



**TOWN OF BOLTON**  
COMMONWEALTH OF MASSACHUSETTS



**Annual Town Meeting**  
**Monday, May 3, 2021**  
**Nashoba Regional High School**  
**Auditorium**  
**7:00 PM**

# Article 1: Accept Annual Reports

To see if the Town will vote to accept the reports of the Board of Selectmen & Advisory Committee, or any other Town officers, boards, or committees for the calendar year 2020; or do or act relating thereto.

<b>Sponsor:</b>	Board of Selectmen
<b>Board of Selectmen Recommendation:</b>	Unanimous (3 in favor, 0 opposed)
<b>Advisory Committee Recommendation:</b>	Unanimous (6 in favor, 0 opposed)
<b>Vote Required:</b>	Majority

**Note:** Annual Reports are available at the Town Hall, Library & on our website at <http://bit.ly/BoltonAR2020>

# Article 2: Unpaid Bills for Fiscal Year 2019 & 2020

To see if the Town will vote to transfer from available funds the sum of \$7,517.62 for the purpose of paying the following unpaid FY 2019/2020 bills, pursuant to MGL Chapter 44, Section 64, or vote to transfer sums to pay any other unpaid bills from prior fiscal years

- \$570.32 Canon Financial Services Invoice 19707704
- \$369.83 Canon Financial Services Invoice 19930069
- \$293.05 Comcast Business Invoice 3/4/20
- \$70.00 CPP Porta Potties Invoice 323
- \$386.42 Global Invoice 20198111
- \$5,828 Northeast Geoscience Inc Invoice 2597

**Summary:** Unpaid bills from the previous fiscal year for services that have been rendered.

**Sponsor:** Board of Selectmen

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** 4/5 Majority

# Article 3: Fiscal Year 2021 Operating Budget

To see if the Town will vote to raise & appropriate, transfer from available funds, or otherwise provide the sum of \$25,969,447.94 or any other amount, as set forth in the budget for the purposes of operating & maintaining the various departments of the Town, & to meet such appropriation:

- The sum of \$75,000.00 be transferred from the Ambulance Receipts Reserved for Appropriation to be applied to the Ambulance Department budget;
- The sum of \$110,000.00 or any other amount , be transferred from the Overlay Reserve Account;
- The sum of \$ 25,784,447.94 to be raised by taxation;
- or do or act relating thereto.



**TOWN OF BOLTON**  
COMMONWEALTH OF MASSACHUSETTS



# Advisory Committee Presentation

# FY 2022

Annual Town Meeting  
May 3, 2021

## FY 2022 Summary

FY21 Approved Operating Budget: \$25,341,643

**FY22 Proposed Operating Budget: \$25,969,448**

*increase of 2.48%*

## FY 2022 Summary

FY21 Total Budgeted Expenditures: \$26,713,617

**FY22 Total Budgeted Expenditures: \$26,995,379**

*increase of 1.05%*

# FY 2022 Sources of Revenue

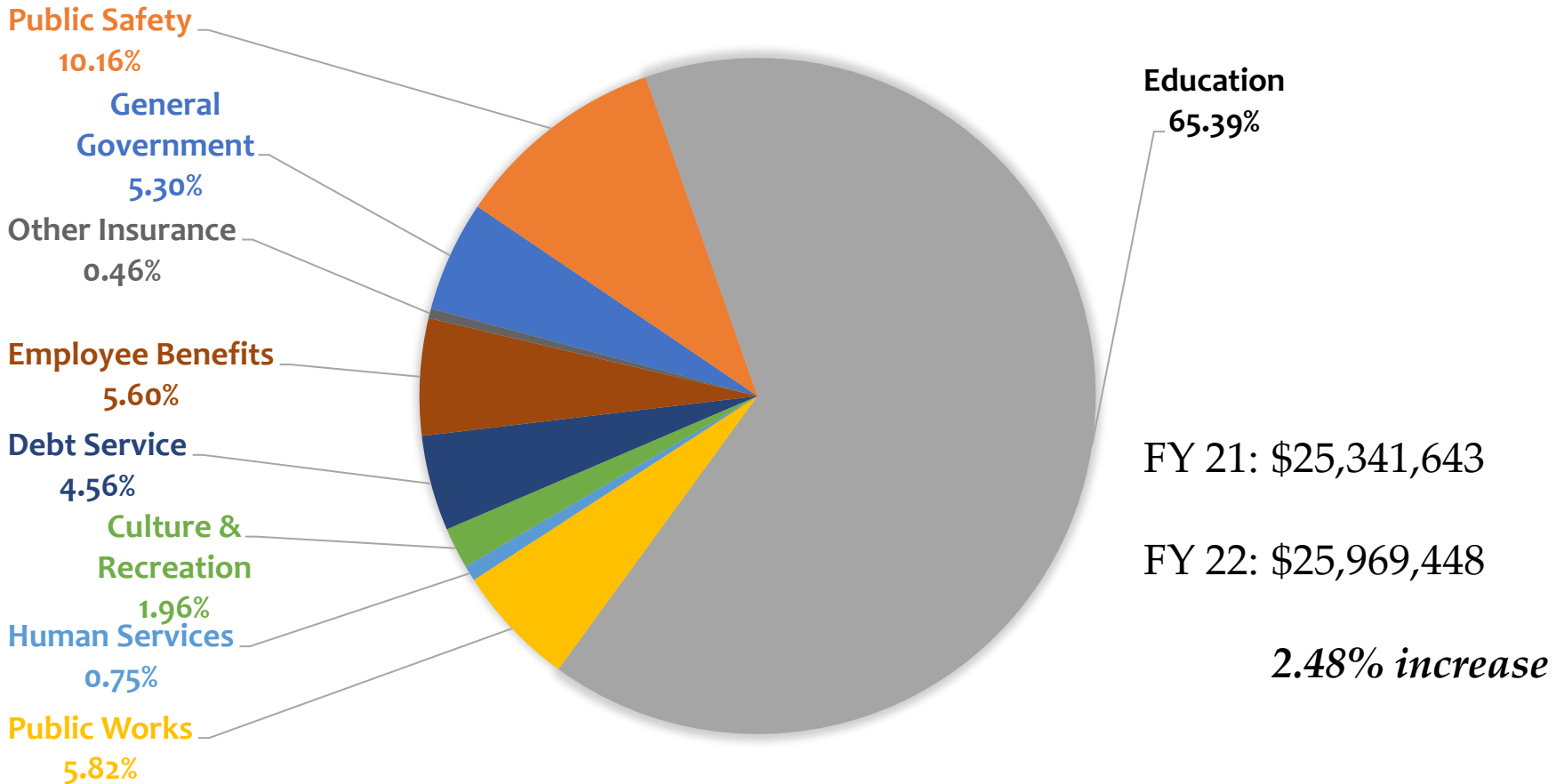
CATEGORY	DOLLAR AMOUNT	% OF REVENUE
Property Taxes (taxable levy limit)	\$24,249,984	89.55%
Allowance for abatement & exemption	- \$160,000	- 0.59%
State Aid	\$288,349	1.06%
Local Receipts	\$1,562,042	5.77%
Other Available Funds	\$710,794	2.62%
Free Cash (Operating)	\$0	0%
Free Cash (Articles)	\$312,443	1.15%
Borrowing	\$115,000	0.42%
<b>TOTAL</b>	<b>\$27,078,612</b>	<b>100%</b>



