

# Town Clerk Meeting Minutes

May 21, 2012

## Semi-Annual Town Meeting

Article 1 Section 3 of the Town of West Boylston's General Bylaws states that "One Hundred (100) legal voters, including the presiding officer and the clerk, shall constitute a quorum, provided that a number less than a quorum may vote an adjournment; and that not more than Seventy-five (75) shall be required to maintain a quorum once the meeting has been called to order by the Moderator and that a quorum of Seventy-five (75) be required to reconvene any adjourned session of any such meeting."

The Town Clerk informed the Moderator that 100 registered voters were in attendance and that the quorum requirement has been met. Town meeting was called to order at 7:07 p.m.

M.G.L. Ch. 39 § 15 accepted Oct. 20, 2008 Semi-Annual Town Meeting. General Bylaws Article I § 7 states: If a two-thirds vote of Town Meeting is required by statute, the Moderator may, at his or her discretion, decline to verify a voice vote by polling the voters or by dividing the meeting, and may record the vote as a two-thirds vote without taking such a count.

The following people were appointed as tellers by the Town Clerk;

Barbara Mard

Margaret Farwell

John F. McCormick, III

Susan Abramson

Elaine S. Novia

Frances Frost

Pauline McCormick

Michael Kittredge, Jr.

Following the Pledge of Allegiance, a moment of silence was conducted for all the members of the community who have passed and the servicemen and women who have made the ultimate sacrifice serving in the armed forces in Iraq, Afghanistan and around the world.

Upon a motion by Christopher Rucho and duly seconded by Allen Phillips it was unanimously voted to waive the reading of the Warrant and refer it as subject matter only.

### **Article 1 - Authorization to hear the Reports of Officers and Committees of the Town**

**Motion-** Christopher Rucho

**Second-** Allen Phillips

It was unanimously voted to hear the reports of the officers and standing committees of the town.

### **The following boards and committees reported;**

#### **Leon Gaumont Jr., Town Administrator:**

The Town Administrator recognized town employees for years of service and unselfish dedication to the town. Retirees and elected officials were also honored.

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Mr. Moderator

I request permission to speak through you to the attendees of the Annual West Boylston Town meeting for a brief presentation.

My name is Leon Gaumont and I am the Town Administrator for the Town of West Boylston. As I have done for the past few years, I would like to take the time to recognize some dedicated individuals who work on behalf of the residents of West Boylston every day. As you may know, the dedication of government employees who conduct the public's business is often unrecognized despite the essential services they perform. Teachers, fire fighters, police officers, and many others labor faithfully at the local level in the public interest, sometimes at risk for their own personal safety. Indeed, all government employees and appointed officials strive to fulfill the promises made by the founders of our republic while also trying to meet the challenging needs of a diverse population in a rapidly changing technological environment.

Mr. Moderator, there are several employees who are celebrating major anniversaries of working for the Town and I believe should be recognized by the citizens of West Boylston. With your permission, I would like to recognize the following individuals for all that they do on behalf of the Town of West Boylston.

<b>45 years</b> Fred Folley, Fire Dept.	<b>15 Years</b> Anthony Papandrea, Police Marcello Tavano, Police Thomas Larson, Dispatch Dawn Suire, School Eileen Silva, School Michelle Gangai, School Lois Ann Minardi, School Anne Barry, School Judith Van Hoven, School Bruce Palmer School	<b>5 Years</b> Kevin O'Brien, Fire Dept. Richard Pauley, Fire Dept. Mark Brodeur, Building Dept. David Westerman, Police Abbi Parkinson, Dispatch Brian Johnston, School James Healy, School Jenny Boudreau, School Heidi Smollin, School Penny Bowman, School Karen Yasick, School Martha Ryzewski, School Paul Trippi, School
<b>35 Years</b> Tom Welsh, Fire Dept		
<b>30 Years</b> Mark Barakian, Fire Dept.		
<b>25 Years</b> James Bartlett, Police David Gustafson, School Sarah Holden, School	<b>10 Years</b> Keri Miknaitis, DPW Leigh Shircliff, Fire Dept. Jennifer Diaz, School Meaghann Babineau, School Robert Renna School Suzanne Gillman, School Kimberly Connor, School Rosemary Palmi, School	
<b>20 Years</b> James Dugan, Police Dennis Minnich, Police Sandra Young, School		
<b>15 Years</b> Sue Smith, Library Heidi Burkhardt, Fire Dept Bill Nicholson, Fire Dept.		

There are several individuals whose work with the Town is coming to an end this year due to retirement. They are:

**Retirees**

Shirley Keddy, Office of the Town Accountant after 10 years of service

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Paul Henault, Council on Aging, Fire & Police depts. after more than 40 yrs.

Gary Knox, School 18 years

Paul Constantino, School, 26 years

Finally, I would like to recognize all those citizens of the Town who serve on elected and appointed boards, commissions and committees. It is on the backs of these essentially volunteer entities that the Town continues to operate in a productive manner. It is my hope that others in the community may be touched by the desire to serve the Town in some capacity.

This year there are several people who are leaving public service after many years of elected service to the Town. I would like to acknowledge Library Trustee Susan Bream, Larry Salate from the Planning Board, Steve Paige from the School Committee who resigned last year, and Siobhan Bohanson and Judy Dougherty also from the School Committee. I thank them for their service to the Town and I wish them well.

As the Town Administrator, I am proud of the contributions that all of these fine individuals have made to the Town and it would be my honor to lead the Town and its Board of Selectmen in a round of applause for all public servants of the Town of West Boylston.

### **Jennifer Breen- Parks and Recreation Director**

The Recreation Department has been working to develop programs that will appeal to all ages. The last several months have given residents the opportunity to participate in things like tennis, gingerbread house making, Easter egg hunts and several other programs.

There are 2 main goals for the Recreation Department:

- Offer programs that families can afford
- Tie together parts of the town to make it feel more like a community

Summer programs are being offered for the first time in several years.

All registration forms are available on the town website.

*Ginger Bread House Making, Tennis Academy, Mother/Daughter Tea Party and Easter Egg Hunt (see Addendum A for more pictures)*



## Raymond Bricault, Finance Committee/Capital Investment Board- Asset Review 2012

### Slide 1

#### Capital Asset Review- Goals

Create an all-inclusive “evergreen” list of the capital assets of the town for the purpose of assessing short and long term capital needs and develop a strategy to fund the upgrade or replacement of those assets.

### Slide 2

#### Capital Asset Review- Process

- Started with prior master list (2003), added known assets
- Meetings with all town departments, conducted site inspections, public meeting, town administrator and BOS
- Suggested missing assets, prioritized based on a need/value rubric, created recommendations and suggest potential funding sources

### Slide 3

#### Capital Asset Review Summary of Findings

Total of Requests by Department

By Department	2013	2014	2015	2016	2017
Public Safety/Fire/Police	118,000	69,360	258,019	354,486	606,747
Municipal Office	18,000	18,360	18,727	19,102	19,484
DPW	332,000	129,540	15,606	287,587	124,480
School	75,500	237,660	312,120	3,184	40,050
Municipal Building Cmte	260,000	0	0	0	0
All Others	40,000	0	1,872,720	0	1,298,919
<b>Total</b>	<b>\$ 843,500</b>	<b>\$ 454,920</b>	<b>\$ 2,477,192</b>	<b>\$ 664,359</b>	<b>\$ 2,089,680</b>

## Slide 4

		2013	2014	2015	2016	2017
<b>Public Safety/Fire/Police</b>						
	Requested	\$ 118,000	\$ 69,360	\$ 258,019	\$ 354,486	\$ 606,747
	Endorsed	\$ 48,000	\$ 69,360	\$ 49,939	\$ 354,486	\$ 606,747
	Difference	\$ 70,000	\$ -	\$ 208,080	\$ -	\$ -
<b>Municipal Office</b>						
	Requested	\$ 18,000	\$ 18,360	\$ 18,727	\$ 19,102	\$ 19,484
	Endorsed	\$ 18,000	\$ 18,360	\$ 18,727	\$ 19,102	\$ 19,484
	Difference	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DPW</b>						
	Requested	\$ 332,000	\$ 129,540	\$ 15,606	\$ 287,587	\$ 124,480
	Endorsed	\$ 157,000	\$ -	\$ -	\$ -	\$ -
	Difference	\$ 175,000	\$ 129,540	\$ 15,606	\$ 287,587	\$ 124,480
<b>School</b>						
	Requested	\$ 75,500	\$ 237,660	\$ 312,120	\$ 3,184	\$ 40,050
	Endorsed	75,500	81,600	-	3,184	-
	Difference	-	156,060	312,120	-	40,050
<b>Municipal Building Committee</b>						
	Requested	\$ 260,000	\$ -	\$ -	\$ -	\$ -
	Endorsed	\$ -	\$ -	\$ -	\$ -	\$ -
	Difference	260,000	-	-	-	-
<b>All Others</b>						
	Requested	40,000	-	1,872,720	-	1,298,919
	Endorsed	-	-	-	-	-
	Difference	40,000	-	1,872,720	-	1,298,919
<b>Totals</b>						
	Requested	\$ 843,500	\$ 454,920	\$ 2,477,192	\$ 664,359	\$ 2,089,679
	Endorsed	\$ 298,500	\$ 169,320	\$ 68,666	\$ 376,771	\$ 626,230
	Different	\$ 545,000	\$ 285,600	\$ 2,408,526	\$ 287,587	\$ 1,463,448

## Slide 5

### 2013 Asset Review- Concerns

- Need to have a plan for the perpetuation of town buildings – perhaps \$10M-\$12M in next 5 yrs
- Relative priority of razing pool and Mixter unclear in view of other town priorities
- School Library structural deficiency to be addressed
- Fall town meeting to deal with street sweeper – perhaps \$175k?

