

WARRANT FOR A SPECIAL TOWN MEETING

Monday, May 6th, 2013,

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 2013 town business.

MAY 6, 2013

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 6th, 2013, the first Monday of May, at seven o'clock (7:00) P.M. at the Tahanto Regional High School Auditorium, 1001 Main Street, Boylston MA.**

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional High School according to legal notice on May 6, 2013. With 132 registered voters. Selectmen, Matt Mecum, James Wood and Kenneth Sydow were present. Also, present were Town Administrator, Martin McNamara, Town Counsel Stephen Madaus, and Town Clerk Sandra Bourassa. Dennis Pojani, Moderator called the meeting to order at 7:12 P.M. Mr. Pojani stated we had the required quorum present, Calling of the meeting and officer's return of service are in order as required. He set the bounds of the hall and introduced the Town officials. The Pledge of Allegiance was said. A MOTION by Mr. Sydow was made to waive the reading of the warrant. Seconded by Mr. Wood. Vote on the MOTION passed. Mr. Pojani stated that Mr. Sydow was not running for another term and thanked him for his eight years of service to the Town.

ARTICLE 1. To see if the Town will vote to transfer any unexpended balances of Fiscal Year 2013 appropriations, hitherto made to other accounts;

MOTION was made by Mr. Sydow to accepted the following transfers, seconded by Mr. Brose. They were read by the Town Administrator, Mr. McNamara: From- BOH Clerical Salary -\$3,500.00. Dispatch Salary - \$6,000.00, Dispatch Exp.-\$2,150.00, Special Town Meeting Notices - \$1,348.00, Town Accountant Exp. -\$3,000.00, Police Prior year Exp. - \$3,115.00, Gas Insp. Exp. -\$100.00, Library Salary - \$7,000.00, Group Insurance - \$50,000.00,

Treasurer Clerical Wages -\$2,000.00, Town Clerk Clerical -\$1,500.00.Total -\$79,713.00. To- Police Salary – \$54,500.00, Police Exp. - \$10,350.00, Bldg. Insp. Clerical - \$2,000.00, Gas Insp. Salary- \$600.00, Wire Insp. Exp. \$50.00, Fire Dept. Expense-\$2,000.00, CMRPC Assessment- \$84.00, Town Garage Exp. -\$5,759.00, Veterans Benefits-\$2,070.00,Election Expense-\$1,500.00, Assessors Clerical Wages- \$400.00, Physical Exams- \$400.00 –Total \$79,713.00. Finance Committee recommends approval. Vote on the Motion taken, MOTION passed.

MOTION made by Mr. Sydow to adjourn this special meeting with business completed, seconded by Mr. Brose. Vote on the Motion taken, MOTION passed.

Meeting adjourned at 7:20 PM.

Respectfully Submitted,

Sandra L. Bourassa, Town Clerk

**WARRANT FOR THE ANNUAL TOWN MEETING
MAY 6, 2013**

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 6, 2013

on **Monday, the sixth (6th) of May AD, 2013 at seven-fifteen (7:15) 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 thirty-five (35) 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 13, 2013

on **Monday, the thirteenth (13th) of May AD, 2013**, 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 36. To vote by official ballot for the necessary Town Officers, namely:

One Selectman for three (3) years; One Assessor for three (3) years; One Board of Health member for three (3) years; One Planning Board member for five (5) years; One Municipal Light Board member for three (3) years; Two Library Trustees for three (3) years each; One Cemetery Commissioner for three (3) years; One Parks & Recreation member for five (5) years; One School Committee member for three (3) years, One Moderator for three (3) years.

Voters of the Town of Boylston, Massachusetts, met in the auditorium of the Tahanto Regional High School according to legal notice on May 6, 2013. With 132 registered voters we had the required quorum. Selectmen, Matt Mecum, Ken Sydow, and James Wood were present. Also, present were Town Administrator, Martin McNamara,, Town Counsel Stephen Madaus, and Town Clerk Sandra Bourassa. Dennis Pojani, Moderator called the meeting to order at 7:20 P.M. Mr.Pojani calling of the meeting and officer's return of service are in order as required. He set the bounds of the hall. A MOTION by Mr. Sydow was made to waive the reading of the warrant. Seconded by Mr. Wood. Vote taken on the Motion, MOTION passed.

Motion was made by Mr. Sydow to group articles 1-14 together, Mr. Pojani explained that they are articles we approve every year, seconded by Mr. Brose. Vote taken on Motion, MOTION passed. MOTION made on articles 1-14 to be accepted as written with the amendment of Article #12 the amount being \$2,000.00 not \$20,000, seconded. Board of Selectmen recommends approval, Finance Committee recommends approval and John McQuade, Light Dept. recommends approval on their article. Vote taken on the Motion, MOTION passed..

