

BOARD OF SELECTMEN

**221 MAIN STREET
BOYLSTON, MA 01505**

PAID

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THE COMMONWEALTH OF MASSACHUSETTS

Town of Boylston, Massachusetts

May 6, 2024 Annual Town Meeting Warrant

May 13, 2024 Annual Town Election

Note: The warrant is available in large print upon request at the Selectmen's Office

****** PLEASE BRING THIS WARRANT TO TOWN MEETING ******

WARRANT FOR THE ANNUAL TOWN MEETING
May 6, 2024
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, 2024

on the **First (1st) Monday, of May AD, 2024 at seven o'clock (7:00) P.M.**, at the **Tahanto Regional High School Auditorium or another location on the grounds thereof, 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-five (45) 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, 2024

on **Monday, the thirteenth (13th) of May AD, 2024**, 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 45.** 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 (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; One Cemetery Commissioner for three (3) years; Two Parks and Recreation Commissioners for three (3) years.

***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, 2024 and ending June 30, 2025, 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, 2024, 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 Board of Cemetery Commissioners to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2024, 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: Board of Cemetery Commissioners

***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, 2024, 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 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 Light Plant, the whole to be expensed by the Manager of the Municipal Light 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 year beginning July 1, 2024, as provided by Section 4A of Chapter 41 of the General Laws, as follows: Chairman - \$1,000.00 and two (2) members - \$1,000.00 each, a total of \$3,000.00, 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 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, 2024, 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:

To amend Article I of the Town’s General By-Laws, entitled “General Provisions”, Section 5, “Departmental Revolving Funds”, as follows:

- (a) In Section 5.02, in the Table of Authorized Revolving Funds, in the line for the Planning Board Filing Fee Revolving Fund, under column D, “Program or Activity Expenses Payable from Fund”, revise the text to read as follows (new text shown in *italics*):

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
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; to pay for wages salaries and the costs of fringe benefits associated with the wages or salaries paid for the Planning Board Employee(s); to pay for police details; <i>to pay for any additional planning related activity that would benefit the Town.</i>	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 2025 and subsequ ent years.

(b) In Section 5.02, in the Table of Authorized Revolving Funds, insert a new revolving fund, after the Vaccine Clinics Revolving Fund, to read as follows:

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
<i>Parks and Recreation Fund</i>	<i>Parks & Recreation Commission/Department or a Parks & Recreation employee under supervision of Parks Commission Chairperson</i>	<i>All fees, charges, or other receipts generated or received by Parks and Recreation for activities, programs, and rentals (excluding donations and grant receipts which have separate accounts).</i>	<i>All fees, charges, or expenses generated by Parks and/or Recreation programs and activities, including advertising, instructor fees, materials, supplies and incidentals for activities or programs. Improvements and maintenance to Parks & Recreation facilities that generate revenue, and improvements and maintenance to Parks & Recreation areas under the purview of Parks & Recreation that do not generate revenue, but not covered by the Town budget, any other departmental budget, or any other funding source.</i>	<i>None, other than as set forth in this Bylaw.</i>	<i>None, other than as set forth in this Bylaw and by Town Meeting vote.</i>	<i>Fiscal Year 2025 and subsequent years</i>

(c) In Section 5.05.1, to set the limits on the total amounts that may be expended from each of the Town's revolving funds in Fiscal Year 2025, pursuant to M.G.L. Chapter 44, Section 53E1/2, as follows:

Fund:	Maximum Amount Expendable:
Cemetery	\$30,000
Conservation Commission	\$10,000
Vaccine Clinics	\$3,000
Parks & Recreation Fund	\$1,000,000
Planning Board Filing Fees	\$20,000
Senior Van	\$3,500
Septic System Inspection Fund	\$12,000

Or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

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) 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;

Selectmen, Chair	\$1,835	2 members each at	\$1,528
Town Clerk	\$58,631		
Town Moderator	\$0		
Assessors, Chair	\$1,901	2 members each at	\$1,267
Board of Health, Chair	\$373	2 members each at	\$249
Cemetery Commission, Chair	\$286	2 members each at	\$215
Planning Board, Chair	\$471	4 members each at	\$74
Planning Board, Vice-Chair	\$73		
Planning Board Clerk	\$75		

Or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

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 2024 - Effective July 1, 2024

