

Annual Town Report



**Bolton,
Massachusetts**

2020

In Memory of



Roger W. Breeze Jr.
1947–2020

Roger was well known for his knowledge of town history as residents who attended “Wednesdays with Roger” at the Bolton Public Library can attest. He spent much time in the archives at Town Hall researching for his *Bolton Independent* column “Stories and Tales of Our Town” which first appeared on April 4, 2014.

THE
TWO HUNDRED AND TWENTIETH
REPORT OF
BOARDS, COMMITTEES AND TOWN OFFICERS
FOR THE YEAR ENDING
DECEMBER 31, 2020



TOWN OF BOLTON
MASSACHUSETTS

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ELECTED TOWN OFFICIALS

Moderator

Douglas Storey 2020

Town Clerk

Pamela H. Powell 2020

Selectmen

Jonathan Keep 2022

Stanley M. Wysocki 2020

Robert Czekanski 2021

Board of Health

Scott Powell 2022

Christopher Rogers 2020

Christopher Slade 2021

Board of Assessors

Wendy Rogers 2022

Charlotte Johnson-Zembko 2020

Jeffrey D. Nichols 2021

Library Trustees

Patricia Neron 2022

Pamela Czekanski 2020

Robert Zak 2021

Cemetery Committee

Betsy Taylor-Kennedy 2022

Brenda Baum 2021

Roger Breeze 2020

Constables

Barbara R. Brown 2022

Harold E. Brown 2022

David A. Goulding 2022

Christopher Slade 2022

Sean Collins 2022

Park and Recreation Commissioners

Edward Sterling 2022

Laura Roberts 2022

Tammy Ballard 2020

Linda Herbison 2020

Lauren Cilley 2020

Planning Board

Erik Neyland 2024

Mark Sprague 2020

Danielle Spicer 2021

Peter Driscoll 2021

Michael Gorr 2022

Bolton Housing Authority

Kevin O'Brien 2023

Open Seat 2022

Mark Duggan 2020

Open Seat 2022

Nashoba Regional School District Committee

Mary D.H. McCarthy 2022

Michael Horesh 2021

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

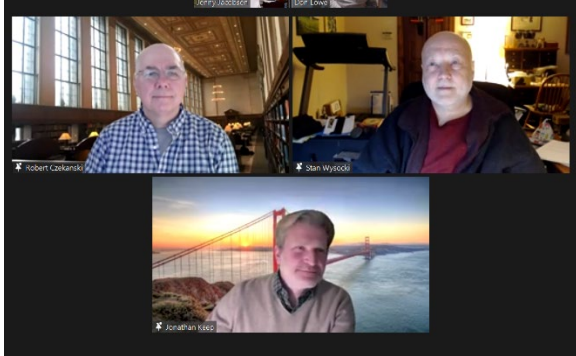
Representative Lori Trahan (D) 3rd
Congressional District
126 John St., Suite 12, Lowell, MA 01852
(978) 459-0101 Mon-Fri 8:30am-5:30pm
15 Union St, 4th Floor, Lawrence, MA
01840 (978) 258-1138
Tues & Thurs 8:00 am-12:00 pm
1616 Longworth House Office Building,
Washington, DC 20515 (202) 225-3411
E-mail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

Massachusetts General Court:
Senator Dean A Tran (R) Second Worcester
& Middlesex District
25 Beacon St, Rm 504, Boston, MA 02133
(617)722-1230
14 Wallace Ave, Fitchburg, MA 01420
(978) 829-1796
Email: dean.tran@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

BOARD OF SELECTMEN

Robert Czekanski, Chairman2021
Jonathan D. Keep2022
Stanley Wysocki2023



**Photo from a meeting of the Board of Selectmen conducted in the Zoom virtual meeting environment.*

The emergence of COVID-19 in 2020 dominated the lives of everybody in Bolton. Despite the restrictions, municipal government was able to record some significant achievements.

Financial

In 2020, the town balanced the budget without using Free Cash, an improvement over 2019. The policy established by the Advisory Committee is to not use Free Cash to support the operating budget. Instead, Free Cash should be used for Capital Projects to reduce or eliminate the need for debt. This improvement follows recommended financial recommendations of the state.

The town's annual debt expense was down to \$1,305,285, which continues a trend of annual declines since 2016. The year's debt payments are 33% less than in 2016.

State revenue to the town remained relatively steady, compared to past years.

Local receipts, which include automobile excise taxes, meals taxes and room taxes and

other non-property taxes, rose from the prior year, but are lower than historical highs. An increase in automobile excise taxes collected offset declines in other taxes.

The town's credit rating continues at the AAA level, as rated by Standard and Poor's. 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.

Nashoba Regional School District claimed 62.52% of the Bolton town budget, up from 60.11% in 2017. During that same period of time, Bolton's share of NRSD expenses increased by \$2,572,481. All other town expenses rose by only \$365,625. That increase in NRSD expenses was more than 700% of the increase of all non-educational municipal operating expenses.

Capital Improvements

The Main Street-Wattaquadock Hill Road intersection work was completed. Changes included widening of the road, introduction of a bicycle lane, a four-way stop light coordinated with the Public Safety Building to permit emergency vehicles to move through the intersection unimpeded, and rebuilding and/or installation of sidewalks in the center of town. The state Department of Transportation declined Bolton's request to permit a large truck exclusion on Wattaquadock Hill Road. Bolton requested the exclusion for public safety reasons related to the intersection with Main Street. In order to promote public safety on the road, Bolton will increase the monitoring of large trucks traveling on Wattaquadock Hill Road, as Bolton is one of the few towns in the Commonwealth with staff on the police force certified to enforce heavy truck regulations.

As usual, the management of moving water also consumed a large portion of the town's resources. At the Annual Town Meeting (ATM), voters approved \$363,000 for the replacement of the Wattaquodock Hill Road culvert, which was completed in August, 2020.

At the same ATM, the town voted to acquire 41 acres of land off of Forbush Mill Road through a borrowing of \$550,000. Between the date of the ATM and the end of the year, Bolton's Conservation Agent Rebecca Longvall secured a grant reimbursing the town for \$308,000 of the purchase price. The grant will be applied to pay down the loan, leaving the town with only \$242,000 to pay for the purchase of the property.

Other Public Administration Developments

- 2020 was the first full year of the merged Fire and Emergency Medical Technician departments. Due to extensive cooperation between the leaders of the two departments, Chief Jeffrey Legendre and Margy Diaz, the merger proceeded smoothly. During the year, Chief Legendre received the state and federal certifications necessary to upgrade the medical unit from EMT to ALS (Advanced Life Support). This higher level of certification increases the range of treatments the medical team can provide patients with severe medical conditions before the patient arrives at the hospital. The ALS program will be funded, as was the EMT program, through medical insurance receipts. No tax dollars are funding the program.
- The town replaced all the street lights with LED lights at no cost due to a program with National Grid.
- In accordance with Article 22 of the ATM, Bolton's Town Administrator, Don Lowe, initiated the process to create

a Community Choice Aggregation program, bringing the benefits of volume electricity purchasing to all those citizens who wish to participate. At the end of 2020, the State Department of Public Utilities was preparing to hold hearings on Bolton's request.

- Bolton's Conservation Agent coordinated a grant request with Devens and the Town of Harvard for Municipal Vulnerability Preparedness. The grant was awarded to the regional group to determine changes in emergency preparedness necessary as a result of climate change in Bolton, Harvard, and Devens.

COVID-19 Related Municipal Changes

- For most of 2020, no vaccine was available to combat COVID-19. It was only late in the year when first responders – Fire, EMS/ALS, and Police – received initial vaccinations.
- By March, Town Hall was closed to walk-in visits by the general public, with appointments required to limit the number of people in town hall at any one time. This was made possible by the change in recent years to more on-line, remote-access business work-flows. The shift to on-line access allowed homeowners, business people, and town employees access to information, permitting, and payments, reducing the need for face-to-face interaction. With the Cares Act, air purifiers and air exchangers were purchased to improve the quality of the indoor air on both levels of town hall.
- The town library closed the main building to visitors in March. The library then created a pick-up/drop-off resource in the vestibule which was effective in delivering hard goods to patrons. This pick-up/drop off option was enhanced by the library's policy of isolating any hard

good coming into the building – whether a return from a patron or a delivery from another library – for three days before allowing a patron to check out the item. The on-line resources of the library received extensive use.

- Other town departments such as Department of Public Works, Police, and Fire/EMS created such policies as best suited their interaction with the public.
- Town Moderator, Doug Storey, and Town Clerk, Pam Powell, deserve special thanks and recognition for successfully conducting the Annual Town Meeting during the COVID-19 pandemic. They gave participants several choices of venues and provided excellent coordination among the venues to have all attendees participate in one meeting. The meeting had been moved from its usual date of the first Monday in May to late June.
- All official public meetings were conducted using Zoom video conferencing for most of the year.

The challenges normally faced during the course of a year were more difficult due to the pandemic. It is worth mentioning that the people who volunteer as officials of the town and the employees of the town worked more closely together – despite social distancing – to provide the services that citizens of the town have good reason to expect.

In closing, the Board of Selectmen would like to thank Town Administrator Don Lowe and Administrative Assistant Jenny Jacobsen for their efforts in the day-to-day management of the town.

Financial Statement July 1, 2019 to June 30, 2020

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.	\$8,154.47
Dues & Meetings	\$766.00
Advertising	\$56.64
Supplies	<u>\$105.85</u>
	<u>\$16,082.96</u>

Unexpended balance	
returned to general fund:	\$2,637.04

TOWN ADMINISTRATOR



Don Lowe

The year 2020 was one that saw the Town once again continue to manage our budgets as conservatively as possible. We had significant expenses in our Snow and Ice budget but we were able to make up our deficit with budget offsets at the end of Fiscal Year 2020.

As things evolved, we quickly learned that the creation of the budget for Fiscal Year 2021 was not the most difficult challenge that we would face in 2020. The year 2020 will be remembered by all of us as the year of the novel coronavirus which led to the COVID-19 pandemic. All town buildings including the Town Hall were closed to the public on March 17th. Things remained this way until June 8th, when this restriction was loosened on all town buildings with the exception of the Bolton Public Library. Town Hall was opened to the public by-appointment-only on this date. After the installation of multiple safety precautions including plexiglass dividers, social distancing markers and hand sanitizing station, the town buildings which had been open by-appointment-only returned to being fully open to the public on July 6th due to the positive trends we were experiencing at the time. These buildings remained open until November 19th, when due to a significant rise in people testing positive for the virus, we returned to the Town Hall being closed to the public except by appointment. At the end of 2020 the Town Hall was still admitting people only by appointment. Due to extensive online services and capabilities offered to the public, and the creativity and flexibility of our staff, at no time was the availability of town services negatively impacted. Our permitting and licensing functions continued seamlessly due to our ability to manage 100% of the permitting process online.

The 2020 Annual Town Meeting was held on June 29th. At this meeting, voters funded the following capital articles:

- \$363,000 – Replace Failed Culvert on Wattaquadock Hill Road @ Manor Road
- \$57,000 – Diesel Exhaust Particulate Filter on Public Safety Building Generator

- \$39,600 – Turf Management Mowers / Tractors
- \$50,000 – Painting of the Library
- \$28,000 – DPW Garage Overhead Doors Replacement
- \$40,287 – Sawyer School Domestic Water Booster Pump and Controls
- \$14,335 – Sawyer School Window Repair
- \$550,000 – Purchase of the Taggart Property
- \$1,500,000 – School District Feasibility Study. While this is not a capital project it should be noted as a significant expense that was approved at Annual Town Meeting

The Town operating budget for Fiscal Year 2020 was \$24,905,915 vs. a budget of \$25,341,643 for Fiscal Year 2021. The Advisory Committee and the Board of Selectmen 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 \$550,000, which was borrowed for the purchase of the Taggart Property located on Forbush Mill Road.

For Fiscal Year 2021, I was 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 2020 included:

- \$221,403 Green Communities Grant – These funds paid for all controls for balancing and managing the HVAC

systems at the Florence Sawyer School, new LED lighting at the Public Safety Building and the Emerson Elementary School, and weatherization at the Emerson Elementary School.

- \$100,000 Housing Choice Community Grant – These funds will be put towards the Drainage project for Spectacle Hill and South Bolton Roads.
- \$7,300 ADA Transition Grant – These funds paid for ADA accessible desks for the Emerson and Florence Sawyer Elementary Schools.
- \$15,000 Municipal Vulnerability Grant – These funds paid for hiring a consultant to help us create an assessment of our needs which would position the town to submit a grant to meet some of these needs.
- \$250,000 Municipal Vulnerability Grant – These funds were awarded to us as the lead community in a regional grant application, along with Harvard and Devens, for Apple Country Eco Climate Resiliency.
- \$308,000 Land Grant – These funds were awarded to us to help offset the cost of the acquisition of the Taggart Property (\$550,000) which was approved at the Annual Town Meeting held on June 29th.
- \$25,000 MassWorks Grant – These funds were supplemental to the \$975,000 grant we were awarded in 2019 for the intersection of Main Street and Wattaquodock Hill Road.
- \$37,120 Executive Office of Public Safety and Security – These funds will be used to obtain body-worn cameras for all

Bolton Police Officers and the necessary equipment to store the recorded video.

The Grand Total for all of the grants listed above is \$963,823.

Every city and town in the state was allocated funds under the Federal CARES Act to be used specifically for situations that were caused by or unique to the pandemic. Bolton was allocated \$473,990 and at the end of 2020 had already spent approximately \$315,000. If needed, the remaining balance is eligible to be spent in 2021.

We had some changes to our staff in 2020.

- In June 2020, Phyllis Tower was appointed to the position of Animal Control Officer. She replaced Susan Latham who had been our ACO for many years. We thank Susan for her many contributions to the town.
- In July 2020, Pam Johnson was appointed Assistant Animal Control Officer.
- In September 2020, Lisa Shepple was hired as our Parks & Recreation Coordinator. She replaced Ali Webb who had been hired in 2019 as the first person to serve in this role. Ali did a wonderful job in getting things started from the ground up. She was able to accomplish many things during her time with us.
- In November 2020, Randy Heglin was hired as the Town's DPW Director. Randy replaced Joe Lynch, who served in this position for approximately three years and led the effort to obtain the \$975,000 Mass Works Grant which paid for the installation of a new traffic light at the redesigned intersection of Main Street

and Wattaquaddock Hill Road, along with new sidewalks for that area. This work was successfully completed in June 2020.

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 2020, 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 Subcommittee.

The conclusion of 2020 saw me approaching the end of my twelfth year as your Town Administrator. I was fortunate enough to be hired as your Town Administrator on March 2, 2009. I mentioned at the beginning of my report that 2020 was a year unlike any other in our collective experience due to the COVID-19 pandemic. Every year I do my best to express my gratitude and appreciation of the work done by all of the town's volunteers and paid staff. However, 2020 tested all of us as never before. It is with immense pride that I can state that our volunteers and employees all rose to the occasion and continued to exhibit an incredibly strong dedication and commitment to the Town of Bolton. I have never been more honored than to have the great privilege of serving with such a wonderful team.

Financial Statement

July 1, 2019 to June 30, 2020

Salary

Appropriated & Expended \$135,699.20

Wages

Appropriated \$66,275.52

Expended \$66,972.07
 - \$696.55

Expenses

Appropriated: \$76,947.44

Expended:

Comp. Reserve	\$41,399.02
Training	\$265.00
Deferred Comp.	\$8,000.00
Hearing Officer	\$2,500.00
Disability Insurance	\$2,347.44
In-State Travel	\$925.61
Phone Reimbursement	\$1,200.00
Supplies	\$906.92
Dues & Meetings	<u>\$343.55</u>
	\$57,887.54

Unexpended balance
returned to general fund: \$19,059.90

ADVISORY COMMITTEE

Jessica Colangelo	2022
Craig Lauer	2022
Connie Benjamin, Vice-Chair.....	2021
Ann Hurd	2021
Brian Boyle, Chair	2020
Joseph Myerson	2020

The Advisory Committee reviews the budgets presented by all town departments, committees, and boards, and it offers its opinion on each warrant article at Town Meeting. 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 school district and Town Hall staff to understand the long-term financial constraints facing the town. Over the past two 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 2020 Annual Town Meeting, the Advisory Committee met weekly beginning in January to review all proposed FY2021 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 for FY2021 were 4.4% above the prior fiscal year, due mainly to increases in education, public safety, public works, and employee benefits.

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. We would also like to thank several outgoing members for their years of dedicated service on the Advisory Committee: Connie Benjamin (7 years), Joe Myerson (6 years), and Jessica Colangelo (1 year). Thank you so much for your contributions!

**Financial Statement
July 1, 2019 to June 30, 2020**

Expenses

Appropriated:	\$180.00
Expended:	
Dues & Meetings	<u>\$160.00</u>

	\$160.00
Unexpended balance returned to general fund:	\$20.00

Reserve Fund

Appropriated:	\$100,000.00
Expended:	\$ <u>63,929.48</u>
Unexpended balance returned to general fund:	\$36,070.52

MODERATOR

Doug Storey2020

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 Board of Selectman. The Moderator also presides over the Annual Town Caucus in March and holds a Candidates Night for those running in any contested elections. In 2020 we held our Annual Town Meeting in June due to the COVID-19 19 Pandemic. With much input and consideration, we decided to have multiple seating locations at our 2020 Annual Town Meeting to allow for safe spacing and allow outside seating for those that that preferred the outdoor location. With good weather this worked well. We hope to do the same in 2021. This required two additional Assistant Moderators. Ken Troup and John Karlton were a great help to the Town in this regard!

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

Expenses

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

LAW COMMITTEE

Stanley M. Wysocki.....	2020
Open Seat.....	2020
Robert Czekanski.....	2021
Gwendolen Rogers.....	2021
Jonathan D. Keep.....	2022

The Law Committee acts as agent of the Town to engage counsel and to institute, prosecute, defend, compromise and settle all claims, suits and actions brought by or against the Town or protect the Town with liability insurance from any or all claims. Town and Labor Counsel previously selected by the Committee is Mirick O'Connell Attorneys at Law, whose activities and budget are managed by the Town Administrator and, with respect to legal fees and expenses in excess of budgeted amounts, reviewed by the Advisory Committee.

Financial Statement

July 1, 2018 to June 30, 2019

Expenses

Appropriated	\$50,000.00
Transfers	\$20,557.72
	\$70,557.72

TOWN CLERK

Pamela H. Powell



Population

RESIDENTS	5846
HOUSEHOLDS	2003
REGISTERED VOTERS	4306

Dog Licenses Issued

INDIVIDUAL TAGS	1102
PERSONAL KENNELS	6
COMMERCIAL KENNELS	3

Certificates & Permits Issued

BUSINESS CERTIFICATES	10
RAFFLE PERMITS	2

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	50
MARRIAGES	21
DEATHS	24

APPOINTMENTS AND RESIGNATIONS

Recorded in 2020

APPOINTMENTS

Appointed by: Board of Selectmen Affordable Housing Partnership:

Herbert Cabral	6-30-2023
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Agricultural Commission:

Emily Winner	6-30-2023
Angie Tollefson	6-30-2021

Animal Control Officer:

Phyllis Tower	6-30-2021
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Assistant:

Pamela Johnson	6-30-2021
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Appeals, Board of:

Brian Holmes	6-30-2025
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Building Official:

Michael Sauvageau	6-30-2021
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Inspectors:

Wiring:

James Boodry	6-30-2021
Asst. Peter Casello	6-30-2021

Cable Advisory Committee:

Danielle Cochran	6-30-2023
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Robert Johnson	6-30-2023	Joseph Lynch	
Kenneth Troup	6-30-2023	Warren Nelson	
Conservation Commission:		Alison Webb	
Emily Winner	6-30-2023	Planning Board Associate Member:	
William Payne	6-30-2023	James Barr	6-30-2022
Council on Aging:		Public Ways Safety Committee:	
Barbara Brown	6-30-2023	Leslie Breeze	6-30-2023
Shirley Sefton	6-30-2023	Registrars, Board of:	
Tom Byron	6-30-2023	Vaughn Mackie	6-30-2023
Economic Development Committee:		Tree Warden:	
Erik Neyland	6-30-2023	Mark Caisse	6-30-2021
Amy Balewicz	6-30-2023	Veterans Agent:	
Gwen Cook	6-30-2023	James Cabral	6-30-2021
Rick Bernier	6-30-2023	Appointed by: Building Official	
Sean Serell	6-30-2023	Asst. Building Official:	
Alan Santos	6-30-2023	David Drugge	6-30-2021
Omid Gharony	6-30-2023	Plumbing & Gas Inspector	
Emergency Management Co-Directors:		Robert Janda	6-30-2021
Chief Warren Nelson	6-30-2021	Asst. Gas Inspector:	
Fire Chief, Jeff Legendre		Jeremy Pierce	6-30-2021
Fire Chief & Forest Warden:		Appointed by: Nominating Committee	
Jeffrey Legendre	6-30-2021	Advisory Committee:	
Historical Commission:		Brian Boyle	6-30-2023
Martha Remington	6-30-2023	Omid Gharony	6-30-2021
Robert Tattersall	6-30-2021	William Nickles	6-30-2022
Insurance Advisory Committee:		Robert Guerriero	6-30-2023
Kristen Noel	6-30-2021	Appointed by:	
Ninotchka Rogers	6-30-2021	Board of Health	
MAGIC (Minuteman Advisory Group on		Animal Inspector:	
Interlocal Coordination)		Phyllis Ann Tower	4-30-2021
Bolton Representative:		Appointed by: Moderator	
Donald Lowe	6-30-2021	Law Committee:	
MAPC (MA Area Planning Council):		Gwendolyn Rogers	6-30-2021
Erica Uriarte	6-30-2023	Robert Roemer	6-30-2021
MART (Montachusett Regional Transit		Appointed by: Law Committee	
Authority) Advisory Board:		Town Counsel:	
Kenneth Troup	6-30-2021	Mirick, O'Connell	6-30-2021
Master Planning Steering Committee:		Labor Counsel:	
Upon Completion		Mirick, O'Connell	6-30-2021
Stacia Downey	Paul Tesini	Appointed by Planning Board:	
Mosquito Response Committee:		Design Review Board:	
Scott Powell	7-9-2020	Michelle Tuck	
Donald Lowe			
Robert Frieswick			
Rebecca Longvall			

Natalie Gabrielle
Danielle Spicer
David Pettit

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

Erica Uriarte 6-30-2021

Appointed by: Town Clerk

Assistant Town Clerk:

Jennifer Marquis 6-30-2021

RESIGNATIONS:

Bolton Volunteer Land Steward:

Jeffrey Bryan 1-22-2020

Conservation Commission:

Kip McNamara 11-1-2020

Economic Development Comm:

Michael Murphy 1-2-2020

Larissa Thurston 1-2-2020

Scott Panneton 1-2-2020

Tina Higgins 1-3-2020

Mark Ayotte 1-8-2020

Master Planning Steering Comm:

Kevin Weadock 1-6-2020

Michelle Goulding 1-29-2020

Parks and Recreation Commission:

Laura Roberts 8-5-2020

**Financial Statement
July 1, 2019 to June 30, 2020**

Salary

Appropriated: \$69,232.80

Stipend: \$1,000.00

Wages

Appropriated: \$29,463.45

Expenses

Appropriated: \$6,475.00

Expended:

Purchase of Services \$158.50

Software Support \$1,601.81

Web Services \$1,195.00

Supplies \$448.73

Dues & Meetings \$1,580.92

\$4,984.96

Unexpended balance

returned to general fund: \$2,014.23



Election Clerk Clare Moses, Assistant Town Clerk Jennifer Marquis, Town Clerk Pam Powell and Election Warden Alice Roemer welcomed voters to take advantage of the Ballot Drop-Off Box.

ANNUAL TOWN MEETING
Monday, June 22, 2020
Nashoba Regional High School Auditorium
7:00 p.m.

Pursuant to Section 1 of Chapter 45 of the Acts of 2020 and because of the state of emergency declared by the governor pursuant to executive order 591, Declaration of a State of Emergency to Respond to COVID-19, the Board of Selectmen at their meeting on March 26, 2020 voted unanimously to postpone the municipal Town Meeting scheduled for May 4, 2020 to June 22, 2020.

Moderator Douglas Storey, shortly thereafter met with Town Clerk Pam Powell, Town Administrator, Don Lowe, and his assistant Jennifer Jacobsen to begin planning for the postponed meeting. After much discussion, research and resident input Mr. Storey decided on 3 locations for Town Meeting in order to keep all residents as safe as possible. He appointed 2 Assistant Moderators, Kenneth Troup and John Karlon to moderate in the other locations.

Douglas Storey, called the Annual Town Meeting to order at 7:15 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, Jake Jacobsen, Kersten Schweppe, Cia Ochsenbein and Clare Moses.

The Gymnasium had 12 voters, 219 were outside in the Auditorium parking lot and 55 were seated in the Auditorium. The total in attendance was 286 out of 4088 registered voters which is 7%.

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 2019.

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: Approved (3 in favor, 0 opposed)

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority **Vote:** Unanimous in favor

Article 2: Unpaid Bills for Fiscal Year 2019

The Town voted to transfer from available funds the sum of \$880.50 (eight hundred eighty dollars and fifty cents) for the purpose of paying the following unpaid Fiscal Year 2019 bills, pursuant to Massachusetts General Laws Chapter 44, Section 64, or vote to transfer sums to pay any other unpaid bills from prior fiscal years.

\$713.00 MHQ (Invoice 156584)

\$87.00 MHQ (Invoice 156899)

\$80.50 MHQ (Invoice 156923)

Sponsor: Board of Selectmen

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

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 4/5 Majority **Vote:** Unanimous in favor

Article 3: Fiscal Year 2021 Operating Budget

A motion was made by Town Accountant Ninotchka Rogers to amend Article 3, subsection d. by striking \$25,119,643.01 and replacing it with \$25,106,643.01.

The motion passed unanimously in all three locations.

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$25,341,643.01 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 \$ 50,000.00 be transferred from the Cell Tower Fund;
- b. The sum of \$75,000.00 be transferred from the Ambulance Receipts Reserved for Appropriation to be applied to the Ambulance Department budget;
- c. The sum of \$110,000.00 or any other amount, be transferred from the Overlay Reserve Account;
- d. The sum of \$ 25,106,643.01 to be raised by taxation

Sponsor: Board of Selectmen

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority **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 out of order: 4, 5, 6, 7, 8, 9, 13, 14, 15, 16, 17, 18, 19, 20 and 22. A hold voiced by attendees was placed on Articles 14, 20 and 22.

The remaining Articles were all voted with one motion with ‘Unanimous in Favor’ as indicated after each Article.

