

Annual Town Report



**Bolton,
Massachusetts**

2021

THE
TWO HUNDRED AND EIGHTY-THIRD
REPORT
OF THE
SEVERAL BOARDS AND TOWN OFFICERS
FOR THE YEAR ENDING
DECEMBER 31, 2021



TOWN OF BOLTON
MASSACHUSETTS

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ELECTED TOWN OFFICIALS

Moderator

Douglas Storey 2022

Town Clerk

Pamela H. Powell 2022

Selectmen

Robert Czekanski 2021

Jonathan Keep 2022

Stanley M. Wysocki 2023

Board of Health

Christopher Slade 2024

Scott Powell 2022

Christopher Rogers 2023

Board of Assessors

Jeffrey D. Nichols 2024

Wendy Rogers 2022

Charlotte Johnson-Zembko 2023

Library Trustees

Robert Zak 2024

Patricia Neron 2022

Pamela Czekanski 2023

Cemetery Committee

Betsy Taylor-Kennedy 2022

Brenda Baum 2024

Donald Baum 2023

Parks and Recreation Commissioners

Edward Sterling 2022

Tara Basta 2022

Lauren LaRosa 2023

Greg Kabachinski 2023

Lawrence Cedrone 2024

Planning Board

Danielle Spicer 2026

Peter Driscoll 2023

Michael Gorr 2022

Erik Neyland 2024

Mark Sprague 2025

Bolton Housing Authority

Open Seat 2023

Mark Duggan 2025

Open Seat 2022

Open Seat 2024

Nashoba Regional School District Committee

Michael Horesh 2024

Mary D.H. McCarthy 2022

Amy Cohen 2023

Constables

Barbara R. Brown 2022

Harold E. Brown 2022

David A. Goulding 2022

Christopher Slade 2022

Sean Collins 2022

FEDERAL AND STATE REPRESENTATIVES

United States Congress:

Senator Elizabeth Warren (D)
2400 JFK Federal Building, 15 New Sudbury
Street, Boston, MA 02203 (617) 565-3170
317 Hart Senate Office Building, Washington,
D.C. 20510 (202) 224-4543
E-mail through web site:
www.warren.senate.gov/

Senator Edward Markey (D)
975 JFK Federal Building, 15 New Sudbury
Street, Boston, MA 02203 (617) 565-8519
255 Dirksen Office Building, Washington, D.C.
20510 (202) 224-2742
E-mail through web site:
www.markey.senate.gov/

Representative Lori Trahan (D) 3rd
Congressional District
126 John St., Suite 12, Lowell, MA 01852 (978)
459-0101 Mon-Fri 8:30am-5:30pm
15 Union St, 4th Floor, Lawrence, MA 01840
(978) 258-1138
Tues & Thurs 8:00 am-12:00 pm
1616 Longworth House Office Building,
Washington, DC 20515 (202) 225-3411
E-mail through web site:
<https://trahan.house.gov/contact/>

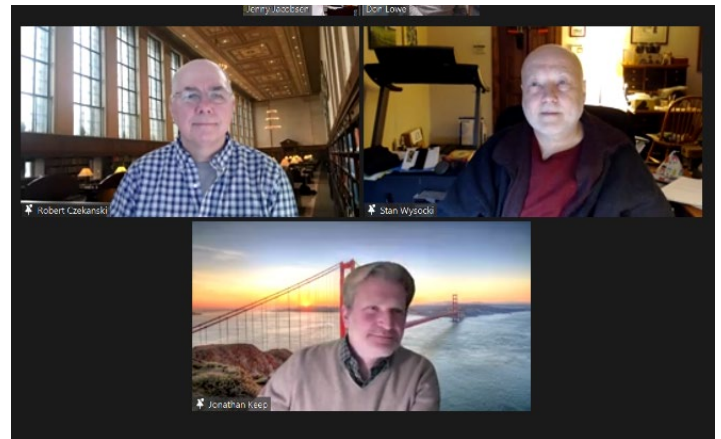
Massachusetts General Court:

Senator John Cronin (D) Second Worcester &
Middlesex District
24 Beacon St, Rm 504, Boston, MA 02133
(617)722-1230
Email: john.cronin@masenate.gov

Representative Kate Hogan (D) 3rd Middlesex
District
First Division Chair
24 Beacon St, Rm 133, Boston, MA 02133 (617)
722-2199
36 Hastings Street, Stow, MA 01775
(978) 897-0821
Email: Kate.Hogan@mahouse.gov

SELECT BOARD

Robert Czekanski, Chairman 2024
Jonathan D. Keep.....2022
Stanley Wysocki.....2023



Select Board at a meeting conducted in the Zoom virtual meeting environment.

The year 2021 saw a resurgence of commercial growth and public works in Bolton, with some results being visible quickly, and some results still developing. Strong financial management of Town government provided the background for these results.

Commercial Endeavors

159 Ballville Road/Wilder Road – Escalante Golf
Escalante Golf, owners of 17 premier golf courses across the country, purchased The International and Twin Springs golf courses early in 2021. Activity at these facilities was limited in 2021 due to the need for restoration of some facilities and COVID. These facilities are among the largest property taxpayers in Bolton and provide hospitality-related tax revenue to the town.

58 Main Street – Goodleaf Holdings
Goodleaf Holdings was formed in 2021 for the purpose of acquiring the existing land and buildings at 58 Main Street and installing cannabis growing and processing operations. Cannabis sales will be conducted at related Goodleaf locations outside of Bolton. In addition to tax revenue related to a long-dormant facility becoming active, the Host Community Agreement (HCA) established between Goodleaf and Town of Bolton provides for five (5) years of revenue tied to the level of business achieved by Goodleaf during that time. For Goodleaf, the HCA is the first step in a multi-year process to get approval

from the state Cannabis Commission before they can invest in the building and begin operations.

580 Main Street – Wood Partners

In May, the Select Board considered and voted to support the Local Initiative Program LIP 40B proposal for 580 Main Street for Wood Partners, a national development firm with offices in Lexington. The proposal was a 229-unit rental housing project called Alta Nashoba Valley next to the Southbound ramps of Rte. 495. With all 229-units counting toward the Town's Affordable Housing Inventory, Bolton would join local communities such as Acton, Concord, Lexington, Lincoln, Sudbury, and Westford in exceeding the required 10% affordable housing inventory target. A town with less than 10% affordable housing must suspend its local zoning and conservation laws to accommodate projects which include affordable housing. For the past few years, Bolton has spent between \$10,000 and \$20,000 every year in legal fees and engineering studies trying to manage 40B building projects of which only a fraction of the units count as "affordable housing". This single project would place Bolton well above the 10% affordable housing threshold, effectively providing the Town temporary safe harbor from future comprehensive permits. In addition to the savings in legal and engineering fees, new housing projects would adhere to standard Bolton zoning and conservation laws. As this would be a commercial project, it would be a new source of tax revenue for the town. The permitting process through the Zoning Board of Appeals is ongoing.

An additional benefit of these commercial developments is stronger support for local restaurants and coffee shops.

Town Endeavors

Traffic Management

In October, 2021, Bolton received formal notice that it was awarded a \$938,000 grant to establish a rotary at the intersection of Main Street, Forbush Mill Road, and Green Road, right next to the high school. Preparation for this grant application began in August, 2020, as the Main Street/Wattaquodock Hill Road intersection project was being finished. The grant will cover the full cost of the project.

Climate Preparation

An additional \$400,000 was provided to Bolton through a "legislative earmark" supported by State Representative Kate Hogan, also in October. This is intended to mitigate the now-frequent washouts of the culvert on Forbush Mill Road next to the entrance of the Transfer Station. This money will cover the full cost of the project.

Electric Charging Stations

Bolton was awarded \$76,837 to install two electric charging stations. They went live in June, 2021.

Persons Park

Parks and Recreation began the process of applying for a demolition permit for the remaining structure at Persons Park. Removing this structure would allow better utilization of the waterfront on this property.

Other Town Accomplishments

- At the Annual Town Meeting, voters renamed the Board of Selectmen to the Select Board.
- Housing Production Plan completed in March
- Closed a loophole in the retirement health plan so that only employees who retire from Bolton employment can get health care. Previously, an employee who once worked at Bolton could claim health care, even if retiring from another city or town.
- Municipal Vulnerability Plan completed. This was funded with a grant of \$250,000 shared with Harvard and Devens.
- The Fire Department/Emergency Medical Service completed a full year of providing Advanced Life Support services.

Grants

- MAPC provided 60 hours of consultant time for the Master Plan.
- Fire Department obtained a replacement truck for Engine #4, used for brush fires, at no cost to the town.
- An additional \$1,621,868 in American Rescue Plan Act (ARPA) funds is expected. The Town Administrator is working with department heads to develop a list of projects for the Select Board to review.
- In addition to the grants listed above, the Town received an additional \$540,650 in

various grants. See the Town Administrator's Report for the full detail of all grants.

The Town continues to maintain a "AAA" credit rating from Standard and Poors. This reflects the town's cash reserves, our management of debt, and our lack of dependence upon state revenues to balance our budget. A high credit rating allows the town to borrow at the lowest possible rates in the debt markets.

For the current fiscal year, FY22, the town balanced the budget using normal operating funds. The Town was able to provide \$804,000 in capital improvements without borrowing. Debt payments continued their decline to \$1,184,841, a level below all years going back to 2005. Voters authorized purchase of an \$800,000 fire truck financed through borrowing.

State revenue to the town remained steady.

Bolton's portion of the Nashoba Regional School District budget was 62.4% of the total Town budget, a slight decline from the 63.1% of the prior year. The NRSD portion of the budget was 58.4% of the total budget in 2011, and 60.6% in 2018. The NRSD expense grows at a rate faster than Bolton's income revenue, reducing the ability of the town to provide additional services.

The tax revenue from new commercial sources (mentioned at the beginning of this report) may slow the rate of Bolton residential tax increases for one or two years, but the dependence of Bolton on residential tax revenue (highest in the state) means the relief will be short-lived.

Bolton's reliance on residential tax revenue is extraordinary. In the worst case, a Proposition 2-1/2 override may be necessary and then repeated overrides if the town does not develop alternate dependable streams of income revenue.

In closing, we recognize that the COVID pandemic continues to strain the operation of Town departments. We thank all the employees of the Town of Bolton for their resilience and efforts to keep the town running. The department leaders set the example. Town Administrator Don Lowe and Administrative Assistant Jenny Jacobsen have been very helpful and supportive of the Select Board and department leaders this past year.

Financial Statement July 1, 2020 to June 30, 2021

Wages

Appropriated	\$900.00
Expended	<u>\$600.00</u>
Unexpended balance returned to the general fund:	\$300.00

Expenses

Appropriated:	\$18,720.00
Expended:	
WHEAT	\$7,000.00
Purchase of Svcs.	\$4,646.79
Dues & Meetings	\$766.00
Supplies	<u>\$500.00</u>
	<u>\$12,912.79</u>
Unexpended balance returned to general fund:	\$6,107.21

TOWN ADMINISTRATOR



Don Lowe

The year 2021 was one that saw the Town once again continue to manage our budgets as conservatively as possible. We were able to pay for the deficit in our Snow and Ice budget with budget offsets at the end of Fiscal Year 2021.

The start of the year 2021 saw the continuation of the impact of the global pandemic. At the beginning of January, the Town Hall, Public Safety Building, and the DPW were open to the public by appointment only. The Library remained closed to the public. As the numbers improved and with the advent of a more widely-available vaccine, the Town Hall, Public Safety Building, and the DPW were reopened to the public after Memorial Day

weekend. These buildings remained open to the public throughout the remainder of 2021.

The Town of Bolton received \$473,990 in CARES (Coronavirus Aid, Relief, and Economic Security) Act funding. These funds were spent mainly on Personal Protective Equipment (PPE) and supplies to try and make our Town Buildings as safe as possible. The single-biggest expenditure of funds was \$122,000 to pay for a second “fly-car” for our ambulance service. Due to very stringent protocols pertaining to COVID-19, our town ambulance needed to be out of service for approximately six hours after every call so that it could be cleaned and disinfected. The need for a second fully equipped vehicle became apparent. Fire Chief Legendre successfully justified this expense with the Department of Revenue. Chief Legendre deserves a hearty “well done” for that excellent work.

The 2021 Annual Town Meeting was held without delay on May 3rd. As was the case in 2021, a hybrid meeting consisting of attendees sitting outside as well as inside was made possible due to the hard work of many people including Nikki McGachey and her staff at Bolton Access Cable. At this meeting, voters funded the following capital articles:

- \$16,018 – Security Camera System for the Town Common
- \$17,660 – Camera Cruiser System for one Police Cruiser
- \$800,000 – Pumper Rescue Fire Truck
- \$257,000 – New Ambulance
- \$115,000 – 19,000 Gross Vehicle Weight Dump Truck Body and Plow
- \$10,000 – Plow and Associated Equipment for 46,000 Gross Vehicle Weight Dump Truck
- \$50,000 – Evaluation Report on Condition of Town-Owned Buildings
- \$30,000 – Replacement of Existing Pavers in Library Parking Lot
- \$95,000 – Condensing Boiler for Florence Sawyer School
- \$20,000 – Emerson School Air Duct Cleaning
- \$14,000 – Replace Smoke Detectors at Emerson School
- \$30,000 – Florence Sawyer School Oil Tank Removal

The Town operating budget for Fiscal Year 2021 was \$25,341,643 vs. a budget of \$25,969,448 for Fiscal Year 2022. The Advisory Committee and the Select Board worked extremely hard to produce a budget that maintained the same level of town services year-over-year but did not require an operating override. All capital expenses were paid for with cash with the exception of \$800,000, which was borrowed for the purchase of a new pumper rescue fire truck.

For Fiscal Year 2022, I was again responsible for reviewing the capital requests of any town department which would cost more than \$10,000 and which would also have a five-year functional life span.

Throughout the year, the Town was very successful in pursuing and receiving grants for various needs. The pursuit of these grant funds was initiated by various members of my staff. Grants awarded during 2021 included:

- \$25,000 Massachusetts Downtown Initiative Technical Assistance (MDI) Program Grant – These funds will be used for consultant services to assist the Town of Bolton with a market analysis for the main business district.
- \$127,573 Green Communities Grant – These funds will be used for Weatherization of the Department of Public Works (DPW) Building, Installation of Unit Heaters at the DPW, Weatherization of the Public Safety Building, Weatherization of Town Hall, Installation of Energy Efficient Lighting at Town Hall, and Installation of a Demand-Controlled Ventilation System at the Emerson School Gym.
- \$2,550 Community Grant – These funds will be used on the Still River Trail.
- \$302,691 Municipal Vulnerability Project (MVP) Action Grant – These funds will be used for the Nashua River Communities Resilient Lands Management Project
- \$935,000 MassWorks Grant – These funds will be used for the realignment of the intersection of Main Street/Green Road/Forbush Mill Road, the installation of a roundabout at the intersection, and other safety improvements for the area.

- \$10,000 Department of Fire Services Grant – These funds were for new rescue airbags.
- Emergency Preparedness Grant – Massachusetts Emergency Management Agency (MEMA) - \$2,700 to upgrade communications within the Public Safety Building and the Emergency Operations Center.
- Department of Conservation and Recreation – \$2,000 to upgrade a fire pond with a dry hydrant.
- \$15,500 Department of Fire Services Equipment Grant – funds used for new rescue struts and attachments.
- \$4,616 Federal Emergency Management Agency (FEMA) –100% reimbursement for vaccine clinic at Nashoba Regional High School.
- Medication Education & Disposal (MED) Project Service Grant – 1 year of free prescription medicine disposal
- \$37,120 Byrne Memorial Justice Assistance Grant – Body-worn cameras
- \$1,000 MEMA – additional \$1,000 to Community Emergency Response Team (CERT)
- \$9,900 Municipal Road Safety Grant – funds used for additional traffic enforcement

The Grand Total for all of the grants listed above is \$1,475,650.

Beyond all of the grants listed above State Representative Kate Hogan secured an American Rescue Plan Act (ARPA) earmark of \$400,000 to fund the replacement of an existing culvert on Forbush Mill Road.

We had one change to our staff in 2021. In May 2021, Valerie Oorthuys was hired as our new Town Planner. Valerie replaced Erica Uriarte who served in this position for approximately seven years. We thank Erica for her hard work and many contributions to the Town during that time.

The town continues to make good use of the Regional Hazardous Waste Facility located in Devens. We are now 1 of 13 member communities. At the end of 2021, the facility was continuing to cover all expenses and show a small profit. Some money has been put aside for a capital fund which

should allow us to pay for future capital projects or improvements without seeking any additional funds from the member towns. In addition to being the Town's representative on the facility's Oversight Committee, I served as the Chairman of the Finance Sub-committee.

Once again, the Town was incredibly well-served by our many volunteers. During normal times our volunteers do so much to support the Town. During the pandemic, those people continued to step up and made significant contributions. I offer my heartfelt thanks to each and every one of them!

The conclusion of 2021 saw me approaching the end of my thirteenth year as your Town Administrator. I was fortunate enough to be hired as your Town Administrator on March 2, 2009. The work of a Town Administrator can be challenging in the best of times. Doing this work during a pandemic is an entirely different level of complexity. That being said, I would like to stress that without the tireless work of all of the town employees we would not have been able to make it through 2021 as smoothly as we did. While it was an extremely difficult time, all of our employees worked as a team to keep things running. It's true that bad situations can bring the best out in people.

Financial Statement July 1, 2020 to June 30, 2021

Salary

Appropriated	\$138,403.20
Expended	<u>\$138,402.90</u>
Unexpended balance returned to general fund:	\$.30

Expenses

Appropriated	\$136,243.28
Expended	<u>\$87,467.05</u>
Unexpended balance returned to general fund:	\$48,776.53

ADVISORY COMMITTEE

Omid Gharony.....	2024
Ann Hurd.....	2024
Brian Boyle, Chair	2024
Robert Guerriero	2024
Craig Lauer, Vice-Chair.....	2022
Bill Nickles	2022

The duty of the Advisory Committee is to consider the annual estimates and expenditures prepared by the various Town officers, boards, and committees, as well as all articles submitted to the Select Board for the upcoming fiscal year. Our goal is to preserve and enhance the Town's financial integrity by protecting its assets and adhering to the limits defined by Proposition 2½. By attending to the Town's overall financial health, we aim to contribute to Bolton's status as a wonderful community now and into the future.

Prior to every Annual or Special Town Meeting, the committee reviews all warrant articles and offers a recommendation for approval or disapproval. The scope of our review includes: (i) the operating expenses of all departments, boards, committees, and officers; (ii) all capital project expenditures; and (iii) all proposed bylaw changes. Throughout the process, we work with the regional school district and Town Hall staff to understand the long-term financial constraints facing the town. Over the past three years, our work with the Town Administrator has helped us prioritize capital projects based on the criteria set forth in the Town's capital planning policy.

To prepare for the May 2021 Annual Town Meeting, the Advisory Committee met weekly beginning in January to review all proposed FY2022 operating budgets and capital requests. We sought to ensure that essential services would be provided at the lowest feasible cost. The total expenditures (operating & capital) approved by Annual Town Meeting for FY2022 were 1.05% above the prior fiscal year.

In addition to focusing on Bolton's financial wellbeing, we provide citizens with information needed for meaningful participation in civic deliberations. We will continue to look for new and effective ways to seek input from, and share our analyses with, the public. As always, we thank

all Department Heads and Town Hall staff who provide exceptional assistance throughout the year.

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated:	\$185.00
Expended:	
Dues & Meetings	<u>\$160.00</u>
Unexpended balance returned to general fund:	\$25.00

Reserve Fund

Appropriated:	\$100,000.00
Expended:	<u>\$97,050.31</u>
Unexpended balance returned to general fund:	\$2,949.69

MODERATOR

Doug Storey.....2021

The Bolton Moderator presides over all Town Meetings including the Annual Town Meeting in May and any Special Town Meetings that are called throughout the year. The Moderator also serves on the Nominating Committee with the Town Clerk and the Chairman of the Select Board. The Moderator also presides over the Annual Town Caucus in March and holds a Candidates' Night for those running in any contested elections. In 2021 we held our Annual Town Meeting on the first Monday in May per our normal schedule. With much input and consideration, we decided to have multiple seating locations at our 2021 Annual Town Meeting for the second year in a row to allow for safe spacing and allow outside seating for those that preferred the outdoor location. With good weather this worked well. This required two additional Assistant Moderators. Ken Troup and John Karlton were a great help to the Town in this regard!

We also made the decision to purchase a Meridia Interactive Solutions live voting system in 2021. The system includes three hundred keypads, two receivers and software to conduct live vote counting. The system was purchased using CARES Act funding The keypads can collect and tally votes

much quicker than manual counts. We will likely begin to utilize them at the 2022 Annual Meeting.

**Financial Statement
July 1, 2020 to June 30, 2021**

Expenses

Appropriated	\$50.00
Expended	\$0.00
Unexpended balance returned to the general fund	\$50.00

TOWN CLERK

Pamela H. Powell



Population

RESIDENTS	5799
HOUSEHOLDS	2247
REGISTERED VOTERS	4292

Dog Licenses Issued

INDIVIDUAL TAGS	1088
PERSONAL KENNELS	7
COMMERCIAL KENNELS	3

Certificates & Permits Issued	
BUSINESS CERTIFICATES	18
RAFFLE PERMITS	0

VITAL STATISTICS

At the recommendation of the Registry of Vital Records and the United States Department of State, the individual names from vital records are no longer printed in the town report. This will help protect the privacy of individuals as well as help to curb identity theft.

BIRTHS	70
MARRIAGES	11
DEATHS	28

APPOINTMENTS AND RESIGNATIONS

Recorded in 2021

APPOINTMENTS

Appointed by: Select Board

Affordable Housing Partnership:

Kevin O'Brien 6-30-2024

Agricultural Commission:

Gentry Ferrell 6-30-2024

Angie Tollefson 6-30-2024

Animal Control Officer:

Phyllis Tower 6-30-2022

Assistant:

Pamela Johnson 6-30-2022

Appeals, Board of:

Gerard Ahearn 6-30-2026

Appeals, Board of Associates:

Gabrielle Lommano 6-30-2023

Elisabeth Hutchins 6-30-2022

Audit Advisory, NRSD:

David Yesue 6-30-2022

Building Official:

Michael Sauvageau 6-30-2022

Building Official, Asst.:

Christopher Rogers 6-30-2022

Inspectors:

Wiring:

James Boodry 6-30-2022

Asst. Peter Casello 6-30-2022

Conservation Commission:

Lorraine Stephenson 6-30-2024

Gillian Glassanos 6-30-2024

Council on Aging:

Anne 'Panny' Gerken 6-30-2024

Charles McCormack 6-30-2024

Alice Roemer 6-30-2024

Economic Development Committee:

Lawrence Cedrone 6-30-2023

Sean Woods 6-30-2023

Emergency Management Co-Directors:

Chief Warren Nelson 6-30-2022

Fire Chief, Jeff Legendre 6-30-2022

Fire Chief & Forest Warden:

Jeffrey Legendre 6-30-2022

Historical Commission:

Alice Coggeshall 6-30-2024

Robert Tattersall 6-30-2024

Nathaniel Smith 6-30-2023

Insurance Advisory Committee:

Kristen Noel 6-30-2022

Ninotchka Rogers 6-30-2022

MAGIC (Minuteman Advisory Group on Interlocal Coordination)**Bolton Representative:**

Donald Lowe 6-30-2022

MAPC (MA Area Planning Council):

Valerie Oorthuys 6-30-2024

MART (Montachusett Regional Transit Authority) Advisory Board:

Kenneth Troup 6-30-2022

Master Planning Steering Committee:

Sharon Shepela Upon Completion

Public Ways Safety Committee:

Shandy Carpenter 6-30-2023

Steve McKeown 6-30-2023

Mary Ciummo 6-30-2024

Holly Lauer 6-30-2024

Registrars, Board of:

Leslie Breeze 6-30-2024

Tree Warden:

Mark Caisse 6-30-2022

Veterans Agent:

Brian Stearns 6-30-2022

Appointed by: Building Official**Plumbing & Gas Inspector**

Robert Janda 6-30-2022

Asst. Gas Inspector:

Jeremy Pierce 6-30-2022

Appointed by: Nominating Committee**Advisory Committee:**

Ann Hurd 6-30-2024

Omid Gharony 6-30-2024

Appointed by: Board of Health**Animal Inspector:**

Phyllis Ann Tower 4-30-2022

Appointed by: Moderator**Law Committee:**

Gwendolyn Rogers 6-30-2022

Robert Roemer 6-30-2022

Appointed by: Law Committee**Town Counsel:**

Mirick, O'Connell 6-30-2022

Labor Counsel:

Mirick, O'Connell 6-30-2022

Appointed by: Planning Board**Design Review Board:**

Michelle Tuck 6-30-2022

Natalie Gabrielle 6-30-2022

Danielle Spicer 6-30-2022

MAGIC (Minuteman Advisory Group on Interlocal Coordination)**Bolton Representative:**

Valerie Oorthuys 6-30-2022

Appointed by: Town Clerk**Assistant Town Clerk:**

Jennifer Marquis 6-30-2022

RESIGNATIONS:**Appeals, Board of:**

Kay Stoner 9-30-2021

Bolton Housing Authority:

Kevin O'Brien 2-16-2021

Building Inspector, Assistant:

David Drugge 5-5-2021

Council on Aging:

Bonnie Jaffe 12-21-2021

Economic Development Comm:

Richard Bernier 5-10-2021

Gwen Cook 8-4-2021

Master Planning Steering Comm:

Paul Tesini 9-27-2021

Public Ways Safety Committee:

Leslie Breeze 4-29-2021

**Financial Statement
July 1, 2020 to June 30, 2021****Salary**

Appropriated: \$70,616.00

Stipend: \$1,000.00

Wages

Appropriated: \$31,120.98

Expenses

Appropriated: \$6,325.00

Expended:

Purchase of Services \$0

Software Support \$693.00

Web Services \$1,195.00

Supplies \$698.61

Dues & Meetings \$290.00

\$2876.61

Unexpended balance returned to
the general fund

\$3,448.39

ANNUAL TOWN MEETING
Monday, May 3, 2021
Nashoba Regional High School Auditorium
7:00 p.m.

With COVID 19 still present, Moderator, Mr. Douglas Storey decided to once again designate three locations for Town Meeting in order to keep all residents as safe as possible. He appointed Assistant Moderators, Kenneth Troup to Moderate in the gymnasium and John Karlon to moderate outside in the auditorium parking lot.

Mt. Storey, called the Annual Town Meeting to order at 7:00 pm after determining more than the required quorum of 75 voters had checked in. Mr. Storey acknowledged the warrant had been duly posted and was returned to the Town Clerk. He went on to introduce the members of the Board of Selectmen, Advisory Committee, Town Administrator, Town Counsel and Town Clerk.

After the pledge of allegiance, he explained how each location was to be included in the proceedings. All locations were wired for sound and video which enabled residents to have the opportunity to ask questions and vote on each article. Under the direction of and including Randy Proteus, the counters were, Burt Shnitzler, Lori Bernard, Molly Myers, Bob Busch, Jennifer Marquis, Cia Ochsenbein, Annelisa Addante and Jennifer Jacobsen.

Prior to the start of the meeting residents in the Gymnasium area were moved to the Auditorium. 21 registered voters, not including younger family members, were outside in the Auditorium parking lot and 96 were seated in the Auditorium. The total in attendance was 117, 3% of 4160 total registered voters.

Article 1: Accept Annual Reports

The Town voted to accept the reports of the Board of Selectmen and Advisory Committee, or any other Town officers, boards, or committees for the calendar year 2020.

Sponsor: Board of Selectmen

Note: Annual Reports are available at the Town Hall, Library and on our website at www.townofbolton.com

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

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

Vote Required: Majority **Town Meeting Vote:** Unanimous in Favor

Article 2: Unpaid Bills for Fiscal Year 2019 & 2020

Motion was made and seconded to amend the Global Invoice to \$291.45 making the total sum \$7,422.65.

The Town voted to transfer from available funds the sum of \$7,422.65 (seven thousand four hundred twenty-two dollars and sixty-five cents) for the purpose of paying the following unpaid Fiscal Year 2019 and 2020 bills, pursuant to Massachusetts General Laws Chapter 44, Section 64, or vote to transfer sums to pay any other unpaid bills from prior fiscal year.

FY 19	\$570.32	Canon Financial Services	Invoice 19707704
FY 20	\$369.83	Canon Financial Services	Invoice 19930069
FY 20	\$293.05	Comcast Business	Invoice 3/4/20

FY 20	\$70.00	CPP Porta Potties	Invoice 323
FY 20	\$291.45	Global	Invoice 20198111
FY 20	\$5,828.00	Northeast Geoscience, Inc.	Invoice 2597

Sponsor: Board of Selectmen

Summary: These are unpaid bills from the previous fiscal years for services that have been rendered.

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

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

Vote Required: 4/5 Majority **Town Meeting Vote:** Unanimous in Favor

Article 3: Fiscal Year 2022 Operating Budget

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$25,969,447.94 (twenty-five million nine hundred sixty-nine thousand four hundred forty-seven dollars and ninety-four cents), or any other amount, as set forth in the budget for the purposes of operating and maintaining the various departments of the Town, and to meet such appropriation:

- a. The sum of \$75,000 (seventy-five thousand dollars) be transferred from the Ambulance Receipts Reserved for Appropriation to be applied to the Ambulance Department budget;
- b. The sum of \$110,000 (one hundred ten thousand dollars) or any other amount, be transferred from the Overlay Reserve Account;
- c. The sum of \$25,784,447.94 (twenty-five million seven hundred eighty four thousand four hundred forty seven dollars and ninety four cents) to be raised by taxation;
- d. or do or act relating thereto.