<u>Classification</u>	<u>Grade</u>	<u>Classification</u>	<u>Grade</u>
Town Administrator	12	Equipment Operator/Mechanic	6
Fire Chief	11	Firefighter	6
Police Chief	11	Patrol Officer	6
Highway Superintendent	10	Children's Librarian	5
Police Lieutenant	10	Dispatcher	5
Library Director	9	Equipment Operator/Laborer II	5
Building/Zoning Commissioner	9	Assistant Treasurer/Tax Collector	5
Town Planner	9	Administrative Assistant - Highway	5
Treasurer/Tax Collector	9	Admin. Asst. to BoS and TA	5
Town Accountant	9	PR Coordinator	5
Facilities Maintenance Worker	9	Administrative Asst - Police Chief	5
Human Resources Administrator	9	Admin Assistant BOH/Cons Comm	5
Captain	9	Assessor Clerk	5
Detective Sergeant	8	Assistant Town Clerk	5
Sergeant	8	Administrative Assistant - Planning	5
Town Clerk	8	Senior Library Assistant	4
Lieutenant-Fire (FT)	8	Heavy Equip Operator/Laborer I	4
Head Dispatcher	7	COA Van Scheduler	3
Detective	7	Library Associate	3
Highway Foreman	7	COA Van Driver	2
Assistant Library Director	7	Laborer/Custodian	1
COA Coordinator	6	Housekeeper	1
Sanitation Agent	6	Library Page	1

Schedule B: Salary Compensation Schedule

<u>Grade</u>	<u>Min</u>	<u>Max</u>
1	\$15.96	\$20.75
2	\$17.56	\$22.83
3	\$19.32	\$25.11
4	\$21.25	\$27.62
5	\$23.37	\$30.39
6	\$27.80	\$36.14
7	\$29.74	\$38.67
8	\$31.83	\$41.37
9	\$37.23	\$48.40
10	\$45.42	\$59.05
11	\$55.42	\$72.04
12	\$67.61	\$87.89

Schedule C: Salary Compensation Schedule-

<u>Job Title</u>	<u>Annual Salary</u>
Chairman, Registrar of Voters	\$832
Director of Veteran's Services	\$269
Electrical Inspector	\$20,645
Assistant Electrical Inspector	\$1,421
Plumbing Inspector	\$15,222
Assistant Plumbing Inspector	\$1,264
Gas Inspector	\$7,516
Assistant Gas Inspector	\$644
Registrar of Voters	\$323
Health Agent	\$51,903
Animal Inspector	\$17,000
Nurse	\$17,000
Vital Stat Clerk	\$200
Tree Warden	\$1,575

Or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 14. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$41.25 for the purpose of paying the following prior fiscal year bill; or act in any other way thereon.

- Wiring Inspector June 2023 Mileage Expenses: \$41.25

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 15. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$100,000 for improvements at Harrington Park, including designing, planning, and building an accessible loop trail in accordance with the Forest Trail Accessibility Guidelines, constructing a picnic pavilion, providing native plantings, and obtaining design services for a future boardwalk and additional trails,

including all incidental and related expenses, said funds to be expended by the Parks and Recreation Commission; and furthermore, to authorize the Town to apply for any and all state grants or other grant sources to further the purpose of this Article, any said funds awarded to be used to offset the appropriation from free cash; or act in any other way thereon.

Sponsor: Parks and Recreation

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 16. To see if the Town will transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000 for the purpose of sidewalk repairs in Town; or act in any other way thereon.

Sponsor: Highway Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 17. To see if the Town will vote to transfer from the Ambulance Receipts Reserved Account and appropriate the sum of \$3,950 for the purpose of funding the Town's 5% matching portion of the FEMA Assistance to Firefighters Grant for the purchase of new structural firefighting gear for the Fire Department; or act in any other way thereon.

Sponsor: Fire Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 18. To see if the Town will vote to transfer from the unexpended balance of the appropriation made under Article 18 at the 2021 Annual Town Meeting for the purpose of updating the Town's Master Plan, the sum of \$21,300 for the purpose of funding a Master Plan for the Town-owned property known as Hillside; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 19. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$17,000 for the purpose of paying the annual fee for ClearGov software; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 20. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$5,000 for the purpose of purchasing three high-speed voting tabulators; or act in any other way thereon.

Sponsor: Town Clerk

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 21. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$100,000 for the purpose of street paving/road repairs; or act in any other way thereon.

Sponsor: Highway Department

Finance Committee comments: Finance Committee recommends approval.

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 for the purpose of guardrail repairs; or act in any other way thereon.