### Julianne De Rivera SWAT issued the following report;

Greetings. I wanted to show you a picture of your swat team hard at work. Here we are touring the Casella recycling plant in Auburn. We went there April 27<sup>th</sup>, to see firsthand what happens to the town's trash and recyclables. We learned that this plant developed the technology to sort out single

stream recycling 7 years ago, and went from processing 4 tons an hour to 20 tons an hour. We learned that our town recycles at the same rate as Holden, about 31%, where they use toters. We learned that the downside to toters is that they can hide a lot of non-recyclables like car tires in them, so of course, toters don't increase the rate of recycling.



We learned that less than 10% of our recyclables are contaminated with trash (see handout to learn what can't go in the recycling bin- for example, grill fuel canisters), and if it were to go above 15%, it would be rejected. We learned that when Casella recycling sorts thru the trash, they find 20% of the trash is actually recyclable stuff. Thus, we are paying more in disposal fees to dispose of this stuff which would normally be free because it is recyclable. Remember that the town pays a flat rate for its curbside pick-up of trash and recyclables, but only pays a tipping fee or disposal cost for the trash. We also

learned that the trash goes to a landfill in Southbridge. We also learned that as recycling becomes more advanced; they can increase the number of things that can be recycled. For example, they now can recycle bottle caps, all recycling # plastic, clean aluminum foil and pie tins, but still not Styrofoam or hard plastic as found in children's toys (although, the Wachusett's Recycling Center takes all sorts of stuff, like Styrofoam, any type of cloth, old furniture, toys, ceramics, and cooking ware- see your handouts or visit our web page).

So, in summary, we are maintaining our recycling rate of 31% (before PAYT it was around 21%), and our trash production has increased again this year by about 3%. Naturally, we want to do better. Not only will we save money and the environment but we can burn calories. Recycling, re-using, and composting are aerobic activities. Thank you...

### **Handout at the Library and outside of Town Clerk's Office;**

Non-Acceptable Waste shall mean MSW not originating with the town of West Boylston; all materials defined by the DEP's Waste Ban, 310 CMR 19.017; commercial or industrial waste; construction materials and demolition debris; yard and garden waste such as leaves and grass clippings, tree stumps, Christmas trees, furniture, mattresses and box springs; so-called white goods such as refrigerators, stoves, dishwashers, trash compactors, washing machines, clothes dryers, and water heaters; hazardous waste, hazardous substances, hazardous materials, toxic substances, insecticides, fungicides, rodenticides, pesticides; tires; ashes; agricultural waste; explosive materials, corrosive materials; pathological waste, biological waste; medical waste, radioactive materials; foundry sand; mining waste; sewage; sewage sludge; cesspool and/or other human waste; human and animal remains, offal (entrails, etcetera of butchered animals); waste oil; motor vehicles; major motor vehicle parts such as transmissions, rear ends, springs, fenders, batteries, battery cables, exhaust systems and gasoline tanks; agricultural and farm machinery and major parts thereof; marine vessels and major parts thereof; any other large type of machinery or equipment including thick walled or solid metal objects such as castings, forgings, gas cylinders, 55 gallon drums, closed metal containers, barrels, buckets, large motors, or solid blocks of rubber or plastic; large rolls of carpet or fencing over twelve (12) inches in diameter; steel or nylon rope chains, cables, or slings; liquid waste including liquid chemical waste, highly diluted water-carried materials or substances, and those in gaseous form; and any radioactive volatile, corrosive, highly flammable, explosive, biomedical, infectious hazardous, toxic, or hazardous

materials as defined by applicable federal, state, provincial or local laws or regulations (collectively, “Hazardous Substances”).

## **John Schlichte Cable TV Advisory Committee Spring 2012 Update**

### **Slide 1**

#### **The Cable TV Advisory Committee (CTAC) is:**

- Appointed by and reports to the Town Administrator to advise the Town on all issues relating to cable television.
- The Selectmen are the Issuing Authority that grants cable franchise licenses to service providers.

**\*\*Our current contract with Charter Communication expires DECEMBER 18, 2012\*\***

### **Slide 2**

#### **The CTAC’s principal responsibilities are to:**

- Negotiate the terms of initial and renewal cable licenses with service providers
- Recommend that the Selectmen grant such licenses
- Monitor the performance by the licensees of their obligations

### **Slide 3**

#### **Progress on Responsibilities:**

- Negotiate the terms of initial and renewal cable licenses with service providers
- The committee has a state renewal process guide and has met with the representative of the Dept of Telecommunications and Energy from the state who oversees the renewal process.
- The committee has met with the Governmental Relations Representative for Charter Communications to review the renewal process and ask initial questions.
- The committee has been reviewing contracts from other towns and communities.

### **Slide 4**

#### **Progress on Responsibilities:**

Recommend that the Selectmen grant such licenses

- The committee is reviewing the current contract and seeking input from town departments and residents of the Town of West Boylston in order to make recommendations later in the Fall of 2012.

### **Slide 5**

#### **Progress on Responsibilities:**

Monitor the performance by the licensees of their obligations

- The committee is reviewing the yearly documents provided by Charter Communications:

Examples:

- Billing Practices, Sample Subscriber Bill, Sample Work Order, Channel Line-up Card, Rate Information, 2011 Annual Form 500 (Complaint/Outage Report)\*\*

- \*weather plus\*

- Customer Service 1, Equipment 1, Installation 1, Reception 5, Service Interruption 4

## Slide 6

### The town receives annual monies to support public access television.

- In March West Boylston received a check in the amount of **\$21,947.42** for our annual PEG Access grant for 2011 to support equipment and operations of Public, Educational, and Governmental Channels 11, 12 and 13.
- Plus we had 2,185 subscribers January 1-December 31, 2011 @ \$.50 each- \$1,092.50

## Slide 7

### Potential Schedule Going Forward

- May- Town Meeting Report
- June/July- Evaluate Departmental Input & Survey Results
- Aug./Sept.- Public Hearing and Joint Meeting with PEG Public Access Committee
- Oct./Nov.- Draft Proposal with Charter for Selectmen to Review
- December 2012- Complete Contract Renewal Process

## Slide 8



## Slide 9

### We need your input!

#### Town Committees with vacancies

- Town-Wide Planning Committee (2)
- Finance Committee (2)
- Cable TV Advisory Committee (2)
- Personnel Board (2)
- Naming Committee (2)
- Agricultural Commission (1)
- Sustainability Committee (2)

## Slide 10

### We need your input!

#### Cable TV Provider Survey:



Residents of West Boylston: Please return the mailed Cable TV Provider Survey you receive between May 1 and May 30th (return at the Town Hall or Beaman Memorial Public Library) or complete the survey online with the link at <http://www.westboylston-ma.gov>  
Thank you!

## Slide 11



### **ARTICLE 2 - Authorization to Borrow in Anticipation of Revenue and to Enter into a Compensating Balance Agreement with a Bank**

**Recommendation-** Finance Cmte.

**Motion-** John O'Brien

**Second-** Christopher Rucho

It was unanimously voted to authorize the Town Treasurer/Tax Collector, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the Fiscal Year 2013, the period from July 1, 2012 through June 30, 2013, in conformity with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17, and to authorize the Treasurer/Tax Collector to enter into a compensating balance agreement or agreements for Fiscal Year 2012 pursuant to Massachusetts General Laws, Chapter 44, Section 53F.

### **ARTICLE 3- Departmental Revolving Funds Authorization**

**Recommendation-** Finance Cmte.

**Motion-** Allen Phillips

**Second-** John O'Brien

It was unanimously voted to authorize revolving funds for certain town departments under Massachusetts General Law Chapter 44, § 53E½ for the fiscal year beginning July 1, 2012.

REVOLVING FUND	AUTHORIZED TO SPEND FUND	REVENUE SOURCE	USE OF FUND	FY13 SPENDING LIMIT	SPENDING RESTRICTIONS OR COMMENTS
WBPA-TV	Board of Directors of WBPA-TV	Receipts submitted to WBPA-TV for the operation of WBPA-TV that have been authorized by the Board of Directors of WBPA-TV as well as the franchise license fee paid by Charter Communications to the town	Purchase equipment to enhance cable-casting abilities of the town and to purchase expendable material as needed such as videotape, batteries, gaffer's tape, lights, etc.	\$5,000	Not to be used for wages or salaries since WBPA-TV is a volunteer organization
Board of Health	Board of Health	Fees derived from permits issued to licensed sewage haulers in the Town of West Boylston, said fees shall cover the cost of dumping at the Upper Blackstone Water Pollution Abatement District, plus an administrative charge and fees derived from plan reviews, inspections, administrative charges and other fees for services rendered by the Board of Health	To pay Upper Blackstone Water Pollution Abatement District for sewage dumped at its facility in Millbury by sewage haulers licensed in the Town and to pay Board of Health inspectors and/or agents for services provided for food service, sanitary code compliance, public nuisance, noisome trade inspections; and for percolation and soil testing, septic system design review, septic system installation review, final septic inspection and engineering services, and to fund administrative expenses of the Board of Health, including wage and salary expenses of part-time employees of the Board of Health	\$50,000	
Cemetery Trustees	Cemetery Trustees	All fees collected by the Cemetery Department exclusive of perpetual case and sale of lots receipts	Ordinary operating costs of the Cemetery Dpt. including, but not limited to, part-time wages and	\$50,000	Not to be used for any full-time salaries and wages