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 **Town Meeting Vote:** Unanimous in Favor

FY2022 BUDGET

		Approved FY2021	Requested FY2022	Approved FY2022
GENERAL GOVERNMENT				
114	Moderator			
	5700 Other Charges	50	50	50
Total Moderator		50	50	50
122	Selectmen			
	5101 Salary	900	900	900
	5200 Purchase of Services	10,000	10,000	10,000
	5342 Advertising	250	250	250
	5380 WHEAT	7,000	7,000	7,000
	5420 Supplies	150	150	150
	5730 Dues	1,220	1,220	1,220
	5781 Meetings	100	100	100
		18,720	18,720	18,720
Total Selectmen		19,620	19,620	19,620
123	Town Administrator			
	5101 Salary	138,403	141,170	141,170
	5102 Hearing Officer	2,500	2,500	2,500
	5114 Wages	59,296	60,260	60,260
	5170 Deferred Compensation	8,000	8,000	8,000
	5176 Disability/Life Insurance	2,347	2,347	2,347
		210,546	214,277	214,277
	5190 Compensation Reserve	60,000	60,000	-
	5201 Training	1,000	1,000	1,000
	5340 Phone Reimbursement	1,200	1,200	1,200
	5400 Supplies	500	500	500
	5710 In-state Travel	950	950	950
	5730 Dues	150	150	250
	5781 Meetings	300	300	300
		64,100	64,100	4,200
Total Town Administrator		274,646	278,377	218,477
131	Advisory Committee			
	5400 Supplies	20	20	20
	5730 Dues	165	165	165
Total Advisory Committee		185	185	185
132	Reserve Fund	100,000	100,000	100,000
Total Reserve Fund		100,000	100,000	100,000

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
135	Town Accountant				
	5101	Salary	66,909	70,321	70,321
	5102	Stipend	1,000	1,000	1,000
			67,909	71,321	71,321
	5200	Purchase of Services	2,000	-	-
	5243	Software Support	6,605	9,095	9,095
	5303	Audit	16,500	20,000	20,000
	5400	Supplies	400	400	400
	5781	Meetings	1,800	1,800	1,800
			27,305	31,295	31,295
Total Town Accountant			95,214	102,616	102,616
141	Board of Assessors				
	5102	Stipend	1,000	1,000	1,000
	5114	Wages	47,527	48,254	48,254
			48,527	49,254	49,254
	5200	Purchase of Services	97,270	88,496	88,496
	5201	Training	860	860	860
	5243	Software Support	6,249	6,249	6,249
	5400	Supplies	600	600	600
	5710	In-state Travel	600	600	600
	5730	Dues	280	280	280
	5781	Meetings	150	150	150
	5782	GIS	4,500	5,700	5,700
			110,509	102,935	102,935
Total Board of Assessors			159,036	152,189	152,189
145	Treasurer				
	5101	Salary	83,637	87,901	87,901
	5102	Stipend	1,000	1,000	1,000
			84,637	88,901	88,901
	5145	Longevity	8,700	9,900	9,900
	5243	Software Support	8,100	8,100	8,100
	5341	Postage	750	750	750
	5344	Tax Title Expense	1,000	1,000	1,000
	5420	Office Supplies	1,050	1,050	1,050
	5422	Bank Charges	4,300	4,300	4,300
	5710	In-state Travel	500	500	500
	5730	Dues	210	210	210
	5781	Meetings	250	250	250
			24,860	26,060	26,060
Total Treasurer			109,497	114,961	114,961

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
146	Tax Collector				
	5101	Salary	46,190	48,527	48,527
	5102	Stipend	1,000	1,000	1,000
			<u>47,190</u>	<u>49,527</u>	<u>49,527</u>
	5200	Purchase of Services	-	500	500
	5243	Software Support	11,900	11,900	11,900
	5341	Postage	8,750	8,750	8,750
	5344	Tax Taking Expense	2,000	2,000	2,000
	5420	Office Supplies	1,050	1,050	1,050
	5710	In-state Travel	500	500	500
	5730	Dues	210	210	210
	5781	Meetings	250	250	250
			<u>24,660</u>	<u>25,160</u>	<u>25,160</u>
	Total Tax Collector		71,850	74,687	74,687
147	Human Resources				
	5114	Wages	9,180	8,115	8,115
			<u>9,180</u>	<u>8,115</u>	<u>8,115</u>
	5200	Purchase of Services	500	500	500
	5400	Supplies	200	200	200
	5709	Educational Assistance	800	3,840	3,840
	5710	In-state Travel	200	200	200
	5730	Dues	250	250	250
	5781	Meetings	200	200	200
			<u>2,150</u>	<u>5,190</u>	<u>5,190</u>
	Total Human Resources		11,330	13,305	13,305
151	Legal Services				
	5200	Purchase of Services	50,000	50,000	70,000
	Total Legal Services		50,000	50,000	70,000
155	MIS				
	5200	Purchase of Services	27,800	25,800	25,800
	5241	Repairs	600	600	600
	5243	Software Support	2,600	2,305	2,305
	5251	Web Services	17,177	18,823	18,823
	5850	Equipment	11,860	11,021	11,021
	Total MIS		60,037	58,549	58,549

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
161	Town Clerk				
	5101	Salary	70,616	72,036	72,036
	5102	Stipend	1,000	1,000	1,000
	5114	Wages	31,121	32,496	32,496
			<hr/> 102,737	<hr/> 105,532	<hr/> 105,532
	5200	Purchase of Services	175	175	175
	5243	Software Support	1,650	1,700	1,700
	5251	Web Services	1,200	1,200	1,200
	5400	Supplies	850	350	350
	5730	Dues	150	150	150
	5781	Meetings	2,300	2,300	2,300
			<hr/> 6,325	<hr/> 5,875	<hr/> 5,875
	Total Town Clerk		109,062	111,407	111,407
162	Elections				
	5114	Wages	5,220	2,565	2,565
	5200	Purchase of Services	4,710	2,670	2,670
	5400	Supplies	800	800	800
			<hr/> 5,510	<hr/> 3,470	<hr/> 3,470
	Total Elections		10,730	6,035	6,035
163	Street Listing/Registrars				
	5114	Wages	200	200	200
	5200	Purchase of Services	2,400	2,600	2,600
	5400	Supplies	350	350	350
			<hr/> 2,750	<hr/> 2,950	<hr/> 2,950
	Total Street Listing/Registrars		2,950	3,150	3,150

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
171	Conservation Commission				
	5114	Wages	58,858	61,548	61,548
			58,858	61,548	61,548
	5200	Purchase of Services	7,000	7,000	7,000
	5240	Land Maintenance	7,000	7,000	7,000
	5301	Training	800	800	800
	5305	Vernal Pool Study	150	150	100
	5342	Advertising	100	100	100
	5400	Supplies	400	400	400
	5710	In-state Travel	200	200	200
	5730	Dues	750	750	800
	5800	Land-Capital Improve.	1,000	1,000	1,000
	5850	Equipment	500	500	500
	5963	Conservation Fund	500	500	500
			18,400	18,400	18,400
	Total Conservation Commission		77,258	79,948	79,948
175	Planning Board				
	5114	Wages	63,286	72,352	72,352
	5200	Purchase of Services	1,200	1,200	1,200
	5342	Advertising	250	250	250
	5400	Supplies	200	200	200
	5710	In-state Travel	400	400	400
	5730	Dues	1,800	1,800	1,800
	5781	Meetings	400	400	400
			4,250	4,250	4,250
	Total Planning Board		67,536	76,602	76,602
176	Appeals Board				
	5205	40B Permitting	100	100	100
	5342	Advertising	100	100	100
	Total Appeals Board		200	200	200
179	Agricultural Commission				
	5780	Miscellaneous	1,746	1,746	1,746
	Total Agricultural Commission		1,746	1,746	1,746
182	Economic Development				
	5200	Purchase of Services	1,000	1,000	750
	Total Economic Development		1,000	1,000	750

FY2022 BUDGET

		Approved FY2021	Requested FY2022	Approved FY2022
190	Town Buildings			
	5210 Heating	2,800	2,800	2,800
	5211 Houghton Electric	7,300	7,300	7,300
	5240 Repairs and Maintenance (formerly Maint.	116,992	117,000	117,000
	5242 Grounds Maintenance	13,000	13,000	13,000
	5281 Trash Hauler	950	950	950
	5480 Propane	500	500	500
Total Town Buildings		141,542	141,550	141,550
192	Town Hall			
	5200 Purchase of Services	10	10	-
	5210 Heating	5,000	5,000	5,000
	5211 Electric	7,100	5,850	5,850
	5241 Repairs	10	10	-
	5340 Telephone	5,015	5,015	5,015
	5341 Postage	4,000	4,000	4,000
	5400 Supplies	3,500	3,500	3,500
	5800 Capital Outlay	4,500	4,500	4,500
Total Town Hall		29,135	27,885	27,865
195	Town Reports			
	5200 Purchase of Services	3,000	3,700	3,700
	5341 Postage	700	-	-
Total Town Reports		3,700	3,700	3,700
TOTAL GENERAL GOVERNMENT		1,396,325	1,417,761	1,377,591
PUBLIC SAFETY				
200	Public Safety Building			
	5200 Purchase of Services	75,360	81,474	81,474
	5210 Heating	10,500	15,500	15,500
	5211 Electric	42,000	43,020	43,020
	5240 Maintenance	36,075	36,075	36,075
	5243 Software Support	6,555	6,555	6,555
	5280 Trash Disposal	6,420	6,420	6,420
	5340 Telephone	16,956	16,956	16,956
	5400 Supplies	2,500	2,500	2,500
	5486 Diesel	2,025	2,025	2,025
Total Public Safety Building		198,391	210,525	210,525

FY2022 BUDGET

		Approved FY2021	Requested FY2022	Approved FY2022
210	Police Department			
	5102 Salary	124,488	130,790	130,790
	5133 Wages	1,011,838	1,065,850	1,065,850
	5140 Wages - Overtime	143,362	170,821	170,821
	5176 Disability Insurance	663	663	663
		<u>1,280,351</u>	<u>1,368,124</u>	<u>1,368,124</u>
	5201 Hired Services	3,000	3,000	3,000
	5301 Training	3,000	3,000	3,000
	5380 Lockup	1,960	1,960	1,960
	5420 Office Supplies	5,250	5,250	5,250
	5460 Firearms/Supplies	14,965	14,965	14,965
	5580 Uniforms	23,000	23,000	23,000
	5720 Out-of-State Travel	500	500	500
	5730 Dues & Subscriptions	3,500	3,500	3,500
	5851 Bulletproof vest	1,900	1,900	1,900
		<u>57,075</u>	<u>57,075</u>	<u>57,075</u>
	5240 Repairs - Cruiser	25,000	25,000	25,000
	5400 Supplies - Cruiser	7,500	7,500	7,500
	5480 Gas - Cruiser	14,200	14,200	14,200
	5482 Tires - Cruiser	5,000	5,000	5,000
		<u>51,700</u>	<u>51,700</u>	<u>51,700</u>
	5850 Equipment/Cruiser	7,000	7,000	7,000
	5870 Cruiser Purchase	53,750	53,750	53,750
		<u>60,750</u>	<u>60,750</u>	<u>60,750</u>
Total Police Department		<u>1,449,877</u>	<u>1,537,650</u>	<u>1,537,650</u>

FY2022 BUDGET

		Approved FY2021	Requested FY2022	Approved FY2022
230	FIRE/EMS			
	5101	Fire Chief	109,395	114,304
	5112	Wages - Inspections	750	750
	5113	Wages - Perm Firefighter	70,200	66,809
	5115	Wages - Firefighters	191,025	191,025
	5120	EMT Cadet Program	19,372	19,372
			<hr/>	<hr/>
			390,742	392,260
	5200	Purchase of Services	15,100	15,100
	5201	ALS Services	30,000	20,000
	5202	Coastal Medical Billing	6,500	7,000
	5211	Electric	700	700
	5241	Repairs	21,000	21,000
	5301	Training	8,600	8,600
	5400	Supplies	4,500	4,500
	5460	Operating Supplies	5,620	5,620
	5480	Gasoline	5,100	5,100
	5486	Diesel	6,000	6,000
	5487	Automotive	2,000	4,000
	5580	Uniforms	16,026	16,026
	5730	Dues/Memberships	1,345	1,600
	5780	Fire Ponds	20,000	20,000
	5782	Recognition Expense	1,000	1,000
	5850	Equipment	7,500	7,500
			<hr/>	<hr/>
			150,991	143,746
			<hr/>	<hr/>
	Total Fire/EMS Department		541,733	536,006
241	Building Inspector			
	5112	Wages - Inspector	30,264	30,872
	5113	Wages - Asst. Inspector	1,020	1,041
			<hr/>	<hr/>
			31,284	31,913
	5240	Vehicle Maintenance	2,080	2,080
	5301	Training	250	250
	5400	Supplies	450	450
			<hr/>	<hr/>
			2,780	2,780
			<hr/>	<hr/>
	Total Building Inspector		34,064	34,693
243	Plumbing & Gas Inspector			
	5200	Purchase of Services	18,467	18,836
			<hr/>	<hr/>
	Total Plumbing & Gas Inspector		18,467	18,836
244	Wiring Inspector			
	5200	Purchase of Services	21,408	21,836
			<hr/>	<hr/>
	Total Wiring Inspector		21,408	21,836

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
291	Emergency Management				
	5200	Town-wide Emergency Notification	3,900	3,900	3,900
Total Emergency Management			3,900	3,900	3,900
292	Animal Control Officer				
	5112	Wages	16,794	17,130	17,130
	5113	Wages	2,559	2,610	2,610
			19,353	19,740	19,740
	5200	Purchase of Services	350	350	350
	5400	Supplies	400	400	400
	5710	In-state Travel	1,000	1,000	1,000
			1,750	1,750	1,750
Total Animal Control Officer			21,103	21,490	21,490
293	Traffic Lights				
	5211	Electric	1,000	1,000	1,000
	5241	Repairs	800	800	800
Total Traffic Lights			1,800	1,800	1,800
294	Tree Warden				
	5102	Salary	3,613	3,685	3,685
	5137	Police Details	2,500	2,500	2,500
			6,113	6,185	6,185
	5253	Tree Trimming	37,000	37,000	37,000
	5700	Disposal	9,000	9,000	9,000
			46,000	46,000	46,000
Total Tree Warden			52,113	52,185	52,185
299	Dispatchers				
	5300	Regional Dispatch	182,167	199,500	199,500
Total Communications			182,167	199,500	199,500
TOTAL PUBLIC SAFETY			2,525,023	2,638,421	2,638,421

FY2022 BUDGET

		Approved FY2021	Requested FY2022	Approved FY2022
EDUCATION				
301	Nashoba Regional School District			
5691	Bolton Assessment - Operating Exp.	15,646,318	16,113,874	16,113,874
	Track & Field Debt	49,677	48,356	48,356
	Leach Field Debt	20,268	18,142	18,142
	HS Feasibility Study Debt	-	7,836	7,836
5915	NRHS - Excluded Debt	134,742	129,415	129,415
Total Nashoba Regional School District		15,851,005	16,317,623	16,317,623
302	Minuteman Regional Voc Tech			
	Bolton Assessment	591,917	664,408	664,408
Total Minuteman Regional Voc Tech		591,917	664,408	664,408
303	Post Secondary Voc Ed			
5200	Post Secondary Voc Ed	17,043	-	-
Total Post Secondary Voc Ed		17,043	-	-
TOTAL EDUCATION		16,459,965	16,982,031	16,982,031
PUBLIC WORKS				
421	Highway			
5110	Salary	108,576	107,536	107,536
5137	Wages	561,679	592,812	592,812
5140	Wages - Overtime	20,000	20,000	20,000
		690,255	720,348	720,348
5200	Purchase of Services	3,500	3,500	3,500
5210	Heating	3,185	3,185	3,185
5211	Electric	6,500	8,500	8,500
5241	Repairs	54,690	54,700	54,700
5340	Telephone	5,000	6,500	6,500
5400	Supplies	10,100	10,000	10,000
5480	Gasoline	13,000	13,000	13,000
5480	Stickers	1,400	1,400	1,400
5481	Oil/Lube	2,000	2,000	2,000
5482	Tires	4,000	4,000	4,000
5486	Diesel	8,000	8,000	8,000
5487	Parts/Supplies	10,120	10,000	10,000
5488	Equipment	6,000	6,000	6,000
5580	Clothing Allowance	7,650	7,650	7,650
5781	Training	800	800	800
		135,945	139,235	139,235
Total Highway		826,200	859,583	859,583

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
422	Construction and Maintenance				
	5137	Police Details	6,000	6,000	6,000
	5290	Public Ways Safety	9,100	9,100	9,100
	5842	Local Improvements	194,000	194,000	194,000
			203,100	203,100	203,100
Total Construction and Maintenance			209,100	209,100	209,100
423	Snow & Ice				
	5137	Wages	11,000	11,000	11,000
	5140	Wages - Overtime	27,000	27,000	27,000
			38,000	38,000	38,000
	5241	Repairs	20,000	20,000	20,000
	5290	Snow Removal	30,000	30,000	30,000
	5400	Supplies	10,000	10,000	10,000
	5480	Gas	3,000	3,000	3,000
	5486	Diesel	9,000	9,000	9,000
	5488	Equipment	7,000	7,000	7,000
	5530	Road Salt	41,000	41,000	41,000
	5531	Sand	22,000	22,000	22,000
			142,000	142,000	142,000
Total Snow & Sand			180,000	180,000	180,000
424	Street Lighting				
	5211	Electric	7,200	7,200	7,200
	5241	Repairs	900	900	900
Total Street Lighting			8,100	8,100	8,100
433	Transfer Station				
	5137	Wages	40,535	42,385	42,385
	5140	Wages - Overtime	5,000	9,000	9,000
			45,535	51,385	51,385
	5211	Electric	2,000	2,000	2,000
	5280	Trash Disposal	90,000	90,000	85,000
	5281	Trash Hauling	14,500	14,500	14,500
	5282	Recycling Hauling	42,000	42,000	42,000
	5282-01	Recycling Processing	17,600	17,600	17,600
	5283	Trash Container Lease	1,500	1,500	1,500
	5284	Recyclable Container Lease	2,000	2,000	2,000
	5487	Maintenance	8,000	8,000	8,000
	5488	Equipment	3,000	3,000	3,000
			180,600	180,600	175,600
Total Transfer Station			226,135	231,985	226,985

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
439	Landfill				
	5250	Well Monitoring	6,100	6,100	6,100
	Total Landfill		6,100	6,100	6,100
440	Sewer				
	5200	Purchase of Services	8,700	8,700	8,700
	Total Sewer		8,700	8,700	8,700
450	Water				
	5201	SWDA Assessment	5,500	5,500	5,000
	Total Water		5,500	5,500	5,000
491	Cemetery				
	5200	Purchase of Services	3,000	3,000	3,000
	5242	Grounds Maintenance	5,000	5,000	5,000
	Total Cemetery		8,000	8,000	8,000
TOTAL PUBLIC WORKS			1,477,835	1,517,068	1,511,568
HUMAN SERVICES					
510	Board of Health				
	5112	Wages - Animal Inspector	1,451	1,480	1,480
	5114	Wages	34,891	36,468	36,468
			36,341	37,948	37,948
	5302	Rabies Testing	345	345	345
	5304	Nashoba Associated Boards of Health	13,887	13,889	13,889
	5342	Advertising	100	100	100
	5400	Supplies	1,040	-	-
	5710	Travel	831	831	831
	5730	Dues/Membership	150	150	150
			16,353	15,315	15,315
	Total Board of Health		52,695	53,263	53,263
522	Nursing				
	5200	Purchase of Services	6,338	6,655	6,655
	Total Nursing		6,338	6,655	6,655

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
541	Council on Aging				
	5101	Salary	41,783	44,103	44,103
	5137	Wages	29,219	31,946	31,946
			<hr/> 71,002	<hr/> 76,050	<hr/> 76,050
	5200	Purchase of Services	8,050	8,050	8,050
	5243	Software Support	790	1,190	1,190
	5271	Building Lease	4,482	4,320	4,320
	5340	Telephone	485	528	528
	5346	Cable/DSL	1,293	1,312	1,312
	5400	Supplies	2,150	1,850	1,850
			<hr/> 17,250	<hr/> 17,250	<hr/> 17,250
	Total Council of Aging		88,252	93,300	93,300
543	Veterans Services				
	5114	Wages	5,278	5,383	5,383
	5730	Dues	50	50	50
	5770	Veterans Benefits	33,000	33,000	33,000
	5781	Meetings	2,000	2,000	2,000
			<hr/> 35,050	<hr/> 35,050	<hr/> 35,050
	Total Veterans Services		40,328	40,433	40,433
	TOTAL HUMAN SERVICES		<hr/> 187,612	<hr/> 193,651	<hr/> 193,651
	CULTURE & RECREATION				
610	Library				
	5102	Salary	94,141	96,034	96,034
	5114	Wages	203,429	207,841	207,841
			<hr/> 297,570	<hr/> 303,875	<hr/> 303,875
	5200	Purchase of Services	12,450	12,685	12,685
	5201	Professional Development	750	500	500
	5210	Heat	18,500	19,550	19,550
	5211	Electric	19,700	21,200	21,200
	5241	Repairs	2,700	2,700	2,700
	5242	Repairs & Maintenance Bldg	200	200	200
	5243	Software Support	2,650	2,650	2,650
	5251	Web Services	150	150	150
	5340	Telephone	2,800	2,900	2,900
	5341	Postage	75	80	80
	5400	Supplies	8,500	8,500	8,500
	5580	Books	78,494	79,755	79,755
	5780	Miscellaneous/Programs	3,000	1,000	1,000
	5781	Travel & Meeting	1,000	-	-
			<hr/> 150,969	<hr/> 151,870	<hr/> 151,870
	Total Library		448,539	455,745	455,745

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
630	Parks and Recreation				
	5113	Parks and Rec Coordinator	12,854	13,194	13,194
	5113	Wages - Swimming	17,922	17,899	17,899
			30,776	31,093	31,093
	5200	Purchase of Services	5,345	5,345	5,345
	5211	Electric	-	1,650	1,650
	5270	Equipment	2,600	2,600	2,600
	5400	Supplies	3,890	3,890	3,890
			11,835	13,485	13,485
Total Recreation			42,611	44,578	44,578
691	Historical Commission				
	5200	Purchase of Services	3,400	3,400	3,400
	5400	Supplies	2,500	2,500	2,500
	5730	Dues	250	250	250
Total Historical Commission			6,150	6,150	6,150
692	Celebration/Memorial Day				
	5400	Supplies	2,800	2,800	2,800
Total Celebration/Memorial Day			2,800	2,800	2,800
TOTAL CULTURE & RECREATION			500,100	509,274	509,274
DEBT SERVICE					
710/752	Debt Principal & Interest				
	* <i>Sawyer Repairs (2021)</i>				
	5910	Principal	3,000	-	-
	5920	Interest	101	-	-
	* <i>Emerson School (2021)</i>				
	5910-0040	Principal	92,000	-	-
	5920-0040	Interest	2,440	-	-
	* <i>Transfer Station (2010/2021)</i>				
	5911	Principal	39,000	-	-
	5921	Interest	1,043	-	-
	* <i>Savignano Land (2021)</i>				
	5916-SAV	Principal	6,000	-	-
	5926-SAV	Interest	161	-	-
	* <i>Refunding JAN 2019</i>				
	59100-REFD	Principal	475,000	475,000	475,000
	59250-REFD	Interest	130,750	111,750	111,750
	* <i>Refunding AUG 2019 - Debt Excluded Portion</i>				
	59100-REF2	Principal	200,000	210,000	210,000
	59250-REF2	Interest	87,300	77,550	77,550

FY2022 BUDGET

	Approved FY2021	Requested FY2022	Approved FY2022
* <i>Refunding AUG 2019</i>			
59100-REF2 Principal	120,000	120,000	120,000
59250-REF2 Interest	26,750	20,250	20,250
* <i>Long Hill Road Culvert ATM 5/18 Art 25</i>			
5950-0230 Principal	15,262	15,262	15,262
5925-0230 Interest	3,663	2,137	2,137
* <i>Flood Control / Improvements ATM 5/19 Art 18</i>			
5950-0240 Principal	24,658	24,658	24,658
5925-0240 Interest	6,658	3,945	3,945
* <i>Taggart Property</i>			
5950-0250 Principal	55,000	55,000	55,000
5925-0250 Interest	16,500	8,800	8,800
* <i>DPW Truck 2021</i>			
Principal	-	57,500	57,500
Interest	-	2,300	2,990
Total Principal	1,029,920	957,420	957,420
Total Interest	275,365	226,732	227,422
TOTAL DEBT SERVICE	1,305,285	1,184,151	1,184,841

FY2022 BUDGET

			Approved FY2021	Requested FY2022	Approved FY2022
EMPLOYEE BENEFITS					
911	Worcester Regional Retirement Assessment				
	5170	WCRS Assessment	520,648	602,296	602,296
912	Workers Compensation				
	5171	Workers Comp	37,649	38,778	25,319
913	Unemployment Compensation				
	5172	Unemployment	-	-	-
914	Health Insurance				
	5173	Group Health	570,000	580,966	580,966
	5174	OPEB	189,380	186,271	186,271
			<u>759,380</u>	<u>767,237</u>	<u>767,237</u>
915	Life Insurance				
	5175	Life Insurance	1,400	1,400	1,400
916	Medicare Tax				
	5175	Medicare 1.45%	54,400	56,745	56,745
TOTAL EMPLOYEE BENEFITS			<u>1,373,477</u>	<u>1,466,456</u>	<u>1,452,997</u>
OTHER INSURANCE					
945	Other Insurance				
	5740	General Insurance	70,531	76,063	74,296
	5742	Bonding (employee)	900	1,000	1,000
	5744	Police & Fire Accident	42,591	38,778	38,778
	5746	Deductible	2,000	3,000	5,000
TOTAL OTHER INSURANCE			<u>116,022</u>	<u>118,841</u>	<u>119,074</u>
TOTAL BUDGET			<u>25,341,643</u>	<u>26,027,654</u>	<u>25,969,448</u>

Article 4: Spending Limits of Revolving Fund Accounts

Motion was made and seconded to amend the Tax Title Maximum Amount Expendable to \$20,000.

The Town voted 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.

Fund:	Maximum Amount Expendable:
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

Summary: Under the amended M.G.L. Chapter 44, Section 53E ½, the Town must vote each year to set the total amounts that may be expended from each of the Town's revolving funds, established by a bylaw adopted at the Annual Town Meeting on June 22, 2020.

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

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

Vote Required: Majority **Town Meeting Vote:** Unanimous in Favor

Article 5: Amend ALS Revolving Fund to Add Second Signatory

The Town voted 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 (twenty-five thousand dollars) by amending Section 24-3. E of the Code of the Town of Bolton, Table of Authorized Revolving Funds, as follows:

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Advanced Life Support	Fire Chief, <u>with the approval of the Town Administrator for amounts in</u>	Fees and reimbursements for the Town's Advanced Life Support service	Operations of the Town's Advanced Life Support service	None, other than as set forth in this bylaw and by Town Meeting vote	None, other than as set forth in this bylaw and by Town Meeting vote	Fiscal Year 2021 and subsequent years

	<u>excess of</u> <u>\$25,000.</u>					
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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 **Town Meeting Vote:** Unanimous in Favor

Article 6: Waste Water Treatment Facility Repairs

The Town voted to raise and appropriate or transfer from available funds the sum of \$46,041.34 (Forty-six thousand forty-one dollars and thirty-four cents) 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 sum of \$21,041.34 (twenty-one thousand forty-one dollars and thirty-four cents) from the Waste Water Treatment Capital Stabilization Fund and transfer the sum of \$25,000 (twenty-five thousand dollars) from free cash.

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 **Town Meeting Vote:** Unanimous in Favor

Article 7: Tax Title Revolving Fund

The Town voted to raise and appropriate or transfer from available funds the sum of \$5,000.00 (Five thousand dollars) for the purpose of funding the Tax Title Revolving Fund.

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 **Town Meeting Vote:** Unanimous in Favor

Article 8: Injury Leave Indemnity Fund

The Town voted 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.

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 **Town Meeting Vote:** Unanimous in Favor

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

The Town voted 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.

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 **Town Meeting Vote:** Unanimous in Favor

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

The Town voted as follows:

1. 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, further, by inserting a new Section 1-4 to Division I: Bylaws, Part I, Administrative Legislation, Chapter 1, Article II, as follows:

§ 1-4 For purposes of these bylaws, and for all official business of the Town, the board previously referred to as the Board of Selectmen shall hereinafter be referred to as the Select Board, with individual members to be referred to as “Select Board members”, and said Select Board shall have all the powers and duties of a Board of Selectmen as set forth in the General Laws or any special act applicable to the Town.

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.

2. To authorize the Board of Selectmen / Select Board to file a petition with the General Court to enact special legislation as follows:

AN ACT ESTABLISHING A SELECT BOARD IN THE TOWN OF BOLTON

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding any general or special law, bylaw of the town or rules and regulations to the contrary, the executive body of the town of Bolton, previously known as the board of selectmen, shall be known as the select board and shall have the powers and authority of a board of selectmen under any general or special law, bylaw of the town or rules and regulations applicable thereto.

SECTION 2. This act shall take effect upon its passage.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen / Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

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 **Town Meeting Vote:** Unanimous in Favor

Article 11: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to Amend Section 250-21.D. Accessory apartments and Section 250.12. Schedule of permitted uses as well as Add Accessory Apartment to Section 250-28. Terms, defined

Planning Board report presented by Michael Gorr: At a duly noticed Planning Board Hearing held on February 10, 2021, the Planning Board voted unanimously to support and recommend approval of Article 11 of the Warrant. Article 11 is to amend Section 250-21. D. Accessory apartments and Section 250.12. Schedule of permitted uses to allow for detached accessory apartments as well as add accessory apartment to Section 250-28. Terms defined.

The Town voted as follows:

1. To amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article V. Special Regulations, Section 250-21.D. Accessory apartments, as follows (deletions in parenthesis and italics) and additions underlined);

D. Accessory apartments.

(1) No accessory apartment permitted under this section shall be constructed and occupied without building and occupancy permits issued by the Building Inspector.

- (2) All applicable federal, state and local building and health codes must be satisfied, including all bylaws of the Town of Bolton.
- (3) The residence must be owner-occupied, except for bona fide temporary absences. The owner of the property shall occupy either the principal dwelling or the accessory apartment.
- (4) There shall be a maximum of one accessory apartment per residence and it shall have its own complete kitchen and complete bath and toilet facilities.
- (5) Accessory Apartments shall not be used for online home rental services for transient occupancy.
- (6) The outside appearance of the premises shall remain that of a single-family residence.
- (7) Construction of an accessory apartment is allowed as of right, either in or attached to a new or existing principal dwelling, subject to the following requirements:
 - (a) (The residence must be owner-occupied.)
 - (b) The size of the accessory apartment is to be limited to no larger than 1/3 of the aggregate heated floor space of living area of the residence.
 - (c) (The outside appearance of the premises shall remain that of a single-family residence.)
 - (d) (All applicable federal, state and local building and health codes must be satisfied, including all bylaws of the Town of Bolton.)
 - (e) The accessory apartment shall have its own separate entrances from the outside.
 - (f) (The accessory apartment shall have its own complete kitchen and complete bath and toilet facilities.)
 - (g) (There shall be only one accessory apartment per residence.)
 - (h) A certified drawing showing the above shall be filed with the Board of Selectmen either for new construction or the creation of an accessory apartment in an existing dwelling.
- (8) The Planning Board, acting as the special permit granting authority (SPGA), may grant a special permit for a detached accessory apartment within an accessory building subject to the following requirements:
 - (a) The detached accessory apartment shall appear incidental to the principal residence.
 - (b) The gross heated floor space of living area of the detached accessory apartment shall not exceed the lesser of fifty percent of the gross floor area of the principal dwelling or 1200 square feet.
 - (c) Accessory buildings, either grandfathered or constructed with a building permit prior to May 3, 2021, whose gross floor areas exceed the maximum allowed area may be considered at the discretion of the SPGA.
 - (d) An additional driveway or curb cut for the use of the detached accessory apartment may be considered at the discretion of the SPGA.
 - (e) Adequate provision shall be made for ingress and egress to the outside from the detached accessory apartment as required by State Building Code.
 - (f) Adequate parking shall be arranged on the premises so as not to disturb abutting properties or be detrimental to the neighborhood.

(g) Any other conditions, safeguards and limitations on time or use as may be imposed by the SPGA according to MGL c. 40A or regulations pursuant thereto.

2. To amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article III. Zoning District Regulations, Section 250-12. Schedule of permitted uses, as follows (deletions in parenthesis and italics) and additions underlined);

Types of Uses	Residential	Business	Limited Business	Industrial	Limited Creation Business
Residential					
Accessory Apartment					
<u>Attached</u>	Yes	No	No	No	No
<u>Detached</u>	<u>SP</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>No</u>

3. To amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, Article VI. Definitions, Section 250-28. Terms defined, by adding the definition of Accessory Apartment, as follows (deletions in parenthesis and italics) and additions underlined);

ACCESSORY APARTMENT

A self-contained housing unit incorporated within a single-family dwelling or accessory building that is clearly subordinate to the principal residence.

and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of Bolton.

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 **Town Meeting Vote:** Unanimous in Favor

Mr. Storey explained the use of a Consent Agenda to allow a list of articles to be Passed by Consent with one motion. Any articles requested to be omitted with the statement “hold” shall be removed from the Consent Agenda and shall be acted upon in the ordinary course of business at this town meeting.

A motion was made to vote to take the following articles with one motion: 12 13, 14, Mr. Storey explained that each of the Articles were vetted by Town Boards and voted unanimously in favor by the Selectmen and Advisory Committee.

A ‘Hold’ voiced by attendees was placed on Article 13.

Vote: Unanimous in favor to vote the remaining articles out of order.

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

Planning Board Report presented by Danielle Spicer: At a duly noticed Planning Board Hearing held on February 10, 2021, the Planning Board voted unanimously to support and recommend approval of Article 12 to amend Section 250-18. F. Temporary signs, pertaining to the lease or sale of land or building, to be removed within 14 days after closing date of sale.

The Town voted as follows to amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article V. Special Regulations, Section 250-18. Temporary signs, as follows (deletions in (parenthesis and italics) and additions underlined);

250-18 Sign regulations.

F. Temporary signs.

(1) Temporary signs, pertaining only to the lease or sale of land or building on which the sign is located, will be allowed in all zones subject to the following restrictions:

- (a) The sign shall not exceed six square feet in area.
- (b) The sign shall not be illuminated.
- (c) (The addition of the word "sold" is not allowed.)The sign shall be removed within 14 days after closing date of sale.

(2) Signs which do not conform to this section must apply under the general sign bylaws (§ 250-18).

and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of Bolton.

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

Town Meeting Vote: Unanimous in Favor

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

Planning Board Report presented by Danielle Spicer: At a duly noticed Planning Board Hearing held on February 10, 2021, the Planning Board voted unanimously to support and recommend approval of Article 13 to add Section 250-18. Outdoor Lighting.