Sponsor: Highway Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 23. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$55,000 for the purpose of repairing/replacing the roofs of the Flagg Estate and the Flagg Estate Barn; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 24. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum of money for the purpose of repairing/replacing the heating system at the Municipal Office Building and at the Police Station; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Will make recommendation at town Meeting.

ARTICLE 25. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$500,000 for the purpose of repairing/replacing the Boylston Elementary School roof; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 26. To see if the Town will vote revoke its acceptance of MGL c. 44, section 53D, which allowed the Town to establish a revolving fund for deposit of receipts received in connection with the conduct of self-supporting recreation and park services for the Parks and Recreation Commission; or act in any other way thereon.

Sponsor: Parks and Recreation Commission

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 27. To see if the Town will vote to amend Article VI of the Town's General By-laws, entitled "Protection of Persons and Property", by inserting a new Section 25 therein to be entitled "Removal of Dog Waste Required", to read as follows:

Section 25: Removal of Dog Waste Required.

25.1. Removal of dog waste from public property or property of others. No person owning or having the care, custody, or control of any dog shall permit such dog to defecate upon any sidewalk, street, thoroughfare, or wetland, in or upon any public property or in or upon the property of persons other than the owner or persons having the care, custody, or control of such dog, unless said person picks up any such waste and disposes of same in a sanitary manner. Anyone having custody or control of a dog in a public place shall have in their possession a device or equipment to pick up and remove dog feces. No person shall leave or dispose of said feces in any catch basin, drainage structure, waterway or on any public property or street except in a trash receptacle, if any, designated as a receptacle for dog or pet litter. Individuals with disabilities aided by service dogs and law enforcement, emergency or rescue officials with dogs carrying out official duties are exempt from this section.

25.2. Violations and penalties. Any person found in violation Section 25.1 by the Town's Animal Control Officer, or a Police Officer shall be subject to payment of a fine of \$50 for the first offense; \$100 for the second offense and \$200 for the third and subsequent offenses. In addition to any other legal remedies that may be available, the Animal Control Officer or Police Officer

may enforce these penalties through the Town's Noncriminal Disposition Bylaw, set forth in Section 18 of this Article VI and in accordance with the provisions of MGL c. 40, Section 21D, as may be amended.

Or act in any other way thereon.

Sponsor: Board of Selectmen

ARTICLE 28. To see if the Town will vote to accept the following streets as public ways as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on plans 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 ways and to acquire any other necessary easements, including drainage easements as shown on the plans, sufficient to use said ways for all purposes for which public ways are used in the Town of Boylston; or act in any other way thereon.

- Longley Hill Road, as shown on plans entitled “Street Acceptance Plan Longley Hill Road Boylston, MA”, dated April 12, 2023, prepared by HST Group

Sponsor: Board of Selectmen

Planning Board Recommendation: Will make recommendation at town Meeting.

ARTICLE 29. To see if the Town will vote to revoke the vote under Article 22 at the 2023 Annual Town Meeting and thereby terminate the special purpose stabilization fund established thereunder known as the Opioid Settlement Stabilization Fund, said fund having a balance of \$30,326.14 which shall be transferred to a special revenue fund; or act in any other way thereon.

Sponsor: Board of Selectmen

ARTICLE 30. RE-ADOPT OPEB TRUST (MGL CH. 32B, S.20)

To see if the Town will vote to accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Board of Selectmen and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund accordance with the Prudent Investor Rule established under Chapter 203C of the Massachusetts General Laws; or act in any other way thereon.

Sponsor: Board of Selectmen

ARTICLE 31. To see if the Town will vote to amend Section 5 of the Zoning Bylaw, entitled “Senior Residential Development”, by inserting a new first paragraph before subsection 5.01 therein, to read as follows:

5.00: MORATORIUM: Whereas the Town desires to have a period of time to review the terms of the Senior Residential Development Bylaw and to potentially propose amendments thereto for purposes of clarifying the terms therein and to revise the bylaw to better serve the land use development interests of the Town; Now Therefore, the provision of Sections 5.01 – 5.06, inclusive, of the Senior Residential Development Bylaw shall be of no effect for a period of two-years from the date this Amendment is adopted by Town Meeting (contingent upon approval by the Attorney General). The Town’s Planning Board shall review and consider proposing amendments to the Senior Residential Development Bylaw during the two-year term; or act in any other way thereon.

