling which is a free service is now available in-town to help residents with Medicare enrollment. The COA also enjoys a continued partnership with the Boylston Police and Fire Departments to identify at risk seniors. The COA and the BFD also worked together with the Red Cross to replace smoke and carbon monoxide detectors and will continue to provide resources to assist residents in staying safe in their homes. Another important piece of the COA has been the purchase of My Senior Center technology which is being utilized for van scheduling/tracking, durable medical equipment loaning, and managing outreach and program participation. The growth in programming and the use of technology was the result of our using formula grant funding for services versus salary, which was a change from past years. We anticipate being able to expand services and programs as grant and municipal funds increase.

Clearly our biggest achievement has been the successful operation of our van. Due to the hard work of our coordinator/outreach worker, scheduler and flexible van drivers, van usage has been consistent, well organized and continues to grow. The Boylston Highway Department has been a huge help in the success of the COA van. We appreciate all the time and expertise they have provided to the COA. Trips for medical appointments, shopping, and transport to activities and meals are just a few of its uses. The COA van is an area where we will need adjustment of municipal budget to cover fuel costs and other possible repair needs. We have done well to approximate costs but clearly will have a shortfall. We will have more data now to help with future planning.

COUNCIL ON AGING

This has been an exciting year for the council. We have achieved our goals to get the van on the road and have provided increased programs for seniors, something that never occurred before. Seniors are growing in numbers, more will need assistance, and we will continue to need to expand the scope of our services. One goal this year will be for Laura to do more community outreach to gather further information on residents' needs, program interests/wants, and current feedback. Also, being discussed is the development of a group to explore long range plans for seniors in this community and how to fund these endeavors. This group should include board members, seniors, business leaders, municipal officials and other concerned people.

We continue to maintain an office at the Town Office Building and, for the first time in several years, it is our own space which allows for more privacy. It is open during normal business hours. Messages can be left via phone or email. A newsletter is published 6 times yearly. Our mission remains to keep seniors safe, informed, independent and not isolated. Ideas are always welcomed, and the council would like to thank all volunteers and our limited staff for their time and dedication to improving the lives of the older adults in our community.

Respectfully submitted,

Dennis Goguen, Chairman
Boylston Council on Aging

FOOD PANTRY

The Outreach Board of the Boylston 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 wish to thank the business, clubs, schools, and residents for their generous donations of money, food, and time to support our endeavor in feeding the hungry in Boylston.

The Food Pantry is open to all local residents and is located in the lower level of the Town Hall. The pantry is open on Mondays from 10:00am to 12:00 noon excluding holidays and bad weather ; we are then open the following Tuesday with the same hours. The Food Pantry is ADA accessible. The access is private and can be reached by driving up to the door. The town van also will pick up residents for rides to the Pantry and can be reached by calling (508)-869-6132 and should be called the week before Monday for a ride.

If there is anyone in town in need of extra food and cannot make it to the food pantry during the hours we are open, the Congregational Church office can be called during the morning hours with the name and phone number where the person can be reached. Arrangements will be made to see that the person is able to go to the town hall to the pantry or food will be delivered. The number is (508)869-2027. No one in town should go hungry.

Respectfully submitted.

Irene Symonds, Chairman of the Outreach Committee

CEMETERY COMMISSION

In 2018 there were a total of 34 burials. This included 17 full burials and 17 cremation burials.

In addition to burials, 22 cemetery lots were sold.

Routine maintenance and upkeep were 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. There were ten regular monthly meetings held and all commissioners attended all meetings.

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 2018 are Joan Banks, Ed MacDonald, Laura Susanin and Irene Symonds.

The committee met two times during 2018. During our meeting in June, we spoke with representatives from the Boylston Parks and Recreation Department to provide input on their current projects with the goal of ensuring that Boylston's parks are accessible to and utilized by all. During our November meeting, we continued our discussion with the Parks and Recreation department regarding their current initiatives. We also spoke about potential updates to town buildings which may benefit those with disabilities, specifically focusing on lighter and/or automatic doors.

The elevator in the Town House continues to be a valuable resource for our residents. It can be accessed both from the ground and second floor. In addition to the elevator, the COA van provides rides to seniors as well as those under 60 with a disability. These two additions to the Boylston community serve to increase accessibility so that all may utilize town buildings and programs.

The Mass Office on Disability works to ensure that all people with disabilities can have equal participation in all areas of life. For more information on the Mass Office on Disability, please go to <https://www.mass.gov/orgs/massachusetts-office-on-disability>. The Mass Department of Conversation and Recreation promotes a Universal Access Program. More information about this program can be found at <https://www.mass.gov/orgs/universal-access-program>.

If Boylston residents feel that they are facing any barriers based on their disability, please reach out to the ADA Committee at 221 Main St, Boylston, MA 01505 or coa@boylston-ma.gov.

Respectfully submitted,

Laura Susanin, ADA Committee
Boylston Council on Aging Coordinator

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 (DEP), Wachusett Earthday Inc. (WEI) 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 is growing and expanding.

Wachusett Earthday continued the revised schedule initiated in 2017 which has allowed the staff to accommodate and deal with the vast amount of materials coming into the Reuse Building: 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. Greater usage has brought an increased number of cars and amount of materials into the site:

	<u>2018</u>	<u>2017</u>
Total cars	28,387	28,007
Total gallons HHP	8,968	11,265
Total lbs. Debris	1,909,797 (955tons)	1,806,578 (903 tons)
Tires	1,365	1,116

The mattress recycling grant (facilitated through Mass DEP and the Town of Sterling), allowed WEI to send 1,539 mattresses for recycling in 2018 (in 2017, we recycled 1,435). This grant has terminated as of the end of January of 2019; WEI will continue to keep prices for the disposal of mattresses reasonable and will continue to collect them for recycling.

