



LANCASTER SELECT BOARD
Regular Meeting Agenda via ZOOM™
Monday, April 20, 2022
6:00 P.M.

In accordance with the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over Sterling-Lancaster Community TV

I. CALL TO ORDER

Chairman Jason A. Allison will call the meeting to Order at 6:00 P.M. via ZOOM™

Join Zoom Meeting

<https://us02web.zoom.us/j/83117257017>

Meeting ID: 831 1725 7017

One tap mobile

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Find your local number: <https://us02web.zoom.us/u/kPDTUiIv5>

II. APPROVAL OF MEETING MINUTES

Review and take action on the following

- Regular Meeting Minutes of April 4, 2022.

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

IV. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS - NONE

V. PUBLIC COMMENT PERIOD

Opportunity for the public to address their concerns, make comment and offer suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be permitted.

VI. TOWN ADMINISTRATOR REPORT -

Interim Town Administrator will update the Board on the status of current projects pending.



LANCASTER SELECT BOARD
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VII. ADMINISTRATION, BUDGET, AND POLICY (Vote may be taken)

1. Discussion on the legality of Town Staff to schedule a Public Hearing before the Planning Board on zoning bylaw amendments (Allison)
2. Discuss Planning Board response to Select Board letter on having 40R Public Hearing (Allison)
3. Vote to Open the Annual Town Meeting Warrant
4. Vote any changes in the Warrant deem necessary and close the Warrant
5. Continue discussion on time and place for the Annual Town Meeting
6. Land Settlement Agreement (Turner)
7. Select Board's Recommendations for Budget and Capital Plan
8. National Grid Easement for 103 Hollywood Drive
9. Dissolve Memorial School Committee until area is back to previous zoned designation. (Moody)
10. Safety cameras for public buildings. (Moody)
11. Request to get quotes for generator for the Lancaster Community Center (LCC) (Moody)
12. Economic Development Committee (Turner)

VIII. APPOINTMENTS AND RESIGNATIONS -

Appointments:

Agricultural Commission – Stephen A. Mudgett as member, term to expire 6/30/2024

IX. LICENSES AND PERMITS - NONE

X. OTHER/UNFINISHED BUSINESS

XI. NEW BUSINESS *

**This item is included to acknowledge that there may be matters not reasonably anticipated by the Chair*

XII. COMMUNICATIONS

- Next Select Board Meeting will be held on Monday, May 2, 2022.
- Annual Town Election will be held on Monday, May 9, 2022, from 7am-8pm at the Town Hall Auditorium, located at 695 Main Street
- Annual Town Meeting scheduled for Monday, May 2, 2022

XIII. ADJOURNMENT

III. APPROVAL OF MEETING MINUTES



**LANCASTER SELECT BOARD
Regular Meeting Minutes
of April 4, 2022**

I. CALL TO ORDER

Chairman Jason Allison called the Regular Meeting of the Select Board to Order at 6:00 P.M. via ZOOM™, noting that the meeting was being recorded.

Join Zoom Meeting

<https://us02web.zoom.us/j/81184177797>

Meeting ID: 811 8417 7797

Roll call vote taken, Jason A. Allison, present, Jay M. Moody, present, and Alexandra W. Turner, present.

II. APPROVAL OF MEETING MINUTES

Mr. Moody moved to accept the minutes of March 23, 2022. Ms. Turner seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. Approved, [3-0-0].*

Mr. Moody moved to accept the Executive Session minutes of March 28, 2022. Ms. Turner seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Abstain. Approved, [2-0-1].*

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS

Powers & Sullivan LLC, CPAs & Advisors were present to discuss the Town of Lancaster's audit of the financial statements. Mr. Nutting explained that this annual meeting is part of financial best practices. Mr. Allison recognized Craig Peacock, Partner, and Katie Casey, the Supervisor on the Lancaster job, to talk about the Fiscal Year 2021 (FY21) reports and management letter. Mr. Peacock offered thanks to Finance Director Cheryl Gariepy, for both an unmodified opinion and with her help and responsiveness throughout the audit, stating that the Finance team "has their finger on the pulse of what's going on." New items this year included CARES Act funds and other COVID related grants. He noted that most likely in FY23, the Town will require a single audit of COVID-related monies. Also new in FY21 was GASB 84, Fiduciary Activities. This required that the audit cover what was previously classified as "agency funds" such as police and fire details. He noted that the Town's open trust fund had a great investment income year, again offering kudos to the Finance team for good foresight.

Mr. Allison noted that the audit said that the Town has a tendency to balance the budget with free cash, which is not desirable.

Mr. Peacock reviewed the management letter, offering two primary points. The Town should take action toward creating a written disaster recovery plan, and a shortfall in the reserve money for abatements of about \$10,000, now considered a “tailing”, which has been hanging for a number of years. He suggested that commonly, issues like this trace back to mis-coding an invoice several years ago. To avoid future issues he recommends reconciliation of these sorts of funds on a quarterly basis. He also suggested a policy for dealing with checks that have been outstanding or not cleared for a time period such as three months from either payroll or vendor accounts.

Ms. Gariepy stated that she had been working with the IT director, the Fire Chief, and the previous Town Administrator to create a disaster recovery plan; the actions are in place and the documentation needs to be worked on. She also noted that since the outstanding \$10,008.93 has now been documented in the management letter she will be able to get it off the books.

IV. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS

- Department of Public Works Superintendent Kevin Bartlett to give update on Proposed Water Main Replacement

Chairman Allison recognized DPW Superintendent Kevin Bartlett. Mr. Bartlett has provided a list of roads on which he would like to replace water mains due to poor water flow. He has requested \$1 million for plan design to begin this project. He estimates that the entire project probably has a price tag of about \$6 million. Ms. Turner asked about the status of lead piping; Mr. Bartlett stated that they have been working to replace all the lead goosenecks.

Ms. Turner asked Mr. Bartlett how serious the lead problem is for the Town. Mr. Bartlett said that the department, in addition to replacements, does constant testing. They do a lead and copper test on houses every two years, in addition to schools and churches, as per Massachusetts DEP guidelines.

Mr. Moody asked how the eventual water line replacement project would be funded. Mr. Bartlett said that they would be using \$1 million in retained earnings from the water enterprise fund and the remainder would be borrowed. Mr. Nutting clarified further, adding that with all communities using ARPA funds the demand for engineering services will be staggering.

Mr. Allison asked Mr. Bartlett how priorities were determined; Mr. Bartlett explained that it had to do with age of existing lines and poor water flow. Residents who feel that their street should be prioritized differently are welcome to discuss with Mr. Bartlett.

Ms. Turner asked about the \$3 million in the water enterprise funds, expressing concern that fees were raised last year. Mr. Bartlett explained that fees were not raised, but the minimum use cost had raised to adjust for inflation, and that fees were lower than in many surrounding towns.

- Jasmin Farinacci, Director of Community Development and Planning, to discuss the Massachusetts Bay Transportation Authority (MBTA) requirements and their impact on Lancaster.

Ms. Turner asked if the requirements included affordable housing. Ms. Farinacci responded that it could be, and that in her opinion it should be included in the zoning, possibly as an overlay. She stressed that the state is not mandating a timeline, and that this is meant to be long-term planning. This allows the towns to work with market conditions, although non-compliance could result in loss of eligibility for some grants.

Ms. Turner asked how this would apply to Lancaster's 2007 Master Plan. Discussion continued with Ms. Farinacci and the Board, with all agreeing that some new work should be done on the Master Plan. Ms. Farinacci would like to have a large public hearing on the process. Mr. Moody cautioned that some of the MBTA work will need to be done by December, while work on the Master Plan could take much longer.

V. PUBLIC COMMENTS

Opportunity for the public to address their concerns, make comment and offer suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be permitted.

Town of Lancaster: See, so I will look for raised hands, and I will have a three minute timer. Please state your name and address.

Mr. Allison recognized Rob Zidek, 103 Kaleva Road. Mr. Zidek stated, "Last week we heard the Select Board Chair say a couple of times that rezoning the back part of the McGovern Boulevard land without the 40R upfront is a bad deal for Lancaster. Interestingly, there are a few things not stated that could be declared as corollary to that claim. A rezoning without the 40R, while a bad deal for Lancaster, is a bonanza for Capital Group and its prospective industrial tenants. Industrial tenants would have the place in the McGovern Boulevard driveway to themselves. No affordable housing residents to constantly complain to them, harass them, and sue them. No residential pedestrians, bicycles, motorcycles, pets, scooters, skateboards or other vehicles to constantly worry about. No extensive regulations to ensure that the many pedestrians always have the right of way. No concerns about sharing the incoming water, the outgoing sewage facilities. Though it would still be difficult a MEPA environmental justice approval would be possible. Conversely, Capital Group will have a heck of a time finding industrial tenants if they know they have to be in the same neighborhood as an affordable housing complex. The industrial tenants won't be as eager to sign, not as quick, not as willing to pay top dollar and not very optimistic about Lancaster giving them financial incentives. Capital Group has publicly stated many times that they will lose money with a 40R. Knowing all of this, we have to ask ourselves is it even possible, we will ever have a site that mixes 2.4 million square feet of warehouses, hundreds of trucks and employees driving back and forth all hours of the day and night, at the same time, in the same place, as hundreds of affordable housing residents of all ages, of all attitudes, of all physical abilities. Possible yes; probable I don't think so. It is improbable because, if any of the following fail to happen or become detrimental..." Mr. Zidek continued, expressing his opposition to the Capital

Group and the proposed 40R development in North Lancaster. He concluded by asking the Select Board to reconsider this rezoning article.

Mr. Allison recognized resident George Frantz, offering a friendly reminder that comments are limited to three minutes.

Mr. Franz thanked the Select Board, Finance Committee, and the Town Administrator for the excellent audit review. He expressed pleasure that Kalon Farms has received permits to allow them to go ahead with a variety of community activities. He questioned the \$4 million tax income annually from Capital Group, wanting to know if this was projected for near term or later, and asking if this lower resident taxes or simply put Lancaster in a more advantageous position.

Mr. Allison recognized Kathy Hughes, 80 Fire Road 11. She congratulated the Finance Committee on the excellent audit, and stated that she is glad that water service will be upgraded, and that although she doesn't get town water she is glad to contribute her tax dollars to those that do. She stated, "I do want to ask a question that I'm sure I won't get an answer to because I've been, we've been, asking a lot of questions over the last two years. When we do have a question about the developments, the massive mega 2.4 million square foot warehouses that are going to be planned for. There's a number of questions we've had they've never been answered, and everyone refers us back to the Capital Group and frankly they haven't answered those questions either, and I guess the question I have is where can we go in the town, not the Capital Group, because they're a marketing company, where can we go into town to get answers to our questions. And that's really it and I'd love to have an answer to that, but ...ask questions of the Select Board many times. We don't get comments back because it's just public comments, but I think that we have felt, certainly I have felt, that my questions are not being answered. And I would like to understand, for example when they're going to do an updated traffic report because they haven't done it. The numbers they have are based on Target who's no longer a client. The financial impact report, now it's gone from \$2.5 million to \$4 million in net revenue, net taxes, which is an odd statement. And yet there's no update in the financial impact that's going to have on the town, and we have hard workers in our town, who are already overextended, we have volunteers on all these committees who are already overextended, yet we have not had an opportunity to talk about the impact it's going to have on them and the financial impact it's going to have on the town so I'd like to know where do we go to get those answers, thank you."

VI. TOWN ADMINISTRATOR REPORT

Interim Town Administrator will update the Board on the status of current projects pending.

Mr. Nutting advised the Board of several late-breaking items:

- Thanked Ms. Farinacci for filing a grant application with the regional transportation planning agency to help with the DCAMM property to help develop a long-range plan
- Mass DOT has advertised the 117/17 project in late March, so we will know in late spring or summer when the project will actually start, and we will make sure that affected residents will have as much information as possible.

- Kevin Bartlett, DPW Superintendent, bid the Complete Streets Grant, so we will soon be working on sidewalks on Main Street.
- We are working quickly to put a crosswalk at the Bigelow Senior Housing to make it safer.

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Discussion on Budget and Capital.

Mr. Nutting presented an overview of the FY23 budget, noting that the Finance Committee has the last hearing on April 20 and will make their final recommendations then. He has provided the Board with five documents that will explain the budget (attached; see Meeting Materials).

Ms. Turner stated that she would like to have conversations with the School Committee and with the representative from Minuteman Vocational Technical High School to discuss school funding.

Mr. Nutting invited department heads from the Town's largest departments to be present at this meeting so that the Select Board could discuss their budgets.

Ms. Turner had questions for Fire Chief Hanson about staffing levels and per diem coverage. He has requested an additional person as part of the budget. Chief Hanson reviewed staffing levels and response time; Mr. Allison had additional questions about response time for fire and ambulance.

Mr. Nutting addressed the Capital Plan, suggesting \$75,000 to fund an architectural engineering study of the Library building and some smaller items.

Mr. Moody asked how the CPA impacted the Capital Plan; Mr. Nutting explained that the CPA is for open space, recreation, and affordable housing. Secondly, because the CPA is new, there are limited dollars.

2. Continued discussion on American Rescue Plan Act (ARPA)

Mr. Allison moved to use ARPA funding to purchase the requested new ambulance. Mr. Moody seconded. Chief Hanson noted that the urgency is growing quickly; wait time for delivery is now over two years, and one of the existing ambulances has now incurred over \$20,000 in repairs. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Mr. Nutting advised that other items on the ARPA "wish list" could wait until the new Town Administrator is on board and has had a chance to become familiar with the issues. Mr.

Allison asked Mr. Nutting to reach out to the Finance Director regarding the sense of urgency for the server acquisition.

3. Select Board to refer 40R Bylaw to Planning Board pursuant to MGL c.40A §5

Mr. Nutting explained that technically speaking, under the law, a zoning article sponsored by the Select Board needs to be formally referred to the Planning Board for a public hearing. The Select Board held a public hearing in January on the proposed 40R Bylaw, with the Planning Board in attendance, along with many others, but the action of sending a letter to the Planning Board was never taken. As a result the Planning Board has not held a public hearing on this proposed bylaw, and this may cause the Annual Town Meeting (ATM) Warrant article to be unable to be presented if the ATM is held on the scheduled May 2.

Discussion followed about breakdown in communication and the cause of this error. Mr. Nutting stated that the article could still be on the warrant and the Planning Board could still have a public hearing.

Mr. Allison would like to move on three items; to forward the article to the Planning Board per State law; to ask the Planning Board if there is anything else required from the Select Board for the Annual Town Meeting; to ask the Planning Board what their plan is to have a hearing on the 40R article so that it can be on the warrant.

Ms. Turner stated that there are still outstanding concerns about this article, especially the land settlement agreement. She stated that the article should not go to the Planning Board until all I's are dotted and all t's are crossed. Ms. Farinacci stated that her belief is that the article is complete and has been reviewed by Counsel.

Mr. Allison moved to send the 40R Article to the Planning Board per MGL c.40A §5. Mr. Moody seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Mr. Allison moved to ask the Planning Board if there is anything else required from the Select Board for the Annual Town Meeting. Mr. Moody seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Mr. Allison moved to ask the Planning Board what their plan is to have a hearing on the 40R article so that it can be on the warrant for the Annual Town Meeting. Mr. Moody seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

4. Discussion on time and place for the Annual Town Meeting

Mr. Allison said that he believes that the residents deserve an opportunity to vote on the 40R article and the rezoning of the back half and that we need to hear back from the Planning Board on what our situation is before we move any of that.

Mr. Nutting reviewed that the ATM is set for May 2, and that the Board could change it by a 2/3 vote, but no later than the next Select Board meeting. Mr. Allison moved to place on the agenda for the next meeting, Review and Discuss Feedback from the Planning Board on the 40R article in preparation for scheduling the ATM. Ms. Turner seconded, stating that she does not think this requires a motion. Ms. Turner notes that moving the ATM would cause it to happen with a new Select Board, which is not ideal. She would like Ms. Faran Ricci and Mr. Nutting to work to create a fact sheet about the article in question. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Discussion of the history and merits of the 40R article continued at length.

5. Vote to close the Annual Town Meeting Warrant

Mr. Nutting explained that the reason to close the ATM warrant is because that's when the Select Board had said they would close, and that it could be re-opened if needed. Mr. Moody moved to close the Annual Town Meeting warrant. Mr. Allison seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

VIII. APPOINTMENTS AND RESIGNATIONS

Appointments

Agricultural Commission - Stephen A. Mudgett as member, term to expire 6/30/2024.

Mr. Allison moved to table this appointment until the 20th so that the candidate could be present. Ms. Turner seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Resignations

Nashua River Wild & Scenic Stewardship Council

Mr. Allison moved to accept the resignation of Alexandra Turner from the Nashua River Wild & Scenic Stewardship Council. Mr. Moody seconded. Ms. Turner stated that being a member of this committee was rewarding, that there was much to learn, and that the membership was very talented. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Abstain. [2-0-1].*

IX. LICENSES AND PERMITS

Rental Application use of Town Hall Auditorium - Application was withdrawn; no action taken.

X. OTHER/UNFINISHED BUSINESS

XI. NEW BUSINESS

**This item is included to acknowledge that there may be matters not reasonable anticipated by the Chair.*

XII. COMMUNICATIONS

- Next Select Board Regular Meeting will be held on Wednesday, April 20, 2022 via ZOOM.
- Town Offices will be closed on April 18, 2022, in observance of Patriots' Day.
- Annual Town Election will be held on Monday, May 9, 2022, from 7am-8pm at the Town Hall Auditorium, located at 695 Main Street.
- Annual Town Meeting scheduled for Monday, May 2, 2022.

Ms. Turner added that the Land Trust will be sponsoring a Candidates' Night on Patriots' Day.

XIII. ADJOURNMENT

Mr. Moody moved to adjourn the meeting at 9:16 pm. Ms. Turner seconded. *Vote taken, Jason A. Allison, Aye; Jay M. Moody, Aye; Alexandra W. Turner, Aye. [3-0-0].*

Respectfully submitted

Kathleen Rocco
Executive Assistant

Jay M. Moody, Clerk
Approved and accepted:

ADMINISTRATION, BUDGET AND POLICY

#1

#2

#3

**WARRANT FOR
ANNUAL TOWN MEETING
FOR FISCAL YEAR 2023
May 2, 2022
THE COMMONWEALTH OF MASSACHUSETTS**

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet at **Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive in said Lancaster on Monday, the second day of May 2022, at 7:00 in the evening**, then and there to act on the following Articles:

**ARTICLE 1
Budget for Fiscal Year 2023
Finance Committee
Select Board**

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, from the Omnibus Operating Budget, by borrowing, by transfer from Overlay Surplus, by transfer from fund balance reserved for school debt, or any combination thereof; to defray the expenses of the Town for the Fiscal Year beginning July 1, 2022, or act in any manner relating thereto.

The Budget for Fiscal Year 2023 will be available at Town Meeting

Select Board recommendation:

Finance Committee recommendation:

Summary: This article presents the proposed omnibus operating budget for the Town for FY2023, together with prior year appropriations and actual expenditures for comparison. ***See attached explanation and detailed proposed budget***

ARTICLE 2
FY2023 Capital Expenditures
Finance Committee
Select Board

To see if the Town will raise and appropriate or transfer from available funds the following sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described; or act in any manner relating thereto.

a. Thayer Memorial Library

Amount:	\$75,000
Funds to be expended by:	Library Trustees
Purpose:	hire architect/engineer to assess building needs of Library
Funding Source:	Free Cash

b. Conservation

Amount:	\$25,000
Funds to be expended by:	Conservation Commission
Purpose:	make repairs to conservation land
Funding Source:	Free Cash

Select Board recommendation:

Finance Committee recommendation:

Summary: *Part a. The Thayer Memorial Library - The propose of this item is to fund an architectural/engineering study for improvements to provide a cost estimate to make repairs to the library including but not limited to the roof, windows, HVAC, carpet, etc. A detailed cost estimate to complete all needed repairs and other costs will be presented at the FY23 Annual Town Meeting for the voter's consideration.*

Part b. Conservation – These funds will be used to repair and maintain various Conservation Commission parcels in town.

ARTICLE 3
Water Enterprise Fund
Board of Public Works

To see if the Town will vote to appropriate \$1,010,000 or any other sum of money, from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2022 (*detail below*), or act in any manner relating thereto.

I. Water Enterprise Revenues	
User Charges	\$1,000,00
Connection Fees	\$10,000
Water Enterprise Available Funds	0
Investment Income	0
Total Revenues	\$1,010,000
II. Costs Appropriated in the Enterprise Fund	
Salaries and Wages	\$321,337
Expenses	\$398,163
Reserve Fund	\$0
Debt Principal	175,000
Debt Interest	115,000
Indirect Costs to General Fund	0
Total Costs Appropriated in E. F.	\$1,010,000

Select Board recommendation:

Finance Committee recommendation

Summary: This article presents the proposed Water Operating Budget for the Town for FY2023. A majority vote is required for passage of this article.