A motion was made by Daniel Williams, Teele Road, to amend Section B. (2) Exceptions, by adding: H. Places of Worship. After some discussion a motion was made to vote on the amendment. Amendment Vote: Majority opposed.

A second motion was made to table the article. Defeated: Majority opposed.

The Town voted as follows to amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article V. Special Regulations, Section 250-18. Outdoor Lighting, as follows (deletions in (parenthesis and italics) and additions underlined);

A. Objective. The regulation of outdoor lighting is intended to enhance public safety and welfare by providing for lighting that will 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.

B. Applicability.

(1) The requirements of this section shall apply to outdoor lighting on lots and parcels in all districts.

(2) Exemptions include the following:

- (a) Single-family and two-family dwellings.
- (b) Streetlights, lights that control traffic, or other lighting for public safety on streets and ways.
- (c) Municipal properties.
- (d) Athletic fields.
- (e) Lighting fixtures required by the FAA.
- (f) Seasonal holiday lighting.
- (g) Existing outdoor lighting approved through the issuance of a special permit and/or site plan approval as of May 3, 2021.

(3) Prohibited outdoor lighting include:

- a. Color changing lights and static color lights.
- b. Flickering or flashing lights.
- c. Neon lights, mercury vapor, and search lights.

C. Definitions.

CUTOFF ANGLE

The angle formed by a line drawn from the direction of the direct light rays at the light source with respect to the vertical, beyond which no direct light is emitted.

FIXTURE

The assembly that houses a lamp or lamps, and which may include a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and/or a refractor, lens or diffuser lens.

FOOT-CANDLE

A unit of illumination. One foot-candle is equal to one lumen per square foot.

FULL CUTOFF LUMINAIRE

A lamp and fixture assembly designed with a cutoff angle of 90° so that no direct light is emitted above a horizontal plane.

GLARE

Light emitted from a luminaire with an intensity great enough to produce annoyance, discomfort, or a reduction in a viewer's ability to see.

LAMP

The component of a luminaire that produces the actual light.

LIGHT TRESPASS

The shining of direct light produced by a luminaire beyond the boundaries of the lot or parcel on which it is located. On-site lighting shall produce no more than 0.3 foot-candles horizontal brightness at the property line and 0 foot-candles 10 feet horizontal brightness beyond the property line.

LUMEN

A measure of light energy generated by a light source (i.e., brightness). For purposes of this bylaw, the lumen output shall be the initial lumen output of a lamp, as rated by the manufacturer.

LUMINAIRE

A complete lighting system, including a lamp or lamps and a fixture.

D. Requirements.

- (1) Energy efficient lamps are the preferred lamp type for all outdoor lighting applications.
- (2) All luminaires, regardless of lumen rating, shall be full cutoff to eliminate light trespass onto any street or abutting lot or parcel beyond 10 feet and to eliminate glare perceptible to persons on any street or abutting lot or parcel.

(3) A luminaire attached to the exterior of a building or structure for area lighting shall be full cutoff to control glare. The luminaire shall be mounted no higher than 20 feet above grade or at a height approved by the special permit and/or site plan approval granting authority.

(4) A luminaire attached to a pole shall be mounted no higher than 20 feet above grade and shall be full cutoff to control glare.

(5) All outdoor lighting shall be shut off between the hours of 11 p.m. and 6 a.m. with the exception of limited security and safety lighting or alternative hours approved through the issuance of a special permit and/or site plan approval.

(6) Uses allowed by special permit and/or site plan approval may be required to submit a photometric plan at the discretion of the special permit and/or site plan approval granting authority.

(7) The Planning Board may issue regulations to go with this bylaw which specify design criteria and the contents of a photometric plan.

and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Code of Bolton.

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

Town Meeting Vote: Declared 2/3 Majority in Favor

Article 14: Acceptance of Houghton Farm Lane

Planning Board Report presented by Danielle Spicer: At a duly noticed Planning Board Hearing held on February 10, 2021, the Planning Board voted unanimously to support and recommend approval of Article 14 to support the acceptance of Houghton Farm Lane.

The Town voted 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.

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 **Town Meeting Vote:** Unanimous in Favor

Article 15: Security Camera System

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$16,018.00 (sixteen thousand eighteen dollars) to purchase a security camera system for the Town Common.

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 **Town Meeting Vote:** Majority in Favor

Article 16: Cruiser Camera System

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$17,660.00 (seventeen thousand six hundred sixty dollars) to purchase a camera cruiser system for one cruiser.

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 **Town Meeting Vote:** Unanimous in Favor

Article 17: Fire Truck

The Town voted to raise and appropriate, borrow or transfer from available funds, a sum of money not to exceed \$800,000.00 (eight hundred thousand dollars) 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, to borrow said amount under and pursuant to Chapter 44, Section 7(1), of the Massachusetts General Laws or any other enabling authority, and to issue bonds or notes of the Town therefore, provided that any premium applied to the payment of the sale of any bonds or notes approved by this vote, less

any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20, of the Massachusetts General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; provided, however that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by Chapter 59, Section 21C, of the Massachusetts General Laws (Proposition 2½) the amounts required to pay the principal of and interest on the borrowing authorized by this vote.

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 **Town Meeting Vote:** Unanimous in Favor

Article 18: Bolton Fire-EMS Ambulance

The Town voted to transfer from the Ambulance Receipts Reserved for Appropriation Account or transfer from available funds the sum of up to \$257,000.00 (two hundred fifty-seven thousand dollars), 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 (one thousand six hundred sixty-five dollars and twenty-one cents) from Article 21 from ATM 5/5/19; transfer the sum of \$1,690.74 (one thousand six hundred ninety dollars and seventy-four cents) from Article 21 from ATM 5/1/17.

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 **Town Meeting Vote:** Unanimous in Favor

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

The Town voted to raise and appropriate, borrow or transfer from available funds, a sum of money not to exceed \$115,000.00 (one hundred fifteen thousand dollars), for the acquisition of a 19,000 Gross Vehicle Weight Dump Truck Body and Plow, 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, to borrow said amount under and pursuant to Chapter 44, Section 7(1), of the Massachusetts General Laws or any other enabling authority, and to issue bonds or notes of the Town therefore, provided that any premium applied to the payment of the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved

by this vote in accordance with Chapter 44, Section 20, of the Massachusetts General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

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 **Town Meeting Vote:** Unanimous in Favor

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

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum \$10,000 (ten thousand dollars), for the purchase of a plow and all related equipment for the Town's 46,000 Gross Vehicle Weight Dump Truck.

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 **Town Meeting Vote:** Unanimous in Favor

Article 21: Town Building Evaluation

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$50,000 (fifty thousand dollars), to fund an evaluation report on the condition of all Town buildings.

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.

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 **Town Meeting Vote:** Unanimous in Favor

Article 22: Library Driveway Replacement

The Town voted 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.

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 **Town Meeting Vote:** Unanimous in Favor

As done earlier in the meeting, Mr. Storey recommended the use of a Consent Calendar. A motion was made to vote to take the following articles with one motion: 23, 24, 25, 26. Again, Mr. Storey explained that each of the Articles were vetted by Town Boards and voted unanimously in favor by the Selectmen and Advisory Committee.

No Holds were placed on any of the articles.

Vote: Unanimous in favor to vote the articles in the Consent Calendar out of order.

Article 23: Florence Sawyer School Boiler

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$95,000.00 (ninety-five thousand dollars), to purchase a condensing boiler for Florence Sawyer School.

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 **Town Meeting Vote:** Unanimous in Favor

Article 24: Emerson School Air Duct Cleaning

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$20,000.00 (twenty thousand dollars), for the cleaning of the air ducts at the Emerson School; and to meet said appropriation, transfer the sum of \$7,753.00 (seven thousand seven hundred fifty-three dollars) from Article 22 from ATM 5/5/19.

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 **Town Meeting Vote:** Unanimous in Favor

Article 25: Smoke Detector Replacement

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$14,000 (fourteen thousand dollars), to replace smoke detectors at Florence Sawyer School.

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 **Town Meeting Vote:** Unanimous in Favor

Article 26: Florence Sawyer School Oil Tank Removal

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000 (thirty thousand dollars), to remove the oil tank at Florence Sawyer School.

Sponsor: Nashoba Regional School District

Summary: Removing the 2nd bank of the oil-fired boiler plant will eliminate the need for #2 heating fuel in the building.

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

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

Vote Required: Majority **Town Meeting Vote:** Unanimous in Favor

Article 27: Authorize Town Election

The Town voted to meet at the Nashoba Regional High School Auditorium in Bolton, on Monday, May 10th, 2021, between the hours of noon and 8 p.m. to elect by ballot the following officers and to vote on the following question:

ONE YEAR: One Moderator, One Town Clerk,

TWO YEARS: One member of the Parks/Recreation Commission

Bolton Town Meeting May 3, 2021

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

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

Town Meeting Vote: Unanimous in Favor

Meeting dissolved at 8:17 pm.

BOLTON ANNUAL TOWN ELECTION

Monday, May 10, 2021

Due to the continuation of COVID-19 the town followed a similar protocol as the 2020 Annual Town Election. The election was held in the Nashoba Regional High School Auditorium. Polls were open the hours set forth in the Code of the Town of Bolton, 12 noon to 8 pm. 117 Voters cast their ballot at the polls. The remaining ballots cast were Vote by Mail ballots.

Total voters at polls:	117
Total votes-by-mail	41
Total registered voters:	4160
Voter turnout:	4%

Officials duly sworn in:

Warden: Alice Roemer

Checkers and Counters:

Carrie Burti

Lorraine Bernard

Constables:

Nancy Jagodnik

Donald Cole

Barbara Brown

Jennifer Marquis

David Goulding

Annual Town Election Official Results

Total Number of Votes Cast:	158
Registered Voters in Bolton:	4160
% Voter Turnout:	4 %

BOARD OF ASSESSORS

Wendy Rogers.....2022

Charlotte Johnson-Zembko.....2023

Jeffrey D. Nichols, Chairman2024

The residential market continues its upward trend of higher sales prices, with 2020-2021 sales indicating a 9% increase in single family homes and an 7.8% increase overall. There were 16 new

homes/condos permitted in 2020.

The Assessors Department continues to provide access to valuation data and the GIS tools through our online public portals. These portals provide easy access to a robust amount of data such as the Town's topographical, assessing, conservation, permitting, and future DPW and Fire Department information. The Assessors continue to maintain the highest level of GIS architecture compliance, as defined by the State Executive Branch, which is required as a condition for any future State grants for GIS data advancement.

The town's web site (www.townofbolton.com) is an excellent resource, and contains an abundance of town government information, town calendar, schedules, agendas, minutes, forms and links to other pertinent sites. The Assessors Department web pages provide links to extensive assessing office functions, forms, and information such as: property record cards (the detailed land, structure, valuation and ownership parcel information), Town tax maps, various forms and applications for real estate and vehicle excise. There are also info documents on the real estate valuation process, excise tax process, abutter's list requests, the town Valuation and Tax Summary report, historical market sales reports, Board of Assessors information, and related web site links such as the Registry of Deeds and the Department of Revenue. The goal is to provide most, if not all, of the data electronically that you normally have gone to the Assessor's office for. Various assessing application forms can be downloaded for printing and submission. Each Summer the Assessors conduct interior inspections, on a rotational one-sixth of the residential parcels as required by the State. The total value of the town increased from \$1,114,630,277 in FY20; to \$1,126,570,210 in FY21 an increase of 1.065 %. The tax rate increased from \$20.39 in FY20 to \$20.86 in FY21. (See tax rate recapitulation for fiscal year 2021 on following page.)

TAX RATE RECAPITULATION FISCAL YEAR 2021

AMOUNTS TO BE RAISED

A. Appropriations		\$26,111,745.51
(col.(b) through col.(e))		
B. Other Amounts To Be Raised		
1. Amounts certified for tax title purposes	0.00	
2. Debt and interest charges not included in Schedule B	0.00	
3. Final court judgments	0.00	
4. Total overlay deficits of prior years	0.00	
5. Total cherry sheet offsets	8,174.00	
6. Revenue deficits snow and sand	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Worcester County Retirement System and Snow/Sand	0.00	
9. Other (Specify on separate letter)	0.00	
Total B (Total Lines 1 through 8)		\$8,174.00
C. State and County Cherry Sheet Charges		\$72,082.00
D. Allowance for Abatements and Exemptions		\$123,856.57
E. Total Amount To Be Raised		\$26,315,858.08

ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES

A. Estimated Receipts - State		
1. Cherry Sheet Estimated Receipts	\$296,119.00	
2. Massachusetts School Building Authority Payments	00.00	
Total A (Total Lines 1 and 2)		\$296,119.00
B. Estimated Receipts - Local		
1. Local Receipts Not Allocated	\$1,514,382.00	
2. Offset Receipts	0.00	
3. Enterprise Funds	0.00	
Total B (Total Lines 1 through 3)		\$1,514,382.00
C. Revenue Sources Appropriated for Particular Purposes		
1. Free Cash	\$371,035.74	
2. Other Available Funds	\$634,066.76	
Total C (Total Lines 1 and 2)		\$1,005,102.50
D. Other Revenue Sources Appropriated Specifically to Reduce the Tax Rate		
1. Free Cash...Date of Appropriation	\$0.00	
2. Municipal Light Source	0.00	
3. Other Source (specify)	0.00	
Total Estimated Receipts and other Revenue Sources		\$2,815,603.50

TAX RATE SUMMARY

A. Total Amount to be Raised	\$26,315,858.08
B. Total Estimated Receipts and Other Revenue Sources	\$2,815,603.50
C. Tax Levy	\$23,500,254.58
D. Total receipts from all sources	26,315,858.08

Tax Rate: \$21.86

Real estate tax exemptions are available for persons qualifying as: veterans, elderly, surviving spouses/minors, and the blind; as well as, tax deferrals for property owners who meet State requirements. By local adoption, Bolton provides for up to a doubling of the initial exemption amount. The exemption increases incrementally as annual taxes increase. Please contact the Assessor's Office for more information and applications.

Financial Statement July 1, 2020 to June 30, 2021

Wages

Appropriated:	\$47,527.00
Stipend:	\$1,000.00
Expended:	<u>\$48,527.00</u>

Unexpended balance

returned to general fund: \$0.00

Expenses

Appropriated:	\$110,509.00
Expended:	
Supplies	\$600.00
Purchase of Services	\$97,270.00
Software Support	\$6,249.00
Dues/membership	\$280.00
Meeting expense	\$150.00
Instate travel	\$600.00
Training	\$860.00
GIS Map	\$4,500.00
	<u>\$159,036.00</u>

Unexpended balance

returned to general fund: \$0.00

PARKS AND RECREATION COMMISSION

Ed Sterling	2022
Tara Basta	2022
Greg Kabachinski	2023
Lauren LaRosa	2023
Larry Cedrone	2024

Overview – The Bolton Parks & Recreation Commission meets monthly, on the second Tuesday of each month. The Commission manages the scheduling, maintenance, and operation of Bolton's parks, fields and recreation facilities. We work in partnership with youth sports, community groups, our schools and local businesses, especially when organizing several of the town's community events including the Easter Egg Hunt, the Halloween Parade and Party, Memorial Day, Winter Holiday Celebration, and Summer Concerts. The COVID pandemic resulted in some changes to these events in 2021.



Boy Scouts Award Ceremony at the Common

Parks and Fields – The Parks & Recreation Commission oversees three parks across Bolton: Persons Park used for fishing and boating; Pond Park for recreation and skating; and the Town Common, our town green with walking and exercise trails, pavilions, ice-skating ring and amphitheater. Despite the COVID restrictions by the State, we were able to use the Town Common for three Backyard Bolton Farmers' Markets this summer, and the Bolton-Harvard Open Artists' Studio Fair in October. The December tree lighting and bonfire were happily held and were well attended. The main pavilion remains the only venue in town where groups could meet safely in open air, without group size limitations. It was used extensively, and we were so grateful to have at

least that one location for meetings and small gatherings.

Fields under the Commission's management are Forbush, Memorial, Tower, Derby and Horse Ring. The Commission continues to see heavy use of Town fields by local youth sports leagues and provides port-a-potties in season for these organizations. As COVID restrictions were relaxed, and a vaccine was available, sports generally returned to normal on our playing fields.

Town Beach – Once again, the Parks & Recreation Commission leased the Town Beach at Little Pond from the Boy Scouts, allowing residents a safe place to swim on hot summer days. The Beach is open Memorial Day through Labor Day annually. The Commission provides two port-a-potties at the property and staffs the beach with lifeguards daily from the last day of school in June through the start of school in August. The Commission made Red Cross certified swim lessons available at the Town Beach for two different age groups.

Events –The Commission is widely recognized for three major events: the long-standing Easter Egg Hunt; the Halloween Parade and Party; and the December holiday tree lighting and bonfire at the Town Common. Halloween activities included a children's parade from the Common to the schools, and then the children enjoyed a "candy lane" on Mechanic Street. For the December holidays, the tree and pavilions at the Town Common were decorated with lights and ornaments, and the Menorah was set up to be lit each evening during Hanukkah. The tree lighting event was concurrently filmed by Bolton Access TV. The tree was lit by the Nashoba High School Girls Field Hockey team. The NRHS Girls Choir came and sang carols at the Common pergola. Santa Claus appeared at the upper pavilion to greet the children. Hot chocolate and desserts were provided by the Scouts, and games were organized by the Girl Scouts at the pavilion. The Commission also conducted a "light-up-your-

house" event where residents could sign up to decorate their homes for the holidays, and receive votes for the best decorations from the community. This was very well received and we had lots of nice comments from the community.



NRHS Field Hockey Team members at the annual tree lighting

Music and Art Events – The Commission arranged for several musical performances at the Town Common during the summer. We also had a magician whose act was well attended by over 100 residents. The Bolton Cultural Council provides some funding for these programs.

Parks & Recreation Coordinator – This position takes on the administrative work and enables the Commissioners to more proactively plan for long-range field improvement needs, engage in grant and donation-seeking activities, and to reduce liability with regard to field use, events, program procedures and part-time beach employees. Lisa Shepple is our part-time coordinator who works at Town Hall to manage the Commission's business. Lisa has undertaken creating very popular Summer programs in the Spring and Summer, such as basketball clinic, art lessons, children's camp at the Town Common with counsellors. We plan to expand these programs in 2022.

Financial Statement
July 1, 2020 to June 30, 2021

Wages

Appropriated	\$30,776.00
Expended	\$26,821.66
Unexpended balance returned to general fund	\$ 3,954.34

Expenses

Services – Appropriated	\$ 5,345.00
Equipment – Appropriated	\$ 2,600.00
Supplies – Appropriated	\$ 3,871.78
Total Appropriated	\$11,816.78

Purchase of Services	\$ 4,796.39
Equipment	\$ 2,756.99
Supplies	\$ 2,492.51
	\$7,840.58

Parks

Expended

Total wages returned	\$ 3,954.34
Total P&R returned	\$ 1,770.89
Unexpended balance total	
Returned to general fund	\$5,725.23

BOARD OF HEALTH

Scott Powell	2022
Christopher Rogers, Chairman.....	2023
Christopher Slade.....	2024

Mission Statement

The Board of Health is dedicated to keeping the Town of Bolton a healthy and environmentally safe place to live. We strive to do this through the development and implementation of programs that seek to prevent the outbreak of infectious diseases and by controlling environmental health hazards. Through the enforcement of State statutes and regulations regarding on-site sewerage treatment and disposal systems (Title V), restaurant sanitation and tobacco control we further endeavour to protect, preserve and improve the health of our citizens. However, the Board must be willing to take

criticism for not joining popular causes outside of its jurisdiction. The Board must stay focused on its mission, and use sound judgement along with good engineering practices in making its decisions.

Our responsibilities are basically four areas: food preparation, animal health, personal health and sanitation.

Through Nashoba Associated Boards of Health (NABH), we have the services of a professional food inspector. All food preparation and storage facilities both public (school lunch rooms) and private, are inspected regularly in accordance with Federal and State standards.

Also, through NABH, we provide our town with Nursing services. These services are most often used by our senior citizens, but are available to all residents. The wellness and flu clinics as well as responding to general health threats are also our responsibility.

For sanitation, NABH provides us with a Registered Sanitarian who specializes in Sewage Disposal Systems. Bolton's Sanitarian possesses excellent knowledge of all state codes and has exceptional field experience regarding Sewage Disposal Systems.

The Animal Inspector we hire directly. Our Inspector conducts annual inspections of all farms and farm animals, both hobby and commercial.

This year all of the Board's areas of responsibility have gone well. The Board continues to work with NABH on matters related to Covid-19 outbreak. The Board has kept important information posted to the town website such as current Covid-19 cases and the most up-to-date Covid-19 vaccination rates for residents to review and find important links to the CDC and the Massachusetts Department of Public Health.

Financial Statement
July 1, 2020 to June 30, 2021

Salary

Appropriated:	\$36,341.27
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Expended:	<u>\$36,082.41</u>
Unexpended balance returned to general fund:	\$258.86

Expenses

Appropriated:	\$22,691.10
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Expended:	
Rabies Testing	\$280.00
Travel	\$160.76
Supplies	\$58.41
Dues & Memberships	\$0.00
Advertising	\$100.00
Nashoba Assoc. Boards of Health	
Environmental	\$13,887.24
Nursing	\$6,337.44
	<u>\$20,823.85</u>

Unexpended balance returned to general fund	\$1,867.25
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NASHOBA ASSOCIATED BOARDS OF HEALTH

Nashoba Associated Boards of Health continues to serve the Bolton Board of Health in meeting the challenges of environmental and public health needs in your community. As your Health Agent, entering the second year of the pandemic, this office continued our adaptation to the changes brought on by COVID-19 while we continued to provide the normal public health services for your communities.

- Informed, educated and stayed current with the information from the Department of Public Health to assist residents, schools and businesses.
- We inspected businesses for compliance, upon complaint, in accordance with the ever-changing guidance from the Governor, Department of Labor Standards and Executive Office of Environmental Affairs and provided interpretation and education to improve compliance.
- We provided guidance to our existing licensed businesses to help them operate safely during the pandemic.
- We added additional public health nursing

staff and contact tracers to help with contact tracing and outreach.

- We have provided COVID-19 vaccination clinics, along with our well adult and flu clinics.
- Our Visiting Nurse Association (VNA) continued their home health activities throughout the pandemic adjusting to the requirements imposed by COVID-19.

We look forward to continuing our work with **Bolton's Board of Health** to meet the public health, environmental and nursing needs of your community as the pandemic continues, including assistance with the roll-out of the COVID-19 vaccine.

Included in highlights of 2021 are the following:

Environmental Health Department

The Nashoba Sanitarian is available in the Ayer office and as Town Halls have re-opened we have returned to office hours.

Food Service Licensing and Inspections

This office licenses, inspects, responds to complaints and conducts follow-up on concerns in licensed operations. Many of the inspections done this year were in response to COVID complaints; also affecting inspections: some businesses were closed or closed part of the year (schools). As more businesses opened this office has increased inspections.

Recreational Permitting and Inspections 12

This office licenses, inspects and responds to complaints for recreational camps for children, bathing beaching and public and semi-public pools. We arrange for the sampling of bathing beaches on a weekly basis. Though COVID-19 restrictions were being reduced, and ultimately lifted in June, many camps didn't open. Many of the town beaches and public & semi-public pools resumed operation.

Housing & Nuisance Investigation 5

This office inspects dwelling units for compliance with the State Sanitary Code upon complaint and prior to occupancy. We issue orders to effect corrective actions, reinspect and initiate legal action if necessary. Similarly, complaints from residents

concerning unsanitary conditions or pollution are investigated.

Title 5 related work – On-site Sewage Disposal

Application for soil testing (testing necessary for the design of a sewage disposal system) 24

Tests performed (perc tests and soil evaluation holed witnessed) 72

Applications for sewage disposal plans filed 23

Sewage disposal system plans reviewed 25

Sewage disposal system permits issued 32

New construction 21

Existing construction 11

Sewage disposal system inspections 28

Sewage disposal system consultations/reviewed Title 5 inspection reports 124

Private Well related services

Well permits issued 15

Water Quality/Well Construction 76
(Private wells are regulated by local regulations: construction plans are reviewed, wells sampled and results reviewed/interpreted)

Rabies Clinics – Animals Immunized

(Due to COVID-19, clinics were limited in 2021)

Nashoba Nursing Service & Hospice

Nashoba's Certified Home Health Registered Nurses visit and provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24-hour basis, catheter care, case management and referral to other services as needed.

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living

including bathing, dressing, exercises and meal preparation.

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Nursing Visits 176

Home Health Aide Visits 27

Rehabilitative Therapy Visit 198

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways. This year was very different due to COVID-19. This office provided the following services for the District.

- We conducted contact tracing for our member communities and managed the contact tracing efforts of the Contact Tracing Collaborative.
- We served as a resource for individuals and businesses interpreting the ever-changing information on the disease and the State's response to the pandemic.
- We instructed individuals who tested positive and those who were close contacts on the processes of Isolation and Quarantine, providing release letters for those who completed each process.
- We worked with the State laboratory to identify and manage clusters of disease/exposures in the District.
- We served as a resource for daycare

facilities and interpreting the ever-changing guidance.

- We worked with the school nurses in the District to provided information, offer advice and supporting contact tracing in the schools.
- We are available to collaborate with all municipal staff, including Councils on Aging to address questions on COVID-19, exposures and actions which may be necessary to address these exposures.
- Conducted flu clinic in your community; the State didn't require vaccinations for school children this year.
- We administered 197 flu shots through our annual clinics.
- We conducted COVID-19 vaccination clinics open for all Bolton residents.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases, reported to us from the Department of Public, for your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease. In addition to the cases listed below, the nurse investigates suspected and probable cases of communicable diseases to provide education for individuals and information for the State.

Communicable Disease Number of Cases:

Group B streptococcus	1
Hepatitis C	2
Human Granulocytic Anaplasmosis	7
Influenza	4
Lyme Disease	13
Novel Coronavirus (SARS, MERS, etc)	407

ANIMAL CONTROL OFFICER

Phyllis Tower2021
Pamela Johnson2021

This past year there was a high number of uncontrolled animals. Loose dogs, cats and livestock can lead to unfortunate incidents. Please check dog enclosures and electric fences often. For their safety don't leave dogs and cats unattended while outdoors. Livestock fences should also be checked routinely. There are no bylaws requiring cats to be contained indoors but it's highly suggested. Wildlife laws are enforced by Massachusetts Fisheries and Wildlife. Animal control can advise residents with their wildlife concerns.

Dogs

Loose.....	33
Reported Missing.....	13
Found	9
Barking.....	5

Other

Cats	11
Livestock.....	15
Wildlife	28
Found	9
Other Calls	1

Financial Statement July 1, 2020 to June 30, 2021

Salary

Appropriated	\$16,794.17
Expended	\$16,793.85
Unexpended balance returned to general fund	\$.32

Expenditures

Appropriated	\$4,308.26
Expended	\$3,492.65
Unexpended balance returned to general fund	\$816.61

ANIMAL INSPECTOR

Phyllis Tower2021
Pamela Johnson.....2021

Barn Book

Residences with farm animals59

Quarantines/Releases

10-day quarantine dog-to-person6

10-day quarantine dog-to-dog3

Financial Statement July 1, 2020 to June 30, 2021

Salary

Appropriated	\$1,450.77
Expended	\$1,450.77

PUBLIC WAYS SAFETY COMMITTEE

Mary Ciummo (chair)	2024
Leslie Breeze.....	2023
Holly Lauer	2024
Michael Keller	2022
Shandy Carpenter.....	2023
Stephen McKeown.....	2023

Bolton values its winding, stonewall and tree-lined country roads, many of which have been designated “scenic roads” pursuant to state law and Town bylaw. Pedestrians, bicyclists, and horseback riders share our roads with increasing car and truck traffic. The shared use of our roads for all travelers is becoming increasingly important in safety and quality of life aspects.

The Public Ways Safety Committee was created in 2003 as an outgrowth of the Main Street Safety Task Group of 2002. Appointees have staggered terms of 3 years.

The Committee is an advisory resource for the town. Working in conjunction with the Department of Public Works, Police Department, Planning Department, Selectmen, and Town Administrator, the Committee shall identify, investigate, and propose solutions to safety

concerns throughout the town. This shall include, but not be limited to, the examination of:

- Existing motorized local, commuter, and trucking traffic patterns.
- Existing non-motorized transit patterns.
- Existing traffic accident documentation recorded by the Police Department.
- Excessive traffic volumes.
- Signage and regulatory markings.
- Traffic speed and traffic calming measures.
- Safety for all users of the roadway, including pedestrians, cyclists, horseback riders, mass transit, and motor vehicles.
- Parking.
- Dangerous or problem sections of roadways or intersections.
- Emergency vehicle access.
- Impact of new development upon existing and planned transportation infrastructures.

The Committee consults with the Director of Public Works, Chief of Police, Town Planner, other boards and committees in Bolton and in neighboring towns, MassDOT and/or any other agency or committee in gathering information prior to bringing a specific proposal to the Select Board. The Committee has a line item in the DPW budget of \$9,100 for traffic signs and fog line painting on 13 roads.

The Committee’s activities in 2021 included:

- Upgrading road signage and line painting.
- Responding to citizen inquiries and concerns.
- Liaison to the Transportation Task Group for the Master Plan update.
- Providing comments for the MassWorks project at Main/Forbush/Green and the residential development at 580 Main Street.

CONSERVATION COMMITTEE

Brian Berube, Chair	2022
Lorriane Stephenson	2024
Emily Winner.....	2023
William Payne.....	2023
Gillian Glassanos	2021
Open Seat	2022
Open Seat	2022

Volunteer Land Steward

Open.....	2021
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Rebecca Longvall, Conservation Agent

The Bolton Conservation Commission members are appointed by the Selectmen for the promotion and development of natural resources and protection of watershed resources as set forth in M.G.L. Chapter 40 Section 8C. The Conservation Commission also manages, maintains, and acquires land for conservation and passive recreation. Additionally, the Conservation Commission administers the Massachusetts Wetlands Protection Act and Bolton Wetlands Bylaw. The Commission works closely with local and regional boards and committees, and professional staff, to preserve Bolton's character, valuable habitats and open spaces.

Membership and Administration: The Conservation Commission consists of volunteer residents with 7 voting members. Residents can join as non-voting associate members to assist the Commission and gain experience before joining as voting members. The Commission typically meets the first and third Tuesday of each month in one of Bolton's public meeting spaces. All meetings are open to the public. During 2021, the Commission held 24 public meetings and reviewed new applications including: 7 Notices of Intent, 8 Requests for Determination of Applicability, 5 Requests for Certificates of Compliance, and 1 Order of

Condition Extension requests. The Commission made site visits for each application and held numerous meetings with citizens, town boards, and developers. The Commission maintains a web page on the Town of Bolton website at www.townofbolton.com where agendas, minutes, links to trail maps, event postings, and the updated Open Space and Recreation Plan can be found.

Wetland Protection: In the administration of the State Wetlands and River Protection Acts and the Wetlands Bylaw, the Commission serves the town in a regulatory capacity. Under these laws, the Commission is charged with the review and control of activities in or near the town's wetlands, wildlife habitat areas, watershed and natural resources, to prevent any adverse impact on those resources. Through a public review and decision-making process, the Commission regulates the work done in these areas to ensure the protection of public and private water supply, the protection of the groundwater supply, flood control, storm damage prevention, the prevention of pollution, and the protection of fisheries and wildlife habitat. The Wetlands Bylaw provides additional protection of wetlands for water quality and rare species habitat including rare plant species. The interests of the bylaw extend to agriculture, aquaculture, and recreation deemed important to the community. Additionally, the Commission is charged with the responsibility of confirming wetland delineations for all protected wetland resource areas. During 2021, the Commission spent a considerable amount of time monitoring the continued construction of Keyes Farm, The Woods at Farm Road, subdivisions, which included wetland crossings and wetland replication areas. Review of all projects under Bolton's Wetlands Bylaw is critical to the long-term protection of the resource areas. In addition, the Conservation Agent reviewed and commented on proposals brought to other boards and departments on behalf of the Commission.

Open Space Preservation: The Commission continually works with the Bolton Conservation Trust (BCT) and a group of volunteers “Bolton Trails Committee. The Commission would like to thank the residents who supported the purchase of the Taggart Parcel off of Forbush Mill Road, a 40 +/- acre parcel land, at Annual Town Meeting, to be managed and maintained by the conservation commission with a land bank of 4.5 acres for potential future municipal structure use. The Conservation Agent continues to serve as the representative for Bolton on the Wild and Scenic Stewardship Council along with associate representative Rona Balco. The Town received the Community Grant from the N-S-N Stewardship Council for the creation of the Still River Trail and associated educational signage.