# FY 2022 Overview of Total Expenditures

CATEGORY	DOLLAR AMOUNT	% OF TOTAL
Education (Nashoba & Minuteman)	\$16,982,031	62.9%
Town Departments: Salary & Wages	\$3,853,468	14.3%
Town Departments: Other Operating	\$2,496,111	9.2%
Insurance, Benefits & Retirement	\$1,452,997	5.4%
Debt Service	\$1,184,841	4.4%
Other	\$72,694	0.3%
Capital Appropriations / Warrant Articles	\$953,237	3.5%
<b>TOTAL</b>	<b>\$26,995,379</b>	<b>100%</b>

# FY 2022 Operating Budget



# FY 2021-2022 Operating Budget Changes

Category	FY 2021	FY 2022	\$ Inc. / Dec.	% Change
General Government	\$1,396,325	\$1,377,591	\$(18,734)	-1.34%
Public Safety	\$2,525,023	\$2,638,421	\$113,398	4.49%
Education	\$16,459,965	\$16,982,031	\$522,066	3.17%
Public Works	\$1,477,835	\$1,511,568	\$33,733	2.28%
Human Services	\$187,612	\$193,651	\$6,039	3.22%
Culture & Recreation	\$500,100	\$509,274	\$9,174	1.83%
Debt Service	\$1,305,285	\$1,184,841	\$(120,444)	-9.23%
Employee Benefits	\$1,373,477	\$1,452,997	\$79,520	5.79%
Other Insurance	\$116,022	\$119,074	\$3,052	2.63%
<b>Total</b>	<b>\$25,341,643</b>	<b>\$25,969,448</b>	<b>\$627,805</b>	<b>2.48%</b>

# FY 2022 Capital Items

Article	Description	Amount
# 15	Security Camera System	\$ 16,018
# 16	Cruiser Camera System	\$ 17,660
# 17	Fire Truck	\$ 800,000
# 18	Fire-EMS Ambulance	\$ 257,000
# 19	19,000 GVW Dump Truck Body & Plow	\$ 115,000
# 20	Plow & Equipment for 46,000 GVW Dump Truck	\$ 10,000
# 21	Town Building Evaluation	\$ 50,000
# 22	Library Driveway Replacement	\$ 30,000
# 23	Florence Sawyer School Boiler	\$ 95,000
#24	Emerson School Air Duct Cleaning	\$ 20,000
#25	Florence Sawyer School Smoke Detector Replacement	\$ 14,000
#26	Florence Sawyer School Oil Tank Removal	\$ 30,000

# Financial Policy Targets

Target	Result
Achieve Certified Free Cash of <b>3-5%</b> of total budgeted expenditures in the prior fiscal year.	<b>2.47%</b>
Maintain a Free Cash balance of <b>at least \$350,000</b> heading into FY 2022.	<b>\$348,506</b>
Maintain overall Reserves (Free Cash + Stabilization funds + Overlay Reserve) of <b>6-10%</b> of total expenditures.	<b>7.93%</b>
Maintain Debt Service payments at <b>no more than 5-7%</b> of general fund revenues.	<b>4.54%</b>
Fund <b>100%</b> of OPEB (Other Post-Employment Benefits) annual required contribution.	<b>100%</b>