Sponsor: Board of Selectmen

Planning Board Recommendations: Will make recommendation at Town Meeting

ARTICLE 32. To see if the Town will vote to amend Section 8 of the Zoning Bylaw, entitled “Wireless Communication – Required Findings for a Special Permit”, to clarify required findings for setback requirements; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 33. To see if the Town will vote to amend Section 10.01 of the Zoning Bylaw, entitled “Signs”, to define and allow for digital or electronic messaging display signs by special permit; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Planning Board will make recommendation at Town Meeting

ARTICLE 34. To see if the Town will vote to amend Section 10.03 of the Zoning Bylaw, entitled “Site Plan Approval”, concerning site plan submission requirements; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 35. To see if the Town will vote to amend Section 10.05 of the Zoning Bylaw, entitled “Accessory Apartment”, to allow for both attached and detached accessory units and to update procedures for obtaining a special permit; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 36. To see if the Town will vote to repeal in its entirety Section 12 of the Zoning Bylaw, entitled “Growth Management”; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 37. To see if the Town will vote to amend Section 14 of the Zoning Bylaw, entitled “Residential-Office Overlay District” in Section 14.04, to add “café without drive-through service” as a use allowed by special permit in the Residential-Office Overlay District; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 38. To see if the Town will vote to amend Section 16 of the Zoning Bylaw, entitled “Inclusionary Zoning” in Section 16.04, by changing the required percentage of affordable units in a residential development from 10% to 15% and to add documentation requirements for the establishment of affordable housing units consistent with state regulations; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 39. To see if the Town will vote to amend Section 17 of the Zoning Bylaw, entitled “Common Driveways”, to allow the Planning Board to modify the dimensional standards for common driveways upon a finding that the proposed modification will not be detrimental to public safety; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 40. To see if the Town will vote to amend Section 5 of the Zoning Bylaw, entitled “Senior Residential Development”, to revise the building & dwelling unit requirements, common land/open space requirements, and to incorporate additional documentation requirements for the establishment of affordable housing units consistent with state regulations; or act in any other way thereon.

Sponsor: Planning Board

Planning Board Recommendation: Will make recommendation at town Meeting

ARTICLE 41. To see if the Town will vote to amend Article VI, Section 8 of the General By-Laws, entitled “Streets and Sidewalks”, by inserting a new subpart 8.12 therein, to read:

No person shall park a vehicle on either side of any street in the Town of Boylston between the hours of 11:00 pm and 6:00 am, effective from the period of November 1st through April 1st.

Boylston Police will ticket offending vehicles in accordance with the penalty set forth in sub-section 8.11. In addition, the Police Department may cause any vehicle in violation of this bylaw to be removed from the public way, with the cost of towing and storage of said vehicle to be the responsibility of the owner; or act in any other way thereon.

Sponsor: Police Department

ARTICLE 42. To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2025, with each item to be considered a separate appropriation:

Revenue

Local CPA Tax surcharge estimated revenue	\$147,770
State Matching funds (projected at 17%)	\$ 20,000
Total Revenues	\$167,770

Appropriations:

From FY 2025 estimated revenues (5%) for Committee Administrative Expenses \$ 8,000

Reserves:

From FY 2025 estimated revenues (10%) for Historic Resources Reserve	\$ 16,777
From FY 2025 estimated revenues (10%) for Community Housing Reserve	\$ 16,777
From FY 2025 estimated revenues (10%) for Open Space Reserve	\$ 16,777
From FY 2025 estimated revenues for Budgeted Reserve	\$ 109,439

Sponsor: Community Preservation Committee

ARTICLE 43. To see if the Town will rescind the \$2,000,000 that was authorized to be borrowed to pay costs of a new communications system under Article 20 of the Warrant at the Town Meeting held on May 2, 2022, which amount has not been borrowed and is no longer necessary to complete the project for which it was approved; or act in any other way thereon.

Sponsor: Board of Selectmen

ARTICLE 44. To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, or otherwise provide the sum of \$22,464,029 (Twenty-Two Million, Four Hundred Sixty-Four Thousand, Twenty-Nine Dollars and zero cents), or any other amount 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, 2024, and to fix the compensation and salaries of all Town Officers, as shown in whole or in part in the Town Budget, so-called, shown in the Fiscal Year 2025 Report of the Finance Committee, for the purpose of operating and maintaining the various departments of the Town; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

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

And you are hereby directed to serve this Warrant by posting up attested copies thereof, one at the Municipal Office Building (Town Hall), one at the Boylston Post Office, one at the Public Library and one at the Boylston Light Department over seven (7) days and two (2) Sabbath days at least before the time of holding said meeting.

