

BOARD OF SELECTMEN

**221 MAIN STREET
BOYLSTON, MA 01505**

PAID

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Boylston, MA**

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THE COMMONWEALTH OF MASSACHUSETTS

Town of Boylston, Massachusetts

May 2, 2022 Annual Town Meeting Warrant

May 9, 2022 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 2, 2022
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 2, 2022

on the **First (1st) Monday, of May AD, 2022 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 thirty-one (31) 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 9, 2022

on **Monday, the ninth (9th) of May AD, 2022**, 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 31.** To vote by official ballot for the necessary Town Officers, namely:

One Selectman for three (3) years; One Moderator 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; One Cemetery Commission for three (3) years; One Parks and Recreation Commissioner 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, 2022 and ending June 30, 2023, 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, 2022, 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, 2022, 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, 2022, 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, 2022, 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, 2022, 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 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;

Selectmen, Chair	\$1,729	2 members each at \$ 1,440
Town Clerk	\$44,551	
Town Moderator	\$20	
Assessors, Chair	\$1,790	2 members each at \$ 1,195
Board of Health, Chair	\$351	2 members each at \$ 235
Cemetery Commission, Chair	\$269	2 members each at \$ 204
Planning Board, Chair	\$444	4 members each at \$ 71
Planning Board, Vice-Chair	\$70	
Planning Board Clerk	\$72	

Or act in any way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 12. 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 2022 - Effective July 1, 2022

<u>Classification</u>	<u>Position Status</u>	<u>Grade</u>
Library Page	Hourly	1
Election Worker	Hourly	1
Town Meeting Checker	Hourly	1
Election Clerk	Hourly	1
Election Warden	Hourly	1
Clerical	Special Temp	1
Library Housekeeper	Special Part Time	1
Council on Aging Van Driver	Reg. Part Time	1
Council on Aging Van Scheduler	Reg. Part Time	2
Asst. Laborer	Special Hourly	2
Library Asst./Sr. Technician	Reg. Part Time	3
Laborer/Custodian	Reg. Full Time	3
On Call Emergency Medical Technician	Hourly	3
On Call Firefighter	Hourly	3
Deputy Chief	Hourly	3 + \$500
Senior Library Assistant	Reg. Part Time	4
Asst. Town Clerk	Special Part Time	5
Police Service Aide	Hourly	5
Asst. Inspector/Electrician	Hourly	5
Assessor's Clerk	Reg. Part Time	5
Children's Librarian	Reg. Part Time	5
P&R Program Coordinator	Reg. Full Time	5
Equipment Operator/Laborer I	Reg. Full Time	6
Assistant Treasurer/Collector	Reg. Part Time	6
Assistant Library Director	Reg. Part Time	7
Admin Asst. to Board of Assessors	Reg. Part Time	7
Admin Asst. to Highway Superintendent	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. Part Time	7
Equipment Operator/Mechanic I	Reg. Full Time	7
Equipment Operator/Laborer II	Reg. Full Time	8
Working Foreman	Reg. Full Time	8
COA Co-ord./Community Outreach	Reg. Part Time	8
Admin Asst. to Health & Conservation	Reg. Part Time	8
Human Resources Administrator	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
Facilities Technician	Reg. Full Time	13
Town Planner	Reg. Part Time	14
Town Accountant	Reg. Part Time	14
Fire Chief	Salaried	Contract
Police Chief	Salaried	Contract
Town Administrator	Salaried	Contract

Schedule B: Salary Compensation Schedule

Grade	Min	Mid	Max
1	\$13.91	\$15.25	\$17.51
2	\$14.11	\$16.70	\$19.24
3	\$15.30	\$18.05	\$20.78
4	\$16.46	\$19.42	\$22.35
5	\$17.81	\$20.95	\$24.08
6	\$19.25	\$22.65	\$26.05
7	\$20.83	\$24.46	\$28.10
8	\$22.44	\$26.41	\$30.35
9	\$24.29	\$28.52	\$32.73
10	\$26.22	\$30.81	\$35.42
11	\$28.37	\$33.30	\$38.23
12	\$30.56	\$35.91	\$41.26
13	\$33.00	\$38.79	\$44.57
14	\$35.61	\$41.87	\$48.11
15	\$38.51	\$45.24	\$51.95
16	\$41.57	\$48.84	\$56.10
17	\$44.89	\$52.77	\$60.64
18	\$48.39	\$56.93	\$65.45