Land Management: Thank you to all the volunteers who help keep the trails clear and open space properties accessible. We are appreciative and grateful for the time and efforts put in to support the land maintenance of our 47+ miles of trail throughout town over our 3,000+ acres of open space. The Commission’s management efforts consider not only human needs but the needs of wildlife and natural resource protection. The Invasive Species Management Program has been continued. The Commission received an MVP Program Action Grant from the Executive Office of Energy and Environmental Affairs (EoEEA) to lead a regional project with Harvard and Devens; Apple Country Ecological Climate Resiliency and Carbon Planning and Assessment (Apple Country Natural Climate Solutions Project) completed in June 2021. The Commission also received funding from the (beginning 2021) MVP Program Action Grant from EoEEA to lead a project with the Town of Clinton for a two-year project, Nashua River Communities Resilient Lands Management Project. To close out the calendar year, the Commission also received funding for the Neighborhood Outreach Project provided by MassWoods focusing on the Spectacle Hill/S. Bolton Corridor.

Financial Statement July 1, 2020 to June 30, 2021

Wages

Appropriated	\$58,857.84
Expended	<u>\$58,313.79</u>
Unexpended balance returned to the general fund	\$544.05

Expenses

Appropriated	\$18,400.00
Expended:	
Purchase of Services	\$9,503.70
Advertising/Legal Notices	\$0
Supplies	\$274.91
In-State	
Travel/Mileage	\$187.28
Dues Memberships	\$605.00
Land Maintenance	\$5,875.00
Vernal Pool Study	\$0.00
Training	\$205.00
Land Capital	
Improvement	\$464.40
Equipment	\$671.30
Conservation Fund	<u>\$500.00</u>
	\$18,286.59

Unexpended balance returned to general fund	\$113.41
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Revenue Wetland Bylaw Applications:	\$4,394.38
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Revenue Wetland Protection Act (Town portion of State DEP) Applications:	\$2,877.50
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Grants

MVP Action Grant (ACNCS):	\$250,000.00
MVP Action Grant (NRCLM):	\$302,691.00
Neighborhood Outreach Grant:	\$2,000.00
N-S-NW&SRivers	
Community Grant:	\$2,550.00

PLANNING BOARD

James Barr (Associate)	2022
Peter Driscoll	2023
Michael Gorr	2022
Erik Neyland	2024
Danielle Spicer	2026
Mark Sprague	2025

The Planning Board, a five-member elected board with one appointed associate voting member, reviews and approves the division of land under the Subdivision Control Law pursuant to Massachusetts General Laws Chapter 41 in order to ensure the public safety, interest, and welfare of the residents of the Town of Bolton. The Board conducts meetings and public hearings in compliance with Massachusetts General Laws to review and consider Subdivision plans, Approval Not Required (ANR) plans, Site Plan Review, Scenic Roads, and Special Permit applications. The Planning Board guides the process of Zoning Bylaw amendments under the State Zoning Act (Massachusetts General Laws Chapter 40A) and adopts a Master Plan that is designed to provide a basis for decision-making regarding the long-term physical development of the town, pursuant to Massachusetts General Laws Chapter 41.

The Planning Board typically meets the second and fourth Wednesdays of each month. All meetings are open to the public. Meetings were conducted remotely via Zoom Video Communications, Inc. pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, in response to COVID-19.

Membership and Organization

At the annual election, Danielle Spicer was re-elected to a five-year term. The Board continues to benefit from her attention to detail and professional knowledge of stormwater management.

Following the election, the Planning Board nominated Mark Sprague as Chairman and Peter Driscoll as Vice Chairman.

The Planning Board appointed Valerie Oorthuys, Town Planner, as MAGIC Representative.

The Planning Board appointed Michelle Tuck, Danielle Spicer, and Natalie Gabrielle as members of the Design Review Board. There are two vacant positions on the Design Review Board.

The Planning Board thanks David Petit for his six years of service to the Town through his participation on the Design Review Board. The Board is appreciative of his contributions to review of numerous commercial and residential development projects.

The Planning Board appointed Sharon Shepela to the Master Plan Steering Committee in January of 2021. Sharon Shepela continues to provide valuable insight, particularly through her work on the Climate Change & Action Task Group.

The Planning Board would like to extend a special thank you this year to Erica Uriarte, who moved on from the Town Planner position in March of 2021. Through her thoughtful leadership, the roles and responsibilities of the Planning Department expanded, particularly as the Town achieved Housing Choice Designation and Green Communities Designation.

In addition to providing administrative and technical support to the Planning Board, the Planning Department fills a variety of community development roles. The Planning Department provides staff support to the Zoning Board of Appeals, Economic Development Committee, Affordable Housing Trust, Housing Production Plan Committee, Design Review Board, and Master Plan Steering Committee. The Planning Department works closely with the Assabet Regional Housing Consortium to maintain the Town's supply of affordable housing units through the Department of Housing and Community Development's Subsidized Housing Inventory. Planning Department staff assist various Departments,

Boards, and Committees on issues of land use policy.

Permitting Activity:

The Planning Board considered six Special Permit applications and three applications for Scenic Road and Shade Tree Written Consent:

- Special Permit at 357 Main Street for an office and sales facility for the design and installation of swimming pools- **Approved**
- Scenic Road and Shade Tree Written Consent for removal of 7 public shade trees along Spectacle Hill Road – **Approved**
- Special Permit at 59 Sampson Road pursuant to the Barn, Stable, and Carriage House Preservation bylaw for the conversion of an existing barn-garage into an accessory apartment – **Approved**
- Scenic Road and Shade Tree Written Consent for removal of 3 public shade trees and 16 feet of stone wall along Long Hill Road – **Approved**
- Special Permit at 174 Harvard Road for the creation of a Backland Lot- **Approved**
- Scenic Road and Shade Tree Written Consent for removal of 6 public shade trees and removal of 14 feet of stone wall for property along Meadow Road- **Approved**
- Special Permit at 155 Nourse Road for the conversion of an existing detached structure into an accessory apartment- **Approved**
- Special Permit for the creation of a Backland Lot for property along Meadow Road- **Approved**
- Preliminary Phase of a Farmland and Open Space Planned Residential Development (FOSPRD) for property along South Bolton Road- **Ongoing**

The Planning Board endorsed five Subdivision Approval Not Required (ANR) plans:

- 87 Laurel Road- Lot line adjustment
- 174 Harvard Road- Creation of one Backland Lot
- 71 Annie Moore Road- Creation of three non-buildable lots for future lot line adjustment
- 110 Still River Road- Creation of one buildable lot
- Meadow Road, Map 4.D Parcel 104- Creation of 4 buildable lots, including one Backland Lot

With the assistance of the Board's consulting engineers at Nitsch Engineering and Places Associates, Inc., the Board reviewed plans, considered amendments, and monitored ongoing construction of subdivisions and Special Permits:

- 357 Main Street- Peer Review
- 649 Main Street, Farmland and Open Space Planned Residential Development Special Permit and Common Driveway Special Permit- Site Inspections
- Keyes Farm Subdivision- Site Inspections and Peer Review
- Houghton Farm Subdivision and Common Driveway- Site Inspections and Peer Review
- Tadmor Subdivision – Site Inspections

Town Meeting Actions

The Planning Board successfully amended Section 250-21.D and Section 250.12 of the Code of the Town of Bolton to allow for detached accessory apartments through Special Permit from the Planning Board and to allow attached accessory apartments by-right under certain provisions.

The Planning Board successfully amended Section 250-18.F of the Code of the Town of Bolton to allow for temporary signs pertaining to the lease or sale of land or buildings.

The Planning Board successfully added a new Section 250-18 to the Code of the Town of Bolton to regulate outdoor lighting associated with business, commercial, and industrial uses.

The Planning Board supported and recommended

approval of the acceptance of Houghton Farm Lane.

Planning and Community Development

Affordable Housing: The Planning Department attends regular meetings of the Assabet Regional Housing Consortium serving Bolton and six additional communities. The Consortium's affordable housing consultant is Metrowest Collaborative Development.

Business District Assessment and Market Analysis: The Planning Department applied for and received \$25,000 in grant funding from the Massachusetts Downtown Initiative to contract with FinePoint Associates to produce a Business District Assessment and Market Analysis for the Town of Bolton, to be completed in 2022. The assessment will cover market trends, sales leakage, and obstacles to operating a business in Bolton. The final report will help inform future decision-making regarding zoning and right-sizing the Business District.

Green Communities: The Planning Department applied for and received \$127,572.77 in competitive grant funding in 2021 from the Department of Energy Resources (DOER) Green Communities Division to conduct weatherization of the Department of Public Works building, Public Safety Building, and Town Hall, as well as to install unit heaters at the Department of Public Works, retrofit LED lighting in the Town Hall, and install Demand Controlled Ventilation at the Emerson School gym. These projects began in 2021 and will be completed in 2022.

Housing Choice Capital Grant: As a Housing Choice Community, the Town previously received a Small-Town Capital Grant of \$100,000 to implement drainage and flood control improvements to South Bolton and Spectacle Hill Roads. These improvements were successfully completed through the Department of Public Works in 2021. Bolton will continue to apply for grants through this program.

Housing Production Plan: The Housing Production Plan Committee (HPPC), appointed

by the Planning Board, finalized Bolton's Housing Production Plan to meet current requirements set forth in 760 CMR 56.03(4). The committee conducted a comprehensive housing needs assessment and updated the Town of Bolton's affordable housing goals and implementation strategies. The new plan provides a proactive approach for planning and developing affordable housing in manner consistent with M.G.L. c.40B. The plan was submitted and approved by the Massachusetts Department of Housing and Community Development in April 2021. The Housing Production Plan has a five-year term and will expire on March 1, 2026.

Making the Connections Pilot Program: The Town of Bolton is participating in a pilot program conducted by the Minuteman Advisory Interlocal Coordination (MAGIC) sub-regional planning group called "Making the Connections" to develop transportation options. The intent of the pilot is to fill the gaps in the region's transit network. The program focuses on connecting seniors, people with disabilities, financially vulnerable residents, and veterans to health services, community resources, and economic opportunities. The Planning Department and Council on Aging requested and received \$4,000 in funding from the Making the Connections group and worked together to contract with Clinton Livery to provide fully subsidized rides to qualified residents.

Master Plan Steering Committee: The Master Plan Steering Committee, appointed by the Planning Board in 2019, is in the process of updating Bolton's Master Plan to provide a basis for decision-making regarding the long-term physical development of the Town. The comprehensive plan will include elements such as goals and policies, land use, housing, economic development, natural and cultural resources, open space and recreation, services and facilities, schools, transportation, impact to town finances and taxes, and implementation. In 2021, the Committee successfully held the first public forum related to Town-wide visioning through

the year 2035. Further forums and analyses will continue in 2022, with the goal of completing the Master Plan by summer 2023. The Committee reports directly to the Planning Board and Select Board. The Committee meets on a monthly basis.

Financial Statement July 1, 2020 to June 30, 2021

Salary

Appropriated	\$63,285.60
Expended	<u>\$67,259.79</u>
Unexpended balance returned to general fund	\$0.00

Expenses

Appropriated	\$4,250.00
Expended	
Purchase of Services	\$152.98
Advertising	\$250.00
Supplies	\$132.59
In-State Travel	\$47.73
Dues Memberships	\$1,376.32
Meeting Expenses	<u>\$65.00</u>
Unexpended balance returned to general fund	\$2,225.38

ZONING BOARD OF APPEALS

Gerard Ahearn.....	2026
Bryan Holmes	2025
Andy Kischitz	2024
Bradley Reed.....	2022
Kay Stoner	2023
Gabrielle Lomanno (Associate)...	2022
Elisabeth Hutchins (Associate)....	2022

The Zoning Board of Appeals, consisting of five (5) full members and two (2) associate members, is appointed by the Select Board. The Zoning Board of Appeals hears and issues decisions for applications for Special Permits, Variances, and appeals from decisions of the Zoning Enforcement Officer, Planning Board,

and Select Board, in accordance with Massachusetts General Laws Chapter 40A. In addition, the Zoning Board of Appeals hears and issues decisions for applications for Comprehensive Permits in accordance with Massachusetts General Laws Chapter 40B.

The Zoning Board of Appeals met on an as-needed basis during calendar year 2021. These meetings were conducted remotely via Zoom Video Communications, Inc. pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, in response to COVID-19.

Membership and Organization

Gerard Ahearn was re-appointed to a five-year term by the Select Board. The Zoning Board of Appeals nominated Gerard Ahearn as Chairman.

On February 25, 2021, the Select Board voted to appoint Gabrielle Lomanno as an Associate member of the Board.

On June 3, 2021 the Select Board voted to appoint Elisabeth Hutchins as an Associate member of the Board.

The Zoning Board of Appeals would like to extend their deep appreciation to Kay Stoner for serving on the Board since 2005. Kay Stoner has been a tremendous asset to the Board and we wish Kay the best as she moves on from Bolton.

Permitting Activity:

The Zoning Board of Appeals considered one (1) application for Variance and two (2) applications for Comprehensive Permits.

Variance Application:

- 11 Cider Circle – Relief from side and rear yard setbacks for installation of a pool and construction of a shed – **Granted**

Comprehensive Permit Applications:

- Mallard Lane – Age-restricted housing development proposed to consist of eleven (11) single family detached homeownership units. Three (3) of the units will be sold to qualified affordable purchasers. The development is proposed off South Bolton Road on property

identified on Assessor's Map 2.C as Parcel 25.1
– **Ongoing**

- Alta Nashoba Valley – Multi-family rental housing development proposed to consist of 229 rental units. Fifty-eight (58) of the units will be leased to qualified affordable renters. The development is proposed to be located at 580 Main Street. – **Ongoing**

Construction Updates:

- The Woods at Farm Road is under construction. The Zoning Board of Appeals granted a Comprehensive Permit to the applicant in October 2020. The development consists of four (4) single-family detached homeownership units. One (1) of the units will be sold to a qualified affordable purchaser. The development is located on property identified on Assessor's Map 3.C as Parcel 72. Building Permits have been issued for all units.

- The Still River Commons Comprehensive Permit project was denied on appeal with the Department of Environmental Protection. The proposed development included four (4) single family dwelling units located on property along Still River Road identified on Assessor's ap 8.B as Parcel 32, and would have provided one (1) affordable unit in compliance with M.G.L. Ch.40B. The developer has chosen to proceed with the by-right construction of one (1) single family dwelling.

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated	\$200.00
Expended	
40B Permitting	\$0.00
Advertising	<u>\$6.54</u>
Unexpended balance	
returned to general fund	\$193.46

HOUSING AUTHORITY

Mark Duggan2025
Eileen Griffin-Wright..State Appointee

Mission Statement

The mission of the Bolton Housing Authority is to provide housing affordable to people making less than 50% of the area median income.

The Housing Authority remains inactive except when asked by the Selectmen to consult on housing issues and will continue as such until there is an opportunity to provide housing to people earning less than 50% of the area median income.

AFFORDABLE HOUSING PARTNERSHIP TRUST FUND

Kevin O'Brien.....2024
Herb Cabral2023

Select Board

Bolton established the Housing Trust Fund in 2006. The Partnership has six members, three of whom are the current members of the Select Board and three others who are appointed by the Select Board. The Partnership decides how and when to use the resources of the Housing Trust Fund to further affordable housing in Bolton. The Partnership meets on an as-needed basis.

Money is contributed to the fund in a variety of ways, chiefly by contributions from developers in compliance with Bolton's inclusionary housing bylaw. In some cases, the bylaw allows a developer to contribute land instead of cash. The Partnership has received such property from Houghton Farm. The Partnership may expend the funds to create or preserve affordable housing in Bolton. The fund currently has \$303,417.83.

HISTORICAL COMMISSION

Martha Remington, Co-Chair2023
Robert Busch, Co-Chair.....2022
Alice Coggeshall.....2021

Jeannemarie Padovano.....	2022
Robert Tattersall.....	2021
Nathanial Smith	2023
Open Seat	2023

The Bolton Historical Commission was established in 1992 by Article 14 on the Annual Town Meeting warrant. The Commission is charged by the Town of Bolton and the Massachusetts Historical Commission to identify, evaluate, document, protect and preserve the historical, cultural and architectural resources of the town.

Demolition Permits Processed:

82 Old Bay Rd, Moore Farm outbuildings

- garage (Bol.302)
- poultry house (Bol.304)
- collapsed barn (Bol.305)

Summary:

Remote ZOOM meetings continued this year allowing for normal monthly business. In August we were delighted to welcome Nate Smith as our newest Commissioner. Many thanks also to our professional Preservation Consultant, Anne M. Forbes, for the top-notch work and advice that she provides. Finally, thanks to all Bolton citizens who honor and respect the historic heritage of our town.

Plaques:

Spring weather allowed for the installation of the new bronze plaque for the water trough on Main Street. Two bronze plaques were purchased for the entrances of South Cemetery and West Cemetery. These will be installed when granite posts become available.

Historic District progress:

Work is continuing on the East End area National Register Historic District (NRHD). The text and photos originally sent to Massachusetts Historical Commission (MHC) in Spring 2020, were updated by Anne Forbes to address MHC comments, including new photographs and re-evaluating the applicable resources previously documented in the *Historic Properties Survey for the Town of Bolton* (1998). These include

new resources that reached the nominal 50-year age threshold subsequent to 1998. By the end of 2021, Ms. Forbes had completed this additional research and the formal submittal seeking approval of the East End NRHD in Bolton.

Of interest:

It was noted that the environmentally and archaeologically sensitive corner lot at Vaughn Hill and Still River roads has been deemed suitable for a single-family home rather than a larger-scale project. On Century Mill road a three-home development continues to threaten historic wetlands on the site.

Bolton Historical Commission has been notified that *Eastwood Cemetery*, owned by Lancaster but mostly located within Bolton, has been awarded National Register status thanks to the persistent efforts of the Lancaster Historical Commission.

Concluding statements:

Please visit the Commission's web page for documents of interest including the *Archaeological Reconnaissance Survey* (2001) and *Heritage Landscape Reconnaissance Report* (2006).

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated:	\$6,150.00
Expended:	
Purchase of Svcs.	\$5,000.00
Donation – FPC clock	\$100.00
Freedom's Way	\$50.00
Office paper	\$19.88
Zimmerman plaques	<u>\$795.52</u>
	\$6015.40
Unexpended balance returned to general fund	\$134.60

BOLTON ACCESS TELEVISION CORPORATION

Kenneth Troup..... President

2021 was an interesting year for Bolton Access TV. As we rolled into our second year of the COVID-19 Pandemic, the majority of events and meetings continued to take place over Zoom. By summertime when vaccines became widely available to adults, we started to see a trickle of in-person events and meetings take place. But with multiple surges of different virus variants, in-person events continued to be the exception rather than the norm through the end of the year.

One of our biggest achievements this year was the diversification and increases in our non-Comcast revenue stream. We continued to receive donations from the Amazon Smile program, but we also solicited direct community donations with a special campaign that launched on Giving Tuesday. The community responded, and our tongue-in-cheek video and social media campaign was a success! We also brought in additional income by contracting our services with some out-of-town groups and personal projects, including the Concord Band and the Wellesley Choral Group. Despite the progressive decline in our yearly Comcast fees we were able to make up the loss with these additional revenue streams.

Public Programming

Bolton Access TV continued our important community presence by recording local group meetings and events. This included the return of some beloved town gatherings like the Halloween Parade and the Christmas Tree and Menorah Lighting from the Town Common. We also continued to host our original series “Book Talk” with Bolton Access Production Coordinator Buffy Cautela. Again this year, we were able to produce a special Veteran’s Day Tribute to honor our veterans when it wasn’t safe to hold the traditional luncheon.

As always, a major part of what we do is our involvement with local non-profit groups and town departments to increase community awareness of their activities. We maintained our work with the Bolton Master Plan Steering Committee, filming their in-person forum at the Florence Sawyer cafeteria. And we continued our close partnership with the COA, recording some of their educational talks and events. We also aired the “Senior Spotlight,” which runs in the 3 pm and 4 pm time slots. These two hours of programming are aimed at senior interests with the hope of giving seniors a greater sense of connection to their community while in-person events were restricted.

Education Programming

Bolton Access TV again worked closely with the Nashoba Regional School District, broadcasting a selection of high school concerts and athletic events in collaboration with our sister station Stow TV. While not as numerous as in pre-pandemic years, there were a few live concerts that returned to the stage at the end of 2021.

Most notably we continued to support the school’s senior activities while attendance to such events were reduced for social distancing. We partnered with our sister stations in Stow and Sterling Lancaster to produce the Rolling Rally parade thorough the three towns, and we live-streamed the High School Graduation to a record audience. As in past years we also sold keepsake DVDs and USBs of the Nashoba Regional HS graduation ceremony to graduates and their families.

Government Programming

Bolton Access TV was instrumental in keeping the community connected by live-streaming and cablecasting the Select Board, Advisory Committee, and most of the other town boards and committees. Importantly we also recorded and streamed all the meetings of the Nashoba Regional School Committee, whose zoom meetings were not open to the public and relied on our broadcast to disseminate their information. We also sent the school committee

recordings to the other towns in the Nashoba Regional School System. Additionally, we recorded and disseminated meetings about the new high school building and the school budget process.

Select Board, Advisory, and School Committee continued to be streamed live; the other government meetings were available live streamed as our schedule allowed. All the government meetings we recorded were available on Channel 99 a few days later, and archived on YouTube and our Videos on Demand (VOD).

Of note, Bolton Access TV was again essential in the success of the 2021 Annual Town Meeting, setting up and manning the Audio Visual (AV) across three different locations to facilitate social distancing. Despite the complexity the meeting went smoothly, again allowing the residents of Bolton to safely participate in local governance during the pandemic.

Administrative Update

Nicki McGachey continued as our Executive Director this year with Buffy Cautela acting as Production Coordinator. Nick Kischitz also continued to be an integral part of the team as our Production Assistant, managing the schedule for the two channels. We also thank John Ahearn, Kara Killough, and Charles Cantin for their work filming and broadcasting local events and government meetings. Under Nicki's leadership the staff continues to learn and manage a diverse set of meetings and events on a variety of multimedia platforms.

This year Herb Cabral stepped down from his position as Treasurer, with Ken Troup filling in for the interim. Part-time local bookkeeper Amie Alzapiedi continued to work with Nicki on the budget and day-to-day financial management. Bob Johnson and Ed Sterling continue to provide invaluable technical help with the various audio, video, and computer systems within our station.

We continue to work closely with Sterling Lancaster Community Television (SLCT) and Stow TV, who share our interest in the schools and help financially with the Nashoba Regional School Committee broadcasts.

CABLE ADVISORY COMMITTEE

Kenneth Troup 2021
Robert Johnson..... 2021
Danielle Cochrane..... 2021

The Cable Advisory Committee is charged with overseeing the town's contract for cable services with Comcast. The Committee acts as the town's principal point of contact with the Comcast government representative and assists Bolton residents with complaints and inquiries with Comcast. This includes providing information to eligible senior citizens about cable bill discounts that were negotiated as part of the contract renewal in 2013. Although the Committee cannot promise resolution, we are happy to provide assistance wherever appropriate. Please visit our website at www.townofbolton.com for contact information for Ken Troup.

BUILDING DEPARTMENT

BUILDING INSPECTOR

Michael Sauvageau2021
Phone (978)779-3312

ASSISTANT BUILDING INSPECTOR

David Drugge (*Jan.-June*).....2021
Christopher Rogers (*June-Dec.*)...2021

ADMINISTRATIVE ASSISTANT

Kristen Zina
Phone (978)779-3301

The Building Department continues to make great strides in using ViewPoint Cloud since the program was rolled out in January 2019. The new cloud-based software program allows for a smoother and faster application and inspection process with improved record-keeping. While onsite performing inspections, the building

inspector now has the ability to look at ViewPoint on the department tablet. Contractors and residents pulling permits can now come to Town Hall and use the kiosk to submit their permit on line with ViewPoint if they need to. The building department has had positive feedback regarding the ViewPoint program and the ability to see the permitting process online from where they are located.

The Building Department is located on the lower level of the Town Hall. The Building Department Administrative Assistant, Kristen Zina, is located in the Town Hall on the upper level.

The Building Inspector will continue to assist the public in meeting compliance as a “Stretch Code Community.” The current codes became in full effect as of January 1, 2018. Contractors are expected to meet the current codes with Massachusetts Amendments including:

- 2015 International Residential Code
 - 2015 International Building Code
 - 2015 Mechanical Code
 - 2015 Existing Building Code
 - 2015 Fire Code
 - 2015 Pool & Spa Code

The State is currently reviewing the tenth edition of the State Building Code, which should be adopted this year. That code will be the 2021 IBC / IRC.

Please be advised that the code requires a building permit for swimming pools. This requirement includes both in-ground and above-ground pools. While many conventional above-ground pools can easily meet the required code for construction, several code requirements such as fencing, gates and safety ladders need to meet specific requirements as well. This can only be determined by an inspection in conjunction with the issuance of a building permit. The blue inflatable pools as well as smaller erectable pools do not meet the code requirements for installation. While you are not prohibited from erecting one of these types of pools, certain

protective barriers need to be in place as well as the installation of gates, fencing and other requirements need to be met as well. In addition, electrical code requirements must also be met. Anyone who has any question that their pool may or may not comply with these requirements can call the Building Department for assistance.

All homes, regardless of their age, are required by law to have carbon monoxide detectors installed. Please contact the Fire Department for the location and type of detectors required.

The Building Department issued 385 permits in 2021:

Additions.....	10
Barns.....	0
Cell Tower	4
Decks	7
Demolition	5
Driveways.....	16
Dwellings.....	19
Garages	1
Fire Sprinklers	5
Foundations.....	2
Insulation	72
Remodeling.....	63
Repairs	1
Roofing	53
Sheds.....	5
Sheet Metal	10
Siding.....	13
Signs	4
Solar Panels	24
Swimming Pools.....	12
Tents	9
Windows.....	38
Wood/Pellet Stoves.....	12

Financial Statement July 1, 2020 to June 30, 2021

Wages	
Appropriated	\$31,284.15
Expended	
Department Head	\$30,710.20
Assistant	<u>\$45.34</u>
	\$30,755.54

Unexpended balance
returned to general fund \$528.61

Expenses

Appropriated \$2,780.00
Expended

Vehicle Maintenance	\$2,080
Training	\$0.00
Supplies permits	<u>\$179.35</u>
	\$2,259.35

Unexpended balance
returned to general fund \$520.65

PLUMBING AND GAS INSPECTOR

Robert Janda.....2021

ASSISTANT PLUMBING AND GAS INSPECTOR

Jeremy Pierce.....2021

There were **90** plumbing permits and **94** gas permits issued in 2021.

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated	\$18,466.86
Expended	\$18,466.86
Unexpended balance returned to general fund	\$0.00

WIRING INSPECTOR

James Boodry.....2021

ASSISTANT WIRING INSPECTOR

Peter Casello2021

There were 211 electrical permits issued and approximately 237 inspections done in 2021.

In addition to scheduled inspections, the inspector responds to calls from residents seeking guidance and expertise pertaining to electrical projects. The inspector responded to 59 calls in 2021.

An electrical permit is required for all electrical work being conducted for the protection of homeowners. Licensed electricians should have knowledge of the current electrical code.

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated	\$21,408.14
Expended	\$21,407.88
Unexpended balance returned to the general fund	\$0.26

PUBLIC LIBRARY

Pamela Czekanski2024
Tricia Neron2023
Robert C. Zak, Jr., Chairman2022

Staff: Kelly Collins (Director), Kathy Blair,
Johanna Graber, Jean LaPlante, Denise
LaRoche, Jennifer March, Linda McGeehan,
Susan Polansky, Karen Reed

As with 2020, the biggest story of the year was, the global pandemic and its impact on library services. While the library building was closed to the public, the staff continued to offer services established in 2020: contactless pickup of materials, telephone reference and support, grab-and-go activities for students, and downloadable materials.

The availability of vaccines and testing led Governor Baker to suspend the Commonwealth's State of Emergency on June 15. The Library building reopened shortly after, with appointments and face coverings required for anyone wanting to enter the Children's Room and no group meetings in the Program Room. On November 2, the Children's Room reopened without appointments and the Program Room was available to groups of 15 or less.

As much as contactless pickup and downloadable materials got us through the State of Emergency, the staff was thrilled to have people back in the building! The Senior Book Group was the first through the doors, then two community groups. Art shows also resumed. Even without receptions, these shows have added color and creativity to the building. Artists have already reserved the gallery space for most of 2022.

The pandemic was not the only factor to limit building access. In January 2020 the DPW requested that we close the women's restroom on the ground floor. (The men's room became an inclusive facility while the children's and staff restrooms on the upper floor remain usable.) Contractors subsequently discovered two flaws in the run of pipe that carries waste from the building. One is located in the vestibule between the women's and men's restrooms, and the other is under the tech closet. Both faults are beneath the poured concrete floor. DPW engaged the firm of Garcia Galuska DeSousa (GGD) to examine the camera footage and the original design, and to propose a solution. At this writing (January 2022), discussions are being held about funding and timing a permanent solution that will allow us to reopen the women's restroom with minimal impact on library operations and services.

The Friends of the Library had another quiet year, but managed to have a very successful (socially distanced, masked, indoor/outdoor) book sale in October. They also restarted the museum pass program, concentrating on outdoor venues. Membership checks have been generous, and the Friends look forward to a return to sponsoring in-person programming as soon as possible.

Two very special friends of the library died in 2020: Jack Quinlan and David Bradlee. Both

families directed memorial gifts to the library for which we are very grateful.

Financial Statement July 1, 2020 to June 30, 2021

Salary	
Appropriated and Expended	\$94,140.80
Wages	
Appropriated	\$203,428.40
Expended	<u>\$203,070.17</u>
Unexpended balance returned to general fund	\$358.53
Operations	
Appropriated	\$147,423.87
Expended	<u>\$146,881.91</u>
Unexpended balance returned to general fund	\$541.96
Turnovers to General Fund (fines, fees, reimbursement for lost items, copier, etc.)	\$1,354.78

COUNCIL ON AGING

Panny Gerken, Chair.....	2024
Alice Roemer, Vice Chair.....	2024
Barbara Brown	2023
Thomas Byron.....	2023
Corinne Mackie.....	2022
Charles McCormack	2021
Carol O'Loughlin.....	2022
Shirley Sefton.....	2023
Janet Smith.....	2022

Staff: Lisa D'Eon, Director and Heather
Goodsell, Outreach/Program Coordinator

In 2021, the Council On Aging (COA) continued the effort to enhance and enrich the quality of life for adults aged 60 and over. This was done by providing services, support, referrals, counseling and programming that encouraged independence, healthy living and community engagement. Over 1579 seniors and adult children of seniors were assisted by the COA in 2021. We helped seniors

stay at home more safely and independently by assisting with home healthcare referrals, Meals On Wheels delivery, fuel assistance, and MART van transportation services to medical appointments, and grocery and prescription pickups. The COA also worked closely with the town nurse to help determine our most at-risk seniors in order to lend support and services to keep them healthy and secure. We provided assistance in helping seniors manage medical appointments and communication with doctor's offices as well. Medicare and insurance questions were referred to the COA's amazing and incredibly helpful SHINE (Serving the Health Insurance Needs of Everyone) counselor, who continued to work virtually. The COA worked closely with seniors and their families when they needed a more supportive living environment, and we offered information, advice and referrals to aid them in their search for assisted living and long-term care placement. We also provided many resources to acquire expensive durable medical equipment free of cost to seniors who were recovering from surgery, or a fall.

Due to the overwhelming and negative mental health impact COVID-19 had on our Bolton senior community, the Council On Aging made a concerted effort to make wellness, and increased access to socialization, a top priority. Our goal was to stave off depression by alleviating loneliness and isolation. The COA offered multiple virtual fitness classes free of charge. They included, yoga, Tajifit, Silver Sneakers, and Zumba. Senior Center activities remained remote for part of the year, and included interesting and entertaining Zoom programs and socials. Bolton Access Television, BATCO, continued the Senior Spotlight programming that is tailored to senior interests and needs. Drive-Thru events at the Town Common were still a big part of how we had meaningful social connections with community seniors. They were done year-round, regardless of weather conditions. These much-loved events brought a smile to everyone's face and they gave us hope

that someday soon we would be back at the Senior Center.