See attached detail budget

<p align="center">ARTICLE 4 Water Line Replacement Select Board</p>
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To see if the town will vote to raise and appropriate or transfer from the Water Department Enterprise Retained Earnings account, a sum of money for the engineering, construction, reconstruction, installation of water lines including all paving and all related costs or act in any manner relating to.

Select Board recommendation:

Finance Committee recommendation

Summary: This article is to fund all the costs related to the design and bid various water lines that need to be replaced including Harvard Rd, Neck Rd, Chase Hill Rd, South Meadow Rd, Moffet St, Schumacher Rd, Ponakin Rd, Kilbourn Rd, Parker Rd. The Cost of construction of these lines will be placed on an article at the 2023 Annual Town Meeting.

ARTICLE 5
Landfill Solar Array Enterprise Fund
Finance Committee
Select Board

To see if the Town will vote to appropriate \$145,000 or any other sum of money from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for the fiscal year beginning July 1, 2022 (*detail below*), or act in any manner relating thereto.

I. Renewable Energy Enterprise Revenues	
Sale of Solar Energy Certificates	\$130,000
Qualified Energy Bond Subsidy	\$15,000
Total Revenues	\$145,000
II. Costs Appropriated in the Enterprise Fund	
Maintenance Expenses	\$35,575
Debt Principal and Interest	\$109,425
Total Costs Appropriated in E. F.	\$145,000

Select Board recommendation:
Finance Committee recommendation

Summary: *This article presents the proposed Renewable Energy Operating Budget for the Town for FY2023. A majority vote is required for the passage of this article. The sale of credits pays for the bond on the solar field. These bonds will be paid in 2033; and the Town receives a subsidy from the energy bond which helps pay for maintenance and security of the field through cameras.*

ARTICLE 6
Revolving Fund Account
Finance Committee
Select Board

To see if the Town will vote pursuant to G.L. c.44, §53E½, to take the following actions:

- (1) Amend the row related to the Community Center Revolving Fund appearing in the table in Section 150-6 of the Town's General Bylaw, by inserting the bold and italics text and deleting the strike through text, as follow:

Revolving Fund Program or Purpose	Department Receipts to Be Credited to Fund	Representative or Board Entity Authorized to Spend
Community Center Council on Aging – program expenses	Fees and charges	Board of Selectmen Council on Aging

And to set the limit on the total amount that may be spent from this revolving fund for the fiscal year beginning July 1, 2022, at \$25,000;

and

- (2) To set the limit on the total amount that may be spent from each departmental revolving fund for the fiscal year beginning July 1, 2022, as follows:

Revolving Fund Program	Fiscal Year 2023 Cap
Stormwater Management	\$3,000
Library Charges	\$10,000
Recreation Committee	\$35,000
Duval Road Sewer	\$5,000
M.A.R.T. Bus	\$45,000
Planning Board	\$25,000
Publications	\$2,500
Recycling	\$10,000
Community Development	\$2,500
Agricultural Commission	\$2,000
Police Department	\$1,000

or act in any manner related thereto.

Select Board recommendation:

Finance Committee recommendation

Summary: *The Town Meeting is required to approve departmental revolving accounts to be collected and used to help pay for the various programs listed above.*

<p align="center">ARTICLE 7</p> <p align="center">Community Preservation Annual Budget</p> <p align="center">Community Preservation Committee</p>
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To see if the Town will receive the report of the Community Preservation Committee and vote to appropriate from the Community Preservation Fund, in the amounts recommended by the Community Preservation Committee, for eligible community preservation projects, for community preservation reserve accounts for open space and recreational use, historic resources and community housing, and for the FY2023 Community Preservation Act budget, including the

administrative expenses and all other necessary and proper expenses of the Community Preservation Committee, with each item to be considered a separate appropriation: or act in any manner relating thereto.

Appropriations:

From FY 2023 estimated revenues for Committee Administrative Expenses **\$8,100**

Reserves:

From FY 2023 estimated revenues for Historic Resources Reserve	\$16,200
From FY 2023 estimated revenues for Community Housing Reserve	\$16,200
From FY 2023 estimated revenues for Open Space/Recreation Reserve	\$16,200
From FY 2023 estimated revenues for Undesignated Budgeted Reserve	\$105,300

Total Estimated FY2023 Revenues: \$162,000

Select Board recommendation:

Finance Committee recommendation:

Summary: *The CPA was adopted by the voters in 2021. The CPA adds a 1% surcharge on your property taxes with various exemptions. The funds may only be used for the categories listed above.*

This budget anticipates FY23 CPA revenue of \$120,000 from the local CPA surcharge and an estimated distribution of \$42,000 (35%) from the statewide CPA Trust Fund, for total revenue of \$162,000.

The CPA, MGL c. 44B, allows reimbursement for administrative expenses up to 5% of annual collections. Any funds not spent are returned to the Undesignated Budget Reserve each year.

The CPA allows for spending on projects approved by the Committee in the four areas noted above: Historic Resources, Community Housing, Open Space, and Outdoor Recreation. The CPA allows the transfer of revenues to the four established Community Preservation reserve accounts each year as shown above (ie: 10% Historic, 10% Housing, 10% OpenSpace/Outdoor Recreation, and 65% Undesignated Reserves).

The CPA reserve funds are established to provide funding for current and future community preservation projects.

<p style="text-align: center;">ARTICLE 8 Amend Finance Committee Bylaw Finance Committee</p>

To see if the Town will vote to amend Article I of Chapter 17 of the Town of Lancaster's General Bylaw, Finance Committee, by inserting the bold and italics text and deleting the strike through text, as follows:

§ 17-1. Membership; terms; vacancies.

There shall be a standing Finance Committee consisting of five members elected at large, ~~none of whom shall hold public office concurrently with his service on the Committee.~~ The members of the Finance Committee shall be elected for alternating three-year terms. Any vacancies in the Finance Committee shall be filled in accordance with MGL c. 41, § 11.

Any member of the Finance Committee, who shall be appointed or elected to any official body, shall forthwith upon that member's qualification in such office, cease to be a member of the Finance Committee. This provision shall not apply to the appointment of a Finance Committee member to serve as a member of any ad hoc board, commission or committee or to any board, commission or committee upon which a member of the Finance Committee shall serve in an ex officio capacity. For purposes of this bylaw, ex officio shall refer to a member of the Finance Committee who serves by virtue of his or her office.

or act in any manner relating thereto.

Select Board recommendation:

Finance Committee recommendation:

Summary: *The proposed bylaw change would remove the current restriction of Finance Committee members to serve on other appointed boards or committees and allow them to serve as ex officio members, if so appointed.*

<p style="text-align: center;">ARTICLE 9 Economic Development Committee Bylaw Select Board</p>

To see if the Town will vote to amend Chapter 17 of the Town of Lancaster's General Bylaw by inserting a new Article XI, as follows:

Article XI Economic Development Committee

§17-39 Membership.

The Economic Development Committee shall be comprised of five members appointed by the Select Board as follows: two members to be appointed for one year, two for two years, and three for three years. Thereafter, each member shall be appointed to a three-year term, as each term expires.

§17-40 Powers and Duties.

The Economic Development Committee is an advisory committee. It is charged with working collaboratively with the Town's Planning Director, private property owners, and businesses, to promote responsible business and residential development in Lancaster. The Committee

shall also carry out any other task delegated to it by the Select Board or required by the Town's General and Zoning bylaws.

or act in any manner relating thereto.

Select Board recommendation:

Finance Committee recommendation:

Summary: *Currently there is an ad-hoc EDC committee. This proposal would codify the committee in the town's bylaws and make it a permanent committee.*

<p style="text-align: center;">ARTICLE 10 Amend Council on Aging Bylaw Select Board</p>
--

To see if the Town will vote to amend Article IX of Chapter 17 of the Town of Lancaster's General Bylaw, Council on Aging, Section 17-20, by inserting the bold and italics text and deleting the strike through text, as follows:

- A. Regular Members.** *Until June 30, 2023, Ssaid Council shall consist of nine **regular members** citizens ~~appointed at-large by the Select Board, after which time said Council shall consist of five regular members.~~ The terms of the first members of the Council shall be for one, two or three years, and so arranged that the term of not more than three of the members expires each year, and their successors shall be appointed for terms of three years each. **All members shall be at-large and appointed by the Select Board. Regular members shall be appointed on a rotating basis, each for a term of three years.***
- B. Associate Members.** *There shall also be four associate members of said Council, appointed by the Select Board, for terms of one year. The associate members may attend Council meetings, but shall not have voting rights and shall not count towards quorum of Council meetings.*
- C. Removal/Filling Vacancies.** *Any **regular or associate** member of said Council may, after a public hearing, be removed for cause by the Select Board. ~~If Aany regular or associate~~ member missesing more than three meetings without cause, or without notification to the Chairperson of the need for the absence, ~~it~~ shall be considered cause for removal. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as the original appointment. The Chairperson and other officers shall be chosen by a majority vote of said **regular** Council members. No **regular or associate member** officer shall serve more than three one-year terms in succession.*
- D. Salary.** *No salary or compensation shall be paid to any **regular or associate** member of the Council on Aging for services rendered.*

or act in any manner relating thereto.

Select Board recommendation:

Summary: *This article would reduce the number of members on the COA from nine to five.*

ARTICLE 11
Government Study Committee
Select Board

To see if the Town will vote to direct the Select Board to appoint a Government Study Committee pursuant to Section 304-21 of the Town of Lancaster's General Bylaw and consisting of seven members to (a) study the Town's form of government and governance, (b) examine models of government in comparable communities, (c) identify strengths and opportunities for growth and improvement in the Town's current government, (d) facilitate public engage on the committee's work, and (e) provide a written status report to the Select Board no later than March 15, 2023, and a final written report to Town Meeting no later than May 1, 2023, which recommends any amendments to the bylaws and governing practices so as to improve the Town's form of government and governance, or to act in any manner related thereto.

Select Board recommendation:

Summary: *The article would allow the Select Board to appoint a committee to study Lancaster's form of government as outlined above.*

ARTICLE 12
Unclassified Wage Schedule
Select Board

To see if the Town will vote to accept the Unclassified Wage Schedule effective July 1, 2023, as shown on the below chart, or act in a manner relating thereto.

2.00% UNCLASSIFIED WAGE TABLE

FY23 GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
1	14.54	14.29	14.91	15.51	16.16	16.82	17.52	18.24
2	16.00	16.66	17.34	18.07	18.81	19.59	20.40	21.25
3	17.35	18.28	19.02	19.84	20.65	21.38	22.27	23.19
4	18.99	19.78	20.61	21.46	22.34	23.26	24.22	25.23

5	20.37	21.23	22.12	23.02	23.96	24.95	25.99	27.06
6	21.08	21.93	22.87	23.81	24.79	25.81	26.88	28.00
7	22.76	23.72	24.71	25.70	26.76	27.86	29.02	30.22
8	23.74	24.73	25.76	26.82	27.93	29.08	30.29	31.54
9	24.80	25.83	26.89	28.00	29.16	30.36	31.62	32.93
10	27.07	28.22	29.39	30.61	31.86	33.17	34.55	35.99
11	30.75	32.01	33.38	34.75	36.18	37.66	39.23	40.85
12	31.52	32.80	34.16	35.61	37.08	38.60	40.21	41.87
13	34.43	35.88	37.37	38.93	40.53	42.19	43.94	45.76
14	38.49	40.09	41.78	43.51	45.30	47.15	49.11	51.15
15	40.60	42.26	44.04	45.89	47.74	49.70	51.77	53.91
16	42.19	44.17	45.41	47.70	49.67	51.71	53.86	56.09

Select Board recommendation:
Finance Committee recommendation

Summary: *This article adjusts the current wage plan to reflect Cost of Living Adjustment for non- union employees similar to union wages.*

<p align="center">ARTICLE 13 Discontinuance of Old Lunenburg Road Select Board</p>

To see if the Town will vote to discontinue and abandon a portion of a public way consisting of that triangular portion of "Old Lunenburg Road 1883 Town Layout" north of a stone wall located on the way as shown on a plan entitled "Plan of Land in Lancaster, Massachusetts" prepared by Hannigan Engineering, Inc. dated July 30, 2013 and recorded with the Worcester District Registry of Deeds in Plan Book 902 as Plan 36, and to see if the Town will authorize the Select Board to convey the discontinued and abandoned portion of the way by quitclaim deed for nominal consideration to Lancaster Property Management, LLC, the abutter to the way, with the area to be conveyed being shown on a plan prepared and recorded at the expense of Lancaster Property Management, LLC, or to act in a manner relating thereto.

The Select Board recommendation:

Summary: *This article proposes to abandon a portion of Old Lunenburg Road and transfer some of the property in the fee to Lancaster Property Management, LLC while the town retains a portion of the land. (See attached map)*

**ARTICLE 14
Zoning 40R
Affordable Housing Trust**

To see if the Town will vote as follows:

- (1) Add a new Article XIX to the Town of Lancaster's Zoning Bylaws, entitled "North Lancaster Smart Growth Overlay District", and comprised of the following sections: Purpose, Definitions, Applicability of North Lancaster Smart Growth Overlay District – Scope & Authority; Permitted Uses; Housing and Housing Affordability; Dimensional and Density Requirements; Parking Requirements; Traffic Impact Assessment; Plan Approval of Projects; Plan Approval Procedures; Plan Approval Decisions; Change in Plans after Approval by PAA; Design Standards; and Severability;
- (2) Amend Section 220-4 by adding the following abbreviation in appropriate alphabetical order:

Abbreviation	Name of District
NL-SGOD	North Lancaster Smart Growth Overlay District

- (3) Amend Section 220-5.B, by inserting a new subparagraph (7), as follows:

- (7) The North Lancaster Smart Growth Overlay District (NL-SGOD) is defined on the Official Zoning Overlay Map, as specified at 220 Attachment 3.

And

- (4) Amend the Town of Lancaster's Official Zoning Overlay Map, 220 Attachment 3, to include the North Lancaster Smart Growth Overlay District, which district shall be comprised of the Assessors' Map 14 Lots 4.A, 4.D, 4.F, 4.G, 4.H, 4.I, 4.J, 4.K, 4.L, 4.M, 4.N, 8.O, and 8.A;

Or to act in any manner relating thereto.

Select Board Recommendation:

Affordable Housing Trust Recommendation:

Summary:

**ARTICLE 15
Zoning North Lancaster
Select Board**

To see if the Town will vote to amend the Official Zoning Map of the Town of Lancaster, attached as 220 Attachment 2, by rezoning those portion of the parcel identified as Assessors' Map 8, Lot 45 located within the Residential District, to the Enterprise District, such that the entirety of said parcel is located within the Enterprise District, and as further shown on a plan entitled North Lancaster Proposed Zoning Change and on file with the Town Clerk; or to act in any manner relating thereto.

The Select Board recommendation:

The Planning Board recommendation:

Summary: **JASMIN**

**ARTICLE 16
Zoning Solar Photovoltaic and Standalone Energy Storage Systems
Planning Board**

To see if the Town will vote to:

- (1) Amend Article XVII of the Zoning Bylaw, Solar Energy Systems, for the purpose of allowing Standalone Energy Storage Systems, defined as a system that is capable of absorbing energy from the electric grid, storing it for a period of time and thereafter distributing electricity and having a nameplate capacity of less than ten (10) megawatts, in all zoning districts with a special permit issued by the Planning Board, by renaming Article XVII, Solar Photovoltaic and Standalone Energy Storage Systems, inserting new definitions into Section 220-74, and adding a new section to Article XVII addressing Standalone Energy Storage Systems;
- (2) Revise the references to the National Electrical Code in Article XVII of the Zoning Bylaw to be the Massachusetts Electrical Code;
- (3) Renumber the Sections appearing in Article XVII of the Zoning Bylaw, as needed; and

- (4) Amend the Use Regulation Schedule at Section 220-8 of the Zoning Bylaw, Attachment 1, by adding a new Section 220-8.6, Subpart J, in the appropriate alphabetical order, to read as follows:

Item	Use	Zoning Districts						Notes
		R	NB	LI	LI2	GI	EZ	
J.	Standalone Energy Storage Systems	PB	PB	PB	PB	PB	PB	

or to act in any manner relating thereto.

The Planning Board recommendation:

Summary: Jasmin

ARTICLE 17 Citizens Petition

To see if the Town will vote to amend the Planning Board Bylaw, Section 17-6, ESTABLISHMENT, by deleting:

"None of the Planning Board Members shall serve concurrently on the Lancaster Board of Appeals." and adding: "None of the Planning Board members shall serve concurrently on any other Lancaster Board or Commission."

The amended bylaw change shall read as follows:

Section 17-6 ESTABLISHMENT

A Planning Board of five members is established pursuant to MGL, C. 41, §§ 81A through 81J. None of the Planning Board Members shall serve concurrently on any other Lancaster Board or Commission.

Or act in any manner relating thereto

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House and the Prescott Building, in said Town seven days at least before the time for holding said meeting. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.

SELECTMEN OF LANCASTER

Jason A. Allison, *Chairman*

Jay M. Moody, *Clerk*

Alexandra W. Turner, *Member*

Date of Execution_____

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested a copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39, §10.

Attest:

Constable Signature

Print

Date:

The full text of the Warrant is available in the Prescott Building and Thayer Memorial Library. The Warrant will also be available at Town Meeting.

April 20, 2022

To: Select Board

From: Jeff Nutting, Interim Town Administrator

Subject: FY 23 Proposed General Fund Operating and Capital Budget

Please find attached four documents related to the FY 23 Budget.

1. A list of large increases in descending order. You will note the majority of the increases are either mandated increases or expense increases. Most of the wage increase related to step raises and COLA per the collective bargaining agreements.
 - This budget funds all the existing positions, many that were created either late in last fiscal year or during this fiscal year.
 - The budget proposes to add a 19 hour per week administrative assistant and \$50,000 additional funds for better Per Diem coverage in the Fire Department. As the department continues to have increased demand for service this will help provide a little more response capacity.
 - Adds a very small amount for committees to have someone take minutes, but this has minimal effect on the overall budget.

2. The proposed FY 23 Budget -- See attached

3. The proposed FY 23 Water Enterprise Budget -- See attached

The water budget is status quo except for the addition of one position in the water department.

4. The proposed capital Budget

- This includes \$75,000 to fund an architectural/engineering study of the Library to address all the building issues including but not limited to the roof, HVAC, windows, carpet, etc. This will provide a cost estimate to make all the improvements needed that would be presented to 2023 Annual Town Meeting for a vote to move forward with the much-needed repairs.
- The \$25,000 for the Conservation Commission is to make improvements to conservation land including property located behind Mary Catherine Drive. In the future the town will need to fund ongoing maintenance of conservation land. I recommend a five-year capital plan be developed for inclusion in the FY 24 capital plan.

I request the Board endorse the proposed budget and capital plan prior to the Annual Town Meeting.