Schedule C: Salary Compensation Schedule-

Job Title	Annual Salary
Chairman, Registrar of Voters	\$879
Director of Veteran's Services	\$254
Electrical Inspector	\$19,460
Assistant Electrical Inspector	\$1,339
Plumbing Inspector	\$14,348
Assistant Plumbing Inspector	\$1,192
Gas Inspector	\$7,084
Assistant Gas Inspector	\$607
Registrar of Voters	\$341
Health Agent	\$48,924
Dog Officer	\$2,752
Animal Inspector	\$1,755
Nurse	\$10,000
Vital Stat Clerk	\$200
Tree Warden	\$1,485

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 13. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$30,000 for the purpose of obtaining a salary compensation study; 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 \$75,000 for the purpose of procuring a feasibility study, including preliminary design services, for a combined Police/Fire/Senior Center complex; or act in any other way thereon.

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 \$20,000 for the purpose of continuing building improvements at Town Hall; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 16. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$150 for the purpose of paying the following prior fiscal year bill; or act in any other way thereon.

- Massachusetts Municipal Association, Inv. MMA 34733 June 30, 2021, Police Dept. Ad, \$150.00

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

4/ 5th vote required to approve; MGL c. 44, sec. 64

ARTICLE 17. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$17,276 for the purpose of procuring new replacement heat pump units for Town Hall; and to meet this appropriation,

- the sum of \$102.39 be transferred from unexpended funds from the Fire Tools work, as previously appropriated by Article 31 of the May, 2016 Annual Town Meeting,
- the sum of \$174.69 be transferred from unexpended funds from the Fire Pickup Truck work, as previously appropriated by Article 3 of the November, 2018 Special Town Meeting,
- the sum of \$76.76 be transferred from unexpended funds from the Ambulance Laptops work, as previously appropriated by Article 17 of the June, 2020 Annual Town Meeting,
- the sum of \$9,053 be transferred from unexpended funds from the FEMA Grant Match work, as previously appropriated by Article 14 of the June, 2021 Annual Town Meeting,
- the sum of \$261.80 be transferred from unexpended funds from the Zero Turn Motor work, as previously appropriated by Article 16 of the May, 2018 Annual Town Meeting,
- the sum of \$3,200.99 be transferred from unexpended funds from the Sander Truck work, as previously appropriated by Article 6 of the November, 2018 Special Town Meeting,
- the sum of \$2,814.40 be transferred from unexpended funds from the Police/Fire Station Improvements work, as previously appropriated by Article 2 of the November, 2017 Special Town Meeting,
- the sum of \$1,592 be transferred from unexpended funds from the Police Dept. IT's work, as previously appropriated by Article 26 of the May, 2017 Annual Town Meeting,

or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee Recommendation: Finance Committee recommends approval.

ARTICLE 18. To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$175,000 for the purpose of procuring a roadside mower for the Highway Department; or act in any other way thereon.

Sponsor: Highway Department

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 \$70,000 for the purpose of roadway paving; or act in any other way thereon.

Sponsor: Highway Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 20. To see if the Town will vote to appropriate, transfer from available funds in the Treasury, or borrow the sum of Two Million Dollars (\$2,000,000) for the purchase of a new Radio Communications System for the Police Department, Fire Department, Highway Department, and the Light Department; or act in any other way thereon.

Sponsor: Police Department, Fire Department, Highway Department

Finance Committee comments: Finance Committee recommends approval.

2/3rds vote required

ARTICLE 21. 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 replacing computer servers, PCs and information technology infrastructure for the Police Department; or act in any other way thereon.

Sponsor: Police 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 \$10,000 for the purpose of replacing Police Officers' duty firearms.; or act in any other way thereon.

Sponsor: Police 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 \$28,000 for the purpose of bringing the Police Station up to accreditation standards and for the procurement of office furniture for the Police Department.; or act in any other way thereon.

Sponsor: Police Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 24. To see if the Town will vote to transfer from Ambulance Receipts Reserved and appropriate a sum not to exceed \$6,000 for the purpose of purchasing replacement tires for both ambulances; or act in any other way thereon.

Sponsor: Fire Department

Finance Committee comments: Finance Committee recommends approval.

