

Semi-Annual Town Meeting
October 16, 2000
Adjourned Session -November 13, 2000

The Semi-annual Town Meeting under the foregoing warrant was held in the auditorium of the West Boylston Middle/High School on November 13, 2000. Following the Pledge of allegiance to the Flag of the United States of America the meeting was called to order at 7:15 pm by Acting Moderator Michael J. Mulryan.

Upon motion of Charles A. Stevens, a second by David J. Sweetman it was unanimously voted to waive the reading of the warrant.

ARTICLE 1.

Upon motion of James A Ryan, second by David J. Sweetman it was unanimously voted to hear the reports of the officers and standing committees of the town. Stephen Paige presented a progress report on behalf of the ad-hoc School. Funding Feasibility Study Committee.

ARTICLE 2.

Upon motion of Wayne M. LeBlanc, second by David J. Sweetman, it was unanimously voted to appropriate the sum of \$5,077.83 to pay the following bills being held by the Finance director in his capacity as Town Accountant from prior fiscal years for which no encumbered funds are available:

- 1) Fiscal Year 2000 Town Counsel bills from Kopelman and Paige, P.C., Boston, Massachusetts for legal services rendered in the months of May and June, 2000 in the amount of \$2,594.50; and further, to meet said appropriation by transferring the sum of \$2,594.50 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the acts of 2000;
- 2) Fiscal Year 2000 bill from Hobbs and Warren, Inc., Boston, Massachusetts for seals and supplies of the Sealer of Weights and Measures in the amount of \$202.50; and further, to meet said appropriation by transferring the sum of \$202.50 from the Additional Lottery Assistance Aid authorized by Chapter 23 of the acts of 2000;
- 3) Fiscal Year 2000 Fire Department bills from Fire Tech and Safety of New England, Winthrop, Maine for equipment in the amount of \$1,031.00; and further, to meet said appropriation by transferring the sum of \$1,031.00 from the Fiscal Year 2001 Fire Department Supplies Account, Budget Line Item #02-20-6400;
- 4) Fiscal Year 2000 Public Safety Communications bills in the aggregate amount of \$954.11 for the following:
 - a MIPSS Integrated Public Safety Solutions, Inc., Melrose, Massachusetts in the amount of \$438.45 for computer accessories and installation services;
 - b Verizon Wireless, Newark, New Jersey in the amount of \$60.67 for communication services;
 - c Fallon Clinic, Worcester, Massachusetts in the amount of \$105.00; and
 - d Radio Shack Corporation, Atlanta, Georgia in the amount of \$349.99 for computer and printer supplies;

and further, to meet this appropriation by transferring the sum of \$9054.11 from the Fiscal Year

2001 Public Safety Communication Purchase of Services Account, budget Line Item 02-35-6200

6) Fiscal Year 1999 Treasurer/Tax Collector bill from Fleet Securities, Inc. for financial advisory services in the amount of \$200.00; and further to meet this appropriation by transferring the sum of \$200.00 from the fiscal Year 2001 Treasurer/Tax Collector Purchase of Services Account, Budget Line Item #01-45-6200; and

7) Fiscal Year 1999 Streets and Parks Department bill from Atlantic Broom Service, Inc. Highway Sign Division, Hyde Park, Massachusetts for a street sign in the amount of \$298.22; and further, to meet said appropriation by transferring the sum of \$298.22 from Fiscal Year 2001 Streets and Parks Department Supplies Account #04-20-6400.

ARTICLE 3. Upon motion of James A. Ryan, second by David J. Sweetman, it was unanimously voted to amend the General Bylaws ARTICLE XXI PERSONNEL BYLAW, Section 5, Part AA Classification and Compensation Plan as follows; so as to re-classify, the position of Assistant Town Clerk from Grade 2 to Grade 3 of said plan so as to increase the compensation for the position from:

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
2	\$ 9.72	\$10.69	\$1 1.65	\$12.62	\$12.98
to:					
Grade	Step 1	Step 2	Step 3	Step 4	Step 5
3	\$10.58	\$1 1.62	\$12.69	\$13.75	\$14.83

and to amend section 5, Part AA of the Personnel Bylaw to read:

AA. CLASSIFICATION AND COMPENSATION PLAN

1. Classification Plan

The official classification plan of the town as follows: Non-Exempt Employees -Wage Earning Employees

Grade 1	Casual Labor Clerk/Typist Custodian/Maintenance Worker Minutes Clerk
Grade 2	Animal Control Officer Dog Officer Treasurer/Tax Collector Clerk Van Driver
Grade 3	Assistant Administrative Assessor Assistant Children's Librarian Assistant Town Clerk Library Assistant Secretary Secretary/Bookkeeper
Grade 4	Administrative Assistant for Public Works Assistant Treasurer Administrative Secretary for Chief of Police

Municipal Assistant

Grade 5 Assistant Town Accountant

ARTICLE 4.