FY 23

REAL AND PERSONAL	707,637
ESTIMATED RECEIPTS	64,650
STATE AID	38,785
REVENUE INCREASE	811,072

Increases

NRSD	746,078 Assessment
Cherry Sheet Assess	144,867 First time in budget
COMM DEV PLANNING	120,106 Not budgeted FY22
LEGAL	97,500 Estimate based on current use and CB bargaining in FY23
FIRE	84,185 Wage, PT New Admin and 50K Per Diem
HEALTH INSURANCE	69,328 Active & Retiree Health
WORCESTER COUNTY RETIF	63,859 Assessment
COA	59,974 Combine Comm/COA Director and full time Liaison
GENERAL INSURANCE	53,443 General Liability
TOWN ADMINISTRATOR	53,408 Wage
HIGHWAY EXPENSE	40,600 Expense
POLICE	38,134 Wage
HIGHWAY WAGES	29,713 Wage
TREAS/COLLECTOR	27,957 Wage
BUILDING WAGES	24,114 Wage
SNOW & ICE	23,800 Expense - Increasing budget closer to average spending
TOWN CLERK WAGES	20,500 Wage
POLICE EXPENSE	19,092 Expense
TREAS/COLLECTOR	18,811 Expense - Placed Tax Title in budget for the first time
IT EXPENSE	17,547 Expense
LIBRARY	16,921 Wage
FIRE EXPENSE	15,742 Expense
CEMETERY	15,597 Wage
DISPATCH	13,500 Assessment
FACILITIES	13,308 Wage
BOH EXPENSE	11,914 Expense
FACILITIES EXPENSE	10,750 Expense
HUMAN RESOURCES	(73,600) Wage
MINUTEMAN	(97,266) Assessment
BUDGET INCREASE	1,679,882

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

TOWN OF LANCASTER

NEXT YEAR BUDGET HISTORICAL COMPARISON

PROJECTION: 2023 GENERAL FUND BUDGET REQUESTS

31-Mar-22

ACCOUNTS FOR:

GENERAL FUND

1130 TOWN MEETING

1113200	534000 COMMUNICATIONS	2,000.00	2,500.00	2,500	2,500	2,500
1113200	534001 TOWN REPORT	0.00	0.00	2,000	2,000	2,000
TOTAL	TOWN MEETING	2,000.00	2,500.00	4,500	4,500	4,500

1220 SELECTMEN

1122100	511000 TOWN ADMINISTRATOR	135,532.00	155,000.00	175,000	175,000	175,000
1122100	511030 EXECUTIVE ASSISTANT	67,918.74	69,277.11	74,859	74,859	74,859
1122100	513000 OVERTIME	2,000.00	3,000.00	3,000	3,000	3,000
	DEFERRED COMP	8,000.00	0.00	5,000	5,000	5,000
	PERSONAL USE OF CAR	0.00	0.00	3,000	3,000	3,000
	MINUTE TAKER	0.00	0.00	6,000	6,000	6,000
		213,450.74	227,277.11	266,859	266,859	266,859

1122200 SELECTMEN EXPENSE

1122200	524000 REPAIRS & MAINTENANCE	0.00	0.00	0	0	0
1122200	530000 PROFESSIONAL TECHNICAL	0.00	4,162.43	4,700	4,700	4,700
1122200	534000 COMMUNICATIONS	0.00	100.00	100	100	100
1122200	534400 POSTAGE	150.00	100.00	300	300	300
1122200	534500 LEGAL ADVERTISING	100.00	100.00	100	100	100
1122200	542000 OFFICE SUPPLIES	2,500.00	4,500.00	4,500	4,500	4,500
1161200	570001 GENERAL CODE	2,500.00	3,000.00	3,500	3,500	3,500
1122200	571100 MEETINGS & CONFERENCES	1,000.00	1,000.00	1,000	1,000	1,000
1122200	573000 DUES/MEMBERSHIPS	3,003.00	3,000.00	3,200	3,200	3,200
TOTAL	SELECTMEN	9,253.00	15,962.43	17,400	17,400	17,400

1310 FINANCE COMMITTEE

1131200	534000 COMMUNICATION	0.00	0.00	1,000	1,000	1,000
1131200	571100 MEETINGS & CONFERENCES	0.00	200.00	200	200	200
1131200	573000 DUES/MEMBERSHIPS	180.00	180.00	180	180	180
		180.00	380.00	1,380	1,380	1,380

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC REOMIM	ATM	
1131600 FINANCE COMM RESERVE							
1131600	51900 COMPENSATION RESERVE	85,450.00	100,000.00	100,000	100,000	100,000	100,000
1131600	578000 RESERVE FUND	145,000.00	145,000.00	145,000	145,000	145,000	145,000
TOTAL	FINANCE COMMITTEE	230,450.00	245,000.00	245,000	245,000	245,000	245,000
1350 FINANCE DEPT - ACCOUNTANT							
1135100	511000 TOWN ACCOUNTANT	104,462.21	106,551.45	106,552	106,552	106,552	106,552
1135100	511020 ASSISTANT TOWN ACCOU	54,590.83	55,682.65	60,236	60,236	60,236	60,236
		159,053.04	162,234.10	166,788	166,788	166,788	166,788
1135200 FINANCE DEPT - EXPENSE							
1135200	530600 TOWN AUDIT	30,500.00	30,500.00	30,500	30,500	30,500	30,500
1135200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500	1,500
1135200	571000 IN-STATE TRAVEL	0.00	50.00	50	50	50	50
1135200	571100 MEETINGS & CONFERENC	0.00	500.00	500	500	500	500
1135200	573000 DUES/MEMBERSHIPS	95.00	95.00	95	95	95	95
TOTAL	FINANCE DEPT - ACCOUNT	32,095.00	32,645.00	32,645	32,645	32,645	32,645
1410 ASSESSORS							
1141100	511010 ADMINISTRATIVE ASSESS	77,417.08	67,191.84	67,192	67,192	67,192	67,192
1141100	511030 ASSISTANT ASSESSOR	38,755.92	38,755.92	38,758	38,758	38,758	38,758
		116,173.00	105,947.76	105,950	105,950	105,950	105,950
1141200 ASSESSOR EXPENSE							
1141200	530000 PROFESSIONAL TECHNICA	2,200.00	2,200.00	2,200	2,200	2,200	2,200
1141200	530020 CONTRACTED SERVICES	26,000.00	26,000.00	26,000	26,000	26,000	26,000
1141200	530200 APPRAISAL SERVICES	5,000.00	5,000.00	5,000	5,000	5,000	5,000
1141200	535100 SOFTWARE CAMA/GIS	4,500.00	4,500.00	4,500	4,500	4,500	4,500
1141200	542000 OFFICE SUPPLIES	400.00	400.00	400	400	400	400
1141200	571000 IN-STATE TRAVEL	0.00	0.00	50	50	50	50
1141200	571100 MEETINGS & CONFERENC	500.00	640.00	640	640	640	640
1141200	573000 DUES/MEMBERSHIPS	204.00	204.00	204	204	204	204
TOTAL	ASSESSORS	38,804.00	38,944.00	38,994	38,994	38,994	38,994
1470 TREASURER/COLLECTOR							
1147100	511010 TREASURER COLLECTOR	89,066	98,449	98,450	98,450	98,450	98,450
1147100	511020 ASSISTANT TREASURER CO	37,752	41,298	41,298	41,298	41,298	41,298

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND		FY22	FY23	FY23	FY23	FY23	FY23
		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1147100	511030 DEPARTMENT ASSISTANT	38,304	41,298	26,666	26,666	26,666	
	511030 DEPARTMENT ASSISTANT	0	0	26,666	26,666	26,666	
		165,123	181,045	193,080	193,080	193,080	
1147200	TREASURER/COLLECTOR EXPENSE						
1147200	530000 PROFESSIONAL TECHNICA	9,972	9,000	9,000	9,000	9,000	
1147200	530002 TAX TITLE LEGAL EXPENSE	0	20,000	20,000	20,000	20,000	
1147200	531000 BONDING	975	0	0	0	0	
1147200	534400 POSTAGE	3,500	3,500	3,500	3,500	3,500	
1147200	534500 LEGAL ADVERTISING	500	500	500	500	500	
1147200	534600 PRINTING SERVICES	700	700	700	700	700	
1147200	542000 OFFICE SUPPLIES	1,000	1,200	1,200	1,200	1,200	
1147200	571000 IN-STATE TRAVEL	0	0	0	0	0	
1147200	571100 MEETINGS/CONFERENCES	0	295	295	295	295	
TOTAL	573000 DUES/MEMBERSHIPS	130	393	393	393	393	
1510	TREASURER/COLLECTOR	16,777.00	35,588.30	35,588	35,588	35,588	
1151200	TOWN COUNSEL						
	530000 GENERAL COUNSEL	47,500.00	50,000.00	120,000	120,000	120,000	
	530001 LABOR COUNSEL	0.00	0.00	25,000	25,000	25,000	
TOTAL	1520 TOWN COUNSEL	47,500.00	50,000.00	145,000	145,000	145,000	
1152100	HUMAN RESOURCES						
	511000 HUMAN RESOURCE DIREC	138,600.00	65,000.00	65,000	65,000	65,000	
	542000 OFFICE SUPPLIES	138,600.00	65,000.00	65,000.00	65,000.00	65,000.00	
	534400 POSTAGE	0.00	0.00	500	500	500	
TOTAL	573000 DUES/MEMBERSHIPS	0.00	0.00	200	200	200	
1550	HUMAN RESOURCES EXPENSE	0.00	0.00	100	100	100	
1155100	TECHNOLOGY DEPT	0.00	0.00	800	800	800	
1155200	511010 IT DIRECTOR	85,526.00	90,501.00	90,501	90,501	90,501	
1155200	TECHNOLOGY EXPENSE						
1155200	524000 REPAIRS & MAINTENANCE	2,000.00	2,000.00	2,000	2,000	2,000	
1155200	524010 COMPUTERS	4,000.00	4,000.00	4,000	4,000	4,000	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1155200	524015 MONITORS	1,000.00	1,000.00	1,000	1,000	1,000	
1155200	524020 PRINTERS	500.00	0.00	0	0	0	
1155200	524025 BATTERY BACK-UPS	150.00	150.00	150	150	150	
1155200	524035 OTHER COMPUTER EQUIP	1,500.00	1,000.00	1,000	1,000	1,000	
1155200	TECHNOLOGY EXP CONTINUED						
1155200	527000 RENTALS & LEASES	24,500.00	24,500.00	24,500	24,500	24,500	
1155200	530000 PROFESSIONAL TECHNICA	2,500.00	2,500.00	2,500	2,500	2,500	
1155200	534000 PHONES-ALL TOWN BLDG	25,000.00	25,000.00	25,000	25,000	25,000	
1155200	534100 VADAR/MUNIS LICENSE A	74,191.00	82,283.36	82,283	82,283	82,283	
1155200	534200 PAYROLL SERVICES	11,500.00	18,000.00	18,000	18,000	18,000	
1155200	534300 CLOUD SERVICES - OFFICE	8,200.00	9,000.00	9,000	9,000	9,000	
1155200	534400 POSTAGE	4,000.00	8,000.00	8,000	8,000	8,000	
1155200	534700 VIRTUAL TOWN HALL	3,045.00	3,200.00	3,200	3,200	3,200	
1155200	534800 INTERNET CONNECTION A	6,200.00	6,200.00	6,200	6,200	6,200	
1155200	534900 CELL PAGERS ALARM LINE	7,000.00	6,000.00	6,000	6,000	6,000	
1155200	542000 IT OFFICE SUPPLIES	250.00	250.00	250	250	250	
TOTAL	573000 DUES & MEMBERSHIP	0.00	0.00	0	0	0	
	TECHNOLOGY DEPT	175,536.00	193,083.36	193,083	193,083	193,083	
1610							
1161100	TOWN CLERK						
1161100	511000 TOWN CLERK	70,450.00	75,147.12	75,147	75,147	75,147	
1161100	511020 ASSISTANT TOWN CLERK	36,052.00	38,142.00	51,855	51,855	51,855	
1161100	511150 WEBSITE ADMINISTRATOR	0.00	13,915.20	0	0	0	
	513000 OVERTIME	750.00	750.00	750	750	750	
1161200		107,252.00	127,954.32	127,752	127,752	127,752	
1161200	TOWN CLERK EXPENSE						
1161200	531000 BONDING	200.00	0.00	0	0	0	
1161200	534400 POSTAGE	100.00	100.00	100	100	100	
1161200	542000 OFFICE SUPPLIES	350.00	1,000.00	1,000	1,000	1,000	
1161200	558001 DOG LICENSES	0.00	0.00	275	275	275	
1161200	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0	
1161200	571100 MEETINGS/CONFERENCES	800.00	1,000.00	1,000	1,000	1,000	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

TOTAL	580010 TOWN CLERK RECORD PR	FY22 BUDGET	FY23 DEPT REQUEST	FY23 TA RECOMM	FY23 FC RECOMM	FY23 ATM
1640 TOWN CLERK		0.00	0.00	0	0	0
		1,750.00	2,350.00	2,625	2,625	2,625

1164100 ELECTIONS/REGISTRARS

1164200	512220 TEMPORARY WAGES					
1164200	ELECTIONS EXPENSE	5,000.00	5,000.00	5,000	5,000	5,000
1164200	524000 REPAIRS & MAINTENANCE	0.00	500.00	500	500	500
1164200	534000 COMMUNICATIONS	0.00	0.00	0	0	0
1164200	534400 POSTAGE	1,227.00	1,500.00	1,500	1,500	1,500
1164200	534600 PRINTING SERVICES	6,500.00	6,500.00	6,500	6,500	6,500
1164200	542000 OFFICE SUPPLIES	500.00	500.00	500	500	500
TOTAL	549000 FOOD SERVICE SUPPLIES	350.00	350.00	350	350	350
		8,577.00	9,350.00	9,350	9,350	9,350

1790 ELECTIONS/REGISTRARS

1179100	COMMUNITY DEVELOPMENT AND PLAN					
1179100	511000 PLANNING DIRECTOR	0.00	83,707.92	83,708	83,708	83,708
1179100	511030 OFFICE MANAGER	39,698.00	45,333.60	45,334	45,334	45,334
1179100	MINUTE TAKER	0.00	0.00	2,500	2,500	2,500
	513000 OVERTIME	1,000.00	500.00	3,000	3,000	3,000
1179200	CDP EXPENSE	66,960.00	182,065.52	187,066	187,066	187,066

1179200 530003 MONTACHUSETT REGION

1179200	534400 POSTAGE	2,200.00	2,453.37	2,453	2,453	2,453
1179200	534500 LEGAL ADVERTISING	300.00	400.00	400	400	400
1179200	542000 OFFICE SUPPLIES	250.00	300.00	300	300	300
1179200	551010 ADA-INTERPRETER	750.00	750.00	750	750	750
1179200	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0
1179200	571100 MEETINGS/CONFERENCES	100.00	100.00	100	100	100
1179200	573000 DUES/MEMBERSHIPS	150.00	150.00	150	150	150
TOTAL		525.00	525.00	525	525	525
		4,375.00	4,778.37	4,778	4,778	4,778

1990 COMMUNITY DEVELOPMENT

1199100	FACILITIES MAINTENANCE					
1199100	511040 MAINTENANCE WAGES	65,380.00	66,687.60	66,688	66,688	66,688

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1199100	513000 OVERTIME	8,000.00	8,000.00	20,000	20,000	20,000	
	519001 BLDG MAINT UNIFORM A	1,000.00	1,000.00	1,000	1,000	1,000	
1920		74,380.00	75,687.60	87,688	87,688	87,688	
1192200	TOWN BUILDINGS ENERGY						
1192200	520900 WASTE MANAGEMENT	6,000.00	8,000.00	10,000	10,000	10,000	
1192200	521100 ELECTRICITY	12,000.00	12,000.00	50,000	50,000	50,000	
1192200	521200 HEATING OIL	50,000.00	50,000.00	20,000	20,000	20,000	
1192200	521300 PROPANE	35,000.00	35,000.00	22,000	22,000	22,000	
1192200	521400 DIESEL FUEL	22,000.00	22,000.00	27,000	27,000	27,000	
1192200	521500 GASOLINE	45,000.00	45,000.00	45,000	45,000	45,000	
1192200	523100 WATER	2,700.00	2,700.00	2,700	2,700	2,700	
1192200	523200 SEWER	500.00	500.00	500	500	500	
1199200	540001 FIRE ALARM MONITORING	500.00	500.00	500	500	500	
1199200	534000 COMMUNICATIONS	0.00	0.00	0	0	0	
1199200	538000 OTHER PURCHASE OF SER	1,200.00	600.00	600	600	600	
1199200	542000 OFFICE SUPPLIES	1,200.00	1,000.00	1,000	1,000	1,000	
1199200	543000 REPAIRS & MAINTENANCE	4,000.00	4,000.00	4,000	4,000	4,000	
1199200	545000 CUSTODIAL/HOUSEKEEPING	1,300.00	2,000.00	2,000	2,000	2,000	
1199200	545002 CUSTODIAL SERVICES	57,344.00	50,000.00	50,000	50,000	50,000	
1199200	546000 GROUNDSKEEPING SUPPL	1,000.00	900.00	900	900	900	
1199200	548000 VEHICLE SUPPLIES	1,200.00	2,500.00	2,500	2,500	2,500	
	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0	
TOTAL	FACILITIES MAINTENANCE	282,944.00	291,700.00	293,700	293,700	293,700	
	SALARY & WAGES	1,078,367.78	1,322,712.01	1,395,683.90	1,395,683.90	1,395,683.90	
	EXPENSES	764,791.00	887,281.46	924,043.30	924,043.30	924,043.30	
TOTAL	GENERAL GOVERNMENT	1,843,158.78	2,209,993.47	2,319,727	2,319,727	2,319,727	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:
GENERAL FUND

	FY22	FY23	FY23	FY23	FY23
	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
1210100 POLICE					
1210100 511000 POLICE CHIEF	115,500.00	121,964.17	130,000	130,000	130,000
1210100 511030 ADMINISTRATIVE ASSISTANT	59,527.00	65,876.40	65,876	65,876	65,876
1210100 511200 LIEUTENANT	0.00	0.00	0	0	0
1210100 511210 SERGEANT	225,942.00	230,461.33	230,461	230,461	230,461
1210100 511230 PATROLMEN	497,404.00	507,351.87	507,352	507,352	507,352
1210100 511240 PERMANENT RESERVE OF	0.00	0.00	0	0	0
1210100 511250 MATRON	1,500.00	1,500.00	1,500	1,500	1,500
1210100 513000 OVERTIME /RESERVE OFF	145,033.00	147,933.66	147,934	147,934	147,934
1210100 514000 DIFFERENTIALS	16,175.00	16,498.62	16,499	16,499	16,499
1210100 519000 CAREER INCENTIVE	23,000.00	22,593.00	22,593	22,593	22,593
1210100 519001 UNIFORM ALLOWANCE	20,000.00	20,000.00	20,000	20,000	20,000
1210200	1,104,081.00	1,134,179.05	1,142,215	1,142,215	1,142,215
1210200 POLICE EXPENSE					
1210200 523000 NON-ENERGY	0.00	0.00	0	0	0
1210200 523200 SEWER	0.00	350.00	350	350	350
1210200 524000 REPAIRS & MAINTENANCE	10,000.00	15,000.00	15,000	15,000	15,000
1210200 527000 RENTALS/LEASES	5,000.00	5,800.00	5,800	5,800	5,800
1210200 534400 POSTAGE	300.00	750.00	750	750	750
1210200 535100 SOFTWARE SUPPORT	4,000.00	4,000.00	4,000	4,000	4,000
1210200 542000 OFFICE SUPPLIES	2,470.00	4,000.00	4,000	4,000	4,000
1210200 543000 REPAIRS & MAINTENANCE	0.00	0.00	0	0	0
1210200 545000 CUSTODIAL/HOUSEKEEPING	1,500.00	1,500.00	1,500	1,500	1,500
1210200 548000 VEHICLE SUPPLIES	1,000.00	2,500.00	2,500	2,500	2,500
1210200 549000 FOOD SERVICE SUPPLIES	400.00	400.00	400	400	400
1210200 551000 TRAINING/EDUCATIONAL	12,000.00	13,970.00	13,970	13,970	13,970
1210200 558000 OTHER SUPPLIES	9,000.00	11,492.00	11,492	11,492	11,492
1210200 573000 DUES/MEMBERSHIPS	2,000.00	2,000.00	2,000	2,000	2,000

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
TOTAL	580003 WEAPONS REPLACEMENT	5,000.00	10,000.00	10,000	10,000	10,000
	POLICE	52,670.00	71,762.00	71,762	71,762	71,762
2200						
1220100 FIRE						
1220100	511000 FIRE CHIEF	110,000.00	117,000.00	117,000	117,000	117,000
1220100	ADMIN ASSISTANT	0.00	24,774.12	24,774	24,774	24,774
1220100	511110 FULL-TIME FIREFIGHTERS	67,192.00	115,848.84	68,535	68,535	68,535
1220100	PER-DIEM FIREFIGHTERS/	0.00	266,347.85	216,348	216,348	216,348
1220100	512000 CALL FIREFIGHTERS/EMS	305,046.00	140,481.07	140,481	140,481	140,481
1220100	513000 OVERTIME	10,715.00	20,000.00	10,000	10,000	10,000
1220100	519001 UNIFORM ALLOWANCE	7,210.00	8,210.00	7,210	7,210	7,210
1220100	519003 PHYSICALS	1,000.00	1,000.00	1,000	1,000	1,000
1220200		501,163.00	693,661.88	585,348	585,348	585,348
1220200 FIRE EXPENSE						
1220200	523200 SEWER	250.00	250.00	250	250	250
1220200	524000 REPAIRS & MAINTENANCE	20,000.00	25,000.00	20,000	20,000	20,000
1220200	527000 RENTALS & LEASES	2,000.00	2,000.00	2,000	2,000	2,000
1220200	530000 PROFESSIONAL TECHNICAL	30,000.00	40,000.00	35,000	35,000	35,000
1220200	531010 AMBULANCE BILLING	75,000.00	85,000.00	75,000	75,000	75,000
1220200	534000 COMMUNICATIONS	2,000.00	2,000.00	2,000	2,000	2,000
1220200	534400 POSTAGE	100.00	100.00	100	100	100
1220200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500
1220200	543000 REPAIRS & MAINTENANCE	15,000.00	15,000.00	15,000	15,000	15,000
1220200	545000 CUSTODIAL/HOUSEKEEPING	1,000.00	1,000.00	1,000	1,000	1,000
1220200	548000 VEHICLE SUPPLIES	6,000.00	12,000.00	12,000	12,000	12,000
1220200	550000 MEDICAL SUPPLIES	9,000.00	13,000.00	13,000	13,000	13,000
1220200	551000 EDUCATIONAL SUPPLIES	2,200.00	2,200.00	2,200	2,200	2,200
1220200	558000 FIREFIGHTING/EMS SUPPLIES	25,000.00	25,000.00	25,000	25,000	25,000
1220200	571100 MEETINGS/CONFERENCES	600.00	1,000.00	1,000	1,000	1,000
1220200	573000 DUES/MEMBERSHIPS	2,000.00	2,000.00	2,000	2,000	2,000