***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, 2013 and ending June 30, 2014, and to issue a note or notes therefore 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:

***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, 2013, and to fix the compensation therefore, 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, 2013, including the appointment of a Cemetery Superintendent, and to fix the compensation therefore, 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, 2013, 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, 2013, 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:

***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 Mass Highway, 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, 2013, 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:

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

1. To be the depository for all departmental receipts of the Cemetery Commission and from those funds to make expenditures in accordance with Massachusetts General Laws Chapter 41 Sections 41, 42, 52 and 56 of Chapter 41 of the General Laws for the following:

- a. For operational purposes other than regular wages and including the cost of grave openings and related expense
- b. For payment of maintenance expenses including supplies and materials and part-time labor
- c. For payment of expenses related to the expansion of the cemetery
- d. For compensation for part time commissioners and clerk;
- e. To set the expenditure limit as not to exceed \$35,000

Or act in any other way thereon.

Sponsor: Cemetery Superintendent

Finance Committee comments:

Board of Selectmen recommendation:

***ARTICLE 12.** To see if the Town will vote to authorize the Planning Board to continue its use of the revolving fund established at the May 8, 2000 Annual Town Meeting, established in accordance with Section 53E ½ of Chapter 44 of the General Laws, to be utilized for the following purposes:

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

Or act in any other way thereon.

Sponsor: Planning Board

Finance Committee comments:

Board of Selectmen recommendation:

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

1. To be the depository for engineering and advertising fees charged by the Conservation Commission to various developers for the plan review process.

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

Or act in any other way thereon.

Sponsor: Conservation Commission

Finance Committee comments:

Board of Selectmen recommendation:

***ARTICLE 14.** To see if the Town will vote to authorize the Board of Health to continue its use of the revolving fund established at the May 7, 2012 Annual Meeting, established in accordance with Section 53E½ of Chapter 44 of the General Laws, to be utilized for the following purposes:

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

Or act in any other way thereon.

Sponsor: Board of Health

Finance Committee comments: Recommends approval.

Board of Selectmen Recommendation:

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

Sponsor: Personnel Board

Finance Committee comments:

Selectmen, Chair	\$ 1,354	2 members each at \$ 1,137
Town Clerk	\$ 31,192 plus fees	
Town Moderator	\$ 15	
Assessors, Chair	\$ 1,500	2 members each at \$ 1,000
School Committee, Chair	\$ 100	2 members each at \$ 50
Board of Health, Chair	\$ 277	2 members each at \$ 185.50
Cemetery Commission, Chair	\$ 213	2 members each at \$ 160
Planning Board, Chair	\$ 370	4 members each at \$ 53
Planning Board, Vice-Chair	\$ 53	
Planning Board Clerk	\$ 53	

Or act in any way thereon.

MOTION was made by Mr. Wood to accept this article as read, seconded by Mr. Sydow. Finance committee recommends approval. Vote on the Motion taken, MOTION passed unanimously.

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

Section 15: Classification Schedule Amended May 2013 - Effective July 1, 2013

Classification	Position Status	Grade	<u>Hourly Rates</u>	
			Min	Max
Library Page	Hourly		9.12	9.41
Election Worker	Hourly		9.12	9.41
Town Meeting Checker	Hourly		9.12	9.41
Election Clerk	Hourly		10.16	10.16
Election Warden	Hourly		10.16	10.16
Clerical	Special Temp		9.12	9.41
Library Housekeeper	Special Part Time		10.34	11.06
Asst Laborer	Special Hourly	2		
Library Assistant/Sr. Technician	Reg. Part Time	3		
Laborer/Custodian	Reg. Full Time	3		
Emergency Medical Technician	Hourly	3		
Firefighter	Hourly	3		
Deputy Chief	Hourly	3+\$500		
Fire Captain	Hourly	3+\$300		
Fire Lieutenant	Hourly	3+\$200		
Asst Town Clerk	Special Part Time	5		
Police Service Aide	Hourly	5		
Asst. Inspector/Electrician	Hourly	5		
Assessors' Clerk	Reg. Part Time	5		
Children's Librarian	Reg. Part Time	5		
COA Coord/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		
Fire Chief/Forest Warden	Salaried	12		
Hwy/Cemetery Superintendent	Salaried	12		
Police Chief	Salaried	14		
Town Administrator	Salaried	14		