ARTICLE 25. To see if the Town will vote to accept as a public way Longely Hill Road, as laid out heretofore by the Board of Selectmen and according to the boundaries and measurements shown on a plan entitled "Street Acceptance Plan Longley Hill Road Boylston, MA", dated April 12, 2022, prepared by HST 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.

Sponsor: Board of Selectmen

Planning Board Recommendation: To be made at Town Meeting

ARTICLE 26. To see if the Town will vote to amend Section 10.05 of the Zoning Bylaw, entitled “Accessory Apartment”, to allow for accessory apartments within an existing single-family home by special permit and to make other amendments thereto, or to act in any other way thereon.

REVISIONS TO SECTION 10.05 OF THE ZONING BY-LAWS

(Proposed additions underlined; deletions shown with ~~strike-through~~)

Section 10.05 Accessory Apartment

10.05.01 Purposes

The purposes of the Accessory Apartment bylaw are to:

1. Provide older homeowners with a means of obtaining rental income, companionship, security, and services, thereby enabling them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave;
2. Add moderately priced rental units to the housing stock to meet the needs of smaller households;
3. Develop housing units in single-family neighborhoods that are appropriate for households at a variety of stages in their life cycle; and
4. Protect stability, property values, and the residential character of a neighborhood.

10.05.02 Definition

Accessory Apartment - An Accessory Apartment is a self-contained housing unit which is either incorporated within an existing single-family dwelling with limited or no visual alterations to the exterior of the existing single-family home, or, in a detached, accessory structure to a single-family dwelling that is clearly subordinate to the single-family dwelling and has received a special permit pursuant to the criteria below.

10.05.03 Procedures

Application for a Special Permit may be made in accordance with Section 11.04.06 of this Bylaw and M.G.L. c.40A, Section 9. In any district in which an accessory apartment is allowed by Special Permit, the Planning Board, serving as the Special Permit Granting Authority as set forth in the regulations of the applicable zoning district, may grant a Special Permit for an accessory apartment provided that all of the following conditions are met.

At its discretion, the Planning Board may waive or modify any of the following upon petition of the applicant and upon finding such a waiver or modification is no more detrimental to the neighborhood than the existing requirement and is in the best interest of the Town.

1. A plot plan and scaled architectural drawings of the existing dwelling unit and proposed addition (if any) shall be submitted, showing location of the building on the lot, location of septic system, and parking.

2. ~~The A detached~~ accessory apartment shall be located in an accessory structure on the same lot, such as a detached garage or barn, not further than 75' from the principal structure, and shall clearly be subordinate to the principal building.
3. The lot shall conform to the ~~area and yard~~ dimensional requirements in Section 9.
4. The accessory apartment shall not exceed 1,000 square feet, nor shall it contain more than two bedrooms.
5. The applicant shall be an owner occupant of the premises. As part of the special permit application, the owner shall certify in writing that he or she is, and shall remain, an occupant of either the principal single-family dwelling or the accessory apartment.
6. Not more than one accessory apartment shall be permitted on a lot.
7. The exterior appearance of the buildings shall remain, to the extent practicable, that of a single-family dwelling.
8. There shall be at least one off-street parking space to serve the accessory apartment, with access to the existing driveway serving the single-family dwelling.
9. The septic system serving the accessory dwelling shall meet current Title V regulations and the regulations of the Boylston Board of Health.
10. For properties located within the Boylston Historic District: Upon filing the application for a special permit for an accessory apartment, the Applicant shall forward a copy of the application to the Boylston Historical Commission.
11. The Special Permit shall provide that in the event that the title to the lot is transferred to a new owner, or the owner-occupant ceases to reside on the premises, the Special Permit expires automatically and the new owner(s), if they desire to rent an accessory apartment on the premises, shall be required to file a new application for a Special Permit in accordance with this bylaw.
12. No construction shall commence without issuance of a building permit by the Building Inspector, and there shall be no use or occupancy of the accessory apartment until the Building Inspector has issued a certificate of occupancy.

Sponsor: Planning Board

2/3rds vote required

ARTICLE 27. To see if the Town will accept Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing, and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said Act; to determine the amount of such surcharge on real property as a percentage of the annual real estate tax levy against real property and the fiscal year in which such surcharge shall commence; to determine whether the Town will accept any of the exemptions from such surcharge permitted under Section 3(e) of said Act; or to take any other action relative thereto.