Hereof, fail not and make return of this Warrant with your doings thereon to the Town Clerk at the time and place of the meeting aforesaid.

Given our hands this Twenty-fifth (25th) day of March, 2024 AD.
Board of Selectmen for the Town of Boylston

Board of Selectmen for the Town of Boylston



Matthew Mecum



James Underwood, Chairman



Seth Ridinger

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY</u> <u>2024 Budget</u>	<u>Proposed FY</u> <u>2025 Budget</u>	<u>%</u> <u>Change</u> <u>from</u>
<u>GENERAL GOVERNMENT</u>				
SPECIAL TOWN MEETINGS (113):				
5780	Special Town Meeting Notices	2,150	2,150	0.0%
Total Special Town Meetings		\$2,150	\$2,150	0.0%
MODERATOR (114):				
5110	Moderator Salary	0	0	#DIV/0!
Total Moderator		\$0	\$0	#DIV/0!
BOARD OF SELECTMEN (122):				
5110	Selectmen Salary	4,749	4,891	3.0%
5111	Administrative Assistant	51,706	55,963	8.2%
5112	Town Administrator Salary	103,156	107,282	4.0%
5113	Human Resources Administrator	19,585	20,576	5.1%
5114	Town Planner	92,000	98,909	7.5%
5114	Town Planner Expenses	0	7,050	#DIV/0!
5780	Selectmen General Expenses	20,815	19,340	-7.1%
5385	Town Audit	19,500	25,000	28.2%
Total Board of Selectmen		\$311,511	\$339,011	8.8%
FINANCE COMMITTEE (131):				
5780	Finance Committee Expenses	400	400	0.0%
Total Finance Committee		\$400	\$400	0.0%
RESERVE FUND (132):				
5785	Reserve Fund	100,000	100,000	0.0%
Total Reserve Fund		\$100,000	\$100,000	0.0%
TOWN ACCOUNTANT (135):				
5300	Accountant Salary	41,129	42,363	3.0%
5780	Accountant Expenses	12,723	12,723	0.0%
Total Town Accountant		\$53,852	\$55,086	2.3%
BOARD OF ASSESSORS (141):				
5110	Members Salaries	4,307	4,436	3.0%
5111	Clerk Salary	31,241	33,984	8.8%
5112	Clerical Wages or Services	0	0	#DIV/0!
5112	Principle Appraisor Salary	0	0	#DIV/0!
5780	Expenses	102,907	105,308	2.3%
5201	Appraisal Expense	8,500	8,500	0.0%
5202	Dicentennial Appraisal	0	0	0.0%
5801	Triennial Property Revaluation	0	0	0.0%
Total Board of Assessors		\$146,955	\$152,228	3.6%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2024 Budget</u>	<u>Proposed FY 2025 Budget</u>	<u>% Change from</u>
TREASURER/COLLECTOR (145,146):				
5110	Treasurer Salary	85,122	95,896	12.7%
5110	Treasurer/Collector Stipend	1,000	1,000	0.0%
5111	Clerical Wages	44,500	31,718	-28.7%
5780	Expenses	49,679	52,353	5.4%
Total Treasurer		\$180,301	\$180,967	0.4%
TOWN COUNSEL (151):				
5110	Town Counsel Retainer			
5780	Town Counsel Expense	130,000	130,000	0.0%
Total Town Counsel		\$130,000	\$130,000	0.0%
TAX TITLE CUSTODIAN (158):				
5780	Tax Title Custodian Expense	10,050	10,050	0.0%
Total Tax Title Custodian		\$10,050	\$10,050	0.0%
TOWN CLERK (161):				
5110	Town Clerk Salary	46,805	58,631	25.3%
5111	Clerical Wages	17,149	35,111	104.7%
293-5110	Parking Clerk	260	260	0.0%
5780	Expenses	4,360	6,284	44.1%
Total Town Clerk		\$68,574	\$100,286	46.2%
ELECTIONS/REGISTRATIONS (162):				
5110	Salaries	7,825	10,432	33.3%
5780	Expenses	7,000	12,480	78.3%
Total Elections/Registrations		\$14,825	\$22,912	54.6%
CONSERVATION COMMISSION (171):				
5111	Salary	26,977	29,445	9.1%
5780	Expenses	1,000	1,000	0.0%
5781	Stormwater Management	25,000	30,000	20.0%
5300	Engineering Fees			
Total Conservation Commission		\$52,977	\$60,445	14.1%
PLANNING BOARD (175):				
5110	Members Salaries	672	692	3.0%
5111	Official Clerk Salary	73	75	3.0%
5112	Administrative Assistant Wages	10,650	12,642	18.7%
5350	Consulting Services			
5780	Expenses	2,050	2,050	0.0%
Total Planning Board		\$13,445	\$15,459	15.0%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY</u> <u>2024 Budget</u>	<u>Proposed FY</u> <u>2025 Budget</u>	<u>%</u> <u>Change</u> <u>from</u>
OTHER GENERAL GOVERNMENT:				
5780	Earth Removal Board Expense (173)	500	500	0.0%
5780	Tri Town Hazardous Waste Project	3,137	3,215	2.5%
5770	Municipal Office Expenses (192)	52,676	75,112	42.6%
5380	Town Reports (195)	2,400	2,600	8.3%
5780	Employee Physical Examinations (919)	500	500	0.0%
5780	Town House Expense (196)	16,550	19,250	16.3%
5780	Town Garage Expense (197)	27,799	27,799	0.0%
5699	CMRPC Assessment (000)	1,495	1,533	2.5%
	Communications	0	21,500	#DIV/0!
5240	Repairs to Town Buildings (198)	0	0	#DIV/0!
Total Other General Government		\$105,057	\$152,009	44.7%
TOTAL GENERAL GOVERNMENT		\$1,190,096	\$1,321,003	11.0%