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

TOTAL	580011 EMERGENCY MGMT CODI	FY22	FY23	FY23	FY23	FY23
	FIRE	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
		5,256.00	5,597.64	5,598	5,598	5,598
		196,906.00	232,647.64	212,648	212,648	212,648

2400

1240100 INSPECTIONAL SERVICES

1240100	511011 BUILDING COMMISSIONE	63,672.48	0.00	0	0	0
1240100	511010 LOCAL BUILDING INSPECT	0.00	82,162.00	82,162	82,162	82,162
1240100	511030 BUILDING COMMISSIONE	6,613.74	7,738.65	7,739	7,739	7,739
1240100	512010 GAS PLUMBING WIRE SEA	30,000.00	34,500.00	34,500	34,500	34,500
	512011 ALTERNATE BUILDING INS	1,500.00	1,500.00	1,500	1,500	1,500
1240200		101,786.22	125,900.65	125,901	125,901	125,901

1240200 INSPECTIONAL EXPENSE

1240200	530000 PROFESSIONAL TECHNICA	1,500.00	2,000.00	2,000	2,000	2,000
1240200	558000 OTHER SUPPLIES	1,000.00	1,000.00	1,000	1,000	1,000
1240200	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0
TOTAL	573000 DUES/MEMBERSHIPS	170.00	170.00	170	170	170
		2,670.00	3,170.00	3,170	3,170	3,170

2900 INSPECTIONAL SERVICES

1290100 ANIMAL CONTROL						
	512010 ANIMAL CONTROL	12,000.00	12,000.00	16,000	16,000	16,000
1290200		12,000.00	12,000.00	16,000	16,000	16,000

1290200 ANIMAL CONTROL EXP

1290200	534900 CELL PHONE	250.00	250.00	0	0	0
1290200	538200 KENNEL EXPENSES	950.00	950.00	0	0	0
1290200	538300 RABIES TESTING	150.00	150.00	150	150	150
1290200	538400 COURIER SERVICE	150.00	150.00	150	150	150
1290200	558001 DOG LICENSES	275.00	275.00	0	0	0
1290200	570900 PERSONAL USE OF CAR	0.00	0.00	0	0	0
TOTAL	571000 IN-STATE TRAVEL	1,300.00	1,300.00	1,300	1,300	1,300
		3,075.00	3,075.00	1,600	1,600	1,600

2960 ANIMAL CONTROL

1296200	COMMUNICATIONS DISPATCH					
TOTAL	530000 DISPATCH ASSESSMENT	199,500.00	221,500.00	213,000	213,000	213,000

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
COMMUNICATIONS DISPATCH		199,500.00	221,500.00	213,000	213,000	213,000	
SALARY & WAGES		1,719,030.22	1,965,741.58	1,869,463	1,869,464	1,869,464	
EXPENSES		454,821.00	532,154.64	502,180	502,180	502,180	
4220 TOTAL PUBLIC SAFETY		2,173,851.22	2,497,896.22	2,371,643	2,371,643	2,371,643	
1422100 DPW HIGHWAY							
1422100	511010 DPW SUPERINTENDENT	48,073.00	51,077.52	51,078	51,078	51,078	
1422100	511030 ADMINISTRATIVE ASSISTANT	23,209.00	26,748.80	26,749	26,749	26,749	
1422100	511400 FOREMAN	69,230.99	73,481.22	73,481	73,481	73,481	
1422100	511420 HEAVY EQUIPMENT OPER	111,362.00	120,473.60	119,792	119,792	119,792	
1422100	512220 TEMPORARY WAGES	3,060.00	3,500.00	3,500	3,500	3,500	
1422100	513000 OVERTIME	2,907.00	12,519.75	12,520	12,520	12,520	
1422100	519001 UNIFORM ALLOWANCE	3,060.00	3,350.00	3,350	3,350	3,350	
1422100	530001 POLICE DETAILS	6,630.00	6,775.99	6,776	6,776	6,776	
1422200		267,532.00	297,926.88	297,245	297,245	297,245	
1422200 DPW HIGHWAY EXPENSE							
1422200	523200 SEWER	600.00	600.00	600	600	600	
1422200	530400 DRUG/ALCOHOL TESTING	5,000.00	8,000.00	8,000	8,000	8,000	
1422200	540000 SUPPLIES	20,000.00	25,000.00	25,000	25,000	25,000	
1422200	548000 VEHICLE SUPPLIES	11,000.00	15,500.00	15,500	15,500	15,500	
1422200	553000 PUBLIC WORK SUPPLIES	0.00	100.00	100	100	100	
1422200	571100 MEETINGS & CONFERENC	200.00	200.00	200	200	200	
1422200	573000 DUES/MEMBERSHIPS	0.00	15,000.00	15,000	15,000	15,000	
TOTAL	580005 TOWN ROADWAY TREE RI	61,800.00	102,400.00	102,400	102,400	102,400	
4230							
1423100 SNOW AND ICE							
1423100	512220 TEMPORARY WAGES	7,500.00	7,500.00	7,500	7,500	7,500	
	513000 OVERTIME	45,000.00	45,000.00	45,000	45,000	45,000	
1423200		52,500.00	52,500.00	52,500	52,500	52,500	
1423200 DPW SNOW & ICE EXPENSE							
1423200	524000 REPAIRS & MAINTENANCE	12,000.00	15,000.00	15,000	15,000	15,000	
1423200	548000 VEHICLE SUPPLIES	25,000.00	25,000.00	25,000	25,000	25,000	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
TOTAL	553000 SUPPLIES	29,200.00	80,000.00	50,000	50,000	50,000
	SNOW AND ICE	66,200.00	120,000.00	90,000	90,000	90,000
4240						
1424200	STREET LIGHTS					
TOTAL	521000 STREET LIGHTS	7,500.00	7,500.00	7,500	7,500	7,500
4290	STREET LIGHTS					
1429200	HIGHWAY SAFETY					
1429200	524000 REPAIRS & MAINTENANCE	20,000.00	22,000.00	22,000	22,000	22,000
1429200	530060 STORM WATER MANAGEMENT	12,000.00	15,000.00	15,000	15,000	15,000
TOTAL	553000 SUPPLIES	7,700.00	10,000.00	10,000	10,000	10,000
4910	HIGHWAY SAFETY	39,700.00	47,000.00	47,000	47,000	47,000
1491100	CEMETERY TREE DEPT					
1491100	511400 FOREMAN	70,616.01	81,285.00	73,481	73,481	73,481
1491100	511420 HEAVY EQUIPMENT OPER	56,221.14	59,675.20	59,675	59,675	59,675
1491100	512220 TEMPORARY WAGES	7,500.00	15,000.00	15,000	15,000	15,000
1491100	513000 OVERTIME	4,692.00	6,370.00	6,370	6,370	6,370
	519001 UNIFORM ALLOWANCE	1,900.00	2,000.00	2,000	2,000	2,000
1491200		140,929.14	164,330.20	156,526	156,526	156,526
1491200	DPW CEMETER EXPENSE					
1491200	520000 PURCHASE OF SERVICES	8,220.00	7,500.00	7,500	7,500	7,500
1491200	530000 PROFESSIONAL TECHNICAL	2,400.00	6,000.00	6,000	6,000	6,000
1491200	540000 SUPPLIES	1,500.00	4,000.00	4,000	4,000	4,000
1491200	553000 PUBLIC WORK SUPPLIES	0.00	3,000.00	3,000	3,000	3,000
TOTAL	580005 TREE REMOVAL - CEMETERY	20,000.00	12,000.00	12,000	12,000	12,000
	CEMETERY TREE DEPT	32,120.00	32,500.00	32,500	32,500	32,500
	SALARY & WAGES	460,961.14	514,757.08	506,271	506,271	506,271
	EXPENSES	207,320.00	294,400.00	264,400	264,400	264,400

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
5100	TOTAL	668,281.14	809,157.08	770,671	770,671	770,671
	PUBLIC WORKS					
1510100 BOARD OF HEALTH						
1510100	511030 ADMINISTRATIVE ASSISTANT	6,614.00	7,555.60	7,556	7,556	7,556
	512010 BURIAL AGENT	0.00	431.88	432	432	432
1510200	BD OF HEALTH EXPENSE	6,614.00	7,987.48	7,987	7,987	7,987
1510200	530220 NASHOBA HEALTH	20,236.00	24,195.60	24,196	24,196	24,196
1510200	530231 NASHOBA NURSING SERV	9,235.00	11,089.62	11,090	11,090	11,090
1510200	534500 LEGAL ADVERTISING	50.00	50.00	50	50	50
1510200	535290 WHEAT COMMUNITY SER	3,000.00	3,000.00	3,000	3,000	3,000
1510200	542000 OFFICE SUPPLIES	150.00	150.00	150	150	150
1510200	558000 OTHER SUPPLIES	0.00	300.00	300	300	300
1510200	571000 IN-STATE TRAVEL	40.00	40.00	40	40	40
1510200	571100 MEETINGS & CONFERENC	50.00	300.00	300	300	300
1510200	573000 DUES/MEMBERSHIPS	150.00	500.00	500	500	500
1510200	589100 LANDFILL MAINTENANCE	2,300.00	5,825.00	7,500	7,500	7,500
TOTAL	589101 DEVENS REG HAZARDOUS	3,693.00	3,693.00	3,693	3,693	3,693
	5410 BOARD OF HEALTH	38,904.00	49,143.22	50,818	50,818	50,818
1541100 COUNCIL ON AGING						
1541100	511010 COA/COMM CENTER DIRE	28,408.00	31,549.68	63,101	63,100	63,100
1541100	511020 COA LIASSON	21,724.00	46,009.60	46,010	46,010	46,010
1541100	511030 COA DISPATCH	11,506.00	10,352.16	11,502	11,502	11,502
	513001 COA EXTRA HOURS	0.00	1,000.00	1,000	1,000	1,000
1541200	C.O.A. EXPENSE	61,638.00	88,911.44	121,613	121,612	121,612
1541200	524000 REPAIRS & MAINTENANCE	2,000.00	2,000.00	2,000	2,000	2,000
1541200	527100 MEALS COORDINATOR	9,000.00	12,000.00	12,000	12,000	12,000
1541200	534400 POSTAGE	0.00	100.00	100	100	100
1541200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22 BUDGET	FY23 DEPT REQUEST	FY23 TA RECOMM	FY23 FC RECOMM	FY23 ATM
1541200 545000 COA CUSTODIAL/HOUSEK	0.00	0.00	0	0	0
1541200 571000 IN-STATE TRAVEL MILEAG	750.00	500.00	500	500	500
1541200 571001 MEALS ON WHEELS MILEJ	0.00	0.00	0	0	0
1541200 571100 MEETINGS & CONFERENC	500.00	500.00	500	500	500
15415200 COA EXPENSE CONTINUED					
1541200 578000 PROGRAMMING	600.00	600.00	600	600	600
1541200 578001 COA TRIPS	0.00	0.00	0	0	0
1541200 578002 COA VOLUNTEER APPREC	250.00	250.00	250	250	250
TOTAL	250.00	250.00	250	250	250
5430 COUNCIL ON AGING	14,850.00	17,700.00	17,700	17,700	17,700
1543100 VETERANS BENEFITS					
1543200 512010 VETERANS AGENT	20,000.00	20,000.00	20,000	20,000	20,000
1543200 VETERANS EXPENSE					
1543200 542000 OFFICE SUPPLIES	0.00	0.00	0	0	0
TOTAL	22,000.00	22,000.00	22,000	22,000	22,000
VETERANS BENEFITS	42,000.00	42,000.00	42,000	42,000	42,000
SALARY & WAGES	68,252.00	96,898.92	129,600	129,599	129,599
EXPENSES	95,754.00	108,843.22	110,518.22	110,518.22	110,518.22
TOTAL	164,006.00	205,742.14	240,118.30	240,117.30	240,117.30

6100

1610100 LIBRARY

1610100 511000 LIBRARY DIRECTOR	89,878.08	94,605.00	94,605	94,605	94,605
1610100 511020 ASSISTANT DIRECTOR	46,952.21	46,472.62	46,473	46,473	46,473
1610100 511030 ADMINISTRATIVE ASSISTA	38,607.16	43,941.96	43,942	43,942	43,942
1610100 511610 LIBRARIAN	43,326.42	45,578.87	45,579	45,579	45,579
1610100 511630 LIBRARY PAGE	50,752.79	0.00	0	0	0
1610200 512220 TEMPORARY WAGES	10,087.00	2,583.15	2,583	2,583	2,583
1610200 LIBRARY EXPENSE	296,403.00	313,324.40	313,324	313,324	313,324
1610200 524000 REPAIRS & MAINTENANCI	6,150.00	8,979.89	8,980	8,980	8,980

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1610200	534400 POSTAGE	300.00	185.16	185	185	185	
1610200	535100 SOFTWARE SUPPORT	15,082.00	15,082.00	15,082	15,082	15,082	
1610200	542000 OFFICE SUPPLIES	1,030.00	1,604.23	1,604	1,604	1,604	
1610200	543000 REPAIRS & MAINTENANCE	1,230.00	143.93	144	144	144	
1610200	545000 CUSTODIAL/HOUSEKEEPING	900.00	394.88	395	395	395	
1610200	546000 GROUNDSKEEPING SUPPL	450.00	0.00	0	0	0	
1610200	551000 EDUCATIONAL SUPPLIES	45,049.00	46,842.95	46,843	46,843	46,843	
TOTAL	558000 OTHER SUPPLIES	1,333.00	1,866.96	1,867	1,867	1,867	
	LIBRARY	71,524.00	75,100.00	75,100	75,100	75,100	
	6300						
1630100	RECREATION						
1630100	511010 RECREATION DIRECTOR	23,065.00	22,000.00	22,000	22,000	22,000	
	512220 TEMPORARY WAGES	3,501.00	3,500.00	3,500	3,500	3,500	
1630200		26,566.00	25,500.00	25,500	25,500	25,500	
1630200	RECREATION EXPENSE						
1630200	524000 REPAIRS & MAINTENANCE	250.00	250.00	250	250	250	
1630200	529000 OTHER PROPERTY RELATE	1,880.00	1,880.00	1,880	1,880	1,880	
1630200	534000 COMMUNICATIONS	500.00	500.00	500	500	500	
1630200	WATER FOR SPLASHPAD	0.00	0.00	2,500	2,500	2,500	
TOTAL	546000 GROUNDSKEEPING SUPPL	220.00	220.00	220	220	220	
	RECREATION	2,850.00	5,350.00	5,350	5,350	5,350	
	6940						
1694100	COMMUNITY CENTER						
TOTAL	511010 DEPARTMENT HEADS	28,408.00	31,549.68	0	0	0	
	COMMUNITY CENTER	28,408.00	31,549.68	0	0	0	
	SALARY & WAGES	351,377.00	370,374.08	338,824	338,824	338,824	
	EXPENSES	74,374.00	80,450.00	80,450.00	80,450.00	80,450.00	
TOTAL	CULTURE & RECREATION	425,751.00	450,824.08	419,274	419,274	419,274	
	SALARY & WAGES	3,677,989.00	4,270,483.67	4,239,843	4,239,843	4,239,843	
	EXPENSES	1,597,059.00	1,903,129.32	1,881,591	1,881,591	1,881,591	
TOTAL	TOWN DEPARTMENTS	5,275,048.00	6,173,612.99	6,121,434	6,121,434	6,121,434	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22 BUDGET	FY23 DEPT REQUEST	FY23 TA RECOMM	FY23 FC RECOMM	FY23 ATM
7100					
1710200 DEBT					
1710200 591101 PRESCOTT BUILDING PRIN	160,000.00	160,000.00	160,000	160,000	160,000
1710200 591102 PRESCOTT 2 PRINCIPLE	130,000.00	130,000.00	130,000	130,000	130,000
1710200 591300 BARTLETT POND DAM PRI	6,000.00	6,000.00	6,000	6,000	6,000
1710200 591400 ELEM SCHOOL BOND PRIN	635,000.00	0.00	0	0	0
1710200 592011 PRESCOTT BUILDING INTE	70,325.00	65,525.00	65,525	65,525	65,525
1710200 592012 PRESCOTT 2 INTEREST	45,000.00	38,500.00	38,500	38,500	38,500
1710200 592400 ELEM SCHOOL BOND INTE	19,050.00	0.00	0	0	0
TOTAL	1,065,375.00	400,025.00	400,025	400,025	400,025
7900 DEBT					
1790200 DEBT SERVICE SHORT TERM					
1790200 592401 OTHER SHORT TERM INTE	2,000.00	2,000.00	0	0	0
1790200 592402 OTHER BANK CHARGES	1,000.00	1,000.00	0	0	0
TOTAL	3,000.00	3,000.00	0	0	0
DEBT SERVICE SHORT TER					
TOTAL	1,068,375.00	403,025.00	400,025	400,025	400,025
8200					
1820500 STATE ASSESSMENT/CHARGES					
1820500 563900 MOSQUITO CONTROL	0.00	0.00	0	0	0
1820500 564000 AIR POLLUTION CONTROL	0.00	0.00	0	0	0
1820500 564600 RMV NON-RENEWAL SUR	0.00	0.00	0	0	0
1820500 566100 MBTA	0.00	0.00	0	0	0
TOTAL	0.00	0.00	0	0	0
STATE ASSESSMENT/CHARG					
TOTAL	0.00	144,867.00	144,867	144,867	144,867
8400					
1840200 SCHOOL ASSESSMENTS					
1840200 532000 MINUTEMAN REGIONAL /	1,841,266.00	1,767,610.00	1,767,610	1,767,610	1,767,610
1840200 532003 MINUTEMAN BOND PAYN	541,510.00	517,900.00	517,900	517,900	517,900

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC REOMIM	ATM	
1840200	532001 NASHOBA REGIONAL ASSI	13,667,949.00	14,424,014.00	14,424,014	14,424,014	14,424,014	
1122200	532002 NASHOBA REGIONAL DEB	177,544.00	167,557.00	167,557	167,557	167,557	
TOTAL	580012 ASSABET VALLEY /NORFO	57,268.00	55,000.00	55,000	55,000	55,000	
	SCHOOL ASSESSMENTS	16,285,537.00	16,932,081.00	16,932,081	16,932,081	16,932,081	
9450							
1945200	RISK MANAGEMENT						
1945200	517000 WORKERS COMPENSATIO	33,000.00	30,000.00	30,000	30,000	30,000	
1945200	517001 MEDICARE	45,000.00	50,000.00	50,000	50,000	50,000	
1945200	517002 UNEMPLOYMENT	5,000.00	5,000.00	5,000	5,000	5,000	
1945200	517003 GROUP HEALTH INSURAN	777,685.00	839,899.80	839,900	839,900	839,900	
1945200	517004 RETIREE HEALTH/LIFE INS	88,912.00	96,024.96	96,025	96,025	96,025	
1945200	569000 WORCESTER RETIREMENT	774,163.00	838,022.00	838,022	838,022	838,022	
1945200	574000 VEHICLE/PROPERTY/LIABI	156,557.00	210,000.00	210,000	210,000	210,000	
	RISK MANAGEMENT	1,880,317.00	2,068,946.76	2,068,947	2,068,947	2,068,947	
9900							
1990200	TRANS TO OTHER FUNDS						
TOTAL	579990 TRANSFER OUT	174,282.00	174,282.00	174,282	174,282	174,282	
TOTAL	TRANS TO OTHER FUNDS	174,282.00	174,282.00	174,282	174,282	174,282	
	GENERAL FUND	24,683,559.00	25,896,814.61	25,841,636	25,841,636	25,841,636	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

31-Mar-22	FY21 FINCOMM ATM/STM	FY22 FINCOMM ATM	FY23 DEPARTMENT REQUEST	FY23 TA RECOMMEND	FY23 FINANCE RECOMMEND
WATER					
DPW Superintendent	47,131	48,073	49,034	49,034	49,034
Administrative Assistant	27,720	23,803	24,279	24,279	24,279
Foreman	69,231	71,821	73,257	73,257	73,257
Heavy Equipment Operator	99,935	99,935	101,934	101,934	101,934
Water Laborer	0	0	39,672	39,672	39,672
Temporary Wages	0	0	0	0	0
Uniform Allowance	2,501	3,000	3,000	3,000	3,000
Weekend Overtime	0	0	17,000	17,000	17,000
Overtime	28,754	29,569	12,569	13,161	13,161
SALARY & WAGE TOTAL	275,272	276,202	320,745	321,337	321,337
Laboratory Services	13,000	9,000	9,000	9,000	9,000
Electricity	55,000	55,000	55,000	57,250	57,250
Heating Fuel	3,500	3,500	3,500	3,500	3,500
Propane	3,000	3,000	3,000	3,000	3,000
Gasoline	6,000	6,000	6,000	6,000	6,000
Non-Energy Utilities	200	200	200	200	200
Rentals & Leases	3,517	3,517	3,517	3,517	3,517
Waste Management	400	400	400	400	400
Professional/Technical	39,686	35,550	35,550	35,550	35,550
Police Outside Details	4,000	4,000	8,000	8,000	8,000
Drug & Alcohol Testing	500	500	500	500	500
Phone	700	700	700	700	700
Postage	2,200	2,500	2,500	2,500	2,500
Legal Advertising	650	1,200	1,200	1,200	1,200
Internet Connections	215	225	225	225	225
Cell Phones	1,900	1,900	1,900	1,900	1,900
Software Support	5,500	6,200	6,200	6,200	6,200
Office Supplies	2,500	2,500	2,500	2,500	2,500
Pipe & Pipe Supplies	4,000	30,000	30,000	30,000	30,000
Vehicle Supplies	9,000	5,000	5,000	5,000	5,000
Water Supplies	35,000	35,000	35,000	35,000	35,000
Meetings & Conferences	2,000	500	500	500	500
Dues & Membership	975	975	975	975	975
Main Valve Testing	15,000	15,000	15,000	15,000	15,000
Billed Supplies - Meter Pits -	5,000	5,000	5,000	5,000	5,000
Risk Management	164,546	164,546	164,546	164,546	164,546
TOTAL OPERATING EXPENSE	377,989	391,913	395,913	398,163	398,163
Debt Principal Payment	115,000	115,000	0.00	0.00	0.00
Debt Interest Payment	9,948	5,002	0.00	0.00	0.00
Debt Principal Payment	175,000	175,000	175,000.00	175,000.00	175,000.00
Debt Interest Payment	141,750	124,250	115,500.00	115,500.00	115,500.00
DEBT TOTAL	441,698	419,252	290,500	290,500	290,500
WATER DIVISION TOTAL	1,094,959	1,087,367	1,007,158	1,010,000	1,010,000

Article 2 a

Thayer Memorial Public Library Needs

- Roof
- Windows
- HVAC
- Carpet
- Other items

These repairs are not eligible for any grants

It has been over 20 years since improvements were made to the Library. Over that period things wear out and now is the time to replace/repair the building.