# FY 2022 Estimated Tax Rate \*\*

	FY 2021	FY 2022	Change
Average property value	\$549,200	<b>\$560,184</b>	<b>+ \$10,984</b>
Tax rate per thousand	\$20.86	<b>\$21.13</b>	<b>+ 1.29%</b>
Average single family tax bill	\$11,456.31	<b>\$11,834.38</b>	<b>+ \$378.07</b>

**\*\* Please note that the FY 2022 amounts are an estimate based on the trend in assessed values over the past five years, and they assume a 100% levy appropriation. The actual FY 2022 tax rate will not be finalized until December 2021.**

# Looking Ahead

- Bolton continues to rely heavily on residential property taxes. This is difficult to sustain over the long term.
- We are focused on limiting the rate of increase of Town expenses without sacrificing service levels and quality.
- We must develop a long-term strategy to address the Education component of our operating budget and to prepare for substantial school-related capital projects.
- We are committed to establishing strong lines of communication and information-sharing with all departments for the FY23 budget cycle.



# **Nashoba Regional School District FY 2022 Budget Proposal**

**Presented by**

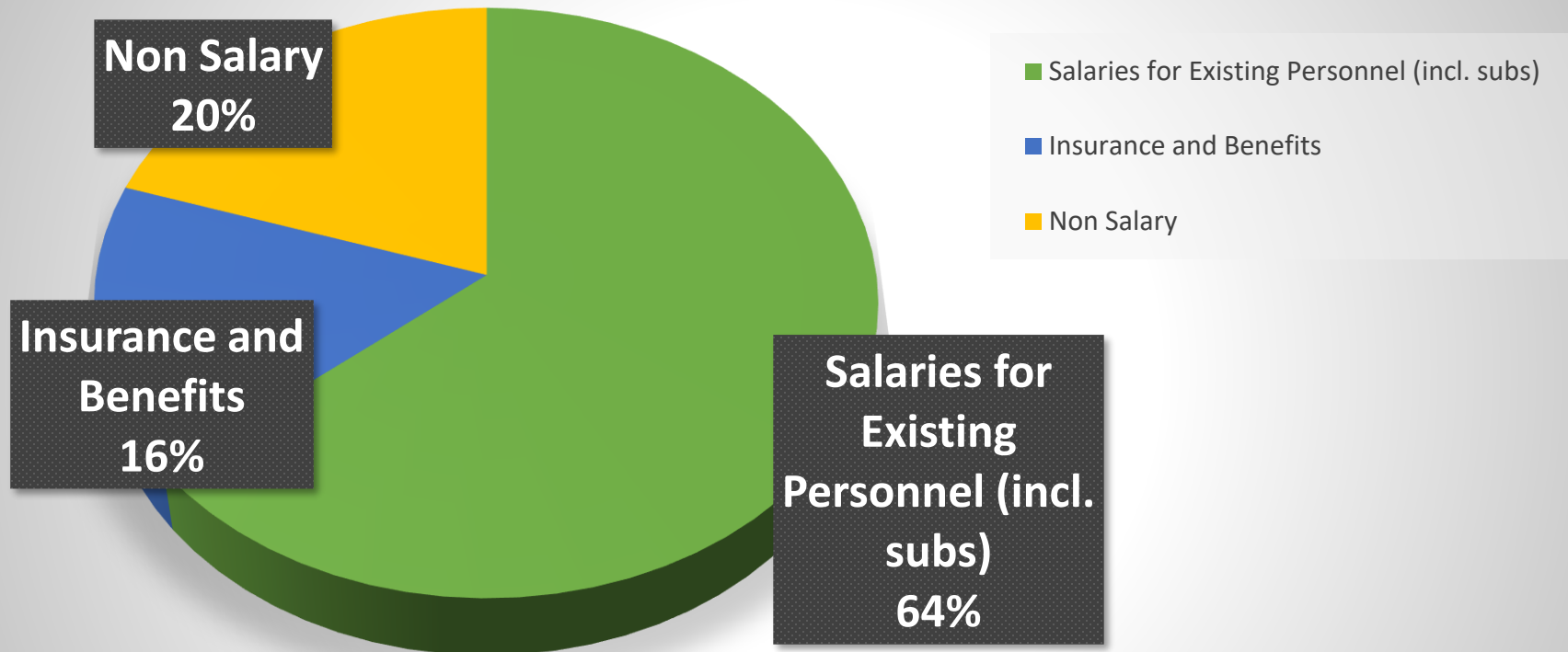
**Brooke Clenchy, Superintendent of Schools  
Michael Horesh, School Committee Member  
Dr. Mary McCarthy, School Committee Member  
Amy Cohen, School Committee Member**





# Nashoba Regional School District FY22 Proposed Budget

	FY21 Voted	FY22 Voted	Dollar Increase	Percent Change
<b>Total Budget</b>	<b>\$58,029,848</b>	<b>\$59,222,941</b>	<b>\$1,193,093*</b>	<b>2.08%</b>