Sponsor: Parks and Recreation Commission

ARTICLE 28. To see if the Town will vote to transfer the care, custody and control of a parcel of land located southeasterly of Main Street, adjacent to land of Worcester County Horticultural Society and shown as Parcel 3 on Assessors Plan 48, acquired by the Town by Foreclosure in a Tax Lien Case dated October 26, 1939 and recorded at the Worcester District Registry of Deeds in Book 2760 Page 272 and further described as the “Joslin Lot” in a Collector’s Deed dated August 1, 1934, recorded at said Registry of Deeds in Book 2620 Page 85, from the Tax Title Custodian for tax-title purposes to the Board of Selectmen for purposes of disposal by sale, for no less than a minimum sales price as determined by Town Meeting and upon such other terms and conditions as the Board of Selectmen deem to be in the best interest of the Town; or act in any other way thereon.

Sponsor: Board of Selectmen

Finance Committee comments: Finance Committee recommends approval.

2/ 3rds vote required

ARTICLE 29. *Citizen Petitioned Article:*

Section 20 – Times/Hours of Construction to be amended as follows:

20.02 — The time for any construction activities within the Town shall be limited to the hours of 7:00 A.M to 6:00 P.M. Monday through Friday. There shall be no construction activities on Saturdays, Sundays or Massachusetts State and Federal Holidays, except in the circumstances of a bona fide emergency for which the Police Department, Fire Department, Building Inspector, or Highway Department may issue an emergency exemption to this bylaw. For purposes of this bylaw, the term “construction activities” shall be defined as “any work relating to, preparatory to or incidental to the mobilization of or implementation of construction activities and shall include all work activity including, but not limited to, erection, excavation, site preparation, demolition, or exterior alterations or repairs on any building or other structure.

EXCEPTIONS to authorized hours of construction:

1. Any work performed by the legal homeowner on or at their current place of residence without contracted labor or contracted assistance,
2. Any work by a contractor, hired by and for the benefit of a legal homeowner on or at the homeowner’s current place of residence.

Any person, company or property owner may seek a limited waiver from the time limitations for construction activity set forth herein by filing a written request for such a waiver with the Building Inspector. Any request for a waiver must be filed with the office of the Building Inspector at least five (5) business days prior to the proposed construction activity. Upon receipt of such a request the Building Inspector may, in his sole discretion, grant or deny a limited waiver from the time limitations for construction activity. The Building Inspector may grant a limited waiver, however, only upon a determination that either (i) there is no practical means or method for the requester to comply with the time limitations, and compliance with the same will result in an unreasonable and significant financial hardship to the requester, or (ii) a limited waiver from time limitations will have no detrimental impact upon the surrounding properties or neighborhood, due to the nature of the proposed construction activity, or the character of the neighborhood. Any limited waiver from the time limitations issued by the Building Inspector pursuant to this paragraph shall list the name of the requester, identify the property affected, define the proposed construction activity, include a specific date(s) or time period for the permitted construction activity to take place and include a date of expiration of the limited waiver. Under no circumstances will a limited waiver be issued for longer than 15 days. A copy of any limited waiver issued under this paragraph shall be filed with the office of the Town Clerk, with a copy to the Town Board of Selectmen, Town Planning Board and the Town Police Department.

The Building Inspector and the Police Department are empowered to enforce the provisions of this By-law and may seek enforcement actions in accordance with Section 18 herein. Any person who directly or indirectly engages in or allows construction activities in violation of this By-law will face a mandatory fine of Three

Hundred Dollars (\$300) for every hour or portion thereof in which there is a violation, and will result in all work being immediately terminated.

Sponsor: Citizen's Petition

ARTICLE 30. To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, or otherwise provide the sum of \$19,093,416 (Nineteen Million, Ninety-Three Thousand, Four Hundred Sixteen 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, 2022, and to fix the compensation and salaries of all Town Officers, as shown in whole or in part by the Town Budget, so-called, shown in the Fiscal Year 2023 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 Eleventh (11th) day of April, 2022 AD.
Board of Selectmen for the Town of Boylston