The Council On Aging worked closely with the Nashoba Boards of Health and worked diligently to schedule COVID-19 vaccine appointments for seniors. We received hundreds of calls from older adults frustrated by the lack of vaccine appointments and desperate for assistance. The Council On Aging fielded the calls, facilitated vaccine appointments and provided free MART van transportation to their appointments

The Senior Center opened once again in June with restrictions and precautions in place. We kicked off our reopening with a fabulous Watch Party and celebration for Mary Ciummo, the Friends of Bolton Seniors President, for her much deserved Commonwealth Heroines of 2021 award. The summer fun ensued with more drive-thru events, in person Fitness classes, craft programs and Bingo at the Town Common. The Senior Center hosted weekly movie matinees, lunch trips, outings, card games, craft-making and so much more. The VNA Nurse and Town Nurse returned to the center once a month, doing blood pressure checks and addressing medical questions and concerns. The COA sponsored two multigenerational events with the help of the Parks and Recreation Department. Animal Adventures thrilled and delighted all who attended and the Liberty Bones trombone concert got everyone's toes tapping on a beautiful summer Sunday afternoon. The weekly mobile farmer's market, Growing Places, returned to 600 Main Street where they provided the community with increased access to fresh fruits and vegetables.

In the fall, the Council On Aging sponsored a day trip to Portsmouth, New Hampshire that included a harbor cruise, lovely lunch and then a stop at Kittery Trading Post. We had a smart phone workshop at the senior center and continued weekly programming to keep seniors connected and engaged. We also started our preparation for winter services and referrals. The Volunteer Fire Association stepped up once again and agreed to

deliver buckets of sand to seniors in town. Jake Simopoulos, from Senator John J. Cronin's office, began his monthly coffee hour, where he answered questions and met with seniors one on one to help with issues.

The Council On Aging scheduled many programs and events to help seniors celebrate the holiday season. These included a wonderful Holiday Luncheon at Barber's Crossing restaurant, a cheerful concert luncheon sponsored by the Friends of Bolton Seniors at Davis Hall, and a Trivia and Ugly Christmas Sweater party at the Senior Center. Our goal was to spread joy and help diminish the pain and sadness seniors have experienced throughout the pandemic.

The Council On Aging is so grateful for all of the wonderful volunteers and organizations who have come forward to help the Bolton senior community. We would like to extend a heartfelt thank you to the Bolton Police Department, Bolton Fire-EMS Department, Bolton Volunteer Fire Association, BATCO, Rep. Kate Hogan and District Director, Karen Frecker, Senator John J. Cronin and Director of Communications, Jake Simopoulos, Nashoba Boards of Health, Rotary Club of Nashoba Valley, The Bolton Community Fund, Murphy's Insurance, Friends of the Bolton Public Library, Lion's Club, Bolton Boy Scouts, the Davis Family and Bolton Orchards, Nashoba Regional High School, Florence Sawyer School, Trinity Parish, First Parish of Bolton, Holy Trinity Catholic Parish and Slater's Restaurant.

The Council On Aging is especially grateful for the outstanding generosity and tireless efforts of the Friends of Bolton Seniors (FOBS). FOBS sponsored multiple drive-thru luncheons at the Town Common that provided delicious and hearty meals to more than 100 seniors at each event. The beloved Thanksgiving Turkey Dinner drive-thru event was once again a huge success, and it let the Bolton senior community know they were appreciated and held close to our hearts during the holiday season. The Friends of Bolton Seniors also granted money from their SOS Fund

to aid seniors who were experiencing various hardships. The members of FOBS have not only helped feed Bolton's older adult community, they have fed their hearts and souls as well. This unwavering support allowed the Council On Aging to provide more valuable programming and increased connections to local seniors. We were stronger and much better equipped with FOBS at our side. Thank you, Friends of Bolton Seniors for all you have done. The Council On Aging looks forward to tackling 2022 with your partnership, compassion and generosity.

Financial Statement July 1, 2020 to June 30, 2021

Salary and Wages

Appropriated	\$72,001.84
Expended	\$64,607.34
Unexpended balance	
returned to general fund	\$ 7394.50

Expenses

Appropriated	\$17,250.00
Expended	
Purchase of Services	\$1894.11
Software Support	\$790.00
Building Lease	\$4,320.00
Cable DSL	\$1098.44
Telephone	\$475.08
Supplies	\$2245.78
	\$10,823.41
Unexpended balance	
returned to general fund	\$6426.59

TREE WARDEN

Mark E. Caisse

The Tree Warden works with National Grid, other utility companies and subcontractors to remove dead and diseased trees that endanger the traveling public and power lines. In addition, the department, in conjunction with the Historical Commission, is working to maintain the rural

character of Bolton through the ongoing tree replacement program.

Brush cutting and road-side cleanup will continue with the help of the Department of Public Works. If residents have a tree issue they would like addressed, they should contact the Bolton Department of Public Works at 978-779-6402 or via e-mail at dpw@townofbolton.com.

Financial Statement

July 1, 2020 to June 30, 2021

294 - Forestry

Salary

Appropriated:	\$3,612.55
Expended:	\$3,612.55
Unexpended balance returned to general fund:	\$0.00

Wages

Appropriated:	\$2,500.00
Expended:	<u>\$1,520.00</u>
	\$980.00

Expenses & Services

Appropriated:	\$46,000.00
Expended:	
Tree Trimming	\$20,010.00
Other Expenses	\$4,968.00

Total Expended:	\$24,978.00
Unexpended balance returned to the general fund:	\$22,002.00

DEPARTMENT OF PUBLIC WORKS

Randall W. Heglin, Director of Public Works

The Department of Public Works responsibilities include:

- Maintenance and repair of public roadways and associated storm drainage systems, street

signs, traffic signs, traffic signals, public parking lots and guard rails.

- Removes roadside litter and brush.
- Maintains traffic markings.
- Maintains roads and building sidewalk safety in the winter by plowing and sanding.
- Maintenance and repair of all public buildings.
- Maintenance of public grounds.
- Assisting Cemetery Department with burials.
- Assisting the Tree Warden with tree removal and pruning.
- Overseeing the operations of the Town Transfer Station and Recycling Center.
- Applying for state and federal funding and administering as appropriate.
- Working with various boards and committees on projects that benefit the Town of Bolton.

The Department is committed to maintaining safe roads, buildings, and grounds while preserving the rural character of Bolton. We encourage online submittals through the website and calls from the public to make us aware of issues of public safety. Residents are encouraged to sign up on the Town's webpage to receive departmental news as well as CODE RED. These resources are very helpful in keeping residents informed of Town business, project updates and in an emergency is how information will be effectively disseminated.

Main Street at Forbush Mill Intersection -

Due to the success of the Main at Wattaquaddock project with the MassWorks program, the Department applied for funding from this program for the traffic and pedestrian safety improvements at the Main Street, Forbush Mill Road and Green Road intersection. An application was submitted but unfortunately was not chosen for funding in 2021. Through comments received from the MassWorks program, a revised

application was submitted and the Town was awarded a grant in the amount of \$938,000 toward the project. Preliminary engineering including survey of the intersection was undertaken in 2021. Public Meetings were held, including at a meeting of the Select Board. Preliminary design included solutions for signalization of the intersection and a modern roundabout which was the chosen solution. Final design is to commence in early 2022 with construction anticipated in 2022 and 2023.

Buildings – The diligent upkeep and repair of Town Buildings preserves an important and expensive Town asset. At the 2021 Town Meeting, voters approved funding to undertake an assessment of town buildings, except for the school buildings. A Request for Qualifications (RFQ) was issued and several (6) responses were received from very qualified engineering and architectural firms. The Department was assisted with the review of the proposals by Bob Roemer. Four firms were interviewed and Tighe & Bond of Westfield MA was selected. The physical assessment of the town buildings was completed with a final report due in early 2022. The final report is to include identified capital repairs including safety and code related issues. This identification of issues will provide a multi-year plan moving forward to maintain this vital asset. The building of most immediate concern is the Old Fire Station. Significant termite damage to the building was identified. Further evaluation of the building is to be undertaken. In 2021, the Department also began to address long standing issues at the Library and Public Safety Building. In 2021, the Town contracted with the engineering firm of CCG to design a solution for the library sewer issue which has plagued the building since shortly after it opened. Video assessment determined that the main waste line under the building has settled resulting in frequent sewer backups. A solution has been designed

and should be advertised for construction in 2022.

At the Public Safety building, the spill containment structures for the underground storage tanks were replaced along with the filler and vent pipes. The vent pipes were not to code and weren't operable making the filling of the tanks difficult.

The Public Water well pumps (2) for the Library and Public Safety buildings were also replaced in 2021. The library pump failed and its replacement was several weeks backlog. A different manufacture pump and controls were installed for each building. The pumps are located in the same well.

The overhead doors at the Highway Garage for which funding was approved at Town Meeting were installed in 2021.

The Department administered the contract for the painting of the exterior of the Library in 2021. Several areas of significant wood rot were identified, including many of the old double-hung windows. The painter made temporary repairs. Permanent repairs will have to be made within 5 years.

The emergency generator at the Public Safety Building continued to provide reliability issues. The exhaust stack was extended and intake air to the building ceased while the generator exercising, thereby controlling and limiting the exhaust odors into the building. A significant engine issue also developed and was repaired by Schmidt Equipment (John Deere dealer) and generator vendor ASNE. Going forward, the generator will have to receive annual load tests.

The emergency generator at the Library was also made operational with the replacement of the engine with a remanufactured engine. The original engine had failed and was deemed unrepairable.

Spectacle Hill Road Drainage Improvement Project – Roadway flooding

along Spectacle Hill Road in the vicinity of South Bolton Road and Mill Pond Road has grown in frequency and intensity over the past several years. This situation is attributed to many factors, but mostly attributed to the undersized culverts under the roadway that have failed and that the land is flat with a poorly defined swale to move water away from the roads. An engineering agreement was signed in late 2018. The design was 90% complete and engineered estimate was completed in July 2019. The engineered solution is clear and a necessary drainage easement was obtained. The town was successful in receiving a \$100,000 grant from the Small Communities Housing Choice Program. This coupled with funds approved by the Town, the Project was advertised and a contract was awarded to Ricciardi Brothers, Inc of Worcester. The roadway was reconstructed and drainage installed. Early observations of wet weather conditions shows that the flooding that has impacted the area in the past is controlled. The total cost of the project including engineering, permitting and construction was \$341,663.

Highway - The Department undertook normal maintenance activities throughout 2021. These included but are not limited to roadside mowing and ditch maintenance, miscellaneous paving, catch basin repair and replacements, roadway sweeping, catch basin cleaning, and winter maintenance activities. It will be noted that the town has begun using a treated road salt which is capable of working at much lower ambient temperatures. This will permit a reduced application rate of salt in extremely cold temperatures which is better for the environment. In addition, all the material spreaders were calibrated to ensure the correct amount of salt is applied to the roadways. The Department is also in the process of fabricating what is necessary to implement a liquid anti-icing program to further increase the effectiveness of the salt

we use. Our goal is to apply the correct amount of anti-icing materials without over-applying to achieve desired results. It is also worthy of noting that use of sand as a grit material is also reduced significantly. This material is swept from the roads in the Spring and Summer, is stockpiled, and undergoes laboratory testing with potential disposal in a controlled landfill at an additional cost. The sand also fills ditches and edges of the road impacting water flow off the roadways, deteriorating the pavement and impacting safe vehicular traffic.

Wastewater Treatment Facility – The facility received its 15-year engineering evaluation as required by the state issued wastewater groundwater discharge permit. The evaluation, completed by Wright-Pierce, included an assessment of operations and equipment in the facility. The report identified critical components of the treatment facility that are nearing the end of the typical service life and planning to repair should be initiated. A multi-year replacement schedule is being developed. In 2021, the facility received a renewed Groundwater Discharge Permit for the next 5-year period (expiring 11/10/26). The second phase of Wright-Pierce's evaluation includes the evaluation of whether or not additional connections can be made to the system and what its effect would be on the facility. This was undertaken as a result of questions raised by the Master Plan Water & Sewer subcommittee and as a result of difficult septic conditions on Main Street.

Transfer Station and Recycling Center - The Transfer Station and Recycling Center had a very successful 2021. The facility continues to serve all residents and businesses of Bolton. Trash stickers are available for sale at the Transfer Station as well as the Town Hall.

The DPW and Bolton Local are looking forward to hosting and expanding upon

recycling events this coming year as long as they can be done safely.

The Town of Bolton is currently in our tenth year as a member of the Devens Regional Household Hazardous Products Collection Center. This facility operates ten months per year. This allows residents twenty opportunities per year to safely and properly dispose of hazardous products at the regional facility located on the Devens campus. Please visit www.devenshhw.com for dates and additional information.

Recycling and Trash Statistics		
<u>Material</u>	<u>Tons</u>	
	<u>2020</u>	<u>2021</u>
Municipal Solid Waste (Trash)	700.27	673.53
Glass	78.23	60.62
Mixed Paper	110.19	70.72
Cardboard	114.38	107.57
Newspaper	35.34	31.40
Plastic/Cans	101.25	131.48
Furniture	20.08	26.25
Metal	56.61	61.96
Tires	2.53	2.03
Books	3.12	12.75
Electronics	19.09	18.75
Textiles	15.56	18.77
Fluorescent Bulbs (total bulbs)	887	1002

The residents of the Town of Bolton should be very proud of their recycling efforts as you helped to achieve an outstanding recycling rate averaging less than 1000 lbs/year of trash per household! The state average is over 2000lbs/year. The Town of Bolton urges all residents to utilize the Recycling Center and to purchase products that contain recycled content. Please remember that the Transfer Station has permanent collections for books, clothing, electronics and furniture recycling in addition to the traditional recycled items. Please refer to our website

<https://www.townofbolton.com/transfer-station-recycling-center> for up-to-date information on accepted items and fees as well as recycling news and events including notices of change in hours.

Remember, recycling can seem daunting at times, but every little bit helps!!!

Financial Statements July 1, 2020 to June 30, 2021

190 – Buildings

Expenses & Services

Appropriated:	\$146,317.15
Expended	
Heating	\$1,973.18
Repairs & Maint.	\$127,976.52
Electric	\$4,950.24
Grounds Maint.	\$7,248.74
Trash Hauling	\$477.00
Propane	<u>\$0.00</u>
Total Expended:	\$142,625.68
Unexpended balance returned to general fund:	\$3,691.47

293 – Traffic Lights

Expenses & Services

Appropriated:	\$1,800.00
Expended:	
Electric	\$1,120.92
Repairs	<u>\$735.00</u>
Total Expended:	\$1,855.92
Unexpended balance returned to general fund:	\$0.00

421 – Highways

Salary

Appropriated:	\$108,576.00
Expended:	\$108,576.00
Unexpended balance returned to general fund:	\$0.00

Wages & Overtime

Appropriated:	\$581,679.00
Expended:	
Wages	\$566,107.78

Overtime	<u>\$22,392.03</u>
Total Expended:	\$588,499.81
Unexpended balance returned to general fund:	\$0.00

Expenses & Services

Appropriated:	\$135,945.00
Expended:	
Purchase of Service	\$5,188.81
Heating	\$787.78
Electric	\$8,039.90
Repairs	\$21,138.24
Telephone	\$5,184.98
Supplies	\$10,837.41
Gasoline	\$11,730.59
Stickers	\$1,220.00
Oil/Lube	\$0.00
Tires	\$4,000.00
Diesel	\$2,106.71
Parts / Supplies	\$12,723.96
Equipment	\$0.00
Clothing Allowance	\$7,650.00
Training	<u>\$204.25</u>
Total Expended:	\$90,812.63
Total Encumbered:	\$294.88
Unexpended balance returned to general fund:	\$44,837.49

422 – Highway Improvement

Wages

Appropriated:	\$6,000.00
Expended:	\$5,580.00
Unexpended balance returned to general fund:	\$420.00

Expenses & Services

Appropriated:	\$203,100.00
Expended:	
Pub. Ways Saf.	\$0.00
Local Imp.	<u>\$185,886.10</u>
Total Expended:	\$185,886.10
Unexpended balance returned to general fund:	\$17,213.90

423 – Snow & Ice

Wages & Overtime

Appropriated:	\$38,000.00
Expended:	
Wages	10,389.73
Overtime	<u>\$45,089.53</u>
Total Expended:	\$55,479.26

Expenses & Services

Appropriated:	\$142,000.00
Transferred In:	\$198,582.45
Expended:	
Repairs	\$46,671.38
Snow Removal	\$120,669.22
Supplies	\$28,406.39
Gasoline	\$10,162.49
Diesel	\$7,637.56
Equipment	\$3,075.00
Road Salt	\$83,666.15
Sand	<u>\$22,815.00</u>
Total Expended:	\$323,103.19
Unexpended balance returned to general fund	\$17,479.26

424 – Street Lights

Expenses & Services

Appropriated:	\$8,100.00
Expended:	
Electric	\$8,111.84
Repairs	\$1,111.33
Total Expended:	\$9,223.17
Unexpended balance returned to the general fund:	\$0.00

433 – Transfer Station

Wages & Overtime

Appropriated:	\$45,535.04
Expended:	
Wages	\$31,522.23
Overtime	<u>\$12,356.78</u>
Total Expended:	\$43,879.01
Unexpended balance returned to general fund:	\$1,656.03

Expenses & Services

Appropriated:	\$180,600.00
Expended:	
Electric Service	\$2,105.65
Trash Disposal	\$72,604.75

Trash Hauling	\$15,225.00
Recycling Hauling	\$55,386.20
Recycling Process.	\$20,316.04
Trash Container	\$1,200.00
Recycle Container	\$1,800.00
Maintenance	\$5,810.42
Equipment	\$0.00
Total Expended:	\$174,448.06
Unexpended balance	
returned to general fund:	\$6,151.94

450 – Well Monitoring

Expenses & Services

Appropriated:	\$5,000.00
Expended:	
Water	\$3,093.97
Total Expended:	\$3,093.97
Unexpended balance	
returned to general fund:	\$2,406.03

692 – Memorial Celebration

Expenses & Services

Appropriated:	\$2,800.00
Expended:	
Supplies	\$2,799.84
Total Expended:	\$2,799.84
Unexpended balance	
returned to general fund:	\$0.16

CEMETERY COMMITTEE

Brenda Baum	2024
Donald Baum	2023
Betsy Taylor-Kennedy	2022

The Cemetery Committee works with the Department of Public Works to continue the maintenance and landscaping of all cemeteries in Town and assisting with burials.

The Cemetery Committee has been meeting and is actively working on a plan to have tree removal/pruning and fence repair completed at our town cemeteries. The committee is reviewing the current bylaws and reaching out to other towns to learn more about how

other cemeteries are managed and maintained.

If residents wish to reserve a cemetery plot, or would like to have a printed certificate for their records, they should contact the Town of Bolton Department of Public Works at 978-779-6402 or dpw@townofbolton.com.

Financial Statement July 1, 2020 to June 30, 2021

Expenses & Services

Appropriated:	\$8,000.00
Expended:	
Purchase of Service	\$3,341.95
Grounds Maintenance	<u>\$2,867.94</u>
Total Expended:	\$6,209.89
Unexpended balance	
returned to general fund:	\$1,790.11

CULTURAL COUNCIL

Pat Bensetler	2024
Margot Brody	2024
Tim Fiehler	2023
Jem Mix	2024
Clare Moses (Secretary)	2024
Chris Sterling (Chair)	2023
Maureen Strapko (Treasurer)	2024
Nicole Thomas	2023

The Bolton Cultural Council (BCC) is responsible for awarding grants each year to support local and regional cultural events and activities. BCC funding is provided by the Massachusetts Cultural Council, which receives its funding from an appropriation in the state budget. Grant funds come solely from the state allocation; no Bolton taxpayer money is used. Any funds left over from canceled projects or unclaimed grants can be used for grants the following year. The Bolton Cultural Council is one of a network of 329 local cultural councils that serve every municipality in the

Commonwealth. The BCC is a volunteer board appointed by the Selectmen. There are currently several vacancies on the council and residents of any age are encouraged to apply:

Email boltonculturalcouncil@gmail.com with a statement of interest.

Bolton Cultural Council Funding Guidelines

Only online applications are accepted.

Preference is given to Bolton-based nonprofit organizations and artists for projects that benefit the Bolton community.

Preference is given to nonprofit organizations from towns near Bolton for projects that serve Bolton residents and/or in which Bolton residents participate.

Preference is given to projects and activities that serve a broad demographic.

Preference is given to projects with an upcoming confirmed date and venue.

Producers of new and original activities are encouraged to apply.

Awards:

Due to the COVID-19 the deadline for submitting grant applications for 2021 was extended to early 2021. The Bolton cultural Council met on January 26th, 2021 and awarded 12 grants totaling \$5,100 for programs in Bolton and the surrounding area:

- \$400 to Symphony Pro Musica for their 2020-21 season
- \$750 to Bolton Parks and Recreation for the Summer Concert Series
- \$400 to Nashoba Valley Concert Band for the Bolton Summer Concert Series
- \$500 to Clear Path for Veterans New England for Photography for Beginners
- \$600 to Virginia Thurston Healing Garden for Mind-Body Sound Therapy
- \$300 to Kirk Whipple for Duo Pianists, Composers & Educators in Concert
- \$350 to Sounds of Stow for their 2020-21 season.
- \$350 to Fitchburg Art Museum for the 85th Regional Exhibition of Art and Craft

- \$350 to John Root for Attracting Birds, Butterflies, Bees and Other Beneficials
- \$300 to Discovery Museum for Open Door Connections
- \$500 too Bolton & Harvard Open Studios for their annual event
- \$300 to Nashoba Area Social Justice Alliance for Little Free Diverse Library Books

Due to the pandemic, the deadline for submitting applications for grants for 2022 was also extended. The lists of grants voted on and awarded for 2022 in our January meeting will be included in next year's annual report.

EMERGENCY MANAGEMENT

Mission Statement

To accomplish our goals, we work in a close partnership with Bolton's Police Department, Fire Department, Ambulance Department, Department of Public Works, Massachusetts Emergency Management Agency (MEMA), Federal Emergency Management Agency (FEMA), Board of Health, local businesses, and local interested citizens groups.

Bolton has adopted the National Incident Management System. We follow an all-hazard approach, preparing for any type of emergency, whether man-made or natural.

Financial Statement

July 1, 2020 to June 30, 2021

291- Expenses

Appropriated	\$3,900.00
Expended	<u>\$3900.00</u>
Unexpended	\$0.00

POLICE DEPARTMENT

Police Department Roster

As Of December 31, 2021

Chief

Warren E. Nelson, Jr., 29 years of service

Lieutenant

Luke Hamburger, 16 years of service

Sergeant

Kimberly Barry, 25 years of service

Walter Nadeau, 5 years of service

Detective

Jason Puri, 17 years of service

School Resource Officer

Casey McCarthy, 7 years of service

Patrol Officers

Daniel Keller, 15 years of service

Gurpreet Singh, 4 years of service

Bryan Dufresne, 3 years of service

Jonathan Paiva, 2 years of service

Nicholas Girard, 2 years of service

Dylan Reney, 3 years of service

Reserve Officers

Mary Ann Kinirey, 13 years of service

Benjamin Lavine, 3 years of service

Donald Calderan, 3 years of service

Erica Abro, 3 years of service

Nikki Fahlbeck, 3 years of service

Administrative Assistant

Lorraine Kenney, 23 years of service

Mission Statement

The mission of the Bolton Police Department is to forge a working partnership with all persons within the Town of Bolton, regardless of age, race, sex, religious or ethnic backgrounds. Through mutual respect and understanding we will solve problems in an effort to promote a better standard of living throughout the community. By

embracing both the traditional values and innovative spirit that makes Bolton unique, we will reduce fear, control crime, and enhance the quality of life within the community.

Thank you for the opportunity to present the 2021 Annual Report for the Bolton Police Department.

Both 2020 and 2021 can be summarized as unprecedented years with the onset of the worldwide pandemic outbreak of Coronavirus Disease 2019 (COVID-19). We took immediate steps to safeguard our first responder employees by increased cleaning of equipment, limiting public access, and utilizing appointments rather than walk-ins. We will remember 2020 and 2021 as the years for wearing facemasks, maintaining 6 feet social distance when around other people, hand sanitizer, and hand-washing hygiene. The pandemic has had a lasting impact on all of our lives.

During the fiscal year Officers made 3741 motor vehicle stops and issued 1958 citations. The department also responded to 143 motor vehicle accidents that were reportable to the Registry of Motor Vehicles. In the area of criminal activity, 44 individuals were arrested and 308 criminal summonses were requested over the course of the year.

Officer Keller was trained as the department's Commercial Vehicle Enforcement Officer and received his certification through the Massachusetts State Police. He is one of only a few Municipal Officers in the state that hold this certification. Both Sgt. Nadeau and Officer Keller were recognized by AAA Northeast as Traffic Safety Heroes for all their hard work in the CVE division. Officer Keller conducted 151 commercial vehicle inspections and found 222 infractions.

The department still utilizes its medication drug drop box in the Public Safety Building (PSB) lobby and Internet Exchange Zone in the PSB vestibule. These two services are constantly used by the public and have both been successful resources for town residents.

Staffing changes: Sgt. Jonathan Couture (11 years) and Reserve Officer Hank Staake (22 years) both retired from the department. Reserve Officer Dylan Reney was promoted to full time Patrol Officer and will attend the full-time police academy in mid-2022.

Contact with the public is the essence of community policing. Both the police and the public can initiate this communication to keep the dialogue open. You can speak with an officer or dispatcher any day of the year at any hour of the day. If you would like to report a speeding complaint or traffic issue, please download a traffic enforcement request form from the Police website and send it in to us.

Finally, I would like to thank our Town Administrator Donald Lowe, the Honorable Select Board and the residents of Bolton for their continued support of the Bolton Police Department throughout the year. I also want to thank all the members of the Bolton Police Department for their dedicated service to the Town of Bolton, especially during this pandemic. If you see something say something,

Be safe, Chief Nelson

Financial Statement

July 1, 2020 to June 30, 2021

Police Department

210- Wages & Expenses	\$1,449,877
Wages Salary	\$124,488
Disability Insurance	<u>\$673</u>
Expended	\$125,162
Wages W/Overtime	\$1,155,200

Expended \$1,100,490

Expenses Appropriated	\$169,525
Expended	\$149,815
Gasoline	\$17,520.32
Tires	\$4,887.72
Cruiser repairs	\$17,870.78
Supplies-operations	\$8,537.24
Office Supplies	\$3,996.10
Firearms Supplies	\$14,738.41
Uniforms	\$17,614.00
Training	\$2,026.00
Dues & Subscriptions	\$2,858.41
Out of State Travel	\$0.00
Hired Services	\$640.00
Lock-up	\$518.05
Equipment	\$4,857.97
Bulletproof Vests	\$0.00
Cruiser Purchase	\$53,750.45
Total expense	\$149,815.45

Unexpended wages/expense \$74,410

PUBLIC SAFETY BUILDING



Public Safety Building

Financial Statement

July 1, 2020 to June 30, 2021

200-Expenses

Appropriated	\$199,416.00
Payments	\$193,161.78
Unexpended	\$ 6,254.22

Purchase of Services	\$ 70,743.35
Heating	\$ 10,952.02
Electric	\$ 43,472.86
Maintenance	\$ 35,612.14
Software Support	\$ 2,709.00
Trash Disposal	\$ 6,762.57
Telephone	\$ 16,268.22
Supplies	\$ 4,087.08
Diesel/Generator	<u>\$ 1,417.54</u>
Total expense	\$193,161.78

COMMUNICATION CENTER

The Town of Bolton is a member of the Nashoba Valley Regional Dispatch District which is located at 270 Barnum Road, Devens, MA. The dispatch center handles Police, Fire, and Ambulance non-emergency and emergency calls for the towns of Bolton, Lancaster, Harvard, Lunenburg, Berlin, Townsend, Devens, and Ft. Devens. The Executive Director of NVRDD is Anne Camaro. Further information about NVRDD and other resources can be found at www.nvrecc.us.



Nashoba Valley Regional Dispatch

It is the mission of the Nashoba Valley Regional Dispatch District to provide all Public Safety field personnel with professional communications services with an emphasis placed on safety, accuracy and cooperation. We are committed to answering all 9-1-1 and non-emergency calls for service

with professionalism, integrity and compassion while dispatching police, fire and emergency medical services with the utmost efficiency. Customer service is essential to our success. Our professional and highly trained staff will treat every citizen with empathy and respect that they so deserve.

Anne Camaro
Executive Director
Nashoba Valley Regional Dispatch District

Regional Dispatch Assessment Financial Statement July 1, 2020 to June 30, 2021

299- Expenses

Appropriated	\$182,167.00
Expended	<u>\$182,167.00</u>
Unexpended	\$ 0.00

FIRE/EMS DEPARTMENT

Roster of Active Members

Fire Chief: Jeffrey M. Legendre
EMS Deputy: Margy Diaz
Captain: Peter Casello
EMS Captain: Andrew Bagdonas
Lieutenants: Matthew Bosselait
Douglas Heffel Steve Kochis

Firefighters: Christopher Baker
Erick Benoit Gregory Boutwell
Matt Brier David Byler
Jeffrey Cummings Wesley Durant
Thomas Durkin Luis Forte
Brendon Gilchrist Doug Henry
Stephen Nadeau ... Jeremy O'Connell
Jim Peltier Jeff Weinfurt

Trainees:
Greg Childs Amanda Goldstein
Brandon McNeill Steven Peltier

EMT's: Luke BagdonasKelsey Benoit
 Maggie Buyuk Cole Clericuzio
 Normando DiazAlan Kuong
 Anastasia Nash Evan Nelson
 Morgan Nelson Sara Peltier
 Grace RogersZoe Rogers
 Hank Staake

Honorary Members:

Barbara Brown David Farrell
 Jack HolbrookJohn Mentzer
 Paul Slade

In 2021, Bolton Fire continued to serve our community with continuing call increase. For calendar year 2021 the department responded to 353 more calls than in the previous year of 2020. The paramedic program finished out the first year with 279 mutual-aid calls to surrounding communities in addition to the calls in Bolton. Members of the department participated in hands-on training including live fire training as well as continued training on subjects such as building construction, water supply and pre-planning. EMS continued to train and learn new skills that will elevate the delivery of EMS to our town including advanced respiratory training, airway management, and medication delivery.

Working with members from OEMS we were able to reestablish the Cadet Waiver for the 2021-2022 school year. The Year 1 students that have completed their First Responder training will soon be attending EMT certification training.

If you have interest in serving as a firefighter or EMT please contact either Chief Jeffrey M. Legendre or Lieutenant Steve Kochis at (978) 779-2203.

Bolton Fire-EMS has been very fortunate to receive a number of grants this year to support the fire department budget with special projects or essential pieces of equipment.

Assistance to Firefighter\$4,616.36
 Massachusetts Fire Equipment\$25,500.00
 MEMA\$5,800.00
 DCR\$2,000.00

The total of the grants has added an additional \$37,916.36 of funding for Bolton Fire-EMS. The funds were used to purchase tools and equipment for firefighter safety, rescue airbags, firefighter bailout and rescue struts for efficient operation at emergency scenes.

In addition to responding to emergencies, members of Fire-EMS have participated in several events throughout the town. These events include requests for public education, fire prevention at our schools, and community events such as the Halloween Walk. We want to thank the residents of Bolton for your continued support and we look forward to serving you in the future.