# Budget Overview of Bolton Assessment

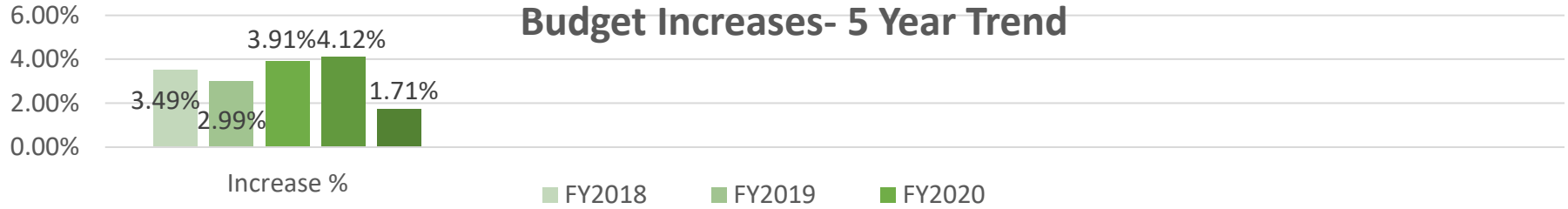
	Amount	What is it?
<b>FY22 Voted Budget</b>	<b>\$59,222,941</b>	2.94% increase over FY21
<b>High School Debt</b>	<b>\$585,042</b>	Assessment based on resident Student pop. per regional agreement
<b>Local Revenue</b>	<b>\$10,999,601</b>	State and locally generated revenue (incl. E&D, Ch70, Medicaid)
<b>Amount Assessed</b>	<b>\$47,638,298</b>	Total Assessed to towns as taxes
<b>Fixed Assessment</b>	<b>\$26,891,383</b>	Minimum local contributions, determined by State
<b>Variable Assessment</b>	<b>\$2,746,915</b>	Remainder determined by 5 Yr. rolling avg. per regional agreement

Town	Five Year Rolling Assessment Percentage	Fixed Assessment	Variable Assessment	FY 2022 Net Debt Assessment	Capital Assessment Credit	FY 2022 Total Assessment	FY 2021 Total Assessment	FY 2022 Total Dollar Increase	FY 2022 Percentage Increase
Bolton	32.61%	\$9,347,864	\$6,766,010	\$203,749.23	\$0	\$16,317,623	\$15,851,005	\$466,618	2.94%

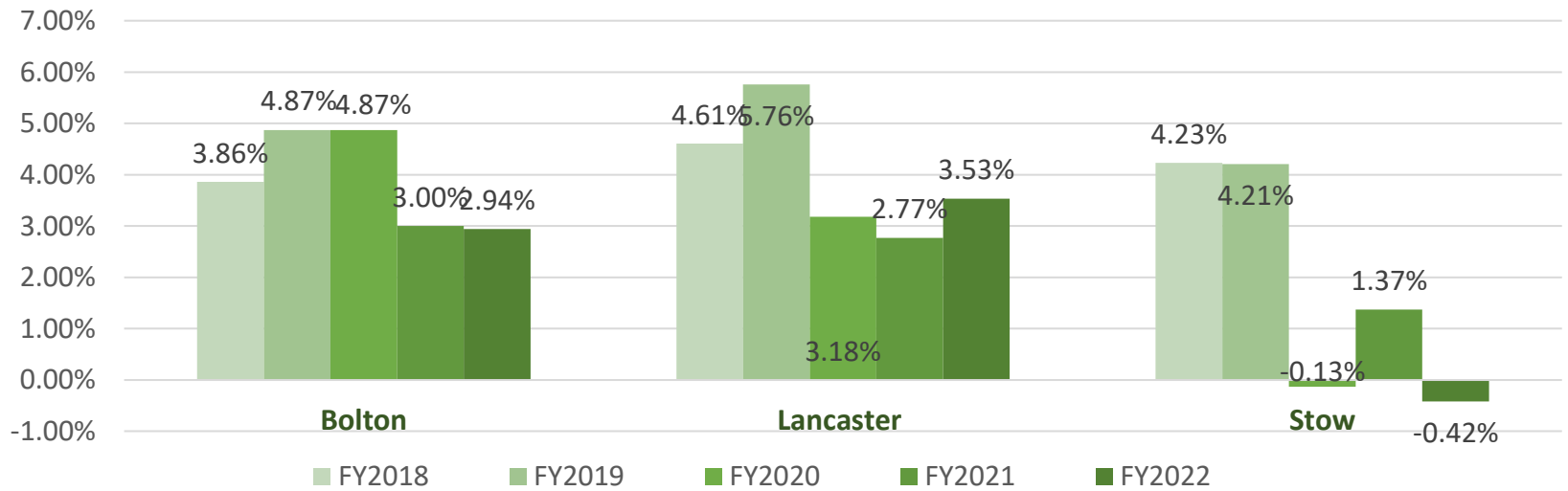
Historical Assessment	FY19	FY20	FY21	FY22
Bolton Assessment * (%)	4.87%	4.87%	3.0%	2.94%
* Total District Excess & Deficiency(E&D) as Local Revenue	\$ .8 M	\$ .75 M	\$1 M	\$1.2 M