	Council on Aging	Council on Aging		grave opening costs		or elected official stipends
Council on Aging	Council on Aging	Fees and donations derived from various fund raising activities collected by the COA and for revenue and reimbursements from the Worcester Regional Transit Authority and user fees and donations for transportation services provided by the COA	Activities related to COA programs not provided for in the FY13 budget, and to fund administrative expenses of the COA including, but not limited to, wages of part-time employees of the COA.	\$60,000		
Planning Board	Planning Board	Fees derived from plan review filing fees and all other fees charged by the Planning Board	Pay agents, attorneys, planners, and engineers of the Planning Board for services provided for permit application, plan review and consultant services and to fund administrative and wage expenses of the Board, including wage and salary expenses of part-time employees of the Board	\$50,000		
Zoning Board of Appeals	Zoning Board of Appeals	Fees derived from variance, special permit, comprehensive permit filing fees and all other fees charged by the ZBA	Pay agents, attorneys, planners, and engineers of the ZBA for services provided for permit application, plan review and consultant services and to fund administrative and wage expenses of the ZBA, including wage and salary expenses of part-time employees of the ZBA.	\$25,000		
Conservation Commission	Conservation Commission	Fees derived from all Wetland Protection Act filing fees and all other fees charged by the Conservation Commission	Pay agents, attorneys, planners and engineers of the Cmsn. for services provided for permit application and plan review and consultant services and to fund administrative and wage expenses of the Cmsn. including, but not limited to, wage and salary expenses of part-time employees of the Cmsn.	\$25,000		

Parks, Playground & Fields	Parks Commission	Field user fees and donations collected by the Parks Commission	To fund costs of maintaining and operating the playgrounds, fields and facilities under the jurisdiction of the Parks Commission, including the purchase of supplies and services, to fund the repair and maintenance of playgrounds, fields, parks and park facilities including, but not limited to, the tennis and basketball courts and playing fields; said activities to be undertaken in coordination with the DPW and in conformity with all applicable laws and permit requirements and to fund administrative and wage expenses associated with the administration of programs of the Parks Cmsn., including wage and salary expenses of the part-time employees of the Cmsn.	\$50,000	
Fire Alarm	Fire Chief	Fees charged to private property owners for use of the municipal fire alarm system by the Fire Dept.	To fund the cost of purchasing and installing equipment as well as the operation and maintenance associated with the municipal fire alarm system service and to fund administrative and wage expenses associated with the operation and maintenance of the municipal fire alarm system, including wage and salary expenses of part-time employees of the Fire Dept.	\$15,000	
Hazmat	Fire Chief	Fees and payments for services related to the mitigation of hazardous materials and other incidents as paid from traffic companies, insurance companies and the like for billable services	Fund costs of purchasing equipment, supplies and services related to hazardous material and other emergencies, and administrative and wage expenses associated with the operation and response to hazardous material and other incidents	\$10,000	

Recycling	DPW Director	Any revenues derived from the collection of funds for the receipt of electronic components or the sale of compost bins, kitchen scrap pails, recycling bins and scrap metal.	Pay expenses associated with the responsible recycling of electronic components that are banned from the waste stream, environmentally responsible recycling of yard waste by the distribution of compost bins, the environmentally responsible recycling of kitchen waste by the distribution of kitchen scrap pails, environmentally responsible recycling of newsprint and commingled plastics by the distribution of recycling bins and the environmentally responsible recycling of scrap metal	\$10,000	Excludes full and part-time employee salary or wage costs
Celebrations	Municipal Assistant or Celebrations Cmte.	All gifts, donations and fees collected by the town for the sole purpose of financing the costs of the Memorial Day observance and the depository for all gifts, donations and fees collected by the town for the purpose of financing the costs of other Celebrations & Observances as deemed by the Board of Selectmen	Pay for expenses and costs necessary for the annual Memorial Day Observance and other Celebrations and Observances as deemed by the Board of Selectmen, including, but not limited to, purchase of supplies and services.	\$10,000	
Beaman Memorial Library	Library Trustees	Donations received in support of the library	Any Board of Trustees approved operational expenses of the library	\$15,000	
Economic Development Task Force	Municipal Assistant	Donations received in support of economic development and The Gateway Improvement Project	Any Town Administrator approved operational expenses of the Economic Development Task Force as well as The Gateway Improvement Project	\$15,000	
Recreation Program	Parks Commission	Recreation program user fees and donations collected by the Park Commission	Costs of operating the recreation program including wage and salary expenses of the part-time employees	\$50,000	

**ARTICLE 4 – Authorization to Expend Funds in Anticipation of Reimbursement of State Highway Assistance Aid**

**Recommendation-** Finance Cmte.

**Motion-** Kevin McCormick

**Second-** Christopher Rucho

It was unanimously voted to accept any and all state highway assistance funds authorized by the state legislature and approved by the Massachusetts Highway Department under the so-called Chapter 90 Highway Assistance Program to be expended for the maintenance, repair and construction of Town roads in anticipation of reimbursement under the direction of the Board of Selectmen and the Town Administrator for work on roads located on the State Aid Primary System as approved by the Massachusetts Highway Department, and further to authorize the Town Treasurer/Tax Collector, with the approval of the Board of Selectmen, to borrow money from time to time during Fiscal Year 2013, for the period from July 1, 2012 through June 30, 2013, in anticipation of reimbursement of said highway assistance in conformity with the provisions of Massachusetts General Laws, Chapter 44, Section 6A.

**ARTICLE 5 – Authorization to Amend the Personnel Bylaw and to Review the Classification and Compensation Plan so as to Provide Employees a Cost –of- Living Pay Increase (2%)**

**Recommendation-** Finance Cmte.

**Motion-** Steven Quist

**Second-** Christopher Rucho

It was unanimously voted to amend Section 5, Part AA. Classification and Compensation Plan of the Personnel Bylaw by deleting the currently language and inserting the following:

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
1	\$ 11.22	\$ 12.34	\$ 13.44	\$ 14.61	\$ 15.70
2	\$ 12.31	\$ 13.56	\$ 14.77	\$ 15.99	\$ 16.45
3	\$ 13.40	\$ 14.72	\$ 16.09	\$ 17.44	\$ 18.80
4	\$ 14.49	\$ 15.97	\$ 17.40	\$ 18.87	\$ 20.33
5	\$ 15.62	\$ 17.19	\$ 18.75	\$ 20.97	\$ 21.87

**Exempt Employees - Salaried Supervisors**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
6					
Cemetery Superintendent	\$ 32,602.70	\$ 35,872.09	\$ 39,117.60	\$ 43,740.37	\$ 45,665.08
COA Director	\$ 32,598.29	\$ 35,873.13	\$ 39,117.74	\$ 43,741.50	\$ 45,665.19
7					
Children’s Librarian	\$ 30,219.76	\$ 33,192.09	\$ 36,256.31	\$ 39,270.10	\$ 42,289.51
Town Clerk	\$ 30,219.76	\$ 33,192.09	\$ 36,256.31	\$ 39,270.10	\$ 42,289.51

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Assistant Library Director	\$ 32,587.89	\$ 35,744.30	\$ 39,041.55	\$ 42,292.86	\$ 45,541.94
8					
Building Inspector	\$ 24,671.68	\$ 27,147.70	\$ 29,604.66	\$ 32,085.17	\$ 34,538.77
9					
Principal Assessor	\$ 39,672.32	\$ 43,645.16	\$ 47,615.75	\$ 51,277.11	\$ 55,535.64
Town Accountant	\$ 39,672.32	\$ 43,645.16	\$ 47,615.75	\$ 51,277.11	\$ 55,535.64
10					
Library Director	\$ 41,418.98	\$ 46,843.82	\$ 50,101.85	\$ 55,276.83	\$ 59,620.51
Treasurer/Tax Collector	\$ 46,229.85	\$ 50,858.09	\$ 55,480.74	\$ 60,107.88	\$ 64,735.00

**Non- Exempt Emergency Fire and Medical Services Employees**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
1F	\$ 8.99	\$ 9.86	\$ 10.79	\$ 11.67	\$ 12.61
2F	\$ 12.97	\$ 14.25	\$ 15.57	\$ 16.86	\$ 18.17
3F	\$ 14.29	\$ 15.61	\$ 16.91	\$ 18.22	\$ 19.66
4F	\$ 17.86	\$ 19.52	\$ 21.14	\$ 22.80	\$ 24.55

**ARTICLE 6- Authorization to Set the Salary of Elected Officials**

**Recommendation-** Finance Cmte.

**Motion-** Christopher Rucho

**Second-** Allen Phillips

It was unanimously voted to determine and fix what salaries elective officers of the town shall receive for Fiscal Year 2013 in conformity with the provisions of Massachusetts General Laws, Chapter 41 Section 108:

<b>Moderator</b>	\$1.00
<b>Selectmen</b>	\$1.00 each 5 members
<b>Town Clerk</b>	\$42,289.51 in conformity with Section 5 Part AA of the Classification and Compensation Plan of the Personnel Bylaw
<b>Planning Board</b>	\$1.00 each 5 members
<b>Cemetery Trustees</b>	\$1.00 each 3 members; and
<b>Municipal Light Board</b>	\$300.00 each 3 members

**ARTICLE 7 – Authorization to Transfer Unexpended Funds from Fiscal Year 2012 Sewer Appropriations**

**Recommendation-** Finance Cmte

**Motion-** John O'Brien  
**Second-** Christopher Rucho

It was unanimously voted to transfer the sum of \$60.00 from Sewer Administration to Sewer Debt.