Sincerely,
 Jeffrey M. Legendre
 Fire Chief

**Financial Statement
 July 1, 2020 to June 30, 2021**

Wages

Appropriated	\$390,742.20
Expended Fire Chief, Full-time Firefighter/EMT, Call Firefighter, Call EMT, Cadet Program	
	<u>\$408,793.11</u>

Unexpended balance returned to general fund	\$-18,050.91
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Expenses

Appropriated	\$150,991.00
Expended	
Purchase of Service	\$13,779.26
Electric	\$262.66
Repairs	\$11,447.58
Training	\$186.49
Supplies	\$8,028.51
Gasoline	\$4,484.39
Diesel	\$4,269.22

Automotive	\$2,054.68
Uniforms	\$8,718.50
Dues/Membership	\$1,579.00
Fire Ponds	\$16,617.79
Equipment	\$1,860.30
ALS Service	\$12,101.00
Coastal Billing	\$9,310.48
	<u>\$94,669.86</u>

Unexpended balance
returned to general fund \$ 56,321.44

Fire Calls for 2021

Total Calls – 927

Automatic Fire alarm	102
Motor vehicle fires	19
Hazardous Materials.....	11
Powerline down.....	18
Rescue	9
Brush/Illegal Burn	26
EMS.....	318
Hazardous materials	11
Structure fire.....	9
Motor Vehicle Fire	19
Motor vehicle accidents	110
Mutual-Aid Fire.....	18
Mutual-Aid EMS.....	8
Mutual-Aid Paramedic	279

EMS Calls for 2021

Total EMS Calls – 597

Canceled	11
Clinton Hospital	81
Refused Care	74
Marlboro Hospital	65
No Contact.....	7
Emerson Hospital	39
Leominster Hospital	31
UMass University.....	47
Transports	379
Other Hospital	23

Inspections Performed-2021

Total inspections - 654

Driveway	25
Fire alarm	18
Smoke/CO detector	343
Fire drills	14
Sprinkler	16
Oil burner/tank	100
Tank removal.....	7
Propane.....	129
Tank truck	2

Permits Issued- 2021

Total permits - 1001

Bon fire.....	2
Propane.....	129
Fire Alarm	18
Smoke/CO	340
Oil burner	95
Special permit.....	38
Open burning	507
Sprinkler	12

DEPARTMENT OF VETERANS' SERVICES

Brian Stearns, Veteran's Agent.....2021

The Veteran Services office is located at 23 Linden St., Berlin MA. Office hours are Monday thru Thursday, 10:00am-1:00pm and by appointment if needed.

By appointment please call 978-838-2560 or email: vetservices@townofbolton.com or veteranservices@townofberlin.com.

The purpose of the Veterans Services Department is to assist eligible veterans and their dependents in procuring Federal, State and local financial and burial assistance benefits to which they may be entitled.

This year the Veteran's office and the Town of Bolton assisted local veterans and dependents with financial assistance. This

office was able to provide various assistance through the MGL Chapter 115 program, US Department of Veterans Affairs, MassHealth, and Social Security.

Sadly, during the year, 8 Veterans from the Town of Bolton passed away. They are as follows.

Final Salute

Michael Kane	Adam Shepela
Joseph Demerit	Anne Falco
John Quinlan	Paul Weatherbee
Ronald Seeley	Metrophane Zayka

I would like to thank the Veterans of Bolton, Board of Selectmen and all Town officials for their ongoing support of our Veteran community.

I would also like to thank Mr. James Cabral for his years of service as Bolton's Veterans Service Officer.

Respectfully submitted,
Brian Stearns
Veteran Service Officer

Financial Statement July 1, 2019 to June 30, 2020

Wages

Appropriated	\$5,277.50
Expended	\$5,277.50
Unexpended balance returned to general fund	\$0.00

Expenses

Appropriated	\$35,500.00
Dues and Subscriptions	\$50.00
Veterans Benefits	\$38,049.42
Meetings	\$252.36

Total	\$38,351.78
Unexpended balance returned to general fund:	\$0.00

ECONOMIC DEVELOPMENT COMMITTEE

Amy Balewicz.....	2023
Larry Cedrone	2023
Erik Neyland	2023
Alan Santos	2023
Sean Serell	2023
Sean Woods	2023
Open Seat	2023

The Economic Development Committee (EDC) is an advisory committee comprised of seven members appointed by the Select Board for a term of three years, in accordance with Massachusetts General Laws Chapter 40, Section 8A. The Town Planner serves as an Ex-Officio non-voting member.

The Economic Development Committee's mission is to help attract, retain, and grow businesses and jobs in Bolton to improve the economic environment and quality of life for its residents and meet the long-term needs of the community

The Committee typically meets the first Monday of each month. All meetings are open to the public. In 2021, all meetings were conducted remotely via Zoom Video Communications, Inc. pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, in response to COVID-19. Membership and Organization

The EDC nominated Erik Neyland as Chairman.

On February 25, 2021 the Select Board voted to appoint Larry Cedrone to the Economic Development Committee.

On November 18, 2021 the Select Board voted to appoint Sean Woods to the Economic Development Committee.

Rick Bernier resigned from his position in May of 2021. The EDC would like to thank

Rick for his years of service to the Town and wishes him the best as his family relocates.

Gwen Cook, a member of the EDC since 2016, resigned from her position in August 2021. The EDC extends their appreciation to Gwen for her contributions to the Committee.

There is currently one open seat on the Committee.

Committee Initiatives

Backyard Bolton

The EDC organized the 4th Annual Backyard Bolton on three Saturdays in August and September 2021. Backyard Bolton is a community event supporting local small farms, backyard growers, and small batch product producers. The EDC greatly appreciated the participation of over 40 vendors, including farms, musicians, organizations, and local small businesses.

Welcome to Bolton Sign

In 2016, the EDC and Agricultural Commission coordinated the permitting and construction of the Welcome to Bolton sign located at the corner of Sugar Road and Route 117. In 2021, the EDC received annual maintenance fees from participating businesses and farms. Next year, the EDC will work to fill the remaining four vacant spaces on the sign, with three reserved for local farms and one reserved for a local business.

Social Media

The EDC continued to use social media to promote businesses on the Destination Bolton Facebook page. Thank you to Amy Balewicz for continuing to post video spotlight stories to highlight local businesses, organizations, and initiatives.

Adopt-A-Pole Initiative

The EDC organized the 8th Annual Adopt-A-Pole initiative. The EDC coordinated the project to affix holiday wreaths to utility poles in the area of the Wattaquodock Hill Road and Route 117 intersection. The

purpose of the project is to connect local businesses to the community through beautifying the historic Town Center during the holidays. The EDC extends its gratitude to the 9 local businesses which donated to the initiative. In addition, the EDC sends a special thank you to the Department of Public Works for their assistance with installing and removing the wreaths.

Financial Statement July 1, 2020 to June 30, 2021

Expenses

Appropriated	\$1,000.00
Expended	
Purchase of Services	\$0.00
Unexpended balance returned to general fund	\$1,000.00

Nashoba Regional School District
2021 Bolton Annual Town Report

To: The citizens of Bolton and Nashoba Regional School District Families

The annual town report from the Nashoba Regional School District is an opportunity to document the state of our schools and update the community on the work that has been done. As we reflect on the experience of the past year, let us also look forward to the important work in front of us.

The prevailing challenge of the past year has been navigating the shifting sands of the Covid-19 pandemic. Since the onset of the pandemic in the winter of 2020, the NRSD community has navigated the difficulties of the pandemic to emerge a humble and wiser community that is ready to emerge stronger than ever.

While we remain limited in some activities during the pandemic, other activities have returned for which we are grateful. This year, our athletic teams returned to the field with full participation and supported by spectators. While participation and competition for all was the highlight of the fall season, the Nashoba field hockey team led the way on the field where they fell just short of a championship season by losing in overtime in the state championship. They represented our school system so well through their grace, sportsmanship and commitment to one another.

Our DECA program returned to full implementation and over 200 students participated this year with many of them advancing to the state competition. Middle school activities returned to full in-person as did our integrated sports programs. Students have commented that the return of these activities has helped them feel a sense of normalcy again which aided them in their academic endeavors.

During the 2021-2022 school year we carried over the important goals of the 2020-2021 school year. These goals focused on students first to keep us focused on what students need at this time.

Our first goal this year is to intentionally integrate social-emotional practices across all settings in the Nashoba school community. NRSD has invested in social-emotional professional development to guide our educators and support personnel in helping students who are having a difficult time and need adult guidance. As an organization, we are shifting our mindset from teaching math, science, literacy and the arts to teaching students the importance of knowing the content and competencies needed to be successful mathematicians, scientists, readers, writers, and artists. This mindset is steeped in understanding student perspectives and paying attention to their social and emotional well being. Professional development in this area along with the hiring of additional mental health professionals has proven thus far to be a valuable return on investment in our students and staff.

Nashoba educators are also focusing on creating inclusive learning structures and environments that promote: Collaboration, Creativity, Empowerment, Communication, Flexibility, Innovation,

Nashoba Regional School District
2021 Bolton Annual Town Report

and Community. Classroom limitations as a result of implementing Covid safety protocols have required our teachers to think divergently about designing inclusive lessons that help us grow in these competencies. However, they have met that challenge by utilizing what they learned during remote and hybrid learning to a full in-person learning environment. Students returned to the analog tasks of an in-person environment with stronger technology skills that complemented the learning objectives presented by the teacher. The merging of new strategies with proven practice prior to the pandemic brings optimism on how we can think about teaching and learning in a way that makes all students feel included and valued in their classrooms. Yes, we have challenges and there is room to grow in these competencies. However, we are committed to examining our practice on a regular basis to learn from our mistakes and make improvements in our instructional practices.

Our third goal has focused on growing empowering learning opportunities for students and staff. To meet the expectations of our second goal it is critical to build agency in our students and staff in owning their learning and instructional practice. Guided by the leadership of our new Superintendent, Kirk Downing, we are crafting a strategic plan that will provide a five year road map for growing empowered learners. Survey data from high school students shows us that our students self identify as needing stronger skills in grit and self determination. The strategic plan we are crafting will outline the specific steps we can take to grow independent learners who have agile minds that can adapt to changing times and circumstances.

Our final goal has been to develop aligned curriculum and instructional practices for literacy across content areas. To reach that end we determined that we need to invest in a K-9 assessment platform for reading (and math) that serves as the backbone of a comprehensive assessment strategy that informs teachers on the standards and content that needs emphasis in the classroom. This year we conducted a pilot implementation in Kindergarten through eighth grade at our schools in Lancaster to prepare for full implementation in 2022-2023. From our assessments, we will know the standards in our curriculum documents that need emphasis across all subjects. This goal will continue to be emphasized in our strategic planning as we aim to accelerate the learning for students who may be lagging behind as a result of remote and hybrid learning.

As a learning organization, the Nashoba Regional School District is committed to continual improvement for the betterment of our students, employees and community. We are blessed to have students who are committed to learning and to fostering positive relationships with others. We have a talented group of educators who are dedicated to the health and well being of their students. We also have a community that is vested in the home school relationship and are actively involved in our journey to always be better. These assets are what makes our Nashoba school community so special.

Nashoba Regional School District
2021 Bolton Annual Town Report

The Florence Sawyer School

At Florence Sawyer School, 2021 was a year of transition. We transitioned among learning models and safety protocols. We began the 2021 portion of our school year in a hybrid model. By the end of the year, we transitioned to full in-person learning for all students except those who elected to stay in the Remote Learning Academy. In September, we transitioned back to a sense of normalcy with all students returning to school for in-person instruction with many safety protocols still in place. We fully expect that 2022 will find us on the path to our pre-pandemic procedures.

2021 illustrated the strength of home-school partnerships. Our teachers adapted to new methods of teaching and using technology. Nashoba Regional School District leveraged resources to get devices in the hands of every student. Our families, thrust into teaching and support roles at home, rose to the challenge of Parent/Teacher. I'm grateful for our teachers' efforts to evolve and the trust and support of our families throughout this year.

The 2020-2021 school year ended with the retirements of beloved Sawyer educators, preschool teacher Judy Lipka, fifth-grade teacher Karen Sullivan, and physical education teacher Karen Cavaoli.

With the start of our new school year in September, we strive to provide a sense of normalcy for our students. We have been able to return to in-person clubs and activities. The FSS Student Council continues to set a high bar for philanthropy, organizing the annual events; Purple Pinkie Day, partnering with Nashoba Valley Rotary Club, Thanksgiving Food Drive, and Toys for Tots drive. Our student musicians are honing their talents for the Spring Concert. This fall, our robotics program found all five teams qualifying for Robonautica, the Massachusetts Lego Robotics Championships at W.P.I. Our Cross Country team signaled a return to middle school athletics this fall after a year and a half absence. This winter, the Florence Sawyer School Girls Basketball team is on the verge of another undefeated season. We are excited to have interscholastic softball, baseball, and track return in the spring for the first time in two years.

In October, *U.S. News and World Report* ranked Florence Sawyer School as a "school of distinction." This recognition considers several factors, including student achievement in math and literacy proficiency and data sets extending several years. FSS was noted as the 23rd best elementary school (out of 964) and 55th best middle school (out of 491) in Massachusetts.

The Florence Sawyer School Council was instrumental in developing a "Walkable School initiative." Their efforts were recognized by the Massachusetts Department of Transportation's "Safe Routes to School Exemplary Program for Central Massachusetts."

With each new day, we ask our students to, "work hard and be kind." As a school, we seek to continually improve through hard work, attention to student and family needs, effective two-way

Nashoba Regional School District
2021 Bolton Annual Town Report

communication, and a passion for the teaching and learning process. We remain grateful for the support of the Bolton community in this work.

Nashoba Regional High School

Nashoba Regional High School made the transition to in person learning during the spring of 2021. On March 1st students were given the choice to remain remote or attend in person with a hybrid schedule. There were two cohorts, cohort A and cohort B which attended live in person classes two days per week, remote classes two days per week and asynchronous work on Wednesdays. Cohort R was for those students who remained fully remote. Our teachers became quite adept and skilled at utilizing a variety of technology platforms to teach in this hybrid model. On April 26th NRHS returned to full in person, 5 days a week learning. Approximately 85% of students made the full return to in person learning while 15% remained full remote. On June 12th NRHS held our graduation ceremony for the class of 2021 which included 235 graduating seniors on the turf field. Finishing up the school year in person boosted morale for students and teacher as school life and activities resumed. Interim principal Steven Cullinane retired at the end of the school year and new NRHS Principal Dr. Kathleen Boynton began on July 1st.

During the first few weeks of July, portions of the high school were utilized for the filming of the Showtime series Dexter, which premiered in November. The secretarial and administrative teams worked in the portable classrooms during this time. In August, we brought in many upper-class students to be Student Ambassadors and we held a very successful and well attended in person Freshmen Orientation. This fall, NRHS continued with full in person learning and a full resumption of clubs and activities meeting in person following COVID safety protocols. The energy in the building was very positive. NRHS students were featured on Channel 5 news for their moving 9/11 Memorial Service Project. We held the Senior Sunrise Breakfast on a beautiful crisp autumn morning in the fall.

Our student council (STUCO) organized spirit days, hosted a fun homecoming dance in the courtyard this fall and we had a very successful pep rally out on the stadium in November. In September the entire Sophomore class participated in Challenge Day, which is a team building program designed to build positive relationships. Nashoba News and the Regional have created bi-weekly print and TV news broadcasts about all the good things happening at NRHS. Our various student club and organization held very successful food and donation drives to support community members in need this past December. The library has been busy with activities and events from hosting virtual author visits, a community puzzle table and therapy dog visit. Our DECA program was able to resume in person competitions this fall with students participating in local and district competitions. Over 100 DECA members have qualified for states. In the arts, NRHS held a very well attended coffee house and poetry slam. The music program had four fall concerts, the winter combined choral and band concert, and the concert for the Council on Aging. Twelve Nashoba students qualified for Districts and four students

Nashoba Regional School District
2021 Bolton Annual Town Report

qualified for States. In Drama, Nashoba had a well-attended fall play with Arsenic and Old Lace. Our robotics team is back up and running and preparing for their first competition.

Athletics

We are now the Nashoba Wolves! The journey of changing our high school mascot included ups and downs, but we are officially the Wolves. Our current student-athletes and staff are working towards building a new culture and identity around the mascot. We may have a new mascot; however, our athletic success continues with over 250 student-athletes participating across fifty total teams, with seventy percent of student-athletes being named to the honor roll.

It has continued to be a challenge navigating athletics during the COVID-19 pandemic. During the winter 2021 season, our teams competed in shortened schedules in geographic pod play due to COVID. We competed in basketball, hockey, skiing, and swimming. Our football and volleyball teams competed during the Fall 2 season, which ran between February and April. Then the spring 2021 season began in April, and all of our teams competed in the Central Mass Athletic Directors Tournament, a pilot program. The winter, fall 2, and spring seasons looked different compared to previous years, but we were happy the student-athletes could compete.

Things began to feel “normal” during the fall 2021 season as teams played full schedules with no modifications or restrictions. Many of our teams competed in the first MIAA Statewide Tournament, a new format for playoffs. To highlight a few teams, our cheerleading team was Division 1 Central/West Championships for the first time in school history! Our volleyball team was ranked 16th in the state; girls soccer was ranked 18th, while the boys were ranked 19th and made the playoffs for the first time in eight years. Field Hockey had a fantastic season as they secured the fourth seed in Division 2 and ended up state finalists as they lost in overtime to Westwood.

CENTRAL OFFICE DEPARTMENT REPORTS

Teaching and Learning Department

The NRSD Teaching and Learning Department emphasized strategic curriculum work and professional development in mathematics focused on structuring curriculum and finding new resources to allow learning to come alive for all students. Teaching students to show their mathematical thinking through new and innovative teaching and learning strategies has been a focus this year. Teachers in social studies continue to work on embedding civic learning and experiences into the curriculum. Alignment to new social studies standards has allowed for piloting new project based learning opportunities and experiences for all students and to promote civic engagement within their communities. to foster student voice and choice in learning. In order to continue the process of transitioning to the updated Massachusetts History and Social

Nashoba Regional School District
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Science frameworks, social studies teachers have met throughout the year to develop new curriculum units that integrate geography, the study of ancient civilizations, student-led inquiry, and research. Middle School teachers continued participation in professional development through state led workshops, *Primary Source* and content based common planning time to continue this work.

In alignment with the District Improvement Plan, Nashoba educators continue to work toward integration of social-emotional skill development and academic learning. Our Virtual March full PD day brought together in-district and outside presenters on topics related to social-emotional learning and social justice. Mark Brackett, author of *Permission to Feel*, gave a keynote address that emphasized the importance of supporting students and their emotional learning in order to find balance and a healthy perspective both in and out of the classroom. Feedback on the day was very positive overall.

Moving forward, the district will begin its focus on social justice and equity work combined with content specific work aligned to new Massachusetts Standards and frameworks such as Civic Action plans in the social studies and hands-on experiential learning resources and opportunities in the sciences. The Teaching and Learning Department has also put a primary focus on new visioning for the high school building project. Working with stakeholders across the district, the team has worked on developing plans for the Nashoba Portrait of Graduate work that examines outcomes for a K-12 educational experience in the district as well as visioning for a potential new high school. The work remains exploratory, innovative and engaging as we continue to communicate and collaborate with multiple constituencies and stakeholders across our three communities.

Technology

In 2021, the district went through three learning models as COVID continued to evolve full remote learning, hybrid learning and full in-person learning. To support these changing environments and ensure robust learning experiences, the NRSD Technology Department implemented many changes in the technology infrastructure and established new operational processes. The Technology Department also helped deploy a remote learning office in the town of Stow to meet our safety requirements.

As in the previous year, helping teachers to complement traditional resources and teaching methods with modern technology remains a key priority for the Technology Department. We continue to provide training to educators on how to use technology tools and software solutions to monitor and facilitate student learning, both in schools and at home.

Another focus for the department is to ensure that every student has access to the appropriate technologies based on educational needs. The Chromebook is the primary learning tool for grade 6-12 students. With the help from FCC's Emergency Connectivity Fund, we were able to deploy more Chromebooks to the elementary schools and achieve 1:1 assignment for grade 3-5 students.

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We also upgraded the bandwidth for internet connection both externally and internally to better support online learning activities.

Online safety continues to be a top priority - particularly as the pandemic shifted more activities online. We have set up multiple systems to safeguard internet access for both teachers and students. Our web security system provides both in-school and at-home web content filtering on all district-owned Chromebooks. It also detects cyber-bullying and self-harm behaviors within the Google Applications suite so that school administrators and parents can be notified promptly when concerns arise. We also deployed cell phones to key positions in all schools to improve communications with families in need.

As cybersecurity threats become more pervasive and severe each day, the Technology Department continues to educate teachers and staff on potential threats and compromises to make sure everyone stays vigilant.

For physical safety, we have added and upgraded security cameras on each of our campuses.

Health and Wellness

The district's Health and Wellness Department covers comprehensive services including first aid, emergency care, assessment, planning for the management of chronic conditions such as asthma, diabetes, or life threatening allergies, and preventing and responding to communicable disease. Additionally, we provide guidance on medication and health care procedure oversight, ensure the completion of mandated health related screenings, health education and health counseling, and assure a safe and healthy school environment. Nashoba nurses offer **CPR** and **First Aid Training** for employees regularly. Nashoba's Health and Wellness team provides a full time, certified registered nurse at each school building.

This year, all school nurses continued training and preparing for a health office response to a global pandemic. This included **COVID-19** testing in schools. Health Offices were equipped with BinaxNOW kits for symptomatic testing as well as the Test and Stay Program.

The Test and Stay Program allowed students who have had close contact with a person who tested positive for **COVID-19** while at school to stay in school if the student was not showing symptoms. Instead of needing to quarantine and miss school, these students took a daily rapid test while they remained in school as long as they were not symptomatic. Students participated in **Test and Stay** for at least five days after they may have been exposed.

Routine **Pooled Testing** was implemented during the 2020-2021 school year as a mitigation strategy which involves combining several individuals' test samples together into one "pool" and then testing the pooled sample for **COVID-19**. This approach increases the number of individuals that can be tested at one time and allows for regular testing in the school community for **COVID-19**.

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In collaboration with the **Nashoba Associated Board of Health**, three vaccine clinics were held at Nashoba Regional High School, including one influenza clinic and two COVID clinics.

Health plans continue to be modified as new guidelines have been provided with guidance from **MA Department of Elementary and Secondary Education, Centers for Disease Control, Department Public Health** and our local board of health.

Extended Learning Program

Following over a year of closure, the Extended Learning Program (ELP) has again opened its doors to NRSD students! Much has changed over the course of that closure; however, the ELP's goal to create a safe space for students to explore their interests, meet new friends, and express themselves effectively has remained steadfast.

The Extended Learning Program's social nature, paired with staff members trained in *Social Emotional Learning*, offers a unique opportunity for students. As students navigate new social situations staff members are there to guide them as they learn how to communicate productively and build relationships. This was crucial at the start of the school year, as the ELP welcomed a large volume of K-2 students, many of whom had never experienced an after school program.



“Mini Olympics.”

With an abundance of daily activities to choose from, including arts & crafts, sports, independent play, enrichment, and more, students have the opportunity to explore their interests while growing their social skills in a variety of settings, including small and large groups.

The ELP is proud to offer a variety of enrichment across its four sites. Students send and receive Pen Pal letters, participate in a variety of clubs, including: Dance, Blanket Making, Harry Potter, LEGO, Computer and more. They brave Spooky October Relay Races, build gingerbread houses, and can look forward to participating in their own

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As the ELP rounds the corner, to the last half of the year, it is excited to extend its enrichment offerings to include an even broader range of activities, both offered from in-house ELP staff, and outside vendors. Heading into March, families can keep an eye out for *Fun World Language Spanish Lessons*, virtual music lessons, our internally run animation program, *Flip Flops & Shorts*, as well as *Play-Well Lego*, an out of district STEM-based program.

The Extended Learning Program and staff will continue to create new opportunities for students to not only explore their interests and refine their communication and social skills, but also to build life-long friends along the way.



Nashoba Regional High School
Class of 2021

Samuel Truman Croteau ** § President ~ Edward Yervant Eric Naroian Vice President
Leo Anton Lukaszevich * § Secretary ~ Kyleigh Devyn Pierce ***§ Treasurer ~
Jessica Azaria Klausner **§ Historian

Javier Hanner Acosta
Jake Rocco Agoglia *
Jack Francis Ahearn
Cameron Joseph Albert *
Madison Victoria Anthony
Audrey Rose Arsenault *
Casey Scott Arsenault
Patrick George Arsenault
Neil Harsh Aryan *
Annalise Marie Atkins
Boden William Aurin *
Abigail Summers Ayotte * §
Luke Edward Bagdonas *** §
Rose Marie Bailey
Kendra Faye Zetelmo Barksdale
Emily Rose Barnes ** §
Jessica Leigh Barshak
Sarah Michelle Bartlett
Katie Charlotte Bateman **
Tiannah Marie Bazydlo
Lauren Hannah Bechara ***
Mei Xiu Ann Bell ** §
Sydney Rose Bell **
Daniel Eugene Bergen *
Emma Kate Berube
Hunter Troy Bichao *
Freya Olivia Blackmore *** §
Esther Haleigh Blood
Grace Rebecca Bolinsky **
Abigail Lee Bond ** §
Christina Lynn Bonfiglio ** §
Finlay Fraser Booth
Aidan Erik Boutotte
Jack Parker Boyle

Shaelyn Marie Brideau
Lexi Marie Burnet-Lupo
Katelyn Marie Burns
Elizabeth Bailey Buyuk
Allison Mary Carrara *
Felipe Martin Cerioni *** §
Lea Chery *
Constantine Filipenco Childs *
Miranda Leigh Clack *** §
Emma Jean Conant * §
Ian Michael Condon **
Ian Patrick Connaughton
Hannah Rose Connelly *** §
Eamon Anders Connolly
Abigail Emma Crowell ** §
Jason Bernard Culkins
Lauren Rose Cummins
Shauna Lee Curran
Paul Robert Dean
Sarah Ann DiClemente **
Rocco Joseph DiDomenico
Mogan Kelly Diefenbach
Danielle Anne Dietel *
Joshua Peter DiGeronimo *
Cecilia Mae DiVerdi *
Sofia Rose Dixon * §
Harvey Thomas Dolan *
Amy Elizabeth Doran *
James Collins Draudt *** §
Andrew Donald Dray
Lily Jacquelyn Duprey *** §
Lauryn Avery Duvarney
Hannah Lucille Davis Edwards * §
Nylah Rae Erickson

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Matthew Joseph Ervin **
Christian Lee Estey * §
William Curran Falla
Sophia Michelle Farinella **
Kenneth Robert Farris *
Samantha Abigail Felt
Zachary Simon Fischer
Hanna Louise Fish
Leo Brennan Fitzgerald
Kelly Aniela Fleming *
Grant Evan Follansbee
Hunter Ryan Follansbee
Joseph Robert Fontaine
Lydia Laurel Foster-Smith *** §
Ryan Samuel Franklin
Samuel Keniel Franqui
Sydney Madeline Frend
Kenneth Gregory Frommer
Christina Marie Galeski
Henry Ronald Gerecke ** §
William Michael Gervais
Alison Marie Gillooly *
Bradley Stevan Goulding
Caroline Patricia Goyette **
Conor William Green
Allyson Elizabeth Gruca
Aidan Augustine Hanley * §
Jack Thomas Hannigan
Isaac Matthew Hartmann
Carly Drew Henderson
Madalyn Elizabeth Hill ** §
Isabella Nicole Hogan ** §
Kaitlyn Lane Hollister ** §
Caroline Grace Howland

Maeve Vita Hughes
Megan Elizabeth Irvin ** §
Harrison Todd Joron **
Graham Gainer Josephson *
Joshua Joseph Kerble
Henry Walter King
Madeline Tillie Rose King
Morgan Daniel King
Justin Edward Klinkhamer *
Maxwell Charles Koesterich
Wesley Phillip Kolenda
Peter Vincent LaFrance
Colleen Cecile Laird ***
Victoria Anne Lane **
Benjamin Betancourt LaPlante
Grace Caroline Larence **
Justin Joseph LeBlanc *
Lauren Ann Leonard * §
Sada Quinn Libby-Grantham **
Margaret Mae Lorenzo-Keane
Cameron David Lyttle
Abigail Grace MacDonald
Alexandra Grace MacDonald
Hayley Diane MacDonald ** §
Sydney Rosa Machado
Rachel Leigh Maguire
Peter Stuart Maitland **
Ryan Eric Malkowski * §
Hannah Elizabeth Marland
Natalie Brooks Marshall
Aric Jacob Martin
Andrew Redfield Mathews
Haley Ann May **
Andrew Joseph McDonald

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Reilly Patricia McGowan
Thora Kathryn McIsaac *** §
Reilly Joy McKenna *** §
Nevan Joseph McNamara
Ashly Melissa Merrow
Fedlyn Theresa Meunier
Peter Justice Michel
Connor Andrew Mignault ***
Kelan Thompson Montgomery
Joshua Michael Morrison
Nikhil Kevin Munroe
Christopher Michael Noonan
Judah Kaya Nutting *
Christopher Joseph O'Connell
Taylor Josephine O'Connor
Siobhan Sa Rang O'Hagan
Parker Coley O'Sullivan ** §
Daniel Liam Oberlies
Erin Elizabeth Oberlies *** §
Peter Tyler Ojerholm
Naiely Tavares Oliveira
Benjamin Scott Olsen *
Lee Copeland Painter ** §
Ryan Anthony Paulter
Jillian Grace Payne
Tyler Robert Pelletier
Jason William Perreault
Dylan Liam Petri *
Christopher Colyn Petter ** §
John William Pierson
Nathan Wyman Poch
Spencer Royce Powell *
Brendan Peter Quinn
John Stephen Quinn

Humza Ahmed Qureshi *
Aidan Benjamin Ramirez
Emily Elizabeth Ramos
Natasha Vanessa Ramos
Ethan Paul Revell
Stephen Jeffrey Ricci
George Hammesfahr Robertson
Alexander John Rocca *** §
Zoe Elise Rogers ***
Elizabeth Victoria Romeo * §
Devin William Roth
Andrew Richard Routhier
Olivia Joan Ruschioni *
Madison Taylor Saart *
Joseph James Sabourin
Allie Grace Sahlberg ***
Emily Lauren Sandberg ***
Trevor Robert Schartner
Maria Anneliese Schmitt
Rhys Erik Schoepke *
Eli Jack Schomp *
Holly Christine Senior
Anand Christopher Sharma
Alexander Liam Shoemaker
Julia Constance Sidopoulos * §
Aidan Philip Slater
Kira Burch Spedden * §
Caitlin Rose Stearns **
Chloe Patricia Stone **
Vivien Mae Stringfellow
Cali Elizabeth Suarez
William Matthew Susi **
Joshua Elias Tadmor Ç
Sofia Terry Tanashian

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Matthew Jake Taylor-Chang *** §

Corey James Thaxton *

Noah Chase Tosti

Gillian Nora Trackey **

Sophia Emerson Traywick ***

Jake Maclean Tremblay

Rowan John Trotter

Annika Mary Tuttle

Matthew John Urbano ** §

Karina Marie Vangel

Ty Thomas Vitkofsky

Justin Brian Vyas

Jack Francis Wanamaker

Daniel Patrick Weadock

James David Webster

Jonas Tanner Weijer **

Rachel Renée Wendler

Nicholas Charles Werner

Dylan Amory Whalen ** §

Caitlyn Marie Wilson

Blake Buchanan Winsmann

Brittney Elizabeth Yuen

Madeline Isabelle Zacchini ** §

Anna Elizabeth Zeh

Emma Loretta Zinn

Ç Certificate of Completion § NHS

Senior Project

***Summa Cum Laude

**Magna Cum Laude

*Cum Laude

BOLTON
Annual Report to the Town

**MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL
DISTRICT**

Edward A. Bouquillon PhD, Superintendent-Director
Submitted: February 2022

Return to In-Person Learning

Minuteman Regional Vocational Technical School District provides high quality career and technical education (CTE) that is the choice of increasing numbers of students from our nine member towns. After a full school year of hybrid learning, Minuteman students returned to school in-person on August 28, 2021. All are grateful for the return to in-person instruction that is essential for CTE and the attainment of competencies and skills that support career entry and post-secondary success.

In-District Enrollment Continues to Increase

Minuteman began the 2021-22 year by welcoming 195 new ninth-grade students, its largest freshman class in more than 20 years. Ninety-six percent (or 188) of freshmen reside in one of Minuteman's nine member towns. Across grades 9-12, member enrollment is 82%; in 2017-18, member enrollment was 59%. There are 24 students from Bolton attending Minuteman this school year compared with 15 in FY21, 13 in FY20, and 11 in FY19.

Presently, 655 students are enrolled at Minuteman, exceeding the 628-student design enrollment of the new school. The Minuteman School Committee is actively pursuing cost effective strategies to expand the enrollment capacity of the campus to 800 students. The goal is to accomplish this by the fall of 2023 with no additional borrowing.

As interest in high-quality, Chapter 74-approved career and technical education surges, the enrollment from Minuteman's nine member towns has continued to increase. In 2015, Minuteman had 336 member-town students compared to 538 in 2021 – a 60% increase. Applications from our member towns have increased each year for the past four years. At the time this report was filed, on February 8, 2022, Minuteman had received 292 member-town applications for approximately 175 freshman slots for FY23, representing an increase of more than 30% in member-town applications over four years. Stow applications are up again at this point in the process.