## Budget Increases- 5 Year Trend



## Assessment Changes – 5 Year Trends





# OPEB Funding FY22 (Other Post Employment Liability)

<b>OPEB Liability Valuation 6/30/2020</b>	<b>\$60,255,077</b>
<b>Projected Funding Balance as of OPEB as of 6/30/21</b>	<b>\$700,000</b>
<b>FY22 OPEB Funding</b>	<b>\$50,000</b>
<b>Annual payment to fund liability over 30 years</b>	<b>\$2,462,364</b>
<b>Bolton's portion to be added to the assessment "if" we were to fund over 30 years at the variable assessment rate</b>	<b>\$802,977</b>

# Article 3: Fiscal Year 2021 Operating Budget

<b>Sponsor:</b>	Board of Selectmen
<b>Board of Selectmen Recommendation:</b>	Unanimous (3 in favor, 0 opposed)
<b>Advisory Committee Recommendation:</b>	Unanimous (6 in favor, 0 opposed)
<b>Vote Required:</b>	Majority

# Article 4: Spending Limits of Revolving Fund Accounts

To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 53E ½, to set the limits on the total amounts that may be expended from each of the Town’s existing revolving funds established by Section 24-3 of the Code of the Town of Bolton for Fiscal Year 2022; or do or act relating thereto.

<b>Fund:</b>	<b>Maximum Amount Expendable:</b>
Web-based Municipal Software Services	\$ 30,000
Nashoba Cadet EMT Program	\$ 5,000
Tax Title	\$ 5,000
Senior Van	\$ 16,000
Parks and Recreation	\$ 8,000
Advanced Life Support (ALS)	\$250,000

**Sponsor:**

Board of Selectmen

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 5: Amend ALS Revolving Fund to Add Second Signatory

To see if the Town will vote to authorize the Town Administrator to be a required second signatory along with the Fire Chief for any expenditures from the ALS revolving fund in excess of \$25,000

**Sponsor:**

Board of Selectmen

**Summary:** This article will provide a second level of approval for any expenditure from the ALS Revolving Fund of \$25,000 or greater.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 6: Wastewater Treatment Facility Repairs

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$46,041.34 for the purpose of funding major repairs to the wastewater treatment facility located behind the Florence Sawyer and Emerson Schools, and to meet said appropriation, transfer the sums of:

- \$21,041.34 from the Waste Water Treatment Capital Stabilization Fund
- \$25,000 from free cash, or do or act relating thereto.

**Sponsor:**

Department of Public Works

**Summary:** This wastewater treatment facility has an estimated twenty-year life expectancy and it is currently in its twelfth year. This fund allows the town to respond immediately to any major repairs.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority



# Article 7: Tax Title Revolving Fund

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$5,000.00 for the purpose of funding the Tax Title Revolving Fund, or do or act relating thereto.

**Sponsor:**

Board of Selectmen

**Summary:** This article would ensure that funds would be available to pay expenses incurred by the Tax Collector or Treasurer in connection with a tax taking or tax title foreclosure, including, but not limited to, fees and costs of recording or filing documents and instruments, searching and examining titles, mailing, publishing or advertising notices or documents, petitioning the land court, serving court filings and documents and paying legal fees.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 8: Injury Leave Indemnity Fund

To see if the Town will vote to accept the second to last paragraph of M.G.L. c. 41, Section 111F, to create a special fund to be known as the Injury Leave Indemnity Fund, to be expended by the Board of Selectmen for payment of injury leave compensation or medical bills of police officers or firefighters incurred under M.G.L. c. 41, Section 111F or Section 100; or do or act relating thereto.

**Sponsor:**

Board of Selectmen

**Summary:** This fund would allow the use of the insurance payments received by the town for employees, who are absent due to an on-the-job injury, to cover a portion of their payroll.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 9: Amendment to the Code of the Town of Bolton, Division I, Part I, Chapter 70, Personnel Policies, Section 12 Fringe Benefits.

To see if the Town will vote to amend the Code of the Town of Bolton, Division I, Part I, Administrative Legislation, Chapter 70, Personnel Policies § 70-12 Fringe benefits, J.(1) (b) to add the following sentence to the end of the paragraph: “Only employees who have retired from the Town of Bolton are eligible for Bolton’s medical retirement plan.”; and further that non-substantive changes to the numbering of the Code of the Town Bolton be permitted in order that it be in compliance with the numbering format of the Code; or take any other action relating thereto.

**Sponsor:**

Board of Selectmen

**Summary:** This amendment to our administrative bylaws will disallow former employees who have left to go work in other communities to be eligible for Bolton’s retiree medical plan.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 10: Name Change – Board of Selectmen to Select Board

To amend the Code of the Town of Bolton, including Chapter 250: Zoning, by replacing the terms “Board of Selectmen” and “Selectmen” throughout with the term “Select Board”, and replacing the term “Selectman” with the term “Select Board member” throughout, and To authorize the Board of Selectmen / Select Board to file a petition with the General Court to enact special legislation

**Sponsor:**

Board of Selectmen

**Summary:** The Board of Selectmen was named when women were not allowed on the Board. The term 'Select Board' provides historical continuity while recognizing that this is no longer the case.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority