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
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	135,699	138,403	138,403
	5102	Hearing Officer	2,500	2,500	2,500
	5114	Wages	66,276	59,296	59,296
	5170	Deferred Compensation	8,000	8,000	8,000
	5176	Disability/Life Insurance	2,347	2,347	2,347
			214,822	210,546	210,546
	5190	Compensation Reserve	60,000	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	150
	5781	Meetings	300	300	300
			64,100	64,100	64,100
Total Town Administrator			278,922	274,646	274,646
131	Advisory Committee				
	5400	Supplies	20	20	20
	5730	Dues	160	165	165
Total Advisory Committee			180	185	185
132	Reserve Fund		100,000	100,000	100,000
Total Reserved Fund			100,000	100,000	100,000
135	Town Accountant				
	5101	Salary	63,698	66,909	66,909
	5102	Stipend	1,000	1,000	1,000
			64,698	67,909	67,909
	5200	Purchase of Services	0	2,000	2,000
	5243	Software Support	6,605	6,605	6,605
	5303	Audit	16,000	16,500	16,500
	5400	Supplies	800	800	400
	5781	Meetings	1,400	1,400	1,800
			24,805	27,305	27,305
Total Town Accountant			89,503	95,214	95,214

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
141	Board of Assessors				
	5102	Stipend	3,917	1,000	1,000
	5114	Wages	58,995	47,527	47,527
			62,911	48,527	48,527
	5200	Purchase of Services	81,050	97,270	97,270
	5201	Training	665	860	860
	5243	Software Support	1,274	6,249	6,249
	5302	Registry of Deeds	195	0	0
	5400	Supplies	600	600	600
	5710	In-state Travel	600	600	600
	5730	Dues	280	280	280
	5781	Meetings	150	150	150
	5782	GIS	3,000	4,500	4,500
			87,814	110,509	110,509
Total Board of Assessors			150,725	159,036	159,036
145	Treasurer				
	5101	Salary	79,622	83,637	83,637
	5102	Stipend	1,500	1,000	1,000
	5114	Wages	42,276	0	0
			123,398	84,637	84,637
	5145	Longevity	8,700	8,700	8,700
	5243	Software Support	20,000	8,100	8,100
	5341	Postage	9,500	750	750
	5344	Tax Taking Expense	3,000	1,000	1,000
	5420	Office Supplies	2,100	1,050	1,050
	5422	Bank Charges	4,300	4,300	4,300
	5709	Educational Assistance	800	800	800
	5710	In-state Travel	1,000	500	500
	5730	Dues	420	210	210
	5781	Meetings	500	250	250
			50,320	25,660	25,660
Total Treasurer			173,718	110,297	110,297
145	Tax Collector				
	5101	Salary		46,190	46,190
	5102	Stipend		1,000	1,000
				47,190	47,190
	5243	Software Support		11,900	11,900
	5341	Postage		8,750	8,750
	5344	Tax Taking Expense		2,000	2,000
	5420	Office Supplies		1,050	1,050
	5710	In-state Travel		500	500
	5730	Dues		210	210
	5781	Meetings		250	250
				24,660	24,660
Total Tax Collector				71,850	71,850

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
147	Human Resources				
	5114	Wages	18,734	9,180	9,180
			18,734	9,180	9,180
	5200	Purchase of Services	500	500	500
	5400	Supplies	200	200	200
	5710	In-state Travel	200	200	200
	5730	Dues	250	250	250
	5781	Meetings	200	200	200
			1,350	1,350	1,350
	Total Human Resources		20,084	10,530	10,530
151	Legal Services				
	5200	Purchase of Services	50,000	50,000	50,000
	Total Legal Services		50,000	50,000	50,000
155	MIS				
	5200	Purchase of Services	27,800	27,800	27,800
	5241	Repairs	600	600	600
	5243	Software Support	1,800	2,600	2,600
	5251	Web Services	15,013	17,177	17,177
	5850	Equipment	13,078	11,860	11,860
	Total MIS		58,291	60,037	60,037
161	Town Clerk				
	5101	Salary	69,233	70,616	70,616
	5102	Stipend	1,000	1,000	1,000
	5114	Wages	29,463	31,121	31,121
			99,696	102,737	102,737
	5200	Purchase of Services	175	175	175
	5243	Software Support	1,600	1,650	1,650
	5251	Web Services	1,200	1,200	1,200
	5400	Supplies	350	850	850
	5730	Dues	150	150	150
	5781	Meetings	2,200	2,300	2,300
			5,675	6,325	6,325
	Total Town Clerk		105,371	109,062	109,062
162	Elections				
	5114	Wages	2,195	5,220	5,220
	5200	Purchase of Services	3,025	5,610	4,710
	5400	Supplies	400	800	800
	5800	Capital Outlay	5,500	0	0
			8,925	6,410	5,510
	Total Elections		11,120	11,630	10,730
163	Street Listing/Registrars				
	5114	Wages	200	200	200
	5200	Purchase of Services	1,800	2,400	2,400
	5400	Supplies	355	350	350
			2,155	2,750	2,750
	Total Street Listing/Registrars		2,355	2,950	2,950

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
171	Conservation Commission				
	5114	Wages	56,010	58,858	58,858
			56,010	58,858	58,858
	5200	Purchase of Services	7,000	7,000	7,000
	5240	Land Maintenance	12,000	7,000	7,000
	5301	Training	800	800	800
	5305	Vernal Pool Study	150	150	150
	5342	Advertising	100	100	100
	5400	Supplies	400	400	400
	5710	In-state Travel	200	200	200
	5730	Dues	750	750	750
	5800	Land-Capital Improve.	1,000	1,000	1,000
	5850	Equipment	1,600	500	500
	5963	Conservation Fund	100	500	500
			24,100	18,400	18,400
	Total Conservation Commission		80,110	77,258	77,258
175	Planning Board				
	5114	Wages	60,245	63,286	63,286
	5200	Purchase of Services	1,300	1,200	1,200
	5342	Advertising	270	250	250
	5400	Supplies	200	200	200
	5710	In-state Travel	300	400	400
	5730	Dues	1,650	1,800	1,800
	5781	Meetings	300	400	400
			4,020	4,250	4,250
	Total Planning Board		64,265	67,536	67,536
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	1,000
	Total Economic Development		1,000	1,000	1,000
190	Town Buildings				
	5210	Heating	2,800	2,800	2,800
	5211	Houghton Electric	7,300	7,300	7,300
	5240	Repairs and Maintenance	115,392	115,392	116,992
	5242	Grounds Maintenance	17,000	17,000	13,000
	5281	Trash Hauler	950	950	950
	5480	Propane	500	500	500
	Total Town Buildings		143,942	143,942	141,542

FY2021 BUDGET

		Approved FY2020	Requested FY2021	Approved FY2021
192	Town Hall			
	5200 Purchase of Services	10	10	10
	5210 Heating	5,000	5,000	5,000
	5211 Electric	7,100	7,100	7,100
	5241 Repairs	10	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	29,135	29,135
194	Building Insurance			
	5740 Commercial Package	49,999	INCLUDED IN DEPT 945	
	5743 Commercial Umbrella	5,961		
	Total Building Insurance	55,960	0	
195	Town Reports			
	5200 Purchase of Services	3,000	3,000	3,000
	5341 Postage	700	700	700
	Total Town Reports	3,700	3,700	3,700
	TOTAL GENERAL GOVERNMENT	1,439,997	1,399,625	1,396,325
	PUBLIC SAFETY			
200	Public Safety Building			
	5200 Purchase of Services	75,920	75,360	75,360
	5210 Heating	10,500	10,500	10,500
	5211 Electric	42,000	42,000	42,000
	5240 Maintenance	36,075	36,075	36,075
	5243 Software Support	12,400	6,555	6,555
	5280 Trash Disposal	5,375	6,420	6,420
	5340 Telephone	12,792	16,956	16,956
	5400 Supplies	2,500	2,500	2,500
	5486 Diesel	2,025	2,025	2,025
	Total Public Safety Building	199,587	198,391	198,391
210	Police Department			
	5102 Salary	118,498	124,488	124,488
	5133 Wages	923,263	1,011,838	1,011,838
	5140 Wages - Overtime	137,623	143,362	143,362
	5176 Disability Insurance	663	663	663
		1,180,046	1,280,351	1,280,351
	5201 Hired Services	7,000	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	24,000	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
		62,075	57,075	57,075

FY2021 BUDGET

		Approved FY2020	Requested FY2021	Approved FY2021
	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	40,822	53,750	53,750
		<u>47,822</u>	<u>60,750</u>	<u>60,750</u>
Total Police Department		1,341,643	1,449,877	1,449,877
230	FIRE/EMS			
	5101 Fire Chief	105,757	109,395	109,395
	5112 Wages - Inspections	750	750	750
	5113 Wages - Perm Firefighter	68,827	70,200	70,200
	5115 Wages - Firefighters	174,167	191,025	191,025
	5120 EMT Cadet Program	19,372	19,372	19,372
		<u>368,873</u>	<u>390,742</u>	<u>390,742</u>
	5200 Purchase of Services	15,100	15,100	15,100
	5201 ALS Services	30,000	30,000	30,000
	5202 Coastal Medical Billing	6,500	6,500	6,500
	5211 Electric	700	700	700
	5241 Repairs	18,675	21,000	21,000
	5301 Training	8,600	8,600	8,600
	5400 Supplies	4,500	4,500	4,500
	5460 Operating Supplies	5,620	5,620	5,620
	5480 Gasoline	43	5,100	5,100
	5486 Diesel	5,000	6,000	6,000
	5487 Automotive	2,000	2,000	2,000
	5580 Uniforms	14,026	16,026	16,026
	5730 Dues/Memberships	1,345	1,345	1,345
	5780 Fire Ponds	20,000	20,000	20,000
	5782 Recognition Expense	1,000	1,000	1,000
	5850 Equipment	7,500	7,500	7,500
		<u>140,609</u>	<u>150,991</u>	<u>150,991</u>
Total Fire/EMS Department		509,482	541,733	541,733
241	Building Inspector			
	5112 Wages - Inspector	29,671	30,264	30,264
	5113 Wages - Asst. Inspector	1,000	1,020	1,020
		<u>30,672</u>	<u>31,284</u>	<u>31,284</u>
	5240 Vehicle Maintenance	2,080	2,080	2,080
	5301 Training	250	250	250
	5400 Supplies	450	450	450
		<u>2,780</u>	<u>2,780</u>	<u>2,780</u>
Total Building Inspector		33,452	34,064	34,064
243	Plumbing & Gas Inspector			
	5200 Purchase of Services	18,105	18,467	18,467
Total Plumbing & Gas Inspector		18,105	18,467	18,467

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
244	Wiring Inspector				
	5200	Purchase of Services	20,988	21,408	21,408
Total Wiring Inspector			20,988	21,408	21,408
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	16,465	16,794	16,794
	5113	Wages	2,509	2,559	2,559
			18,974	19,353	19,353
	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			20,724	21,103	21,103
293	Traffic Lights				
	5211	Electric	700	1,000	1,000
	5241	Repairs	800	800	800
Total Traffic Lights			1,500	1,800	1,800
294	Tree Warden				
	5102	Salary	3,542	3,613	3,613
	5137	Police Details	2,500	2,500	2,500
			6,042	6,113	6,113
	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			52,042	52,113	52,113
299	Dispatchers				
	5300	Regional Dispatch	189,076	182,167	182,167
Total Communications			189,076	182,167	182,167
TOTAL PUBLIC SAFETY			2,390,499	2,525,023	2,525,023

FY2021 BUDGET

		Approved FY2020	Requested FY2021	Approved FY2021
EDUCATION				
301	Nashoba Regional School District			
5691	Bolton Assessment - Operating Exp.	15,388,593	15,646,318	15,646,318
	FSS Boiler Software reimbursement	22,825	0	0
	Track & Field Debt	17,941	49,677	49,677
	Leach Field Debt	0	20,268	20,268
5915	NRHS - Excluded Debt	141,635	134,742	134,742
Total Nashoba Regional School District		15,570,994	15,851,005	15,851,005
302	Minuteman Regional Voc Tech			
	Bolton Assessment	630,937	591,917	591,917
Total Minuteman Regional Voc Tech		630,937	591,917	591,917
303	Post Secondary Voc Ed			
5200	Post Secondary Voc Ed	16,464	17,043	17,043
Total Post Secondary Voc Ed		16,464	17,043	17,043
TOTAL EDUCATION		16,218,395	16,459,965	16,459,965
PUBLIC WORKS				
421	Highway			
5110	Salary	103,376	108,576	108,576
5137	Wages	552,448	561,679	561,679
5140	Wages - Overtime	20,000	20,000	20,000
		675,824	690,255	690,255
5200	Purchase of Services	3,500	3,500	3,500
5210	Heating	3,185	3,185	3,185
5211	Electric	5,000	5,000	6,500
5241	Repairs	57,190	57,190	54,690
5340	Telephone	5,000	5,000	5,000
5400	Supplies	11,600	11,600	10,100
5480	Gasoline	13,000	13,000	13,000
5480	Stickers	810	1,400	1,400
5481	Oil/Lube	2,000	2,000	2,000
5482	Tires	4,000	4,000	4,000
5486	Diesel	5,500	5,500	8,000
5487	Parts/Supplies	10,120	10,120	10,120
5488	Equipment	6,000	6,000	6,000
5580	Clothing Allowance	7,650	7,650	7,650
5781	Training	800	800	800
		135,355	135,945	135,945
Total Highway		811,179	826,200	826,200
422	Construction and Maintenance			
5137	Police Details	8,000	8,000	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		211,100	211,100	209,100

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
423	Snow & Ice				
	5137	Wages	11,000	11,000	11,000
	5140	Wages - Overtime	27,000	27,000	27,000
			<u>38,000</u>	<u>38,000</u>	<u>38,000</u>
	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
			<u>142,000</u>	<u>142,000</u>	<u>142,000</u>
	Total Snow & Sand		180,000	180,000	180,000
424	Street Lighting				
	5211	Electric	7,200	7,200	7,200
	5241	Repairs	750	900	900
	Total Street Lighting		<u>7,950</u>	<u>8,100</u>	<u>8,100</u>
433	Transfer Station				
	5137	Wages	40,535	40,535	40,535
	5140	Wages - Overtime	5,000	5,000	5,000
			<u>45,535</u>	<u>45,535</u>	<u>45,535</u>
	5211	Electric	2,000	2,000	2,000
	5280	Trash Disposal	84,000	90,000	90,000
	5281	Trash Hauling	14,000	14,500	14,500
	5282	Recycling Hauling	35,000	42,000	42,000
	5282-01	Recycling Processing	12,500	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	7,000	8,000	8,000
	5488	Equipment	3,000	3,000	3,000
			<u>161,000</u>	<u>180,600</u>	<u>180,600</u>
	Total Transfer Station		206,535	226,135	226,135
439	Landfill				
	5250	Well Monitoring	6,100	6,100	6,100
	Total Landfill		<u>6,100</u>	<u>6,100</u>	<u>6,100</u>
440	Sewer				
	5200	Purchase of Services	8,700	8,700	8,700
	Total Sewer		<u>8,700</u>	<u>8,700</u>	<u>8,700</u>
450	Water				
	5201	SWDA Assessment	5,000	5,500	5,500
	Total Water		<u>5,000</u>	<u>5,500</u>	<u>5,500</u>
491	Cemetery				
	5200	Purchase of Services	3,000	3,000	3,000
	5242	Grounds Maintenance	5,000	5,000	5,000
	Total Cemetery		<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
	TOTAL PUBLIC WORKS		<u>1,444,564</u>	<u>1,479,835</u>	<u>1,477,835</u>

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
HUMAN SERVICES					
510	Board of Health				
	5112	Wages - Animal Inspector	1,422	1,451	1,451
	5114	Wages	34,209	34,891	34,891
			<u>35,631</u>	<u>36,341</u>	<u>36,341</u>
	5302	Rabies Testing	345	345	345
	5304	Nashoba Associated Boards of Health	13,226	13,887	13,887
	5342	Advertising	100	100	100
	5400	Supplies	1,040	1,040	1,040
	5710	Travel	831	831	831
	5730	Dues/Membership	150	150	150
			<u>15,692</u>	<u>16,353</u>	<u>16,353</u>
	Total Board of Health		51,323	52,695	52,695
522	Nursing				
	5200	Purchase of Services	6,036	6,338	6,338
	Total Nursing		6,036	6,338	6,338
541	Council on Aging				
	5101	Salary	38,666	41,783	41,783
	5114	Van Drivers	9,000	0	0
	5137	Wages	22,272	29,219	29,219
			<u>69,938</u>	<u>71,002</u>	<u>71,002</u>
	5200	Purchase of Services	8,000	8,050	8,050
	5243	Software Support	790	790	790
	5271	Building Lease	4,269	4,482	4,482
	5340	Telephone	485	485	485
	5346	Cable/DSL	1,175	1,293	1,293
	5400	Supplies	2,150	2,150	2,150
	5480	Gasoline	2,000	0	0
			<u>18,869</u>	<u>17,250</u>	<u>17,250</u>
	Total Council of Aging		88,807	88,252	88,252
543	Veterans Services				
	5114	Wages	5,174	5,278	5,278
	5342	Advertising	100	0	0
	5400	Office Supplies	75	0	0
	5730	Dues	50	50	50
	5770	Veterans Benefits	36,000	36,000	33,000
	5781	Meetings	500	1,500	2,000
			<u>36,725</u>	<u>37,550</u>	<u>35,050</u>
	Total Veterans Services		41,899	42,828	40,328
	TOTAL HUMAN SERVICES		<u>188,065</u>	<u>190,112</u>	<u>187,612</u>

FY2021 BUDGET

			Approved FY2020	Requested FY2021	Approved FY2021
CULTURE & RECREATION					
610	Library				
	5102	Salary	92,290	94,141	94,141
	5114	Wages	203,008	203,429	203,429
			<hr/> 295,298	<hr/> 297,570	<hr/> 297,570
	5200	Purchase of Services	12,100	12,450	12,450
	5201	Professional Development	750	750	750
	5210	Heat	18,500	18,500	18,500
	5211	Electric	19,700	19,700	19,700
	5241	Repairs	2,828	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	2,800	2,800
	5341	Postage	75	75	75
	5400	Supplies	8,500	8,500	8,500
	5580	Books	77,965	78,494	78,494
	5780	Miscellaneous/Programs	3,000	3,000	3,000
	5781	Travel & Meeting	1,000	1,000	1,000
	5800	Capital Outlay			
			<hr/> 150,218	<hr/> 150,969	<hr/> 150,969
	Total Library		445,516	448,539	448,539
630	Parks and Recreation				
	5113	Parks and Rec Coordinator	12,095	12,854	12,854
	5113	Wages - Swimming	17,718	17,922	17,922
			<hr/> 29,813	<hr/> 30,776	<hr/> 30,776
	5200	Purchase of Services	4,920	7,920	5,345
	5270	Equipment	2,600	2,600	2,600
	5400	Supplies	3,890	3,890	3,890
			<hr/> 11,410	<hr/> 14,410	<hr/> 11,835
	Total Recreation		41,223	45,186	42,611
691	Historical Commission				
	5200	Purchase of Services	3,400	3,400	3,400
	5341	Postage	50	50	0
	5400	Supplies	2,500	2,500	2,500
	5580	Books	50	50	0
	5730	Dues	250	250	250
	Total Historical Commission		6,250	6,250	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			<hr/> 495,789	<hr/> 502,775	<hr/> 500,100

FY2021 BUDGET

		Approved FY2020	Requested FY2021	Approved FY2021
DEBT SERVICE				
710/752	Debt Principal & Interest			
*	<i>Sawyer Repairs (2021)</i>			
5910	Principal	3,000	3,000	3,000
5920	Interest	299	101	101
*	<i>Emerson School (2021)</i>			
5910-0040	Principal	92,000	92,000	92,000
5920-0040	Interest	7,159	2,440	2,440
*	<i>Transfer Station (2010/2021)</i>			
5911	Principal	39,000	39,000	39,000
5921	Interest	3,062	1,043	1,043
*	<i>Barretts Hill Land (2020)</i>			
5916-BAR	Principal	10,000	0	0
5926-BAR	Interest	269	0	0
*	<i>Nashoba Valley Land (2020)</i>			
5916-NAS	Principal	35,000	0	0
5926-NAS	Interest	966	0	0
*	<i>Savignano Land (2021)</i>			
5916-SAV	Principal	6,000	6,000	6,000
5926-SAV	Interest	361	161	161
*	<i>Public Safety Center (debt excluded portion)</i>			
5920-0100	Principal	205,000	0	0
5930-0100	Interest	82,525	0	0
*	<i>Refunding JAN 2019</i>			
59100-REFD	Principal	450,000	475,000	475,000
59250-REFD	Interest	179,217	130,750	130,750
*	<i>Refunding AUG 2019 - Debt Excluded Portion</i>			
59100-REF2	Principal	0	200,000	200,000
59250-REF2	Interest	0	87,300	87,300
*	<i>Refunding AUG 2019</i>			
59100-REF2	Principal	0	120,000	120,000
59250-REF2	Interest	0	26,750	26,750
*	<i>Berlin Road Culvert ATM 5/16 Art 10</i>			
5950-0140	Principal	26,800	0	0
5925-0140	Interest	5,628	0	0
*	<i>Wilder Road Culvert ATM 5/16 Art 11</i>			
5950-0150	Principal	18,600	0	0
5925-0150	Interest	3,906	0	0
*	<i>Town Hall Repairs ATM 5/16 Art 12</i>			
5950-0160	Principal	32,470	0	0
5925-0160	Interest	6,819	0	0
*	<i>DPW Truck 2017 ATM 5/16 Art 15</i>			
5950-0170	Principal	14,857	0	0
5925-0170	Interest	1,783	0	0
*	<i>DPW Backhoe ATM 5/16 Art 18</i>			
5950-0180	Principal	13,366	0	0
5925-0180	Interest	1,604	0	0
*	<i>Sander Body ATM 5/16 Art 19</i>			
5950-0190	Principal	9,286	0	0
5925-0190	Interest	1,114	0	0
*	<i>Town Common ATM 5/17 Art 35</i>			
	Principal	19,500	0	0
	Interest	4,680	0	0
*	<i>Long Hill Road Culvert ATM 5/18 Art 25</i>			
	Principal	15,262	15,262	15,262
	Interest	4,121	3,663	3,663

FY2021 BUDGET			
	Approved FY2020	Requested FY2021	Approved FY2021
* Flood Control / Improvements ATM 5/19 Art 18			
Principal	24,658	24,658	24,658
Interest	7,397	6,658	6,658
* Forbush Mill Land			
Principal	0	65,000	55,000
Interest	0	19,500	16,500
Total Principal	1,014,799	1,039,920	1,029,920
Total Interest	310,909	278,365	275,365
TOTAL DEBT SERVICE	1,325,708	1,318,285	1,305,285
EMPLOYEE BENEFITS			
911 Worcester Regional Retirement Assessment			
5170 WCRS Assessment	472,043	520,648	520,648
912 Workers Compensation			
5171 Workers Comp	31,549	37,649	37,649
913 Unemployment Compensation			
5172 Unemployment	0	0	0
914 Health Insurance			
5173 Group Health	545,000	570,000	570,000
5174 OPEB	219,741	189,380	189,380
	764,741	759,380	759,380
915 Life Insurance			
5175 Life Insurance	1,400	1,400	1,400
916 Medicare Tax			
5175 Medicare 1.45%	49,000	54,400	54,400
TOTAL EMPLOYEE BENEFITS	1,318,733	1,373,477	1,373,477
OTHER INSURANCE			
945 Other Insurance			
5740 General Insurance	0	70,531	70,531
5741 Police Professional Liability	8,779	0	0
5742 Bonding (employee)	732	900	900
5744 Police & Fire Accident	43,098	42,591	42,591
5745 Motor Vehicle	23,279	0	0
5746 Deductible	2,000	2,000	2,000
5747 Public Official Liability	6,277	0	0
TOTAL OTHER INSURANCE	84,165	116,022	116,022
TOTAL BUDGET	24,905,916	25,365,118	25,341,643

Article 4: New Revolving Funds

The town voted pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E ½, to establish new revolving funds as follows:

1. By amending Section 24-3. E of the Code of the Town of Bolton, Table of Authorized Revolving Funds, as follows, with deleted text in strikethrough and new text underlined:

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
<u>Senior Van</u>	<u>Council on Aging Director</u>	<u>Fares and reimbursement from Montachusett Regional Transit Authority (MART)</u>	<u>Operations of the Town's senior van service</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>Fiscal Year 2021 and subsequent years</u>
<u>Parks and Recreation</u>	<u>Parks and Recreation Commission</u>	<u>Field and Park Usage and Program Fees</u>	<u>Field and Park Repairs and Improvements</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>Fiscal Year 2021 and subsequent years</u>
<u>Advanced Life Support</u>	<u>Fire Chief</u>	<u>Fees and reimbursements for the Town's Advanced Life Support service</u>	<u>Operations of the Town's Advanced Life Support service</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>None, other than as set forth in this bylaw and by Town Meeting vote</u>	<u>Fiscal Year 2021 and subsequent years</u>

2. By setting the limits on the total amounts that may be expended from the new revolving funds established under Section 24-3 of the Code of the Town of Bolton for Fiscal Year 2021 as follows:

Fund:	Maximum Amount Expendable:
Senior Van	\$16,000
Parks and Recreation	\$8,000
Advanced Life Support	\$250,000

Sponsor: Council on Aging, Parks and Recreation Commission, and Fire Department

Summary: This article would establish a revolving fund for the Town's MART fees. Currently these fees are reimbursed by MART and go back into the General fund. Presently the amounts are included on the COA budget. By not including these amounts in the budget, it reduces the amount to be raised and appropriated by the town by \$16,000. This article would also establish a revolving fund for the Town's field and park usage fees. Finally, this article would establish a revolving fund for the Town's Advanced Life Support (ALS) service.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)
Vote Required: Majority **Vote:** Unanimous in favor

Article 5: Spending Limits of Revolving Fund Accounts

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 2021.

Fund:	Maximum Amount Expendable:
Web-based Municipal Software Services	\$30,000
Nashoba Cadet EMT Program	\$ 5,000
Tax Title	\$ 5,000

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 last year.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority **Vote:** Unanimous in favor

Article 6: Transfer to Advanced Life Support Program

The Town voted to transfer from Ambulance Receipts Reserved for Appropriation the sum of \$177,000 (One hundred seventy-seven thousand dollars) to the Advanced Life Support program budget for Fiscal Year 2021.

Sponsor: Fire Department

Summary: This transfer is necessary to fund the first year of Advanced Life Support (ALS) services to the Town of Bolton. This is a new service which is projected to be self-funding after the first year. Revenues from the first year of this service will also be used to replenish the \$177,000 being appropriated from the Ambulance Receipts.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority **Vote:** Unanimous in favor

Article 7: Culvert Replacement-Long Hill Road at West Pond

The Town voted to raise and appropriate, transfer from available sums, borrow, or otherwise provide the sum of \$250,000 (Two hundred fifty thousand dollars) to replace the failed culvert at Long Hill Road at the discharge from West Pond; and to meet this appropriation transfer \$36,000 from unexpended funds from the Fyfeshire Dam Repair project authorized under Article 20 at the May 2015 Annual Town Meeting which amount shall be rescinded from said Article 20, transfer \$24,530 from unexpended funds from the Still River Lights project authorized under Article 26 at the June 2015 Special Town Meeting which amount shall be rescinded from said Article 26, transfer \$36,850 from unexpended funds from the Wilder Road Culvert Repair project authorized under Article 11 at the May 2016 Annual Town Meeting which amount shall be rescinded from said Article 11; and authorize the Treasurer with the approval of the Board of Selectmen to borrow \$152,620 under Chapter 44, Section 7(1), of the Massachusetts General Laws or any other enabling authority, with any premium received upon 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, to 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; and to authorize the Board of Selectmen to take any other action necessary to carry out this project.

Sponsor: Treasurer

Summary: This article was originally approved at the May 7, 2018 Annual Town Meeting. On the advice of our new Bond Counsel, due to the fact that the specific amount of money to be borrowed wasn't stated in the original article, we have been advised to revote it. This action will allow us to roll over any remaining debt from the original article if we have an opportunity to refinance as part of any future new borrowing. This article DOES NOT create any new debt. It is merely a housekeeping article which will afford us greater flexibility in the future.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 2/3 Majority **Vote:** Unanimous in favor

Article 8: Drainage/Flood Control Improvements, South Bolton and Spectacle Hill Roads Trust

The Town voted to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$250,000 (Two hundred fifty thousand dollars) for drainage and flood control improvements at South Bolton and Spectacle Hill Roads; and to meet this appropriation transfer \$3,421.65 from unexpended funds from the Replacement of Fire Apparatus project authorized under Article 26 at the May 2014 Annual Town Meeting which amount shall be rescinded from said Article 26, transfer \$2.68 from unexpended funds from the New Tractor/Loader Backhoe project authorized under Article 17 at the May 2016 Special Town Meeting which amount shall be rescinded from said Article 17; and to authorize the Treasurer with the approval of the Board of Selectmen to borrow \$246,576 under Chapter 44, Section 7(1), of the Massachusetts General Laws or any other enabling authority, with any premium received upon 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, to 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; and to authorize the Board of Selectmen to acquire by gift, purchase, or taking any interests in real property necessary to complete the project authorized under this article; and to authorize the Board of Selectmen to take any other action necessary to carry out this project.

Sponsor: Treasurer

Summary: This article was originally approved at the May 6, 2019 Annual Town Meeting. On the advice of our new Bond Counsel, due to the fact that the specific amount of money to be borrowed wasn't stated in the original article, we have been advised to revote it. This action will allow us to roll over any remaining debt from the original article if we have an opportunity to refinance as part of any future new borrowing. This article DOES NOT create any new debt. It is merely a housekeeping article which will afford us greater flexibility in the future.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 2/3 Majority **Vote:** Unanimous in favor

Article 9: OPEB Trust Revision

The Town voted to accept or reaccept the provisions of Massachusetts General Laws Chapter 32B, Section 20, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Board of Selectmen and

Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund in accordance with the Prudent Investor Rule established under Massachusetts General Laws Chapter 203C.

Sponsor: Treasurer

Summary: This article addresses the municipal finance provisions of the Other Post-employment Benefits Liability Trust Fund (OPEB Fund) under M.G.L. c. 32B, § 20 and 20A, as amended by Sections 15 and 238 of the Municipal Modernization Act (Act), Chapter 218 of the Acts of 2016.