With the shift in enrollment to almost all member-town students, there is a parallel decrease in the non-member student tuition and capital fee revenue received. For the past 30 years, Minuteman has used this revenue to reduce member town assessments. With the current member town enrollment trend, Minuteman projects that non-member revenue will not exist by FY25. The FY23 budget reflects the first year of this three-year transition to member towns fully funding the operations and debt obligations of the district.

Capacity-building projects include the expansion of the Metal Fabrication/Welding lab on an existing foundation; and the renovation of the East Campus building to accommodate the Veterinary

Assisting/Animal Science clinic and training area. As appropriate, our students in the trade areas are using these expansions as program projects.

Expanding Pathway Programming to Meet Student, Industry Needs

To meet rising student interest and occupational demand, Minuteman launched an Animal Science program in the fall of 2021. Open this year to ninth graders who will major in the program for four years once selected, Animal Science provides students with practical hands-on skills in veterinary clinics and hospitals. Students will receive industry-recognized credentials, which allow them to obtain entry-level jobs upon high school graduation or continue their education to pursue a technical or professional career.

Veterinary medicine is one of the fastest-growing industries in America. According to the U.S. Bureau of Labor Statistics, employment opportunities will grow 16% by 2029; compared with 4% across all industries. During the pandemic, 20% of all households acquired a new dog or cat, according to the ASPCA.

Minuteman continues to meet workforce development needs through its adult evening programming, offered through Minuteman Technical Institute (MTI). With support from the Commonwealth's Career Technical Initiative, MTI continues to provide programming in carpentry, CNC (computer numeric control) machine operation, and bio/medical laboratory technician training. In June 2021, MTI graduated a carpentry class of all women, which was held in collaboration with the North Atlantic States Regional Council of Carpenters (NASRCC) of Boston. Member town post-secondary students receive a reduced tuition.

Athletics, Facilities Usage Expanding

The first of three new synthetic turf athletic fields opened in October 2021 to host football games and other sports on the Minuteman campus. The fields are located at the site of the old school building, which was torn down following the opening of the new, state-of-the-art building in 2019. The first field that opened is a multi-sport synthetic turf field with an adjacent competitive running track. In April of 2022 the baseball/multipurpose and softball fields will be ready for play. All fields are lighted to expand utilization and enhance field rental revenues.

Minuteman had been without home fields for five years. Minuteman will no longer need to rent athletic spaces and will see reduced transportation costs. Minuteman recently hired a Facilities/Event Coordinator to focus on renting facilities and increasing revenue by hosting mission-compatible outside groups and organizations.

Accomplishments and Highlights

Minuteman High School alumni are well known for their college and career success after graduation – and the Class of 2021 was no exception. Within one month of graduation, 92% of recent graduates were in college/university or employed. Of that total, 67% were in a two- or four-year college/university, and 23% were employed in their trade of study.

There were three Bolton graduates from the Class of 2021:

Caspian Barrett, an Early Education and Teaching major. Barrett received the John and Abigail Adams Scholarship and will attend Framingham State University to study early education.

Kyle S. Kotlarz, a Biotechnology major. Kotlarz received the Adams Scholarship. Kotlarz was accepted to Clark University.

Teagan K. O'Connor, an Early Education and Teaching major. O'Connor, a member of the National Honor Society, received the President's Education Award for Outstanding Academic Achievement. O'Connor began working as a teaching assistant at Knowledge Beginnings Preschool and is planning to enroll in college.

HUMAN RESOURCES DIRECTOR

Kristen Noel

Salary

HR Director	
Wages Appropriated	\$9180.00
Expended	<u>\$7956.00</u>
Unexpended balance returned to general fund	\$1224.00

Expenses

Appropriated	\$1,350.00
Expended	
Purchase of Svc.	\$472.40
Supplies	\$370.00
In-State Travel	\$ 0.00
Dues	\$275.00
Meetings	<u>\$ 0.00</u>
	\$1,117.40
Unexpended balance returned to General Fund	\$1456.60

TREASURER

Kristen Noel

Michelle Carlisle, Assistant Treasurer

Salary

Treasurer	
Wages Appropriated	\$83,636.80
Certification Stipend	\$1000.00
Expended	<u>\$84,636.80</u>
Unexpended balance returned to general fund	\$0.00

Expenses

Appropriated	\$25,660.00
Transfer	\$11,607.56
Expended	
Software Support	\$5891.70
Postage	\$150.00
Tax Takings	\$11,347.56
Longevity	\$9650.00

Office Supplies	\$560.18
Bank Charges	\$4,896.00
In-State Travel	\$314.36
Dues	\$75.00
Educational Assistance	\$1760.00
Meetings	<u>\$45.00</u>

\$34,689.80

Unexpended balance returned to General Fund	\$2577.76
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COLLECTOR

Michelle Carlisle, Collector/Assistant
Treasurer

Salary

Collector	
Wages Appropriated	\$46,190.04
Expended	\$46,189.83
Unexpended balance returned to general fund	\$0.21

Expenses

Appropriated	
Transfer	\$24,660.00
Expended	
Software Support	\$11,825.06
Postage	\$8,642.99
Tax Takings	\$269.99
Office Supplies	\$386.12
In-State Travel	\$0.00
Dues	\$75.00
Meetings	\$0.00

\$21,199.16

Unexpended balance returned to General Fund	\$ 3,460.84
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2021 W-2 SALARIES AND WAGES (Box 5)

Abro, Erica	\$	13,775.24	DesBois, Paul	\$	1,070.08
Alphen, Elizabeth	\$	68.76	Diaz, Margaret	\$	8,916.49
Altavilla, Amanda	\$	2,183.49	Diaz, Normando	\$	13,041.56
Amelotte, Laraine	\$	280.00	Dinsmore, Scott	\$	593.96
Amendola, Dana	\$	24,492.46	Dufresne, Bryan	\$	95,672.53
Anestis, Kathryn	\$	175.00	Durant III, Wesley	\$	1,513.35
Babineau, Scott	\$	58,980.45	Duhamel, Liam	\$	587.25
Bagdonas, Andrew	\$	5,332.48	Durkin, Thomas	\$	1,570.23
Bagdonas, Luke	\$	5,242.22	Dwinells, Scott	\$	57,514.12
Baker, Christopher	\$	2,713.03	Fahlbeck, Nikki Ann	\$	15,738.78
Balco, Rona	\$	120.00	Farnsworth, Donna	\$	46,452.46
Barnes, Emily	\$	5,396.27	Farrell, David	\$	43,790.64
Barry, Kimberly	\$	101,346.02	Farrell, Ann	\$	41.60
Baum, Donald	\$	65,550.38	Flanagan, Edward	\$	6,430.00
Beaudoin, Mark	\$	3,569.60	Forte, Luis	\$	3,370.57
Benoit, Erick	\$	10,180.94	Galeski, Jeffrey	\$	616.50
Benoit, Kelsey	\$	6,533.22	Galeski, Ronald	\$	67,476.92
Berry, Nathaniel	\$	61,996.13	Garlock, Kelly	\$	45,129.54
Blair, Kathryn	\$	6,236.82	Gilchrist, Brendon	\$	2,369.19
Boodry, James	\$	19,842.30	Girard, Nicholas	\$	95,542.79
Bosselaite, Matthew	\$	11,662.48	Goodsell, Heather	\$	30,482.16
Boutwell, Gregory	\$	8,193.81	Graber, Johanna	\$	42,333.07
Brazeau, Dorothy	\$	350.00	Gross, Quinn	\$	11,011.90
Brier, Matthew	\$	1,854.30	Hamburger, A. Luke	\$	92,846.67
Burgwinkle, Brian	\$	7,174.78	Hakala, Emma	\$	182.25
Buyuk, Alexandra	\$	3,334.33	Hannon, Nicholas	\$	6,895.00
Byler, David	\$	1,932.95	Heffel, Douglas	\$	9,603.88
Cabral, James	\$	4,087.78	Heglin, Randall	\$	101,692.20
Caisse, Leslie	\$	31,774.30	Henry, Douglas	\$	1,680.23
Caisse, Mark	\$	7,484.90	Herbison, Linda	\$	1,877.59
Calderan, Donald	\$	11,577.51	Hernon, Christina	\$	1,000.00
Carlisle, Brianna	\$	1,800.00	Hershberger, Michael	\$	911.25
Carlisle, Michelle	\$	51,884.93	Howarth, Nicholas	\$	14,867.46
Casello, Peter	\$	12,839.31	Jacobsen, Sofia	\$	884.25
Childs, Gregory	\$	127.38	Jacobsen, Jennifer	\$	63,648.74
Clericuzio, Cole	\$	8,479.06	Janda, Robert	\$	17,846.49
Cole, Timothy	\$	4,550.00	Johnson, Pamela	\$	2,580.08
Collins, Kelly	\$	91,059.61	Joron, Harrison	\$	417.88
Connors, John	\$	775.00	Kantor, Mattias	\$	846.45
Cook, Shayne	\$	1,800.00	Keep, Jonathan	\$	300.00
Cormack, William	\$	1,154.25	Kelleher, Dillon	\$	607.50
Cotter, Christopher	\$	1,200.00	Keller, Daniel	\$	86,619.40
Couture, Jonathan	\$	14,154.28	Kelly, Timothy	\$	1,999.98
Cridland, William	\$	1,500.00	Kenney, Lorraine	\$	52,108.66
Crowell, Abigail	\$	1,594.00	Kinirey, Mary Ann	\$	22,562.27
Cuddy, Jennifer	\$	1,000.00	Kochis, Stephen	\$	46,975.82
Cummings, Jeffrey	\$	1,068.85	Kuong, Allan	\$	1,967.84
Cummings Jr, Frederick	\$	166.48	LaPlante, Jean	\$	19,945.42
D'Eon, Lisa	\$	42,807.18	LaRoche, Denise	\$	38,370.44
Lavine, Benjamin	\$	7,017.14	Petter, Christopher	\$	1,461.21

2021 W-2 SALARIES AND WAGES (Box 5)

Lee, Aidan	\$	3,813.58	Pierce, Jeremy	\$	805.00
Legendre, Jeffrey	\$	100,090.45	Polansky, Susan	\$	24,050.54
Longvall, Rebecca	\$	56,546.31	Powell, Pamela	\$	64,709.54
Lowe, Donald	\$	136,072.96	Puri, Jason	\$	80,581.98
MacAskill, Macey	\$	3,247.95	Ragusa, Jaime	\$	583.10
MacNeill, Brandon	\$	3,625.55	Rand, Brett	\$	360.00
Manley, Richard	\$	437.50	Reed, Karen	\$	22,261.76
March, Jennifer	\$	19,386.87	Reney, Dylan	\$	15,193.01
Marquis, Jennifer	\$	36,287.06	Richard, Alexis	\$	509.40
Masucci, Alexandra	\$	870.75	Riveria, Jr., Edwin	\$	53,667.57
Masucci, Daniella	\$	870.75	Rogers, Christopher	\$	548.20
McCarthy, Casey	\$	78,543.24	Rogers, Grace	\$	5,725.32
McGeehan, Linda	\$	22,592.10	Rogers, Gwendolen	\$	612.50
McGowan, Reilly	\$	1,575.00	Rogers, Ninotchka	\$	58,960.16
McGowan, Ronan	\$	823.50	Rogers, Zoe	\$	8,600.90
McLaughlin, Mary Ann	\$	110.00	Root, Daniel	\$	13,925.00
McManus Jr., Roger	\$	84.02	Roth, Devin	\$	825.10
Monahan, Christine	\$	41.60	Sauvageau, Michael	\$	31,921.32
Mond, Callum	\$	945.00	Schartner, Jack	\$	337.50
Mond, Declan	\$	945.00	Sefton, Shirley	\$	295.00
Mustard, Kelvin	\$	164.40	Shepple, Elizabeth	\$	2,065.50
Nadeau, Stephen	\$	2,105.10	Shepple, Jessica	\$	832.00
Nadeau, Walter	\$	97,491.52	Shepple, Lisa	\$	11,720.78
Nash, Anastasia	\$	1,840.14	Shepple, Timothy	\$	1,498.50
Nelson, Evan	\$	8,194.76	Sidopoulos, Julia	\$	909.51
Nelson, Morgan	\$	1,908.19	Singh, Gurpreet	\$	137,958.88
Nelson Jr., Warren	\$	116,581.70	Soldi, Michael	\$	60,690.69
Newland, Brandon	\$	1,066.50	Staake, Hank	\$	9,800.63
Nicholson, Celia	\$	270.53	Stearns, Brian	\$	1,035.20
Noel, Kristen	\$	97,131.44	Taylor, Gordon	\$	1,115.00
Nonni, Marcia	\$	510.00	Thel, Noel	\$	510.00
O'Connell, Jeremy	\$	9,722.26	Tower, Phyllis	\$	18,146.96
O'Loughlin, Nancy	\$	180.00	Tully, Steven	\$	495.00
Oorthuys, Valerie	\$	55,746.80	Uriarte, Erica	\$	20,304.32
Paiva, Jonathan	\$	88,386.72	Vanasse, Samuel	\$	7,676.94
Patch, Bryan	\$	25,512.50	Weinfurt, Jeffrey	\$	7,509.42
Peltier, Sara	\$	13,374.60	Wilmot, Benjamin	\$	18,542.46
Peltier, James	\$	6,955.38	Wysocki, Stanley	\$	300.00
Peltier, Steven	\$	6,328.26	Young, Reid	\$	2,349.36
Penney, James	\$	67,636.44	Zina, Kristen	\$	35,403.87
Perry, Andrew	\$	3,375.00			
			Total Wages	\$	3,705,113.42

Town of Bolton Trust Funds

07/01/2020 – 06/30/2021

	Non- Expendable <u>Principal</u>	Expendable Balance <u>7/1/2020</u>	<u>Deposits</u>	<u>Interest</u>	<u>Expended</u>	Unrealized Gain/Loss	Expendable Balance <u>6/30/2021</u>
Helen M. Brigham Nursing Fund	1,000.00	11,113.50		309.65			11,423.15
Gerdon A. Brown School Fund	2,700.00	976.54		93.99			1,070.53
Gerdon A. Brown Library Fund	2,700.00	806.89		89.65			896.54
Joan Sullivan Fund	4,146.00	4,099.52		210.79			4,310.31
Bolton History Fund		3,503.72		89.59			3,593.31
Francis E. Whitcomb Benevolent	5,000.00	490.58		140.35			630.93
Sign Fund		553.83		14.16			567.99
Perpetual Care Account	30,724.13						
Perpetual Care Income Account		10,699.61		1,058.90			11,758.51
Houghton High School Fund	12,000.00	2,379.16		367.60			2,746.76
Miriam S. Edes Fund	10,000.00	480.57		267.92			748.49
Lucy F. Bowen Library Fund		119.30		3.07			122.37
Conservation Fund		29,575.63	3,500.00	591.95	32,855.00		812.58
Dorothy Dewhurst Fund							
Fire Department		3.48			3.48		0.00
Police Department		3,793.47		96.95			3,890.42
OPEB Trust Fund		1,079,429.71	189,380.00	65,008.77		259,475.51	1,593,293.99
Affordable Housing Trust		305,723.95		558.88	2,865.00		303,417.83
Stabilization Fund		1,044,562.45		21,602.88		5,099.83	1,071,265.16
Wastewater Stabilization		21,002.17		49.73	21,041.34		10.56
	\$68,270.13	\$2,519,314.08	\$192,880.00	\$90,554.83	\$56,764.82	\$264,575.34	\$3,010,559.43

Town of Bolton

Total Outstanding Long-Term Debt As of June 30, 2021

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	= Outstanding June 30, 2021	Interest Paid in FY2021
Buildings	4,405,028.00		478,366.00	3,926,662.00	176,387.24
Departmental Equipment	115,000.00		40,000.00	75,000.00	4,750.00
School Buildings	95,000.00		95,000.00	0.00	2,541.25
School - All Other	801,000.00		115,000.00	686,000.00	33,230.00
Sewer				0.00	
Solid Waste				0.00	
Other Inside	714,972.00		167,634.00	547,338.00	30,593.26

SUB - TOTAL Inside	\$6,131,000.00	\$0.00	\$896,000.00	\$5,235,000.00	\$247,501.75
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Long Term Debt Outside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	= Outstanding June 30, 2021	Interest Paid in FY2021
Buildings - Public Safety				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings				0.00	
Sewer				0.00	
Solid Waste	39,000.00		39,000.00	0.00	1,043.25
Water				0.00	
Other Outside - Town Common				0.00	

SUB - TOTAL Outside	\$39,000.00	\$0.00	\$39,000.00	\$0.00	\$1,043.25
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TOTAL Long-Term Debt	\$6,170,000.00	\$0.00	\$935,000.00	\$5,235,000.00	\$248,545.00
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TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - General Fund

Cash - Unrestricted Checking	2,692,700.33	
Personal Property Receivable:		
2014		\$ 50.67
2017	\$ 379.09	
2018	\$ 730.74	
2019	\$ 572.55	
2020	\$ 526.47	
2021	\$ 96,276.25	
Real Estate Receivable:		
2020	\$ 28,330.10	
2021	\$ 304,923.78	
Allowance for Abatements and Exemptions		\$ 444,517.71
Tax Lien Receivable	\$ 411,531.73	
Supplemental Tax Receivable		
2021	\$ 2,263.58	
Motor Vehicle Excise Receivable:		
2014	\$ 1,416.25	
2015	\$ 1,571.88	
2016	\$ 1,608.86	
2017	\$ 1,832.29	
2018	\$ 2,196.68	
2019	\$ 2,855.12	
2020	\$ 12,754.34	
2021	\$ 111,407.11	
Due from other governments	\$ -	
Tax Foreclosures	\$ 299,102.25	
Warrants Payable		\$ 92,185.61
Health Insurance Withholding		\$ 17,578.97
Disability Insurance Withholding		\$ 70.82
Life Insurance Withholding	\$ 5.10	
Accrued Payroll		\$ 63,849.95
Abandoned Property and Unclaimed Items		\$ 227.75
Deferred Revenue - Real Estate & Pers. Prop.	\$ 10,565.82	
Deferred Revenue - Tax Liens		\$ 411,531.73
Deferred Revenue - Tax Foreclosures		\$ 299,102.25
Deferred Revenue - Motor Vehicle Excise		\$ 135,642.53
Prepaid Taxes		\$ 6,563.06
F/B Reserved for Encumbrances		\$ 68,092.16
F/B Reserved for Expenditures		\$ 851,973.91
F/B Reserved for Debt Service		\$ 74,243.40
Undesignated Fund Balance		\$ 1,517,919.80
F/B for Appropriation Deficits	\$ -	
	<u>\$ 3,983,550.32</u>	<u>\$ 3,983,550.32</u>

TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - Highway Fund

Cash - Unrestricted Checking		\$	26,975.47
Warrants Payable		\$	-
F/B Designated State Grant	\$	26,975.47	
	\$	26,975.47	\$ 26,975.47

Balance Sheet - State Grant Fund

Cash - Unrestricted Checking	\$	195,567.52	
Warrants Payable		\$	-
Accrued Payroll		\$	225.00
F/B MASSGIS		\$	2,547.00
F/B Library State Aid		\$	64,390.71
F/B Arts Lottery		\$	3,779.58
F/B Extended Polling Hours		\$	4,841.52
F/B Fire Safety Equipment Grant		\$	1.00
F/B Council on Aging		\$	895.00
F/B Community Policing		\$	2,349.16
F/B Bulletproof Vests		\$	404.73
F/B Selective Enforcement Grant	\$	9,259.56	
F/B LEPC Grant		\$	10.00
F/B FEMA Fire Grant		\$	560.00
F/B Clean Energy		\$	276.22
F/B Clean Energy - Sawyer		\$	975.06
F/B Small Scale Initiative		\$	1,250.00
F/B Emergency Preparedness		\$	8,443.92
F/B Fire VFA		\$	936.81
F/B DEP Grant		\$	18,038.14
F/B HeatSmart Grant		\$	846.50
F/B Green Communities Grant		\$	4,003.25
F/B Cisma Grant		\$	635.14
F/B IT Grant		\$	104.03
F/B Pre-disaster mitigation Grant		\$	16.09
F/B Conservation Grant		\$	59.80
F/B COVID-19 Fema Grant	\$	5,669.04	
F/B CARES Act Grant	\$	117,039.56	
F/B AFG-S Covid Grant			\$ 2,838.59
F/B Wild & Scenic Community Grant	\$	30.00	
F/B EOPPS Grant			\$ 935.00
F/B EV Charging Station Grant	\$	71,146.00	\$ -
F/B ARPA Grant			\$ 283,965.79
F/B Covid Vaccine Clinic Grant	\$	4,616.36	
	\$	403,328.04	\$ 403,328.04

TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - Receipts Reserved for Appropriation

Cash	\$	327,415.30	
Ambulance Receivable	\$	228,246.95	
Deferred Revenue - Ambulance			\$ 228,246.95
F/B Reserved - Ambulance			\$ 326,759.70
F/B Reserved - CTIF			\$ 655.60
	\$	555,662.25	\$ 555,662.25

Balance Sheet - Revolving Fund

Cash	\$	263,920.45	
Departmental Receivable	\$	1,271.88	
Warrants Payable			\$ 330.67
Accrued Payroll			\$ 1,568.50
Deferred Revenue - Departmental			\$ 1,271.88
F/B Tax Title Revolving Fund			\$ 662.91
F/B Cable			\$ 13,442.87
F/B Municipal Software Revolving			\$ 22,045.22
F/B Insurance Proceeds			\$ 1,445.15
F/B Parks and Rec Revolving			\$ 33,943.38
F/B Police Revolving	\$	1,271.88	
F/B Conservation Wetland Fees			\$ 60,273.71
F/B Recycling Programs			\$ 2,959.40
F/B Law Enforcement Trust			\$ 1,126.54
F/B Selectmen Gift			\$ 16.11
F/B Conservation Gift			\$ 4,860.69
F/B Police Gift			\$ 2,267.11
F/B World War II Memorial Gift			\$ 25.00
F/B Library Memorial Fund			\$ 11,715.25
F/B Park & Recreation Gift			\$ 1,996.10
F/B Highway Gift			\$ 400.00
F/B Ambulance Donations			\$ 1,389.46
F/B DARE Gift			\$ 40.12
F/B Cultural Council			\$ 568.29
F/B Conservation Vernal Pool			\$ 25.00
F/B Fire Donations			\$ 175.00
F/B Bolton Flag Fund Gift			\$ 70.00
F/B Wreath Donations			\$ 1,190.13
F/B Cadet Program			\$ 12,741.00
F/B Sidewalk Replacement Gift			\$ 15,000.00
F/B Hometown Heroes			\$ 1,471.01
F/B MART Revolving Fund			\$ 448.15
F/B ALS Revolving Fund			\$ 50,070.48
F/B Eagle Scout Gift			\$ 25.00
F/B Tree Replacement Gift			\$ 10,626.00
F/B Welcome to Bolton Sign			\$ 250.00
F/B Senior Fuel Assistance			\$ 10,991.80
F/B COA Donations			\$ 1,032.28
	\$	266,464.21	\$ 266,464.21

TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - Consultant Revolving Fund

Cash - Restricted Savings	\$ 33,263.01	
Warrants Payable		\$ 260.00
F/B Cons. Wetlands and Wildlife Inc.		\$ 1,864.45
F/B Heritage Properties		\$ 500.07
F/B 147 Long Hill Road Conservation		\$ 57.60
F/B 11206931SLFCMR Peer Review		\$ 3,554.22
F/B Houghton Farm Peer Review		\$ 4,690.25
F/B Syncarpha Solar Project		\$ 300.00
F/B Craftsman Village Peer Review		\$ 1,668.06
F/B Bolton Solar 2 Project		\$ 590.00
F/B Forbush/Main Peer Review		\$ 4,730.00
F/B Hudson Road Subdivision		\$ 4,502.13
F/B 649 Main Street		\$ 1,025.00
F/B 21 Century Mill Rd Peer Review		\$ 675.00
F/B Environmental Pools Peer Review		\$ 2,000.00
F/B Still River Commons		\$ 500.00
F/B The Woods at Farm Rd		\$ 6,113.03
F/B Sunset Ridge		\$ 233.20
	<u>\$ 33,263.01</u>	<u>\$ 33,263.01</u>

Balance Sheet - Capital Projects Fund

Cash	\$ 555,533.42	
Warrants Payable		\$ 121,837.50
BAN's Payable		\$ 854,094.00
F/B Town Hall Repairs		\$ 11,615.91
F/B Taggart Property	\$ 209,500.00	
F/B Spectacle Hill Flood Control	\$ 133,329.99	
F/B Long Hill Road Culvert	\$ 89,184.00	
	<u>\$ 987,547.41</u>	<u>\$ 987,547.41</u>

Balance Sheet - Non-Expendable Trust Fund

Cash - Restricted Savings	\$ 68,270.13	
F/B Cemetery Perpetual Care Principal		\$ 30,724.13
F/B Houghton High School		\$ 12,000.00
F/B M. Edes Scholarship		\$ 10,000.00
F/B Whitcomb Benevolent		\$ 5,000.00
F/B Sullivan Scholarship		\$ 4,146.00
F/B G. Brown Library		\$ 2,700.00
F/B G. Brown School		\$ 2,700.00
F/B Nursing		\$ 1,000.00
	<u>\$ 68,270.13</u>	<u>\$ 68,270.13</u>

TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - OPEB Trust Fund

Cash - Investment	\$ 1,593,293.99	
F/B OPEB Trust Fund		\$ 1,593,293.99
	<u>\$ 1,593,293.99</u>	<u>\$ 1,593,293.99</u>

Balance Sheet - Expendable Trust Fund

Cash - Investment	\$ 340,930.92	
F/B Cemetery Perpetual Care Income		\$ 11,758.51
F/B Gerdon Brown School		\$ 896.54
F/B Lucy Bowen Library		\$ 122.37
F/B Nursing		\$ 11,423.15
F/B Bolton History Fund		\$ 3,593.31
F/B Gerdon Brown Library		\$ 1,070.53
F/B Houghton School Fund		\$ 2,746.76
F/B Whitcomb Benevolent Fund		\$ 630.93
F/B Conservation Fund		\$ 812.58
F/B Sign Fund		\$ 567.99
F/B Dewhurst, Police		\$ 3,890.42
F/B Affordable Housing Trust		\$ 303,417.83
	<u>\$ 340,930.92</u>	<u>\$ 340,930.92</u>

Balance Sheet - Stabilization Fund

Cash - Investment	\$ 1,071,275.72	
F/B Stabilization Fund		\$ 1,071,265.16
F/B Capital Stabilization Fund		\$ 10.56
	<u>\$ 1,071,275.72</u>	<u>\$ 1,071,275.72</u>

Balance Sheet - Private Purpose Fund

Cash - Investment	\$ 5,058.80	
F/B Joan Sullivan Scholarship		\$ 4,310.31
F/B M. Edes Scholarship		\$ 748.49
	<u>\$ 5,058.80</u>	<u>\$ 5,058.80</u>

TOWN OF BOLTON

As of June 30, 2021

Balance Sheet - Agency Fund

Cash - Unrestricted	\$ 379,875.97	
Due to Commonwealth		\$ 1,668.75
Guaranteed Deposits		\$ 1,068.56
Conservation Escrow - Danforth Brook		\$ 766.00
Conservation Escrow - Heritage		\$ 5,000.00
Conservation Escrow - Duval & Klasnick		\$ 6,300.00
Conservation Escrow - Century Mill Estates		\$ 127,494.69
Conservation Escrow - David White		\$ 4,200.00
Conservation Escrow - Mechlin Bundy Bylaw		\$ 798.00
Conservation Escrow - 1141 Main Street		\$ 1,284.00
Conservation Escrow - GQGC Wetland		\$ 1,500.00
Conservation Escrow - Applewood Construction		\$ 31,559.25
Planning Board Escrow - Driveways		\$ 15,000.00
Planning Board Escrow - Century Mill Estates Old Stone Estates		\$ 30,786.14
Planning Board Escrow - Houghton Farm		\$ 7,476.00
Planning Board Escrow - Burnham Rd 4-4C Driveway		\$ 1,000.00
Planning Board Escrow - Woodview Develop.		\$ 2,997.50
Planning Board Escrow - Hudson Rd. Common Driveway		\$ 1,000.00
Planning Board Escrow - Long Hill Rd Parcel 33		\$ 1,000.00
Planning Board Escrow - 153 West Berlin Road		\$ 5,890.00
Planning Board Escrow - Lot 2 Vaughn Hill		\$ 1,000.00
Planning Board Escrow - Main Street 4D/16		\$ 1,000.00
Planning Board Escrow - 34 Fox Run		\$ 1,000.00
Planning Board Escrow - 121 Oak Trail		\$ 1,000.00
Planning Board Escrow - Bolton 2 Solar		\$ 50,000.00
Planning Board Escrow - 649 Main Street		\$ 3,000.00
Planning Board Escrow - 649 Main Street FOSPRD		\$ 39,262.50
Planning Board Escrow - Tadmor Road Bond		\$ 3,000.00
Planning Board Escrow - Keyes Farm Road Bond		\$ 3,000.00
Zoning Board Escrow - Woods at Farm Road		\$ 3,000.00
Board of Health Escrow - 244-248 Harvard Road		\$ 13,965.90
Board of Health Escrow - 662-664 Main Street		\$ 13,858.68
	<u>\$ 379,875.97</u>	<u>\$ 379,875.97</u>

Balance Sheet - Long Term Debt Group

Amount to be Provided for Payment	\$ 5,235,000.00	
Bonds Payable - Jan 2019 Refunding		\$ 2,790,000.00
Bonds Payable - Aug 2019 Refunding		\$ 2,445,000.00
	<u>\$ 5,235,000.00</u>	<u>\$ 5,235,000.00</u>

TOWN OF BOLTON

Encumbrances and Carry Forwards to Fiscal Year 2022

Town Buildings	Town Building Eval ATM 5/21 Art. 21	0200-10-192-70-72121-ART0	\$	50,000.00
Public Safety	Diesel Exhaust Filter ATM 6/20 Art. 14	0200-20-200-70-72014-ART0	\$	49,252.40
Public Safety	Security Camera System ATM 5/21 Art. 15	0200-20-200-70-72115-ART0	\$	16,018.00
Police	Cruiser Camera System ATM 5/21 Art. 16	0200-20-200-70-72116-ART0	\$	9,415.00
Ambulance	Ambulance ATM 5/21 Art. 18	0200-20-230-70-72118-ART0	\$	257,000.00
School	FSS Water Pump Replace ATM 6/20 Art 18	0200-30-300-70-72018-ART0	\$	3,873.53
School	FSS Window Repair ATM 6/20 Art 19	0200-30-300-70-72019-ART0	\$	14,335.00
School	Wastewater Treatment Repair ATM 5/18 Art. 6	0200-40-421-70-72106-ART0	\$	39,999.09
School	FSS Boiler Replacement ATM 5/21 Art 23	0200-30-300-70-72123-ART0	\$	95,000.00
School	Emerson Air Duct Cleaning ATM 5/21 Art 24	0200-30-300-70-72124-ART0	\$	20,000.00
School	FSS Smoke Detector Replacement ATM 5/21 Art 25	0200-30-300-70-72125-ART0	\$	14,000.00
School	FSS Oil Tank Removal ATM 5/21 Art 26	0200-30-300-70-72126-ART0	\$	30,000.00
Highway	Wastewater Treatment Membrane Repair ATM 5/18 Art. 6	0200-40-421-70-71806-ART0	\$	23,722.43
Highway	Drainage engineering S Bolton/Spec ATM 5/18 Art. 23	0200-40-421-70-71823-ART0	\$	10,750.85
Highway	Wattaquodock Culvert Replace ATM 6/20 Art 13	0200-40-421-70-72013-ART0	\$	64,840.00
Highway	DPW Mowers ATM 6/20 Art 15	0200-40-421-70-72015-ART0	\$	23.20
Highway	DPW Garage Doors ATM 6/20 Art 17	0200-40-421-70-72017-ART0	\$	3,744.41
Highway	Plow Equipment ATM 5/21 Art 20	0200-40-421-70-72120-ART0	\$	10,000.00
Highway	Library Driveway Replacement ATM 5/21 Art. 22	0200-60-610-70-72122-ART0	\$	30,000.00
DPW	Staples	0200-40-421-54-54000-ENC0	\$	206.99
DPW	BETA	0200-40-422-58-58420-ENC0	\$	1,805.00
DPW	Muni-Tech	0200-40-422-58-58420-ENC0	\$	3,108.48
DPW	Beaver Solutions	0200-40-422-58-58420-ENC0	\$	1,876.00
DPW	Poirier Guidelines	0200-40-422-58-58420-ENC0	\$	27,285.00
DPW	Tracker Software	0200-40-422-58-58420-ENC0	\$	5,890.00
Library	Chaves Heating	0200-60-610-52-52000-ENC0	\$	3,545.42
Parks and Rec	W. B. Mason	0200-60-630-54-54000-ENC0	\$	18.22