# Article 11 – Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250.

**Sponsor:**

Planning Board

**Summary:** This bylaw amendment adds detached accessory apartments as an allowed use in the Residential Zoning District by Special Permit granted by the Planning Board. Bolton currently allows for accessory apartments, either in or attached to, a new or existing house. Bolton does not currently allow for detached accessory apartments within an accessory structure (e.g., barn, garage, pool house). Accessory apartments are to appear incidental to the primary residence and not to be offensive or detrimental to the neighborhood. The allowance of detached accessory apartments provides an opportunity for diversity in housing while maintaining the rural and residential character of Bolton. It also provides an affordable housing option for aging seniors, college students, and young professionals. The allowance of detached accessory apartments is identified as a housing strategy in Bolton’s Draft Housing Production Plan.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority

## 2021 Consent Agenda – 1

The 3 Articles referenced in the table below will be grouped in a consent agenda and take action on such Articles as one vote without debate on any of such Articles, provided, that upon the request of any voter at this Meeting, made before the vote is taken on this motion, an Article requested to be omitted shall be removed from the Consent Agenda and shall be acted upon in the ordinary course of business at this Town Meeting. This will require two votes as shown below. The List of Articles in the Consent Agenda are shown below. As I read this list you must stand up, Raise your hand and ask for a HOLD if you want an Article pulled out of the Consent Agenda. Article 4? Article 5? Etc.

## 2021 Consent Agenda – 1 Continued

### Vote 1:

I will entertain a motion to take the following articles to be passed by consent in accordance with the Motions published in the Consent Agenda: Articles 12, 13, 14 These articles are routine or non-controversial and may be approved with a single majority vote. Is there a motion to that effect? Second? Any Debate? All in Favor?

# 2021 Consent Agenda – 1 Continued

<b>Article 12</b>	<p><b>Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to Amend Section 250-18. Temporary signs</b> <b>Affirmative Action Recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will take affirmative action on Article 12 as printed in the Warrant to modify the code of Bolton regarding real estate signs.</b></p>
<b>Article 13</b>	<p><b>Article 13: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to add Section 250-xx. Outdoor Lighting</b> <b>Affirmative Action Recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will take affirmative action on Article 13 as printed in the Warrant to modify the code of Bolton regarding Outdoor Lighting.</b></p>
<b>Article 14</b>	<p><b>Article 14: Acceptance of Houghton Farm Lane</b> <b>Affirmative Action recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will take affirmative action on Article 14 to accept Houghton Farm Lane.</b></p>



# Article 12: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to Amend Section 250-18. Temporary signs

**Sponsor:**

Planning Board

**Summary:** The current temporary sign bylaw prohibits the use of the word “sold” on temporary signs pertaining to the lease or sale of land or building. The Planning Board seeks to improve the language of this bylaw while maintaining the intent to limit the time in which real estate signs are advertised. This bylaw amendment would allow the word “sold” to be added to temporary signs, but would require temporary signs, pertaining to the lease or sale of land or building, to be removed within 14 days after closing date of sale. The Planning Board finds the word “sold” added to real estate signs to be helpful in gauging the real estate market in Bolton.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority

# Article 13: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to add Section 250-xx. Outdoor Lighting

**Sponsor:**

Planning Board

**Summary:** This proposed zoning bylaw would further regulate outdoor lighting associated with business, commercial, and industrial uses. The intent of this bylaw is to provide lighting that would complement the character of the Town, preserve the natural environment, enhance the night sky as a natural resource, minimize light trespass, diminish glare, and reduce energy consumption. This bylaw would supplement the lighting requirements established under Bolton's Design review criteria, Section 250-23. G (10).

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority

# Article 14: Acceptance of Houghton Farm Lane

To see if the Town will vote pursuant to Massachusetts General Law, Chapter 82, to accept Houghton Farm Lane as a public way as shown on a plan entitled “Houghton Farm – Street Acceptance Plan, Bolton, Massachusetts” prepared for High Oaks Realty Trust by Dillis & Roy Civil Design Group, dated January 21, 2021, Drawing No.3375-ACC, a copy of which is on file in the Town Clerk’s Office; and to authorize the Board of Selectmen to accept a deed by gift of a fee interest in said way; or do or act relating thereto.

**Sponsor:**

Planning Board

**Summary:** Houghton Farm Lane was constructed as part of the Houghton Farm subdivision located off of Sugar Road and has been constructed in accordance with Bolton’s Subdivision Rules and Regulations.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 15: Security Camera System

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$16,018.00 to purchase a security camera system for the Town Common; or do or act relating thereto.

**Sponsor:**

Police Department

**Summary:** The security camera system at the Town Common operated on a public Wifi network that was disabled by the Parks and Recreation Commission. The previous system was a standalone system with cloud-based recording. The new system needs to be incorporated into the Police Department's exaqVision video security system. The proposed project would be wireless connections from the Town Common cameras to the Public Safety Building. Point-to-point antennas would need to be installed as well as transmitting equipment. The benefit of incorporating the system into the Police department's system will provide the department and Nashoba Valley Regional Dispatch the ability to monitor the cameras.

**Board of Selectmen Recommendation:**

Approved (2 in favor, 1 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 16: Cruiser Camera System

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$17,660.00 to purchase a camera cruiser system for one cruiser; or do or act relating thereto.