The Act amended local acceptance M.G.L. c. 32B, § 20 to address a number of issues about the nature of the fund. These included whether the statute authorized local governmental units to create a trust fund for monies reserved for retiree health insurance and other post-employment benefits that comply with legal requirements for trusts and with Governmental Accounting Standards Board (GASB) standards. Under the amendments, the statute:

1. Establishes the OPEB Fund as a trust fund with a trustee and declaration of trust;
2. Requires that assets of the OPEB Fund be held solely to meet the current and future liabilities of the governmental unit for group health insurance benefits for retirees and their dependents;
3. Establishes procedures for the appointment of a trustee, adoption of a declaration of trust and appropriations of funds into and out of the OPEB Fund;
4. Defines housing authorities, redevelopment authorities, regional councils of government, regional school districts and educational collaboratives as political subdivisions and governmental entities able to establish OPEB trust funds; and
5. Allows a governmental unit to participate in the OPEB fund of another governmental unit.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in favor

Article 13: Replace Failed Culvert on Wattaquodock Hill Road @ Manor

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$363,000.00 (Three hundred sixty-three thousand dollars) to replace the failed culvert on Wattaquodock Hill Road at Manor Road and implement drainage and flood control improvements along Wattaquodock Hill Road; and to meet this appropriation transfer the sum of \$18,950.00 (Eighteen thousand nine hundred fifty dollars) of unexpended funds from Wattaquodock Culvert Engineering as previously appropriated under Article 19 at the May 5, 2019 Annual Town Meeting, transfer the sum of \$20,000.00 (Twenty thousand dollars) of unexpended funds from Wattaquodock Culvert Emergency as previously appropriated under Article 20 at the May 5, 2019 Annual Town Meeting, transfer the sum of \$53,650.00 (Fifty-three thousand six hundred fifty dollars) of unexpended funds from Long Hill Road Culvert Replacement as previously appropriated under Article 25 at the May 7, 2018 Annual Town Meeting, transfer the sum of \$13,156.40 (thirteen thousand one hundred fifty-six dollars and forty cents) of unexpended funds from the Culvert Replacement, Meadow Road, Long Hill Road, Randall as previously appropriated under Article 24 at the May 5, 2014 Annual Town meeting; transfer the sum of \$75,900.23 (Seventy-five thousand nine hundred dollars and twenty-three cents) from the premium of bond sales, transfer from Free Cash the sum of \$161,343.37 (One hundred sixty- one thousand three hundred forty-three dollars and thirty-seven cents), and appropriate the sum of \$20,000 (Twenty

thousand dollars) from the Fiscal Year 2020 Earmark from the General Appropriations Act, per MassDOT Agreement No. 110773.

Sponsor: Department of Public Works

Summary: A capital request for \$500,000 was made for FY2020. However, \$420,000 in construction funding was deferred to FY2021 to allow further investigation, exploration, engineering, design, and bidding to be completed. The structural integrity of the culvert, and the flow through it, are highly compromised. Water levels in the culvert at Wattaquodock Hill Road (between Manor Road and Berlin Road) have continually risen over the past few years. The rate of rising greatly accelerated last fall. DPW and BFD have made several attempts to lower flooding levels. These include localized dredging and pumping with fire apparatus. Both have been only marginally effective and temporary. Daily dredging was necessary for most of last winter and spring. Dry summer weather allowed the DPW to install several stop-gap measures. These measures have hastened water flow during minor storm events. Water still backs up during larger storm events but does not flood the abutting property.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Article 15: Turf Management Mower/Tractors

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$39,600.00 (Thirty-nine thousand six hundred dollars) to purchase 4 (four) new turf management mower/tractors; and to meet this appropriation transfer the sum of \$1,594.71 (One thousand five hundred ninety-four dollars and seventy-one cents) of unexpended funds from Purchase of New 4WD 19,500 Gross Vehicle Weight Truck as previously appropriated under Article 26 at the May 1, 2017 Annual Town Meeting, and transfer the sum of \$352.40 (Three hundred fifty-two dollars and forty cents) of unexpended funds from Replacement of DPW Maintenance SUV with a ½ Ton Van as previously appropriated under Article 17 at the May 5, 2018 Annual Town Meeting.

Sponsor: Department of Public Works

Summary: The four (4) machines to be replaced are far beyond their useful life. These pieces of equipment are necessary for maintaining the town fields and the grounds of town buildings. The current tractors lack roll-over-protection (ROPS), and are not compliant with new OSHA requirements.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Article 16: Painting the Library

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$50,000.00 (Fifty thousand dollars) to prepare and paint exterior trim on the Library building.

Sponsor: Library Trustees

Summary: Paint on the wood trim of the entire library building has deteriorated. Where paint has flaked and fallen off, unfinished wood is exposed. If paint continues to deteriorate, the unprotected wood will continue to be exposed to the elements and in time will rot, necessitating the further expense of both replacement and painting.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Article 17: DPW Garage Overhead Doors

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$28,000.00 (Twenty-eight thousand dollars) to replace all four (4) overhead doors at the Department of Public Works Garage.

Sponsor: Department of Public Works

Summary: The door panels to all four (4) overhead doors are deteriorated by corrosion. The spring lifting mechanisms and tracks are in poor condition and need frequent repair.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Article 18: Sawyer School Domestic Water Booster Pump and Controls

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$40,287.00 (Forty thousand two hundred eighty-seven dollars) to replace the domestic water booster pump and controls at the Sawyer School; and to meet this appropriation transfer the sum of \$2,325.00 (Two thousand three hundred twenty-five dollars) of unexpended funds from Carpet Replacement as previously appropriated under Article 31 May 1, 2017 Annual Town Meeting, and transfer the sum of \$2,770.00 (two thousand seven hundred seventy dollars) from Interior Painting as previously appropriated under Article 32 at the May 1, 2017 Annual Town Meeting.

Sponsor: Nashoba Regional School District

Summary: The Sawyer domestic water booster pump and controls pressurize the water for the Sawyer and Emerson buildings, along with the waste water treatment plant. The pumps and controls are at the end of their useful life expectancy and need replacement.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Article 19: Sawyer School Window Repair

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$14,335.00 (Fourteen thousand three hundred thirty-five dollars) for the replacement and repair of window balances at the Sawyer School.

Sponsor: Nashoba Regional School District

Summary: The window balances at the Sawyer School Building have failed and are in need of replacement or repair for proper operation. This presents a safety issue due to the weight of the windows, along with the need for the ability to provide additional ventilation in the warmer months.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous in Favor

Articles 14, 20, and 22 held from the Consent Agenda were individually acted on as follows:

Article 14: Diesel Exhaust Particulate Filter on Public Safety Building Generator

The Town voted to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$57,000.00 (Fifty-seven thousand dollars) to install a diesel exhaust particulate filter on the Public Safety Building generator; and to meet this appropriation transfer the sum of \$11,143.46

(Eleven thousand one hundred forty-three dollars and forty-six cents) of unexpended funds from Recoat on Roof of Public Safety Building as previously appropriated under Article 15 at the May 6, 2019 Annual Town Meeting, transfer the sum of \$721.97 (Seven hundred twenty-one dollars and ninety-seven cents) of unexpended funds from Retroactive Pay - Fire Union Contract as previously appropriated under Article 19 at the May 7, 2018 Annual Town Meeting, and transfer the sum of \$1,502.59 (One thousand five hundred two dollars and fifty-nine cents) of unexpended funds from New Ambulance as previously appropriated under Article 27 at the May 5, 2014 Annual Town Meeting.

Sponsor: Department of Public Works

Summary: Air Quality on the interior of the PSB has been an ongoing problem. The HVAC air intakes are within close proximity to the exhaust stack of the generator. As a result, whenever the generator is running, diesel exhaust is sucked into the HVAC system and distributed throughout the building.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Majority in favor

Article 20: Persons Park Land Easement

The Town voted to (i) authorize the Board of Selectmen to grant a utility and access easement in, on, and under a portion of Town property abutting Little Pond, known as Persons Park, which is described in a deed from Duncan W. Persons to the Town of Bolton dated June 3, 1996 recorded with the Worcester Registry of Deeds at Book 18103, Page 212, said easement being shown on a sketch plan dated February 7, 2019 filed with the office of the Town Clerk entitled "Easement Sketch Plan Bolton, Massachusetts Prepared For Mayflower Council, Boy Scouts of America by Ducharme & Dillis, Civil Design Group, Inc.," and (ii) authorize the Board of Selectmen to file a petition with the General Court for enactment of special legislation to authorize said easement notwithstanding the provisions of Chapter 30B of the General Laws and in accordance with Article 97 of the Constitution of the Commonwealth of Massachusetts, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen 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 Boy Scouts of America have requested an easement from the Town of Bolton to run a utility line across Persons Park. This utility line would allow the Boy Scouts to install a sewer treatment system on their property so that they can upgrade from their current latrines. This article would grant the Bolton Board of Selectmen the authority to negotiate the terms and conditions of this easement.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 2/3 Majority

Vote: 2/3 Majority in favor

Article 22: Community Choice Aggregation

The Town voted to initiate the process to aggregate electrical load pursuant to M.G.L. c. 164, §134 and, further, to authorize the Board of Selectmen, or its designee, to research, develop, and participate in a contract or contracts to aggregate the electricity load of the residents and businesses in the Town, independently or in joint action with other municipalities, and to enter into

agreements with consultants, experts, and attorneys in connection with the establishment and operation of an electricity aggregation plan, and to reestablish such plan if its operation is suspended, retaining the right of individual residents and businesses to opt out of the aggregation.

Sponsor: Board of Selectmen

Summary: This article would authorize the Town to bulk-purchase electricity on behalf of its citizens and small businesses. A Community Choice Aggregation (CCA) program allows local government to combine the purchasing power of its residents to achieve savings on electricity costs. In doing so, it creates competition among competitive suppliers which helps ensure aggressive rates. Consumers are no longer “stuck” with the cost and fluctuation of basic service rates because the Program offers another option, but consumers can opt-out if they choose. Many communities in the area have implemented the CCA program which has produced individual savings to their citizens and has also allowed them to green-up their energy choices. If approved, the Town will need to work with a local broker to develop the program conditions. There is no cost to the Town nor does the program affect the Town’s capacity to purchase electricity.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Unanimous

A second Consent Agenda was proposed by Mr. Storey to consider the Planning Board Zoning Articles 10, 11 and 12. Vote to take out of order failed.

Article 10: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to Section 250-21.F. Bed and Breakfast Establishments and Homes as well as Add Bed and Breakfast Establishments and Homes to Section 250.12. Schedule of Permitted Uses, Section 250-28. Terms defined, and Section 250-17.C (7) (c) Schedule of Minimum Parking

Planning Board Report, by Danielle Spicer: At a duly noticed Planning Board Hearing held on February 12, 2020, the Planning Board voted unanimously to support and recommend approval of Article 10, 11 and 12.

The Town voted as follows:

1. To add to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article V. Special Regulations, Section 250-21.F. Bed and Breakfast Establishments and Homes, as follows (deletions in (parentheses and italics) and additions underlined):

Section 250-21.F Bed and Breakfast Establishments and Homes

The Planning Board, acting as the Special Permit Granting Authority (SPGA), may grant a special permit for the renting of rooms as a Bed and Breakfast Establishment or Bed and Breakfast Home in the Residential District. An owner-occupied and operated dwelling of residential character may be used as a Bed and Breakfast for the lodging of overnight guests provided such dwelling and the operation thereof meets all of the following conditions:

- A. The Bed and Breakfast use shall appear incidental to the primary residential use of the dwelling.
- B. The Bed and Breakfast use shall not be substantially detrimental or offensive to the neighborhood or destructive of property values therein.
- C. Guest rooms shall contain no individual cooking facilities.

- D. Breakfasts shall be made available to guests from a central kitchen and shall be limited to those who are permanent residents and paying overnight guests.
- G. Visibility of parking and service areas from public streets shall be minimized through site arrangement, and such areas shall be screened from abutting properties.
- F. Domestic scale shall be maintained in the building's architectural design through massing devices, such as breaks in wall and roof planes and through the design of architectural features.
- G. Pedestrian and vehicular movement to, from and within the site shall be safe and convenient and arranged so as not to disturb abutting properties.
- H. The Bed and Breakfast shall meet all building code requirements and shall have properly installed and maintained fire safety devices for the protection of all occupants. The Bed and Breakfast shall be subject to compliance with state and local Board of Health requirements and state and local wetland bylaws and regulations.
- H. 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.

1. To amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Article III. Zoning District Regulations, Section 25012. Schedule of permitted uses, as follows (deletions in *parentheses and italics*) and additions underlined):

Types of Uses	Residential	Business	Limited Business	Industrial	Limited Creation Business
Accessory					
<u>Bed and Breakfast Establishment</u>	<u>SP</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>No</u>
<u>Bed and Breakfast Home</u>	<u>SP</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>No</u>

2. 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 definitions of Bed and Breakfast Establishment and Bed and Breakfast Home, as follows (deletions in *parentheses and italics*) and additions underlined):

BED AND BREAKFAST ESTABLISHMENT

A private owner-occupied dwelling where four (4) to ten (10) rooms are let, a breakfast is included in the rent and all accommodations are reserved in advance.

BED AND BREAKFAST HOME

A private owner-occupied dwelling where not more than three (3) rooms are let, a breakfast is included in the rent and all accommodations are reserved in advance.

1. To amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, Article IV. General Regulations, Section 250-17.C (7) (c) Schedule of Minimum Parking, by adding Bed and Breakfast Establishment or Home as follows (deletions in *parentheses and italics*) and additions underlined):

Schedule of Minimum Parking

Use	Minimum Parking Requirement
Bed and Breakfast Establishment or Home	Off-street, on premises, with one (1) space per room rented and one (1) space per owner

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 Bed and Breakfast as an allowed use in the Residential Zoning District by Special Permit granted by the Planning Board. Bed and Breakfast Establishments and Homes are to appear incidental to the primary residence and not to be offensive or detrimental to the neighborhood. The allowance of Bed and Breakfast Establishments provides opportunity for the Town to receive local room tax of up to 6% while maintaining the rural and residential character of Bolton.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 2/3 Majority **Vote:** 2/3 Majority in Favor

Article 11: Fees-In-Lieu-Of-Units Pursuant to the Inclusionary Housing Section of the Zoning Bylaw

The Town voted pursuant to Massachusetts General Laws Chapter 40, Section 58, to impose a municipal charges lien on real property for the following unpaid charges and fees: Fees-In-Lieu-Of-Units pursuant to the Inclusionary Housing section of the Zoning Bylaw.

Sponsor: Planning Board

Summary: This General Bylaw allows the town to impose a municipal charges lien on real property for Fees-In-Lieu-Of-Units required under the Inclusionary Housing Bylaw, Section 250-27, of the Zoning Bylaw.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority **Vote:** Unanimous in favor

Article 12: Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, Article V. Special Regulations, Section 250-27. Inclusionary Housing - to Amend Subsection L. (1)(a)

The Town voted to amend the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, Article V. Special Regulations, Section 250-27. Inclusionary housing, by amending Subsection L. (1)(a), as follows (deletions in *parentheses and italics*) and additions underlined):

L. Donation of land and/or fees-in-lieu-of-affordable-housing-unit provision. As an alternative to the requirements of Subsection E, and as allowed by law, an applicant may contribute

a fee or land to the Bolton Affordable Housing Trust Fund or other 501(c)(3) fund as designated by the SPGA to be used for the development of affordable housing in lieu of constructing and offering affordable units within the locus of the proposed development or off-site.

Fees-In-Lieu-Of-Units.

Calculation of Fees-In-Lieu-Of-Units. The applicant for development subject to this bylaw may pay fees in lieu of the construction or provision of affordable units to the Town. The fees shall be paid in increments prior to the issuance of a building permit for each and every unit, or otherwise at the sole discretion of the SPGA, based on the sales price of an affordable unit as calculated each year when Income Limits are published by the U.S. Dept. of Housing and Urban Development (HUD). The sales price of an affordable unit shall be based on the Department of Housing and Community Development's (DHCD) LIP Price Calculator (using median income of a family of four (4) at 70% of the median, as reported by HUD).

Fee Schedule. The Fees-In-Lieu-Of-Units for each unit shall be equal to: Sales Price of Affordable Unit x Total Number of Affordable Units subject to Fees-In-Lieu-Of-Units / Total Number of units in the subject development.

Fees-In-Lieu-Of-Units may be secured through a municipal charges lien on the property, pursuant to M.G.L. c. 40, § 58.

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 article provides a level of surety that Fees-In-Lieu-Of-Units will be paid to the Town in the event that an applicant sells off all of the lots within a development or chooses to walk away from a project under construction.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: 2/3 Majority **Vote:** Unanimous in favor

Article 21: School District Feasibility Study

The Town approved an amount not to exceed One Million, Five Hundred Thousand dollars (\$1,500,000) borrowing authorized by the Nashoba Regional School District, for the purpose of paying costs of a design and feasibility study for the purpose of a building/modernization project of Nashoba Regional High School, 12 Green Road, Bolton, MA 01740, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Nashoba Regional High School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

Sponsor: Nashoba Regional School District

Summary: In the spring of 2018, and again in 2019, the school district submitted a Statement of Interest (SOI) to the Massachusetts School Building Authority requesting state funds to address building conditions at Nashoba Regional High School. These SOIs outlined conditions at the school which needed to be corrected: an aged facility and infrastructure, and inadequate classroom space for current, required educational programming were itemized in detail. In December 2019, the NRSD was notified that the SOI was invited into a 270-day Eligibility Period. During this Eligibility Period, the district must meet deadlines for submitting additional documentation and obtain funding for a feasibility study, in order to qualify for the next step – project funding for design and construction. It is anticipated that the towns will ultimately be eligible for reimbursement for partial costs of the feasibility study and the design and construction. The feasibility study will review in detail the conditions of Nashoba Regional High School, explore in detail the feasibility and cost of renovation or combined new/renovation, or new construction at the present location or another location, and present options and plans for the communities to review and discuss, before moving into the design/construction phase. The school district is asking for funding for the feasibility study not to exceed 2 million dollars.

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

Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)

Vote Required: Majority

Vote: Majority in favor

Article 23: Taggart Property

The Town voted to authorize the Board of Selectmen to acquire by purchase, eminent domain or otherwise, the 43+/- acres located off of Forbush Mill Road and identified on Assessor's Map 5.A as Parcel 14; and further to raise and appropriate, borrow or transfer from available funds, a sum of money not to exceed \$550,000.00 (Five hundred fifty thousand dollars), for the acquisition of said parcel, 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 therefor, provided that any premium received by the Town upon 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; and further, to authorize the Board of Selectmen or the Conservation Commission to file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts and/or any other entities to carry out the purposes of this article; and further to authorize the Board of Selectmen or the Conservation Commission to enter into any agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said acquisition; 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: Conservation Commission

Summary: This 43-acre parcel located along Forbush Mill Road (Assessor's Map 5.A, Parcel 14) is a key parcel to conserve in a 114-acre wildlife corridor (consisting of Chapter 61, conservation, Forbush soccer fields and state owned properties) and meets the goals established by the community and listed in the Open Space and Recreation Plan; Preserve Rural and Historic Character of Bolton, Protect Water Resources, Preserve and Encourage Agriculture, Responsibly Protect Wildlife Habitat and Natural Resources, Conserve open Space Areas For Public Use, and Provide Active Recreation Opportunities to Bolton Citizens. This property contains a 1,000' segment of the Lancaster Railbed, two vernal pools, three bordering vegetated wetlands, and borders Still River (perennial stream). The goal of this acquisition would be to acquire the property for municipal purposes and to conserve much of the property for the above goals and resources while continuing the forest management through a community forest opportunity in addition to allowing passive recreation. This property is currently not protected and privately owned at this time.

Board of Selectmen Recommendation: Approved (2 in favor, 1 opposed)
Advisory Committee Recommendation: Approved (3 in favor, 1 opposed)
Vote Required: 2/3 Majority **Vote:** 2/3 Majority in favor

Article 24: Central Massachusetts Mosquito Control Project

The Town voted, pursuant to M.G.L. Chapter 252, Section 5A, to become a member of the Central Massachusetts Mosquito Control Project, and to raise and appropriate or transfer from available funds the sum of \$58,000 (fifty-eight thousand dollars) for the annual expense associated with the program.

Sponsor: Board of Selectmen

Summary: The Central Massachusetts Mosquito Control Project (CMMCP) is a state agency that operates under a voluntary assessment and provides a year-round program of mosquito control in 43 cities and towns in both Middlesex and Worcester counties. Services offered include larval and adult mosquito surveillance, larval and adult mosquito control, public education, ditch cleaning and maintenance and research/efficacy. CMMCP also conducts a tire recycling program to reduce mosquito larval habitat. Their goal is to reduce mosquito exposure to the public, and the potential for disease transmission by mosquitoes, utilizing proven, sound mosquito control techniques.

Board of Selectmen Recommendation: Approved (2 in favor, 1 opposed)
Advisory Committee Recommendation: Approved (4 in favor, 0 opposed)
Conservation Commission Recommendation: Approved (6 in favor, 0 opposed)
Board of Health Recommendation: Approved (2 in favor, 0 opposed)
Parks & Recreation Recommendation: Approved (4 in favor, 0 opposed)
Vote Required: Majority **Vote:** Majority in favor

Article 25: Authorize Town Election

The Town voted to meet at the Nashoba Regional High School Auditorium in Bolton, on Monday, June 29, 2020, between the hours of noon and 4 p.m. to elect by ballot the following officers and to vote on the following questions, said election having been postponed by vote of the Board of Selectmen from the original date of May 11, 2020 in accordance with Chapter 45 of the Acts of 2020.

ONE YEAR: One Moderator, One Town Clerk, One member of the Parks/Recreation Commission

THREE YEARS: One member of the Board of Assessors, One member of the Cemetery Committee, Five Constables, One member of the Board of Health, One Library Trustee, One member of the Nashoba Regional School District Committee, Two members of the Parks/Recreation Commission, One member of the Board of Selectmen

FIVE YEARS: One member of the Housing Authority Trustees, One member of the Planning Board

Ballot Question:

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 bonds to be issued in order to acquire by purchase, eminent domain or otherwise, the 43+/- acres located off of Forbush Mill Road and identified on Assessor's Map 5.A as Parcel 14, including the payment of all costs incidental and related thereto?

Vote Required to approve Town Election: Majority

Vote: Majority in favor

Meeting was dissolved at 9:30 pm.

BOLTON ANNUAL TOWN ELECTION

Monday, June 29, 2020

Pursuant to Chapter 45 of the Acts of 2020 and because of the Declaration of a State of Emergency to Respond to COVID-19, the Board of Selectmen, after consultation with the Town Clerk and the Town Administrator at their meeting on April 17, 2020 voted unanimously to hold the Annual Town Election on June 29, 2020.

The election was held in the Nashoba Regional High School Auditorium. Polls were open with reduced hours allowed by Chapter 45 of the Acts of 2020 from 12 noon to 4 pm. 195 Voters cast their ballot at the polls. A central tabulation facility was used in the Selectmen's Room in Town Hall. Jennifer Marquis and Kristen Zina cast 277 absentee ballots on the day of the election.

Total voters: 472
Total registered voters: 4088
Voter turnout: 11%

Officials duly sworn in:
Warden: Alice Roemer
Clerk: Clare Moses

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 bonds to be issued in order to acquire by purchase, eminent domain or otherwise, the 43+/- acres located off of Forbush Mill Road and identified on Assessor's Map 5.A as Parcel 14, including the payment of all costs incidental and related thereto?

YES: 326 NO: 142

OFFICE NAME	TERM ADDRESS	VOTE	BLANKS WRITE- INS
Moderator Douglas E. Storey	One Year 89 Spectacle Hill Road	398	54
Town Clerk Pamela H. Powell	One Year 100 Nashaway Road	416	56
Board of Selectmen Stanley M. Wysocki	Three Year 74 Hudson Road	323	149
Board of Health Christopher J. Rogers	Three Year 196 Randall Road	383	89
Board of Assessors Charlotte Johnson-Zembko	Three Year 329 Hudson Road	363	109
Cemetery Committee Roger W. Breeze, Jr.	Three Year 42 Pinewood Road	388	84
Library Trustee Pamela N. Czekanski	Three Year 177 Nourse Road	381	91
Nashoba Regional School Committee Rep. Amy B Cohen	Three Year 86 Frye Road	368	104
Parks & Recreation Commission Gregory L. Kabachinski	Two-Three Year 19 Sampson Road	365	
Lauren La Rosa	73 Old Stone Circle		5 Write In
Planning Board Mark A. Sprague	Five Year 170 Long Hill Road	371	101

PRESIDENTIAL PRIMARY ELECTION

Tuesday, March 3, 2020

The polls were declared open at 7:00 AM and declared closed at 8:00 PM. Lunch and dinner for the election workers was provided by Bolton Orchards. Snacks and drinks were provided by various election workers.

Officials duly sworn in were:

Warden: Alice Roemer

Clerk: Clare Moses

Checkers:

Annelisa Addante

Cia Ochsenbein

Nancy Jagodnik

Corrine Mackie

LisaAnn Martin

Marcie Nonni

Patty Pleshaw

Karen Richards

Wendy Rogers

Counters:

Annelisa Addante

Lorraine Bernard

Alice Coggeshall

Jennifer Marquis

Patty Pleshaw

Randy Porteus

Constables:

Barbara Brown

Harold Brown

Sean Collins

ELECTION RESULTS:

Total Number of Ballots Cast = 1863

Registered Voters in Bolton = 4136

% Voter Turnout = 45%

<u>DEM. PARTY</u>	<u>TOTALS</u>	<u>REP. PARTY</u>	<u>TOTALS</u>
Presidential Preference		Presidential Preference	
Elizabeth Warren	411	William Weld	45
Michael Bloomberg	186	Donald Trump	233
Tulsi Gabbard	16		
Bernie Sanders	302	State Committee Man	
Joseph R. Biden	561	Thomas F. Ardinger	212
State Committee Man		State Committee Woman	
Patrick G. Haverty	1063	Susan E. Smiley	206
State Committee Woman		Town Committee - Republican	
Natalie Higgins	1082	Francis S. Lazgin	128
		Theodore N. Kirchner	136
Town Committee - Democratic		Frederick C. Van Bennekom	131
Emily Kate Buyuk	902	Jacky Ann Foster	142
Lynn U. Dischler	920	Bruce Andrew Slater	196
Laura Beth Roberts	893	Peter Adam Smith	131
Patricia M. Westwater-Jong	869	Christine Ann Miller	133
Cynthia L. Jaquith	833	Dale F. Eck	132
Sharon Toffey Shepela	855	Frank L. McNamara, Jr.	150
Patricia G. Bensetler	836	Sallyann King	140
Jill F. Crowley	865	Bruce A. King	135
Brenda P. Troup	876	Janet Ann King	132
Mary M. Ciummo	859		

Joseph Myerson	842	
David Alan Wylie	856	
Richard M. Merrill	858	
Mary Beth Strachan	828	
Vaughn T. Mackie	847	

STATE PRIMARY ELECTION

Tuesday, September 1, 2020

The polls located in the Nashoba Regional High School Auditorium were declared open at 7:00 AM and declared closed at 8:00 PM. As a result of new legislation due to the COVID-19 pandemic Chapter 115 of the Acts of 2020 required many changes for the fall 2020 elections. The set up and procedures at the polls looked quite different for this election. Check-in notebooks with paper voter lists were utilized. Two Election Checkers sat behind plexiglass shields and wore masks. Each voter took a sanitized black pen to the voting booths and the returned pens were sanitized again for further use. Check-Out utilized the Poll Pads with 2 Election Checkers also with masks and behind plexiglass shields. A distance of 6 ft. was adhered to by all those at the polls and hand sanitizer was available throughout. Mail-In Voting was available for the first time and many residents took advantage of it. These ballots were cast during the day in between voters who came to the polls.

State Primary Election Results

Total Votes Cast	1712
Total Registered Voters	4153
Percent Voted	41%
Voters at Polls	380
Mail-In Ballots	1332

Officials duly sworn in:

Warden: Alice Roemer

Clerk: Clare Moses

Checkers:

Nancy Jagodnik

Corrine Mackie

LisaAnn Martin

Karen Richards

Counters:

Annelisa Addante

Jennifer Marquis

Patty Pleshaw

Randy Porteus

Constables:

Barbara Brown

David Goulding

Christopher Slade

DEM. PARTY	TOTALS	REP. PARTY	TOTALS
Senator in Congress		Senator in Congress	
Edward J. Markey	945	Shiva Ayyadurai	91
Joseph P. Kennedy, III	489	Kevin J. O'Connor	175
Representative in Congress		Representative in Congress	
Lori Loureiro Trahan	1254	Blanks/Wri te-Ins	270
Councilor 7th District		Councilor 7th District	
Paul M. DePalo	801	Blanks/Wri te-Ins	270
Padraic Rafferty	374	Senator in General Court	
Senator in General Court		Dean Tran	234
John J. Cronin	1169		
Representative in General Court		Representative in General Court	
Kate Hogan	1273	Kate Hogan	1273
Register of Probate		Blanks/Wri te-Ins	270
John Dolan, III	470	Register of Probate	
Kasia Wennerberg	679	Stephanie K. Fattman	221

GREEN RAINBOW PARTY RESULTS		UNITED INDEPEN DENT PARTY RESULTS	
Blanks/Wri te-Ins	2	Blanks/Wri te-Ins	5

PRESIDENTIAL and STATE ELECTION

Tuesday, November 3, 2020

The polls located in the Nashoba Regional High School Auditorium were declared open at 7:00 AM and declared closed at 8:00 PM. As a result of new legislation due to the COVID-19 pandemic Chapter 115 of the Acts of 2020 required many changes for the fall 2020 elections. The set up and procedures at the polls looked quite different for this election. Check-in notebooks with paper voter lists were utilized. Two Election Checkers sat behind plexiglass shields and wore masks. Each voter took a sanitized black pen to the voting booths and the returned pens were sanitized again for further use. Check-Out utilized the Poll Pads with 2 Election Checkers also with masks and behind plexiglass shields. A distance of 6 ft. was adhered to by all those at the polls and hand sanitizer was available throughout. Mail-In Voting was available for the first time and many residents took advantage of it. Casting these ballots was done at the Polls on the stage by using a staffed Central Tabulation Area with a second tabulator. This freed up the main tabulator to accommodate in-person voters.