Schedule B: Salary Compensation Schedule

Grade	Min	Mid	Max
1	10.52	12.37	14.25

2	11.35	13.41	15.40
3	12.30	14.51	16.72
4	13.25	15.62	17.94
5	14.34	16.87	19.37
6	15.50	18.23	20.95
7	16.75	19.58	22.61
8	18.06	21.25	24.42
9	19.54	22.93	26.34
10	21.10	24.78	28.50
11	22.82	26.74	30.76
12	24.59	28.89	33.20
13	26.56	31.19	35.86
14	28.67	33.69	38.72
15	30.99	36.40	41.81
16	33.46	39.32	45.16
17	36.12	42.47	48.78
18	38.94	44.68	52.67

Schedule C: Salary Compensation Schedule-

<u>Job Title</u>	<u>Annual Salary</u>
Chairman, Registrar of Voters	\$ 693
Council on Aging, Meal Coordinator	\$ 1,059
Director of Veteran's Services	\$ 204
Electrical Inspector	\$ 8,404
Assistant Electrical Inspector	\$ 579
Plumbing Inspector	\$ 9,018
Assistant Plumbing Inspector	\$ 751
Gas Inspector	\$ 2,713
Assistant Gas Inspector	\$ 232
Registrar of Voters	\$ 294
Health Agent	\$ 39,367
Dog Officer	\$ 2,215
Animal Inspector	\$ 1,273
Nurse	\$ 1,500
Vital Stat Clerk	\$ 200
Tree Warden	\$ 1,194

MOTION was made by Mr. Sydow to accept this article as written, seconded by Mr. Wood . Mr. McNamara stated the Personnel Board recommends approval. Finance Committee recommends approval. Mr. Wise asked a question on the changes in bold. Vote taken on the Motion, MOTION passed unanimously.

ARTICLE 17. 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 \$176,300 to the Hillside Expenses Account(# 193-5780), and a sum not to exceed \$42,794 to the Hillside Salaries Account (# 193-5110) and to 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.

Motion was made by Mr. Wood to accept this article as read, seconded by Mr. Sydow. Finance Committee recommends approval. Vote taken on the Motion, MOTION passed.

ARTICLE 18. To see if the Town will vote to accept the provisions of Section 20 of Chapter 32B of the General Laws and authorize that Town Treasurer to establish and maintain an Other Post Employment Benefits (OPEB) Liability Trust Fund, and transfer from available funds in the Treasury and appropriate a sum not to exceed \$15,000 to the OPEB Trust Fund; or act in any other way thereon.

Motion was made by Mr. Wood to accept this article as read, seconded by Mr. Sydow. Finance Committee recommends approval. Vote taken on the Motion, MOTION passed.

ARTICLE 19. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$53,000 for the purpose of replacing the septic system at 599 Main Street; or act in any other way thereon.

Motion made by Mr. Mecum to accept this article as read, seconded by Mr. Sydow. Mr. Mecum explained the article. Finance Committee recommends approval. There was a question on how much the total project would be. Vote taken on the Motion, MOTION passed unanimously.

ARTICLE 20. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$45,000 for the replacement of 2004 Ford F-350 pick-up truck for use by the Highway Department; or act in any other way thereon.

Motion made by Mr. Mero, Highway Supt. to accept this article as read, seconded by Mr. Brose. Finance Committee recommends approval. Vote taken on Motion, MOTION passed unanimously.

ARTICLE 21. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$67,000 for the replacement of 2004 Ford F-550 pick-up truck for use by the Highway Department; or act in any other way thereon.

Motion made by Mr. Mero to accept this article as read, seconded by Mr. Sydow. Finance Committee recommends approval. Vote taken on the Motion, MOTION passed 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 \$95,000 for the repaving of the entry way and parking area at 599 Main Street; or act in any other way thereon.

Motion made by Mr. Mero to accept this article as read, seconded by Mr. Sydow. Finance committee recommends approval. Mrs. Richard asked how much the whole project would cost. Vote taken on the Motion, MOTION passed by a majority vote.

ARTICLE 23. To see if the Town will vote to transfer from available funds in the Treasury a sum not to exceed \$11,435 for the continued interior restoration of the John B. Gough House, so called; or act in any other way thereon.

Motion was made by Mr. Healy to accept this article as read, seconded by Mr. Brose. Finance committee recommends approval. Mr. Healy explained the article. Vote was taken on the Motion, MOTION passed 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 \$82,150 from the Ambulance Receipts Reserved Account to the Fire Department budget to supplement that portion of the operating budget associated with ambulance operations; or act in any other way thereon.

Motion was made by Mr. Flanagan, Fire Chief to accept this article as read, seconded by Mr. Sydow. Finance Committee recommends approval. Vote taken on the Motion, MOTION passed unanimously.