Board of Selectmen for the Town of Boylston



James Underwood



Matthew Mecum, Chairman



Seth Ridinger

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022 Budget</u>	<u>Proposed FY 2023 Budget</u>	<u>% Difference from FY22</u>
<u>GENERAL GOVERNMENT</u>				
SPECIAL TOWN MEETINGS (113):				
5780	Special Town Meeting Notices	1,900	1,900	0.0%
	Total Special Town Meetings	\$1,900	\$1,900	0.0%
MODERATOR (114):				
5110	Moderator Salary	0	0	#DIV/0!
	Total Moderator	\$0	\$0	#DIV/0!
BOARD OF SELECTMEN (122):				
5110	Selectmen Salary	4,476	4,611	3.0%
5111	Administrative Assistant	46,845	49,216	5.1%
5112	Town Administrator Salary	97,709	100,151	2.5%
5113	Human Resources Administrator	17,744	18,642	5.1%
5114	Town Planner	40,930	41,782	2.1%
5780	Selectmen General Expenses	21,065	27,865	32.3%
5385	Town Audit	19,000	19,500	2.6%
	Total Board of Selectmen	\$247,769	\$261,767	5.6%
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	38,768	39,931	3.0%
5780	Accountant Expenses	12,713	12,723	0.1%
	Total Town Accountant	\$51,481	\$52,654	2.3%
BOARD OF ASSESSORS (141):				
5110	Members Salaries	4,059	4,181	3.0%
5111	Clerk Salary	28,304	29,737	5.1%
5112	Clerical Wages or Services	27,015	0	-100.0%
5112	Principle Appraisor Salary	47,204	0	-100.0%
5780	Expenses	46,638	103,421	121.8%
5201	Appraisal Expense	4,500	8,500	88.9%
5202	Dicentennial Appraisal	0	0	0.0%
5801	Triennial Property Revaluation	29,500	0	0.0%
	Total Board of Assessors	\$187,220	\$145,839	-22.1%
TREASURER/COLLECTOR (145,146):				
5110	Treasurer Salary	80,235	82,642	3.0%
5110	Treasurer/Collector Stipend	1,000	1,000	0.0%
5111	Clerical Wages	35,305	37,092	5.1%
5780	Expenses	43,581	49,016	12.5%
	Total Treasurer	\$160,121	\$169,750	6.0%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022 Budget</u>	<u>Proposed FY 2023 Budget</u>	<u>% Difference from FY22</u>
TOWN COUNSEL (151):				
5110	Town Counsel Retainer			
5780	Town Counsel Expense	90,000	130,000	44.4%
	Total Town Counsel	\$90,000	\$130,000	44.4%
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	37,634	44,551	18.4%
5111	Clerical Wages	14,446	15,177	5.1%
293-5110	Parking Clerk	260	260	0.0%
5780	Expenses	4,660	6,720	44.2%
	Total Town Clerk	\$57,000	\$66,708	17.0%
ELECTIONS/REGISTRATIONS (162):				
5110	Salaries	3,281	8,022	144.5%
5780	Expenses	9,450	8,089	-14.4%
	Total Elections/Registrations	\$12,731	\$16,111	26.5%
CONSERVATION COMMISSION (171):				
5111	Salary	24,441	25,678	5.1%
5780	Expenses	750	750	0.0%
5781	Stormwater Management	25,000	25,000	0.0%
5300	Engineering Fees			
	Total Conservation Commission	\$50,191	\$51,428	2.5%
PLANNING BOARD (175):				
5110	Members Salaries	633	652	3.0%
5111	Official Clerk Salary	68	70	3.0%
5112	Administrative Assistant Wages	9,649	10,137	5.1%
5350	Consulting Services			
5780	Expenses	2,050	2,050	0.0%
	Total Planning Board	\$12,401	\$12,910	4.1%
OTHER GENERAL GOVERNMENT:				
5780	Earth Removal Board Expense (173)	500	500	0.0%
5780	Tri Town Hazardous Waste Project	2,800	3,060	9.3%
5780	Municipal Office Expenses (192)	43,910	48,540	10.5%
5380	Town Reports (195)	2,400	2,400	0.0%
5780	Employee Physical Examinations (919)	500	500	0.0%