Votes Cast at Polls:	1027
Total Votes Cast:	3813
Mail -In Votes:	2005
Early Votes:	780
Total Votes Cast:	3813
Total Registered Voters:	4306
Percent Voted:	89%

Officials duly sworn in:

Warden: Alice Roemer

Clerk: Clare Moses

Greeters: Erin Schweppe Emma Romasco

Checkers: Annelisa Addante

Cia Ochsenbein Cheryl Bursaw

Karen Richards Nancy Jagodnik

Linda Shelalas

Corinne Mackie Isabel Wells

Central Tabulation:

Coordinator: LisaAnn Martin

Kathy Anestis

Carrie Burti

Donald Cole

Christopher Demers

Mary Ellen McLaughlin

Counters:

Randy Porteus

Annelisa Addante

Lorraine Bernard

Donald Cole

Jennifer Marquis

Patty Pleshaw

Constables:

Barbara Brown

David Goulding

Christopher Slade

ELECTORS OF PRESIDENT AND VICE PRESIDENT	TOTALS
Biden-Harris - Democrat	2529
Hawkins and Walker - Green Rainbow	18
Jorgensen and Cohen - Libertarian	75
Trump & Pence - Republican	1140
Blanks	51
All Others	0
SENATOR IN CONGRESS	
Edward J. Markey – Democratic	2403
Kevin J. O'Connor - GOP	1302
Shiva Ayyadurai – GOP Write In	30
Blanks	78
All Others	0
REPRESENTATIVE IN CONGRESS	
Lori Loureiro Trahan	2789
Blanks	1017

All Others	7
COUNCILLOR - 7TH DISTRICT	
Paul M. DePalo - Democratic	2691
Blanks	1122
All Others	0
SENATOR IN GENERAL COURT	
Dean A. Tran – GOP	1487
John J. Cronin – Democratic	2151
Blanks	175
All Others	0
REGISTER OF PROBATE - WORCESTER	
Stephanie K. Fattman	1716
John B. Dolan, III	1728
Blanks	0
All Others	369
REPRESENTATIVE IN GENERAL COURT -3RD MIDDLESEX DISTRICT	
Kate Hogan – Democratic	2860
Blanks	953
All Others	0
QUESTION 1: MOTOR VEHICLE REPAIR (LAW)	
YES	2775
NO	928
Blanks	110
QUESTION 2: RANKED CHOICE VOTING (LAW)	
YES	1880
NO	1818
Blanks	115
QUESTION 3: PPQ REP – 3RD MIDDLESEX DISTRICT – POLICE REFORM	
YES	2128
NO	1305
Blanks	380
TOTAL VOTES CAST	3813

BOARD OF ASSESSORS

Charlotte Johnson-Zembko.....2021
Jeffrey D. Nichols, Chairman2022
Wendy Rogers.....2023

The residential market continues its upward trend of higher sales prices, with 2019-2020 sales indicating a 4.5% increase in single

family homes and an 7.2% increase overall. There were 24 new homes/condos permitted in 2019.

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 \$1,056,865,701 in FY19; to \$1,114,630,277 in FY20 an increase

of 5.3 %. The tax rate decreased from \$20.47 in FY19 to \$20.39 in FY20.

Real estate tax exemptions are available for persons qualifying as: veterans, elderly, surviving spouses/minors, and 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 FY20
July 1, 2019 to June 30, 2020

Wages

Appropriated:	\$61,911.27
Stipend:	\$1,000.00
Expended:	<u>\$64,547.62</u>

Unexpended balance
returned to general fund: \$ - 1,636.35

Expenses

Appropriated: \$ 87,814.00

Expended:

Supplies	\$600.00
Purchase of Services	\$81,050.00
Software Support	\$1,274.00
Dues/membership	\$280.00
Meeting expense	\$150.00
In-state travel	\$600.00
Training	\$665.00
GIS Map	\$3,000.00
	<u>\$81,006.35</u>

Unexpended balance
returned to general fund: \$ 3,534.95

TAX RATE RECAPITULATION FISCAL YEAR 2020

AMOUNTS TO BE RAISED	
A. Appropriations	\$25,332,107.68
(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	7,782.00
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)	\$7,782.00
C. State and County Cherry Sheet Charges	\$11,438.00
D. Allowance for Abatements and Exemptions	\$169,729.54
E. Total Amount To Be Raised	\$25,521,057.22

ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES	
A. Estimated Receipts - State	
1. Cherry Sheet Estimated Receipts	\$277,481.00
2. Massachusetts School Building Authority Payments	00.00
Total A (Total Lines 1 and 2)	\$277,481.00
B. Estimated Receipts - Local	
1. Local Receipts Not Allocated	\$1,457,660.00
2. Offset Receipts	0.00
3. Enterprise Funds	0.00
Total B (Total Lines 1 through 3)	\$1,457,660.00
C. Revenue Sources Appropriated for Particular Purposes	
1. Free Cash	\$704,660.54
2. Other Available Funds	\$353,944.33
Total C (Total Lines 1 and 2)	\$1,058,604.87
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	\$2,793,745.87

TAX RATE SUMMARY	
A. Total Amount to be Raised	\$25,521,057.22
B. Total Estimated Receipts and Other Revenue Sources	\$2,793,745.87
C. Tax Levy	\$22,727,311.35
D. Total receipts from all sources	25,521,057.22
Tax Rate: \$21.39	

PARKS & RECREATION COMMISSION

Laura Cilley2021
Ed Sterling2022
Laura Roberts (resigned 2021).....2022
Greg Kabachinski.....2023
Lauren LaRosa2023

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. Sadly, the COVID pandemic resulted in the cancellation of all of these events in 2020.

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, 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 September. The December tree lighting and bonfire could not be held due to the gathering size limitations. The main pavilion became the only venue in town where groups could meet safely in open air, with group size limitations in force. 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. The Commission was called on to enforce stringent group sizes, social-distancing restrictions, and mask requirements of sports players. State-mandated COVID restrictions changed frequently and made it difficult to police the various sports. Unfortunately, our basketball court at Memorial Field had to be closed due to repeated COVID violations.

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 staff the beach with lifeguards daily from the last day of school in June through the start of school in August. Normally, the Commission makes Red Cross certified swim lessons available at the Town Beach, but here again the COVID restrictions

did not permit close personal instruction, and the lessons were canceled.

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. None of these three events could be safely conducted due to COVID restrictions. Halloween activities were conducted informally at the local neighborhood and street level. 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. Concurrently we had a “virtual tree lighting” that was filmed by Bolton Access TV, that including a group of Nashoba High School girls singing carols at the Common as the tree was decorated. The Commission 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.



Holiday Decorating Contest Winner, The Niccoli Family

New Parks & Recreation Coordinator–In 2019, the Commission received approval for a part time 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. Ali Webb, our first coordinator, had to leave us for a full-time position elsewhere, and Lisa Shepple was hired to replace Ali. We have been very fortunate to have two talented coordinators to manage the increasing amount of work required of the Commission in recent years.

Financial Statement July 1, 2019 to June 30, 2020

Wages

Appropriated	\$29,813.00
Expended	\$25,903.29
Unexpended balance returned to general fund	\$3,909.71

Services – Appropriated	\$4,920.00
Equipment – Appropriated	\$2,600.00
Supplies – Appropriated	\$3,890.00
Total Appropriated	\$11,410.00

Expenses

Purchase of Services	\$3,595.00
Equipment	\$2,716.92
Supplies	\$1,528.66
	\$7,840.58

Parks

Expended

Total wages returned	\$3909.71
Total Parks & Rec returned	\$3,569.42
Unexpended balance total returned to general fund	\$7,479.13

BOARD OF HEALTH

Christopher Slade.....2021
Scott Powell2022
Christopher Rogers, Chairman.....2023

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. Early in 2020, the Board of Health presented the recommendation from the Mosquito Response Committee to go forth and join the Central Mass Mosquito Control Program. By joining this program, the town would be able to address any EEE threats in a timely manner. In addition to mosquito control, the CMMCP also offers residents an opportunity to have any tires they may have on their property disposed of and recycled by CMMCP. This service will help homeowners reduce mosquito populations on their properties.

The Board also worked with NABH on matters related to Covid-19 outbreak. The Board has kept important information posted to the town website for residents to review and find important links to the CDC and the Massachusetts Department of Public Health.

Financial Statement July 1, 2019 to June 30, 2020

Salary

Appropriated:	\$35,630.82
Expended:	<u>\$32,780.53</u>
Unexpended balance	
returned to general fund:	\$2,850.29

Expenses

Appropriated: \$21,728.45

Expended:

Rabies Testing	\$0.00
Travel	\$0.00
Supplies	\$0.00
Dues & Memberships	\$150.00
Advertising	\$0.00

Nashoba Assoc. Boards of Health

Environmental \$13,225.92

Nursing \$6,035.68

\$19,411.60

Unexpended balance

returned to general fund \$2,316.85

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. Shortly after the beginning of the year the Board was tasked with responding to the emerging COVID-19 pandemic and as your Health Agent our staff adjusted to provide the needed responses as listed below.

- 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 everchanging 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 to help with contact tracing and outreach.
- Our Visiting Nurses 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 the Bolton Board of Health to meet the public health, environmental and nursing needs of your community as the pandemic continues, including assistance with the rollout of the COVID-19 vaccine.

Included in highlights of 2020 are the following:

Environmental Health Department

The Nashoba Sanitarian is available in the Bolton office and as Town Hall has re-opened we have returned to office hours as needed.

Food Service Licensing and Inspections 15

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

Recreational Permitting and Inspections 5

This offices licenses, inspects and responds to complaints for recreational camps for children, bathing beaching and public and semi-public pools. We provide for the sampling of bathing beaches on a weekly basis. Many camps didn't open and the town beach did not open due to the required operating COVID-19 standards.

Housing & Nuisance Investigation 4

This office inspects dwellings for compliance with the State Sanitary Code, prior to occupancy. We issue orders for 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)	15
Tests performed (perc tests and soil evaluation holes witnessed)	45
Applications for sewage disposal plans filed	23
Sewage disposal system plans reviewed	43
Sewage disposal system permits issued	40
New construction	36
Existing construction	4
Sewage disposal system inspections	42
Sewage disposal system consultations	20

Private Well related services

Well permit issued	16
Water Quality/ Well Construction <i>(Private wells are regulated by local regulations: construction plans are review, well sampled and results reviewed/interpreted)</i>	52

Rabies Clinics – Animals Immunized (Due to COVID-19, clinics were not held in 2020)

Nashoba Nursing Service & Hospice

Nashoba's Certified Home Health Registered Nurses visits 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

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 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 everchanging information on the disease and the State's response to the pandemic.
- We instructed individuals who tested positive and those who were close contact

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 facilitated the State's involvement in clusters at long term care facilities.
- 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 clinics in each community to address the State's requirement for school age children and make vaccinations available to everyone.
 - We administered 210 flu shots through our annual clinics.
- We started planning to hold COVID-19 vaccine clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from 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.

Communicable Disease	
Number of Cases:	
Babesiosis	2
Campylobacteriosis	1
Hepatitis C	1
Human Granulocytic	
Anaplasmosis.....	1
Influenza	63
Lyme Disease	20
Salmonellosis.....	1
SARS CoV-2	
(COVID-19).....	89
Streptococcus	

pneumoniae2

Dental Health Department

Due the challenges presented by COVID-19 the Dental Program was suspended in March.

ANIMAL INSPECTOR

Susan Latham.....2020

January 1st – June 6th, 2020

Phyllis Tower.....2020

June 6th, 2020– December 31st, 2020

ASSISTANT ANIMAL INSPECTOR

Susan Latham.....2020

January 1st – June 6th, 2020

Barn Book

Residences with farm animals95

Quarantines/Releases

10-day quarantine dog-to-person6

10-day quarantine dog-to-dog.....3

Financial Statement

July 1, 2019 to June 30, 2020

Salary

Appropriated\$1,422.00

Expended\$1,422.00

ANIMAL CONTROL OFFICER

Susan Latham.....2020

January 1st – June 6th, 2020

Phyllis Tower.....2020

June 6th, 2020– December 31st, 2020

ASSISTANT ANIMAL CONTROL OFFICER

Phyllis Tower.....2020

January 1st – June 6th, 2020
Pamela Johnson.....2020
June 6th, 2020– December 31st, 2020

Dogs Found.....	14
Cats Found	2
Cats Missing.....	3
Livestock.....	2
Dogs Missing	8
Wildlife	14
Dogs Returned to Owner	17
Other Cat/ Dog Calls.....	17

Financial Statement
July 1, 2019 to June 30, 2020

Salary

Appropriated	\$18,973.95
Expended	\$18,657.13
Unexpended balance returned to general fund	\$316.82

Expenditures

Appropriated	\$1,750.00
Expended	\$1,238.26
Unexpended balance returned to general fund	\$511.74

**PUBLIC WAYS SAFETY
COMMITTEE**

Mary Ciummo (chair)	2021
Leslie Breeze.....	2023
Holly Lauer	2021
Michael Keller	2022

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 membership is 4 and it is actively seeking a new volunteer for the one open position.

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 Board of Selectmen.

The Committee's activities in 2020 included:

- Working toward reducing speed limit in Town Center to 25mph.
- Upgrading road signage and line painting.
- Surveyed wide mouth and Y intersections
- Responded to citizen inquiries and concerns.

CONSERVATION COMMITTEE

Brian Berube, Chair	2019
Lori Stephenson	2021
Jeffrey Bryan.....	2021
Emily Winner.....	2020
William Payne.....	2021
Open Seat	2021
Open Seat	2020

Volunteer Land Steward

Open.....	2021
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Rebecca Longvall, Conservation
Administrator

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 2020, the Commission held 22 public meetings and reviewed new applications including: 7 Notices of Intent, 15 Requests for Determination of Applicability, 3 Requests for Certificates of Compliance, 1 Order of Condition Extension requests, and 2 Abbreviated Notice of Resource Area Delineation. 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 2020, the Commission spent a considerable amount of time monitoring the continued construction in the Craftsman Village and Keyes Farm 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 Administrator 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, the Bolton Trails Committee. The Commission has finalized the project with Sudbury Valley Trustees and the Town of Berlin Conservation Commission to create and finalize a trail connecting Fyfeshire (of Bolton) through Berlin (Garfield Woods) to Forty Caves (of Clinton). Three new subdivisions, TADMOR, 649 Main Street, and Keyes Farm established parcels of open space that have been deeded to the town, an effort of land preservation by the Planning Board through their FOSPRD regulations. The Town voted purchase the Taggart Parcel off of Forbush Mill Road; a 40 +/- acre parcel of land at Annual Town Meeting. This will be managed and maintained by the conservation commission and with a land bank of 4.5 acres for potential future municipal use. The Commission received a LAND grant to help offset costs to the town. The Conservation Administrator continues to serve as the representative for Bolton on the Wild and

Scenic Stewardship Council along with associate representative Rona Balco.

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 trails throughout town. The planning of various new property improvements are well underway, specifically assessing properties to improve parking areas, trail heads and accessibility. The commission is also assessing the ability to preserve wildlife corridors throughout town and with them, trails that will become a route to access various points of interest. The Commission's management efforts consider not only human needs but the needs of wildlife. The Invasive Species Management Program has been initiated by a grant received to purchase equipment for manual removal from the SuAsCo Cooperative Invasive Species Management Area (CISMA). The Commission received a grant from the Executive office of Energy and Environmental Affairs (EoEEA) for their Municipal Vulnerability Preparedness (MVP) Program Planning grant. The Commission also received an MVP Program Action Grant from 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).

Financial Statement July 1, 2019 to June 30, 2020

Wages

Appropriated	\$56,009.88
Expended	<u>\$52,688.47</u>
Unexpended balance returned to the general fund	\$3,321.41

Expenses

Appropriated	\$24,100.00
Expended:	
Purchase of Services	\$0
Advertising/Legal	
Notices	\$29.92
Supplies	\$559.16
In-State Travel/Mileage	\$235.13
Dues Memberships	\$654.00
Land Maintenance	\$7,239.00
Vernal Pool Study	\$0.00
Training	\$430.00
Land Capital	
Improvements	\$1,443.00
Equipment	\$822.11
Conservation Fund	<u>\$0.00</u>
	\$11,412.32
Unexpended balance	
returned to general fund	\$12,687.68
Revenue Wetland Bylaw Applications:	
	\$1,607.50
Revenue Wetland Protection Act (Town	
portion of State DEP) Applications:	\$452.50
Gift: \$3,480.00 donated to Conservation	
Fund	
LAND grant Funds Awarded: \$308,000.00	
MVP Planning Grant: \$15,000.00	
MVP Action Grant: \$250,000.00	
Neighborhood Outreach Project Grant:	
\$838.98	
SuAsCo Cisma Grant Funds Remaining	
(received FY18): \$514.06	

PLANNING BOARD

James Barr (Associate)	2022
Peter Driscoll	2023
Michael Gorr	2022
Erik Neyland	2024
Danielle Spicer	2021
Mark Sprague	2025

The Planning Board held multiple meetings during calendar year 2020. Meetings held between March and December 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. During these meetings, the Board accomplished the following tasks:

The Planning Board nominated Danielle Spicer as Chairman and Michael Gorr as Vice Chairman.

The Planning Board appointed Michelle Tuck, David Pettit, Danielle Spicer, and Natalie Gabrielle as members of the Design Review Board.

The Planning Board appointed Erica Uriarte, Town Planner, as MAGIC Representative.

The Planning Board developed and supported a new bylaw to add Section 250-21.F Bed and Breakfast Establishments and Homes to the Zoning Bylaw. This new bylaw provides bed and breakfast as an allowed use in the Residential Zoning District by Special Permit granted by the Planning Board. The bylaw allows for two types of bed and breakfast uses including a Bed & Breakfast Establishment defined as a private owner-occupied dwelling where four (4) to 10 rooms are let and a Bed & Breakfast Home defined as a private owner-occupied dwelling where not more than three (3) rooms are let. Bed and Breakfast Establishments and Homes are to appear incidental to the primary residence and not to be offensive or detrimental to the neighborhood. The allowance of Bed and Breakfast Establishments provides opportunity for the Town to receive local room tax of up to 6% while maintaining the

rural and residential character of Bolton. This new bylaw passed at ATM 2020.

The Planning Board developed and supported an amendment to Bolton's Zoning Bylaw to impose a municipal charges lien on real property for unpaid Fees-In-Lieu-of-Units pursuant to M.G.L. c.40 § 58 as part of Section 250-27 Inclusionary housing of the Zoning Bylaw. This bylaw amendment passed at ATM 2020.

Construction continued at Century Mill Estates, a 78-lot subdivision located off of Century Mill and Spectacle Hill Roads. The development includes approximately 7,290 ft. of proposed road, preservation of 100 acres of open space and the donation of fees-in-lieu to Bolton's Affordable Housing Partnership Trust Fund. Phases 2 and 4 of the development were completed in 2020. Construction within Phases 1 and 3 has not commenced to date. Construction of approximately 4,390 ft. of road was completed in 2020 and the developer will likely seek road acceptance of Mill Pond Road, Cider Circle, and Old Stone Circle within Phases 2 and 4 at Annual Town Meeting in either 2021 or 2022.

Construction was completed at Houghton Farm, a 15-lot subdivision off of Sugar and Golden Run Roads. The development includes approximately 1,500 ft. of new road, that includes the construction of a common driveway to service five (5) lots, the preservation of 44 acres of open space and the donation of Lot 15 to Bolton's Affordable Housing Partnership Trust Fund. The developer will likely seek road acceptance of Houghton Farm Lane at Annual Town Meeting in 2021.

Construction of a common driveway at 147 Long Hill Road was completed in 2020. The common driveway provides access to five

lots (one lot containing an existing dwelling). Inspections were conducted by the Board's consulting engineer as construction of the driveway, utilities and drainage were completed. The Planning Board approved an amendment to the Common Driveway Special Permit for certain design deviations and final as-built plans of the driveway were approved and accepted in 2020.

Construction continued at Tadmor Subdivision, an 11-lot subdivision located off of Main Street. The development includes a 400 ft. cul-de-sac, the construction of a common driveway to service four (4) lots, and the preservation of 11 acres as open space. Inspections are being conducted by the Board's consulting engineer as construction of the road, driveways, utilities and drainage advances.

Construction continued at Keyes Farm, an 18-lot subdivision located off of Hudson Road (Route 85). The development includes a 1,600 ft. cul-de-sac and the preservation of approximately 26 acres of open space. The development includes preserving the historical dwelling at 258 Hudson Road as two affordable housing units to count towards Bolton's Subsidized Housing Inventory. Inspections are being conducted by the Board's consulting engineer as construction of the road, driveways, utilities and drainage advances.

Construction of a common driveway continued at 649 Main Street (Assessor's Map 2 as Parcel 12). The Planning Board granted a Farmland and Open Space Planned Residential Development Special Permit and Common Driveway Special Permit in 2017 for a development consisting of five (5) lots and the preservation of 17 acres of open space. Inspections are being conducted by the Board's consulting engineer as construction

of the driveway, utilities and drainage advances.

Construction of a common driveway at 339 Long Hill Road (Assessor's Map 3.E as Parcel 83) was completed in 2020. The finished development consists of a three (3) lot subdivision. Inspections were conducted by the Board's consulting engineer as construction of the driveway, utilities and drainage were completed. Final as-built plans of the common driveway were approved and accepted in 2020.

The Planning Board endorsed Approval Not Required (ANR) Plans for the subdivision of the following properties: Lot 1 from Parcel 4.C-5.1 located on Main Street; land swap of Parcel 1 from 15 Harris Lane to 5 Mt. Wachusett Lane and Parcel 2 from 5 Mt. Wachusett Lane to 15 Harris Lane; 50 Bare Hill Road into two (2) residential lots with one (1) of the lots retaining the existing dwelling; Parcel 4.D-101, located off of Meadow Road, into Lot 4, Parcel A, and Parcel B.

On February 12, 2020, the Planning Board granted a Special Permit to Maryann and Kurt Cassidy pursuant to Section 250-27.1 Barn, Stable and Carriage House Preservation of the Code of the Town of Bolton to conduct a home occupation at 683 Main Street. Pole Hill Provisions (artisan studio and retail space) is conducted within the historical barn located on the property identified on Assessor's Map 1 as Parcel 7 in Bolton's Residential Zoning District.

On August 12, 2020, The Planning Board granted a Backland Lot Special Permit to Deborah Plante pursuant to Section 250-13 of the Code of the Town of Bolton for a property located at 93 West Berlin Road identified on Assessor's Map 3.B as Parcel 35. The property was subdivided into one backland

lot and one residential lot with one of the lots retaining the existing dwelling at 93 West Berlin Road.

The Planning Board provided comments to the Zoning Board of Appeals regarding the Comprehensive Permit application for The Woods at Farm Road 40B development.

The Planning Board provided comments to the Board of Selectmen regarding Site Plan Approval of the driveway expansion/improvement project at the St. Francis Xavier Catholic Church at 800 Main Street.

The Planning Board provided a letter of support as part of Bolton's regional application with Harvard and Devens (Apple Country) under the Municipal Vulnerability Preparedness grant program (MVP) to conduct a Natural Resource Infrastructure and Soil Health Assessment and Plan Project.

The Housing Production Plan Committee (HPPC), appointed by the Planning Board, is in the process of updating Bolton's Affordable Housing Production Plan dated 2004 to meet current requirements set forth in 760 CMR 56.03(4). The committee is charged with conducting a comprehensive housing needs assessment as well as updating the Town of Bolton's affordable housing goals and implementation strategies found within the previous plan. The new HPP will provide a proactive approach for planning and developing affordable housing in a manner consistent with M.G.L. c.40B. A draft HPP was posted to the Town's website in 2020 and a 30-day public comment period was completed. The final HPP will be submitted to the Massachusetts Department of Housing and Community Development in 2021.

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. The Committee reports directly to the Planning Board and Board of Selectmen. The Committee meets on a monthly basis.

The Planning Department applied for and received \$221,403 in competitive grant funding in 2019 from the Department of Energy Resources (DOER) Green Communities Division to upgrade the HVAC control system in the Florence Sawyer Elementary School, retrofit LED lighting in the Public Safety Center, retrofit LED lighting in the Florence Sawyer and Emerson Elementary Schools, and conduct weatherization of the Emerson Elementary School. These projects were completed in 2020.

The Planning Department applied for and received Housing Choice Designation through the Massachusetts Housing Choice Initiative. This designation is awarded to municipalities that have produced certain rates or amounts of new housing units in the last five years and that adopted best practices related to housing production. As part of the Housing Choice program, 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. Bolton will continue to apply for grants through this program.

The Planning Department attends regular meetings of the Assabet Regional Housing Consortium in which the Town of Bolton is a member. The Consortium's affordable housing consultant is Metro West Collaborative Development and the other participating communities include Boxborough, Devens, Harvard, Hudson, Littleton and Stow. In 2020 the Consortium held a workshop on inclusionary housing to assist communities in developing zoning that can better meet their affordable housing needs.

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 on-demand 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 addressed many of the day-to-day issues such as reviewing building and driveway permits, administering performance guarantees, reviewing submissions, conducting site walks, and answering land use and business inquiries.

Financial Statement July 1, 2019 to June 30, 2020

Salary	
Appropriated	\$60,244.80
Expended	<u>\$57,376.00</u>
Unexpended balance	
returned to general fund	\$2868.80

Expenses

Appropriated	\$4,020.00
Expended	
Purchase of Services	\$1,425.85
Advertising	\$337.71
Supplies	\$97.89
In-State Travel	\$144.08
Dues Memberships	\$1,689.60
Meeting Expenses	<u>\$305.00</u>
Unexpended balance	
returned to general fund	\$19.87

ZONING BOARD OF APPEALS

Gerard Ahearn.....	2021
Bryan Holmes	2025
Andy Kischitz	2024
Bradley Reed.....	2022
Kay Stoner	2023

Associate Members:

Open Seat	2021
Open Seat	2022

The Zoning Board of Appeals held multiple meetings during calendar year 2020. 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. During these meetings, the Board accomplished the following tasks:

The Zoning Board of Appeals nominated Gerard Ahearn as Chairman and Bradley Reed as Vice Chairman.

On October 26, 2020, the Zoning Board of Appeals granted a Comprehensive Permit to The Woods at Farm Road, LLC and Deschenes & Farrell, PC. The applicant sought a Comprehensive Permit for a proposed housing development entitled "The Woods at Farm Road" to be located in

Bolton's Residential Zoning District at the corner of Farm and Berlin Roads identified on Assessor's Map 3.C as Parcel 72 (2.47 acres). The public hearing was opened on April 7, 2020 and was closed on October 5, 2020. The proposed development consists of four (4) single-family detached homeownership units. Three (3) of the units will be sold at market rate and one (1) of the units will be sold as affordable to those who earn 80% or less of the area median family income to be counted on the Town of Bolton's affordable housing inventory in accordance with M.G.L. c. 40B.

The Zoning Board of Appeals approved a perimeter fence at 401 Main Street in accordance with Cultivate Care Farm's Amended Decision dated May 14, 2019.

On May 19, 2020, the Zoning Board of Appeals granted a Special Permit to Meghan and Sean Duhamel to replace a preexisting nonconforming garage at 670 Main Street identified on Assessor's Map 2.0 as Parcel 25 pursuant to Section 250-3.C of the Code of the Town of Bolton.

On August 10, 2020, the Zoning Board of Appeals granted an Amended Decision to a Revised Comprehensive Permit Plan on Remand from the Housing Appeals Committee for the Still River Commons 40B Project. The Applicant, Still River Commons, LLC, sought to build four (4) single family dwelling units located in Bolton's Residential Zoning District on Still River Road identified on Assessor's Map 8.B as Parcel 32. The modified development will contain one (1) affordable unit in conformance with M.G.L. c. 40B.