**ARTICLE 8 – Authorization to Transfer Unexpended Funds from Fiscal Year 2012 Appropriations**

**Recommendation-** Finance Cmte  
**Motion-** Allen Phillips  
**Second-** Christopher Rucho

It was unanimously voted to transfer the following unexpended balances of Fiscal Year 2012 appropriations, to Fiscal Year 2012 appropriation accounts.

Transfer		Transfer From		Transfer To	
Amount	Account #	Description	Amount	Account #	Description
\$4,000.00	010-09-45-06740.000	General Insurance	\$4,000.00	010-02-35-05100.000	Communications Salaries
\$8,000.00	010-09-14-05170.000	Health insurance	\$8,000.00	010-04-20-07205.000	DPW Purchased Services (for field repairs)
\$34,805.43	010-04-23-05100.000	Snow & Ice Wages	\$34,805.43	010-04-23-06400.000	Snow and Ice Supplies
\$11,000.00	010-09-45-06740.000	General Insurance	\$11,000.00	010-04-23-06400.000	Snow and Ice Supplies
\$20,000.00	010-09-14-05170.000	Health insurance	\$20,000.00	010-02-41-07205.000	Building department purchased services (gazebo)
\$9,000.00	010-01-51-06200.000	Town Counsel	\$9,000.00	010-01-23-07205.000	Town Administrator purchased services (Hazmat)
\$12,000.00	010-09-14-05170.000	Health insurance	\$12,000.00	010-02-92-06800.000	Animal Control - Capital Outlay (vehicle)
\$17,000.00	010-09-14-05170.000	Health insurance	\$17,000.00	010-01-55-06200.000	Computer purchased services (for permit software)
\$4,000.00	010-01-51-06200.000	Town Counsel	\$4,000.00	010-01-23-07210.000	Town Administrator purchased services (for storage)
\$8,500.00	010-09-14-05170.000	Health insurance	\$8,500.00	010-04-20-07210.000	DPW Purchased Services (for centerline painting)
\$11,700.00	010-02-20-05100.000	Fire Department Salaries	\$11,700.00	010-02-20-06200.000	Fire Department Purchased Services
\$1,450.00	010-01-36-06200.000	Town Audit	\$1,450.00	010-01-23-05100.000	Town Administrator Salaries
\$8,000.00	010-09-14-05170.000	Health insurance	\$8,000.00	010-04-20-07215.000	DPW Purchased Services (for well refurbishment)
<b>\$149,455.43</b>			<b>\$149,455.43</b>		

**ARTICLE 9 – Authorization to Pay Bills from a Previous Fiscal Year 4/5ths**

**Recommendation-** Finance Cmte  
**Motion-** Kevin McCormick  
**Second-** Allen Phillips

It was unanimously voted to transfer the sum of \$1,922.00 from Town Audit Account #010-01-36-6200 to DPW Purchase Services Account #01-04-20-6200 to pay an August 25, 2008 reporting penalty assessed by the Department of Environmental Protection.

**ARTICLE 10 – Vote to Reauthorize Appropriations**

**Recommendation-** Finance Cmte  
**Motion-** Steven Quist  
**Second-** Christopher Rucho

It was unanimously voted to approve Article 10 as printed in the warrant, and if the projects are not completed by June 30, 2014 that the funding will flow back to the source it came from with each appropriation being treated as a separate item.



	<b>Town Meeting</b>	<b>Article #</b>	<b>Amount</b>	<b>Project</b>
A	<b>May 16, 2011</b>	Article 32	\$ 3,500	Roof Repair for Goodale Summer House
B	<b>May 16, 2011</b>	Article 31	\$100,000	Roof Repair at Public Safety Building
C	<b>May 16, 2011</b>	Article 31	\$220,000	Purchase of Ambulance
D	<b>May 16, 2011</b>	Article 31	\$130,000	Communications Equipment

**ARTICLE 11 – Authorization to Appropriate Money to the Sewer Enterprise Account for Fiscal Year 2013**

**Recommendation-** Finance Cmte  
**Motion-** Christopher Rucho  
**Second-** Allen Phillips

It was unanimously voted to raise and appropriate or transfer from available funds the sum of One Million Seven Hundred Eighty-Seven Thousand Four Hundred Twenty-Three Dollars and No Cents (**\$1,787,423.00**) to the West Boylston Sewer Enterprise Account to be expended by the Board of Selectmen, acting as the Board of Sewer Commissioners, for sewer development, administration, assessment, operation, and maintenance expenses in Fiscal Year 2013 as follows:

<b>Fiscal Year 2013 West Boylston Sewer Department Budget</b>	
Administration	126,500
Operations & Maintenance	1,259,692
Reserve Fund	20,000
Debt and Interest Payments	361,231
Capital Reserve	20,000
<b>Total Budget Appropriation</b>	<b>\$1,787,423</b>

And to meet said appropriation through:

- (1) the appropriation of One Million One Hundred Eighty Thousand Dollars and No Cents (\$1,180,000.00) from Fiscal Year 2013 Sewer Enterprise Fund User Revenue, and
- (2) the appropriation of Three Hundred Sixty-One Thousand, Two Hundred Thirty-One Dollars and No Cents (\$361,231.00) from the Fund Balance Reserved For Sewer Betterment Debt Service, and
- (3) the appropriation of Two Hundred Forty-Six Thousand, One Hundred Ninety-Two Dollars and No Cents from Sewer Enterprise Retained Earnings (\$246,192.00)

**ARTICLE 12 - Fiscal Year 2013 Omnibus Budget Appropriation Article**

**Recommendation-** Finance Cmte  
**Motion-** John O'Brien  
**Second-** Christopher Rucho

I move to vote to raise and appropriate the sum of \$20,613,682 as printed in the town meeting warrant, necessary to defray the expenses and charges of the Town of West Boylston in Fiscal Year 2013, the

period of July 1, 2012 through June 30, 2013, including the costs of public education, debt and interest payments, and providing municipal services, and reduce the tax rate by transferring the following sums:

Raise & Appropriate:	\$19,892,476
From Ambulance Receipts Reserved	\$ 396,670
From Wachusett EMS Fund	\$ 20,000
From Free Cash	\$ 210,000
From Unexpended FY 12 State Aid	\$ 48,727
From Overlay Surplus	<u>\$ 45,809</u>
	\$20,613,682

Moderator David Sweetman gave the following statement: I will read each major budget section and then the title for each sub category. For example, the first major section is General Government and the first sub-category is Moderator. I will read the sub category title and the recommended budget amount. For any recommended amount I have read that you want to discuss please say "HOLD" We will mark the held items and continue with the process. If there are no "HOLDS" in a major section I will read that sections total. When we have gone through the entire recommended budget we will then discuss each item on HOLD and vote on any motion to amend the recommended amount. We will the total amount for any section as required by any approved amendments. We will then vote on the total fiscal 2013 omnibus budget.

						<i>Approved Budget</i>	<i>Town Admin. Recommended</i>
						FY 2012	FY 2013
010	01	14	05100	000	Moderator Salary	1.00	1
					Other Expenses	50.00	50
010	01	14	06700	000	Moderator Other Charges		
<b>TOTAL MODERATOR</b>						<b>51.00</b>	<b>51</b>
010	01	22	05100	000	Selectmen Salaries	5.00	5
					Other Expenses	5,550.00	6,150
<b>TOTAL SELECTMEN</b>						<b>5,555.00</b>	<b>6,155</b>
010	01	23	05100	000	Town Administrator Salaries	166,220.00	173,220
					Other Expenses	10,300.00	10,300
<b>TOTAL TOWN ADMINISTRATOR</b>						<b>176,520.00</b>	<b>183,520</b>
010	01	31	06200	000	Finance Committee Purchased Services	0.00	0
010	01	32	06700	000	<i>Reserve Fund</i>	43,200.00	43,200
<b>TOTAL FINANCE COMMITTEE</b>						<b>43,200.00</b>	<b>43,200</b>
010	01	35	05100	000	Finance Director Salary and Wages	45,900.00	32,225
					Other Expenses	123,150.00	129,825
<b>TOTAL FINANCE DIRECTOR</b>						<b>169,050.00</b>	<b>162,050</b>
010	01	36	06200	000	<i>Town Audit</i>	38,000.00	30,000