PUBLIC SAFETY

POLICE (210):

5110	Salaries and Wages	1,346,863	1,402,318	4.1%
5140	Overtime Salaries and Wages	60,000	62,500	4.2%
5780	Expenses	286,767	318,021	10.9%
Total Police		\$1,693,630	\$1,782,839	5.3%

FIRE (220):

5110	Salaries and Wages	538,771	637,681	18.4%
5140	Overtime Salaries and Wages	30,000	30,000	0.0%
5780	Expenses	185,180	202,732	9.5%
Total Fire		\$753,951	\$870,413	15.4%

FIRE/POLICE/AMB. DISPATCH (230):

5110	Salaries and Wages	277,940	287,180	3.3%
5140	Overtime Salaries and Wages	13,283	13,721	3.3%
5780	Expenses	21,075	24,550	16.5%
Total Dispatch		\$312,298	\$325,452	4.2%

BUILDING INSPECTOR (241):

5110	Building Inspector Services	63,533	75,000	18.0%
5111	Clerical Wages	29,617	31,776	7.3%
5780	Expenses	10,850	12,200	12.4%
Total Building Inspector		\$104,000	\$118,976	14.4%

GAS INSPECTOR (242):

5110	Gas Inspector Salary	8,422	8,659	2.8%
5780	Gas Inspector Expenses	1,500	1,850	23.3%
Total Gas Inspector		\$9,922	\$10,509	5.9%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY</u> <u>2024 Budget</u>	<u>Proposed FY</u> <u>2025 Budget</u>	<u>%</u> <u>Change</u> <u>from</u>
PLUMBING INSPECTOR (243):				
5110	Plumbing Inspector Salary	16,006	16,486	3.0%
5780	Plumbing Inspector Expenses	0	0	#DIV/0!
Total Plumbing Inspector		\$16,006	\$16,486	3.0%
WIRING INSPECTOR (245):				
5110	Wiring Inspector Salary	21,923	22,565	2.9%
5780	Expenses	3,486	2,050	-41.2%
Total Wiring Inspector		\$25,409	\$24,615	-3.1%
Total Building Department		\$155,336	\$170,587	9.8%
DOG OFFICER (292):				
5110	Dog Officer Wages	2,835	0	-100.0%
5780	Expenses	1,100	0	-100.0%
Total Dog Officer		\$3,935	\$0	-100.0%
OTHER PUBLIC SAFETY:				
5110	Tree Warden Salary (294)	1,530	1,576	3.0%
5780	Tree Warden Expense (294)	42,500	47,500	11.8%
Total Other Public Safety		\$44,030	\$49,076	11.5%
TOTAL PUBLIC SAFETY		\$2,963,179	\$3,198,366	7.9%
<u>EDUCATION</u>				
ELEMENTARY SCHOOL (320):				
5510	Elementary Education	4,721,688	5,293,449	12.1%
	Capital Assessment	623,172	285,450	-54.2%
Total Elementary School		5,344,860	5,578,899	4.4%
REGIONAL DISTRICT (340):				
5651	Regular Assessment	6,315,833	6,579,274	4.2%
	Capital Assessment	1,253,936	931,813	-25.7%
Total Regional District		\$7,569,769	\$7,511,087	-0.8%
VOCATIONAL EDUCATION (345):				
5320	Tuition	363,222	223,146	-38.6%
5380	Transportation	129,159	63,559	-50.8%
Total Vocational Education		\$492,381	\$286,705	-41.8%
TOTAL EDUCATION		\$13,407,010	\$13,376,691	-0.2%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY</u> <u>2024 Budget</u>	<u>Proposed FY</u> <u>2025 Budget</u>	<u>%</u> <u>Change</u> <u>from</u>
<u>PUBLIC WORKS</u>				
HIGHWAY DEPARTMENT (420):				
5110	Salaries and Wages	472,907	526,207	11.3%
5780	Expenses	434,450	445,000	2.4%
5781	Highway Building expenses	32,500	33,000	1.5%
Total Highway Department		\$939,857	\$1,004,207	6.8%
SNOW AND ICE REMOVAL (423):				
5140	Snow and Ice Removal Overtime	30,000	30,000	0.0%
5780	Snow and Ice Removal Expenses	202,000	210,000	4.0%
Total Snow and Ice Removal		\$232,000	\$240,000	3.4%
STREET LIGHTING (424):				
5210	Street Lighting Expense	8,800	8,800	0.0%