**Sponsor:**

Police Department

**Summary:** The Police Department cruisers currently do not have a camera system installed. The start-up of this project would include the necessary software and licensing, server, and technical support with the installation of one cruiser camera.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 17: Fire Truck

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money not to exceed \$800,000.00 for the acquisition of a fire truck, including the payment of all costs incidental and related thereto; and to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen

**Sponsor:**

Bolton Fire-EMS

**Summary:** Bolton Fire-EMS seeks to purchase a pumper rescue truck per the capital plan for the replacement of a 2004 fire engine. The engine will be used as a rescue and water source pumper for incidents within Bolton. We have experienced an increase of rescue incidents including but not limited to motor vehicle accidents, patient extrications and shoring of incident scenes. Personnel have attended specialized training to address these incidents but the current apparatus will not accommodate the space or resources needed to handle the emergency.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority

# Article 18: Bolton Fire-EMS Ambulance

To see if the Town will vote to transfer from the Ambulance Receipts Reserved for Appropriation Account or transfer from available funds the sum of up to \$257,000.00, pursuant to any applicable statute, for the purpose of purchasing an ambulance along with all appurtenant equipment; and to meet said appropriation, transfer the sum of \$1,665.21.00 from Article 21 from ATM 5/5/19; transfer the sum of \$1,690.74 from Article 21 from ATM 5/1/17; or do or act relating thereto.

**Sponsor:** Bolton Fire-EMS

**Summary:** Bolton Fire-EMS seeks to purchase a Class I transport ambulance to be used for emergency medical response, with a 5500-type chassis necessary to accommodate required equipment per Office of Emergency Medical Services (OEMS) guidelines.

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

# Article 19: 19,000 Gross Vehicle Weight Dump Truck Body and Plow

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money not to exceed \$115,000.00 for the acquisition of a 19,000 Gross Vehicle Weight Dump Truck Body and Plow, and to meet this appropriation: authorize the Treasurer, with the approval of the Board of Selectmen.

**Sponsor:**

Department of Public Works

**Summary:** The Department of Public Works looks to replace 2009 4WD with dump body and plow. Regular replacement of vehicles at near-end-of-reliable-service-life is recommended. As vehicles such as this small dump truck age, the frequency of repairs and vehicle downtime increases resulting in decreased reliability, delay of daily operations and a diminished level of service.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

2/3 Majority



# Article 20: Plow and Associated Equipment for 46,000 Gross Vehicle Weight Dump Truck

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum \$10,000 for the purchase of a plow and all related equipment for the Town's 46,000 Gross Vehicle Weight Dump Truck; or do or act relating thereto.

**Sponsor:** Department of Public Works

**Summary:** This 46,000 GVW Dump Truck with combination dump body and plow will replace the current 1996 International with sander body. The existing vehicle has outlived its useful life. The replacement will have a combination body for year-round use. The cost for the vehicle is proposed to be paid out of Chapter 90 funding. The program does not cover costs associated with snow removal. This Article would cover only those costs not approved by Massachusetts Department of Transportation (plow frame, plow etc.).

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

# Article 21: Town Building Evaluation (1 of 2)

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$50,000 to fund an evaluation report on the condition of all Town buildings; or do or act relating thereto.

**Sponsor:**

Department of Public Works

**Summary:** The Town's buildings are an important asset of the town. Proper planning is essential for long-term effective and efficient operations and preservation of the asset. The purpose of the assessment is to identify and evaluate all components of the buildings and to develop a comprehensive multi-year repair, renovation and/or replacement schedule which will allow the town to adequately plan for future capital expenditures. The buildings proposed to be evaluated are the Town Hall, Houghton Building, Public Safety Building, old Fire Station, Library, and Public Works buildings.

# Article 21: Town Building Evaluation (2 of 2)

## Summary - Continued

The work will be a comprehensive facilities assessment of the municipal buildings for space management utilization, code compliance and facility updates where appropriate as well as capital repairs to the building envelope and systems. Building assessment services will include photographs, component observations, disability access assessment, recommendations, life expectancy, opinions of cost (including cost escalator factor for capital planning purposes) and recommended schedule of repairs/updates for each Architectural and Engineering discipline. Improvements or repairs to the facilities are to be ranked in order of importance.

**Board of Selectmen Recommendation:**

Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:**

Unanimous (6 in favor, 0 opposed)

**Vote Required:**

Majority

# Article 22: Library Driveway Replacement

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000.00, to replace existing pavers in the library parking lot; or do or act relating thereto.

**Sponsor:** Department of Public Works

**Summary:** The existing pavers are in failure. The existing conditions create trip/fall hazards to visitors and patrons of the library. There will be continued deterioration of the pavers if not replaced.

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

## 2021 Consent Agenda – 2

The 4 Articles referenced in the table below will be grouped in a consent agenda and take action on such Articles as one vote without debate on any of such Articles, provided, that upon the request of any voter at this Meeting, made before the vote is taken on this motion, an Article requested to be omitted shall be removed from the Consent Agenda and shall be acted upon in the ordinary course of business at this Town Meeting. This will require two votes as shown below. The List of Articles in the Consent Agenda are shown below. As I read this list you must stand up, Raise your hand and ask for a HOLD if you want an Article pulled out of the Consent Agenda. Article 4? Article 5? Etc.