The Interim Town Administrator and the Finance Committee recommended that we start the process by funding the cost of an architectural/engineering study to list of the issues and develop a price estimate to complete the entire project. This would be presented at the next annual town meeting for consideration.

By combining several projects into one we save money on hiring different architects/engineers for each project, save by having one contractor instead of several. It is least disruptive to our patrons and can be paid for over 20 years to spread out the cost to current and future citizens

Article 2 b



Town of Lancaster
Prescott Building
701 Main Street Suite 4
Lancaster, MA 01523
Telephone: 978-365-3326 ext. 1054
Fax: 978-368-4009

**Office of the
Conservation Commission**

MEMO

March 25, 2022

Mr. Jeff Nutting, Town Administrator

RE: Warrant Article for Conservation
Commission

Please be advised the Lancaster Conservation Commission voted unanimously at their March 8, 2022, meeting to have language be presented as a *Warrant Article* at the March 21, 2022, Special Town Meeting. The original language has been revised as per your request to provide more specific details of the request.

The language now reads:

To see if the Town will raise and appropriate, or transfer from available funds, the amount of \$25,000 Dollars for the maintenance and upkeep of the eleven parcels owned by the Conservation Commission including Bartlett, Eagle Ridge, Windsor, and Cook Conservation Areas, for the purposes of flood control, erosion control, trail maintenance and invasive species management on these and other parcels as may be requested by other Town Boards.

Thank you for your assistance in placing this Article on the Lancaster Special Town Meeting and feel free to edit the above to fit any guidelines of the Warrant you determine as necessary.

Sincerely,

Thomas J. Christopher

Thomas J. Christopher, Chairman

Proposed Water Main Replacement 2022/2023

Prioritized Order of Replacement

Location	Existing Size	Length
Harvard Rd	4"	6,000 ft
Neck Rd	4", 2"	2,100 ft
Chase Hill Rd	6"	3,000 ft
South Meadow Rd	6", 10"	3,200 ft
Moffett St	4"	2,400 ft
Schumacher Rd	6", 4"	1,700 ft
Ponakin Rd	6"	3,500 ft
Kilbourn Rd	4"	850 ft
Parker Rd	4"	50 ft

Benefit	Risk
Increased system reliability	Water system shut-downs due to unreliable system
Increased fire protection	Water loss for fire suppression
Conservation of water resources replacing leaking pipes	Water loss
Avoiding potential health issues through inflow contamination or pipe material	Bacterial or other contaminants
Reduced Operation and Maintenance costs	Overtime/emergency and general repairs to an unreliable system.

Article 13

4H

4

17

17

4A

8

8A

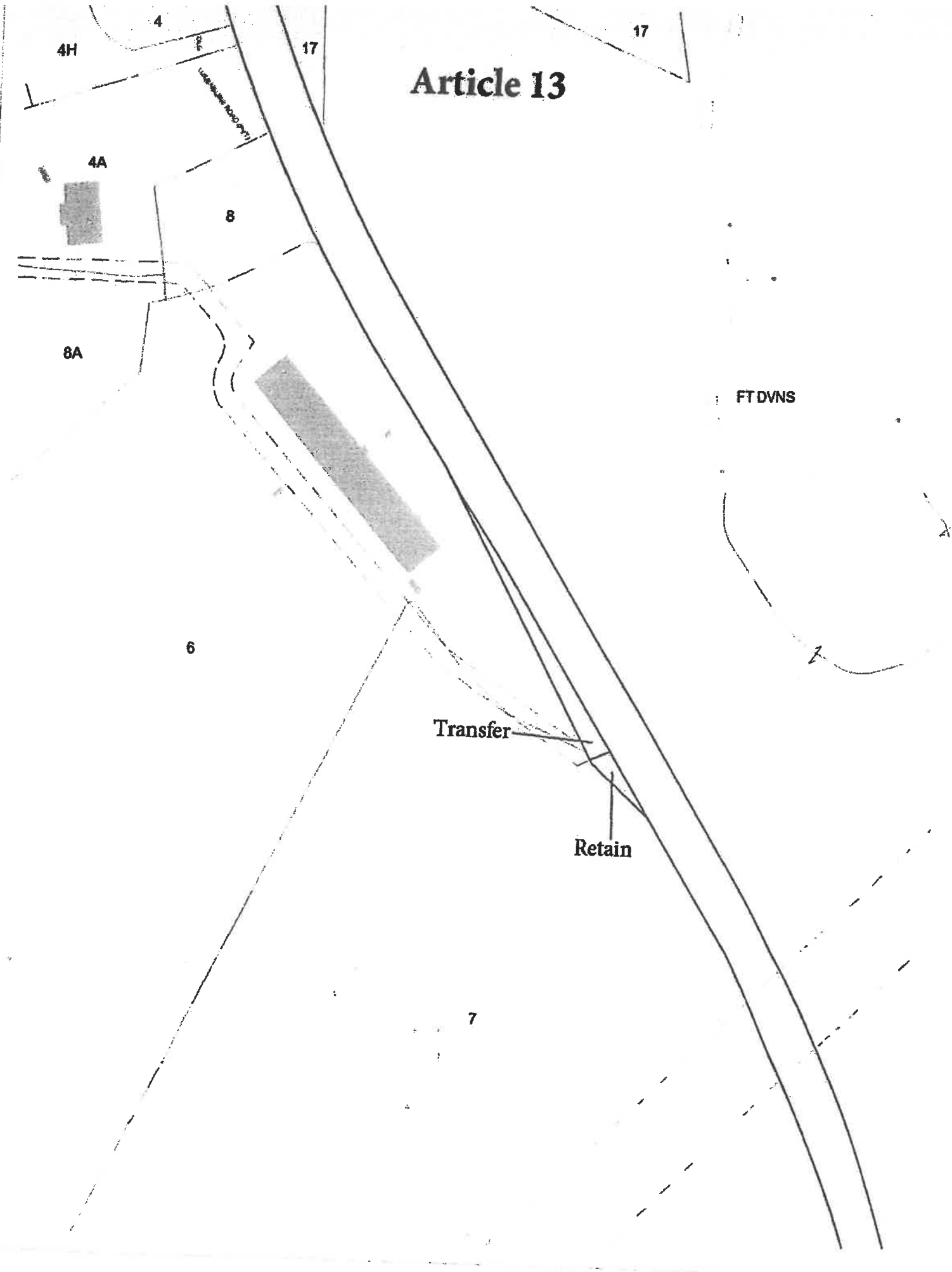
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FT DVNS

Transfer

Retain

7



#4

#5

March 31, 2022

To: Select Board

From: Jeff Nutting, Interim Town Administrator

Subject: Time and Place for Annual Town Meeting

Currently the ATM is scheduled for May 2, 2022, at 7 PM at the school. Any Change in the date requires a 2/3rds vote of the Board.

You will find attached what other communities are doing with their ATM this year.

The Board has several options:

- Keep the current time and place
- Move the date to later in May or June at the school
- Move the date, time, and place to later in May or early June for an outside meeting.

If the Board decides to hold an outside Town meeting, I suggest **later in May or sometime in June**. This provides a better chance for improved weather and drier land, as well as the days are longer.

You need to make a decision no later than April 20th.

ANNUAL TOWN MEETINGS 2022

Community	Original TM Date	New TM Date	Location
Auburn	3-May	NO CHANGE	High School Auditorium
Ayer	25-Apr	NO CHANGE	High School Auditorium
Blackstone	31-May	NO CHANGE	BMRHS
Bolton	TBD		
Boxford	10-May	NO CHANGE	School Auditorium
Burlington	24-Jan	16-Feb	High School Auditorium
Carlisle	26-Apr	No change	Corey Auditorium
Charlton	16-May	NO CHANGE	Middle School Auditorium
Chester	13-Jun	NO CHANGE	Town Auditorium
Concord	1-May	NO CHANGE	High School Auditorium
Conway	4-Jun	NO CHANGE	Grammar School Auditorium
Egremont	3-May	NO CHANGE	Regional School
Foxborough	9-May	NO CHANGE	High School Auditorium
Harvard	14-May	NO CHANGE	Outside under a tent
Hopkinton	2-May	NO CHANGE	Middle School Auditorium
Hubbardston	7-Jun	No Change	Hubbardston Center School
Marshfield	25-Apr	NO CHANGE	High School Gym
Marshfield	25-Apr	NO CHANGE	High School Auditorium
Maynard	16-May	TBD	Middle School Auditorium
Middleton	10-May	NO CHANGE	High School Auditorium
Norwood	14-Mar	NO CHANGE	Will offer an outside extra room
Princeton	10-May	NO CHANGE	High School Auditorium
Shirley	9-May	NO CHANGE	Middle School Auditorium
Southborough	26-Mar	TBD	Middle School
Sterling	2-May	NO CHANGE	School Auditorium
Stow	14-May	NO CHANGE	School Auditorium
Sudbury	2-May	NO CHANGE	High School Auditorium
Walpole	May 2nd	May 7th	
Westford	26-Mar	moved to June 11	Outside on High School Field
Weston	9-May	NO CHANGE	High School Auditorium
Westwood	2-May	NO CHANGE	High School Gymnasium
Wilbraham	16-May	NO CHANGE	High School Auditorium
Wilmington	30-Apr	NO CHANGE	High School Auditorium

#6

#7

April 20, 2022

To: Select Board

From: Jeff Nutting, Interim Town Administrator

Subject: FY 23 Proposed General Fund Operating and Capital Budget

Please find attached four documents related to the FY 23 Budget.

1. A list of large increases in descending order. You will note the majority of the increases are either mandated increases or expense increases. Most of the wage increase related to step raises and COLA per the collective bargaining agreements.
 - This budget funds all the existing positions, many that were created either late in last fiscal year or during this fiscal year.
 - The budget proposes to add a 19 hour per week administrative assistant and \$50,000 additional funds for better Per Diem coverage in the Fire Department. As the department continues to have increased demand for service this will help provide a little more response capacity.
 - Adds a very small amount for committees to have someone take minutes, but this has minimal effect on the overall budget.

2. The proposed FY 23 Budget -- See attached

3. The proposed FY 23 Water Enterprise Budget -- See attached

The water budget is status quo except for the addition of one position in the water department.

4. The proposed capital Budget

- This includes \$75,000 to fund an architectural/engineering study of the Library to address all the building issues including but not limited to the roof, HVAC, windows, carpet, etc. This will provide a cost estimate to make all the improvements needed that would be presented to 2023 Annual Town Meeting for a vote to move forward with the much-needed repairs.
- The \$25,000 for the Conservation Commission is to make improvements to conservation land including property located behind Mary Catherine Drive. In the future the town will need to fund ongoing maintenance of conservation land. I recommend a five-year capital plan be developed for inclusion in the FY 24 capital plan.

I request the Board endorse the proposed budget and capital plan prior to the Annual Town Meeting.

FY 23

REAL AND PERSONAL	707,637
ESTIMATED RECEIPTS	64,650
STATE AID	38,785
REVENUE INCREASE	811,072

Increases

NRSD	746,078 Assessment
Cherry Sheet Assess	144,867 First time in budget
COMM DEV PLANNING	120,106 Not budgeted FY22
LEGAL	97,500 Estimate based on current use and CB bargaining in FY23
FIRE	84,185 Wage, PT New Admin and 50K Per Diem
HEALTH INSURANCE	69,328 Active & Retiree Health
WORCESTER COUNTY RETIF	63,859 Assessment
COA	59,974 Combine Comm/COA Director and full time Liaison
GENERAL INSURANCE	53,443 General Liability
TOWN ADMINISTRATOR	53,408 Wage
HIGHWAY EXPENSE	40,600 Expense
POLICE	38,134 Wage
HIGHWAY WAGES	29,713 Wage
TREAS/COLLECTOR	27,957 Wage
BUILDING WAGES	24,114 Wage
SNOW & ICE	23,800 Expense - Increasing budget closer to average spending
TOWN CLERK WAGES	20,500 Wage
POLICE EXPENSE	19,092 Expense
TREAS/COLLECTOR	18,811 Expense - Placed Tax Title in budget for the first time
IT EXPENSE	17,547 Expense
LIBRARY	16,921 Wage
FIRE EXPENSE	15,742 Expense
CEMETERY	15,597 Wage
DISPATCH	13,500 Assessment
FACILITIES	13,308 Wage
BOH EXPENSE	11,914 Expense
FACILITIES EXPENSE	10,750 Expense
HUMAN RESOURCES	(73,600) Wage
MINUTEMAN	(97,266) Assessment
BUDGET INCREASE	1,679,882

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

1131600 FINANCE COMM RESERVE

1131600	519900 COMPENSATION RESERVE	85,450.00	100,000.00	100,000	100,000	100,000
1131600	578000 RESERVE FUND	145,000.00	145,000.00	145,000	145,000	145,000
TOTAL	FINANCE COMMITTEE	230,450.00	245,000.00	245,000	245,000	245,000

1350 FINANCE DEPT - ACCOUNTANT

1135100	511000 TOWN ACCOUNTANT	104,462.21	106,551.45	106,552	106,552	106,552
1135100	511020 ASSISTANT TOWN ACCOU	54,590.83	55,682.65	60,236	60,236	60,236
		159,053.04	162,234.10	166,788	166,788	166,788

1135200 FINANCE DEPT - EXPENSE

1135200	530600 TOWN AUDIT	30,500.00	30,500.00	30,500	30,500	30,500
1135200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500
1135200	571000 IN-STATE TRAVEL	0.00	50.00	50	50	50
1135200	571100 MEETINGS & CONFERENC	0.00	500.00	500	500	500
1135200	573000 DUES/MEMBERSHIPS	95.00	95.00	95	95	95
TOTAL	FINANCE DEPT - ACCOUNT	32,095.00	32,645.00	32,645	32,645	32,645

1410 ASSESSORS

1141100	511010 ADMINISTRATIVE ASSESSO	77,417.08	67,191.84	67,192	67,192	67,192
1141100	511030 ASSISTANT ASSESSOR	38,755.92	38,755.92	38,758	38,758	38,758
		116,173.00	105,947.76	105,950	105,950	105,950

1141200 ASSESSOR EXPENSE

1141200	530000 PROFESSIONAL TECHNICA	2,200.00	2,200.00	2,200	2,200	2,200
1141200	530020 CONTRACTED SERVICES	26,000.00	26,000.00	26,000	26,000	26,000
1141200	530200 APPRAISAL SERVICES	5,000.00	5,000.00	5,000	5,000	5,000
1141200	535100 SOFTWARE CAMA/GIS	4,500.00	4,500.00	4,500	4,500	4,500
1141200	542000 OFFICE SUPPLIES	400.00	400.00	400	400	400
1141200	571000 IN-STATE TRAVEL	0.00	0.00	50	50	50
1141200	571100 MEETINGS & CONFERENC	500.00	640.00	640	640	640
1141200	573000 DUES/MEMBERSHIPS	204.00	204.00	204	204	204
TOTAL	ASSESSORS	38,804.00	38,944.00	38,994	38,994	38,994

1470 TREASURER/COLLECTOR

1147100	511010 TREASURER COLLECTOR	89,066	98,449	98,450	98,450	98,450
1147100	511020 ASSISTANT TREASURER C	37,752	41,298	41,298	41,298	41,298

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1147100	511030 DEPARTMENT ASSISTANT	38,304	41,298	26,666	26,666	26,666	
	511030 DEPARTMENT ASSISTANT	0	0	26,666	26,666	26,666	
		165,123	181,045	193,080	193,080	193,080	
1147200 TREASURER/COLLECTOR EXPENSE							
1147200	530000 PROFESSIONAL TECHNICA	9,972	9,000	9,000	9,000	9,000	
1147200	530002 TAX TITLE LEGAL EXPENSE	0	20,000	20,000	20,000	20,000	
1147200	531000 BONDING	975	0	0	0	0	
1147200	534400 POSTAGE	3,500	3,500	3,500	3,500	3,500	
1147200	534500 LEGAL ADVERTISING	500	500	500	500	500	
1147200	534600 PRINTING SERVICES	700	700	700	700	700	
1147200	542000 OFFICE SUPPLIES	1,000	1,200	1,200	1,200	1,200	
1147200	571000 IN-STATE TRAVEL	0	0	0	0	0	
1147200	571100 MEETINGS/CONFERENCES	0	295	295	295	295	
TOTAL	573000 DUES/MEMBERSHIPS	130	393	393	393	393	
1510 TREASURER/COLLECTOR		16,777.00	35,588.30	35,588	35,588	35,588	
1151200 TOWN COUNSEL							
530000 GENERAL COUNSEL		47,500.00	50,000.00	120,000	120,000	120,000	
TOTAL	530001 LABOR COUNSEL	0.00	0.00	25,000	25,000	25,000	
1520 TOWN COUNSEL		47,500.00	50,000.00	145,000	145,000	145,000	
1152100 HUMAN RESOURCES							
511000 HUMAN RESOURCE DIREC		138,600.00	65,000.00	65,000	65,000	65,000	
TOTAL	542000 OFFICE SUPPLIES	138,600.00	65,000.00	65,000.00	65,000.00	65,000.00	
534400 POSTAGE		0.00	0.00	500	500	500	
TOTAL	573000 DUES/MEMBERSHIPS	0.00	0.00	200	200	200	
1550 HUMAN RESOURCES EXPENSE		0.00	0.00	100	100	100	
1155100	TECHNOLOGY DEPT	0.00	0.00	800	800	800	
1155200	511010 IT DIRECTOR	85,526.00	90,501.00	90,501	90,501	90,501	
1155200 TECHNOLOGY EXPENSE							
1155200	524000 REPAIRS & MAINTENANC	2,000.00	2,000.00	2,000	2,000	2,000	
1155200	524010 COMPUTERS	4,000.00	4,000.00	4,000	4,000	4,000	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM		
1155200	524015 MONITORS	1,000.00	1,000.00	1,000	1,000	1,000		
1155200	524020 PRINTERS	500.00	0.00	0	0	0		
1155200	524025 BATTERY BACK-UPS	150.00	150.00	150	150	150		
1155200	524035 OTHER COMPUTER EQUIP	1,500.00	1,000.00	1,000	1,000	1,000		
1155200	TECHNOLOGY EXP CONTINUED							
1155200	527000 RENTALS & LEASES	24,500.00	24,500.00	24,500	24,500	24,500		
1155200	530000 PROFESSIONAL TECHNICA	2,500.00	2,500.00	2,500	2,500	2,500		
1155200	534000 PHONES-ALL TOWN BLDG	25,000.00	25,000.00	25,000	25,000	25,000		
1155200	534100 VADAR/MUNIS LICENSE A	74,191.00	82,283.36	82,283	82,283	82,283		
1155200	534200 PAYROLL SERVICES	11,500.00	18,000.00	18,000	18,000	18,000		
1155200	534300 CLOUD SERVICES - OFFICE	8,200.00	9,000.00	9,000	9,000	9,000		
1155200	534400 POSTAGE	4,000.00	8,000.00	8,000	8,000	8,000		
1155200	534700 VIRTUAL TOWN HALL	3,045.00	3,200.00	3,200	3,200	3,200		
1155200	534800 INTERNET CONNECTION A	6,200.00	6,200.00	6,200	6,200	6,200		
1155200	534900 CELL PAGERS ALARM LINE	7,000.00	6,000.00	6,000	6,000	6,000		
1155200	542000 IT OFFICE SUPPLIES	250.00	250.00	250	250	250		
TOTAL	573000 DUES & MEMBERSHIP	0.00	0.00	0	0	0		
	TECHNOLOGY DEPT	175,536.00	193,083.36	193,083	193,083	193,083		
1610								
1161100	TOWN CLERK							
1161100	511000 TOWN CLERK	70,450.00	75,147.12	75,147	75,147	75,147		
1161100	511020 ASSISTANT TOWN CLERK	36,052.00	38,142.00	51,855	51,855	51,855		
1161100	511150 WEBSITE ADMINISTRATOI	0.00	13,915.20	0	0	0		
	513000 OVERTIME	750.00	750.00	750	750	750		
1161200		107,252.00	127,954.32	127,752	127,752	127,752		
1161200	TOWN CLERK EXPENSE							
1161200	531000 BONDING	200.00	0.00	0	0	0		
1161200	534400 POSTAGE	100.00	100.00	100	100	100		
1161200	542000 OFFICE SUPPLIES	350.00	1,000.00	1,000	1,000	1,000		
1161200	558001 DOG LICENSES	0.00	0.00	275	275	275		
1161200	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0		
1161200	571100 MEETINGS/CONFERENCES	800.00	1,000.00	1,000	1,000	1,000		