Upon motion of Charles A. Stevens, second by Wayne M. LeBlanc, it was unanimously voted to authorize the Town Clerk and the Board of Selectmen to adjust the compensation of the Assistant Town Clerk for actual hours worked in Fiscal Year 2001, so as to provide a retro-active wage adjustment from July 1, 2000 to the present, at a rate of \$1.04, the difference between the wage rates authorized under Grade 2 and Step 3, and Grade 3, Step 3 of the Non-Exempt Employees Wage Earning Employees Classification and Compensation Plan for the Personnel Bylaw.

ARTICLE 5.

Upon motion of David J. Sweetman, second by Charles A. Stevens, it was unanimously voted to appropriate the sum of \$1,882.40 to the Fiscal Year 2001 Town Clerk Salaries and Wages Account, budget Line Item #01-61-5100, and to meet said appropriation by transferring the sum of \$1,882.40 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 6.

Upon motion of Wayne M. LeBlanc, second by Charles A. Stevens, it was unanimously voted to amend the General Bylaws **ARTICLE XXI PERSONNEL BYLAW** Section 5, Part AA Classification and Compensation Plan as follows, so as to re-classify the position of Municipal Assistant from Grade 4 to Grade 5 of said plan so as to increase the compensation for the position from:

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
4	\$11.45	\$12.60	\$13.73	\$14.89	\$16.03
to:					
Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5	\$12.33	\$13.56	\$14.79	\$16.54	\$17.26

and to amend Section 5, Part AA of the Personnel Bylaw to read:

AA. CLASSIFICATION AND COMPENSATION PLAN

1. Classification Plan

The official classification plan of the town as follows: Non-Exempt Employees -Wage Earning Employees;

- Grade 1** Casual Labor
Clerk/Typist
Custodian/Maintenance Worker
Minutes Clerk
- Grade 2** Animal Control Officer
Dog Officer
Treasurer/Tax Collector Clerk
Van Driver
- Grade 3** Assistant Administrative Assessor
Assistant Children's Librarian
Dispatcher
Assistant Town Clerk
Library Assistant
Secretary
Secretary/Bookkeeper
- Grade 4** Administrative Assistant for Public Works
Assistant Treasurer
Administrative Secretary for Chief of Police
Municipal Assistant
- Grade 5** Assistant Town Accountant

ARTICLE 7.

Upon motion of Wayne M. LeBlanc, second by David J. Sweetman, it was voted to appropriate the sum of \$1,998.00 to the Fiscal Year 2001 Town Administrator Salaries and Wages Account, Budget Line Item #01-23-5100, and to meet said appropriation by transferring the sum of \$1,998.00 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the acts of 2000.

ARTICLE 8.

Upon motion of James A. Ryan, second by David J. Sweetman, it was unanimously voted to:

- a) establish a nine (9) member West Boylston Bicentennial Celebration Committee, to include the Town Clerk as an ex-officio member of said committee, with the charge to plan for and coordinate the year-long celebration of the Two Hundredth Anniversary of the incorporation of the Town of West Boylston in calendar year 2008 and to make annual reports to the may Semi-Annual Town Meeting;
- b) to authorize the Moderator to appoint nine (9) registered voters of the town, including the Town Clerk, to the West Boylston Bicentennial Celebration Committee for terms of two years; and further
- c) to appropriate the sum of \$500.00 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the acts of 2000 for the expenses of said committee.

Registered voters interested in serving on the committee were asked to send a letter to the Moderator in care of the Town Clerk's Office.

ARTICLE 9.

Upon motion of Charles A. Stevens, second by David J. Sweetman, it was voted to appropriate the sum of \$4,612.00 to the Fiscal Year 2001 General Insurance Expense Account, Budget Line Item #09-45-6740, and to meet said appropriation by transferring the sum of \$4,612.00 from the additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 10.