On August 25, 2020, the Zoning Board of Appeals granted a Variance to John & Mary Robinson to install a 12 ft. by 16 ft. shed at 48 Manor Road in Bolton's Residential

Zoning District identified on Assessor's Map 4.C as Parcel 15.A. The applicants sought partial relief from the 20 ft. side yard and rear yard setbacks pursuant to Section 250-13.B of the Code of the Town of Bolton.

On December 1, 2020, the Zoning Board of Appeals granted a Variance to Tony & Jessica Bradica to install a 16 ft. by 40 ft. pool at 21 Fieldstone Way in Bolton's Residential Zoning District identified on Assessor's Map 7.C as Parcel 109. The applicant sought partial relief from the 20 ft. side yard and rear yard setbacks pursuant to Section 250-13.B of the Code of the Town of Bolton.

On December 21, 2020, the Zoning Board of Appeals granted a Variance to Christopher Poutenis & Robyn Roberts for a barn installed at 75 Spectacle Hill Road in Bolton's Residential Zoning District identified on Assessor's Map 1.C as Parcel 40. The applicant sought partial relief from the 50 ft. side yard setback pursuant to Section 250-13.B of the Code of the Town of Bolton.

Construction at Craftsman Village at Brigham Farm (previously named Bolton Manor) was completed in 2020. The 40B development is located on Sugar Road in Bolton's Residential Zoning District and consists of 30 condominium units of which eight (8) units are affordable as defined by the Department of Housing and Community Development. These eight (8) affordable units were added to Bolton's Subsidized Housing Inventory in 2020 increasing Bolton's affordable housing stock to 3.99%. Certificates of occupancy have been issued for all units and the developer anticipates completing the as-built plans and cost certification in 2021.

Financial Statement July 1, 2019 to June 30, 2020

Expenses

Appropriated	\$200.00
Expended	
40B Permitting	\$0.00
Advertising	<u>\$78.80</u>
Unexpended balance	
returned to general fund	\$121.20

HOUSING AUTHORITY

Mark Duggan2020
Kevin O'Brien.....2023
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.....2023
Mark Duggan2020
Board of Selectmen

Bolton established the Housing Trust Fund in 2006. The Partnership has six members, three of whom are the current members of the Board of Selectmen and three others who are appointed by the Selectmen. 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 \$305,145.84.

HISTORICAL COMMISSION

Martha Remington, Chairman	2023
Robert Busch, Co-Chair	2022
Alice Coggeshall	2021
Jeannemarie Padovano	2022
Robert Tattersall	2021
Open Seat	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:

670 Main St. – Garage-mid-19th C., updated ca.1940 (Bol.393); replaced

241 Wattaquadock Hill Rd. – Dr. Bowers House, (Bol.312) new Garage and ell; old shed to be demolished

269 Harvard Rd. – Charles Workman farm; 1-story 20th C. barn demolished for replacement

Summary:

The Commission thanks Bill Nickles for his many contributions over his six-year tenure. We are most fortunate to have Robert Tattersall as a new member. The remote

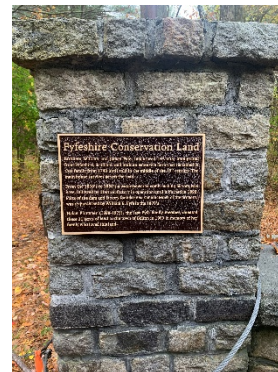
meetings necessitated by Covid-19 have been going smoothly thanks to our Co-Chair, Bob and Town Hall staff. A single meeting on the first Wednesday of each month is working well and the ZOOM meetings have been very convenient. We appreciate the many residents who participate in the care and preservation of our historic heritage. We are actively seeking new members to fill two open seats on the Commission. Last but not least, our thanks to the DPW for maintaining the Whitcomb Garrison located at the intersection of Sugar and Golden Run roads, and other historic features in Town.

Cemeteries:

Aluminum Grand Army of the Republic (GAR) flag holders were installed at Old South, West, and Pan Cemeteries, replacing the plastic versions. The final two elm trees were installed on the green space at the Pan Cemetery in late Fall. A request was presented to the Cemetery Committee to consider allowing only 'real' flower memorials on the Pan expansion area. Volunteer maintenance work was done on the Pan Cemetery roadside bollards.

Memorial Plaques:

The Commission installed a plaque at the entrance of the Fyfeshire Conservation Area. Our thanks to Rona Balco for her help with text featured on that item. A new plaque and base for the granite water trough on Main St. near Wilder Rd. were designed and procured.



Eagle Scout Project:

In Spring, George Robertson presented his Eagle Scout project plan to refurbish the three faces of the Town Clock located on the First

Parish Church steeple. The Commission was happy to support this effort and recognized the technical and logistic challenge that George and his team faced with the restoration work, which included the application of gold leaf. The handsome results are now evident for all passersby to appreciate. Congratulations and thanks, George!

Historic District proposed:

In April, the Commission engaged Preservation Consultant, Anne M. Forbes about a new, and most probably final, National Register Historic District in Bolton. This will include roadways east of Meadow Rd, north on East End Rd to the Harvard boundary and west on Sugar Rd to the Whitcomb Inn complex (already on the National Register of Historic Places.)

Participation with other groups:

The Commission continues to follow issues related to the Still River Commons 40B project including archaeological and environmental concerns. Additionally, the Commission is monitoring a planned development on Century Mill Rd near Hudson Rd which threatens both wetland and historic features of the town – including the bed of the defunct Lancaster Railroad.

Concluding statements:

Please visit the Commission's webpage for documents including the *Archaeological Reconnaissance Survey* (2001), the *Heritage Landscape Reconnaissance Report* (2006).

Financial Statement

July 1, 2019 to June 30, 2020

Expenses

Appropriated:	\$5,861.99
Expended:	
Purchase of Svcs.	\$5,537.65
Supplies	\$93.34

Dues/Membership	\$230.00
	<u>\$5,861.99</u>

Unexpended balance
returned to general fund: \$388.01

BOLTON ACCESS TELEVISION CORPORATION

Kenneth Troup..... President

2020 was a year filled with both unprecedented challenges and opportunities for Bolton Access TV. Thankfully when the quarantine started we were able to quickly utilize technology that would allow us to continue working remotely. In addition to making that switch ourselves we also advised a number of other groups in town with their transition to unfamiliar platforms. Our image and services continue to evolve from that of a tradition television station to one of a community media center.

As people continue to switch from traditional cable television packages to streaming we likewise continue to see a steady decline in our Comcast funding. This year we started the process of taking serious steps towards diversify our revenue sources by joining the Amazon Smile Program and offering consulting services. Plans are in the works for additional fundraising opportunities. As difficult as this year has been it has highlighted the importance of local Access Stations and their role in keeping the community connected.

Public Programming

Channel 8's public programming has continued throughout the pandemic, albeit often in a different format than in previous years. Our Bolton Access original program "Book Talk" has progressed without fail, switching from in-studio interviews to Zoom after the shutdown. Fitchburg State film student and Production Coordinator Buffy Cautela created a series called "Cooking with the Cautelas," which she filmed with her mom

and brother in their home kitchen. We also recorded the few in person events that took advantage of the large outdoor space at the Bolton Commons, including the COA exercise classes and a rally for racial justice. There have also been a number of special programs we have produced in place of in-person activities; including a tour of the Taggart Property, a special Veteran's Day Tribute program, and a number of holiday slideshows with pictures crowd-sourced from Bolton residents.

We continued to work with local non-profit groups and town departments to increase community awareness of what they do. As a part of the Communications Task Group for the Master Plan Steering Committee, we've helped them reach out to residents by creating video content to educate the public on their charter and important issues facing the town. We also worked with the COA to create a new feature called "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 they are unable to socialize in person.

Education Programming

Bolton Access TV continues to work closely with the Nashoba Regional School System, but due to the pandemic most of the concerts and sporting events that typically would have aired were sidelined. In their place we joined with our sister stations Stow TV and Sterling Lancaster Community Television to simulcast special virtual productions for the graduating seniors, including the Senior Award Show, which announced scholarship recipients, and a Rolling Rally Parade through the three towns. Also of note, for the first time Bolton Access TV live streamed the High School Graduation Ceremony, giving more than 500 people the ability to watch

their seniors graduate while keeping the physical event small.

Government Programming

The government meetings also took on a new flavor this year as everyone transitioned to Zoom. Bolton Access TV was instrumental in keeping the community connected by live streaming and cablecasting the Selectmen, Advisory Committee, and most of the other town boards and committees. Importantly we also recorded and streamed the Nashoba Regional School Committee, whose Zoom meetings were not open to the public and relied on our broadcast to disseminate their information. Selectmen, Advisory, and School Committee are aired live, both online and on Channel 99. The other government meetings are live streamed as well and are also available on Channel 99 a few days later. Bolton Access TV was also essential in the success of this year's Annual Town Meeting, setting up and manning the AV across three different locations to facilitate social distancing. Despite the complexity, the meeting went smoothly, allowing the largest group of residents in years to safely participate in local governance.

Administrative Update

This year Nicki McGachey continued as our Executive Director. Robyn Kenney resigned over the summer to pursue a full-time opportunity, while Buffy Cautela stepped up to fulfill the Production Coordinator position. Nick Kischitz also continues as a Production Assistant, managing the schedule for the two channels. We also thank John Ahearn and Nick King for their work filming and broadcasting local events and government meetings. Under Nicki's leadership the staff has done an excellent job adapting to the changing, and sometimes challenging, working conditions. Treasurer Herb Cabral and part-time local bookkeeper, Amie Alzapiedi, continue to work with Nicki on

budget and data-to-day financial management. And, of course, 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. The pandemic also brought us together with more distant access stations as well. We worked with Fitchburg Television this year to simulcast the state senate debate between Dean Tran and John Cronin. And stations from all over the state have worked to share knowledge and programing as we have adapted to the changing landscape together.

CABLE ADVISORY COMMITTEE

Kenneth F. Troup2020
Robert Johnson.....2020
Danielle Cochrane.....2020

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. With contract renewal with Comcast to occur in 2023, an expanded committee to negotiate and oversee the contract will be needed

within the next year or so. Contact Jenny Jacobsen at the Town Hall if you are interested in serving on this committee.

BUILDING DEPARTMENT

BUILDING INSPECTOR

Michael Sauvageau2021
Phone (978)779-3312

ASSISTANT BUILDING INSPECTOR

David Drugge.....2021

ADMINISTRATIVE ASSISTANT

Kristen Zina
Phone (978)779-3301

The Building Department made great strides in moving from Geo TMS to ViewPoint Cloud which happened 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 new codes became in full effect as of January 1, 2018. Contractors are expected to meet the new

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

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 my office 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 306 permits in 2020:

Additions.....9
 Barns3
 CellTower2
 Decks14
 Demolition4
 Driveways8
 Dwellings11
 Garages8

Fire Sprinklers0
 Foundations.....1
 Insulation29
 Remodeling.....55
 Repairs1
 Roofing56
 Sheds.....3
 Sheet Metal11
 Siding.....7
 Signs1
 Solar Panels25
 Swimming Pools.....16
 Tents3
 Windows.....24
 Wood/Pellet Stoves.....15

Financial Statement July 1, 2019 to June 30, 2020

Wages

Appropriated	\$30,671.55
Expended	
Department Head	\$28,530.00
Assistant	<u>\$177.84</u>
	\$28,707.84
Unexpended balance	
returned to general fund	\$1,963.71

Expenses

Appropriated	\$2,780.00
Expended	
Vehicle Maintenance	\$1,560.00
Training	\$0.00
Supplies permits	<u>\$393.48</u>
	\$1953.48
Unexpended balance	
returned to general fund	\$862.52

PLUMBING AND GAS INSPECTOR

Robert Janda.....2021

ASSISTANT PLUMBING AND GAS INSPECTOR

Jeremy Pierce2021

There were **73** plumbing permits and **92** gas permits issued in 2020.

**Financial Statement
July 1, 2019 to June 30, 2020**

Expenses

Appropriated	\$18,104.76
Expended	\$18,104.76
Unexpended balance returned to general fund	\$0.00

WIRING INSPECTOR

James Boodry2021

ASSISTANT WIRING INSPECTOR

Peter Casello2021

There were 190 electrical permits issued and approximately 173 inspections done in 2020.

In addition to scheduled inspections, the inspector responds to calls from residents seeking guidance and expertise pertaining to electrical projects. The inspector responded to 52 calls in 2020.

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, 2019 to June 30, 2020**

Expenses

Appropriated	\$20,988.37
Expended	\$20,988.00
Unexpended balance returned to the general fund	\$0.37

PUBLIC LIBRARY

Pamela Czekanski	2023
Tricia Neron	2022
Robert C. Zak, Jr., Chairman	2021

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

Our Annual Report is dedicated to Roland Ochsenbein, who retired this year after two decades of volunteer service to this and all of the Commonwealth's libraries. Roland served as chair of our Library Building Planning Committee, co-chair of the Library Building Committee, a Trustee, member of the State Advisory Council on Libraries, and served two terms on the Massachusetts Board of Library Commissioners (including roles as Secretary and Chair of the Board). Roland's contributions to the library community were recognized in December with a Resolution from the Massachusetts House of Representatives and an Official Citation from the State Senate. Well done, Roland! It has been a pleasure to work with you.

The biggest story of the year was, of course, the global pandemic and its impact on library services. From mid-March through the end of the year and beyond, Covid-19 left the library without visitors, music, art, crafts, lectures, demonstrations, book discussions, summer reading fun, and movie nights. High infection rates coupled with concerns about sanitation and indoor air quality led the Board of Trustees to keep the library building closed and to encourage staff to offer alternative ways of delivering services. The library community rallied around, using resources through closed doors, via online and phone. At year's end, we look ahead to wide

availability of a vaccine and an eventual return to customary practices.

The first 10 weeks of the year were business as usual, but in early March the words “social distancing” and “Coronavirus” rapidly became part of our vocabulary. Staff posted “Wash Your Hands” signs, and started wiping down frequently-touched surfaces such as doors, phones, and light switches. By the second week of March, people were reluctant to hold meetings and gatherings. As a result, we received many cancellations of reservations to use the Program Room. The Library remained open until the afternoon of Saturday, March 14 when the Town Administrator announced that all Town buildings would be closed to the public starting Monday morning. Initially, it seemed that the closure would last two weeks.

Because of early uncertainty about how the virus spread and how long it remained viable on surfaces, our book return was closed and due dates were extended by months. Statewide deliveries stopped completely on Thursday, March 19. Staff worked continually through the lockdown, offering materials and services contact-free and at a distance. Staff committed to answering phones and email, providing support for e-books, library cards, and other business. In order to reduce the population of onsite staff, workers were scheduled in shifts and some elected to work all or part of their hours from home. All participated in continuing education and attended meetings online, and those present at the library also completed a number of special projects such as integrating the Fiction and Mystery collections for adults.

On June 2, we began offering contactless pickup of library materials belonging to Bolton only (statewide delivery was still suspended). Initially, pickup was arranged by appointment but over time we transitioned to drop-in service, asking that anyone entering the lobby maintain distance and wear a face covering per the Governor’s orders. Gradually, over the summer, statewide delivery resumed, and with it the ability to return materials and place holds from other networked libraries.

Major credit for the Library’s successful services through the pandemic goes to our Youth Services Librarians, Karen Reed and Denise LaRoche. Denise created and maintained a list of online resources for all ages, with pointers toward educational and cultural programming. She also offered online story times and a virtual poetry slam. Karen and Denise led an unprecedented distanced Summer Reading Program. Karen offered socially distanced and online book groups for preteens and teens. Finally, both offered grab-and-go craft kits packed with creative diversions for our younger readers. Between June and December, we offered 503 craft kits for kids and 73 for teens.

Denise also devised Google forms for readers of all ages to use in place of in-person browsing. The resulting book packs, hand-picked by our staff, were very well-received especially by students with limited or no access to school libraries. Between June and December, we assembled 549 book packs for kids, 91 for teens, and 73 for adults.

Overall use of the Library remained strong: from June through December, circulation of traditional items was down 33% over the previous year and use of online materials was up 67%. However, by December 2020

contactless pickup very nearly equaled traditional checkouts for December 2019.

National events affected Bolton again with the death on May 25 of George Floyd in Minneapolis, prompting community gatherings around the subject of social justice. After one such assembly at the Town Common, residents Sarah Berube, Mary Compton, and Timothy and Laura Roberts donated funds to the Library to increase our offerings about racism, anti-racism, and discrimination. One individual, Aleta Carroll, solicited donations of books and audiobooks, coordinating donors with a Library wish list housed at a local bookstore (Silver Unicorn in Acton). The result: the purchase of two dozen works that will inspire conversation and understanding in the coming years.

In September, with the assistance of Laura Roberts, Kristin DeJohn, and Brian Boyle, the Library started collecting memoirs, documents, artifacts, and photographs about the community's experience living through a pandemic. Our goal is to digitize as many of these donations as possible, and to work with the Bolton Historical Society to preserve them for future historians' use. The Library is now a member of Digital Commonwealth, an online library of documents and photographs

We've long enjoyed a great working relationship with Bolton's Conservation Commission. This year saw the release of an updated and expanded Bolton trail guide, with a copy donated to the Library by the Conservation Commission and the Conservation Trust. We also worked with Conservation Agent Rebecca Longvall to create story walks on local trails. Rebecca has been one of our great champions, always

willing to share her knowledge and expertise with young readers in the form of educational videos and programs on World Water Day and Earth Day. We also cooperate often with the Council on Aging, and until March hosted gentle exercise classes as well as the Senior Book Group.

In staff news, Children's Librarian Cailin Chenelle resigned in February in order to pursue other opportunities. Denise LaRoche, who had been working part-time at the circulation desk while pursuing an advanced degree, accepted the position of Children's Librarian. In May, Denise earned a Master's degree from Simmons University School of Library and Information Science. Also in May, Library Director Kelly Collins earned a Certificate in Local Government Leadership and Management from the Moakley Center for Public Management at Suffolk University and the Massachusetts Municipal Association. Jennifer March was hired to replace Denise LaRoche as a part-time circulation technician, and Kathy Blair was hired as Shelver with a revised pay rate to reflect changes in Massachusetts' minimum wage law. Though travel to conferences and other professional development opportunities were cancelled due to the pandemic, staff were able to train via webinars and other online offerings.

The Friends of the Library had a quiet year, with book donations curtailed and book sales canceled. The Friends managed to keep in touch via email and socially distanced meeting, and will return to activity as soon as circumstances allow.

We're especially grateful for the readers who worked with us throughout this difficult year and those who remembered us with small gifts and thanks throughout. Shirley Sefton

(senior book group) and Heather Goodsell (Council on Aging) also deserve mention, as do all of the artists who reserved our gallery space with the intention of showing their works only to be rescheduled due to the pandemic, and everyone who participated in our MakerDays and Summer Reading Programs. The lively community around this department was sorely missed this year, but we look forward to the day that we can see and serve everyone in person again.

Finally, we were surprised and saddened to hear of the passing of Roger Breeze on December 31, 2020. Roger devoted much of his last 20 years to the study of local history and genealogy. He started by recording the contents of the vault in the original library building, then held local history and genealogy discussion groups in the renovated library from 2010 through March 2020. In between, Roger became the unofficial photographer and chronicler of the library construction and renovation. He stationed himself at the same place outside the construction fence every week from late 2008 through January 2010, snapping pictures of the building's transformation and posting them online for all to see. Roger was at the library at least once a week, and often met genealogists on site or answered their questions via email. We will miss his enthusiasm for his subject, his curiosity, and most of all his booming laugh.

Financial Statement July 1, 2018 to June 30, 2019

Salary	
Appropriated and Expended	\$92,289.60
Wages	
Appropriated	\$203,008.40

Expended	\$196,717.03
Unexpended balance returned to general fund	\$6,291.37

Operations	
Appropriated	\$152,103.67
Expended	\$149,156.72
Unexpended balance returned to general fund	\$2,946.95

Turnovers to General Fund \$3,446.99

(fines, fees, reimbursement for lost items, copier, etc.)

COUNCIL ON AGING

Panny Gerken, Chairman	2021
Corinne Mackie, Vice Chairman	2022
Shirley Sefton, Vice Chairman	2023
Barbara Brown	2023
Thomas Byron.....	2023
Doris Ettinger.....	2021
Bonnie Jaffe	2022
Charles McCormack	2021
Carol O'Loughlin.....	2022

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

The year 2020 will never be forgotten, no matter how hard we try. However, the Council On Aging met each challenge head on and reinvented how we operate and connect with the Bolton senior community. The Senior Center was closed as of March 13th, 2020, but the Council On Aging forged ahead. All office phone calls were transferred to the staff's personal cell phones in hopes that no call would go unanswered. The Council On Aging worked seven days a week in order to meet the needs of seniors and lend support. Within seventy-two hours of closing the Senior Center, the Council On Aging began to collaborate with local organizations, and over sixty (60) volunteers came forward and began pitching in. They helped pick up

groceries, prescriptions and delivered hot meals to seniors in need. The MART van transportation service continued with precautions in place, and Meals On Wheels delivery remained uninterrupted, as well. The Council On Aging, along with the help of volunteers, called seniors in the community repeatedly to check in, assess needs and ease fears. The monthly newsletter mailing was expanded and increased in an effort to increase communication and disperse much needed COVID-19 resource information.

The Council On Aging worked diligently to combat the loneliness, isolation, and other negative mental health impacts of COVID-19 that so many seniors have struggled with. We delivered 2 rounds of COVID-19 Supply Kits, Boredom Buster Kits, Mums from the Rotary and Easter/Springtime Goodies. We also offered seven (7) different health and fitness classes in person, on Zoom and with social distancing on the Town Common. These include: Reiki, Tajifit, Yoga, Walking Club, Zumba, Aerobics and Silver Sneakers. The Council On Aging offered Zoom workshops and assistance with accessing technology. We also joined forces with BATCO to enact the Senior Spotlight, television programming with a focus on senior interests and needs. Nine (9) Drive-Thru events were held at the Town Common, which allowed us to connect with seniors at a social distance while giving away fun goodie bags and meals. We could see the smiles behind the masks and the joy of all those who participated.

In the spring, the Council On Aging implemented a weekly Mobile Farmer's Market at 600 Main Street that ran through the fall. This market was put in place not only to provide fresh fruit and vegetables to the senior housing residents, but to also give the entire town another option to procure garden fresh produce.

The Council On Aging was so fortunate to have many volunteers from the community,

as well as the assistance from local organizations. We were stronger and more accomplished with the combined efforts of so many, and we will forever be grateful for their generosity, time and hard work. We would like to extend a heartfelt thank you to the Bolton Community Fund, Bolton Lions Club, the Rotary Club of Nashoba Valley, the Bolton Volunteer Fire Association, the Bolton Police Department, the Davis Family and Bolton Orchards, Rep. Kate Hogan and Karen Freker, Nashoba Regional High School, the Florence Sawyer School, Holy Trinity Catholic Parish, Trinity Church and the First Parish of Bolton.

The Council On Aging is especially grateful for the outstanding generosity of the Friends of Bolton Seniors (FOBS). They worked tirelessly to ensure the Bolton senior community's needs were met. They sponsored supply kits for seniors, provided grocery gift cards for those in need and dug in to volunteer at drive-thru events. FOBS also granted money from their SOS Fund to aid seniors who were experiencing various hardships. The biggest and most memorable drive-thru event was sponsored by FOBS. Over one hundred (100) delicious, catered, turkey dinners with all the fixings were provided to seniors a week before Thanksgiving. The happiness and gratitude expressed by the senior community for this event was astounding, and this event provided far more than just a meal. It let seniors know they are cherished and cared about, and most of all, they are not alone. Thank you, Friends of Bolton Seniors. Your support and partnership helps the Council On Aging function with increased resources and compassion, and we look forward to continuing our partnership as we continue to move forward in 2021.

**Financial Statement
July 1, 2019 to June 30,**

Salary and Wages (includes MART van drivers)

Appropriated	\$69,937.71
Expended	\$62,106.22
Unexpended balance returned to general fund	\$7831.49

Expenses

Appropriated	\$18,869
Expended	
Purchase of Services	\$4,456.76
Software Support	\$790.00
Building Lease	\$4,269.00
Cable DSL	\$1,122.22
Telephone	\$500.08
Supplies	\$1,622.87
Gasoline(MART)	\$2,832.09
	\$15,593.02

Unexpended balance returned to general fund	\$3275.98
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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, 2019 to June 30, 2020**

294 - Forestry

Salary

Appropriated:	\$3,541.72
Expended:	\$3,541.72
Unexpended balance returned to general fund:	\$0.00

Wages

Appropriated:	\$2,500.00
Expended:	<u>\$720.00</u>
	\$1,780.00

Expenses & Services

Appropriated:	\$46,000.00
Expended:	
Tree Trimming	\$38,565.00
Other Expenses	\$3,719.00

Total Expended:	\$42,284.00
Unexpended balance returned to the general fund:	\$3,716.00

**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
- 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 calls from the public to make us aware of issues of public safety.

Main Street at Wattaquodock Hill Road Improvements

- In 2020, the town saw the completion of the intersection improvements at Main Street and Wattaquodock Hill Road. This million-dollar project included the installation of traffic



control lights with pedestrian intercept phasing, improved sidewalks with disability access ramps and limited bike lane accommodation. This project was constructed by a grant through the Massachusetts Executive Office Housing and Development MassWorks Infrastructure program and with improvements constructed by ET&L Construction Corporation from Stow.

Main Street at Forbush Mill Intersection

- Due to the success of the Main at Wattaquodock project and the MassWorks program, the Department is evaluating the applicability of this program for 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 we will be revisiting this application and applying for funding in 2022.

Wattaquodock Hill Road Culvert Replacement

- The culvert located between Manor and Berlin Road was replaced in 2020. This stone and piped culvert was replaced with an 8 foot by 6.5 foot precast box culvert. This work was completed by Kenefick Corporation of Quincy.

Pavement Assessment – In 2020, a complete assessment of roadway pavement conditions was completed by BETA Engineering. Each road was evaluated and assessed for pavement deficiencies and rated on a scale of 0 to 100. The field survey showed that the overall Road Surface Rating was 74.5. The assessment included repair strategies and associated costs to develop a plan for future pavement maintenance projects. The current backlog of work was estimated to be approximately \$4 million. This backlog amount represents a snapshot of the funding it would take to perform all outstanding maintenance of the town's road network within the next year. This is not feasible. The Department will utilize the results of the assessment to plan our pavement rehabilitation projects accordingly. The study showed that approximately \$450,000 is needed annually to maintain the pavement surfaces at their current condition. This important planning tool will be updated annually to reflect rehabilitation that is completed throughout the year. A complete assessment should be completed again in 4-5

years. This Pavement Management Program is a valuable instrument to the Town to facilitate a progressive approach to managing the roadway infrastructure in the most cost-effective fashion.

Spectacle Hill Road Flooding – 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 complete in July 2019. The engineered solution is clear in that a drainage easement is necessary from an abutting private landowner. Negotiations to secure the easement are ongoing. The town had also filed an application for partial grant funding under the Small Communities Program, which was coordinated with the Town Planner. The Town was notified in November that a \$100,000 grant has been awarded to Bolton for this project. The project will be ready to bid within 60 days of securing the easement. However, until such time as an easement is secured, the project cannot move forward.

Transfer Station and Recycling Center -

The Transfer Station and Recycling Center had a very successful 2020. 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 Transfer Station and Bolton Local teamed up again to hold one extremely successful Styrofoam Recycling event in January of 2020. The event collected approximately 600 pounds of Styrofoam - that's a lot of Styrofoam that won't end up in a landfill. Unfortunately, due to the Covid-19 Pandemic the summer event had to be canceled. Bolton Local and the DPW are looking forward to hosting and expanding upon recycling events once they can be done safely.

The Town of Bolton is currently in our ninth 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 for 2020			
<u>Material</u>			<u>Tons</u>
Municipal	Solid	Waste	700.27
(Trash)			
Glass			78.23
Mixed Paper			110.19
Cardboard			114.38
Newspaper			35.34
Plastic/Cans			101.25
Furniture			20.08
Metal			56.61
Tires			2.53
Books			3.12
Electronics			19.09
Textiles			15.56
Fluorescent	Bulbs	(total bulbs)	887

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 2000 lbs./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.