The on-site solar array which went on-line as of June 2018, was made possible through the combined efforts of the West Boylston Municipal Light Plant (donated excess racking), the DCR (for its approval to install the system), MassAmerican Energy LLC (donated half of the panels), Richard Chase of Princeton (donated his time and expertise in the solar field), and Avid Solar LLC (installed & registered our system). WEI funded half of the panel purchase price as well as the installation costs. Thus far, the power generated in 2018 (as of June) has been 3.9Mw. This addition will help defray the cost of on-site electricity.

Wachusett Earthday continues to work with numerous local and regional social service organizations such as Habitat for Humanity/ReStore, the Montachusett Veterans Shelter, Veterans Inc, Abby's House, the Department of Child/Family Services, Sterling Animal Shelter, Worcester Animal Rescue League, Nu-Day Syria, More Than Words, Dressed for Success, Fresh Start, Deven's Eco Efficiency Center, Goodwill Industries, Gale Free Library and Refugee Artisans of Worcester. We welcome inquiries from other social service and non-profit organizations as well as teachers from greater Worcester County.

Volunteers of WEI come from all seven towns as well as several out-of-region towns. Volunteers, scout groups, the Alpha Phi Omega service organization from Worcester Polytechnic

WACHUSETT EARTHDAY, INC

Inst. 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 7 hours each week, on average, hundreds of additional hours are put in during non-open times. Volunteers come in to organize and clean 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 2018 and five were held. Three free document shredding days were held. The same number of both collections is planned for 2019.

Holiday closings in 2019 will be: January 1, July 4, November 27, 28 & December 25, 26.

The Wachusett Watershed Regional Recycle Center Town Representative Team includes designated representatives of the seven Wachusett Towns, the MA DCR and WEI. The Team meets annually to review operations. The board of directors of WEI meets monthly to manage operations. The newly created position of Operations Manager at WEI has proven to be vital to the continued success of the operation and the smooth functioning of the site. WEI will be undertaking several capital improvement projects in 2019.

2018 Members of the Wachusett Watershed Regional Recycle Center Town Representatives:

Boylston: Martin McNamara/April Steward

Holden: Pam Harding and Robin Farrington

West Boylston: Anita Scheipers and Nancy Lucier

Princeton: Arthur Allen and Nina Nazarian

Rutland: Sheila Dibb

Sterling: Ross Perry and Kama Jayne

WEI: Helen Townsend

MA Department of Conservation & Recreation: John M. Scannell

2018 Board of Directors, Wachusett Earthday, Inc:

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

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 8, 2018, the Board consisted of Richard Baker, Chairman, William Manter, Vice-Chairman, Kim Ames, Homaira Naseem and Judith White. In May 2018, Ms. Ames did not seek re-election. Mr. Peter Caruso was elected to fill her vacancy. Mr. Manter was voted as Chairman, Mr. Manter as Vice-Chairman and Mr. Caruso as Clerk.

The Board held 12 regular meetings and 1 special meeting, including public hearings, in 2018. Members' attendance was:

Member	Meetings (12)	<u>Special Meetings</u> (1)
Ames	5	1
Baker	12	1
Manter	12	1
Naseem	8	1
White	9	1
Caruso	12	1

The Planning Board approved 7 ANR (Approval not Required) plans, but that yielded only 2 new buildable lots. The Board approved 1 new accessory apartment permit and 2 new site plan approvals. The Board's recommendation to ban retail marijuana establishments in all zoning districts was passed at the May Annual Town Meeting.

The Fed Ex Complex was completed and the traffic light on Route 140 was installed at the developer's expense. A new 3-unit commercial development next to Dunkin Donuts was approved and will open in 2019. The Rand Whitney commercial parcel was increased by 25 acres making it more desirable for a large distribution center to locate there.

Bonds were released, and work completed on the following subdivisions: Nature's View, Pine Hill Drive and Flagg Street Extension. Low impact developments (2) off of Mile Hill Road and Mill Road were approved resulting in only 3 new homes to be built on a combined 31 acres. Work continues on the Compass Pointe, Longley Hill, Barnard Hill and Pine Street extension subdivisions. The new Senior Residential Development, Lilymere Estates, off Sewall Street, commenced initial construction.

The Board approved a 67-unit apartment complex on part of the 57-acre, 85 Sewall Street, LLC parcel that had been approved last year by the Mass Housing Commission for a 40B affordable housing project. This would be Phase I of a residential development. The Board and other town boards negotiated this with the developer to reduce the scale and impact of the original 40B plan and retain local zoning control.

CONSERVATION COMMISSION

In 2018 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 year, thirty-eight (38) legal documents were 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 5 Determinations of Applicability; 8 Orders of Conditions; 1 Amended Order of Conditions; 13 Certificates of Compliance; 2 Partial Certificates of Compliance; 2 Enforcement Orders; 5 Stormwater Control Permits; 1 Amended Stormwater Control Permit; and 1 Stormwater Control Permit Extension.

In 2018 we saw the completion of the FedEx facility, Shrewsbury Street (Route 140) improvements associated with FedEx, the Dunkin Donuts building (YATCO , Dunkin Donuts, Gulf Station) and LEI Corporation. The Commission continued to permit and monitor ongoing construction at the Barnard Hill, Longley Hill, Pine Street and Compass Point developments. We completed permitting of an apartment complex off of Shrewsbury Street and Sewall Street, and Lilymere Estates (an over 55 development on Sewall Street), as well as many individual lots and developments.

In early 2018, final deed transfers were completed for five parcels of tax title land east of Mile Hill Road as voted during the 2016 Annual Town Meeting. The Commission is working on getting property surveys completed on these parcels.