012	01	36	06200	000	Town Audit (Enc)		
					<b>TOTAL TOWN AUDIT</b>	<b>38,000.00</b>	<b>30,000</b>
010	01	41	05100	000	Assessor's Salaries	20,921.00	21,343
					Other Expenses	54,894.00	56,270
					<b>TOTAL ASSESSORS</b>	<b>75,815.00</b>	<b>77,613</b>
010	01	45	05100	000	Treasurer/Collector Salaries	139,010.00	141,171
					Other Expenses	23,500.00	23,800
					<b>TOTAL TREASURER/COLLECTOR</b>	<b>162,510.00</b>	<b>164,971</b>
010	01	51	06200	000	Town Counsel	66,000.00	60,000
					<b>TOTAL TOWN COUNSEL</b>	<b>66,000.00</b>	<b>60,000</b>
010	01	52	06700	000	Personnel Board Other Charges	0.00	0
					<b>TOTAL PERSONNEL BOARD</b>	<b>0.00</b>	<b>0</b>
010	01	55	05100	000	Computer Salaries & Wages	0.00	0
					Other Expenses	64,540.00	69,600
010	01	55	06800	000	Computer Capital Outlay	20,000.00	8,250
					<b>TOTAL DATA PROCESSING</b>	<b>84,540.00</b>	<b>77,850</b>
010	01	61	05100	000	Town Clerk Salaries	62,481.00	64,990
					Other Expenses	2,600.00	2,750
					<b>TOTAL TOWN CLERK</b>	<b>65,081.00</b>	<b>67,740</b>
010	01	62	05100	000	Elections Salaries	8,900.00	12,250
					Other Expenses	12,135.00	13,415
					<b>TOTAL ELECTIONS &amp; REGISTRATIONS</b>	<b>21,035.00</b>	<b>25,665</b>
010	01	75	05100	000	Planning Board Salaries	3,060.00	3,121
010	01	92	05100	000	Public Safety H.Q. Salaries	0.00	0
					Other Expenses	34,960.00	37,220
					<i>Municipal Building Maintenance</i>	9900	9,900
					<b>TOTAL PUBLIC SAFETY HEADQUARTERS</b>	<b>44,860.00</b>	<b>47,120</b>
010	01	94	051**	000	Town Hall Salaries	9,600.00	10,500
					Other Expenses	138,726.00	138,726
					<b>TOTAL TOWN HALL BUILDING</b>	<b>148,326.00</b>	<b>149,226</b>
010	01	95	06200	000	Print Town Report	1,500.00	1,500
					<b>TOTAL PRINT TOWN REPORT</b>	<b>1,500.00</b>	<b>1,500</b>
					<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,105,103.00</b>	<b>1,099,782</b>
010	02	10	051**	000	Police Salaries	1,187,034.00	1,219,620
					Other Expenses	24,750.00	39,750
010	02	10	06300	000	Police Training	10,750.00	18,000
012	02	10	05800	207	Police Capital Outlay	0.00	33,000

					<b>TOTAL POLICE</b>	<b>1,222,534.00</b>	<b>1,310,370</b>
010	02	20	051**	000	Fire Salaries	541,730.00	534,249
					Other Expenses	60,300.00	75,800
010	02	20	06800	000	Fire Capital Outlay	0.00	0
					<b>TOTAL FIRE</b>	<b>602,030.00</b>	<b>610,049</b>
010	02	35	05100	000	Communications Salaries	202,230.00	221,891
					Other Expenses	31,765.00	48,055
					<b>TOTAL PUBLIC SAFETY COMMUNICATIONS</b>	<b>233,995.00</b>	<b>269,946</b>
010	02	41	051**	000	Building Inspector Salaries	74,787.00	74,672
					Other Expenses	8,433.00	9,003
					<b>TOTAL BUILDING INSPECTOR</b>	<b>83,220.00</b>	<b>83,675</b>
010	02	44	06200	000	Sealer of Weights Purchased Services	1,775.00	1,775
					<b>TOTAL SEALER OF WEIGHTS</b>	<b>1,775.00</b>	<b>1,775</b>
010	02	91	06200	000	Emergency Management Purchased Services	3000	6,000
010	02	91	06400	000	Emergency Management Supplies	2500	1,500
					<b>TOTAL Emergency Management</b>	<b>5,500.00</b>	<b>7,500</b>
010	02	92	051**	000	Animal Control Salary	8,625.00	8,800
					Other Expenses	2,700.00	900
					<b>TOTAL ANIMAL CONTROL</b>	<b>11,325.00</b>	<b>9,700</b>
					<b>TOTAL PUBLIC SAFETY</b>	<b>2,160,379.00</b>	<b>2,293,015</b>
310					Education-Expenses	9,802,817.00	10,151,094
					Vocational Education		
					<b>TOTAL EDUCATION</b>	<b>9,802,817.00</b>	<b>10,151,094</b>
010	04	20	051**	000	Highway Salaries	337262.00	367,270
					Other Expenses	214484.00	259,585
					<i>Municipal Building Maintenance</i>	9900.00	9,900
					<b>TOTAL STREETS AND PARKS</b>	<b>561,646.00</b>	<b>636,755</b>
010	04	23	051**	000	Snow Removal Salaries	54,438.00	55,629
					Other Expenses	52,000.00	52,000
					<b>TOTAL SNOW REMOVAL</b>	<b>106,438.00</b>	<b>107,629</b>
010	04	24	06200	000	Street Lighting	80,561.00	80,561
					<b>TOTAL STREET LIGHTING</b>	<b>80,561.00</b>	<b>80,561</b>
010	04	30	06200	000	Trash Removal and Tipping Fees	323,101.00	397,699
010	04	34	06300	000	Landfill Monitoring Expenses	4,000.00	5,500
					<b>TOTAL TRASH REMOVAL &amp; TIPPING</b>	<b>327,101.00</b>	<b>403,199</b>

010	04	91	051**	000	Cemetery Salaries	43,194.00	45,669
					<b>TOTAL CEMETERY</b>	<b>43,194.00</b>	<b>45,669</b>
					<b>TOTAL PUBLIC WORKS</b>	<b>1,118,940.00</b>	<b>1,273,813</b>
010	05	11	05100	000	Board of Health Salaries	10,500.00	30,000
					<b>TOTAL BOARD OF HEALTH</b>	<b>10,500.00</b>	<b>30,000</b>
010	05	41	05100	000	Council on Aging Salaries	44,770.00	45,666
					Other Expenses	2,639.00	2,639
					<b>TOTAL COUNCIL ON AGING</b>	<b>47,409.00</b>	<b>48,305</b>
010	05	43	051**	000	Veteran's Services Salary	1,613.00	1,645
					Other Expenses	600.00	600
010	05	43	06780	000	Veteran's Benefits	48,000.00	48,000
					<b>TOTAL VETERANS SERVICES</b>	<b>50,213.00</b>	<b>50,245</b>
					<b>TOTAL HUMAN SERVICES</b>	<b>108,122.00</b>	<b>128,550</b>
010	06	10	051**	000	Library Salaries	189,925.00	200,146
					Other Expenses	102,485.00	111,660
					Building Maintenance	9,900.00	9,900
					<b>TOTAL LIBRARY</b>	<b>302,310.00</b>	<b>321,706</b>
010	06	92	06400	000	Memorial Day Supplies	0.00	0
010	06	95	06200	000	Arts Council Purchased Services	350.00	350
					<b>TOTAL OTHER CULTURE AND RECREATION</b>	<b>350.00</b>	<b>350</b>
					<b>TOTAL CULTURE AND RECREATION</b>	<b>302,660.00</b>	<b>322,056</b>
010	07	10	06910	000	<i>Maturing Debt-Principal</i>	1,140,301.00	1,045,301
010	07	50	06915	000	<i>Maturing Debt-Interest</i>	303,427.00	250,233
010	07	53	06925	000	<i>Interest on Temporary Loans</i>	1,350.00	1,350
					<b>TOTAL DEBT SERVICE</b>	<b>1,445,078.00</b>	<b>1,296,884</b>
010	08	40	06780	000	Regional Planning Assessment	1,509.00	1,848
010	08	43	06780	000	Wachusett Earthday Collaborative	1,945.00	2,132
					<b>TOTAL INTERGOVERNMENTAL</b>	<b>3,454.00</b>	<b>3,980</b>
010	09	11	05170	000	County Retirement Assessment	665,688.00	760,073
010	09	12	05170	000	Workers Compensation Insurance	48,000.00	48,000
010	09	13	05170	000	Unemployment Compensation	50,000.00	47,500
010	09	14	05170	000	Group Health Insurance Premiums	3,050,000.00	2,885,935
010	09	15	05170	000	Group Life Insurance Premium	13,000.00	13,000
010	09	16	05170	000	Medicare-Town's Share	160,000.00	165,000
010	09	45	06740	000	General Insurance	125,000.00	125,000
012	09	45	07740	000	Self-Insurance Deductible Expenses	0.00	0
					<b>TOTAL EMPLOYEE BENEFITS/RISK MANAGEMENT</b>	<b>4,111,688.00</b>	<b>4,044,508</b>

**GRAND TOTALS**

20,158,241.00

**\$20,613,682**

**Held Line Items;**

010 01 23 05100 000 Town Administrator Salaries and Wages - \$183,520; and  
010 04 30 06200 000 Total Trash removal Tipping Fees - \$403,195

Richard Johnson questioned why the Town Administrator Salaries and Wages Line Item showed a 4% increase while others had 2% increase. Mr. Gaumond explained that the increase includes a contractual agreement as well as vacation buy back. No further questions and the hold was removed.

Bruce Peterson questioned the increase in Total Trash Removal and Tipping Fees. Mr. Gaumond explained that the Trash Revolving Fund was dissolved in 2011, and that this increase will help cover the purchase of trash bags. No further questions and the hold was removed.

**Vote:**

It was unanimously voted to raise and appropriate the sum of \$20,613,682 as printed in the town meeting warrant, necessary to defray the expenses and charges of the Town of West Boylston in Fiscal Year 2013, the period of July 1, 2012 through June 30, 2013, including the costs of public education, debt and interest payments, and providing municipal services, and reduce the tax rate by transferring the following sums:

Raise & Appropriate:	\$19,892,476
From Ambulance Receipts Reserved	\$ 396,670
From Wachusett EMS Fund	\$ 20,000
From Free Cash	\$ 210,000
From Unexpended FY 12 State Aid	\$ 48,727
From Overlay Surplus	\$ 45,809
	<hr/>
	\$20,613,682

**ARTICLE 13 - Authorization to Appropriate Funds from the Community Preservation Revenues**

**Recommendation-** Community Preservation Cmte., Finance Committee/CIB

**Motion-** Patrick Crowley

**Second-** Christopher Rucho

It was unanimously voted to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2013, with each item to be considered a separate appropriation:

<b>Appropriations From</b>	<b>Amount</b>
--------------------------------	---------------

From FY 2013 estimated revenues for Committee Administrative Expenses	\$ 7,500
<b>Reserves</b>	
<b>From</b>	<b>Amount</b>
FY 2013 estimated revenues for Historic Resources Reserve	\$ 20,000
FY 2013 estimated revenues for Community Housing Reserve	\$ 20,000
FY 2013 estimated revenues for Open Space Reserve	\$ 20,000
FY 2013 estimated revenues for Budgeted Reserve	\$132,500

**ARTICLE 14 – Vote to Appropriate Funds for Community Preservation Fund Projects as Recommended By the Community Preservation Committee**

**Recommendation-** Community Preservation Cmte, Affordable Housing Trust

**Motion-** Patrick Crowley

**Second-** Christopher Rucho

It was unanimously voted to *Pass Over* this article.