ARTICLE 25. To see if the Town will vote to transfer \$5,000.00 from the Planning Board's revolving account to the Town's General Fund; or act in any other way thereon.

Motion was made by Mr. Manter, Chairman of the Planning Board to accept this article as read, seconded by Mr. Brenner. Finance Committee recommends approval. Mr. Manter explained the article. Vote was taken on Motion, MOTION passed unanimously.

ARTICLE 26. To see if the Town will vote to amend the Personnel Bylaw generally as follows:

- (i) to clarify the purpose and applicability of the bylaw and to number and entitle said section to be "Section 1, Purpose and Applicability";
- (ii) to change the administration of said bylaw and of the Town's Personnel Policies to be the Board of Selectmen and to number and entitle said section to be "Section 2, Administration of Personnel Bylaw";
- (iii) to revise Section 1, entitled "Definitions" to include a number of new defined terms, to revise some existing defined terms, to delete some existing defined terms in their entirety, and to renumber said section to be Section 3;
- (iv) to revise Section 2, entitled "Personnel Board", to provide that said board shall review certain matters and procedures relating to the Personnel Bylaw and advise the Board of Selectmen concerning the same, and to renumber said section to be Section 4;
- (v) to revise Section 3, entitled "Duties and Responsibilities of the Personnel Board", to clarify the duties and responsibilities of said board and to include that the Personnel Board shall provide recommendations to the Board of Selectmen regarding personnel policies and procedures and regulations, to delete the requirement for the Personnel Board to maintain personnel files and records, and to renumber said section to be Section 5;
- (vi) to delete Section 4, entitled "Employees and the Personnel Board", in its entirety;
- (vii) to insert a new Section 6, entitled "Personnel Director", to provide that the Town Administrator shall serve as the Personnel Director;
- (viii) to insert a new Section 7, entitled "Powers and Duties of the Personnel Director";
- (ix) to insert a new Section 8, entitled "Personnel Files", to provide that the Town Administrator, in conjunction with department heads, shall be responsible for maintaining and administering personnel records, in compliance with applicable laws;
- (x) to insert a new Section 9, entitled "Conflict Resolution Procedure";
- (xi) to insert a new Section 10, entitled "Amendment of the Bylaw";
- (xii) to make certain amendments to Sections 6, 7 and 8 and to renumber said sections to be Section 11, 12 and 13, respectively;
- (xiii) to revise and renumber Section 14, entitled "Promotions, Reclassifications and Transfers" to be Section 15 and to insert a new Section 14, entitled "Classification and Compensation Plan";
- (xiv) to revise and renumber Section 10, entitled "New Personnel", Section 11, entitled "Department Budgets", and Section 12, entitled "Salary Adjustment Policies", to be Sections 16, 17 and 18, respectively;

(xv) to insert a new Section 19, entitled “Policies and Procedures”, to provide that the Personnel Director may, with the approval of the Board of Selectmen, issue policies and procedures and other guidelines affecting the administration of this bylaw; and

(xvi) to insert a new Section 20, entitled “Severability Clause”, to provide that each provision of the bylaw shall be construed as separate, so that if any part of the bylaw shall be held invalid for any reason, the remainder shall continue in full force and effect.

All as shown and fully set forth in the document entitled, “Town of Boylston, Personnel Bylaw”, dated April 10, 2013, a copy of which is on file at the Town Clerk’s office and available for public inspection during regular business hours of the Town; or act in any other way thereon.

Motion was made by Mr. Mecum to accept this article as written (see attached), seconded by Mr. Sydow. Mr. McNamara explained the article. Vote taken on Motion, MOTION passed unanimously.

ARTICLE 27. To see if the Town will vote to amend the Zoning Bylaw by deleting Section 10.01, Signs, in its entirety and inserting in its place a new Section 10.01 as described in a document entitled “Sign Bylaw Amendment”, a copy of which is on file at the Town Clerk’s Office and available for public inspection during regular business hours, said amendment to impose new restrictions on the size, type and quantity of signs permitted on commercial and residential properties, to prohibit billboards and roof signs, to define terms relevant to signs, to authorize the Building Inspector and the Planning Board to issue sign permits and/or special permits, to regulate variances from the sign bylaw and to impose other restrictions on signs; or act in any other way thereon.