Reorganization of the Commission was as follows: Dan Duffy, Chairman; Jeff Walsh, Vice Chair; Mark Coakley, Earth Removal Representative. Joe McGrath and Chip Burkhardt remain on the Stormwater and Open Space Committees.

The attendance for the Commission Meetings held were as follows: Mark Coakley-13; Jeff Walsh-10; Chip Burkhardt-9; Dan Duffy-8; Michael Ruggieri-8; Joe McGrath-6; and Rebecca Longvall-4. Ms. Longvall resigned from the Commission in June.

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 2018, the Board of Appeals held 5 hearings; one on a request for Finding and four for a Variance. The details are as follows:

1/22/18	Argento	Variance	Denied
5/24/18	Masiello	Finding	Approved
8/27/18	Aspero	Variance	Approved
9/24/18	Downing	Variance	Approved
11/26/18	Bradshaw	Variance	Withdrawn

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 2018 was as follows:

Date	Filsinger		Murphy		Cotter		Lombardi		Wyatt	
	Present	Absent	Present	Absent	Present	Absent	Present	Absent	Present	Absent
1/22/18	X		X		X		X		X	
5/24/18	X		X		X		X		X	
8/27/18	X		X		X		X		X	
9/24/18	X		X		X		X		X	
11/26/18	X		X		X		X		X	

The Zoning Board of Appeals can be contacted by calling Bill Filsinger at 508-869-6950 or via e-mail at wfilsinger372@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-Jamie Underwood (Board of Selectmen representative), Vice Chairwoman-Janet Lombardi (Zoning Board of Appeals representative), Mark Coakley (Conservation Commission representative), John Wentzell (Board of Health representative), and William Manter (Planning Board representative).

The Board met 11 times in 2018. Members Attendance was:

Manter	11
Lombardi	9
Coakley	9
Underwood	11
Wentzell	10

The Board granted 5 Earth Removal Permits in 2018. They include:

Pine Street Boylston Realty:	Permit 2018-001	10,000 cubic yards
Pine Street Boylston Realty:	Permit 2018-002	15,000 cubic yards
Pine Street Boylston Realty:	Permit 2018-003	35,000 cubic yards
Boylston Gravel Pit, LLC:	Permit 2018-004	77,000 cubic yards
Town of Boylston Cross Street:	Permit 2018-005	3,600 cubic yards

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 180. All applications were accepted, inspected and completed in a timely manner. Permit fees totaling \$16,700.00 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.

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 179. All applications were accepted, inspected and completed in a timely manner. Permit fees totaling \$22,765.00 were collected and turned over to the Town Treasurer.

The Assistant Inspector, Brian Gaucher and I 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 PM – 4 PM. 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 160. The total value of the permits was \$9,532,549.89 and the total permit fees collected were \$139,365.00

The Breakdown is as follows:

Residential

New Single-Family Homes	19
Two-Family Homes	9
Additions/Renovations	51
Roof/Siding/Windows/Insulation/Balconies	57
Demo Building	1
Miscellaneous	16

Commercial

New Buildings/Foundation Only	2
Renovations/Miscellaneous	5
Demo	0

Certificate of Occupancy/Completion	24
304 Certificate Inspections	5
HVAC	2

The Building Department is open Monday – Thursday from 8 AM – 2 PM and Monday evening from 6 PM - 8 PM.

The Building Inspector is available Monday evening, Tuesday and Thursday mornings and Wednesday afternoon. The Building Department phone number is 508-869-6064.

Tony Zahariadis
Building Inspector

HISTORIC DISTRICT COMMISSION

The Commission met once in 2018 at the request of the Library Trustees and Richard and Karen Prince of 14 Cottonwood Place.

The Commission granted the Library Trustees the right to repair, replace or encapsulate a leaking chimney visible from Scar Hill Road. The Commission also approved the location of two wooden benches donated to the library by the Boy Scouts.

The Princes presented plans to build a new colonial cape style house on the southern side of Cottonwood Place. It will be served by a driveway to Main Street, south of the old telephone exchange building. An attached garage will be placed so that the garage doors do not face Main Street. The lot will remain as wooded as the house site and septic area allow. The balance of their 23-acre parcel will remain as is. Fourteen Cottonwood Place, built in 1800, has been in Karen Prince's family since the late 1800's. Eighteen acres of rear land abutting Scar Hill Road and Woodland Drive will have DCR conservation covenants placed upon it.

Prior to the Commission's approval, the Princes had subdivided the two parcels with the approval of the Planning Board.

Respectfully submitted,

William Manter, Chair

WARRANT FOR A SPECIAL TOWN MEETING

Monday, May 7th, 2018,

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 2018 Town business.

MAY 7, 2018

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:

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 7th, 2018, the first Monday of May, at seven o'clock (7:00) P.M. at the Tahanto Regional High School Auditorium, 1001 Main Street, BoylstonMA.**

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional Middle/High School according to legal notice on May 7, 2018. With 203 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 Lisa J. Johnson. Dennis Pojani, Moderator, called the meeting to order at 7:11 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. Mr. Pojani offered a Thank You to Mr. McNamara for his service upon his retirement as this will be his last Town Meeting. 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 and a Second was made. Vote on the MOTION passed.

ARTICLE 1. To see if the Town will vote to transfer any unexpended balances of Fiscal Year 2018 appropriations, hitherto made to other accounts;

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

Amount	From	To
\$20,000.00	Dispatcher Salary	Police Salary
\$32,000.00	Highway Salaries	Police Salary
\$ 700.00	Town Clerk Clerical	Assessor Clerk
\$ 1,200.00	Town Clerk Clerical	Planning Board Admin.
<u>\$ 1,700.00</u>	Highway Salaries	General Insurance
\$55,600.00	Total	

Second was made. Vote on MOTION was taken, MOTION passes. MOTION to adjourn this meeting was made and seconded. Vote on MOTION was taken, MOTION passes. Meeting adjourned at 7:18 P.M.