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

Financial Statements	
July 1, 2019 to June 30, 2020	
190 – Buildings	
Expenses & Services	
Appropriated:	\$143,942.00
Expended	
Heating	\$2,696.19
Repairs & Maint.	\$84,738.53
Electric	\$6,298.95
Grounds Maint.	\$7,415.99
Trash Hauling	\$315.00
Propane	<u>\$335.00</u>
Total Expended:	\$101,799.66
Unexpended balance	
returned to general fund:	\$42,142.34
293 – Traffic Lights	
Expenses & Services	
Appropriated:	\$1,500.00

Expended:	
Electric	\$640.24
Repairs	<u>\$650.00</u>
Total Expended:	
	\$1,290.24
Unexpended balance	
returned to general fund:	\$209.76

421 – Highways

Salary	
Appropriated:	\$103,376.00
Expended:	\$103,376.00
Unexpended balance	
returned to general fund:	\$0.00

Wages & Overtime	
Appropriated:	\$572,447.60
Expended:	
Wages	\$512,512.42
Overtime	<u>\$15,754.29</u>
Total Expended:	\$528,266.71
Unexpended balance	
returned to general fund:	\$44,180.89

Expenses & Services	
Appropriated:	\$135,355.00
Expended:	
Purchase of Service	\$4,845.72
Heating	\$1,254.20
Electric	\$8,008.94
Repairs	\$28,044.16
Telephone	\$6,108.72
Supplies	\$9,142.13
Gasoline	\$9,776.90
Stickers	\$455.00
Oil/Lube	\$2,698.06
Tires	\$1,875.26
Diesel	\$6,000.10
Parts / Supplies	\$9,606.32
Equipment	\$1,043.05
Clothing Allowance	\$7,650.00
Training	<u>\$668.25</u>
Total Expended:	\$97,176.71
Unexpended balance	
returned to general fund:	\$38,178.29

422 – Highway Improvement**Wages**

Appropriated:	\$8,000.00
Expended:	\$1,760.00
Unexpended balance returned to general fund:	\$6,240.00

Expenses & Services

Appropriated:	\$211,100.00
Expended:	
Pub. Ways Saf.	\$0.00
Local Imp.	\$132,656.00
Total Expended:	\$134,416.00
Unexpended balance returned to general fund:	\$76,684.00

423 – Snow & Ice**Wages & Overtime**

Appropriated:	\$38,000.00
Expended:	
Wages	\$9,436.30
Overtime	<u>\$31,166.52</u>
Total Expended:	\$40,602.82 (\$2,602.82)

Expenses & Services

Appropriated:	\$180,000.00
Transferred In:	\$71,433.19
Expended:	
Repairs	\$23,711.34
Snow Removal	\$69,652.90
Supplies	\$21,338.73
Gasoline	\$7,069.75
Diesel	\$7,446.31
Equipment	\$7,344.51
Road Salt	\$74,266.83
Sand	<u>\$0.00</u>
Total Expended:	\$210,830.37
Unexpended balance returned to general fund	\$0.00

424 – Street Lights**Expenses & Services**

Appropriated:	\$7,950.00
Expended:	
Electric	\$6,935.32

Repairs	\$669.00
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Total Expended:	\$7,604.32
Unexpended balance returned to the general fund:	\$345.68

433 – Transfer Station**Wages & Overtime**

Appropriated:	\$45,535.04
Expended:	
Wages	\$33,048.75
Overtime	\$8,125.93
Total Expended:	\$41,174.68
Unexpended balance returned to general fund:	\$4,360.36

Expenses & Services

Appropriated:	\$161,000.00
Expended:	
Electric Service	\$1,913.93
Trash Disposal	\$56,012.51
Trash Hauling	\$11,275.00
Recycling Hauling	\$46,155.55
Recycling Process.	\$20,471.45
Trash Container	\$1,100.00
Recycle Container	\$1,650.00
Maintenance	\$4,457.51
Equipment	\$0.00
Total Expended:	\$184,210.63 (\$23,210.63)

450 – Well Monitoring**Expenses & Services**

Appropriated:	\$5,000.00
Expended:	
Water	\$2,563.28
Total Expended:	\$2,563.28
Unexpended balance returned to general fund:	\$2,436.72

692 – Memorial Celebration**Expenses & Services**

Appropriated:	\$2,800.00
Expended:	

Supplies	\$2,638.90
Total Expended:	\$2,638.90
Unexpended balance returned to general fund:	\$161.10

CEMETERY COMMITTEE

Brenda Baum	2021
Roger Breeze.....	2020
Betsy Taylor-Kennedy	2022

The Town of Bolton lost a great friend and historian this year. Roger Breeze was a member of the Cemetery Committee and provided so much rich history and stories along with his knowledge of the cemeteries and the many past residents of our quaint town. His heartwarming personality and endless historical knowledge will be missed.

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, 2019 to June 30, 2020

Expenses & Services	
Appropriated:	\$8,000.00
Expended:	
Purchase of Service	\$1,995.00
Grounds Maintenance	<u>\$0.00</u>
Total Expended:	\$1,995.00
Total Encumbered:	\$5,000.00

Unexpended balance returned to general fund:	\$1,005.00
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DEPARTMENT OF VETERANS' SERVICES

James Cabral, Veteran's Agent.....2020

The Veteran Services office is located at 23 Linden St., Berlin. Office hours are Monday thru Thursday, 10:00am—1:00pm and by appointment if needed. To arrange an appointment please call 978-838-2560. You may also e-mail me at vetservices@townofbolton.com or at veteranservices@townofberlin.com.

The purpose of the Veterans Services Department is to assist eligible veterans and their dependents in procuring financial assistance information along with 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. We are able to provide assistance through the Massachusetts Department of Veterans Affairs Chapter 115 program.

Sadly, during the year the Town of Bolton lost six Veterans.

- Donald Thomas Taylor, US Navy, WWII
- Dale Farrell, US Navy, Vietnam.
- Mark O'Neil, US Army

- Herbert E Johnson, US Army Air Corp., WWII
- Morgan Spilsbury, US Coast Guard
- James McCauley, US Army, Korea

In closing I would like to thank the Board of Selectmen and all Town officials for their support.

Respectfully submitted by
Jim Cabral Veterans' 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	\$36,725.00
Expended	
Dues and Subscriptions	\$50.00
Veterans Benefits	\$31,144.99
Meetings	\$500.00
Total	\$31,694.99
Unexpended balance returned to general fund	\$5,030.11

CULTURAL COUNCIL

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

The Bolton Cultural Council 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 COVID-19 the deadline for submitting grant applications for 2021 was extended to early 2021. Therefore, no grants were awarded in 2020. The lists of grants voted on and awarded for 2021 in our January

meeting will be included in next year's annual report.

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.

EMERGENCY MANAGEMENT

Warren Nelson, Police Chief2020
Jeff Legendre, Fire Chief2020

Financial Statement July 1, 2018 to June 30, 2019

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),

Expenses – Account 291

Appropriated	\$3,900.00
Expended	\$3,900.00
Unexpended balance	
Returned to the general fund:	\$3,900.00

LAW ENFORCEMENT YEAR END TOTALS				
SELECT IBR STATS:	2017	2018	2019	2020
Kidnapping / Abduction	0	0	0	0
Forcible Rape	1	0	0	0
Aggravated Assault	4	0	2	7
Simple Assault	13	10	11	17
Intimidation	5	8	5	7
Arson	0	0	0	0
Burglary / Breaking and Entering	6	12	3	6
Theft from Building	9	3	8	2
Theft from Motor Vehicle	0	2	4	0
All Other Larceny	28	24	13	20
Motor Vehicle Theft	3	3	0	0
Counterfeiting / Forgery	4	39	7	5
False Pretenses / Swindle / Co	11	11	8	3

Credit Card / Automatic Teller	9	2	0	2
Impersonation	29	8	21	135
Stolen Property Offenses	1	0	0	0
Destruction/Damage/Vandalism	22	31	47	55
Drug / Narcotic Violations	15	12	6	9
Statutory Rape	0	0	0	1
Pornography / Obscene Material	3	3	2	0
Weapon Law Violations	2	2	4	0
Bad Checks	1	1	0	0
Disorderly Conduct	18	3	2	2
Driving Under the Influence	20	11	25	13
Drunkenness	6	2	1	0
Liquor Law Violations	10	5	9	1
Trespass Of Real Property	7	7	9	6
All Other Offenses	59	58	72	35
Traffic, Town By-Law Offenses	217	262	414	398
TOTAL IBR CHARGES	507	527	673	728
REPORTS GENERATED				
Incident Reports:	439	427	524	604
Arrests:	46	24	50	37
PCs:	6	2	1	1
Accident Reports:	177	178	193	119
Motor Vehicle Citations:	1216	1465	1315	942
Citation Violation Totals:	1579	1915	1817	1285
Municipal Citations	-	16		

Marijuana Citations:	10	13	28	8
OUI Alcohol & Drugs:	19	11	25	34
Warrants/Complaint app:	125	148	165	180
SELECT CALLS BY CALL TYPE				
Assist other PD:	78	86	100	70
Bld Check:	4243	5176	4071	3775
Burglar Alarm:	226	232	191	144
Community Policing Activity:	368	401	343	275
Disabled MV:	211	294	285	137
Domestic Disturbance:	16	14	20	22
General Disturbance:	32	28	27	32
Leaving the Scene MVC:	32	28	29	12
Local Ordinance/Bylaw violation:	no tracking of violation in NVRDD	no tracking of violation in NVRDD	no tracking of violation in NVRDD	no tracking of violation in NVRDD
Lost / Found Property:	50	49	37	39
Missing Person:	9	8	5	2
Motor Vehicle Crash:	189	272	194	124
MVC with injury:	77	90	83	52
MV Complaints:	255	175	170	107
MV Stops:	2089	2522	3113	2141
Noise complaints:	not tracked in NVRDD	not tracked in NVRDD	not tracked in NVRDD	not tracked in NVRDD
Request to speak w/ an officer / assist citizen	151	228	133	113
Parking violation:	26	48	54	14
Suspicious Activity:	307	223	215	217
Well-Being Check:	67	72	57	63

POLICE DEPARTMENT ROSTER AS OF DECEMBER 31, 2019

Chief

Warren E. Nelson, Jr., 27 years of service

Lieutenant

Luke Hamburger, 14 years of service

Sergeant

Kimberly Barry, 23 years of service

Walter Nadeau, 3 years of service

Jonathan Couture, 9 years of service

Detective

Jason Puri, 15 years of service

School Resource Officer

Casey Hoole, 5 years of service

Patrol Officers

Daniel Keller, 13 years of service

Gurpreet Singh, 2 years of service

Jeffrey White, 2 years of service

Bryan Dufresne, 1 year of service

Reserve Officers

Hank Staake, 21 years of service

Mary Ann Kinirey, 11 years of service

Kayla Fontaine, 2 years of service

Benjamin Lavine, 1 year of service

Donald Calderan, 1 year of service

Erica Abro, 1 year of service

Laura Nussberger, 9 months of service

Dylan Reney, 9 months of service

Nikki Fahlbeck, 9 months of service

Tyler Lu, 2 months of service

Administrative Assistant

Lorraine Kenney, 21 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 2019 Annual Report for the Bolton Police Department.

During the fiscal year Officers made 3113 motor vehicle stops and issued 1315 citations. The department also responded to 194 motor vehicle accidents that were reportable to the Registry of Motor Vehicles. Please contact dispatch if you have a speeding or traffic issue you would like an officer to review. In the area of criminal activity, 50 individuals were arrested, 1 protective custody, and 165 criminal summonses were requested over the course of the year.

The volume of traffic and the speed at which it travels continues to be a shared concern of many residents. Selective enforcement is a strategy employed by the Department to target traffic violations at specific times and locations, often based on resident complaints, and continue to be a priority of the Patrol Division. With assistance from some new records management tools and traffic control devices, our traffic enforcement efforts and assignments can be more efficiently and effectively implemented. The Department has 4 speed advisory speed limit signs which have been installed along Main Street to advise motorists of the speed at which they are traveling in an effort to boost voluntary compliance with speed limits. Although speed enforcement may be the most obvious means of dealing with speeding violations and other traffic safety issues in making the

roads of Bolton safer, we place significant value in driver education and compliance.

Contact with the public is the essence of community policing. Both the police and the public can initiate this communication and it is our goal to keep the dialogue open. This partnership is formed through: community interactions, social media, media conferences and outreach events such as Coffee with the Chief, Coffee with a Cop, Citizen Police Academy, Rape Aggression and Defense (RAD) training, and Community Engagement Forums on a variety of topics related to police and the community.

I would like to take this opportunity to convey my sincere thanks to Bolton residents and town officials for their support during this past year, particularly Town Administrator Donald Lowe and the Board of Selectmen. I would also like to recognize and acknowledge the dedication and hard work of all of the men and women of the Bolton Police Department. With your continued support and partnership, the Bolton Police Department will strive to provide the best possible service to the people of our community.

Be safe,
Chief Nelson

Financial Statement
July 1, 2018 to June 30, 2019
Police Department

Salaries

Appropriated	\$113,440.96
Wages Salary	\$112,777.60
Disability Insurance	<u>\$663.36</u>
Expended	\$113,440.96
	\$0.00

Wages W/Overtime

Appropriated	\$1,021,952.55
Expended	<u>\$1,010,200.14</u>
	\$11,752.41

Expenses

Appropriated	\$164,175.00
Expended	
Gasoline	\$24,063.46
Tires	\$ 5,213.84
Cruiser repairs	\$19,584.04
Supplies-operations	\$ 6,806.16
Office Supplies	\$ 3,411.85
Firearms Supplies	\$11,685.87
Uniforms	\$26,566.72
Training	\$ 2,804.00
Dues & Subscriptions	\$ 3,416.30
Out of State Travel	\$ 0.00
Hired Services	\$13,404.00
Lock-up	\$ 697.88
Equipment	\$ 3,087.65
Bulletproof Vests	\$ 292.50
Cruiser Purchase	\$47,399.75
Total expense	\$168,434.02
	(\$4,259.02)

Unexpended wages & expenses returned to
general fund \$7,493.39

PUBLIC SAFETY BUILDING



Public Safety Building

Financial Statement
July 1, 2019 to June 30, 2020

200-Expenses

Appropriated	\$226,156.50
Payments	\$222,766.00
Unexpended	\$33,905.50

Purchase of Services	\$69,459
Heating	\$15,998
Electric	\$43,917
Maintenance	\$62,543
Software Support.....	\$4,492
Trash Disposal.....	\$6,301
Telephone	\$12,792
Supplies	\$4,551
Diesel/Generator	\$0
Total expense.....	\$222,766

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 Ross Klun. 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.

Executive Director Ross Klun

Deputy Director Angela Siciliano

Regional Dispatch Assessment Financial Statement July 1, 2019 to June 30, 2020

299- Expenses

Appropriated	\$189,076.00
Expended	<u>\$172,712.00</u>
Unexpended	\$ 16,364.00

FIRE/EMS DEPARTMENT

Roster of Active Members

Fire Chief:Jeffrey M. Legendre
Deputy Chief:..... David Farrell
EMS Deputy of Operations:..... Margy Diaz
Captain: Peter Casello
EMS Captain:.....Andrew Bagdonas
Lieutenants:.....Matthew Bosselait
Douglas Heffel Steve Kochis
EMS Captain:.....Andrew Bagdonas
Firefighters:..... Christopher Baker
Gregory Boutwell..... Matthew Brier
David Byler Wesley Durant
Thomas Durkin Luis Forte
Mark Giunta Ryan Hartwell
Doug Henry.....Roger McManus
Stephen Nadeau ... Jeremy O'Connell
Jeffrey Weinfurt

Trainees:.....Amanda Altavilla
Jeffrey Cummings.....Fred Cummings Jr.

EMT's:Kelly Bagdonas
Erick Benoit Barbara Brown

Kelsey Burpee.....Meg Carey
 Normando Diaz.....Alan Kuong
 Christine Monahan.....Evan Nelson
 Mary Ann McLaughlin
 Morgan Nelson.....Sara Peltier
 Dina RichGrace Rogers
 Hank Staaake Reid Young

Honorary Members: Jack Holbrook
 Paul Slade.....John Mentzer

2019 was a very busy year for Bolton Fire-EMS. First, you might notice that the name has changed from previous year's reports. Starting July 1, 2019, a merger between Bolton Fire Department and Bolton Ambulance Squad started with a full merger effective January 1, 2020. I want to thank the members for their continued support during this period of transition. Without the support of the membership this transition would not have been possible.

The fire and EMS response will continue to be the top priority for the department and we look forward to providing the best response that Bolton has expected from your fire and emergency medical service. The department is covered Monday through Friday by the Fire Chief, one Firefighter/EMT and the Cadet Program from Nashoba Regional High School. In addition, we continue to respond to requests for service with stellar on-call firefighters and emergency medical technicians. We continue to recruit residents of Bolton to join Bolton Fire-EMS. If you have interest in serving as a firefighter or EMT please contact either Chief Jeffrey M. Legendre or Deputy David Farrell 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\$6,400

Massachusetts Fire Equipment\$1,260
 Georgia Pacific\$2,500
 MEMA\$4,700
 DCR\$545
 State 911\$30,000

The total of the grants has added an additional forty-five thousand four hundred five dollars (\$45,405) of funding for Bolton Fire-EMS. The funds were used to purchase tools and equipment for firefighter safety, battery operated tools for extrication, advanced pump training and portable radios for effective communication 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 take the time 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, 2018 to June 30, 2019

Wages

Appropriated	\$341,012.20
Expended Fire Chief, Full-time Firefighter/EMT, Call Firefighter, Call EMT, Cadet Program	<u>\$339,933.18</u>
Unexpended balance returned to general fund	\$1,579.02

Expenses

Appropriated	\$141,324.00
Expended	
Purchase of Service	\$10,777.94
Electric	\$300.87

Repairs	\$18,736.71
Training	\$5,438.88
Supplies	\$8,080.08
Gasoline	\$544.00
Diesel	\$6,061.81
Automotive	\$2,217.68
Uniforms	\$22,395.06
Dues/Membership	\$1,520.00
Fire Ponds	\$13,250.93
Equipment	\$5,066.15
ALS Service	\$23,191.03
Coastal Billing	\$7,084.14
Vehicle Allowance	\$1,500.00
	<u>\$126,165.28</u>

Unexpended balance
returned to general fund \$ 15,158.72

Fire Calls for 2019

Total Fire Calls – 281

Automatic Fire alarm	80
Motor vehicle fires	9
Cooking fire.....	6
Outside fire.....	3
CO detector	10
Powerline down.....	3
Electrical issue.....	10
Public service	7
EMS assist.....	9
Lock-out	1
Hazardous materials	35
Structure fire.....	10
Motor vehicle accidents	89
Unauthorized burning.....	6

EMS Calls for 2019

Total EMS Calls – 443

Canceled	11
Clinton Hospital	89
Refused Care	164
Marlboro Hospital	60
No Contact.....	4
Emerson Hospital	32
Standby.....	7
UMass University.....	46
Transports.....	241
Other Hospital	14

Inspections Performed-2019

Total inspections - 342

Driveway	32
Fire alarm	27
Smoke/Co detector	147
Fire drills	14
Sprinkler.....	15
Oil burner/tank	43
Tank removal.....	15
Propane.....	47
Tank truck	2

Permits Issued- 2019

Total permits - 788

Bonfire.....	1
Propane.....	100
Fire alarm	25
Smoke/CO	187
Oil burner	34
Special permit.....	38
Open burning	375
Sprinkler	10

To: NASHOBA Regional School District Parents, Students, and Community Members

The annual town report offers the opportunity to reflect back on our year, our achievements and challenges.

The Nashoba Regional School District continues its work on our two-year District Improvement Plan, with a strong focus on Social Emotional Learning for our communities. This foundational document provides the guidance to think ahead to the needs of our students so we can consistently challenge the work we are doing to meet the current and changing needs of our communities. In March, we were met with the unprecedented challenge of the Covid-19 pandemic which required us to pivot to a remote learning model and look to the 2020-2021 school year to plan ahead with multiple learning models to ensure the safety and well being of our faculty and students.

With the strong support of our School Committee and communities, our administrative team forged ahead with the creation and implementation of both remote and hybrid learning models at the start of our school year in September. After ten busy and fulfilling days of professional development for teachers aimed at providing resources, support and training for remote and hybrid learning models, we were able to open our K-8 schools in a hybrid model and allow our high school students to meet daily with peers and teachers through a remote learning model. While challenging, we continued to work with the Department of Elementary and Secondary Education to ensure adherence to CDC guidelines as well as curriculum guidance from the state.

This school year has focused on Social Emotional supports for our students in providing key tools for teaching and learning in new educational environments. Professional development workshops have been offered to our staff to provide resources and skills for our teachers to implement varied ways to connect with each and every student. Even through two way communication models, students and teachers have been able to connect through morning meetings, advisory groups and small classes to maintain a personalized setting in our virtual classrooms and when students are on campus.

The district has also put a strong focus on belonging this year given the pandemic. Our District Wide professional development day in March will focus on Nashoba Fostering Belonging as a way to promote and support the social and emotional needs of our communities. Dr. Mark Brackett, Director of the Yale Center for Emotional Intelligence, will deliver his virtual keynote on social emotional learning while offering training for our teachers and staff during the exceptional day of professional learning for our Nashoba community. The district continues to prioritize professional development and the needs of our students when putting this celebration of teaching and learning together.

Our communities and students of Bolton, Stow and Lancaster continue to flourish and grow. NRSD has a current student population of 3230 students in grades K through twelve. We continue to receive new students into our district from within the state, the country and from around the world. Our English Language Learners population has steadily increased in recent years and has brought a new level of enrichment to our schools.

Nashoba Regional School District

2020 Bolton Annual Town Report

NRSD schools continue to be busy with a balance of traditional and innovative instructional delivery. Our students continue to fare extremely well on state-wide assessments, commonly referred to as MCAS. Students have a wide berth of options available to them in terms of academic programming, particularly at the high school level. They challenge themselves as they flourish into caring, thoughtful citizens beyond their public school life. A high percentage of our graduating students move onto college and post-secondary education alternatives. We take pride in their accomplishments and the fine adults they become.

Even during these unprecedented times, our students are still able to take advantage of a myriad of fine and practical arts programs that are offered at the middle and high school level, as well as a wide variety of athletic activities. Other activities such as DECA and Robotics await them beyond their elementary years. So many of our programs offer a wide array of opportunities that allow our students to flourish, gain life-long essential skills and show off their talents. Through State Championships, DECA accolades, Music Festivals and Drama productions, our schools are alive with diversified learning opportunities for each and every student.

NRSD is extremely fortunate to be supported by three supportive and caring communities. We work in close partnership with the leadership levels and local organizations in each. These relationships offer the district guidance and support. They are active supporters, volunteers, and partners with our work. We take pride in the relationships we have built with each of our communities and appreciate the support, collaboration and participation in all of the activities in our district. Our March Day of Professional Learning is one example of where the entire Nashoba community comes together to celebrate authentic teaching, learning and community collaboration. We continue to be grateful to each of our communities for their continued support. We are appreciative of all that you do and give to us to support our many efforts with our students.

Even when challenged with a global pandemic, our district continues to flourish. We are proud of our students, staff and communities. Our students excel in all learning models and are afforded top notch teaching with our high qualified and engaging staff. They are all outstanding representatives of our communities and district. Collectively we take pride and celebrate each one of them.

Thank you for your continued support of NRSD – we are deeply appreciative.

The Florence Sawyer School

If there is an overarching theme to the past school year at Florence Sawyer School, it would have to be resilience. Throughout the last unprecedented months of a global pandemic, social unrest, and the unforeseen challenges related to both, our teachers and students have continued to adapt to and overcome the changes that 2020 demanded with a steadfast adherence to our school norms; “work hard” and “be kind.”

On March 13, when the Commonwealth closed all schools, our teachers came together to develop an online presence using new technologies and teaching approaches that far exceeded their training. Google Meets and See-Saw Videos, online math, science, and social studies tools, Virtual Field Trips, and Online Challenge Boards became a new normal. For their part, our students and families consistently demonstrated their strength of character, through their positivity and partnership as we continued to evolve. We were able to grow together and ended the previous school year with a memorable outdoor 8th grade Recognition Night and socially distanced farewell parades.

One of the Florence Sawyer School's greatest strengths is our institutional capacity to continually take stock of where we can adapt and grow and be better for our students. This was exemplified through the dedication of faculty, parents, and community members to come together through a reopening Task Force over the Summer, resulting in the development of Comprehensive Reopening Plans. Using the best guidance available at the time, the Task Force worked through the logistics, procedures, academic and social-emotional challenges we could foresee while respecting the safety and mitigation procedures that had been established. We are continuing to evolve as a school throughout this pandemic and look forward to the day when all of our students can return to our campus.

Oftentimes, it is in the most challenging circumstances when we are forced to find new opportunities and new ways of doing things. This has been evident in our classroom teacher's phenomenal commitment to building classroom communities in-person and online. This has been evident in the ways in which our related arts specialists have built engaging online lessons in visual and performing arts. This was evident in an exciting virtual field trip to the Edward M. Kennedy Institute for the Study of the United States Senate. This was evident in positive and productive virtual parent-teacher conferences. This has been evident in the dedication of our parent support groups; the Florence Sawyer School Council, our Parents' Advisory Council, and Bolton Schools Donations Committee.

Our Florence Sawyer School families and the town of Bolton have been tremendous sources of strength and support for our school and for that, we remain profoundly grateful. Our partnership with our community is strong and among our greatest points of pride. We look forward to the challenges ahead and are confident that we will meet them and thrive as a result.

Nashoba Regional High School

Nashoba Regional High School had an unprecedented year, as all schools did, to continue an enriching and supportive education for our students while navigating the remote learning world during the COVID-19 Pandemic. Teachers adapted their teaching methods and collaborated with each other, sharing skills and tips for remote teaching. A number of teachers, administrators, staff and parents met regularly over the summer to work on different options for the fall re-opening. Ultimately, the high school remained remote through the end of 2020 due to the complexity of scheduling, the number of students enrolled and the limited space to allow for safe, distanced learning.

Nashoba Regional High School is proud to accept the College Board's Female Diversity Award for AP Computer Science Principles. Research shows that female students who take AP Computer

Science Principles in high school are more than five times as likely to major in computer science in college.

Class of 2020

With the Worcester DCU being used as a field hospital, we had the task of trying to find an alternative to the traditional graduation for our Class of 2020. After multiple meetings between administration, staff, teachers and parents, it was decided to hold graduation on the turf field at the high school. Due to the restrictions mandated by the state, we had to limit the number of guests to two per graduate. Guests sat on the field and were able to enjoy the ceremony with their students. On a warm and sunny July 25, 2020, Nashoba graduated 213 students.

DECA

Nashoba DECA enjoyed a very successful competition season in 2020. Our club hit a membership record with 203 members participating last winter. Our members created some fantastic business models, marketing campaigns, innovation plans and community service projects. As a result of their impressive projects, 38 Nashoba DECA members were honored as Top ten finalists at the DECA State Career Development Conference in Boston last February. Of the thirty-eight finalists, sixteen were top five and earned the right to represent our state at the International Career Development Conference in Nashville, TN that ended up being canceled due to the pandemic. This year school year, 176 Nashoba DECA members just competed in the first-ever virtual DECA District Competition and are awaiting their scores from their judges.

Music Department

Despite changes in our normal functions due to the pandemic, the Nashoba music department students continued to excel in their crafts, make music together, and learn how to use music to make a difference in our world.

Here is a short overview of 2020:

- Three students were recognized with performance awards at the Massachusetts Association of Jazz Education Festival and the advanced jazz band competed, earning the bronze medal.
- Ten students participated in the Central District Music Festival in January and three students proceeded to the MA All-State Music Festival at the Seaport World Trade Center in Boston in early March.
- The 2020-21 MA Central District Music Festival auditions were held virtually. Twenty-four students auditioned and fourteen were accepted. Four students will be performing in the festival masterclasses. A record of ten Nashoba students received scores that met the minimum requirements to audition for the MA All-State Music Festival.
- Students collaborated to put together choral music and create music videos for their virtual holiday concert. Their videos can be seen on YouTube.

Athletics



Nashoba's athletic success continues, but it looked different in 2020 than compared to previous years. Over 300 student-athletes participated across fifty total teams, with seventy percent of student-athletes being named to the honor roll. Some highlights from the winter season include the boys' and girls' basketball teams making the



playoffs. The wrestling team was league champions, D2 Sectional finalists, D2 State finalists, and placed 8th at the New England tournament. The hockey team was D3 Sectional finalists, and our boys' 200-free relay team placed first at the D1 State Championship! Then in March of 2020, COVID-19 interrupted our lives in ways that few of us could have imagined and reshaped the way we looked at athletics for the remainder of the year. The spring season was canceled, so our coaches had to think outside of the box on ways to keep our student-athletes engaged using Google classroom and Google meets. The athletic department and coaches also made sure to recognize our senior spring athletes through social media posts and drop off senior day gifts at their homes. The fall season was delayed, and we faced many challenges as we continued to navigate the pandemic. Our fall teams played in geographic pods, played a shortened game schedule, had to wear masks, learn new modifications to the sports, and follow many COVID-19 protocols. Our goal for the season was to provide a safe and healthy environment for everyone involved.