Upon motion of David J. Sweetman, second by Wayne M. LeBlanc, it was voted to appropriate the sum of \$16,000.00 for non-salary and non-wage expenses of the Board of Assessors necessary for the Fiscal Year 2002 revaluation of real estate and personal property values in conformity with the standards and requirements of the Massachusetts Department of Revenue, and to meet said appropriation by transferring the sum of \$16,000.00 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 11.

Upon motion of David J. Sweetman, second by Charles A. Stevens, it was voted to appropriate the sum of \$5,000.00 for non-salary and non-wage expenses of the Board of Assessors necessary to retain certified real estate appraisers, attorneys, and expert witnesses, as well as to fund related expenses required to appraise property owned by the Metropolitan District Commission and perform work necessary to secure an equitable payment-in-lieu-of-taxes from the Commonwealth of Massachusetts as authorized by the provisions of Massachusetts General Laws, Chapter 59, section 5G, and to meet said appropriation by transferring the sum of \$5,000.00 from the additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 12.

Upon motion of Wayne M. LeBlanc, second by Charles A. Stevens, it was voted to authorize the transfer of \$5,200.00 for the Fiscal Year 2001 Board of Assessors Salaries and Wages Account, Budget Line Item 01-41-5100 to the Fiscal Year 2001 Board of Assessors Purchase of Services Account, Budget Line Item #01-41-6200.

ARTICLE 13.

Upon motion of Charles A. Stevens, second by David J. Sweetman, it was unanimously voted to pass over this article which would have appropriated the sum of \$5,000.00 to the FY 2001 Town Accountant purchase of Services Account.

ARTICLE 14.

Upon motion of James A. Ryan, second by David J. Sweetman, it was voted to appropriate the sum of \$23,000.00 to be expended by the Office of Financial Management under the Finance Director to purchase computer software, hardware and related licenses, service contract and employee training necessary to upgrade the financial management software and systems including, but not limited to, tax administration and collection software used by the Treasurer/Tax Collector within the Office of Financial Management; and to meet said appropriation by transferring the sum of \$23,000.00 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 15.

Upon motion of David J. Sweetman, second by Charles A. Stevens, it was voted to appropriate the sum of \$2,500.00 to the Fiscal Year 2001 Computer Operations Salaries and Wages Account, Budget Line Item #01-55-5100 to compensate the lead Computer Administrator-Mixer building Network Administrator an additional one-time stipend of \$1,500.00 to assist the Finance director with the procurement, installation and coordination of activities associated with the upgrade of financial management software in the Office of Financial Management, and an additional one-time stipend of \$1,000.00 to assist the Town Administrator and the Town-Wide Planning committee with Geographic Information System (GIs) mapping, as well as demographic and financial trend spreadsheet work associated with the preparation of the Town-Wide comprehensive Plan and financial management policy planning; and to meet said appropriation by transferring the sum of \$2,500.00 from the Additional Lottery Assistance aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 16.

Upon motion of Charles A. Stevens, second by Wayne M. LeBlanc, it was voted to appropriate the sum of \$6,251.56 from state reimbursement find account received to offset expenses incurred in Fiscal Year 2000 for local costs associated with fire fighting coverage of the city of Worcester in the aftermath of the December 3, 1999 Worcester Cold Storage Building fire, to be expended by the Board of Fire Engineers for non-salary and non-wage expenses associated with the purchase and upgrade and fixtures of the West Boylston Fire Department including, but not limited to, the purchase and installation of fire hydrant valves.

ARTICLE 17.

Upon motion of Wayne M. LeBlanc, second by David J. Sweetman, it was unanimously voted to appropriate the sum of \$9,000.00 to the Town Counsel Purchase of Services Account, Budget Line Item #01-51-6200, and to meet said appropriation by transferring the sum of \$9,000.00 from the Additional Lottery Assistance Aid authorized by Chapter 236 of the Acts of 2000.

ARTICLE 18.

Upon motion of James A. Ryan, second by David J. Sweetman, it was unanimously voted to appropriate the sum of \$4,500.00 to be expended by the Board of Fire Engineers for the purposes of installing a natural gas (propane) tank and improving the emergency generator system for the Bruce L. Shepard Public Safety Headquarters; and to meet said appropriation by transferring the sum of \$4,500.00 from the Additional Lottery Assistance Aid as authorized by Chapter 236 of the Acts of 2000.