Respectfully Submitted,
Lisa J. Johnson, Boylston Town Clerk

**WARRANT FOR THE ANNUAL TOWN MEETING
MAY 7, 2018**

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 7, 2018

on **Monday, the First (1st) of May AD, 2018 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 (40) 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 14, 2018

on **Monday, the fourteenth (14th) of May AD, 2018**, 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 40.** To vote by official ballot for the necessary Town Officers, namely:

One Selectman for three (3) years; One Assessor for three (3) years ; One Planning Board member for five (5) years; One Board of Health member for three (3) years: One Municipal Light Board member for three (3) years; Two Library Trustees for three (3) years each and one for two (2) years of an unexpired term; One Cemetery Commissioner for three (3) years; One Parks & Recreation member for three (3) years and one for one (1) year of an unexpired term and one (1) for two (2) years of an unexpired term ; One School Committee member for three (3) years.

MOTION was made by Mr. Wood to group articles 1-10 together, Mr. Pojani explained that they are articles we approve every year, and Second was made. Vote was taken on MOTION, MOTION passed. MOTION made on articles 1-10 to be accepted as written and was seconded. Board of Selectmen recommends approval, Finance Committee recommends approval. 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; or act in any other way thereon.

Sponsor: Board of Selectmen

***ARTICLE 2.** To hear and act upon the reports of Town officials and committees; or act in any other way thereon.

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; or act in any other way thereon.

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, 2018 and ending June 30, 2019, 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; or act in any other way thereon.

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, 2018, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

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, 2018, including the appointment of a Cemetery Superintendent, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

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, 2018, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

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; or act in any other way thereon.

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, 2018, 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; or act in any other way thereon.

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, 2018, 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; or act in any other way thereon.

Sponsor: Highway Superintendent

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 11. To see if the Town will vote as follows:

1. To amend Article I of the Town's General By-Laws, entitled "General Provisions", by inserting a new Section 5 after Section 4 therein, to be entitled "Departmental Revolving Funds", and to read as follows:

SECTION 5 – DEPARTMENTAL REVOLVING FUNDS

501 : Purpose. This Bylaw establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E1/2.

502 : Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this Bylaw without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund, except for those employed as school bus drivers.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of the authorization that is later approved during that fiscal year by the Board of Selectmen and the Finance Committee.

503 : Interest. Interest earned on monies credited to a revolving fund established by this Bylaw shall be credited to the general fund.

504 : Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E1/2 and this Bylaw, the laws, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of the Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this Bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

505 : Authorized Revolving Funds.

The Table of Authorized Revolving Funds, as set forth below, establishes:

- A. Each revolving fund authorized for use by a Town department, board, committee, agency or office;
- B. The department or agency head, board, committee or officer authorized to spend from each fund;
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant;
- D. The expenses of the program or activity for which each fund may be used;
- E. Any restrictions or conditions on expenditures from each fund;
- F. Any reporting or other requirements that apply to each fund; and
- G. The fiscal years each fund shall operate under this Bylaw.

A. Revolving Fund	B. Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C. Fees, Charges or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable From Fund	E. Restrictions or Conditions on Expenses Payable From Fund	F. Other Requirements / Reports	G. Fiscal Years
Cemetery	Board of Cemetery Commissioners	All receipts collected from sale of lots, interment fees and other such fees pertaining to the operation of the cemetery.	To pay for wages, salaries and fringe benefits associated with such wages or salaries for Cemetery Commission employees; for operation and/or maintenance of the cemetery including the payment of wages or salaries of employees of such facility who are not full-time employees of the Town; for maintenance expenses including supplies and materials; for expansion of the cemetery.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequent years
Conservation Commission	Conservation Commission	Engineering review fees and advertising fees charged to applicants.	To pay for engineering review and advertising costs associated with the review of plans and applications.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequent years
Vaccine Clinics	Board of Health	Reimbursements from flu vaccination clinics.	To pay for vaccines, materials and supplies associated with public health clinics.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequent years
Planning Board Filing Fees	Planning Board	Engineering review fees and advertising fees charged to applicants.	To pay for engineering review and advertising costs associated with the review of plans and applications.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequent years
Senior Van	Council on Aging	All receipts collected for providing transportation services.	To pay for repairs, maintenance and costs of operation of the Senior Services Van.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequent years

2. To set the limits on the total amounts that may be expended from each of the Town's revolving funds in Fiscal Year 2019, pursuant to M.G.L. Chapter 44, Section 53E1/2, as follows:

Fund:	Maximum Amount Expendable:
Cemetery	\$30,000.00
Conservation Commission	\$10,000.00
Vaccine Clinics	\$3,000.00
Planning Board Filing Fees	\$20,000.00
Senior Van	\$3,500.00

Or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments:

MOTION was made by Mr. May and was seconded. Explained by Steve Madaus. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 12. 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	\$ 1,559	2 members each at \$ 1,298
Town Clerk	\$ 34,947 plus fees	
Town Moderator	\$ 15	
Assessors, Chair	\$ 1,615	2 members each at \$ 1,077
School Committee, Chair	\$ 106	2 members each at \$ 53
Board of Health, Chair	\$ 317	2 members each at \$ 212
Cemetery Commission, Chair	\$ 243	2 members each at \$ 183
Planning Board, Chair	\$ 400	4 members each at \$ 63
Planning Board, Vice-Chair	\$ 62	
Planning Board Clerk	\$ 64	

Or act in any way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Approves at Town Meeting.