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22	FY23	FY23	FY23	FY23
	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
580010 TOWN CLERK RECORD PR	0.00	0.00	0	0	0
TOTAL	1,750.00	2,350.00	2,625	2,625	2,625

1164100 ELECTIONS/REGISTRARS

1164200	512220	TEMPORARY WAGES			
1164200	ELECTIONS EXPENSE	5,000.00	5,000	5,000	5,000
1164200	524000	REPAIRS & MAINTENANCE			
1164200	534000	COMMUNICATIONS	500	500	500
1164200	534400	POSTAGE	0.00	0	0
1164200	534600	PRINTING SERVICES	1,500.00	1,500	1,500
1164200	542000	OFFICE SUPPLIES	6,500.00	6,500	6,500
TOTAL	549000	FOOD SERVICE SUPPLIES	500.00	500	500
			350.00	350	350
			8,577.00	9,350	9,350

1790 ELECTIONS/REGISTRARS

1179100	COMMUNITY DEVELOPMENT AND PLAN				
1179100	511000	PLANNING DIRECTOR	83,707.92	83,708	83,708
1179100	511030	OFFICE MANAGER	45,333.60	45,334	45,334
1179100		MINUTE TAKER	0.00	2,500	2,500
	513000	OVERTIME	500.00	3,000	3,000
1179200			182,065.52	187,066	187,066

1179200 CDP EXPENSE

1179200	530003	MONTACHUSETT REGION.	2,453.37	2,453	2,453
1179200	534400	POSTAGE	400.00	400	400
1179200	534500	LEGAL ADVERTISING	300.00	300	300
1179200	542000	OFFICE SUPPLIES	750.00	750	750
1179200	551010	ADA INTERPRETER	0.00	0	0
1179200	571000	IN-STATE TRAVEL	100.00	100	100
1179200	571100	MEETINGS/CONFERENCES	150.00	150	150
TOTAL	573000	DUES/MEMBERSHIPS	525.00	525	525
			4,778.37	4,778	4,778

1990 COMMUNITY DEVELOPMENT

1199100	FACILITIES MAINTENANCE				
1199100	511040	MAINTENANCE WAGES	66,687.60	66,688	66,688

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM		
1199100	513000 OVERTIME	8,000.00	8,000.00	20,000	20,000	20,000		
	519001 BLDG MAINT UNIFORM A	1,000.00	1,000.00	1,000	1,000	1,000		
1920		74,380.00	75,687.60	87,688	87,688	87,688		
1192200 TOWN BUILDINGS ENERGY								
1192200	520900 WASTE MANAGEMENT	6,000.00	8,000.00	10,000	10,000	10,000		
1192200	521100 ELECTRICITY	12,000.00	12,000.00	50,000	50,000	50,000		
1192200	521200 HEATING OIL	50,000.00	50,000.00	20,000	20,000	20,000		
1192200	521300 PROPANE	35,000.00	35,000.00	22,000	22,000	22,000		
1192200	521400 DIESEL FUEL	22,000.00	22,000.00	27,000	27,000	27,000		
1192200	521500 GASOLINE	45,000.00	45,000.00	45,000	45,000	45,000		
1192200	523100 WATER	2,700.00	2,700.00	2,700	2,700	2,700		
1192200	523200 SEWER	500.00	500.00	500	500	500		
1199200	540001 FIRE ALARM MONITORING	500.00	500.00	500	500	500		
1199200	534000 COMMUNICATIONS	0.00	0.00	0	0	0		
1199200	538000 OTHER PURCHASE OF SER	1,200.00	600.00	600	600	600		
1199200	542000 OFFICE SUPPLIES	1,200.00	1,000.00	1,000	1,000	1,000		
1199200	543000 REPAIRS & MAINTENANCE	4,000.00	4,000.00	4,000	4,000	4,000		
1199200	545000 CUSTODIAL/HOUSEKEEPING	1,300.00	2,000.00	2,000	2,000	2,000		
1199200	545002 CUSTODIAL SERVICES	57,344.00	50,000.00	50,000	50,000	50,000		
1199200	546000 GROUNDSKEEPING SUPPL	1,000.00	900.00	900	900	900		
1199200	548000 VEHICLE SUPPLIES	1,200.00	2,500.00	2,500	2,500	2,500		
TOTAL	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0		
	FACILITIES MAINTENANCE	282,944.00	291,700.00	293,700	293,700	293,700		
	SALARY & WAGES	1,078,367.78	1,322,712.01	1,395,683.90	1,395,683.90	1,395,683.90		
	EXPENSES	764,791.00	887,281.46	924,043.30	924,043.30	924,043.30		
TOTAL	GENERAL GOVERNMENT	1,843,158.78	2,209,993.47	2,319,727	2,319,727	2,319,727		

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:
GENERAL FUND

	FY22 BUDGET	FY23 DEPT REQUEST	FY23 TA RECOMM	FY23 FC RECOMM	FY23 ATM
1210100 POLICE					
1210100 511000 POLICE CHIEF	115,500.00	121,964.17	130,000	130,000	130,000
1210100 511030 ADMINISTRATIVE ASSISTANT	59,527.00	65,876.40	65,876	65,876	65,876
1210100 511200 LIEUTENANT	0.00	0.00	0	0	0
1210100 511210 SERGEANT	225,942.00	230,461.33	230,461	230,461	230,461
1210100 511230 PATROLMEN	497,404.00	507,351.87	507,352	507,352	507,352
1210100 511240 PERMANENT RESERVE OFFICER	0.00	0.00	0	0	0
1210100 511250 MATRON	1,500.00	1,500.00	1,500	1,500	1,500
1210100 513000 OVERTIME /RESERVE OFFICER	145,033.00	147,933.66	147,934	147,934	147,934
1210100 514000 DIFFERENTIALS	16,175.00	16,498.62	16,499	16,499	16,499
1210100 519000 CAREER INCENTIVE	23,000.00	22,593.00	22,593	22,593	22,593
1210100 519001 UNIFORM ALLOWANCE	20,000.00	20,000.00	20,000	20,000	20,000
1210200	1,104,081.00	1,134,179.05	1,142,215	1,142,215	1,142,215
1210200 POLICE EXPENSE					
1210200 523000 NON-ENERGY	0.00	0.00	0	0	0
1210200 523200 SEWER	0.00	350.00	350	350	350
1210200 524000 REPAIRS & MAINTENANCE	10,000.00	15,000.00	15,000	15,000	15,000
1210200 527000 RENTALS/LEASES	5,000.00	5,800.00	5,800	5,800	5,800
1210200 534400 POSTAGE	300.00	750.00	750	750	750
1210200 535100 SOFTWARE SUPPORT	4,000.00	4,000.00	4,000	4,000	4,000
1210200 542000 OFFICE SUPPLIES	2,470.00	4,000.00	4,000	4,000	4,000
1210200 543000 REPAIRS & MAINTENANCE	0.00	0.00	0	0	0
1210200 545000 CUSTODIAL/HOUSEKEEPING	1,500.00	1,500.00	1,500	1,500	1,500
1210200 548000 VEHICLE SUPPLIES	1,000.00	2,500.00	2,500	2,500	2,500
1210200 549000 FOOD SERVICE SUPPLIES	400.00	400.00	400	400	400
1210200 551000 TRAINING/EDUCATIONAL	12,000.00	13,970.00	13,970	13,970	13,970
1210200 558000 OTHER SUPPLIES	9,000.00	11,492.00	11,492	11,492	11,492
1210200 573000 DUES/MEMBERSHIPS	2,000.00	2,000.00	2,000	2,000	2,000

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM		
TOTAL	580003 WEAPONS REPLACEMENT	5,000.00	10,000.00	10,000	10,000	10,000		
	POLICE	52,670.00	71,762.00	71,762	71,762	71,762		
2200								
1220100 FIRE								
1220100	511000 FIRE CHIEF	110,000.00	117,000.00	117,000	117,000	117,000		
1220100	ADMIN ASSISTANT	0.00	24,774.12	24,774	24,774	24,774		
1220100	511110 FULL-TIME FIREFIGHTERS	67,192.00	115,848.84	68,535	68,535	68,535		
1220100	PER-DIEM FIREFIGHTERS/	0.00	266,347.85	216,348	216,348	216,348		
1220100	512000 CALL FIREFIGHTERS/EMS	305,046.00	140,481.07	140,481	140,481	140,481		
1220100	513000 OVERTIME	10,715.00	20,000.00	10,000	10,000	10,000		
1220100	519001 UNIFORM ALLOWANCE	7,210.00	8,210.00	7,210	7,210	7,210		
1220100	519003 PHYSICALS	1,000.00	1,000.00	1,000	1,000	1,000		
1220200		501,163.00	693,661.88	585,348	585,348	585,348		
1220200 FIRE EXPENSE								
1220200	523200 SEWER	250.00	250.00	250	250	250		
1220200	524000 REPAIRS & MAINTENANCE	20,000.00	25,000.00	20,000	20,000	20,000		
1220200	527000 RENTALS & LEASES	2,000.00	2,000.00	2,000	2,000	2,000		
1220200	530000 PROFESSIONAL TECHNICAL	30,000.00	40,000.00	35,000	35,000	35,000		
1220200	531010 AMBULANCE BILLING	75,000.00	85,000.00	75,000	75,000	75,000		
1220200	534000 COMMUNICATIONS	2,000.00	2,000.00	2,000	2,000	2,000		
1220200	534400 POSTAGE	100.00	100.00	100	100	100		
1220200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500		
1220200	543000 REPAIRS & MAINTENANCE	15,000.00	15,000.00	15,000	15,000	15,000		
1220200	545000 CUSTODIAL/HOUSEKEEPING	1,000.00	1,000.00	1,000	1,000	1,000		
1220200	548000 VEHICLE SUPPLIES	6,000.00	12,000.00	12,000	12,000	12,000		
1220200	550000 MEDICAL SUPPLIES	9,000.00	13,000.00	13,000	13,000	13,000		
1220200	551000 EDUCATIONAL SUPPLIES	2,200.00	2,200.00	2,200	2,200	2,200		
1220200	558000 FIREFIGHTING/EMS SUPPLIES	25,000.00	25,000.00	25,000	25,000	25,000		
1220200	571100 MEETINGS/CONFERENCES	600.00	1,000.00	1,000	1,000	1,000		
1220200	573000 DUES/MEMBERSHIPS	2,000.00	2,000.00	2,000	2,000	2,000		

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
TOTAL	580011 EMERGENCY MGMT CODI FIRE	5,256.00 196,906.00	5,597.64 232,647.64	5,598 212,648	5,598 212,648	5,598 212,648
2400						
1240100	INSPECTIONAL SERVICES					
1240100	511011 BUILDING COMMISSIONE	63,672.48	0.00	0	0	0
1240100	511010 LOCAL BUILDING INSPECT	0.00	82,162.00	82,162	82,162	82,162
1240100	511030 BUILDING COMMISSIONE	6,613.74	7,738.65	7,739	7,739	7,739
1240100	512010 GAS PLUMBING WIRE SEA	30,000.00	34,500.00	34,500	34,500	34,500
	512011 ALTERNATE BUILDING INS	1,500.00	1,500.00	1,500	1,500	1,500
1240200		101,786.22	125,900.65	125,901	125,901	125,901
1240200	INSPECTIONAL EXPENSE					
1240200	530000 PROFESSIONAL TECHNICA	1,500.00	2,000.00	2,000	2,000	2,000
1240200	558000 OTHER SUPPLIES	1,000.00	1,000.00	1,000	1,000	1,000
1240200	571000 IN-STATE TRAVEL	0.00	0.00	0	0	0
TOTAL	573000 DUES/MEMBERSHIPS	170.00	170.00	170	170	170
2900	INSPECTIONAL SERVICES	2,670.00	3,170.00	3,170	3,170	3,170
1290100	ANIMAL CONTROL					
	512010 ANIMAL CONTROL	12,000.00	12,000.00	16,000	16,000	16,000
1290200		12,000.00	12,000.00	16,000	16,000	16,000
1290200	ANIMAL CONTROL EXP					
1290200	534900 CELL PHONE	250.00	250.00	0	0	0
1290200	538200 KENNEL EXPENSES	950.00	950.00	0	0	0
1290200	538300 RABIES TESTING	150.00	150.00	150	150	150
1290200	538400 COURIER SERVICE	150.00	150.00	150	150	150
1290200	558001 DOG LICENSES	275.00	275.00	0	0	0
1290200	570900 PERSONAL USE OF CAR	0.00	0.00	0	0	0
TOTAL	571000 IN-STATE TRAVEL	1,300.00	1,300.00	1,300	1,300	1,300
2960	ANIMAL CONTROL	3,075.00	3,075.00	1,600	1,600	1,600
1296200	COMMUNICATIONS DISPATCH					
TOTAL	530000 DISPATCH ASSESSMENT	199,500.00	221,500.00	213,000	213,000	213,000

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22	FY23	FY23	FY23	FY23	FY23
	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
COMMUNICATIONS DISPATC	199,500.00	221,500.00	213,000	213,000	213,000	
SALARY & WAGES	1,719,030.22	1,965,741.58	1,869,463	1,869,464	1,869,464	
EXPENSES	454,821.00	532,154.64	502,180	502,180	502,180	
4220 TOTAL	2,173,851.22	2,497,896.22	2,371,643	2,371,643	2,371,643	
1422100 DPW HIGHWAY						
1422100 511010 DPW SUPERINTENDENT	48,073.00	51,077.52	51,078	51,078	51,078	
1422100 511030 ADMINISTRATIVE ASSISTANT	23,209.00	26,748.80	26,749	26,749	26,749	
1422100 511400 FOREMAN	69,230.99	73,481.22	73,481	73,481	73,481	
1422100 511420 HEAVY EQUIPMENT OPER	111,362.00	120,473.60	119,792	119,792	119,792	
1422100 512220 TEMPORARY WAGES	3,060.00	3,500.00	3,500	3,500	3,500	
1422100 513000 OVERTIME	2,907.00	12,519.75	12,520	12,520	12,520	
1422100 519001 UNIFORM ALLOWANCE	3,060.00	3,350.00	3,350	3,350	3,350	
530001 POLICE DETAILS	6,630.00	6,775.99	6,776	6,776	6,776	
1422200	267,532.00	297,926.88	297,245	297,245	297,245	
1422200 DPW HIGHWAY EXPENSE						
1422200 523200 SEWER	600.00	600.00	600	600	600	
1422200 530400 DRUG/ALCOHOL TESTING						
1422200 540000 SUPPLIES	5,000.00	8,000.00	8,000	8,000	8,000	
1422200 548000 VEHICLE SUPPLIES	20,000.00	25,000.00	25,000	25,000	25,000	
1422200 553000 PUBLIC WORK SUPPLIES	11,000.00	15,500.00	15,500	15,500	15,500	
1422200 571100 MEETINGS & CONFERENC	0.00	100.00	100	100	100	
1422200 573000 DUES/MEMBERSHIPS	200.00	200.00	200	200	200	
TOTAL	0.00	15,000.00	15,000	15,000	15,000	
DPW HIGHWAY	61,800.00	102,400.00	102,400	102,400	102,400	
4230						
1423100 SNOW AND ICE						
1423100 512220 TEMPORARY WAGES	7,500.00	7,500.00	7,500	7,500	7,500	
513000 OVERTIME	45,000.00	45,000.00	45,000	45,000	45,000	
1423200	52,500.00	52,500.00	52,500	52,500	52,500	
1423200 DPW SNOW & ICE EXPENSE						
1423200 524000 REPAIRS & MAINTENANCE	12,000.00	15,000.00	15,000	15,000	15,000	
1423200 548000 VEHICLE SUPPLIES	25,000.00	25,000.00	25,000	25,000	25,000	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM
TOTAL	553000 SUPPLIES	29,200.00	80,000.00	50,000	50,000	50,000
	SNOW AND ICE	66,200.00	120,000.00	90,000	90,000	90,000
4240						
1424200 STREET LIGHTS						
TOTAL	521000 STREET LIGHTS	7,500.00	7,500.00	7,500	7,500	7,500
4290						
1429200 HIGHWAY SAFETY						
1429200	524000 REPAIRS & MAINTENANCE	20,000.00	22,000.00	22,000	22,000	22,000
1429200	530060 STORM WATER MANAGEMENT	12,000.00	15,000.00	15,000	15,000	15,000
TOTAL	553000 SUPPLIES	7,700.00	10,000.00	10,000	10,000	10,000
	HIGHWAY SAFETY	39,700.00	47,000.00	47,000	47,000	47,000
4910						
1491100 CEMETERY TREE DEPT						
1491100	511400 FOREMAN	70,616.01	81,285.00	73,481	73,481	73,481
1491100	511420 HEAVY EQUIPMENT OPER	56,221.14	59,675.20	59,675	59,675	59,675
1491100	512220 TEMPORARY WAGES	7,500.00	15,000.00	15,000	15,000	15,000
1491100	513000 OVERTIME	4,692.00	6,370.00	6,370	6,370	6,370
	519001 UNIFORM ALLOWANCE	1,900.00	2,000.00	2,000	2,000	2,000
1491200		140,929.14	164,330.20	156,526	156,526	156,526
1491200 DPW CEMETER EXPENSE						
1491200	520000 PURCHASE OF SERVICES	8,220.00	7,500.00	7,500	7,500	7,500
1491200	530000 PROFESSIONAL TECHNICAL	2,400.00	6,000.00	6,000	6,000	6,000
1491200	540000 SUPPLIES	1,500.00	4,000.00	4,000	4,000	4,000
1491200	553000 PUBLIC WORK SUPPLIES	0.00	3,000.00	3,000	3,000	3,000
TOTAL	580005 TREE REMOVAL - CEMETERY	20,000.00	12,000.00	12,000	12,000	12,000
	CEMETERY TREE DEPT	32,120.00	32,500.00	32,500	32,500	32,500
SALARY & WAGES						
	EXPENSES	460,961.14	514,757.08	506,271	506,271	506,271
		207,320.00	294,400.00	264,400	264,400	264,400

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM		
5100	TOTAL	668,281.14	809,157.08	770,671	770,671	770,671		770,671
PUBLIC WORKS								
1510100	BOARD OF HEALTH							
1510100	511030 ADMINISTRATIVE ASSISTANT	6,614.00	7,555.60	7,556	7,556	7,556		7,556
	512010 BURIAL AGENT	0.00	431.88	432	432	432		432
1510200		6,614.00	7,987.48	7,987	7,987	7,987		7,987
1510200	BD OF HEALTH EXPENSE							
1510200	530220 NASHOBA HEALTH	20,236.00	24,195.60	24,196	24,196	24,196		24,196
1510200	530231 NASHOBA NURSING SERV	9,235.00	11,089.62	11,090	11,090	11,090		11,090
1510200	534500 LEGAL ADVERTISING	50.00	50.00	50	50	50		50
1510200	535290 WHEAT COMMUNITY SER	3,000.00	3,000.00	3,000	3,000	3,000		3,000
1510200	542000 OFFICE SUPPLIES	150.00	150.00	150	150	150		150
1510200	558000 OTHER SUPPLIES	0.00	300.00	300	300	300		300
1510200	571000 IN-STATE TRAVEL	40.00	40.00	40	40	40		40
1510200	571100 MEETINGS & CONFERENC	50.00	300.00	300	300	300		300
1510200	573000 DUES/MEMBERSHIPS	150.00	500.00	500	500	500		500
1510200	589100 LANDFILL MAINTENANCE	2,300.00	5,825.00	7,500	7,500	7,500		7,500
TOTAL	589101 DEVENS REG HAZARDOUS	3,693.00	3,693.00	3,693	3,693	3,693		3,693
	5410 BOARD OF HEALTH	38,904.00	49,143.22	50,818	50,818	50,818		50,818
1541100	COUNCIL ON AGING							
1541100	511010 COA/COMM CENTER DIRE	28,408.00	31,549.68	63,101	63,100	63,100		63,100
1541100	511020 COA LIASSON	21,724.00	46,009.60	46,010	46,010	46,010		46,010
1541100	511030 COA DISPATCH	11,506.00	10,352.16	11,502	11,502	11,502		11,502
	513001 COA EXTRA HOURS	0.00	1,000.00	1,000	1,000	1,000		1,000
1541200		61,638.00	88,911.44	121,613	121,612	121,612		121,612
1541200	C.O.A. EXPENSE							
1541200	524000 REPAIRS & MAINTENANCE	2,000.00	2,000.00	2,000	2,000	2,000		2,000
1541200	527100 MEALS COORDINATOR	9,000.00	12,000.00	12,000	12,000	12,000		12,000
1541200	534400 POSTAGE	0.00	100.00	100	100	100		100
1541200	542000 OFFICE SUPPLIES	1,500.00	1,500.00	1,500	1,500	1,500		1,500