ARTICLE 19.

Upon motion of Ellen Dunlap, second by James Brissette, it was unanimously voted to amend this article by deleting the language "or fraction thereof" in the last sentence of Section 1 and in the last sentence of Section 2.

Upon motion of Charles A. Stevens, second by Wayne M. LeBlanc, it was voted to adopt the following amended by law of the Town of West Boylston:

ARTICLE XXVI PROPERTY ADDRESS NUMBERING BYLAW

SECTION 1.

In conformity with the provisions of Massachusetts General Laws, Chapter 148, section 59, all dwellings, public buildings, and businesses shall be properly identified by an address number assigned by the Inspector of Buildings in order to be reasonably visible to persons or vehicles approaching from either direction in the following manner:

Each building shall have its proper and legible number affixed in the front entrance; if the number is not visible from the street, the property shall also display the proper legible number on an object affixed in the ground at the end of the driveway. Said number shall be four inches in height and in contrasting colors.

Failure to comply shall subject the property owner to a fine of fifty dollars (\$50.00). Each one month period of such violation shall be considered a separate offense following notice of violation.

SECTION 2.

No residence shall display any house number other than that officially assigned by the Inspector of Buildings. Failure to comply shall subject the property owner to a fine of fifty dollars (\$50.00). Each one month period of such violation shall be considered a separate offense. Following notice of violation.

SECTION 3.

All property owners shall be in compliance with this bylaw by September 1, 2001.

SECTION 4.

All new buildings shall be properly identified with specifications listed in this bylaw before an occupancy permit is issued.

ARTICLE 20.

Upon motion of David J. Sweetman, second by Wayne M. LeBlanc it was unanimously voted to amend ARTICLE XXV NON-CRIMINAL DISPOSITION OF VIOLATIONS of the town of West Boylston's General Bylaws by adding the following to the schedule of bylaws enforceable by non-criminal disposition:

Bylaw	Enforcing Person	Penalty Schedule
ARTICLE XXVI Property Address Numbering	Chief Fire Engineer or Inspector of Buildings	In bylaw Section 1,2; \$50 for each occurrence

ARTICLE 21.

Upon motion of James A. Ryan, second by David J. Sweetman, it was unanimously voted to amend the General Bylaws of the Town of West Boylston **ARTICLE XXI PERSONNEL BYLAW**, Section 5, Part P Personal Days by deleting the present language in Section 5, Part P Personal Days and replacing it with:

P Personal Days

Each full-time employee may receive three paid days off each year. Each part-time employee may receive

two paid days off each year for the purpose of conducting personal business. A day for part-time employees shall be the regularly scheduled hours of the work day taken off.

Department heads should be notified at least three days before the intended absence except in the case of an emergency. Time-off is generally authorized in whole days but may be taken in half day increments by full-time employees only at the department head's discretion. Part-time employees shall only take authorized personal days in whole day increments. Personal days are not cumulative and may not be carried from one year to another.

ARTICLE 22.

Upon motion of Wayne M. Leblanc, second by Charles A. Stevens, it was unanimously voted to pass over this article which would have addressed reclassification of employees covered under the Personnel Policy.

ARTICLE 23.

Upon motion of James A. Ryan, second by David J. Sweetman, it was unanimously voted to accept as a public way, Heritage Lane, located on the northwesterly side of Lancaster Street (State Route 110), as delineated in a definitive plan of Lancaster commons recorded with the Worcester County Registry of Deeds in Plan Book 670, Plan Number 87, a copy of said plan and description of Heritage Lane being on file in the Office of the Town Clerk, 120 Prescott Street, West Boylston, MA.

ARTICLE 24.

Upon motion of Charles A. Stevens, second by Wayne M. LeBlanc, it was unanimously voted to accept as a public way, Rivington Drive, running southerly from Laurel Street, as delineated in a definitive plan of Laurel Acres recorded with the Worcester County Registry of Deeds in Plan Book 390, Plan Number 123, a copy of said plan and a description of Rivington Dr. being on file in the Office of The Town Clerk, 120 Prescott Street, west Boylston, MA.

Upon motion of David J. Sweetman, second by James A. Ryan, it was unanimously voted to adjourn the meeting at 8:30 pm.

Attest:

Barbara M. Deschenes Town Clerk