MOTION was made by James Underwood 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 13. 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 2018 - Effective July 1, 2018

Classification	Position Status	Grade	<u>Hourly Rates</u>	
			Min	Max
Library Page	Hourly		10.22	10.54
Election Worker	Hourly		10.22	10.54
Town Meeting Checker	Hourly		10.22	10.54
Election Clerk	Hourly		11.38	11.38
Election Warden	Hourly		11.38	11.38
Clerical	Special Temp		10.22	10.54
Library Housekeeper	Special Part Time		11.59	12.36
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

<u>Grade</u>	<u>Min</u>	<u>Mid</u>	<u>Max</u>
1	\$11.78	\$13.87	\$15.97
2	\$12.72	\$15.04	\$17.35
3	\$13.79	\$16.26	\$18.73

4	\$14.84	\$17.50	\$20.15
5	\$16.06	\$18.89	\$21.71
6	\$17.36	\$20.42	\$23.48
7	\$18.78	\$22.05	\$25.33
8	\$20.23	\$23.80	\$27.37
9	\$21.89	\$25.71	\$29.52
10	\$23.64	\$27.78	\$31.93
11	\$25.57	\$30.02	\$34.47
12	\$27.55	\$32.37	\$37.20
13	\$29.76	\$34.97	\$40.18
14	\$32.11	\$37.75	\$43.38
15	\$34.73	\$40.78	\$46.84
16	\$37.48	\$44.03	\$50.58
17	\$40.47	\$47.57	\$54.66
18	\$43.62	\$51.31	\$59.00

Schedule C: Salary Compensation Schedule-
Job Title **Annual Salary**

Chairman, Registrar of Voters	\$ 792
Director of Veteran's Services	\$ 229
Electrical Inspector	\$ 9,185
Assistant Electrical Inspector	\$ 697
Plumbing Inspector	\$ 13,200
Assistant Plumbing Inspector	\$ 904
Gas Inspector	\$ 6,435
Assistant Gas Inspector	\$ 278
Registrar of Voters	\$ 307
Health Agent	\$ 44,107
Dog Officer	\$ 2,481
Animal Inspector	\$ 1,427
Nurse	\$ 1,500
Vital Stat Clerk	\$ 200
Tree Warden	\$ 1,339

Sponsor: Board of Selectmen

Finance Committee comments: Will be made at the Town Meeting

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

ARTICLE 14. 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 to the Other Post-Employment Benefits (OPEB) Liability Trust Fund; or act in any other way thereon.

Sponsor:

Finance Committee comments:

MOTION was made by Mr. Wood to accept this article as written in the warrant, seconded by Mr. May. Finance Committee recommends approval from Free Cash. Mr. McNamara explained what this account is for. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 15. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$9,800 for the purpose of funding the Town's matching portion of the FEMA Assistance to Firefighters Grant for the purchase of new self-contained breathing apparatus for the Fire Department; or act in any other way thereon.

Sponsor: Fire Department

Finance Committee comments:

MOTION was made by Mr. May to pass over this article, and was seconded. Grant was not received. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 16. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$14,000.00 for the purpose of purchasing a Zero Turn Lawn Mower for the Highway Department to replace a 1998 model, or act any other way thereon.

Sponsor: Highway Department

Finance Committee comments:

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

ARTICLE 17. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$50,000.00 for the purpose of providing maintenance and paving of Town roads, or act any other way thereon.

Sponsor: Highway Department

Finance Committee comments:

MOTION was made by Mr. Mero to accept this article as written, seconded by Mr. Wood. Finance Committee recommends approval. After explanation from Mr. Mero, Mr. McNamara explained the amount and discussion, vote 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 \$500,000.00 for the purpose of funding the engineering and construction of a new roadway to connect Route 140 and School/Cross Streets and to fund and authorize the Board of Selectmen to acquire by purchase any interests in or parcels of real property required for the roadway project, including a parcel shown on Assessor's Map 9 as Parcel 14, owned now or formerly by Robert and Sheri L. Fuller, as described in a deed recorded at the Worcester District Registry of Deeds in Book 40462, Page 14, or act in any other way thereon.

Sponsor: Board of Selectmen:

Finance Committee comments:

MOTION was made by Mr. May to accept this article as written, seconded by Mr. Wood. Mr. May explained the article. Finance Committee recommends approval. This article requires a 2/3 vote. Vote taken on MOTION. MOTION passes with 2/3 vote per Mr. Pojani.

ARTICLE 19. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$250,000.00 and direct the Board of Assessors to utilize the same to reduce the tax rate for the fiscal year beginning on July 1, 2018; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments:

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

ARTICLE 20. To see if the Town will vote to increase the hourly wage in the Senior Tax Rebate Program to the statutory allowable level, and increase the maximum amount seniors can earn annually to a sum not to exceed \$1,500.00; or act in any other way thereon.

Sponsor:

Finance Committee comments:

MOTION was made by Mr. Underwood to accept this article as written, seconded by Mr. Wood. Finance Committee recommends approval. Vote 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 exceed \$20,000.00 for the purpose of continuing to upgrade the IT System for Town Buildings; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments:

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

ARTICLE 22. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$50,000.00 for the purpose of completing Phase I of renovations to Manor Park and the Center Courts, or act in any other way thereon.

Sponsor: Parks and Recreation

Finance Committee comments:

MOTION was made by Mrs. Johnson, Park & Rec. Chair, to accept this article as written, seconded by Mr. Pendergast. Finance Committee recommends approval. Mrs. Johnson explains article and that \$16,000 was received via a Grant from the Fuller Foundation. 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 \$20,000.00 for the purpose of continuing renovations to the Boylston Town House; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments:

MOTION was made by Mr. Wood to accept this article as written, second was recorded. 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 \$18,000.00 for the purpose of replacing Fire Safety Equipment at the Elementary School, or act in any other way thereon.