5780	Town House Expense (196)	14,550	14,650	0.7%
5780	Town Garage Expense (197)	23,220	25,595	10.2%
5699	CMRPC Assessment (000)	1,310	1,459	11.3%
5240	Repairs to Town Buildings (198)	0	0	#DIV/0!
	Total Other General Government	\$89,190	\$96,704	8.4%
TOTAL GENERAL GOVERNMENT		\$1,070,455	\$1,116,221	4.3%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022</u> <u>Budget</u>	<u>Proposed FY 2023</u> <u>Budget</u>	<u>% Difference</u> <u>from FY22</u>
<u>PUBLIC SAFETY</u>				
POLICE (210):				
5110	Salaries and Wages	1,155,723	1,306,055	13.0%
5140	Overtime Salaries and Wages	60,000	60,000	0.0%
5780	Expenses	178,453	215,407	20.7%
	Total Police	\$1,394,176	\$1,581,462	13.4%
FIRE (220):				
5110	Salaries and Wages	446,961	516,446	15.5%
5140	Overtime Salaries and Wages	5,000	14,200	184.0%
5780	Expenses	74,580	78,380	5.1%
	Total Fire	\$526,541	\$609,026	15.7%
FIRE/POLICE/AMB. DISPATCH (230):				
5110	Salaries and Wages	259,561	269,236	3.7%
5140	Overtime Salaries and Wages	12,448	12,859	3.3%
5780	Expenses	14,974	17,974	20.0%
	Total Dispatch	\$286,983	\$300,069	4.6%
BUILDING INSPECTOR (241):				
5110	Building Inspector Services	59,886	61,682	3.0%
5111	Clerical Wages	27,115	28,335	4.5%
5780	Expenses	9,250	10,250	10.8%
	Total Building Inspector	\$96,251	\$100,268	4.2%
GAS INSPECTOR (242):				
5110	Gas Inspector Salary	7,467	7,691	3.0%
5780	Gas Inspector Expenses	850	1,100	29.4%
	Total Gas Inspector	\$8,317	\$8,791	5.7%
PLUMBING INSPECTOR (243):				
5110	Plumbing Inspector Salary	15,087	15,540	3.0%
5780	Plumbing Inspector Expenses	0	0	#DIV/0!
	Total Plumbing Inspector	\$15,087	\$15,540	3.0%
WIRING INSPECTOR (245):				
5110	Wiring Inspector Salary	20,193	20,799	3.0%
5780	Expenses	1,000	1,250	25.0%
	Total Wiring Inspector	\$21,193	\$22,049	4.0%
	Total Building Department	\$140,848	\$146,647	4.1%
DOG OFFICER (292):				
5110	Dog Officer Wages	2,672	2,752	3.0%
5780	Expenses	1,100	1,100	0.0%
	Total Dog Officer	\$3,772	\$3,852	2.1%
OTHER PUBLIC SAFETY:				
5110	Tree Warden Salary (294)	1,442	1,485	3.0%
5780	Tree Warden Expense (294)	32,500	37,500	15.4%
	Total Other Public Safety	\$33,942	\$38,985	14.9%
	TOTAL PUBLIC SAFETY	\$2,386,261	\$2,680,041	12.3%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022 Budget</u>	<u>Proposed FY 2023 Budget</u>	<u>% Difference from FY22</u>
<u>EDUCATION</u>				
ELEMENTARY SCHOOL (320):				
5110	School Committee Salary	0	0	#DIV/0!
5510	Elementary Education	3,618,603	3,988,618	10.2%
	Capital Assessment	65,000	45,000	-30.8%
	Total Elementary School	3,683,603	4,033,618	9.5%
REGIONAL DISTRICT (340):				
5651	Regular Assessment	5,555,367	5,688,824	2.4%
	Capital Assessment	1,040,371	1,055,559	1.5%
	Total Regional District	\$6,595,738	\$6,744,383	2.3%
VOCATIONAL EDUCATION (345):				
5320	Tuition	598,708	440,977	-26.3%
5380	Transportation	105,218	126,048	19.8%
	Total Vocational Education	\$703,926	\$567,025	-19.4%
TOTAL EDUCATION		\$10,983,267	\$11,345,026	3.3%
<u>PUBLIC WORKS</u>				
HIGHWAY DEPARTMENT (420):				
5110	Salaries and Wages	429,894	447,968	4.2%
5780	Expenses	345,850	380,850	10.1%
5781	Highway Building expenses	25,250	30,000	18.8%
	Total Highway Department	\$800,994	\$858,818	7.2%