Total Street Lighting Expense		\$8,800	\$8,800	0.0%
CEMETERY (491):				
5110	Salaries and Wages	696	717	3.0%
5780	Materials and Expenses	4,200	4,500	7.1%
Total Cemetery		\$4,896	\$5,217	6.6%
TOTAL PUBLIC WORKS		\$1,185,553	\$1,258,224	6.1%

HUMAN SERVICES

BOARD OF HEALTH (510):				
5110	Salaries and Wages	846	871	3.0%
5111	Clerical Wages	24,703	25,491	3.2%
5112	Vital Statistic Wages	200	200	0.0%
5113	Animal Inspector Wages	1,910	17,000	790.2%
5114	Sanitation Inspector Salary	52,463	52,903	0.8%
5780	Expenses	5,000	5,000	0.0%
5786	Special Projects	3,500	3,500	0.0%
Total Board of Health		\$88,622	\$104,965	18.4%
NURSING (522):				
5110	Nurse's Salary	10,000	17,000	70.0%
Total Nursing		\$10,000	\$17,000	70.0%
COUNCIL ON AGING (541):				
5110	Salaries and Wages	76,230	82,254	7.9%
5780	Expenses	7,635	9,135	19.6%
5781	Van Expenses	10,000	10,000	0.0%
Total Council on Aging		\$93,865	\$101,389	8.0%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2024 Budget</u>	<u>Proposed FY 2025 Budget</u>	<u>% Change from</u>
VETERANS SERVICES (543):				
5110	Veterans Agent Salary	261	269	3.0%
5300	Veterans Benefits	15,000	5,000	-66.7%
5780	Veterans Services Expenses	315	315	0.0%
Total Veterans Services		\$15,576	\$5,584	-64.2%
TOTAL HUMAN SERVICES		\$208,063	\$228,938	10.0%
<u>CULTURE & RECREATION</u>				
LIBRARY (610):				
5110	Salaries and Wages	226,537	260,204	14.9%
5780	Expenses	88,795	104,555	17.7%
Total Library		\$315,332	\$364,759	15.7%
PARKS AND RECREATION (650):				
5110	Salary	28,408	33,501	17.9%
5780	Equipment and No Fee Programs Expense	11,935	14,614	22.4%
Total Parks and Recreation		\$40,343	\$48,115	19.3%
HISTORICAL COMMISSION (670):				
5780	Expenses	5,000	5,000	0.0%
5785	Project Expenses	1,200	1,200	0.0%
5770	Building Maintenance	7,000	7,000	0.0%
Total Historical Commission		\$13,200	\$13,200	0.0%
CELEBRATIONS (640):				
5780	Memorial Day	4,000	4,000	0.0%
Total Memorial Day		\$4,000	\$4,000	0.0%
TOTAL CULTURE AND RECREATION		\$372,875	\$430,074	15.3%
<u>MATURING DEBT</u>				
5910	Maturing Debt-Principal (710)	260,000	260,000	0.0%
5915	Maturing Debt-Interest (750)	106,125	95,725	-9.8%
5910	Land Acquisition	0	100,000	#DIV/0!
5915	Land Acquisition Interest	0	50,501	#DIV/0!
TOTAL MATURING DEBT		\$366,125	\$506,226	38.3%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY</u> <u>2024 Budget</u>	<u>Proposed FY</u> <u>2025 Budget</u>	<u>%</u> <u>Change</u> <u>from</u>
<u>EMPLOYEE BENEFITS AND INSURANCE</u>				
EMPLOYEE BENEFITS:				
5171	Pension Expense (911)	885,206	966,176	9.1%
	OPEB	25,000	25,000	0.0%
	Longevity Bonus	6,750	6,250	-7.4%
5171	Unemployment Compensation (913)	12,500	12,500	0.0%
5171	Group Dental	41,996	43,000	2.4%
5171	Group Health	866,250	815,000	-5.9%
5171	Group Life	4,091	4,582	12.0%
5171	Medicare	72,219	80,000	10.8%
Total Employee Benefits		\$1,914,011	\$1,952,508	2.0%
WORKERS COMP/GENERAL INSURANCE (942)				
5740	Workers Comp & General Insurance	185,000	192,000	3.8%
Total Workers Comp & General Insurance		\$185,000	\$192,000	3.8%
TOTAL EMPLOYEE BENEFITS/INSURANCE		\$2,099,011	\$2,144,508	2.2%
GRAND TOTAL ALL BUDGETS		\$21,791,913	\$22,464,029	3.1%