Sponsor: School Department

Finance Committee comments:

MOTION was made by Mr. Lozoraitis, School Committee member, to accept this article as written, seconded by Mr. Wood. 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 \$17,000.00 for the purpose of making building improvements, including repairing and repainting exterior finishes, at the Elementary School, or act in any other way thereon.

Sponsor: School Department

Finance Committee comments:

MOTION was made by Mr. Lozoraitis, School Committee member, to accept this article as written, seconded by Mr. Wood. 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 \$12,000.00 for the purpose of repairing the asphalt driveway at the Elementary School, or act in any other way thereon.

Sponsor: School Department

Finance Committee comments:

MOTION was made by Mr. Lozoraitis, School Committee member, to accept this article as written, seconded by Mr. Wood. 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 \$56,690 for the purpose of replacing or upgrading IT materials and replacing curriculum materials at the Elementary School, or act in any other way thereon.

Sponsor: School Department

Finance Committee comments:

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

ARTICLE 28: To see if the Town will vote to transfer from available funds in the Treasury from the Hillside Receipts Reserved Account a sum not to exceed \$165,000.00 to the Hillside Expenses Account (#193-5780), and a sum not to exceed \$76,000.00 to the Hillside Salaries Account (#193-5110) and appropriate both sums for the maintenance, upkeep, repair, operations and improvements of Town-owned buildings, property and land, to be expended by the Board of Selectmen; or act in any other way thereon

Sponsor: Board of Selectmen

Finance Committee comments:

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

ARTICLE 29: To see if the Town will vote to transfer from the Ambulance Receipts Reserved Account and appropriate a sum not to exceed \$70,000.00 to the Fire Department Budget to supplement the portion of the budget associated with ambulance operations; or act in any other way thereon.

Sponsor: Fire Department

Finance Committee comments:

MOTION was made by Fire Chief Mr. Flanagan, to accept this article as written, seconded by Mr. Wood. Mr. Flanagan explained the article. 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 Ambulance Receipts Reserved Account and appropriate a sum not to exceed \$87,596.65 for the 2nd year's payment on a 3 - year lease financing agreement for the new Ambulance, or act in any other way thereon.

Sponsor: Fire Department

Finance Committee comments:

MOTION was made by Fire Chief Mr. Flanagan, to accept this article as written, seconded by Mr. Butler. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 31. To see if the Town will vote to (i) amend the Zoning By-laws by prohibiting recreational marijuana establishments in all zoning districts, and (ii) amend the General By-laws by prohibiting recreational marijuana establishments in the Town of Boylston, with said amendments shown on the document entitled "Draft Zoning and General By-law Amendments to Prohibit Recreational Marijuana Establishments", a copy of which is on file in the Office of the Town Clerk and available for public inspection during regular business hours of the Town Hall; or act in any other way thereon.

Sponsor: Planning Board

MOTION was made by Mr. William Manter, to accept this article as written, seconded by audience member. Planning Board recommends approval. Mr. Manter explained Articles 31, 32 and 33. After much discussion Mr. Parker made a MOTION to Move the question, vote taken and passed. This article requires a 2/3 vote. Vote taken on MOTION. MOTION passes with a 2/3 Standing Vote Yes Votes: 139, No Votes 36.

ARTICLE 32. To see if the Town will vote to amend the Zoning By-laws by allowing recreational marijuana establishments in certain zoning districts, as shown on the document entitled "Draft Zoning By-law Amendments to Allow Recreational Marijuana Establishments", a copy of which is on file in the Office of the Town Clerk and available for public inspection during regular business hours of the Town Hall; or act in any other way thereon.

Sponsor: Planning Board

MOTION was made by Mr. William Manter to Pass Over this article, seconded by Planning Board member. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 33. To see if the Town will vote to amend the Zoning By-laws by enacting a temporary moratorium on recreational marijuana establishments, as shown on the document entitled "Draft Zoning By-law Amendments for a Temporary Moratorium on Recreational Marijuana Establishments", a copy of which is on file in the Office of the Town Clerk and available for public inspection during regular business hours of the Town Hall; or act in any other way thereon.

Sponsor: Planning Board

MOTION was made by Mr. William Manter to Pass Over this article, seconded by Planning Board member. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 34. 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.

4. Renumber all remaining definitions in Section 1.04 accordingly.

Sponsor: Planning Board

MOTION was made by Dr. Baker of the Planning Board, to accept this article as written, seconded by Mr. Wood. Planning Board approves. Dr. Baker and Mr. Manter explain article. After much discussion 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 \$5,200.00 for the purpose of purchasing a new voting machine; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments:

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

ARTICLE 36 To see if the Town will vote to accept and approve the amended Berlin-Boylston Regional Agreement, as set forth in a document approved by the Regional School Committee and on file at the office of the Town Clerk, to be effective July 1, 2019, or act in any other way thereon.

Sponsor: School Department

Finance Committee comments:

MOTION was made by Lorie Martiska of School Committee, to accept this article as written, seconded by audience member. Finance Committee recommends approval. Many questions were asked by audience members and answered by Mrs. Martiska. MOTION to move the question and end the debate was made and seconded, vote taken and passes. Vote taken on MOTION. MOTION passes by majority vote.

ARTICLE 37. To see if the Town will vote to accept as a public way Pine Hill Drive as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on a plan on file at the office of the Town Clerk, and to authorize the Board of Selectmen to acquire on behalf of the Town, by purchase, gift, eminent domain or otherwise, interests in property, including drainage easements, sufficient to use said way for all purposes for which public ways are used in the Town of Boylston, or act in any other way thereon.