SNOW AND ICE REMOVAL (423):				
5140	Snow and Ice Removal Overtime	30,000	30,000	0.0%
5780	Snow and Ice Removal Expenses	185,000	202,000	9.2%
	Total Snow and Ice Removal	\$215,000	\$232,000	7.9%
STREET LIGHTING (424):				
5210	Street Lighting Expense	8,500	8,600	1.2%
	Total Street Lighting Expense	\$8,500	\$8,600	1.2%
CEMETERY (491):				
5110	Salaries and Wages	656	676	3.0%
5780	Materials and Expenses	4,200	4,200	0.0%
	Total Cemetery	\$4,856	\$4,876	0.4%
TOTAL PUBLIC WORKS		\$1,029,350	\$1,104,293	7.3%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022 Budget</u>	<u>Proposed FY 2023 Budget</u>	<u>% Difference from FY22</u>
<u>HUMAN SERVICES</u>				
BOARD OF HEALTH (510):				
5110	Salaries and Wages	797	821	3.0%
5111	Clerical Wages	22,381	23,513	5.1%
5112	Vital Statistic Wages	200	200	0.0%
5113	Animal Inspector Wages	1,800	1,854	3.0%
5114	Sanitation Inspector Salary	48,509	50,964	5.1%
5780	Expenses	5,000	5,000	0.0%
5786	Special Projects	3,500	3,500	0.0%
Total Board of Health		\$82,187	\$85,853	4.5%
NURSING (522):				
5110	Nurse's Salary	10,000	15,000	50.0%
Total Nursing		\$10,000	\$15,000	50.0%
COUNCIL ON AGING (541):				
5110	Salaries and Wages	64,410	70,010	8.7%
5780	Expenses	5,635	6,135	8.9%
5781	Van Expenses	7,000	7,000	0.0%
Total Council on Aging		\$77,045	\$83,145	7.9%
VETERANS SERVICES (543):				
5110	Veterans Agent Salary	246	254	3.0%
5300	Veterans Benefits	5,000	20,000	300.0%
5780	Veterans Services Expenses	315	315	0.0%
Total Veterans Services		\$5,561	\$20,569	269.9%
TOTAL HUMAN SERVICES		\$174,793	\$204,566	17.0%
<u>CULTURE & RECREATION</u>				
LIBRARY (610):				
5110	Salaries and Wages	184,824	204,785	10.8%
5780	Expenses	74,040	81,595	10.2%
Total Library		\$258,864	\$286,380	10.6%
PARKS AND RECREATION (650):				
5110	Salary	26,114	27,040	3.5%
5780	Equipment and No Fee Programs Expense	8,104	8,509	5.0%
Total Parks and Recreation		\$34,218	\$35,549	3.9%
HISTORICAL COMMISSION (670):				
5780	Expenses	5,000	5,000	0.0%
5785	Project Expenses	1,200	1,200	0.0%
5780	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		\$310,281	\$339,129	9.3%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2022 Budget</u>	<u>Proposed FY 2023 Budget</u>	<u>% Difference from FY22</u>
<u>MATURING DEBT</u>				
5910	Maturing Debt-Principal (710)	260,000	260,000	0.0%
5915	Maturing Debt-Interest (750)	125,625	116,525	-7.2%
TOTAL MATURING DEBT		\$385,625	\$376,525	-2.4%
<u>EMPLOYEE BENEFITS AND INSURANCE</u>				
EMPLOYEE BENEFITS:				
5171	Pension Expense (911)	705,353	770,858	9.3%
	OPEB	0	25,000	#DIV/0!
	Longevity Bonus	6,750	6,800	0.7%
5171	Unemployment Compensation (913)	12,500	12,500	0.0%
5171	Group Dental	38,094	39,996	5.0%
5171	Group Health	750,479	825,000	9.9%
5171	Group Life	3,542	3,719	5.0%
5171	Medicare	61,885	63,741	3.0%
Total Employee Benefits		\$1,578,603	\$1,747,614	10.7%
WORKERS COMP/GENERAL INSURANCE (942)				
5740	Workers Comp & General Insurance	168,828	180,000	6.6%
Total Workers Comp & General Insurance		\$168,828	\$180,000	6.6%
TOTAL EMPLOYEE BENEFITS/INSURANCE		\$1,747,431	\$1,927,614	10.3%
GRAND TOTAL ALL BUDGETS		\$18,087,464	\$19,093,416	5.6%

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