TOWN MEETING GLOSSARY

For your information, courtesy of the Boylston Board of Assessors

APPROPRIATION - Funds set aside by Town Meeting for a specific purpose, e.g. dump truck, or for a department, e.g. the Police Department

CHERRY SHEET - Named for the original color of the paper on which the state Department of Revenue printed its estimate of aid, as well as the amount of state and county assessments. Assessors must use cherry sheet estimates in developing the tax rate.

FISCAL YEAR - Massachusetts's cities and towns are required to operate on a fiscal- rather than calendar year basis. The state government's year runs from July 1 to June 30, and is referred to by the year in which June 30 falls; for example, fiscal year 1999 runs from July 1, 1998, through June 30, 1999.

FREE CASH - Funds available from the operations of the previous year including unspent appropriations unspent budget line items plus or minus the change in unpaid property taxes at year-end.

LOCAL RECEIPTS - Locally generated revenues, other than real and personal property taxes, including motor vehicle excise, investment income, fees, and charges.

LOCAL AID - Revenue allocated by the state to cities and towns, and school districts. Most aid is not restricted in purpose. Estimated aid is sent to cities and towns annually on the cherry sheets.

LEVY LIMIT - Under Proposition 2-1/2, the maximum amount a town can levy as taxes in a given year. A town may only increase its levy limit by 2-1/2 percent annually, plus new growth and any overrides.

NEW GROWTH - The taxing capacity added by new construction and other increases in the property tax base.

OVERLAY - The amount raised by the assessors, independent of Town Meeting, for a fund to cover property tax abatements that they granted during the fiscal year.

OVERRIDE - A referendum procedure by which a community, by popular vote, can either permanently increase its levy limit ("general override") or raise its levy limit to finance specific projects ("debt exclusion" or "capital outlay exclusion").

RESERVE FUND - Fund established at annual Town Meeting to cover extraordinary or unforeseen expenses during the fiscal year. Transfers require the approval of the Finance Committee.

STABILIZATION FUND - A town's savings account for "rainy days." Funds may be transferred for any legal purpose, but only by a two-thirds vote of those present at a town meeting.

TRUST FUNDS - Money given to the town, usually for specific purposes. The donor may specify if the original gift (the principal) or income derived from investing the principal may be used. For gifts where use is restricted, no Town Meeting approval is required, since the donor's wishes may not be overridden. Spending restricted funds for the designated purpose requires only the approval of the applicable governing body, e.g., the selectmen, school committee, or library trustees. The expenditure of unrestricted gifts or income thereof requires the approval of Town Meeting.

WARRANT - A document that sets forth the matters to be put in front of a Town Meeting for voters' consideration.

NOTES