Each day our teams were able to come together to practice or compete was a small victory. The success of our teams was not shown in championships and titles in 2020. However, success was seen by allowing our teams the opportunity to compete, stay safe, and make memories with their teammates. Our athletic programs have looked different this year, but we were excited that our student-athletes were allowed to participate and represent Nashoba!

CENTRAL OFFICE DEPARTMENT REPORTS

Teaching and Learning Department

Curriculum work and professional development in the Humanities focused on structuring curriculum and instruction to foster student voice and choice in learning. In order to capitalize on the deeper literacy skill set that students now have entering grade six, middle school English Language Arts teachers and special educators continued participating in professional development and coaching to support shifting to literacy workshop as the primary instructional model for grades 6-8 English Language Arts. The group has worked to shift their instruction from primarily whole-class, text-based instruction to small group, skills-based instruction, where students have choice in what they read and interact regularly with teachers to receive feedback on their reading and writing work. In order to continue the process of transitioning to the updated Massachusetts History and Social Science frameworks, grade 6 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. Teachers in grade 6 and 7 participated in a series of professional development through Primary Source, which connected them with academic experts in the ancient civilizations for which they were developing their curriculum.

In alignment with the district improvement plan, Nashoba educators continue to work toward integration of social-emotional skill development and academic learning. Our March full PD day brought together in-district and outside presenters on topics related to social-emotional learning and innovation. Tony Wagner, author of *Creating Innovators*, gave a keynote address that emphasized the importance of supporting students to play and explore in their learning in order to find their passion and sense of purpose. The day ended with a presentation by Nashoba student, Sydney Meininger, who spoke about her experience at Nashoba and presented two video projects she created to highlight inclusion in sports and in the workplace. Feedback on the day was very positive overall.

This fall, the Department of Teaching and Learning has focused on supporting educators to shift instruction and planning within a hybrid or fully remote learning model. The current school year began with 10 days that included professional development on integrating social-emotional learning and remote learning. Educators participated in a variety of PD on topics, such as trauma-informed instruction, self-care, planning for synchronous and asynchronous learning, and technology tutorials. Support in these areas continues through on-going professional development and coaching opportunities organized by the department.

Technology

When the district went remote amidst the COVID-19 pandemic, educators and students became more reliant on technology than ever before. Helping deliver education through technology became a priority for the technology department in 2020. As a result, we have implemented many changes in the operation process to support remote teaching and learning activities.

Enabling teachers to combine technology use with traditional resources and teaching methods is a key focus. Through both in person and remote operations, the Technology Department helped train educators on how to use technology tools like interactive displays, 1:1 devices, and software solutions for online teaching and learning. We also deployed more document cameras and monitors into the classrooms to help teachers conduct remote teaching and learning more effectively.

Another focus during the pandemic is to ensure that every student has access to the appropriate technologies based upon educational needs. The Chromebook is the primary tool for student learning during the pandemic. The district implemented a true 1:1 Chromebook program for grade 6-12 students. For grade K-5 students, the district acquired hundreds of additional Chromebook and redeployed many Chromebooks from the classroom and computer carts to families in need. Equity and accessibility are always a top priority throughout the process. Advanced and specialized programs such as Graphics Design and Computer Aided Design require powerful machines to run. To accommodate students without the proper hardware at home, we set up Amazon AppStream so they can run these advanced programs on school assigned Chromebooks.

Safety remains a top priority during the pandemic. For online activities, we have set up multiple systems to safeguard Internet access for both teachers and students. The filter 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 in the Google Apps suite so that school administrators and parents can be notified when concerns arise. 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 also added and upgraded security cameras at high traffic locations.

It is important to stay connected with the communities during this difficult time. Working with media teams from different towns, the Technology Department helped deployed livestream solutions using school networks to broadcast school events and sport games in real time.

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's Health and Wellness team provides a full time, certified registered nurse at each school building.

This year, all school nurses attended extensive training and prepared for a health office response to a global pandemic. Reopening plans continued to be modified as new guidelines have been provided with guidance from DESE, CDC, DPH and our local board of health.

A number of health and safety plans were established to support a secure return to school. These plans were developed by Nashoba nursing and facilities staff in conjunction with guidance from the local Boards of Health. These plans include guidelines for wearing masks, physical distancing in classrooms, entering and exiting buildings, deep cleaning classrooms and bathrooms, handwashing, transportation, and supporting students and staff who become ill.

Isolation Rooms/Medical holding:

An isolation room was designated at each school, separate from the health clinic, should a student or staff develop signs or symptoms of potential infection. Each room comes equipped with the appropriate Personal Protective Equipment and supplies needed to maintain such an environment.

Lastly, our electronic medical documentation program has been upgraded to support immunization compliance with our student population. This upgrade includes an upload of immunization from Primary Care Provider (PCP) documentation to our own electronic medical systems, ensuring compliance with immunizations.

Extended Learning Program

After a full day of learning at school, students come to the Extended Learning Program (ELP) to relax, play, discover, and learn. Learning at the ELP may look different than in the classroom. Whether playing board games, creating art, or engaging in an outside activity, students practice problem solving, negotiating, collaborating, and expressing their ideas. And sometimes the



children argue, disagree, get frustrated, and make mistakes as they become more resilient and compassionate. This is all part of their learning experience at ELP.

The Extended Learning Program staff have been trained in *Social Emotional Learning* and they are skilled at helping students in the areas of relationship building, social awareness, self-management, self-awareness, and responsible decision making. Three key pillars guide learning at ELP: Communication, Community, and Physical and Social-Emotional Well-Being. Our caring staff understand that students need a place and time to decompress, rest, reset, and engage in play and have fun! Students have an opportunity to make new friends with other students with whom they may not interact with during their school day.



Although the ELP did not operate for the entire 2019-2020 school year due to Covid, valuable experiences and lasting memories were created at our three sites in Bolton, Stow, and Lancaster. Appreciating the different interests of students, ELP offered a variety of programs including STEM: *Staying Healthy & Exploring Body, Mind, Mad & Science*, Art Ventures: *Monsters & Mermaids*, ImagArena, a favorite among all ages, tennis, chess, creative drama and improv, martial arts, and an ongoing yoga program.

To bring the community together, we hosted various special enrichment programs at our sites like *Fun-tastic Forces* from Mad Science, a *Bubbles Galore* show from the Acton Discovery Museum, and a mesmerizing Yo-Yo performance by master *OOCH!* For older students, we offered a babysitting and CPR First Aid course that was well received. To further augment students' curiosity and sense of wonder, special guests, like an expert spinner, were invited to share their passion and knowledge. Vacation Camps during the February and April school vacation weeks, as well as during the summer, are another opportunity for NRSD students to come together and feel a sense of belonging through play, fun, and exploration



Nashoba Regional High School

Class of 2020

Daniel Enrico DiMeo * § President ~ Christopher William Yapp * Vice President

Maggie Ryan Oberlies Secretary ~ Emma Rose Gould Treasurer

Andrew David Ahlquist	Jordyn Rae Condon
Brendan Robert Alzapiedi	Joseph Sven Connolly
Carelton Coby Andersen	Trinity Olivia Cortes
Dylan Andrew Arsenault	Joshua Brandon Estuardo Crabtree Kearney
Madeleine Grace Arsenault	Olivia Marie Crocker §
Anna Victoria Austin *	Holly Lauretta Cudmore *
Kayla Alexandria Ballas ** §	Nicholas George Cudmore
Remington Daley Barney	Perry Addison Cummings
James Lucas Baxley	Matthew Paul Cunniffe
Daniel Alexis Baykov	Ava Gabrielle D'Eon *§
Mark Aaron Beaudoin	Josie Elizabeth Day
Matthew Christopher Bechara *** §	Xavier Michael DeFeo
Gillian Rose Bolton	Muhammad Hamza Delen ***
Jack Henry Bonazzoli	Jack Raymond Devoe
Domenic Anthony Bosco	Colby Brian DeWolfe
Hayley Nicole Bracci **§	Pamela Marie Diaz *
Julia Nicole Buchieri	McKenna Grace Dietel **
Mi'Chyia Dante Buckner	Victoria Rose Dolan
Caroline Mary Bunnell	Jake El Quahabi Eastman
John Colin Burke	Carley Rose Edelman
Olivia Grace Bush	Gillian Hayes Fay
Sophie Ruth Bush ***§	Aria Anuheia Fernandez ***§
Alexandra Margaret Buyuk ***§	Grace Elizabeth Fiori ***
Jack Henry Cahill	Joseph Patrick Flannery
Carleigh Lyn Campana **	Jason Joseph Fleck Ç
Elise Jane Carlin***	Charles Wilks Flinkstrom
Robert Gordon Carter	Anastasia Katherine Fournier-Wassink *
Bruno Cassina	Julienne Hoelle Frasch * §
Brendan James Castle	Natalie Clara Frey ** §
Kaylin Quinn Castles §	Michael John Gannon
Zoe Rose Chappell	Molly Fitzpatrick Gero
Kyle Bailey Chaput	Kaitlyn Rose Gilliam
Paige Haley Christie	Brandon Christopher Gillis
Cole Michael Clericuzio **§	Jacob Robert Goad
Marissa Elizabeth Cloutier **	Alex Michael Gonsalves
Katherine Elizabeth Coen * §	Quinn Daniel Gross ***§

Aine Maire Dowling Guyer
 Nathan Scott Haberle *
 Lucas Carter Halbrooks
 Chloe Michelle Hall
 Liam Lawe Hall *** §
 Kenzie Carine Hamerski
 Jonathan William Harnett *
 Gordon Robert Hatcher
 Colleen Marie Hendersen **§
 Michael James Henderson
 Samantha Alida Henry
 Chad Daniel Hinckley
 Rachel Leah Hoff *§
 Mei Lin Jingni Horne **
 Kelsey Margaret Houle
 Devon James Hubbard **
 Katherine Mary Ickes **§
 Emma Kathryn Jardin
 Mariana Pereyra Jimenez
 Mason Brian Jones
 Eli Deion Joseph
 Benjamin Philip Kalber
 Katherine Mary Kane *§
 Emily Mae Keaveney *§
 Noah Tony Keirouz *
 Jackson Laursen Kelling
 Thomas Weber Keough
 Aiden Michael Kerr
 Alayna Elizabeth Khan **
 Abigail Rose Koesterich
 Ryan Michael Kolaskowski *§
 Alexandra Afroditi Konstantinidis *§
 Jessica Elaine Konstantinidis
 Michael Joseph Kozloski §
 Richard Lee Lacouture
 Alexander Leland LaFrance **
 Kenneth Matthew Lally
 Amanda Theresa LaPointe

Grace Anne LaPointe
 Sabrina Alice LaPointe
 Nolan David LaPosta **§
 Mihn-Huy Le ***§
 Jacqueline Anne LeBlanc
 Michaela Danielle Leclair **§
 Aidan Patrick Lee *§
 Leah Marie Leonard
 Aaron Christian Linder
 Michael Joseph Lovoi
 Philip John Lund
 Macey Nicole MacAskill
 Alec DeCesare MacDonald
 Jonathan Louis MacKillop
 Christopher James MacLeod
 Hayley Grace MacNeil ***
 William Rudolf Mair
 Ryan Anthony Maki
 Anamaria Patsy Massucci
 Nicholas Scott Matte
 Mary Marissa McAndrews
 Ian Robert McGregor **§
 Andrew Jacob McKeen ***
 Alexander William McKinney *§
 Caylie Loren McMahon ***§
 Abigail Joy McNulty *§
 Delaney Lorraine Meehan *
 Gavin Thomas Meehan
 Alicia Mary Milioto
 Rebecca Jeannette Milioto
 Jonathan Dawson Milne **§
 Maximus William Moulton
 Sasha Ray Munson
 Benjamin David Myers
 Anastasia Elizabeth Nash
 Olivia Ellen Nastasi *§

Rebekah Ngan Neuman *§
 Isabelle Kim Nguyen *
 Celia Rose Siftar Nicholson **§
 Emma Rose Nikitas
 Rosemarie Venice O’Riorden **§
 Beatrice Anne Ogden **§
 Jetta Lynn Oskirko *
 James Paul Padovano **
 Wesley James Palermo
 Aidan Anthony Palmaccio *
 Reed William Parson *
 Nicholas Andrew Payson ***
 Samantha Reis Perreault
 Pimlapat Phetsang *
 Luke Edouard Pottie
 Gage Michael Poulin
 Max Steven Quinn
 Patrick David Quinn
 Amelia Beatrice Read
 Dylan John Reilly
 Edward William Reilly
 Kelsey Patricia Reynolds
 Alexis Virginia Richard ***§
 Benjamin Steven Roberts
 Caroline McKenna Roberts **§
 Samuel Alexander Roberts
 Mackenzie Taylor Robichaud *§
 Nicholas Joseph Romasco *
 Grace Kathryn Romeo **§
 Serena Marisa Russo
 Nina Clare Sarafin
 Sadie Helene Sargent
 Mitchell Edwin Scanlon **§
 Miko Andreas Schiavoni
 Bailey Nicole Schiering
 Kaleb Rayne Simoneau
 Jaqueline Rose Smith ***§
 Charlotte Opal Snoonian §
 Else Brooke Snoonian

Isabelle Marie Sonia **§
 Raymond Michael Soto
 Erica B Spallone
 Amy Caroline Spratt
 Walter Andrew Stadolnik ***
 Nolan Patrick Stocker *§
 Grace Anne Sullivan *§
 Christian Scott Super
 Angelina Belle Tata *§
 Lauren Grace Their *§
 Matthew Christopher Tobin **
 Keri Maclean Tremblay
 Samuel James Vanasse *§
 Ethan Karlis Veinbachs **
 Kaitlyn Eunice White **§
 Lindsey Anne Wilber *
 Matthew Kyle Williams *
 Ethan Max Winer
 Elsie Lorraine Burnett Yang **§
 Emerson Rose Young

Ç Certificate of Completion
 § NHS Senior Project
 ***Summa Cum Laude
 **Magna Cum Laude
 *Cum Laude

Minuteman High School

2020 Annual Report to the Towns

Minuteman High School
Dr. Edward A. Bouquillon, Superintendent-Director
2020-21 School Year

Despite Pandemic, School Continues to Grow

Even with the challenges the pandemic has imposed on schools nationwide, Minuteman High School continues to provide a revolutionary, competitive advantage for students seeking a high-quality career technical education. Located in a new state-of-the-art building, Minuteman continues to experience growth in enrollment, programming, and in developing the campus. The increased enrollment demand from families living in Minuteman's member towns is the highest in recent years.

Expanded programming in multimedia engineering, advanced manufacturing, robotics, and animal science, are intended to meet occupational aspirations and reduce the nationwide skills gap, a fundamental mismatch between the skills employers rely on and those job seekers possess. Minuteman has launched the FIRST Robotics/STEM Club, and a chapter of Girl Up, as a natural evolution of our Girls in STEM program, to provide students an exciting opportunity to compete in a national robotics competition. A recent \$300,000 Skills Capital Grant provided equipment and infrastructure that expands instruction in robotics automation, explicitly in the logistics engineering space – for both high school and adult students – to accommodate the growing supply chain management industry.

Despite COVID limitations for public in-person dining, our student-run restaurant, The District, has successfully pivoted its business model. Students now make hundreds of meals a month for people in need through a partnership with Food Link MA. The Culinary Arts program launched a popular “Soup Group” in which the public can purchase meals over the internet and experience contactless pick up at school each week. Students in the Horticulture program are growing produce and herbs for the Culinary program, and Multimedia Engineering students are producing video tutorials. An outdoor beekeeping project has kept students engaged in-person and during remote weeks in the Horticulture, Environmental Science, and Biotechnology majors.

Minuteman's commitment to athletics is stronger than ever – marked with the Minuteman School Committee's unanimous approval to begin construction of three synthetic lighted fields on the Lexington campus. The school continues to support a “no cut, no fee” policy for students. Minuteman believes everyone should have access to athletics and all the benefits that come with it – from sportsmanship to physical and mental well-being.

Minuteman is continuing to use a hybrid learning model for the 2020-21 school year, with an increase of two grades conducting in-person learning scheduled for March 2021.

Additional achievements from 2020 and 2021 include:

- June 2020: Minuteman held its first-ever successful drive-thru graduation ceremony to honor the Class of 2020, which spent the last three months of the school year in remote learning.
- April 2020: Minuteman received the Massachusetts Reading Association's Outstanding Literacy Program Award, marking the first time a high school received the award in its 30-year history.
- October 2020: Minuteman Parent Association raised more than \$6,000 for student scholarships through Lexington's Battlegreen Run.
- November 2020: Minuteman Superintendent-Director Edward Bouquillon received the Schettini Memorial Award from the Massachusetts Partnerships for Youth for the district's commitment to public safety.
- November 2020: Minuteman, along with Kaestle Boos Associates Inc. and Gilbane Building Co., received the Award of Merit: K-12 Education from Engineering News Record for the architectural design of the new school building.
- December 2020: Design and Visual Communications teacher Allison Barry received the Schaefer Award from NOCTI, a national career technical education accreditation organization, for outstanding teaching.

Alumni from Bolton

Minuteman High School alumni from Bolton recently shared their college and career stories with students. Kara Eliadis '05 was a Biotechnology major who graduated with a degree in biology from University of Massachusetts Lowell. She was a cancer bioscience research intern at AstraZeneca Pharmaceuticals, a scientist at pharmaceutical research company Cypotex U.S., and a field service engineer for Agilent Technologies. Tristin O'Connor '16, an Environmental Science major and Salutatorian, graduated from Fairfield University in 2020 with a degree in mechanical engineering. She works as a mechanical engineer for a U.S. Military aerial systems team at the Natick Soldiers Systems Center.

Adapting to Growing Enrollment Demand

There was a 30-year high of 390 applications received for students enrolling in the Class of 2024, this year's ninth-grade class. Two hundred fifty-two (252) of those 390 applications were from students living in Minuteman's nine member towns – for 180 enrollment slots. As of early February 2021, Minuteman received 334 applications for the Class of 2025, and 254 applications from member towns' eighth graders. The application deadline is February 15 of each year. Administration and the Minuteman School Committee are exploring cost effective ways to increase the capacity of the new school as interest in high-quality career and technical education increases.

Athletic Fields Project

Construction has begun on three new athletic fields at the Minuteman campus with an anticipated completion date of Fall 2021. The three synthetic turf fields will support football, boys' and girls' soccer, cross country, baseball, softball, and boys' lacrosse, with a potential for future girls' lacrosse and girls' field hockey, as well as expanded track and field programs. The district

approved the installation of lights on all three fields, providing additional hours of use and enjoyment by Minuteman, our member towns, and other sports groups.

Sports are a crucial component of the high school experience for many students, who enjoy our “no cut, no fee” policy. Having state-of-the-art athletic fields for our students and our member towns gives us all something to look forward to in 2021 and years to come.

Class of 2020 Achievements:

About 85% percent of Minuteman High School’s Class of 2020 graduates have entered college, career, advanced training, or the military – a lower percentage than usual due to the pandemic. More than 70 colleges and universities accepted Minuteman graduates, including Champlain College, Lesley University, Worcester Polytechnic Institute, University of Massachusetts, University of Southern Maine, Keene State College, Stonehill College, Savannah College of Art and Design, and more. Most students who sought certifications in their respective fields received them prior to graduation, which includes various certifications from Occupational Safety and Health Administration (OSHA) in hazardous materials removal, biotechnology, plant science, and health care.

There are 638 total students attending Minuteman for the 2020-21 school year, including 15 from Bolton. All four Bolton students from the Class of 2020 have graduated.

- **Ethan Adams, a Programming and Web Development major**, was accepted to Becker College to study video game design. He is taking a gap year and is working.
- **Duncan Armstrong, a Programming and Web Development major**, is attending Becker College to study video game programming.
- **Alannah O’Brien, a Programming and Web Development major**, is attending University of Massachusetts Lowell to study computer engineering. She was accepted to two additional colleges. Alannah worked as a student and graduate for Minuteman’s Information Technology Department.
- **Roxanna Sanjar, a Design and Visual Communications major**, is attending Savannah College of Art and Design to study sequential art. She accepted to UMass Lowell as well. Roxanna was a nominee for the 2020 Outstanding Vocational Technical Student Award from the Massachusetts Association of Vocational Administrators. She was a member of the community service club and cross country team.

TREASURER/COLLECTOR

Kristen Noel, Treasurer/HR Director
Michelle Carlisle, Assistant
Treasurer/Collector

Salary

Treasurer/HR Director
Wages Appropriated \$80,622.40

Wages
Staff Appropriated \$42,775.76

Expended \$123,009.00
Unexpended balance
returned to general fund \$389.16

Expenses

Appropriated
Transfer \$50,320.00
Expended

Software Support	\$20,000.00
Postage	\$9,500.00
Tax Takings	\$3,000.00
Longevity	\$8,700.00
Office Supplies	\$2,100.00
Bank Charges	\$4,300.00
In-State Travel	\$1,000.00
Dues	\$420.00
Educational Assistance	\$800.00
Meetings	<u>\$500.00</u>
	\$47,242.68

Unexpended balance
returned to General Fund \$3,077.32

HUMAN RESOURCES DIRECTOR

Kristen Noel, Treasurer/HR Director

Salary

Treasurer/HR Director
Wages Appropriated \$18,733.68

Expended \$7,548.25
Unexpended balance
returned to general fund \$11,185.43

Expenses

Appropriated \$1,350.00
Expended

Purchase of Svc.	\$500.00
Supplies	\$200.00
In-State Travel	\$200.00
Dues	\$250.00
Meetings	<u>\$200.00</u>
	\$1,604.40

Unexpended balance
returned to General Fund -\$254.40

2019 W-2 SALARIES AND WAGES (Box 5)

Abro, Erica	\$	14,039.83	Diaz, Margaret	\$	9,854.22
Altavilla, Amanda	\$	1,540.00	Diaz, Normando	\$	484.00
Anderson, Matthew	\$	8,732.33	Dodge, Kyle	\$	560.00
Anestis, Kathryn	\$	695.25	Drugge, David	\$	482.90
Babineau, Scott	\$	48,401.95	Dufresne, Bryan	\$	58,311.92
Bagdonas, Andrew	\$	4,046.96	Durant III, Wesley	\$	3,403.96
Bagdonas, Kelly	\$	2,090.09	Durkin, Thomas	\$	10,108.28
Baird, Corey	\$	3,000.00	Dwinells, Scott	\$	58,294.21
Baker, Christopher	\$	4,131.12	Ela, Cassandra	\$	3,499.98
Baker, Francis	\$	570.58	Fahlbeck, Nikki Ann	\$	11,252.97
Balco, Rona	\$	292.50	Farnsworth, Donna	\$	49,285.47
Barnes, Daniel	\$	85.00	Farrell, David	\$	91,831.42
Barry, Kimberly	\$	117,894.75	Farrell, Ann	\$	40.00
Baum, Donald	\$	67,846.82	Fontaine, Kayla	\$	14,642.66
Beaudoin, Mark	\$	2,471.70	Forte, Luis	\$	4,238.48
Benoit, Erick	\$	7,301.40	Galeski, Jeffrey	\$	3,293.56
Berry, Nathaniel	\$	61,052.09	Galeski, Ronald	\$	75,818.39
Bernard, Mary	\$	924.76	Garlock, Kelly	\$	2,390.64
Bettez, Alexandra	\$	329.92	Giunta, Mark	\$	10,255.00
Boodry, James	\$	24,380.44	Goodsell, Heather	\$	24,923.04
Bosselait, Matthew	\$	12,957.07	Graber, Johanna	\$	42,483.15
Boutwell, Gregory	\$	3,704.42	Gould, Hannah	\$	40.00
Bove, Peter	\$	720.00	Gross, Aidan	\$	5,961.27
Boyle, Bridget	\$	1,179.92	Hamburger, A. Luke	\$	89,850.70
Bradbury, Cynthia	\$	58,248.90	Hannon, Nicholas	\$	3,695.87
Brazeau, Dorothy	\$	1,500.00	Hartwell, Ryan	\$	4,500.00
Bressi, Maxwell	\$	67,712.43	Hatstat, Nicholas	\$	180.00
Brier, Matthew	\$	2,280.00	Heffel, Douglas	\$	8,018.30
Brown, Barbara	\$	490.26	Henry, Douglas	\$	3,920.00
Burgwinkle, Brian	\$	2,849.70	Herbison, Linda	\$	2,269.90
Burpee, Kelsey	\$	7,204.96	Hernon, Christina	\$	2,400.00
Byler, David	\$	1,820.00	Hoole, Casey	\$	77,645.40
Byron, Thomas	\$	864.00	Hoyt, Jennifer	\$	100.00
Cabral, James	\$	5,985.54	Jaaskela, David	\$	596.36
Caisse, Leslie	\$	28,470.39	Jacobsen, Jennifer	\$	38,029.25
Caisse, Mark	\$	8,797.24	Janda, Robert	\$	19,889.90
Calderan, Donald	\$	10,297.58	Kantor, Mattias	\$	2,630.39
Carey, Megan	\$	5,471.08	Keep, Jonathan	\$	300.00
Carlisle, Michelle	\$	36,293.86	Keller, Daniel	\$	97,428.43
Casello, Peter	\$	9,009.12	Kelly, Timothy	\$	7,082.64
Chenelle, Cailin	\$	38,163.34	Kenney, Lorraine	\$	52,864.24
Chetwynd, Bradford	\$	153.90	Kinirey, Mary Ann	\$	26,451.78
Chmielowski, Joseph	\$	733.50	Kochis, Stephen	\$	9,109.15
Chmielowski, Sheila	\$	30,917.70	Kolenda, June	\$	7,164.92
Clericuzio, Cole	\$	2,548.70	Kuong, Allan	\$	3,849.67
Collins, Kelly	\$	93,026.80	LaPlante, Jean	\$	19,382.74
Couture, Jonathan	\$	11,097.43	LaRoche, Denise	\$	20,372.04
Cridland, William	\$	1,500.00	Laskey, Emily	\$	80.00
Cuddy, Jennifer	\$	2,400.00	Latham, Susan	\$	16,936.69
Cummings, Jeffrey	\$	2,340.00	Lavine, Benjamin	\$	7,692.12
Cummings Jr, Frederick	\$	720.00	LeBlanc, Alex	\$	1,281.56
D'Eon, Lisa	\$	11,071.82	Legendre, Jeffrey	\$	99,661.15
Day, Linda	\$	44,577.78	Levin, Barry	\$	130.50
DesBois, Paul	\$	2,120.00	Longvall, Rebecca	\$	53,533.58

Lowe, Donald	\$	142,963.60	Reed, Karen	\$	28,043.78
Lu, Tyler	\$	1,864.42	Reney, Dylan	\$	14,043.68
Lynch, Joseph	\$	98,126.40	Rich, Dina	\$	379.00
MacAskill, Macey	\$	3,391.05	Riveria,Jr., Edwin	\$	54,678.46
MacAskill, Meghan	\$	2,412.70	Rogers, Grace	\$	5,107.31
Manley, Richard	\$	540.00	Rogers, Gwendolen	\$	1,091.25
Marquis, Jennifer	\$	33,967.60	Rogers, Ninotchka	\$	55,379.04
Martinez-Rivera, Hector	\$	2,757.62	Romasco, Andrew	\$	960.40
McElman, Tyler	\$	175.25	Saavedra, Leah	\$	300.00
McGeehan, Linda	\$	23,061.98	Sauvageau, Michael	\$	32,677.40
McLaughlin, Mary Ann	\$	767.00	Schultze, Anthony	\$	3,563.85
McManus Jr., Roger	\$	6,343.67	Sefton, Shirley	\$	810.00
McNamara, James	\$	580.00	Shanny, Robert	\$	418.50
McNamara, Martin	\$	6,469.83	Sidopoulos, Julia	\$	1,645.42
Monahan, Christine	\$	40.00	Singh, Gurpreet	\$	159,721.35
Morrissey, Mark	\$	800.00	Smith, Paul	\$	106.87
Nadeau, Stephen	\$	4,580.00	Soldi, Michael	\$	63,164.65
Nadeau, Walter	\$	110,604.20	Staake, Hank	\$	13,602.44
Nelson, Evan	\$	5,007.06	Taylor, Gordon	\$	733.50
Nelson, Morgan	\$	2,648.48	Thel, Noel	\$	1,264.50
Nelson Jr., Warren	\$	111,830.25	Tower, Phyllis	\$	3,633.73
Neuman, Benjamin	\$	2,751.28	Uriarte, Erica	\$	60,763.33
Noel, Kristen	\$	89,164.75	Vanasse, Samuel	\$	3,869.67
Nonni, Marcia	\$	1,251.00	Vattes, Caroline	\$	1,080.00
Nussberger, Laura	\$	7,780.60	Vincente, Jacob	\$	3,686.87
O'Connell, Jeremy	\$	16,059.31	Warnken, William	\$	13,556.94
O'Malley, Brian	\$	1,415.00	Webb, Alison	\$	4,804.47
Parente, Barbara	\$	182.25	Weinfurt, Jeffrey	\$	7,157.00
Peltier, Sara	\$	1,654.42	White, Jeffrey	\$	131,391.95
Penney, James	\$	68,857.82	Wilson, Flora	\$	270.00
Pierce, Jeremy	\$	1,155.00	Wilson, Gerald	\$	4,088.64
Polansky, Susan	\$	24,308.79	Wysocki, Stanley	\$	300.00
Powell, Pamela	\$	66,136.87	Young, Reid	\$	5,389.92
Puri, Jason	\$	88,591.83	Zina, Kristen	\$	13,731.28
Quinn, Max	\$	2,064.24			
Total Wages			\$	3,657,277.20	

TOWN OF BOLTON							
TRUST FUNDS							
July 1, 2019 - June 30, 2020							
	Non- Expendable <u>Principal</u>	Expendable Balance <u>7/1/2019</u>	<u>Deposits</u>	<u>Interest</u>	<u>Expended</u>	Unrealized Gain/Loss	Expendable Balance <u>6/30/2020</u>
Helen M. Brigham Nursing Fund	1,000.00	10,642.35		471.15			11,113.50
Gordon A. Brown School Fund	2,700.00	833.54		143.00			976.54
Gordon A. Brown Library Fund	2,700.00	670.48		136.41			806.89
Joan Sullivan Fund	4,146.00	4,025.68		323.84	250.00		4,099.52
Bolton History Fund		3,367.43		136.29			3,503.72
Francis E. Whitcomb Benevolent	5,000.00	5,277.00		213.58			10,490.58
Sign Fund		532.29		21.54			553.83
Perpetual Care Account	30,724.13						
Perpetual Care Income Account		9,171.55		1,528.06			10,699.61
Houghton High School Fund	12,000.00	1,848.72		530.44			2,379.16
Miriam S. Edes Fund	10,000.00	72.95		407.62			480.57
Lucy F. Bowen Library Fund		114.71		4.59			119.30
Conservation Fund		31,571.45	580.00	1,124.18	3,900.00		29,375.63
Dorothy Dewhurst Fund							
Fire Department		3.48			3.48		0.00
Police Department		3,645.95		147.52			3,793.47
OPEB Trust Fund		835,240.90	219,741.00	25,928.91		-1,481.10	1,079,429.71
Affordable Housing Trust		308,505.84		1,103.11	3,885.00		305,723.95
Stabilization Fund		1,023,217.76		50,782.15		-29,437.46	1,044,562.45
Wastewater Stabilization		20,823.38		178.79			21,002.17
	68,270.13	2,259,565.46	219,741.00	83,181.18	8,038.48	0.00	2,529,110.60

Town of Bolton

Total Outstanding Long Term Debt As of June 30, 2020

FY2020

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Buildings	4,864,000.00	2,216,028.00	2,675,000.00	4,405,028.00	175,669.00
Departmental Equipment		115,000.00		115,000.00	3,386.00
School Buildings	190,000.00		95,000.00	95,000.00	7,458.00
School - All Other	911,000.00		110,000.00	801,000.00	45,293.00
Sewer				0.00	
Solid Waste				0.00	
Other Inside	427,000.00	433,972.00	146,000.00	714,972.00	32,439.00

SUB - TOTAL Inside	\$6,392,000.00	\$2,765,000.00	\$3,026,000.00	\$6,131,000.00	\$264,245.00
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Long Term Debt Outside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings	0.00			0.00	
Sewer				0.00	
Solid Waste	78,000.00	0.00	39,000.00	39,000.00	3,061.50
Water				0.00	
Other Outside				0.00	

SUB - TOTAL Outside	\$78,000.00	\$0.00	\$39,000.00	\$39,000.00	\$3,061.50
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TOTAL Long Term Debt	\$6,470,000.00	\$2,765,000.00	\$3,065,000.00	\$6,170,000.00	\$267,306.50
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REPORT OF THE TOWN ACCOUNTANT

FOR THE FISCAL YEAR ENDING JUNE 30, 2020

The following is a list of all receipts and expenditures as per warrants, for ALL FUNDS, for the period beginning July 1, 2019 through June 30, 2020.