Sponsor: Board of Selectmen:
Planning Board Recommendation:

MOTION was made by Mr. Wood to PASS over this article, seconded by Mr. Underwood. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 38. To see if the Town will vote to accept as a public way Nature's View Way as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on a plan on file at the office of the Town Clerk, entitled "Plan of Acceptance of Nature's View Way", prepared by Waterman Design Associates, Inc., and to authorize the Board of Selectmen to accept on behalf of the Town a deed of easement(s) for public street purposes in said way, and to accept any other necessary easements, which shall be known as "Nature's View Way", as shown on said plan, or act in any other way thereon.

Sponsor: Citizen's Petition
Planning Board Recommendation:

MOTION was made by Mr. Wood to PASS over this article, seconded by Mr. May. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 39. 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, 2018, 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 2019 Report of the Finance Committee; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Will be made at the Town Meeting

To transact any other business that may legally come before this meeting; or act in any other way thereon.

MOTION was made by Mr. Butler, to accept this article as printed, seconded by Mr. May. Finance Committee approves. Vote taken on MOTION. MOTION passes unanimously.

MOTION was made by Mr. Pojani to adjourn this meeting with all business completed and to adjourn to the Town Election on May 14, 2018, seconded. Vote taken on the MOTION. MOTION passes unanimously. Meeting adjourned at 9:10 PM.

Respectfully Submitted,

Lisa J. Johnson
Boylston Town Clerk

WARRANT FOR THE SPECIAL TOWN MEETING

November 5, 2018

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

SPECIAL TOWN MEETING on Monday the fifth (5th) day of November, 2018 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 Articles one (1) through (11) of this warrant; and if necessary, at its adjournment which shall be Tuesday, the sixth (6th) day of November 2018 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 High School according to legal notice on November 5, 2018. With 82 registered voters, Selectmen James Wood, James Underwood and Michael May were present. Also, present were Town Administrator, April Steward, Town Counsel Stephen Madaus, and Town Clerk Lisa J. Johnson. Dennis Pojani, Moderator called the meeting to order at 7:00 pm. 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.

ARTICLE 1: To see if the Town will vote to accept as a public way Pine Hill Drive, as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on a plan entitled "Acceptance Plan of Pine Hill Drive", dated July 12, 2018, prepared by Thompson-Liston Associates, Inc., and on file at the office of the Town Clerk, and to authorize the Board of Selectmen to acquire on behalf of the Town by purchase, gift, or taking by eminent domain an easement for public street purposes in said way and to acquire any other necessary easements, including drainage easements as shown on the plan, sufficient to use said way for all purposes for which public ways are used in the Town of Boylston; or act in any other way thereon.

MOTION was made by Mr. Underwood, seconded by Mr. Wood, to accept this article as read. Planning Board recommends approval. Vote was taken on MOTION. MOTION passes unanimously.

ARTICLE 2: To see if the Town will vote to accept as a public way Nature's View Way, as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on a plan entitled "Plan of Acceptance of Nature's View Way", dated August 17, 2018, prepared by WDA Design Group, and on file at the office of the Town Clerk, and to authorize the Board of Selectmen to acquire on behalf of the Town by purchase, gift, or taking by eminent domain an easement for public street purposes in said way and to acquire any other necessary easements, including drainage easements as shown on the plan, sufficient to use said way for all purposes for which public ways are used in the Town of Boylston; or act in any other way thereon.

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

ARTICLE 3: To see if the Town will vote to transfer from available funds in the Treasury obtained from the sale of real estate and appropriate a sum not to exceed \$50,000 for the purpose of purchasing a new, 4-wheel drive pickup truck for the Fire Department; or act in any other way thereon.

MOTION made by Chief Flanagan, seconded by Mr. Wood. Chief Flanagan explained the need for a new truck. Finance Committee recommends approval. Money from sale of town owned land to pay for truck. Comment from Wayne McNeil, Board of Assessors: Not happy to see these articles for spending money on STM warrant from free cash. He feels we are circumventing the budget process unless it is a serious dire emergency need. Mr. Underwood clarified that the money from the sale of town owned land cannot go into the General Fund. Mr. Butler, Finance Committee, was initially not in favor until the amount of free cash was certified. Bill Manter stated we need to take care of our departments more and to move the question to vote with second from audience member. Vote taken and passed unanimously to move question. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 4: To see if the Town will vote to transfer from available funds in the Ambulance Receipts Reserved Account and appropriate a sum of \$30,000 for the purposes of acquiring two Stryker Power Cot stretchers for the Fire Department, or act in any other way thereon.

MOTION was made by Chief Flanagan to accept this article as read, seconded by Dave Butler. Finance Committee recommends approval. Chief Flanagan explained what the Stryker Power Cot is and the need for such. Vote taken on MOTION. MOTION passes with a majority vote.

ARTICLE 5: To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$43,750.00 for the purpose of purchasing and implementing Life-scan fingerprinting equipment for the Police Department, or act in any other way thereon.

MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. May. Finance committee recommends approval with money coming from Free Cash. Police Chief explained the need for this equipment. Vote taken on MOTION. MOTION passes with a majority vote.

ARTICLE 6: To see if the Town will vote to transfer from available funds in the Treasury obtained from the sale of real estate and appropriate a sum not to exceed \$215,000 for the purpose of purchasing a new Dump Truck/Sander/Plow for the Highway Department to replace the 2004 Sterling Dump Truck; or act in any other way thereon.

MOTION made by Steve Mero, Highway Superintendent, to accept this article as read, seconded by Mr. Wood. Mr. Mero explained the need for this new equipment and that over \$30K has already been spent on repairs to the current one and more repairs are needed. Finance Committee recommends approval. Vote taken on MOTION. MOTION passes with a majority vote.