## 2021 Consent Agenda – 2 Continued

### Vote 1:

I will entertain a motion to take the following articles to be passed by consent in accordance with the Motions published in the Consent Agenda: Articles 23, 24, 25, 26. These articles are routine or non-controversial and may be approved with a single majority vote. Is there a motion to that effect? Second? Any Debate? All in Favor?

## 2021 Consent Agenda – 2 Continued

<b>Article 23</b>	<b>Article 23: Florence Sawyer School Boiler</b> <b>Affirmative Action Recommended by Select Board, Advisory Committee</b> <b>Motion: To see if the town will vote to raise and appropriate, transfer from available funds, or otherwise raise the sum of \$95,000 to purchase a condensing boiler.</b>
<b>Article 24</b>	<b>Article 24: Emerson School Air Duct Cleaning</b> <b>Affirmative Action recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$20,000.00 for the cleaning of the air ducts at the Emerson School; and to meet said appropriation, transfer the sum of \$7,753.00 from Article 22 from ATM 5/5/19; or do or act relating thereto</b>

## 2021 Consent Agenda – 2 Continued

<b>Article 25</b>	<b>Article 25: Smoke Detector Replacement</b> <b>Affirmative Action recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$14,000 to replace smoke detectors at Florence Sawyer School; or do or act relating thereto.</b>
<b>Article 26</b>	<b>Article 26: Florence Sawyer Oil Tank Removal</b> <b>Affirmative Action recommended by: Select Board, Advisory Committee</b> <b>Motion: To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000 to remove the oil tank at Florence Sawyer School; or do or act relating thereto.</b>



# Article 23: Florence Sawyer School Boiler

**Sponsor:** Nashoba Regional School District

**Summary:** Phase one of the boiler replacement was completed in 2018 removing one bank of the oil-fired boiler plant and converting to 2 propane fired units. The plant was designed for 4 total condensing boilers .Adding a 3rd boiler will increase the thermal load to the plant helping maintain the hot water loop temp on days that are in the teens and below. Adding a 3rd boiler will shorten the run cycles of each boiler and help extend the lifespan of each boiler and also provide redundancy if service is needed on any one of the boilers. In order to add the third propane boiler, the second bank of the oil-fired boiler plant would be removed in order to use the existing flue for exhaust and fresh air intake for the 3rd condensing boiler. Adding the 4th boiler will be determined after a full heating season and assess the need for the 4th.

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

# Article 24: Emerson School Air Duct Cleaning

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$20,000.00 for the cleaning of the air ducts at the Emerson School; and to meet said appropriation, transfer the sum of \$7,753.00 from Article 22 from ATM 5/5/19; or do or act relating thereto.

**Sponsor:** Nashoba Regional School District

**Summary:** Based on readings found during air diagnostic testing. Recommendations were made for air duct cleaning that would improve overall indoor air quality, controls, equipment efficiency and overall performance of the HVAC system .

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

# Article 25: Smoke Detector Replacement

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$14,000 to replace smoke detectors at Florence Sawyer School; or do or act relating thereto.

**Sponsor:** Nashoba Regional School District

**Summary:** There has been an increased number of smoke detectors that have needed to be changed out. Long term it will be more cost effective to replace all the detectors and maintenance costs.

**Board of Selectmen Recommendation:** Unanimous (3 in favor, 0 opposed)

**Advisory Committee Recommendation:** Unanimous (6 in favor, 0 opposed)

**Vote Required:** Majority

# Article 26: Florence Sawyer School Oil Tank Removal

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000 to remove the oil tank at Florence Sawyer School; or do or act relating thereto.

<b>Sponsor:</b>	Nashoba Regional School District
<b>Summary:</b>	Removing the 2nd bank of the oil-fired boiler plant will eliminate the need for #2 heating fuel in the building.
<b>Board of Selectmen Recommendation:</b>	Unanimous (3 in favor, 0 opposed)
<b>Advisory Committee Recommendation:</b>	Unanimous (6 in favor, 0 opposed)
<b>Vote Required:</b>	Majority

# Article 27: Authorize Town Election (1 of 2)

To see if the Town will vote to meet at the Nashoba Regional High School Auditorium in Bolton, on Monday, May 10<sup>th</sup>, 2021, between the hours of noon and 8 p.m. to elect by ballot the following officers and to vote on the following questions, or do or act relating thereto.

- ONE YEAR:** One Moderator, One Town Clerk,
- TWO YEARS:** One member of the Parks/Recreation Commission
- THREE YEARS:** One member of the Board of Assessors, Two members of the Cemetery Committee, One member of the Board of Health, One Library Trustee, One member of the Nashoba Regional School District Committee, One member of the Parks/Recreation Commission, One member of the Board of Selectmen
- FIVE YEARS:** One member of the Planning Board

# Article 27: Authorize Town Election (2 of 2)

## Ballot Questions:

Question 1: Shall the Town of Bolton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to acquire a fire truck, including the payment of all costs incidental and related thereto?

## Vote Required:

Majority



**Thank you for participating!**