This article would have voted to appropriate and transfer the sum of \$11,000 from the Community Preservation Fund Affordable Housing Revenues to hire a community housing specialist consultant.

<b>Project</b>	<b>Total Appropriation</b>	<b>Source of Appropriation</b>
<b>Appropriations:</b>  <b>To Fund for Affordable Housing Purposes:</b>  A grant to hire a community housing specialist consultant for the creation of a conceptual plan and to assist with the administration of affordable housing projects in Town. Submitted by the West Boylston Affordable Housing Trust be expended under the joint direction of the Affordable Housing Trust and the Town Administrator.	\$ 11,000	\$11,000 from the fund balance designated for affordable housing

**ARTICLE 15 – Vote to Appropriate Funds for Community Preservation fund Projects as Recommended by the Community Preservation Committee**

**Recommendation-** Community Preservation Cmte., Historical Commission, Finance Cmte.

**Motion-** Patrick Crowley

**Second-** John O’Brien

I move that the town vote the sum of \$79,950, of which \$45,651.23 will be transferred from the Community Preservation Fund historic preservation and \$34,298.77 from the undesignated fund balance to preserve and protect the historic stained glass windows in the Masonic Lodge located at 12 Church Street, subject to a restriction agreement.

<p>To Fund for Historical Preservation Purposes (subject to an historic preservation restriction):</p> <p>To preserve and protect the historic stained glass windows in the Masonic Lodge located at 12 Church Street. Submitted by the West Boylston Masonic Charity and Education Association, Inc. and to be expended under the joint direction of West Boylston Masonic Charity and Education Association, Inc. and the Community Preservation Committee</p>	<p>\$ 79,950</p>	<p>\$45,651.23 from the fund balance designated for historic preservation</p> <p>\$34,298.77 from the undesignated fund balance.</p>
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Spokesperson: Donald Lagasse 20 Holt Street, Member of the Freemasons of West Boylston

Fellow Citizens of West Boylston, I stand before you this evening seeking your support for the **Centennial Stained Glass Conservation Project.**



The historical artifacts we seek to protect are older than anyone in this room and with your help and positive action this evening we can assure will be around for generations of enjoyment after all of us.

For your reference and consideration we look back in time to a tragic fire on a windy night in West Boylston in 1890 which began in and destroyed the wooden

structures of the St Anthony's Roman Catholic Church and spread next door to the Baptist Meetinghouse disrupting the lives of many of the town's residents.

The will and what will prove to be (the resilient) citizens of the West Boylston determined that both churches be rebuilt immediately. The Baptist Society went one step further and determined their new church would be made of stone to last forever and be built on the same site where the fire occurred. The new stone church was dedicated as seen here in 1892.



It turns out FOREVER was short lived as the Massachusetts State Legislature four years later gave notice that rich water resources of the Nashua Valley were needed for Boston and commissioned the building of the Wachusett Reservoir.

The reservoir came to cover parts of Boylston, Sterling and Clinton but destroyed West Boylston's town center and almost all the industry that had come to flourish there.

At the turn of the century going into 1900 the citizens of West Boylston organized and campaigned in Boston to have the Stone Church remain on the shores of the Wachusett Reservoir as a monument to the generations of families and business that are now beneath its waters.



The Baptists using the money they received from the State purchased a new site and built again. In 1902 they dedicated the new church on the new town common. Making an architecturally significant choice the new church was designed in a fashion that would easily allow the wreckage of the Stone Church to be used in the new church.



**The Interior of the Old Stone Church**

Most of the furnishings and stained glass windows were moved to the new building on Church St.



**The Interior of the Masonic Lodge**

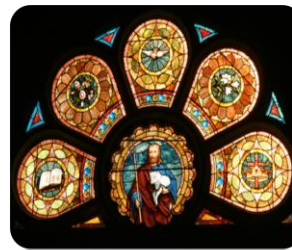
Showing the Windows and Original Pews (1892) from the Old Stone Church

The two major windows and several memorial windows were moved in tact painstakingly to the new location. Pews, other furniture and the church bell (which itself survived the fire and recast for the Old Stone church) were also incorporated as well. The interior of the building's upper floor still to this day remarkably looks much like the interior of the Stone Church as it was in 1892 because of the

preservation of the stained glass windows, high wood beamed ceilings and pews. Many visitors with an interest in West Boylston history are taken aback by the beauty of the main hall and are so pleased that it was maintained by the Baptists for so long and then the Freemason's beginning in 1972 when we purchased the building.

The first major pieces of the project are the original stained glass which was featured at each end of the church. These pieces include the **Good Shepherd Window** on the left which was donated to the Stone Church by the architect of the Stone Church – H. F. Ross.

**Sample Window Types which line the left and right side of the building**



**Good Shepherd Window**



**Rose Window facing the Common**

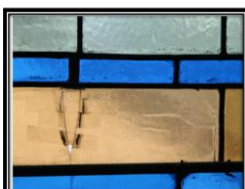
These two windows and several memorial windows were originally installed in the Old Stone Church in 1892 making them 120 years old in 2012.



**Pane Loss**



**Pressure Cracks**



**Settling Cracks**

At first pass and from a distance the windows appear to be in good shape. Upon closer examination you will find pane loss, pressure cracks and settling cracks.

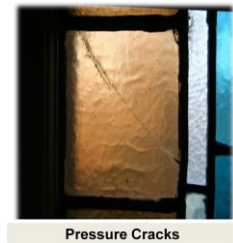
The **Rose Window** on the right (now facing the town common) has been the subject of many artist renderings over the years.

12 Side windows and one Arch Window above the door are included in this project.

A few of those windows are memorial windows of town citizens.

At first pass and from a distance the windows appear to be in good shape.

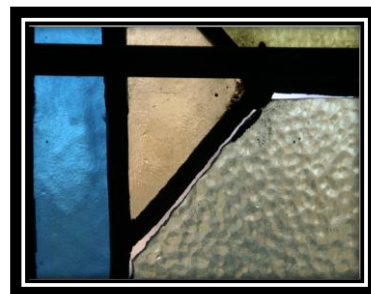
But upon closer examination you will find several types of deterioration that goes beyond what we are able to repair as the caretakers of these windows. On the side windows you will find:



Pane Loss, Pressure Cracks, Settling cracks And UV bleaching.

Over the years we have repaired many but the age of the windows the problems have become more and more frequent.

In fact back on the Good Shepard Window standing directly beneath it you see in the 3 o'clock position major buckling in what has been described as looking like Santa Clause's Belly after too many cookies. Everyone who saw the buckling was surprised the window has remained in place so far.



Last fall when we had several Stained Glass Conservators tour this historic site and they were all unified in their opinion that we had reached a critical time with these windows. More windows can be expected to separate from the lead as shown above.

All of the windows are suffering from structural deterioration and restoration by complete re-leading is the most appropriate treatment.

Some windows will require repair and restoration of their wood frames.

We asked what was the cause of these issues. The answer came back that if you would be exposed to the sun, wind and gravity for over 110 years, that you too would crack and buckle at the seams.

**A vote in favor of this article 15 will allow professional restoration of these windows using modern materials and techniques that the stained glass professionals assured us should last another 90 to 100 years.**

**Without this work we can expect further and more extensive damage and possible complete loss of these architectural decorations and historical artifacts that is so uniquely bound to the Town of West Boylston.**



After talking with members of the Historical Commission, Historical Society and the CPC all agreed that funds for restoration of Historic Stained Glass is a perfect use Community Preservation Act and local funds it provides. We were encouraged that this was the answer to help reclaim these windows from their vulnerable situation.

**Your vote of support tonight of this article will continue the long tradition of West Boylston Citizens who have**

**pride and understand the history these windows, the artifacts, and the Old Stone Church Represents. It is a decision that will outlast everyone in this room and serve the future children and citizens of West Boylston and the Surrounding communities.**

**Mr. Moderator: I'll be happy to answer any questions about the project if it is your wish.**

**Thank you all for your time and consideration.**

A debate ensued regarding ownership of the building and whether the Town should appropriate money from Community Preservation to fund this project. Points brought up regarding insurance and liability coverage, future sale of the property. Mr. Crowley stated that the Freemasons signed a 30 year restriction on the windows and that this was to repair, light and maintain the windows, not remove them from the site. He also stated that 30 years is the maximum length of time to place a restriction on property, and that it will be renewed after that time frame has expired for an additional 30 years.

Mr. Lagasse stated that the Freemasons have been chartered in the town since 1876 and have no intentions of selling the building. He stated that the Masons have a \$1 million dollar insurance policy and if a catastrophic event did occur, the town would be reimbursed the appropriated amount in full.