ARTICLE 7: To see if the Town will vote to authorize the following amendment to APPENDIX I – APPORTIONMENT OF CHAPTER 70 AND REGIONAL TRANSPORTATION AID of the Berlin-Boylston Regional Agreement:

delete the following:

Regional Transportation Aid

Regional Transportation Aid shall be allocated its share of aid, based on its relative share of in-district students, according the following formula:

Boylston Elementary: $71AID = BORE / (BORE + BMFE + BBRE)$

Berlin Elementary: $71AID = BERE / (BORE + BMFE + BBRE)$

Berlin-Boylston Middle-High School: $71AID = BBRE / (BORE + BBFE + BBRE)$

and insert in lieu thereof the following:

Regional Transportation Aid

Regional Transportation Aid shall be allocated its share of aid, based on its relative share of in-district students, according the following formula:

Boylston Elementary: $71AID = BORE / (BORE + BMRE + BBRE)$

Berlin Memorial: $71AID = BMRE / (BORE + BMRE + BBRE)$

Berlin-Boylston Middle-High School: $71AID = BBRE / (BORE + BMRE + BBRE)$;

or act in any other way thereon.

MOTION made by Lorie Martiska to accept as read, seconded by Mr. Underwood. Lorie explained this is to correct typographical errors with no difference in formulas for proportional amounts. Vote taken on MOTION. MOTION passes unanimously.

ARTICLE 8: To see if the Town will vote to accept Section 23D of Chapter 39 of the general laws, to be applicable for any board, committee or commission of the Town when holding an adjudicatory hearing, including but not limited to the Conservation Commission, the Earth Removal Board, the Board of Health, the Planning Board, the Zoning Board of Appeals, and the Board of Selectmen, whereby a member of any such municipal board, committee or commission shall not be disqualified from voting on a matter solely due to the member's absence from no more than a single session of the hearing at which testimony or other evidence is received, provided that, before any such vote the member shall certify in writing that he has examined all evidence received at the missed session, which evidence shall include an audio or video recording of the missed session or a transcript thereof; or act in any other way thereon.

MOTION made by Mr. May to accept as read, seconded by Mr. Wood. Mr. May explained the need for this change. Vote taken on MOTION. MOTION passes with a majority vote.

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

Meeting adjourned at 7:33PM.

Respectfully submitted,

Lisa J. Johnson
Boylston Town Clerk

BOYLSTON TOWN OFFICES

For Emergencies - Police, Fire, Ambulance: CALL 911

Boylston Town Hall		
Municipal Offices	221 Main Street	Main phone # 508-869-0143
Fax: 508-869-6210		
OFFICE HOURS:		
Monday - Thursday: 8:00am-2:00pm		
Monday evening: 6:00pm - 8:00pm		
Assessors' Admin Assistan	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
(Hours Mon - Thu 9am - 2pm)		
Facilities Tech.	Bob Bourassa	Ext. 237
Parks and Recreation	Rich Lamoury	508-869-6009
Planning Board	Nina Gardner	Ext. 227
Selectmen's Admin Assist.	Alison Mack	Ext. 228
Town Accountant	Jason Little	508-869-6041
Town Administrator	April Steward	Ext. 221
Town Clerk	Lisa Johnson	Ext. 232
Treasurer/Tax Collector	Cheri Cox	Ext. 225
Asst. Treasurer/Collector	Rosemary Buckley	Ext. 224
Veteran's Agent	David O'Doherty	508-791-1213 Ext. 127
Town Counsel: Stephen Madaus		
Mirick O'Connell		
100 Front St Worcester, MA 01608-1477		
Public Library: 695 Main St.		
Director:	Jennifer Carrico	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. Asst:	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
	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.	Robert Conry	x. 1103
Tahanto Regional Middle/High School 1001 Main St.		
	main	508-869-2333
	fax	508-869-0175
Principal:	Diane Tucceri	508-869-2333
Nurse:	Janet Ramstrom	508-869-9945
Boylston Elementary School 200 Sewall St.		
	main	508-869-2200
	fax	508-869-6914
Principal :	Paul Goodhind	x.1
Nurse:	Fayne Sullivan	508-869-2200
Elected & Appointed Board Chairmen		
Board of Health	Sarah Scheinefein	508-869-0317
Board of Selectmen:	Jim Wood	508-869-6834
Board of Assessors:	Tom Martiska	508-869-6214
Board of Appeals:	Bill Filsinger	508-869-6950
Conservation Comm:	Chip Burkhart	508-869-2172
Council on Aging:	Dennis Goguen	508-869-6022
Earth Removal Board:	Jamie Underwood	508-869-6019
Finance Committee:	David Butler	508-869-2369
Hillside Restoration:	Patrick Healy	508-869-3477
Parks & Recreation:	Office	774-317-9254
Personnel Board:	Richard Prince	508-869-2083
Planning Board:	Bill Manter	508-662-0282
School Comm. (Elementary)	Larry Brenner	lbrenner@bbrsd.org
School Comm. (Regional):	Bradford Wyatt	wyatt@bbrsd.org
Highway / Fire / Ambulance / Cemetery 599 Main		
Highway/Cemetery Supt:	Steve Mero	508-869-2261
	fax:	508-869-6101
Admin. Asst:	Ruth Noonan	508-869-2261
Fire Dept. 508-869-2342		
	Chief Joe Flanagan	
	Capt. Don MacKenzie	
	Lt. Jason Bradford	
Inspectors 221 Main St.		
Building:	Tony Zahariadis	508-869-6064
	fax	508-869-6210
Plumbing/Gas:	Eric Johnson	508-688-0613
Electrical:	John McQuade	508-869-3130
Sanitation Agent:	Dennis Costello	508-869-6828
	Evenings 7-9pm	508-869-6459