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22	FY23	FY23	FY23	FY23	FY23
	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1541200 545000 COA CUSTODIAL/HOUSEK	0.00	0.00	0	0	0	
1541200 571000 IN-STATE TRAVEL MILEAG	750.00	500.00	500	500	500	
1541200 571001 MEALS ON WHEELS MILE/	0.00	0.00	0	0	0	
1541200 571100 MEETINGS & CONFERENC	500.00	500.00	500	500	500	
15415200 COA EXPENSE CONTINUED						
1541200 578000 PROGRAMMING	600.00	600.00	600	600	600	
1541200 578001 COA TRIPS	0.00	0.00	0	0	0	
1541200 578002 COA VOLUNTEER APPREC	250.00	250.00	250	250	250	
TOTAL	14,850.00	17,700.00	17,700	17,700	17,700	17,700
5430 COUNCIL ON AGING						
1543100 VETERANS BENEFITS						
1543200 512010 VETERANS AGENT	20,000.00	20,000.00	20,000	20,000	20,000	20,000
1543200 VETERANS EXPENSE						
1543200 542000 OFFICE SUPPLIES	0.00	0.00	0	0	0	
TOTAL	22,000.00	22,000.00	22,000	22,000	22,000	22,000
VETERANS BENEFITS	42,000.00	42,000.00	42,000	42,000	42,000	42,000
SALARY & WAGES	68,252.00	96,898.92	129,600	129,599	129,599	129,599
EXPENSES	95,754.00	108,843.22	110,518.22	110,518.22	110,518.22	110,518.22
TOTAL	164,006.00	205,742.14	240,118.30	240,117.30	240,117.30	240,117.30

6100

1610100 LIBRARY

1610100 511000 LIBRARY DIRECTOR	89,878.08	94,605.00	94,605	94,605	94,605	
1610100 511020 ASSISTANT DIRECTOR	46,952.21	46,472.62	46,473	46,473	46,473	
1610100 511030 ADMINISTRATIVE ASSISTA	38,607.16	43,941.96	43,942	43,942	43,942	
1610100 511610 LIBRARIAN	43,326.42	45,578.87	45,579	45,579	45,579	
1610100 511630 LIBRARY PAGE	50,752.79	0.00	0	0	0	
512220 TEMPORARY WAGES	10,087.00	2,583.15	2,583	2,583	2,583	
1610200	296,403.00	313,324.40	313,324	313,324	313,324	
1610200 LIBRARY EXPENSE						
1610200 524000 REPAIRS & MAINTENANCE	6,150.00	8,979.89	8,980	8,980	8,980	

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:

GENERAL FUND

	FY22	FY23	FY23	FY23	FY23	FY23
	BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1610200 534400 POSTAGE	300.00	185.16	185	185	185	
1610200 535100 SOFTWARE SUPPORT	15,082.00	15,082.00	15,082	15,082	15,082	
1610200 542000 OFFICE SUPPLIES	1,030.00	1,604.23	1,604	1,604	1,604	
1610200 543000 REPAIRS & MAINTENANCE	1,230.00	143.93	144	144	144	
1610200 545000 CUSTODIAL/HOUSEKEEPING	900.00	394.88	395	395	395	
1610200 546000 GROUNDSKEEPING SUPPL	450.00	0.00	0	0	0	
1610200 551000 EDUCATIONAL SUPPLIES	45,049.00	46,842.95	46,843	46,843	46,843	
1610200 558000 OTHER SUPPLIES	1,333.00	1,866.96	1,867	1,867	1,867	
TOTAL	71,524.00	75,100.00	75,100	75,100	75,100	

LIBRARY

6300

1630100 RECREATION

1630100 511010 RECREATION DIRECTOR	23,065.00	22,000.00	22,000	22,000	22,000	
512220 TEMPORARY WAGES	3,501.00	3,500.00	3,500	3,500	3,500	
TOTAL	26,566.00	25,500.00	25,500	25,500	25,500	

1630200 RECREATION EXPENSE

1630200 524000 REPAIRS & MAINTENANCE	250.00	250.00	250	250	250	
1630200 529000 OTHER PROPERTY RELATE	1,880.00	1,880.00	1,880	1,880	1,880	
1630200 534000 COMMUNICATIONS	500.00	500.00	500	500	500	
1630200 WATER FOR SPLASHPAD	0.00	0.00	2,500	2,500	2,500	
1630200 546000 GROUNDSKEEPING SUPPL	220.00	220.00	220	220	220	
TOTAL	2,850.00	5,350.00	5,350	5,350	5,350	

6940

1694100 COMMUNITY CENTER

1694100 511010 DEPARTMENT HEADS	28,408.00	31,549.68	0	0	0	
COMMUNITY CENTER	28,408.00	31,549.68	0	0	0	
SALARY & WAGES	351,377.00	370,374.08	338,824	338,824	338,824	
EXPENSES	74,374.00	80,450.00	80,450.00	80,450.00	80,450.00	
TOTAL	425,751.00	450,824.08	419,274	419,274	419,274	

SALARY & WAGES

3,677,989.00	4,270,483.67	4,239,843	4,239,843	4,239,843	4,239,843	
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EXPENSES

1,597,059.00	1,903,129.32	1,881,591	1,881,591	1,881,591	1,881,591	
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TOWN DEPARTMENTS

5,275,048.00	6,173,612.99	6,121,434	6,121,434	6,121,434	6,121,434	
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TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:
GENERAL FUND

	FY22 BUDGET	FY23 DEPT REQUEST	FY23 TA RECOMM	FY23 FC RECOMM	FY23 ATM
7100					
1710200 DEBT					
1710200 591101 PRESCOTT BUILDING PRIN	160,000.00	160,000.00	160,000	160,000	160,000
1710200 591102 PRESCOTT 2 PRINCIPLE	130,000.00	130,000.00	130,000	130,000	130,000
1710200 591300 BARTLETT POND DAM PRI	6,000.00	6,000.00	6,000	6,000	6,000
1710200 591400 ELEM SCHOOL BOND PRIN	635,000.00	0.00	0	0	0
1710200 592011 PRESCOTT BUILDING INTE	70,325.00	65,525.00	65,525	65,525	65,525
1710200 592012 PRESCOTT 2 INTEREST	45,000.00	38,500.00	38,500	38,500	38,500
TOTAL	19,050.00	0.00	0	0	0
7900 DEBT	1,065,375.00	400,025.00	400,025	400,025	400,025
1790200 DEBT SERVICE SHORT TERM					
1790200 592401 OTHER SHORT TERM INTE	2,000.00	2,000.00	0	0	0
TOTAL	1,000.00	1,000.00	0	0	0
DEBT SERVICE SHORT TER	3,000.00	3,000.00	0	0	0
TOTAL DEBT	1,068,375.00	403,025.00	400,025	400,025	400,025
8200					
1820500 STATE ASSESSMENT/CHARGES					
1820500 563900 MOSQUITO CONTROL	0.00	0.00	0	0	0
1820500 564000 AIR POLLUTION CONTROL	0.00	0.00	0	0	0
1820500 564600 RMV NON-RENEWAL SUR	0.00	0.00	0	0	0
1820500 566100 MBTA	0.00	0.00	0	0	0
TOTAL	0.00	0.00	0	0	0
STATE ASSESSMENT/CHARG	0.00	144,867.00	144,867	144,867	144,867
8400					
1840200 SCHOOL ASSESSMENTS					
1840200 532000 MINUTEMAN REGIONAL F	1,841,266.00	1,767,610.00	1,767,610	1,767,610	1,767,610
1840200 532003 MINUTEMAN BOND PAYM	541,510.00	517,900.00	517,900	517,900	517,900

TOWN ADMINISTRATOR'S RECOMMENDED BUDGET

ACCOUNTS FOR:		FY22	FY23	FY23	FY23	FY23	FY23
GENERAL FUND		BUDGET	DEPT REQUEST	TA RECOMM	FC RECOMM	ATM	
1840200	532001 NASHOBA REGIONAL ASSI	13,667,949.00	14,424,014.00	14,424,014	14,424,014	14,424,014	
1122200	532002 NASHOBA REGIONAL DEB	177,544.00	167,557.00	167,557	167,557	167,557	
TOTAL	580012 ASSABET VALLEY /NORFO	57,268.00	55,000.00	55,000	55,000	55,000	
	SCHOOL ASSESSMENTS	16,285,537.00	16,932,081.00	16,932,081	16,932,081	16,932,081	
9450							
1945200	RISK MANAGEMENT						
1945200	517000 WORKERS COMPENSATIO	33,000.00	30,000.00	30,000	30,000	30,000	
1945200	517001 MEDICARE	45,000.00	50,000.00	50,000	50,000	50,000	
1945200	517002 UNEMPLOYMENT	5,000.00	5,000.00	5,000	5,000	5,000	
1945200	517003 GROUP HEALTH INSURAN	777,685.00	839,899.80	839,900	839,900	839,900	
1945200	517004 RETIREE HEALTH/LIFE INS	88,912.00	96,024.96	96,025	96,025	96,025	
1945200	569000 WORCESTER RETIREMENT	774,163.00	838,022.00	838,022	838,022	838,022	
1945200	574000 VEHICLE/PROPERTY/LIABI	156,557.00	210,000.00	210,000	210,000	210,000	
	RISK MANAGEMENT	1,880,317.00	2,068,946.76	2,068,947	2,068,947	2,068,947	
9900							
1990200	TRANS TO OTHER FUNDS						
TOTAL	579990 TRANSFER OUT	174,282.00	174,282.00	174,282	174,282	174,282	
TOTAL	TRANS TO OTHER FUNDS	174,282.00	174,282.00	174,282	174,282	174,282	
	GENERAL FUND	24,683,559.00	25,896,814.61	25,841,636	25,841,636	25,841,636	

31-Mar-22

	FY21 FINCOMM ATM/STM	FY22 FINCOMM ATM	FY23 DEPARTMENT REQUEST	FY23 TA RECOMMEND	FY23 FINANCE RECOMMEND
WATER					
DPW Superintendent	47,131	48,073	49,034	49,034	49,034
Administrative Assistant	27,720	23,803	24,279	24,279	24,279
Foreman	69,231	71,821	73,257	73,257	73,257
Heavy Equipment Operator	99,935	99,935	101,934	101,934	101,934
Water Laborer	0	0	39,672	39,672	39,672
Temporary Wages	0	0	0	0	0
Uniform Allowance	2,501	3,000	3,000	3,000	3,000
Weekend Overtime	0	0	17,000	17,000	17,000
Overtime	28,754	29,569	12,569	13,161	13,161
SALARY & WAGE TOTAL	275,272	276,202	320,745	321,337	321,337
Laboratory Services	13,000	9,000	9,000	9,000	9,000
Electricity	55,000	55,000	55,000	57,250	57,250
Heating Fuel	3,500	3,500	3,500	3,500	3,500
Propane	3,000	3,000	3,000	3,000	3,000
Gasoline	6,000	6,000	6,000	6,000	6,000
Non-Energy Utilities	200	200	200	200	200
Rentals & Leases	3,517	3,517	3,517	3,517	3,517
Waste Management	400	400	400	400	400
Professional/Technical	39,686	35,550	35,550	35,550	35,550
Police Outside Details	4,000	4,000	8,000	8,000	8,000
Drug & Alcohol Testing	500	500	500	500	500
Phone	700	700	700	700	700
Postage	2,200	2,500	2,500	2,500	2,500
Legal Advertising	650	1,200	1,200	1,200	1,200
Internet Connections	215	225	225	225	225
Cell Phones	1,900	1,900	1,900	1,900	1,900
Software Support	5,500	6,200	6,200	6,200	6,200
Office Supplies	2,500	2,500	2,500	2,500	2,500
Pipe & Pipe Supplies	4,000	30,000	30,000	30,000	30,000
Vehicle Supplies	9,000	5,000	5,000	5,000	5,000
Water Supplies	35,000	35,000	35,000	35,000	35,000
Meetings & Conferences	2,000	500	500	500	500
Dues & Membership	975	975	975	975	975
Main Valve Testing	15,000	15,000	15,000	15,000	15,000
Billed Supplies - Meter Pits -	5,000	5,000	5,000	5,000	5,000
Risk Management	164,546	164,546	164,546	164,546	164,546
TOTAL OPERATING EXPENSE	377,989	391,913	395,913	398,163	398,163
Debt Principal Payment	115,000	115,000	0.00	0.00	0.00
Debt Interest Payment	9,948	5,002	0.00	0.00	0.00
Debt Principal Payment	175,000	175,000	175,000.00	175,000.00	175,000.00
Debt Interest Payment	141,750	124,250	115,500.00	115,500.00	115,500.00
DEBT TOTAL	441,698	419,252	290,500	290,500	290,500
V WATER DIVISION TOTAL	1,094,959	1,087,367	1,007,158	1,010,000	1,010,000

Article 2 a

Thayer Memorial Public Library Needs

- Roof
- Windows
- HVAC
- Carpet
- Other items

These repairs are not eligible for any grants

It has been over 20 years since improvements were made to the Library. Over that period things wear out and now is the time to replace/repair the building.

The Interim Town Administrator and the Finance Committee recommended that we start the process by funding the cost of an architectural/engineering study to list of the issues and develop a price estimate to complete the entire project. This would be presented at the next annual town meeting for consideration.

By combining several projects into one we save money on hiring different architects/engineers for each project, save by having one contractor instead of several. It is least disruptive to our patrons and can be paid for over 20 years to spread out the cost to current and future citizens

Article 2 b



Town of Lancaster
Prescott Building
701 Main Street Suite 4
Lancaster, MA 01523
Telephone: 978-365-3326 ext. 1054
Fax: 978-368-4009

**Office of the
Conservation Commission**

MEMO

March 25, 2022

Mr. Jeff Nutting, Town Administrator

RE: Warrant Article for Conservation
Commission

Please be advised the Lancaster Conservation Commission voted unanimously at their March 8, 2022, meeting to have language be presented as a *Warrant Article* at the March 21, 2022, Special Town Meeting. The original language has been revised as per your request to provide more specific details of the request.

The language now reads:

To see if the Town will raise and appropriate, or transfer from available funds, the amount of \$25,000 Dollars for the maintenance and upkeep of the eleven parcels owned by the Conservation Commission including Bartlett, Eagle Ridge, Windsor, and Cook Conservation Areas, for the purposes of flood control, erosion control, trail maintenance and invasive species management on these and other parcels as may be requested by other Town Boards.

Thank you for your assistance in placing this Article on the Lancaster Special Town Meeting and feel free to edit the above to fit any guidelines of the Warrant you determine as necessary.

Sincerely,

Thomas J. Christopher

Thomas J. Christopher, Chairman

4

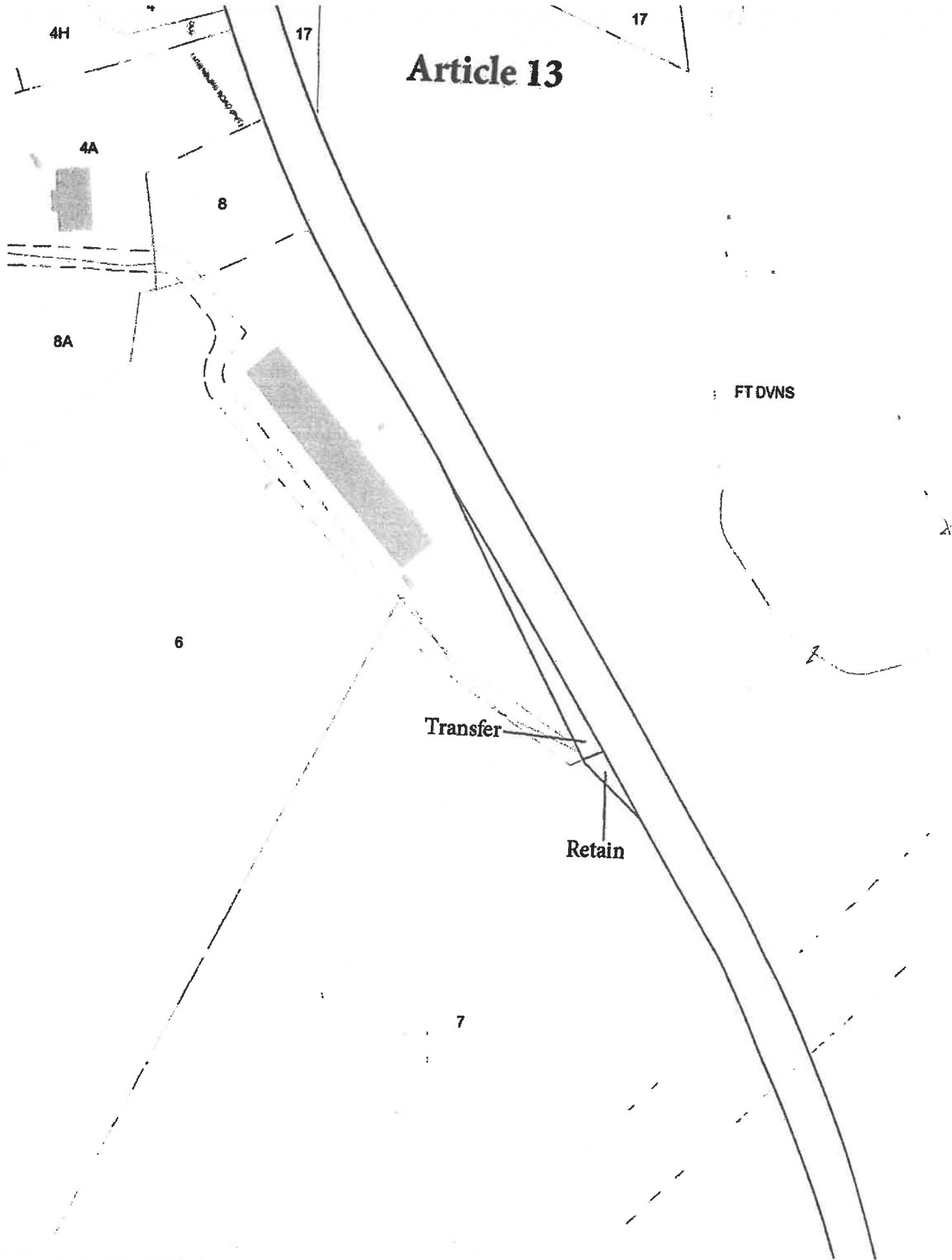
Proposed Water Main Replacement 2022/2023

Prioritized Order of Replacement

Location	Existing Size	Length
Harvard Rd	4"	6,000 ft
Neck Rd	4", 2"	2,100 ft
Chase Hill Rd	6"	3,000 ft
South Meadow Rd	6", 10"	3,200 ft
Moffett St	4"	2,400 ft
Schumacher Rd	6", 4"	1,700 ft
Ponakin Rd	6"	3,500 ft
Kilbourn Rd	4"	850 ft
Parker Rd	4"	50 ft

Benefit	Risk
Increased system reliability	Water system shut-downs due to unreliable system
Increased fire protection	Water loss for fire suppression
Conservation of water resources replacing leaking pipes	Water loss
Avoiding potential health issues through inflow contamination or pipe material	Bacterial or other contaminants
Reduced Operation and Maintenance costs	Overtime/emergency and general repairs to an unreliable system.