Jennifer Breen spoke about the importance of saving an historic artifact for future generations to enjoy, and that it would be a shame if we let such an important part of West Boylston's past be destroyed from neglect.

**Vote:**

After much debate it was voted by simple majority to appropriate the sum of \$79,950, of which \$45,651.23 will be transferred from the Community Preservation Fund historic preservation and \$34,298.77 from the undesignated fund balance to preserve and protect the historic stained glass windows in the Masonic Lodge located at 12 Church Street, subject to a restriction agreement.

**ARTICLE 16 – Vote to Appropriate Funds for Capital Improvement Purchases 2/3rds**

**Recommendation-** Finance Cmte./CIB

**Motion-** Allen Phillips

**Second-** Christopher Rucho

It was unanimously voted vote to purchase or enter into contract for the following capital items by June 30, of 2014, and if not purchased or contracted for by that date the funding will flow back to the source it came from with each appropriation being treated as a separate item.

	<b>Project</b>	<b>Total Appropriation</b>	<b>Source of Appropriation</b>
	<b>Appropriations:</b>		
<b>A</b>	Ventilation System (DPW)	70,000	Capital fund
<b>B</b>	F350 (DPW)	47,000	Capital fund
<b>C</b>	MHS-ME Network Upgrades (Schools)	77,000	Capital fund
<b>D</b>	Garage Door Replacement (DPW)	40,000	Capital Fund

## **ARTICLE 17 - Borrowing Authorization to Construct New Substation 2/3rds**

**Recommendation-** Municipal Light Board

**Motion-** Winthrop Handy

**Second-** William D. Smith

It was unanimously voted that two million dollars (\$2,000,000) is appropriated for the use of the Municipal Light Department under and pursuant to Chapter 164 to pay the costs of designing, purchasing, constructing and installing, 115kV transmission and distribution substation electrical equipment, for the purpose of enlarging and upgrading the Municipal Light Department's existing substation, and all related structures, wires, poles, conduits and appurtenances, and all furnishings and equipment for said facilities and connections, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8 of the General Laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefore.

The following slide show was presented by Jonathan Fitch, Manager of the Municipal Light Plant;

### **Slide 1**

#### **WBMLP Substation Project**

- WBMLP requests authorization to borrow up to \$2M
- Money used to replace our substation on Temple Street
- Existing equipment in operation since 1973
- Provides lowest cost of transmission service to town
- Redundant design increases reliability & uptime
- Substation is shared with Boylston's Light Department
- Reduces total cost to each MLP by approx. 50%

### **Slide 2**



### **Slide 3**

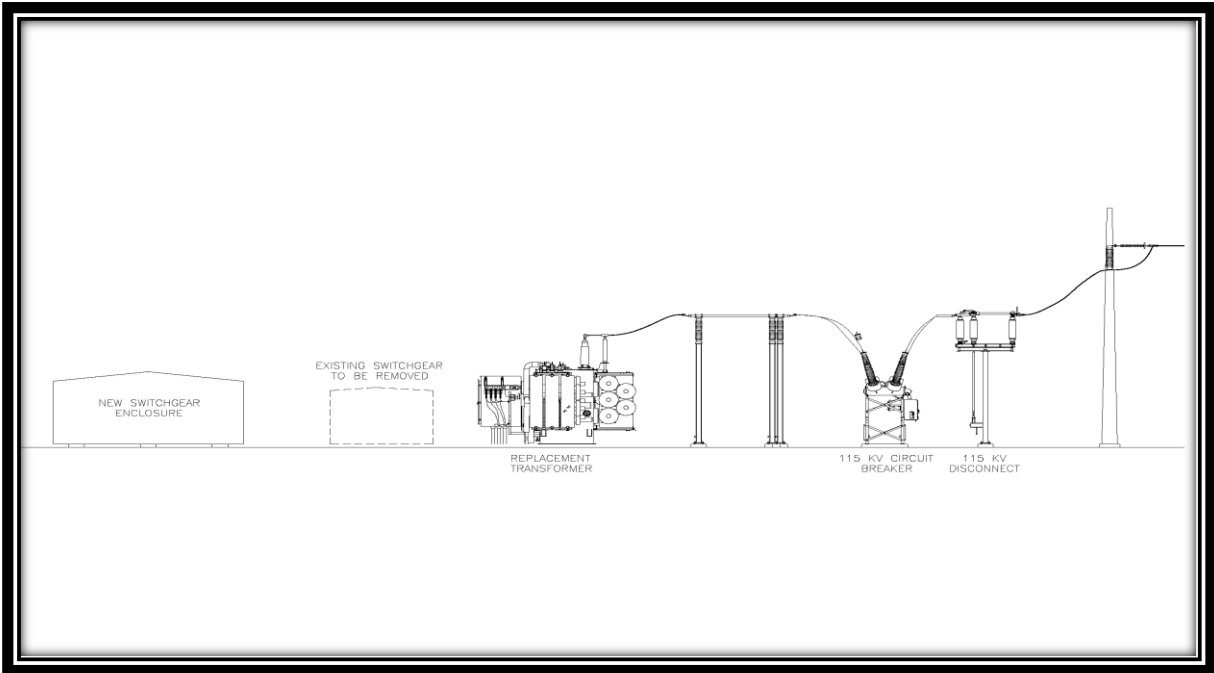




**Slide 4**

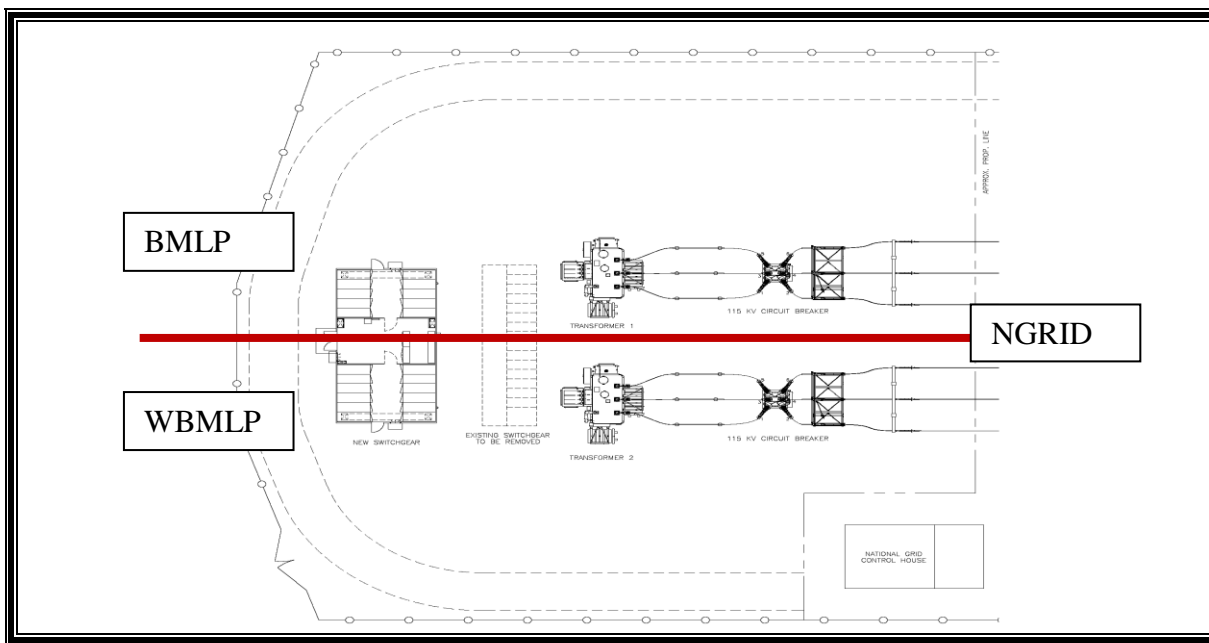


**Slide 5**



WBMLP and BMLD will replace (2) transformers, (2) disconnect switches, (2) circuit breakers, and (1) enclosed switchgear

Slide 6



WBMLP normally operates on the substation equipment below the red line and BMLD normally operates on the substation equipment above the red line.

Slide 7

- \$4M total cost is reduced to \$2M each
- Designed for both MLP's use, N+1 redundancy
- Annual loan repayment is approximately \$195,00
- Loan **will not** result in electricity rate increase
- Down payment from our depreciation account
- WBMLP's annual depreciation expense is approximately \$325,000
- Project is a great example of sharing/regionalizing common facilities since 1973

**ARTICLE 18 – Authorization to Appropriate Ambulance Receipts Reserved for Appropriation for E.M.S. Administrative Expenses**

**Recommendation-** Finance Cmte.

**Motion-** Kevin McCormick

**Second-** Christopher Rucho

It was unanimously voted to appropriate and transfer the sum of Thirty-four Thousand Two Hundred Fifty Dollars and No Cents (\$34,250.00) from the Ambulance Receipts Reserved for Appropriation to be expended by the Fire Chief to pay the costs associated with the Fire Department ambulance billing service, Paramedic On-Call Stipends and Hospital Medical Direction Services.