RECEIPTS - GENERAL FUND

INCOME FROM TAXATION:

Personal Property Taxes			
	2016	\$376.38	
	2017	\$213.27	
	2020	\$372.63	
	2019	\$432,503.88	\$433,466.16
	<hr/>		
Real Estate Taxes			
	2017	\$4.24	
	2018	\$27,930.15	
	2019	\$123,671.32	
	2020	\$21,779,524.01	\$21,931,129.72
	<hr/>		
Motor Vehicle Excise Taxes			
	2007	\$41.25	
	2014	\$58.75	
	2016	\$756.25	
	2017	(\$541.24)	
	2018	\$4,728.68	
	2019	\$146,386.60	
	2020	\$836,268.43	\$987,698.72
	<hr/>		
Tax Lien Revenue			\$56,029.92
Rollback Taxes			\$15,614.38
Supplemental Taxes			\$34,648.76
Room Occupancy Tax		\$36,863.01	
Meals Tax		\$64,675.30	
Penalties & Interest Real & Personal		\$36,717.41	
Penalties & Interest Tax Lien		\$19,532.31	
Penalties & Interest Motor Vehicle Excise		\$4,379.08	\$162,167.11
	<hr/>		
CHARGES & FEES:			
Registry Release Fees		\$1,720.00	
Swim Lessons		\$320.00	
Landfill		\$95,379.50	
Police Admin Fees		\$10,642.74	
COA Fees		\$19,164.62	
Rentals		\$7,700.00	
Nashoba Board of Health		\$550.00	
Town Clerk		\$5,512.32	
Planning		\$1,860.00	
Board of Appeals		\$1,714.02	
Cemetery		\$3,650.00	
Police		\$3,510.00	
Assessors		\$362.00	
Tax Collector		\$25,429.30	
Library		\$3,446.99	
Conservation Fees		\$1,603.75	
Other Departmental - School		\$55,860.00	\$238,425.24

LICENSES & PERMITS:

Selectmen	\$12,400.00
Driveway Permits	\$1,669.63
Building	\$112,577.01
Wire	\$14,850.91
Plumbing	\$19,610.00

Fire	\$5,222.45	
Dog Licenses	\$12,186.47	
Trench	\$60.00	\$178,576.47
<hr/>		
INCOME FROM STATE:		
Abatements to Blind/Elderly	\$3,514.00	
Chapter 70	\$4,568.00	
Veterans Benefits	\$26,520.00	
Lottery	\$209,654.00	
State Owned Land	\$12,208.00	
Misc. State Revenue	\$80.00	\$256,544.00
<hr/>		
FINES:		
Court Fines	\$35,856.10	
Parking Fines	\$1,115.00	\$36,971.10
<hr/>		
MISCELLANEOUS:		
Earnings on Investments	\$28,739.96	
Premium from Sale of Bonds	\$86,749.12	
Sale of Fixed Assets	\$7,001.86	
Insurance Refund	\$25,571.42	
Miscellaneous Revenue	\$34,482.01	
Bond Proceeds	\$745,000.00	
Transfer from Special Revenue Fund	\$240,626.05	\$1,168,170.42
<hr/>		
TOTAL RECEIPTS - GENERAL FUND		<hr/> <hr/> \$25,499,442.00

		<u>RECEIPTS - HIGHWAY FUND</u>	
RECEIPTS:			
Chapter 90		\$0.00	
TOTAL RECEIPTS - HIGHWAY FUND			\$0.00
		<u>RECEIPTS - STATE GRANTS FUND</u>	
RECEIPTS:			
FEMA/MEMA Funds	\$15,626.05		
Cares Act Grant	\$12,960.00		
Bullet Proof Vests	\$6,640.88		
Library State Aid	\$7,980.20		
Council on Aging	\$9,168.00		
Arts Lottery Council	\$5,021.39		
Selective Enforcement	\$8,114.09		
Extended Polling Hours	\$510.00		
Fire Safety Equipment	\$8,640.00		
FEMA AFG	\$3,165.00		
Complete Streets	\$7,365.84		
Green Communities	\$166,052.25		
DEP Recycling	\$4,550.00		
MVP Grant	\$15,000.00		
Conservation Grant	\$1,610.76		
Emergency Management	\$2,223.52		
MassWorks	\$589,877.95		
TOTAL RECEIPTS - STATE GRANTS FUND			\$864,505.93
		<u>RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION</u>	
RECEIPTS:			
Commonwealth Transportation Infrastructure	\$324.00		
Ambulance:			
Charges for Services	\$145,216.17		
Interest	\$1,073.51		
TOTAL RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION			\$146,613.68
		<u>RECEIPTS - REVOLVING FUNDS</u>	
RECEIPTS:			
Cingular Tower Funds	\$188,726.00		
Police Outside Details	\$140,013.18		
Cable Fees	\$119,531.21		
Municipal Software Fees	\$13,640.27		
EMT Cadet Program	\$5,541.00		
Library Memorial	(\$305.62)		
Fire Outside Details	\$2,270.00		
Recycling	\$165.00		
Conservation Wetlands	\$452.50		
Ambulance Donations	\$470.00		
Wreath Donations	\$930.00		
Law Enforcement Trust			
Senior Fuel Assistance	\$4,375.00		
Park and Rec Gift	\$6,372.68		
Police Gift	\$100.00		
DARE Gift	\$0.39		
Conservation Gift	\$3,000.00		
Insurance Proceeds	\$2,464.67		
Hometown Heroes	\$4,365.00		
TOTAL RECEIPTS - REVOLVING FUNDS			\$492,111.28
		<u>RECEIPTS - CONSULTANT FUND</u>	
RECEIPTS:			
Craftsman Village Peer Review	\$7,000.00		
The Woods at Farm Rd Peer Review	\$5,900.00		
147 Long Hill Road	\$3,650.00		
Century Mill Estates Peer Review	\$12,546.05		
TOTAL RECEIPTS - CONSULTANT FUND			\$29,096.05
		<u>RECEIPTS - CAPITAL PROJECTS FUND</u>	
RECEIPTS:			
Transfer from General Fund	\$910,043.67		
TOTAL RECEIPTS - CAPITAL PROJECTS FUND			\$910,043.67

RECEIPTS - EXPENDABLE TRUST FUNDS

RECEIPTS:

Earned Interest:	
Stabilization	\$21,523.48
OPEB Interest	\$24,447.81
Affordable Housing	\$1,103.11
Bolton History	\$136.29
Conservation	\$1,124.18
Dewhurst, Police	\$147.52
Whitcomb	\$213.58
Brown Library	\$136.41
Brown School	\$143.00
Nursing	\$471.15
Houghton School	\$530.44
Lucy Bowen Library	\$4.59
Cemetery Perpetual Care	\$1,528.06
Sign Fund	\$21.54
M. Edes	\$407.62
Joan Sullivan	\$323.84

CONTRIBUTIONS:

Affordable Housing	\$0.00
Conservation	\$580.00
Income:	
Transfer from Gen Fund - Stabilization	
Affordable Housing	
Cemetery Perpetual Care	
Transfer from Gen Fund - Conservation	

TOTAL RECEIPTS - EXPENDABLE TRUST
FUNDS

\$52,842.62

TOTAL RECEIPTS - ALL FUNDS

\$27,994,655.23

EXPENDITURES - HIGHWAY GRANT FUND

EXPENSES:

Chapter 90	0.00
TOTAL EXPENDITURES - HIGHWAY FUND	0.00

EXPENDITURES - STATE GRANTS FUND

EXPENSES:

FEMA Covid-19 Grant	69,459.67
Arts Lottery Council	3,284.26
Bulletproof Vests	10,275.00
Conservation Grant	1,054.42
MVP Grant	15,061.81
Council on Aging	9,168.51
DEP Grant	6,377.90
Emergency Mgt	3,135.52
Fire Equipment Grant	10,795.25
Fire FEMA	3,165.00
Green Communities	220,668.00
ADA Grant	7,274.16
Library State Aid	4,121.32
MassWorks Grant	763,862.86
Selective Enforcement	5,878.88
Transfer to General Fund	15,626.05
TOTAL EXPENDITURES - STATE GRANTS FUND	1,149,208.61

EXPENDITURES - RECEIPTS RESERVED FOR APPROPRIATION

EXPENSES:

Transfer to General Fund - Ambulance	75,000.00
Transfer to Capital Projects	-
TOTAL EXPENDITURES - RECEIPTS RES. FOR APPROP.	75,000.00

EXPENDITURES - REVOLVING FUNDS

EXPENSES:

Ambulance Donations	1,116.00
Cable Fund	118,788.71
Cultural Council	500.00
Fire Outside Details	1,820.00
Fuel Assistance	3,310.07
Hometown Heroes	2,181.02
Library Memorial	926.44
Municipal Software	14,540.73
Parks and Rec Gift	5,000.00
Police Law Enforcement	135.00
Police Outside Details	153,277.50
Wreath Donations	551.60
Transfer to General Fund	150,000.00
TOTAL EXPENDITURES - REVOLVING FUNDS	452,147.07

EXPENDITURES - CONSULTANT FUNDS

EXPENSES:

Century Mill Estates	3,849.00
Craftsman Village	3,554.73
Driveways	1,470.00
Forbush/Main st	485.00
Houghton Farm	1,280.00
Hudson Road Subdivision	3,150.00
Long Hill Road	6,842.40
Main Street	2,490.00
Still River	4,688.97

TOTAL EXPENDITURES - CONSULTANT FUNDS	27,810.10
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EXPENDITURES - CAPITAL PROJECT FUNDS

EXPENSES:

Long Hill Road Culvert	196,350.00
Town Hall Repairs	78,595.44
Transfer to General Fund	0.00

TOTAL EXPENDITURES - CAPITAL PROJECT FUNDS	274,945.44
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EXPENDITURES - EXPENDABLE TRUST FUNDS

EXPENSES:

Conservation Fund	3,900.00
Dewhurst, Fire	3.48
Affordable Housing Trust	3,885.00

TOTAL EXPENDITURES - EXPENDABLE TRUST FUNDS	7,788.48
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TOTAL EXPENDITURES - ALL FUNDS	1,986,899.70
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TOWN OF BOLTON
Encumbrances and Carry Forwards to Fiscal Year 2021

Public Safety	Diesel Exhaust Filter ATM 6/20 Art. 14	0200-20-200-70-72014-ART0	\$ 57,000.00
Fire	Fire Command Vehicle ATM 5/19 Art. 21	0200-20-220-70-71921-ART0	\$ 1,665.21
Ambulance	Ambulance SUV ATM 5/17 Art. 21	0200-20-231-70-71721-ART0	\$ 1,690.74
School	Emerson School Carpet Repair ATM 5/19 Art. 22	0200-30-300-70-71922-ART0	\$ 7,753.00
School	FSS Water Pump Replace ATM 6/20 Art 18	0200-30-300-70-72018-ART0	\$ 40,287.00
School	FSS Window Repair ATM 6/20 Art 19	0200-30-300-70-72019-ART0	\$ 14,335.00
Highway	Wastewater Treatment Membrane Repair ATM 5/18 Art. 6	0200-40-421-70-71806-ART0	\$ 34,634.82
Highway	Drainage engineering S Bolton/Spec ATM 5/18 Art. 23	0200-40-421-70-71823-ART0	\$ 25,997.10
Highway	Wattaquaddock Culvert Replace ATM 6/20 Art 13	0200-40-421-70-72013-ART0	\$ 363,000.00
Highway	Diesel Exhaust Filter ATM 6/20 Art 14	0200-20-200-70-72014-ART0	\$ 39,600.00
Highway	DPW Mowers ATM 6/20 Art 15	0200-40-421-70-72015-ART0	\$ 50,000.00
Highway	Paint Library Trim ATM 6/20 Art 16	0200-40-421-70-72016-ART0	\$ 28,000.00
Collector	Kelley and Ryan	0200-10-145-53-53440-ENC0	\$ 63.00
Collector	W.B. Mason	0200-10-145-53-53440-ENC0	\$ 128.78
Conservation	Treescaping	0200-10-171-52-52000-ENC0	\$ 600.00
Conservation	Beaver Solutions	0200-10-171-52-52000-ENC0	\$ 960.00
Conservation	Henderson Striker	0200-10-171-52-52400-ENC0	\$ 5,874.00
Town Buildings	Grainger	0200-10-190-52-52400-ENC0	\$ 366.84
Town Buildings	MassCorr	0200-10-190-52-52400-ENC0	\$ 451.80
Town Buildings	Home Depot	0200-10-190-52-52400-ENC0	\$ 562.48
Town Buildings	WB Mason	0200-10-190-52-52400-ENC0	\$ 574.64
Town Buildings	Wheatbelt Inc	0200-10-190-52-52400-ENC0	\$ 2,892.75
Town Buildings	Ideal Truck	0200-10-190-52-52400-ENC0	\$ 550.00
Highway	Ideal Truck	0200-40-421-52-52410-ENC0	\$ 300.00
Police	Forbush Mill Tower Project	0200-20-200-52-52400-ENC0	\$ 18,085.00
Highway	Melanson Bros	0200-40-421-52-52410-ENC0	\$ 6,000.00
Local Improvements	Police Details	0200-40-422-58-58420-ENC0	\$ 720.00
Local Improvements	Bill Buxton	0200-40-422-58-58420-ENC0	\$ 8,863.00
Local Improvements	S&M Farms	0200-40-422-58-58420-ENC0	\$ 1,983.20
Sewer	Whitewater	0200-40-440-52-52000-ENC0	\$ 95,210.00
Library	Amazon	0200-60-610-52-52000-ENC0	\$ 231.63
Cemetery	Treescaping	0200-40-491-57-57000-ENC0	\$ 5,000.00
Historical	Martha Remington	0200-60-691-52-52000-ENC0	\$ 43.14
Historical	Hathaway Memorials	0200-60-691-52-52000-ENC0	\$ 2,050.00
Historical	Paul Zimmerman Foundries	0200-60-691-52-52000-ENC0	\$ 294.80
Health Insurance	Medicare	0200-90-913-51-51720-ENC0	\$ 3,615.00
EMS	Patriot Ambulance	0200-20-231-53-53010-ENC0	\$ 2,572.88
Total Encumbered and carried forward			<u><u>\$ 821,955.81</u></u>

TOWN OF BOLTON

As of June 30, 2020

Balance Sheet - General Fund

Cash - Unrestricted Checking		2,506,367.26		
Personal Property Receivable:				
2013	\$	191.61		
2014	\$	260.50		
2015	\$	307.94		
2016	\$	245.41		
2017	\$	690.26		
2018	\$	1,033.99		
2019	\$	742.49		
2020	\$	29,996.62		
Real Estate Receivable:				
2019	\$	23,028.14		
2020	\$	373,716.15		
Allowance for Abatements and Exemptions				530,137.65
Tax Lien Receivable	\$	445,143.96		
Supplemental Tax Receivable				
2019	\$	5,829.68		
2020	\$	31,430.19		
Motor Vehicle Excise Receivable:				
2014	\$	1,416.25		
2015	\$	1,663.13		
2016	\$	1,672.61		
2017	\$	1,832.29		
2018	\$	3,052.93		
2019	\$	8,105.62		
2020	\$	57,533.47		
Due from other governments	\$	-		
Tax Foreclosures	\$	299,102.25		
Warrants Payable			\$	168,879.39
Health Insurance Withholding			\$	15,855.45
Disability Insurance Withholding			\$	72.66
Life Insurance Withholding	\$	5.20		
Accrued Payroll			\$	25,904.09
Abandoned Property and Unclaimed Items			\$	227.75
Deferred Revenue - Real Estate & Pers. Prop.	\$	62,664.67		
Deferred Revenue - Tax Liens			\$	445,143.96
Deferred Revenue - Tax Foreclosures			\$	299,102.25
Deferred Revenue - Motor Vehicle Excise			\$	75,276.30
F/B Reserved for Encumbrances			\$	821,955.81
F/B Reserved for Expenditures			\$	110,000.00
F/B Reserved for Debt Service			\$	27,699.40
Undesignated Fund Balance			\$	1,335,777.91
F/B for Appropriation Deficits	\$	-		
	\$	3,856,032.62	\$	3,856,032.62

Balance Sheet - Highway Fund

Cash - Unrestricted Checking		\$	32,136.60
Warrants Payable		\$	2,985.00
F/B Designated State Grant	\$	35,121.60	
	\$	35,121.60	\$ 35,121.60

Balance Sheet - State Grant Fund

Cash - Unrestricted Checking		\$	238,506.46
Warrants Payable		\$	21,027.79
Accrued Payroll		\$	-
F/B MASSGIS		\$	2,547.00
F/B Library State Aid		\$	54,980.72
F/B Arts Lottery		\$	6,023.01
F/B Extended Polling Hours		\$	510.00
F/B Fire Safety Equipment Grant	\$	2,155.25	
F/B Community Policing		\$	2,349.16
F/B Bulletproof Vests	\$	4,070.12	
F/B LEPC Grant		\$	10.00
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		\$	673.36
F/B DEP Grant		\$	12,500.14
F/B HeatSmart Grant		\$	846.50
F/B Green Communities Grant	\$	50,612.50	
F/B Cisma Grant		\$	121.08
F/B ADA Grant	\$	7,274.16	
F/B IT Grant		\$	104.03
F/B Pre-disaster mitigation Grant		\$	16.09
F/B MassWorks Grant	\$	229,035.03	
F/B Conservation Grant	\$	61.81	
F/B Emergency Management	\$	1,452.00	
F/B COVID-19 Fema Grant	\$	69,459.67	
F/B CARES Act Grant		\$	12,960.00
	\$	364,120.54	\$ 364,120.54

Balance Sheet - Receipts Reserved for Appropriation

Cash	\$	390,654.22		
Ambulance Receivable	\$	138,464.28		
Deferred Revenue - Ambulance			\$	138,464.28
F/B Reserved - Ambulance			\$	390,115.92
F/B Reserved - CTIF			\$	538.30
	\$	529,118.50	\$	529,118.50

Balance Sheet - Revolving Fund

Cash	\$	417,573.05		
Departmental Receivable	\$	20,264.82		
Warrants Payable			\$	981.20
Accrued Payroll			\$	5,417.50
Deferred Revenue - Departmental			\$	20,264.82
F/B Cable			\$	12,742.87
F/B Municipal Software Revolving			\$	23,216.88
F/B Insurance Proceeds			\$	2,464.67
F/B Police Revolving	\$	20,264.82		
F/B Bolton Fair Lease			\$	9,452.59
F/B Conservation Wetland Fees			\$	56,383.71
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			\$	2,377.11
F/B World War II Memorial Gift			\$	25.00
F/B Library Memorial Fund			\$	11,232.23
F/B Park & Recreation Gift			\$	1,996.10
F/B Highway Gift			\$	400.00
F/B Cingular Tower Funds			\$	253,380.46
F/B Ambulance Donations			\$	239.46
F/B DARE Gift			\$	39.99
F/B Cultural Council			\$	68.29
F/B Conservation Vernal Pool			\$	25.00
F/B Fire Donations			\$	175.00
F/B Bolton Flag Fund Gift			\$	70.00
F/B Fire Outside Details			\$	621.00
F/B Wreath Donations			\$	1,449.73
F/B Cadet Program			\$	12,741.00
F/B Sidewalk Replacement Gift			\$	15,000.00
F/B Hometown Heroes			\$	2,183.98
F/B Eagle Scout Gift			\$	25.00
F/B Tree Replacement Gift			\$	12,000.00
F/B Welcome to Bolton Sign			\$	250.00
F/B Senior Fuel Assistance			\$	3,884.08
F/B COA Donations			\$	32.28
	\$	458,102.69	\$	458,102.69

Balance Sheet - Consultant Revolving Fund

Cash - Restricted Savings	\$	31,430.12		
Warrants Payable			\$	1,927.50
F/B Cons. Wetlands and Wildlife Inc.			\$	1,850.49
F/B Heritage Properties			\$	500.07
F/B 147 Long Hill Road Conservation			\$	57.60
F/B 580 Main St. Condyne			\$	500.00
F/B Driveway Consultants			\$	480.00
F/B Houghton Farm Peer Review			\$	149.00
F/B Century Mill Estates Peer Review			\$	8,651.00
F/B Syncarpha Solar Project			\$	300.00
F/B Craftsman Village Peer Review			\$	4,577.43
F/B Bolton Solar 2 Project			\$	590.00
F/B 147 Long Hill Road Common Driveway			\$	65.00
F/B Forbush/Main Peer Review			\$	4,730.00
F/B Hudson Road Subdivision			\$	2,340.00
F/B 649 Main Street			\$	1,550.00
F/B 21 Century Mill Rd Peer Review			\$	675.00
F/B Heritage Prop/Sunset Ridge			\$	542.80
F/B Still River Commons			\$	500.00
F/B The Woods at Farm Rd			\$	1,211.03
F/B Sunset Ridge			\$	233.20
	\$	31,430.12	\$	31,430.12

Balance Sheet - Capital Projects Fund

Cash	\$	279,266.83		
Warrants Payable			\$	-
BAN's Payable			\$	344,014.00
F/B Town Hall Repairs			\$	11,615.91
F/B Spectacle Hill Flood Control			\$	28,082.92
F/B Long Hill Road Culvert	\$	104,446.00		
	\$	383,712.83	\$	383,712.83

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
	\$	68,270.13	\$	68,270.13

Balance Sheet - OPEB Trust Fund

Cash - Investment	\$	1,079,429.71		
F/B OPEB Trust Fund			\$	1,079,429.71
<hr/>				
	\$	1,079,429.71	\$	1,079,429.71
<hr/>				

Balance Sheet - Expendable Trust Fund

Cash - Investment	\$	369,739.66		
Warrants Payable			\$	3.48
F/B Cemetery Perpetual Care Income			\$	10,699.61
F/B Gerdon Brown School			\$	806.89
F/B Lucy Bowen Library			\$	119.30
F/B Nursing			\$	11,113.50
F/B Bolton History Fund			\$	3,503.72
F/B Gerdon Brown Library			\$	976.54
F/B Houghton School Fund			\$	2,379.16
F/B Whitcomb Benevolent Fund			\$	490.58
F/B Conservation Fund			\$	29,575.63
F/B Sign Fund			\$	553.83
F/B Dewhurst, Police			\$	3,793.47
F/B Affordable Housing Trust			\$	305,723.95
<hr/>				
	\$	369,739.66	\$	369,739.66
<hr/>				

Balance Sheet - Stabilization Fund

Cash - Investment	\$	1,065,564.62		
F/B Stabilization Fund			\$	1,044,562.45
F/B Capital Stabilization Fund			\$	21,002.17
<hr/>				
	\$	1,065,564.62	\$	1,065,564.62
<hr/>				

Balance Sheet - Private Purpose Fund

Cash - Investment	\$	4,580.09		
F/B Joan Sullivan Scholarship			\$	4,099.52
F/B M. Edes Scholarship			\$	480.57
<hr/>				
	\$	4,580.09	\$	4,580.09
<hr/>				

Balance Sheet - Agency Fund

Cash - Unrestricted	\$	589,820.94		
Due to Commonwealth			\$	2,968.75
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			\$	127,429.01
Conservation Escrow - High Oaks Realty Trust			\$	19,550.00
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			\$	16,000.00
Planning Board Escrow - Century Mill Estates Old Stone Estates			\$	254,774.32
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 - Regency at Bolton			\$	34.97
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			\$	45,000.00
Planning Board Escrow - Long Hill Rd 3E/83			\$	11,400.00
Planning Board Escrow - 649 Main Street			\$	3,000.00
Planning Board Escrow - Tadmor Road Bond			\$	3,000.00
Planning Board Escrow - Keyes Farm Road Bond			\$	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
			<hr/>	
	\$	589,820.94	\$	589,820.94
			<hr/>	

Balance Sheet - Long Term Debt Group

Amount to be Provided for Payment	\$	6,170,000.00		
Bonds Payable - Emerson Remodeling			\$	92,000.00
Bonds Payable - Sawyer Repairs			\$	3,000.00
Bonds Payable - Landfill Closure			\$	39,000.00
Bonds Payable - Savignano Land			\$	6,000.00
Bonds Payable - Jan 2019 Refunding			\$	3,265,000.00
Bonds Payable - Aug 2019 Refunding			\$	2,765,000.00
			<hr/>	
	\$	6,170,000.00	\$	6,170,000.00
			<hr/>	

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			James Cabral	(978)838-2560

**This reference list is current as of time of print (April 2021) and may not reflect reporting year.*

STAFF CONTACTS	
Animal Control	(978)779-2276
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	(978) 779-2276
<u>Non-Emergency #</u>	
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