Total Encumbered and carried forward

\$ 809,767.75

EXPENDITURES-GENERAL FUND-FISCAL YEAR 2021

<i>Department</i>	<i>Budgeted</i>	<i>Transferred</i>	<i>Total Available</i>	<i>Expenses</i>	<i>Encumbered</i>	<i>Unused Balances</i>
GENERAL GOVERNMENT						
Moderator	50.00	0.00	50.00	0.00	0.00	50.00
Selectmen Salary	900.00	0.00	900.00	600.00	0.00	300.00
Selectmen's Expense	18,720.00	(5,000.00)	13,720.00	12,912.79	0.00	807.21
Administrator Salaries	210,546.48	0.00	210,546.48	210,546.18	0.00	0.30
Administrator Expenses	64,100.00	(41,887.08)	22,212.92	15,323.77	0.00	6,889.15
Advisory Comm. Expenses	185.00	0.00	185.00	160.00	0.00	25.00
Accountant Salary	67,909.44	0.00	67,909.44	67,908.88	0.00	0.56
Accountant Expenses	27,305.00	0.00	27,305.00	25,516.91	34.04	1,754.05
Assessor's Salaries	48,527.20	0.00	48,527.20	48,300.88	0.00	226.32
Assessor's Expense	110,509.00	0.00	110,509.00	101,330.79	1,015.99	8,162.22
Treasurer Salaries	93,636.80	0.00	93,636.80	93,636.80	0.00	0.00
Treasurer Expense	16,660.00	11,607.56	28,267.56	25,690.23	0.00	2,577.33
Tax Collector Salaries	47,190.04	0.00	47,190.04	47,189.83	0.00	0.21
Tax Collector Expense	24,660.00	0.00	24,660.00	21,199.16	0.00	3,460.84
Human Resource Salaries	9,180.00	0.00	9,180.00	7,956.00	0.00	1,224.00
Human Resource Expense	1,350.00	0.00	1,350.00	1,117.40	0.00	232.60
Law Committee	50,000.00	37,525.90	87,525.90	87,525.90	0.00	0.00
MIS Expense	60,037.20	0.00	60,037.20	53,588.25	0.00	6,448.95
Town Clerk Salaries	102,736.98	0.00	102,736.98	102,464.49	0.00	272.49
Town Clerk Expense	6,325.00	0.00	6,325.00	2,876.61	0.00	3,448.39
Election Wages	5,220.00	0.00	5,220.00	320.00	0.00	4,900.00
Election Expense	5,510.00	0.00	5,510.00	4,955.65	0.00	554.35
Registrars Wages	200.00	0.00	200.00	200.00	0.00	0.00
Registrars Expense	2,750.00	0.00	2,750.00	2,249.30	0.00	500.70
Conservation Comm. Wages	58,857.84	0.00	58,857.84	58,313.79	0.00	544.05
Conservation Comm. Exp.	18,400.00	0.00	18,400.00	13,786.59	4,500.00	113.41
Planning Board Wages	63,285.60	0.00	63,285.60	63,285.60	0.00	0.00
Planning Board Expense	4,250.00	0.00	4,250.00	2,024.62	0.00	2,225.38
Board of Appeals Expense	200.00	0.00	200.00	6.54	0.00	193.46
Agricultural Commission	1,746.00	0.00	1,746.00	0.00	0.00	1,746.00
Economic Development	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
Town Buildings Expense	141,542.00	5,000.00	146,542.00	142,625.68	363.15	3,553.17
Town Hall Expense	29,135.00	0.00	29,135.00	27,775.87	0.00	1,359.13
Building Insurance Expense			0.00		0.00	0.00
Town Reports	3,700.00	0.00	3,700.00	2,407.00	0.00	1,293.00
Reserve Fund	100,000.00	(97,050.31)	2,949.69	0.00	0.00	2,949.69
TOTAL GENERAL GOVERNMENT	1,396,324.58	(89,803.93)	1,306,520.65	1,243,795.51	5,913.18	56,811.96
PUBLIC SAFETY						
Public Safety Building	198,391.00	0.00	198,391.00	181,136.78	11,000.00	6,254.22
Police Dept. Salaries	1,280,351.08	0.00	1,280,351.08	1,225,652.01	0.00	54,699.07
Police Dept. Expense	169,525.45	0.00	169,525.45	142,514.45	7,300.00	19,711.00
Fire/EMS Wages	390,742.20	23,000.00	413,742.20	408,042.91	0.00	5,699.29
Fire/EMS Expense	150,991.00	(23,000.00)	127,991.00	94,111.87	0.00	33,879.13
Building Inspector Wages	31,284.15	0.00	31,284.15	30,755.54	0.00	528.61
Building Inspector Expense	2,780.00	0.00	2,780.00	2,259.35	0.00	520.65
Plumbing Inspector Expense	18,466.86	0.00	18,466.86	18,466.76	0.00	0.10
Wiring Inspector Expense	21,408.14	0.00	21,408.14	21,407.88	0.00	0.26
Emergency Management	3,900.00	0.00	3,900.00	3,900.00	0.00	0.00
Animal Control Salary	19,353.43	0.00	19,353.43	19,353.11	0.00	0.32
Animal Control Expense	1,750.00	0.00	1,750.00	933.39	0.00	816.61
Traffic Lights	1,800.00	0.00	1,800.00	1,855.92	0.00	(55.92)
Forestry Salary	3,612.55	0.00	3,612.55	3,612.55	0.00	0.00
Forestry Expense	48,500.00	0.00	48,500.00	26,498.00	0.00	22,002.00
Communication Expense	182,167.00	0.00	182,167.00	182,166.00	0.00	1.00
TOTAL PUBLIC SAFETY	2,525,022.86	0.00	2,525,022.86	2,362,666.52	18,300.00	144,056.34

EXPENDITURES-GENERAL FUND-FISCAL YEAR 2021

<i>Department</i>	<i>Budgeted</i>	<i>Transferred</i>	<i>Total Available</i>	<i>Expenses</i>	<i>Encumbered</i>	<i>Unused Balances</i>
SCHOOLS						
Nashoba School District	15,851,005.00	0.00	15,851,005.00	15,851,005.00	0.00	0.00
Minuteman Vocational	591,917.00	0.00	591,917.00	591,917.00	0.00	0.00
Post Secondary Voc Ed	<u>17,043.00</u>	<u>0.00</u>	<u>17,043.00</u>	<u>16,335.00</u>	<u>0.00</u>	<u>708.00</u>
TOTAL SCHOOLS	16,459,965.00	0.00	16,459,965.00	16,459,257.00	0.00	708.00
PUBLIC WORKS & OTHER						
Highway Dept. Wages	690,255.04	6,820.77	697,075.81	697,075.81	0.00	0.00
Highway Dept. Expense	135,945.00	0.00	135,945.00	90,812.63	294.88	44,837.49
Highway Improvement Wages	6,000.00	0.00	6,000.00	5,580.00	0.00	420.00
Highway Improvement Expenses	203,100.00	0.00	203,100.00	145,921.62	39,964.48	17,213.90
Snow & Sand Wages	38,000.00	0.00	38,000.00	55,479.26	0.00	(17,479.26)
Snow & Sand Expenses	142,000.00	198,582.45	340,582.45	323,103.19	0.00	17,479.26
Street Lights	8,100.00	1,123.17	9,223.17	9,223.17	0.00	0.00
Transfer Station Wages	45,535.04	0.00	45,535.04	43,879.01	0.00	1,656.03
Transfer Station Expense	180,600.00	0.00	180,600.00	174,448.06	0.00	6,151.94
Landfill	6,100.00	0.00	6,100.00	5,832.50	0.00	267.50
Sewer	8,700.00	0.00	8,700.00	8,700.00	0.00	0.00
Water	5,500.00	0.00	5,500.00	3,093.97	0.00	2,406.03
Cemetery	<u>8,000.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>6,209.89</u>	<u>0.00</u>	<u>1,790.11</u>
TOTAL PUBLIC WORKS & OTHER	1,477,835.08	206,526.39	1,684,361.47	1,569,359.11	40,259.36	74,743.00
HEALTH						
Animal Inspector Salary	1,450.77	0.00	1,450.77	1,450.77	0.00	0.00
Board of Health Wages	34,890.50	0.00	34,890.50	34,631.64	0.00	258.86
Board of Health Expenses	16,353.30	0.00	16,353.30	14,328.00	0.00	2,025.30
Nurse Expense	<u>6,337.80</u>	<u>0.00</u>	<u>6,337.80</u>	<u>6,337.44</u>	<u>0.00</u>	<u>0.36</u>
TOTAL HEALTH	59,032.37	0.00	59,032.37	56,747.85	0.00	2,284.52
CHARITIES & VETERANS						
Council on Aging Salary	71,001.84	0.00	71,001.84	64,607.34	0.00	6,394.50
Council on Aging Expenses	17,250.00	0.00	17,250.00	10,823.41	55.98	6,370.61
Veterans Salary	5,277.50	0.00	5,277.50	5,277.50	0.00	0.00
Veterans Expense	<u>35,050.00</u>	<u>3,301.78</u>	<u>38,351.78</u>	<u>38,351.78</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CHARITIES AND VETERANS	128,579.34	3,301.78	131,881.12	119,060.03	55.98	12,765.11
CULTURE & RECREATION						
Library Salaries	297,569.50	0.00	297,569.50	297,211.02	0.00	358.48
Library Expense	150,969.29	0.00	150,969.29	147,240.39	3,545.42	183.48
Recreation Wages	30,776.00	0.00	30,776.00	26,821.66	0.00	3,954.34
Parks & Recreation Expense	11,835.00	0.00	11,835.00	10,045.89	18.22	1,770.89
Historical Commission	6,150.00	0.00	6,150.00	6,015.40	0.00	134.60
Memorial Day	<u>2,800.00</u>	<u>0.00</u>	<u>2,800.00</u>	<u>2,799.84</u>	<u>0.00</u>	<u>0.16</u>
TOTAL CULTURE & RECREATION	500,099.79	0.00	500,099.79	490,134.20	3,563.64	6,401.95

EXPENDITURES-GENERAL FUND-FISCAL YEAR 2021

<u>Department</u>	<u>Budgeted</u>	<u>Transferred</u>	<u>Total Available</u>	<u>Expenses</u>	<u>Encumbered</u>	<u>Unused Balances</u>
UNCLASSIFIED						
<i>Debt Principal:</i>						
Sawyer Repairs	3,000.00	0.00	3,000.00	3,000.00	0.00	0.00
Emerson School	92,000.00	0.00	92,000.00	92,000.00	0.00	0.00
Aug 2019 Refunding Bond	320,000.00	0.00	320,000.00	320,000.00	0.00	0.00
Jan 2019 Refunding Bond	475,000.00	0.00	475,000.00	475,000.00	0.00	0.00
Landfill Closure/Transfer Station	39,000.00	0.00	39,000.00	39,000.00	0.00	0.00
Savignano Land	6,000.00	0.00	6,000.00	6,000.00	0.00	0.00
Long Hill Road Culvert	15,262.00	0.00	15,262.00	15,262.00	0.00	0.00
Spectacle Hill Flood Control	<u>24,657.57</u>	<u>0.00</u>	<u>24,657.57</u>	<u>24,657.57</u>	<u>0.00</u>	<u>0.00</u>
<i>Debt Interest:</i>						
Sawyer School Repairs	101.25	0.00	101.25	99.10	0.00	2.15
Emerson School Restoration	2,440.00	0.00	2,440.00	2,442.14	0.00	(2.14)
Landfill Closure/Transfer Sta.	1,043.25	0.00	1,043.25	1,043.25	0.00	0.00
Long Hill Road Culvert	2,327.52	0.00	2,327.52	2,327.52	0.00	0.00
Spectacle Hill Flood Control	3,797.53	0.00	3,797.53	3,797.53	0.00	0.00
Aug 2019 Refunding Bond	114,050.00	0.00	114,050.00	114,050.00	0.00	0.00
Jan 2019 Refunding Bond	130,750.00	0.00	130,750.00	130,750.00	0.00	0.00
Savignano Land	160.50	0.00	160.50	160.51	0.00	(0.01)
State Assessments	72,082.00	0.00	72,082.00	72,082.00	0.00	0.00
County Retirement Assess.	520,648.00	0.00	520,648.00	520,648.00	0.00	0.00
Workers Compensation	37,649.00	528.00	38,177.00	38,177.00	0.00	0.00
Unemployment	0.00	3,184.35	3,184.35	3,184.35	0.00	0.00
Health Ins. - Town Share	570,000.00	(49,181.26)	520,818.74	516,384.59	0.00	4,434.15
OPEB Trust Fund	189,380.00	0.00	189,380.00	189,380.00	0.00	0.00
Life Insurance - Town Share	1,400.00	0.00	1,400.00	1,051.66	0.00	348.34
Medicare Ins. - Town Share	54,400.00	0.00	54,400.00	50,766.66	0.00	3,633.34
Other Insurance	116,022.00	1,140.04	117,162.04	117,162.04	0.00	0.00
Transfer out	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL UNCLASSIFIED	2,791,170.62	(44,328.87)	2,746,841.75	2,738,425.92	0.00	8,415.83
CURRENT YR EXPENDITURE TOTAL	25,338,029.64	75,695.37	25,413,725.01	25,039,446.14	68,092.16	306,186.71

EXPENDITURES-GENERAL FUND-FISCAL YEAR 2021

<u>Department</u>	<u>Budgeted</u>	<u>Transferred</u>	<u>Total Available</u>	<u>Expenses</u>	<u>Encumbered</u>	<u>Unused Balances</u>
ENCUMBRANCES & CARRY FORWARDS FROM FISCAL YEAR 2020						
Prior Year Bills	0.00	7,422.65	7,422.65	7,422.65	0.00	0.00
Conservation Expenses	7,434.00	0.00	7,434.00	1,000.00	0.00	6,434.00
Town Buildings	5,398.51	0.00	5,398.51	4,738.85	0.00	659.66
Town Building Evaluation	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
Public Safety Expenses	18,085.00	0.00	18,085.00	12,882.66	0.00	5,202.34
Diesel Exhaust Filter	57,000.00	0.00	57,000.00	7,747.60	0.00	49,252.40
Security Camera System	0.00	16,018.00	16,018.00	0.00	0.00	16,018.00
Cruiser Camera System	0.00	17,660.00	17,660.00	8,245.00	0.00	9,415.00
Fire Command Vehicle	1,665.21	0.00	1,665.21	1,665.21	0.00	0.00
New Ambulance	0.00	257,000.00	257,000.00	0.00	0.00	257,000.00
Fire/EMS Expenses	2,572.88	0.00	2,572.88	1,536.60	0.00	1,036.28
Ambulance SUV	1,690.74	0.00	1,690.74	1,690.74	0.00	0.00
Emerson Carpet Replacement	7,753.00	0.00	7,753.00	7,753.00	0.00	0.00
FSS Water Pump Replacement	40,287.00	0.00	40,287.00	36,413.47	0.00	3,873.53
FSS Window Repair	14,335.00	0.00	14,335.00	0.00	0.00	14,335.00
Wastewater Treatment Repairs	0.00	46,041.34	46,041.34	5,862.73	0.00	40,178.61
FSS Boiler Replacement	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00
Emerson Air Duct Cleaning	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00
FSS Smoke Detectors	0.00	14,000.00	14,000.00	0.00	0.00	14,000.00
FSS Oil Tank Removal	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00
DPW Expenses	6,300.00	0.00	6,300.00	2,965.68	0.00	3,334.32
Wastewater Treatment Repairs	34,634.82	0.00	34,634.82	11,091.91	0.00	23,542.91
S.Bolton/Spec Engineering	25,997.10	0.00	25,997.10	15,246.25	0.00	10,750.85
Wattaquodock Culvert	363,000.00	0.00	363,000.00	298,160.00	0.00	64,840.00
DPW Mowers	39,600.00	0.00	39,600.00	39,576.80	0.00	23.20
Library Trim Painting	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
DPW Garage Doors	28,000.00	0.00	28,000.00	24,255.59	0.00	3,744.41
Library Driveway	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00
Historical Expenses	2,387.94	0.00	2,387.94	2,344.80	0.00	43.14
Plow Equipment	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
FISCAL YEAR 2020	756,141.20	543,141.99	1,299,283.19	540,599.54	0.00	758,683.65

TOTAL EXPENDITURES - GENERAL FUND

25,648,137.84

EXPENDITURES - HIGHWAY GRANT FUND

EXPENSES:

Chapter 90	0.00
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TOTAL EXPENDITURES - HIGHWAY FUND	<u>0.00</u>
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EXPENDITURES - STATE GRANTS FUND

EXPENSES:

FEMA Covid-19 Grant	18,348.29
Cares Act	263,447.56
Covid Vaccine Clinic	4,616.36
Election Grant	7,777.25
MVP Grant	183,100.24
Wild & Scenic Grant	1,305.00
Emergency Mgt	655.00
Selective Enforcement	10,449.58
Bulletproof Vests	2,134.15
JAG Grant	37,120.00
Homeland Security Grant	1,156.31
Fire FEMA	2,675.00
AFG-S Covid Grant	13,504.57
EOPPS Grant	31,891.09
DEP Grant	1,062.00
MassWorks Grant	159,428.47
EV Charging Grant	71,146.00
Council on Aging	9,063.00
Library State Aid	112.26
Arts Lottery Council	2,250.00
Transfer to General Fund	<u>308,000.00</u>

TOTAL EXPENDITURES - STATE GRANTS FUND	<u>1,129,242.13</u>
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EXPENDITURES - RECEIPTS RESERVED FOR APPROPRIATION

EXPENSES:

Transfer to General Fund - Ambulance	75,000.00
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TOTAL EXPENDITURES - RECEIPTS RES. FOR APPROP.	<u>75,000.00</u>
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EXPENDITURES - REVOLVING FUNDS

EXPENSES:

Insurance Proceeds	10,758.33
Municipal Software	15,590.64
IOD Fund	5,000.00
Cable Fund	115,346.53
Hometown Heroes	962.97
Tax Title Revolving	2,938.32
Tree Replacement	1,374.00
Police Outside Details	55,442.32
Police Gift	210.00
Fire Outside Details	621.00
ALS Revolving	126,929.52
MART Van Revolving	7,922.80
Fuel Assistance	2,812.28
Library Memorial	31.98
Parks and Rec Revolving	3,400.00
Wreath Donations	559.60
Cultural Council	(500.00)
Transfer to General Fund	392,862.47

TOTAL EXPENDITURES - REVOLVING FUNDS

742,262.76

EXPENDITURES - CONSULTANT FUNDS

EXPENSES:

1120693ISLFCMR	5,645.78
Driveways	480.00
Houghton Farm	7,458.75
Century Mill Estates	10,000.00
Craftsman Village	2,909.37
Long Hill Road	65.00
Hudson Road Subdivision	17,837.87
Main Street	525.00
Sunset Ridge	542.80
Woods at Farm Road	330.00

TOTAL EXPENDITURES - CONSULTANT FUNDS

45,794.57

EXPENDITURES - CAPITAL PROJECT FUNDS

EXPENSES:

Taggart Property	550,000.00
Spectacle Hill Flood Control	<u>186,070.91</u>

TOTAL EXPENDITURES - CAPITAL PROJECT FUNDS

736,070.91

EXPENDITURES - EXPENDABLE TRUST FUNDS

EXPENSES:

Conservation Fund	32,855.00
Affordable Housing Trust	<u>2,865.00</u>

TOTAL EXPENDITURES - EXPENDABLE TRUST FUNDS

35,720.00

EXPENDITURES - STABILIZATION FUNDS

EXPENSES:

Transfer to General Fund	<u>21,041.34</u>
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TOTAL EXPENDITURES - STABILIZATION FUNDS

21,041.34

EXPENDITURES - AGENCY FUNDS

EXPENSES:

Licenses Due Commonwealth - Firearms	8,950.00
Conservation Escrow - High Oaks Realty	19,550.00
Planning Board Escrow - Driveways	1,000.00
Planning Board Escrow - Century Mill	223,988.18
Planning Board Escrow - Long Hill Road	<u>11,400.00</u>

TOTAL EXPENDITURES - AGENCY FUND

264,888.18

TOTAL EXPENDITURES - ALL FUNDS

3,050,019.89

REPORT OF THE TOWN ACCOUNTANT
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

The following is a list of all receipts and expenditures as per warrants, for ALL FUNDS,
for the period beginning July 1, 2020 through June 30, 2021.

RECEIPTS - GENERAL FUND

INCOME FROM TAXATION:

Personal Property Taxes

2016	(\$61.51)	
2020	\$29,300.87	
2021	<u>\$374,191.44</u>	\$403,430.80

Real Estate Taxes

2017	\$955.91	
2018	\$894.52	
2019	\$23,031.88	
2020	\$276,868.81	
2021	<u>\$22,590,696.94</u>	\$22,892,448.06

Motor Vehicle Excise Taxes

2015	\$91.25	
2016	\$63.75	
2018	\$856.25	
2019	\$5,236.96	
2020	\$121,347.61	
2021	<u>\$791,790.63</u>	\$919,386.45

Tax Lien Revenue

\$184,041.29

Supplemental Taxes

\$54,727.36

Room Occupancy Tax

\$3,858.53

Meals Tax

\$39,862.96

Penalties & Interest Real & Personal

\$58,210.72

Penalties & Interest Tax Lien

\$72,383.88

Penalties & Interest Motor Vehicle Excise

\$18,003.73

\$192,319.82

CHARGES & FEES:

Registry Release Fees

\$2,300.00

Swim Lessons

\$0.00

Landfill

\$86,962.00

Police Admin Fees

\$9,251.75

Rentals

\$7,700.00

Nashoba Board of Health

\$560.00

Town Clerk

\$3,618.42

Planning

\$5,609.18

Board of Appeals

\$2,230.00

Cemetery

\$6,200.00

Police

\$3,100.00

Assessors

\$445.00

Tax Collector

\$15,905.00

Treasurer

\$20.00

Library

\$1,354.78

Conservation Fees

\$4,394.38

Other Departmental - School

\$43,636.50

\$193,287.01

FOR THE FISCAL YEAR ENDING JUNE 30, 2021

LICENSES & PERMITS:

Selectmen	\$12,200.00	
Driveway Permits	\$14,126.85	
Building	\$77,228.61	
Wire	\$16,081.18	
Plumbing	\$17,362.25	
Fire	\$5,503.78	
Dog Licenses	\$12,647.82	
Trench	<u>\$0.00</u>	\$155,150.49

INCOME FROM STATE:

MDM-1 Abatements	\$65,264.00	
Abatements to Blind/Elderly	\$3,514.00	
Chapter 70	\$4,304.00	
Veterans Benefits	\$23,455.00	
Lottery	\$210,248.00	
State Owned Land	\$12,527.00	
Misc. State Revenue	<u>\$30.00</u>	\$319,342.00

FINES:

Court Fines	\$52,705.26	
Fines	\$46.25	
Parking Fines	<u>\$0.00</u>	\$52,751.51

MISCELLANEOUS:

Earnings on Investments	\$6,208.05	
Cell Tower Revenue	\$342,862.47	
Sale of Fixed Assets	\$5,356.00	
Insurance Refund	\$21,571.43	
Miscellaneous Revenue	\$12,623.41	
Sale of Fixed Assets	\$0.00	
Bond Proceeds	\$0.00	
Transfer from Trust Fund	\$21,041.34	
Transfer from Special Revenue Fund	<u>\$125,000.00</u>	\$534,662.70

TOTAL RECEIPTS - GENERAL FUND

\$25,901,547.49

FOR THE FISCAL YEAR ENDING JUNE 30, 2021

RECEIPTS - HIGHWAY FUND

RECEIPTS:		
Chapter 90	\$72,228.49	
TOTAL RECEIPTS - HIGHWAY FUND		<u>\$72,228.49</u>

RECEIPTS - STATE GRANTS FUND

RECEIPTS:		
FEMA/MEMA Funds	\$0.00	
ARPA Grant	\$283,965.79	
Library State Aid	\$9,522.25	
Arts Lottery Council	\$6.57	
Extended Polling Hours	\$12,108.77	
Fire Safety Equipment	\$2,156.25	
Council on Aging	\$9,958.00	
Bullet Proof Vests	\$6,609.00	
Selective Enforcement	\$1,190.02	
AFG Grant	\$3,235.00	
Green Communities	\$54,615.75	
CISMA Grant	\$514.06	
ADA Grant	\$7,274.16	
MVP Grant	\$183,221.85	
AFG-S Covid Grant	\$16,343.16	
Homeland Security Grant	\$1,156.31	
FEMA Covid 19 Grant	\$82,138.92	
Cares Act Grant	\$133,448.00	
Conservation Grant	\$308,000.00	
Wild & Scenic Grant	\$1,275.00	
Emergency Management	\$2,107.00	
JAG Grant	\$37,120.00	
Fire VFA Grant	\$263.45	
EOPPS Grant	\$32,826.09	
DEP Recycling	\$6,600.00	
MassWorks	\$388,463.50	
TOTAL RECEIPTS - STATE GRANTS FUND		<u>\$1,584,118.90</u>

RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION

RECEIPTS:		
Commonwealth Transportation Infrastructure	\$117.30	
Ambulance:		
Charges for Services	\$187,742.52	
Interest	\$901.26	
TOTAL RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION		<u>\$188,761.08</u>

FOR THE FISCAL YEAR ENDING JUNE 30, 2021

RECEIPTS - REVOLVING FUNDS

RECEIPTS:		
Police Outside Details	\$74,435.26	
Parks and Rec	\$37,343.38	
Municipal Software Fees	\$14,418.98	
Insurance Proceeds	\$9,738.81	
DARE Gift	\$0.13	
Cell Tower	\$139,482.01	
Ambulance Donations	\$1,150.00	
Wreath Donations	\$300.00	
Hometown Heroes	\$250.00	
Police Gift	\$100.00	
Cable Fees	\$116,046.53	
Library Memorial	\$515.00	
Conservation Wetlands	\$3,890.00	
Tax Title	\$3,601.23	
Injury Indemnity Fund	\$5,000.00	
ALS	\$177,000.00	
MART Van	\$8,370.95	
COA Donations	\$1,000.00	
Senior Fuel Assistance	\$9,920.00	
TOTAL RECEIPTS - REVOLVING FUNDS		<u>\$602,562.28</u>

RECEIPTS - CONSULTANT FUND

RECEIPTS:		
Century Mill Estates Peer Review	\$1,362.96	
580 Main Street	\$1,000.00	
11206931SLFCMR	\$9,200.00	
Houghton Farm	\$12,000.00	
Hudson Road	\$20,000.00	
Enviromental Pools	\$2,000.00	
The Woods at Farm Rd Peer Review	\$5,232.00	
TOTAL RECEIPTS - CONSULTANT FUND		<u>\$50,794.96</u>

RECEIPTS - CAPITAL PROJECTS FUND

RECEIPTS:		
Transfer from General Fund	\$380,420.00	
TOTAL RECEIPTS - CAPITAL PROJECTS FUND		<u>\$380,420.00</u>

RECEIPTS - EXPENDABLE TRUST FUNDS

RECEIPTS:		
Earned Interest:		
Stabilization	\$26,752.44	
OPEB Interest	\$324,484.28	
Affordable Housing	\$558.88	
Bolton History	\$89.59	
Conservation	\$591.95	
Dewhurst, Police	\$96.95	
Whitcomb	\$140.35	
Brown Library	\$89.65	
Brown School	\$93.99	
Nursing	\$309.65	
Houghton School	\$367.60	
Lucy Bowen Library	\$3.07	
Cemetery Perpetual Care	\$1,058.90	
Sign Fund	\$14.16	
M. Edes	\$267.92	
Joan Sullivan	\$210.79	
CONTRIBUTIONS:		
OPEB	\$189,380.00	
Conservation	\$3,500.00	
TOTAL RECEIPTS - EXPENDABLE TRUST FUNDS		<u>\$548,010.17</u>

FOR THE FISCAL YEAR ENDING JUNE 30, 2021

TOTAL RECEIPTS - ALL FUNDS	<u>\$29,328,443.37</u>
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TOWN CALENDAR AND STAFF CONTACTS

MEETING CALENDAR	MEETING DAY	TIME	STAFF CONTACT	PHONE
Advisory Committee	Tuesdays -as needed	7pm	Jenny Jacobsen	978-779-2297
Agricultural Commission	3 rd Tuesday	7:30 pm		
Animal Control			Phyllis Tower	978-779-2276
Zoning Board of Appeals	1 st and 3 rd Wednesday -as needed	7:30 pm	Valerie Oorthuys	978-779-3308
Cemetery Committee	-as needed		Leslie Caisse	978-779-6402
Conservation Commission	1 st and 3 rd Tuesday	7:30 pm	Rebecca Longvall	978-779-3304
Council on Aging	1 st Tuesday	10:00am	Lisa D'Eon	(978)779-3313
Senior Center	Tuesday, Wednesday and Thursday	10am – 2pm	Heather Goodsell	(978)779-3314
Economic Development Committee	1 st and 3 rd Monday	7pm	Valerie Oorthuys	(978)779-3308
Fire/EMS	Tuesday	7pm	Chief Legendre	(978)779-2276
Health, Board of	2 nd and 4 th Tuesday	6:30 pm	Kristen Zina	(978)779-3301
Historical Commission	1 st and 3 rd Wednesday	7pm		
Housing Authority	-as needed			978-779-3308
Library Trustees	Monthly as posted		Kelly Collins	(978)779-2839
NRSD School Committee	Thursdays as posted	6pm		(978)779-0539
Nurse, Town	3 rd Thursday At Country Manor	9:30 – 11:30	Tamara Bedard	(978)772-3335 ext. 340
Parks & Recreation	1 st Monday	7pm	Lisa Sheppple	(978)598-5236
Planning Board	2 nd & 4 th Wednesday	7:30 pm	Valerie Oorthuys	(978)779-3308
Police-Dispatcher	NON-EMERGENCY			(978)779-2276
Public Ways Safety Committee	2 nd & 4 th Wednesday	7:00 pm		(978)779-2297
Public Works, Department of				(978)779-6402
Selectmen, Board of	Thursdays	7:00 pm	Jenny Jacobsen	(978)779-2297
Tax Collector			Michelle Carlisle	(978-779-6116
Town Clerk			Pam Powell	(978)779-2771
Town Clerk Assistant			Jennifer Marquis	(978)779-2771
Town Accountant			Ninotchka Rogers	978-779-3310
Town Administrator			Donald Lowe	(978)779-3300
Town Secretary			Jenny Jacobsen	(978)779-2297
Town Planner			Valerie Oorthuys	(978)779-3308
Treasurer			Kristen Noel	(978)779-3310
Tree Warden			Mark Caisse	(978)779-6402
Veterans Agent			Brian Stearns	(978)568-9635

**This reference list is current as of time of print (April 2022) and may not reflect reporting year.*

STAFF CONTACTS	
Animal Control	(978)772-1900
Assessors	(978) 779-5556
Board of Health	(978) 779-3301
Building Department	(978) 779-3301
Building Inspector	(978) 779-3312
Conservation Commission	(978) 779-3304
Council on Aging	(978) 779-3313
Parks and Recreation	(978) 598-5236
Tax Collector	(978) 779-6116
Building Inspector	(978) 779-3312
Conservation Commission	(978) 779-3304
Council on Aging	(978) 779-3313
Parks and Recreation	(978) 598-5236
Public Library	(978) 779-2839
Public Safety Non-Emergency #	(978) 772-1900
Public Works	(978)779-6402
Tax Collector	(978) 779-6116
Town Administrator	(978) 779-3300
Town Clerk	(978) 779-2771
Town Planner	(978) 779-3308
Town Secretary	(978) 779-2297

IN CASE OF EMERGENCY

Ambulance 911

Fire 911

Police 911

www.townofbolton.com