**ARTICLE 19 – Appropriation to Fund an Elderly Community Services Program**

**Recommendation-** Council on Aging, Finance Committee

**Motion-** Steven Quist

**Second-** Allen Phillips

It was unanimously voted to transfer, the sum of Three Thousand Dollars and No Cents (\$3,000.00) from Overlay Surplus to fund an Elderly Community Services Program for the purpose of providing a payment voucher for services rendered for the departments, boards, and committees of the municipality to resident property owners who have attained the age of sixty (60) years, to be used to reduce the real estate property taxes for the property in which the elderly owner resides. Said program shall be subject to the following conditions in addition to any and all eligibility requirements promulgated by the Board of Selectmen:

1. Participation in the program shall be limited to elderly residents of the town who own property and are willing and able to provide services to the town;
2. program participants shall receive compensation at the basic minimum wage rate for the Commonwealth of Massachusetts as promulgated by the Department of Labor and Workforce Development, Division of Occupational Safety for each hour of service rendered for a total not to exceed One Thousand Three Hundred Dollars and No Cents (\$1,300) in any calendar year;
3. The Treasurer/Tax Collector shall comply with the wage, tax, and payroll deduction requirements of the state Department of Revenue and the Federal Internal Revenue Service, prior to compensating program participants; and
4. program participants who meet the eligibility guidelines established by the Board of Selectmen shall be selected for participation on a first-come-first-served basis.

**ARTICLE 20 – Vote to Appropriate Funds for Single Expenditures**

**Recommendation-** Finance Cmte./CIB

**Motion-** Christopher Rucho

**Second-** John O'Brien

It was unanimously voted to *Pass Over* this Article.

The article would have voted on the following single expenditures;

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**Capital Improvement Purchases**

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<b>A</b>	To fund a vehicle for Animal Control	\$12,000
<b>B</b>	To fund Building Permit Software	\$17,000
<b>C</b>	To fund Center Line Painting	\$ 8,500
<b>D</b>	To Refurbish Well off of Goodale Street	\$ 8,000
<b>E</b>	To fund Signs for Agriculture Commission	\$ 300
		<b>\$45,800</b>

**ARTICLE 21 – Authorization to Appropriate Funds for Real Estate Cyclical Re-inspections**

**Recommendation-** Board of Assessors, Finance Committee

**Motion-** John O’Brien

**Second-** Christopher Rucho

It was unanimously voted to appropriate from Overlay surplus the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to fund real estate cyclical re-inspections.

**ARTICLE 22 - Authorization to Name Basketball Courts Located at Goodale Park**

**Recommendation-** Naming Cmte., Parks Comm.

**Motion-** Allen Phillips

**Second-** Kevin McCormick

I move that the town vote to approve the nomination made by the Board of Selectmen to name and designate the new basketball courts located at Goodale Park as the “Robert J. Halloran Basketball Courts” pursuant to the Board of Selectmen’s Policy No.: L-13, “Naming of Town Owned Property.”

**Susan Haines issued the following statement;**

I am Bob Halloran’s daughter, Susan. When I saw the newly renovated basketball courts at Goodale Park, my immediate thought was how wonderful it would be for the town to acknowledge my dad’s efforts and time he had given to the people of West Boylston. He not only founded the summer basketball league in 1970 where kids could play, learn and be a part of a great sportsmanship program...the courts were built because of him. The league was originally played at Green Hill Park in Worcester until my dad approached the Parks Dept. and said, “if you build a decent facility I will run a league there.” The rest is history with many memories being made for the following years.

At almost 84 years young my dad continues to be very supportive of west Boylston in any way he can. Along with my sisters and brother, we are asking you to dedicate and name the Basketball courts “The Robert J. Halloran Basketball Courts”. How nice it would be for our dad to feel his life actions were acknowledged and appreciated...while he is here to experience it.

Thank you very much for your consideration! If anyone has any questions please feel free to ask.

**Vote:**

It was unanimously voted to approve the nomination made by the Board of Selectmen to name and designate the new basketball courts located at Goodale Park as the “Robert J. Halloran Basketball Courts” pursuant to the Board of Selectmen’s Policy No.: L-13, “Naming of Town Owned Property.”



**ARTICLE 23 – Vote to Consider Adopting Mass General Law, Chapter 59, Section 5, Clause 54**

**Recommendation-** Board of Assessors

**Motion-** Kevin McCormick

**Second-** Christopher Rucho

It was unanimously voted to adopt Massachusetts General Law Chapter 59, Section 5, Clause 54, establishing a minimum value of personal property subject to taxation of \$1,000.

**ARTICLE 24 – Consider Voting to Reduce the Membership of the Conservation Commission**

**Recommendation-** Conservation Commission

**Motion-** Steven Quist

**Second-** Allen Phillips

It was unanimously voted to amend action taken under Article 6 of the April 24, 1972 town meeting by reducing the membership number for the Conservation Commission from seven to five.

April 24, 1972 Special Town Meeting

Article 6

Chapter 40 § 8C Established Conservation Commission

It was voted to accept the provisions of Chapter 40 Section 8C, as amended, to establish a Conservation Commission in the Town of West Boylston for the purposes and with the rights and duties provided by law to be composed of 7 residents of the Town appointed by the Board of Selectmen for terms of 3 years except that the initial appointments shall be 2 members for 1 year, 2 members for 2 years and 3 members for 3 years and that there be established a Conservation Fund that the sum of \$150 be raised and appropriated to the Conservation Fund.

**ARTICLE 25 – Vote to Consider Adopting Mass General Law, Chapter 138, Section 33B**

**Recommendation-** Board of Selectmen

**Motion-** Christopher Rucho

**Second-** Kevin McCormick

It was voted by a simple majority to adopt Massachusetts General Law Chapter 138 Section 33B to authorize sale of alcohol between the hours of 10:00 a.m. and 12:00 p.m. on Sundays.

**ARTICLE 26 – Authorization to Transfer Funds**

**Recommendation-** Finance Committee

**Motion-** John O'Brien

**Second-** Kevin McCormick

It was unanimously voted to transfer the sum of \$7,000 from the Unemployment Line Item to the Unemployment Trust.

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**ARTICLE 27 – Authorization to Transfer Funds**

**Recommendation-** Finance Committee

**Motion-** Allen Phillips

**Second-** John O'Brien

I move the town vote to transfer the sum of \$19,184 from the Insurance Reimbursement Line Item to the Finance Committee Reserve Fund.

Explanation: Allen Phillips, Chairman of the Board of Selectmen stated that due to Massachusetts General Law, communities cannot use more than \$20,000 from insurance reimbursements. As a result, the Finance Committee Reserve Fund was depleted this year to replace a vehicle. This vote would replenish the Reserve Fund with monies the town received from a recent insurance reimbursement.

It was unanimously voted to transfer the sum of \$19,184 from the Insurance Reimbursement Line Item to the Finance Committee Reserve Fund.

**ARTICLE 28 – Authorization to Appropriate Funds to the Stabilization Fund**

**Motion-** Kevin McCormick

**Second-** Christopher Rucho

It was unanimously voted to *Pass Over* this article. This article would have voted to raise and appropriate or transfer from available funds a sum of money to the Stabilization Fund.

**ARTICLE 29 – Authorization to Appropriate Funds to the Capital Investment Fund**

**Motion-** Steven Quist

**Second-** Allen Phillips

It was unanimously voted to *Pass Over* this article. This article would have voted to raise and appropriate or transfer from available funds a sum of money to the Capital Investment Fund.

Motioned and seconded to dissolve town meeting.

Meeting dissolved at 9:06 p.m.

Attest:

Kim D. Hopewell,  
Town Clerk

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**Massachusetts Department of Revenue  
Division of Local Services  
Municipal Databank**

West Boylston  
(City/Town)

Notification of Acceptance  
**General Laws**

**C 59, § 5, Clause 54  
C 138, § 33B**

The Commissioner of Revenue is hereby notified that the City/Town of West Boylston  
by an act of its legislative body on May 21, 2012 has accepted the provisions of General  
Laws

**Chapter 59, Section 5, Clause 54**, Establishing a Minimum Value of Personal Property Tax  
and

**Chapter 138, Section 33B**, To authorize the Sale of Alcohol between the hours of 10:00 a.m.  
and 12:00 p.m. on Sundays

\_\_\_\_\_  
(City/Town Clerk)

May 23, 2012  
(Date)

Please submit this form in one of three ways to:

[databank@dor.state.ma.us](mailto:databank@dor.state.ma.us)

(617) 660-7023 (fax)

Municipal Databank  
PO Box 9569  
Boston, MA 02114-9569

Kim D. Hopewell, Town Clerk.  
Elaine S. Novia, Asst. Town Clerk



Telephone (508) 835-6240  
Fax (508) 835-4102

Town Clerk's Office  
Town of West Boylston  
127 Hartwell Street, Suite 100  
West Boylston, Massachusetts 01583

## Certificate of Vote

*A legal Semi-Annual Town Meeting of the qualified voters of the Town of West Boylston, was held in the Auditorium of the West Boylston Middle/High School on May 21, 2012, the following business was transacted;*

### **ARTICLE 23 – Vote to Consider Adopting Mass General Law, Chapter 59, Section 5, Clause 54**

**Recommendation-** Board of Assessors

**Motion-** Kevin McCormick

**Second-** Christopher Rucho

It was unanimously voted to adopt Massachusetts General Law Chapter 59, Section 5, Clause 54, establishing a minimum value of personal property subject to taxation of \$1,000.

### **ARTICLE 25 – Vote to Consider Adopting Mass General Law, Chapter 138, Section 33B**

Recommendation- Board of Selectmen

Motion- Christopher Rucho

Second- Kevin McCormick

It was voted by simple majority to adopt Massachusetts General Law Chapter 138 Section 33B to authorize sale of alcohol between the hours of 10:00 a.m. and 12:00 p.m. on Sundays.

*I hereby certify that the foregoing is a true copy of the vote taken at the Semi-Annual Town Meeting held on May 21, 2012 in the Town of West Boylston, Massachusetts. Witness my hand and seal of the Town of West Boylston.*

Attest

Kim D. Hopewell,  
Town Clerk