Motion made by Mr. Manter to accept this article as read(see attached), seconded by Mr. Sydow. Mr. Manter explained the article, the Planning Board made held a public hearing and they recommend approval. A stand vote was taken on Motion, MOTION passed Yes- 122 , No-1

ARTICLE 28: To see if the Town will vote to pass an ordinance in the town of Boylston requiring that dogs be kept on a leash when not restricted to their owners’ property as read:

No person owning or harboring a dog shall allow it to run at large in any of the streets or public places in the town or allow it upon the premises of anyone other than the owner or keeper of such dog without the permission of the owner or occupant of such premises. No dog shall be permitted in any street or public place within the town unless it is effectively restrained as above defined by a leash not exceeding seven (7) feet; or act in any other way thereon.

Motion made by Ms. Gingrich to accept this article as read, seconded by Mrs. Richard. Finance Committee does not recommend approval. Mr. Madaus, Town Council explained the problems with the article as written, he amended the Motion by having the bylaw to be number Section 10.11 and that the dog officer would be the enforcing officer. He also recommended combining article 28 and 29. Ms. Gingrich agreed to the amendments. She explained the article. Mr. LeBlanc, 53 Main St. spoke on the article. Mrs. Collins, 199 Scar Hill Rd. explained her view on the article. Mr. Butler, finance committee explained the finance committee’s stand on the Motion. He made a motion to move the question, seconded by Mr. Brose. Vote taken on Motion, MOTION passed. Vote taken on the Motion on the article, MOTION was defeated.

ARTICLE 29: To see if the Town will vote to pass an ordinance in the town of Boylston requiring that dogs be kept on a leash. This is how the leash law would be enforced:

Any owner found in violation of the provisions of this bylaw shall be punished by a fine for each offense in accordance with the following schedule:

First offense	\$25
Second offense	\$50
Third and Succeeding Offenses	\$100

Any funds collected pursuant to the provisions of this bylaw by the dog officer shall be accounted for and paid over to the Town Treasurer at such time and in such manner as may be designated by the Town Treasurer; or act in any other way thereon.

ARTICLE 30. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds in the Treasury a sum not to exceed \$50,000 for the purpose of completing Phase 2 (of 2) for major roof repairs to the Boylston Elementary School building; or act in any other way thereon.

Motion was made by Mr. Wyatt, School Committee Chairman, to accept this article as read, as a transfer, seconded by Mrs. Healy. Finance committee recommends approval. Mr. Wyatt explained the article. Vote taken on the Motion, MOTION passed unanimously.

ARTICLE 31: To see if the town will vote to amend the Agreement entered into between the towns of Berlin and Boylston pursuant to Chapter 510 of the Acts of 1970 pursuant to which the Berlin-Boylston Regional School District was established and now operates so as to adopt the amendments adopted and proposed by the Berlin-Boylston Regional Committee on January 24, 1973; or act in any other way thereon.

Motion was made by Mrs. Healy to accept this article as read, seconded by Mr. Brenner. Mrs. Healy explained the article. Vote was taken on the motion, MOTION passed.

ARTICLE 32: To see if the Town will vote transfer from available funds in the Treasury and appropriate a sum not to exceed \$50,000 for the purpose of conducting on-going updates, maintenance, repairs or other improvements deemed necessary by the Town House Committee for the Town House building located at 599 Main Street, said sum to be spent under the direction of the Board of Selectmen; or act in any other way thereon.

Motion was made by Mr. Butler to accept this article as read, seconded by Mr. Sydow. Finance Committee recommends approval. Board of Selectmen recommends approval. Mr. Sydow explained the article. Mr. Healy asked about the structure of the building. Mrs. Goodrich asked about the handicap chair, if it would be upgraded. Vote taken on Motion, MOTION passed unanimously.

ARTICLE 33. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum of money, not to exceed \$150,000, and direct the Board of Assessors to utilize the same to reduce the tax rate for the fiscal year beginning on July 1, 2013; or act in any other way thereon.

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

ARTICLE 34. To see if the Town will vote to transfer from available funds in the Treasury the sum of \$100,000 to the Stabilization Account; or act in any other way thereon.

Motion was made by Mr. Brose to accept this article as read, seconded by Mrs. Richardson. There was a question on how much money was in the account. Finance committee recommends approval. Vote taken on Motion, MOTION passed unanimously.

ARTICLE 35. To see if the Town will vote to raise by taxation, 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, 2013, 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 2014 Report of the Finance Committee; or act in any other way thereon.

Motion was made by Mr. Butler to accept this article as written with the amendment of the Regional District regular Assessment of \$3,641,247 and the Building Assessment of \$888,307- changing the total budget to \$12,556,605, seconded by Mr. Wyatt. Vote taken on Motion, MOTION passed unanimously.

Motion was made to adjourn the meeting with all business being completed with the election being held next Monday, seconded, MOTION passed

Meeting adjourned at 8:33PM

Respectfully Submitted,
Sandra L. Bourassa, Town Clerk