Article 13



#8

FIRST AMENDMENT TO GRANT OF EASEMENT

The undersigned, **TOWN OF LANCASTER**, a municipal corporation having an address at 701 Main Street, Lancaster, Massachusetts 01523 ("Grantor"), and **MASSACHUSETTS ELECTRIC COMPANY**, a Massachusetts corporation with its usual place of business at 40 Sylvan Road, Waltham, Massachusetts 02451 (hereinafter referred to as the ("Grantee")), parties to or successors in interest to a Grant of Easement dated November 1, 2000, recorded with the Worcester South District Registry of Deeds in Book 23257, Page 358 (the "Easement"), hereby agree to amend the Easement as follows:

1. The addition of Exhibit B to the Easement, the sketch attached hereto as Exhibit B, entitled: "**EXHIBIT 'B' NOT TO SCALE**; Luther Burbank Middle School Easement Sketch 103 Hollywood Dr. Lancaster Ma; Date: 04/19/2021; Designer: J.Morales; Work Request: 30327352; nationalgrid." All references in the original Easement to Exhibit A shall, from and after the date hereof, mean Exhibit A in the original Easement and Exhibit B attached to this First Amendment to Grant of Easement.
2. The undersigned Grantor hereby grants to the undersigned Grantee the same rights and easements within a portion of Grantor land (the "Easement Area") shown on the attached Exhibit A, as were granted under the Easement.
3. Except as amended hereby, the Easement remains in full force and effect according to its terms.

WR #30327352
00-D1603.STT (Orig)

05 LANCM GEN

After recording return to:
Carol Childress
National Grid USA
Service Company, Inc.
939 Southbridge Street
Worcester, MA 01610

EXECUTED as a sealed instrument this _____ day of _____, 2022.

TOWN OF LANCASTER
Acting by and through its
Board of Selectmen

Jay M. Moody, Member

Jason Allison, Member

Alexandra W. Turner, Member

Commonwealth of Massachusetts

County of _____ } ss.

On this the _____ day of _____, 2022, before me,
Day Month

Name of Notary Public the undersigned Notary Public,

personally appeared Jay M. Moody, Jason Allison, and Alexandra W. Turner, proved to
me through satisfactory evidence of identity, which were

Description of Evidence of Identity

to be the persons whose names are signed on the preceding First Amendment to Grant of
Easement and acknowledged to me that they signed it voluntarily for its stated purpose,
as members of the Board of Selectmen in the Town of Lancaster.

Signature of Notary Public

Printed Name of Notary

My Commission Expires _____

Place Notary Seal and/or Any Stamp Above
WR #30327352
00-D1603.STT (Orig)

EXECUTED as a sealed instrument this _____ day of _____, 2022.

MASSACHUSETTS ELECTRIC COMPANY

By: _____

Name:

Title: Authorized Representative

Commonwealth of Massachusetts

County of _____ } ss.

On this the _____ day of _____, 2022, before me,
Day Month

Name of Notary Public the undersigned Notary Public,

personally appeared _____, proved to me through satisfactory evidence
of identity, which was

Description of Evidence of Identity

to be the person whose name is signed on the preceding First Amendment to Grant of Easement and acknowledged to me that he signed it voluntarily for its stated purpose, as the authorized representative for Massachusetts Electric Company.

Signature of Notary Public

Printed Name of Notary

My Commission Expires _____

Place Notary Seal and/or Any Stamp Above

WR #30327352
00-D1603.STT (Orig)

The provisions of Massachusetts
General Laws, Chapter 183,
Section 6B, are not applicable

TOWN OF LANCASTER
TO

MASSACHUSETTS ELECTRIC
COMPANY

FIRST AMENDMENT
TO GRANT OF EASEMENT

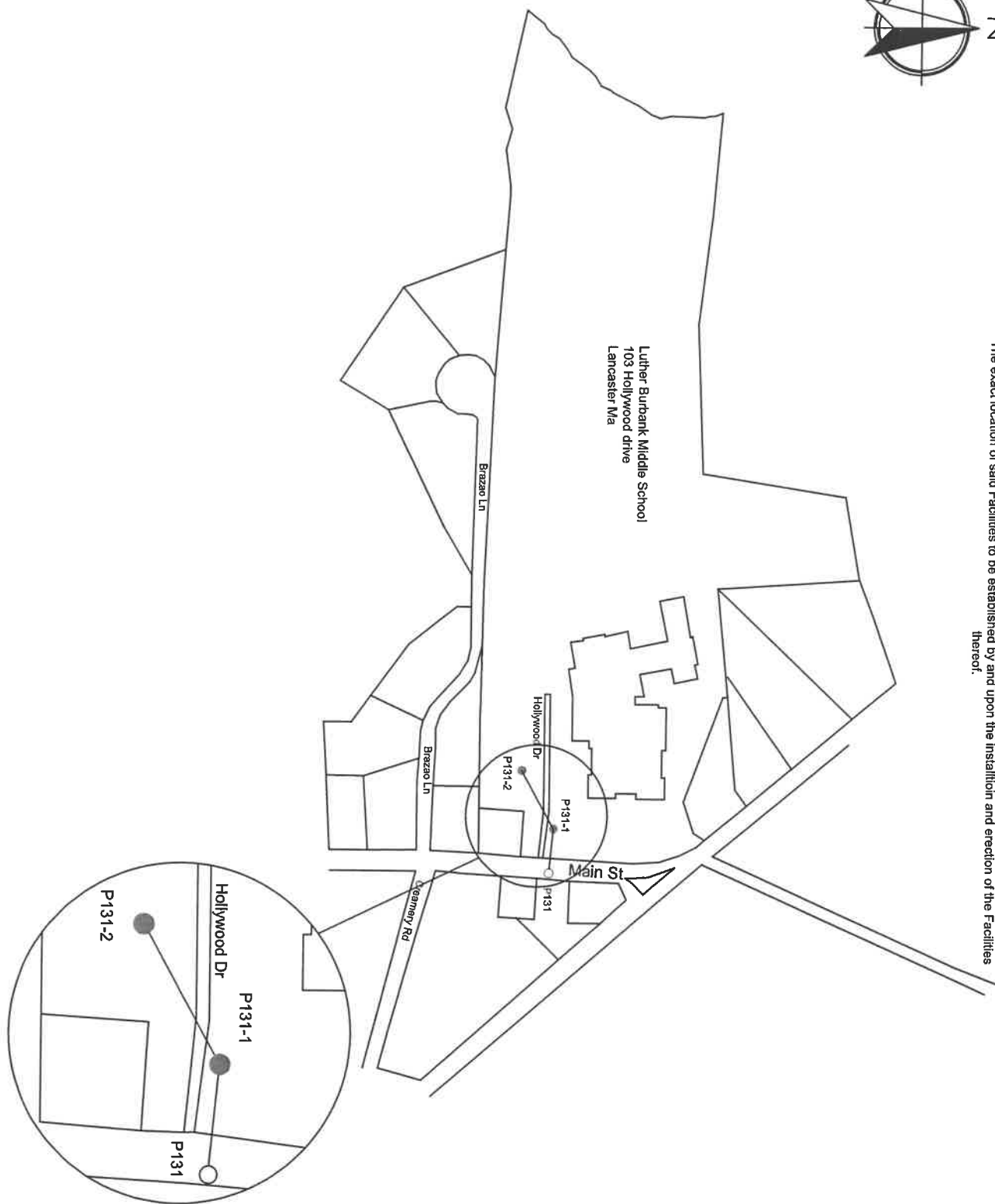
AFTER RECORDING RETURN TO:

CHRISTINA A. KLEIN
NATIONAL GRID USA
SERVICE COMPANY, INC.
40 SYLVAN ROAD
WALTHAM, MA 02451

Approved By: _____



EXHIBIT B NOT TO SCALE
The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.



LEGEND

- Existing JO Pole
- Proposed SO Pole

Luther Burbank Middle School
Easement Sketch
103 Hollywood Dr. Lancaster Ma

Sketch to Accompany Easement for:

Exhibit B

Date: 04/19/2021
Designer: J.Morales
Work Request: 30327352

nationalgrid

nationalgrid

May 6, 2021

Town of Lancaster
701 Main St
Lancaster MA 01523

Electric Service Proposal: WR#30327352

Enclosed please find an Electric Service Proposal for WR#30327352 at 103 Hollywood Drive
Lancaster MA 01523.

If this Proposal is acceptable, please sign and return the enclosed copy of the Service Agreement.
Upon receipt of your acceptance, you will then be billed under separate cover in the amount of
\$0.00 including applicable taxes. This price is valid for 60 days.

This work will be scheduled upon receipt of this signed Service Agreement, payment of invoice,
and completion of all responsibilities as outlined in the attached proposal.

Should you have any questions, please contact me at 781-907-1835.

Sincerely,

Robert Lundberg
Commercial Acct Rep
National Grid
40 Sylvan Rd.
Waltham, MA 02451-1120

**Town of Lancaster
701 Main St
Lancaster MA 01523**

Service Request:	30327352
Drawings:	
Electrical Contractor:	
Customer's Contribution:	\$0.00
Billing Party:	
Customer's Responsibilities:	<ul style="list-style-type: none"> ▶ Return signed Service Agreement, if accepted. ▶ Provide all necessary right-of-way easements ▶ Notify National Grid if any changes in the Billing Party will occur. ▶ Payment in full, upon receipt of the invoice.
National Grid Responsibilities:	<p>4/19/2021 Mary Rowlandson School 103 Hollywood St Lancaster. @ P131 Rmv 40-3 pole, x-arm, anchor guy. Install 45'-2 pole, 13 m anc guy, 50 kva 120/240 v xfmr. @P 131-1 Rmv 40'-3 pole. Install 40-2 pole, 13 m anc guy. @P 131-2 Install 40'-2 pole, 13 m anc guy, siphon service, 400 amp meter. @P131 to P131-2 install 1/0 triplex secondary. J.Morales</p>
Construction Lead Time:	<p>Approximately 4-6 weeks will be necessary for construction. Upon receipt of payments, permits, right-of-way and the signed Proposal, this project will be added to National Grid's construction schedule.</p> <p>Note: Payment must be made upon receipt of the invoice. The correct mailing address for payments will be listed on the invoice.</p>
Remarks:	<p>This proposal is based upon projected cost and rate schedule provisions in effect at the date of this proposal and will be withdrawn if not accepted within 90 days of the date of this Proposal.</p> <p>This proposal and all attached documentation is proprietary property of National Grid and can only be used for its intended purpose , at 0 and shall not be otherwise disclosed.</p>
Prepared By:	Robert Lundberg Commercial Acct Rep 781-907-1835

nationalgrid

**Massachusetts Electric Company, dba National Grid
Line Extension and Construction Advance Policy-3
For Commercial, Industrial and Non-Residential Customers**

Quote Date : 5/6/2021
Name of Complex: 0
Service Address: 103 Hollywood Drive
Lancaster MA 01523
Contact Name: 0
Company Name: Town of Lancaster
Mailing Address: 701 Main St
Lancaster MA 01523

National Grid Account Representative: Robert Lundberg

Work Req # 30327352

Standard Service

National Grid agrees to install the necessary regular distribution facilities to serve the complex referenced above. The total charge for such installation is: \$0.00 The customer agrees to pay the amount, if any, in full and in advance of construction by National Grid.

Added / Non-Standard Service

The cost of added service, as requested by the customer, is: \$0.00 Said costs, if any, are for facilities in excess of those required to meet the distribution service requirements and are therefore not applicable to Policy-3, are non-refundable, and must be paid in advance of construction by National Grid.

Grant of Easement

The customer agrees to grant a permanent easement and right-of-way to National Grid (by separate easement prepared by National Grid) for the installation, operation and maintenance of the distribution facilities on any private property that the distribution facilities will be located.

Terms of Policy-3 Apply

The terms of National Grid's Policy-3, entitled Line Extension Policy For Commercial, Industrial and Non-Residential Customers ("Line Extension Policy") shall apply to this Agreement and are fully incorporated by reference. You can review the Line Extension Policy on National Grid's Internet website at [https://www.nationalgridus.com/non_html/Dist%20T&Cs%20\(1192\)_12.01.10.pdf](https://www.nationalgridus.com/non_html/Dist%20T&Cs%20(1192)_12.01.10.pdf) and print it for your reference.

Cost Estimates

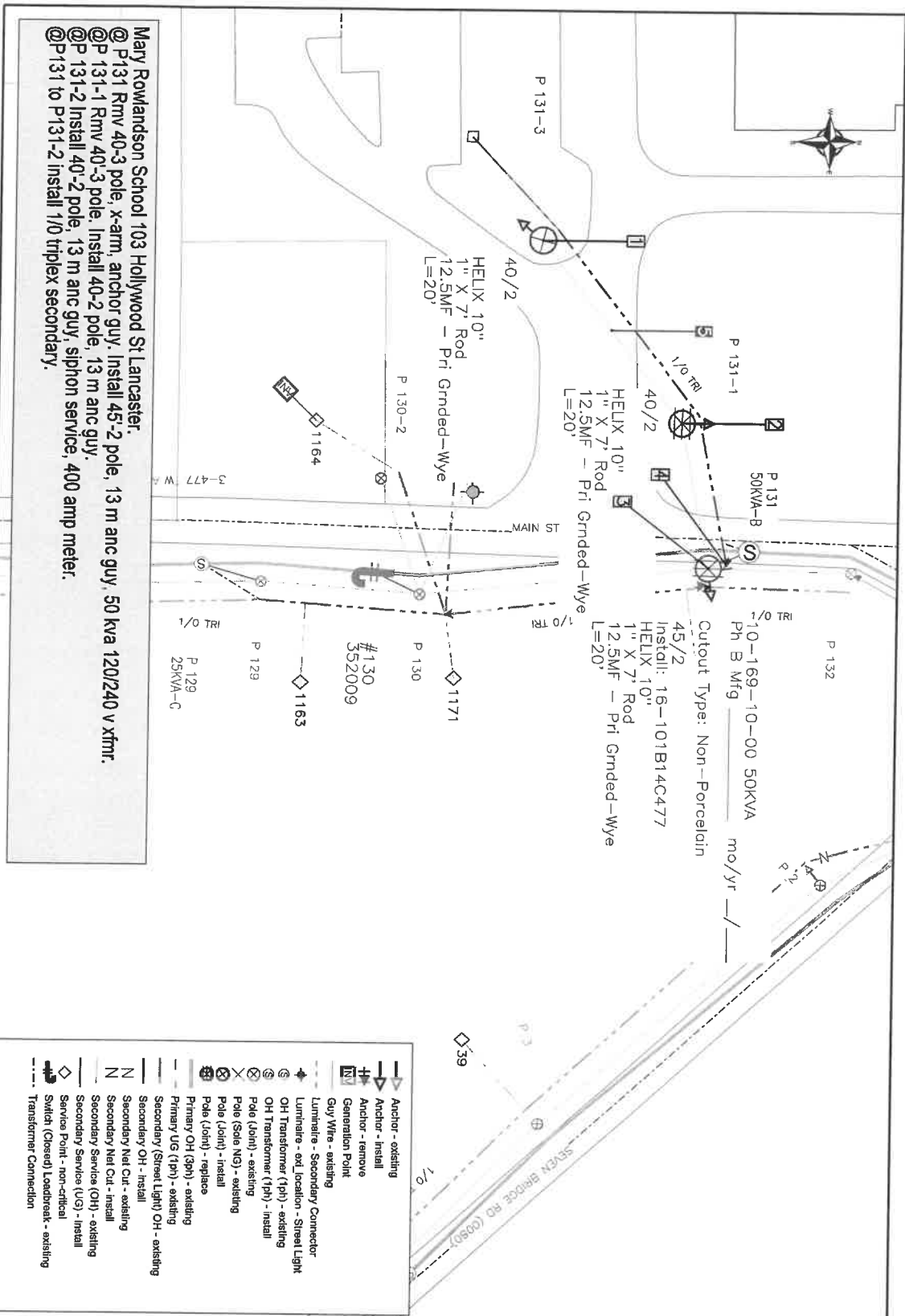
All cost estimates stated in this agreement are time sensitive and based on the execution date of this agreement. If construction has not commenced within 180 days of the execution date of this agreement and/or a wire inspection has not been completed within 360 days of the execution date of this agreement, National Grid reserves the right to require a new agreement that reflects the policies and costs in effect at that time.

Specifics:

Rate: G1
Delivery: 120/208
Metering: Secondary Example: Primary or Secondary
Discounts: 0 Example: 0 through 5
Maximum Intake (kVA): 0
Special Conditions:

I agree to the terms set forth in the Agreement:
Town of Lancaster

Name: 0
Title:
Date:
Customer Signature



- Mary Rowlandson School 103 Hollywood St Lancaster.
- Ⓢ P 131 Rmv 40'-3 pole, x-arm, anchor guy. Install 45'-2 pole, 13 m anc guy, 50 kva 120/240 v xfmr.
 - Ⓢ P 131-1 Rmv 40'-3 pole, install 40'-2 pole, 13 m anc guy.
 - Ⓢ P 131-2 Install 40'-2 pole, 13 m anc guy, siphon service, 400 amp meter.
 - Ⓢ P 131 to P 131-2 install 1/0 triplex secondary.

- Anchor - existing
- Anchor - install
- Anchor - remove
- Generation Point
- Guy Wire - existing
- Luminaire - Secondary Connector
- Luminaire - ex location - Street Light
- OH Transformer (1ph) - existing
- OH Transformer (1ph) - install
- Pole (Joint) - existing
- Pole (Joint) - install
- Pole (Joint) - replace
- Primary OH (3ph) - existing
- Primary UG (1ph) - existing
- Secondary (Street Light) OH - existing
- Secondary OH - install
- Secondary Net Cut - existing
- Secondary Net Cut - install
- Secondary Service (OH) - existing
- Secondary Service (UG) - install
- Service Point - non-critical
- Switch (Closed) Loadbreak - existing
- Transformer Connection

NATIONAL GRID USA

01-21-30327352 1-10

WORK REQUEST: 01-21-30327352
 STORMS ORDER: 30327352 DATE: 04/29/2021
 DESIGNER: Javier Morales
 JOB TITLE: Distribution Electric Service Co
 FOREMAN SIG:

DESCRIPTION:
 NEW SVC. COMM. 400A, 120/208
 3PH, UG PAD, 50FT, 1 MTR O/S ON
 FEDESTAL, REQUESTING SITE VISIT
 - THIS
 EMP ID:

☐ BUILT AS DESIGNED T.D/T.C. 01
☐ AS BUILT CHANGES PERIOD NO.
 PHONE NUMBER: 5086608270
 DATE: SHEET 1 OF 1
 SUPP SIG:

0 48 96 FT

☐ MAINLINE MAP/VOLTAGE CONVERSIONS UPDATE REQUIRED

#9

#10

AKP4

2. Landscaping behind horse shed barn to parking lot and islands. Approximate costs 15K
Total of needed funds: 30K

Prescott Building, LCC, police, old town hall:

1. Exterior/Interior security camera system
Total of needed funds: 75K

Town Hall Parking lot:

1. On the south side of the town hall, the driveway from the employee parking to the road needs to be regraded and repaved.

Total of needed fund: 25K

Total capital fund request: 300K

If you have any questions, feel free to call or stop by.

Thanks,
Scott

Scott Muth
Facilities Department
Town of Lancaster
701 Main St.
Lancaster, MA 01523

Tel: 978-365-3326 x 1075
Cell: 774-530-1002

The contents of this email and any attachments are the property of the Town of Lancaster Massachusetts and subject to the Public Records Law, M.G.L. c. 66, section 10. When writing or responding, please remember that the Massachusetts Secretary of State's Office has determined that email is a public record and not confidential.

#11

From: Mike Hanson <mhanson@lanasterfd.net>
Sent: Tuesday, April 12, 2022 3:01 PM
To: Jeff Nutting <JNutting@lanasterma.net>
Subject: RE: agenda

Jeff,

Normally it was the AUC gym but with them closed, I would go to the public school, it use to be our shelter years ago, I have reached out to them to reconfirm we can still use it as the head of maintenance has changed since then, they do have a back up generator, I am setting up a meeting with him for next week,

As the EMD the emergency sheltering falls under me, and the senior center would not meet the qualifications for a state shelter, after I meet with the school I would arrange for the state to do a on site inspection and give approval that it could be used as one, the shelter needs to have ample room, bathrooms and showers, heat, hot water, and the list goes on. Once I meet with Rob I will let you know what they say, and if it comes down to it we can reach out to other towns as there are regional shelters we can send people to,

#12

VIII. APPOINTMENTS AND RESIGNATIONS

March 19, 2022

Lancaster Board of Selectman
Main Street
Lancaster, MA 01523

To the Lancaster Board of Selectman,

My name is Stephen Mudgett, a lifelong resident and fourth generation farmer in the town of Lancaster, (Deershorn Farm). I would like to be considered for the opening on the Agricultural Committee. I have served on different boards within the Town of Lancaster over the years and now feel that I could best represent the town as an Agricultural Member.

Born and raised in town, farmed all my life, I have a four-year bachelor's degree in Horticulture and a minor in Business, and to this day continue the legacy of a farming family. I have a great connection with farmers in town and surrounding towns. I feel I could be a great asset to the Agricultural Community and provide helpful information and knowledge as the Agricultural world evolves from old to new methodologies.

Please consider me for this position and I look forward to the opportunity.

Sincerely,



Stephen A. Mudgett
241 Chace Hill Road
Lancaster, MA 01523
Cell: 978-771-4185
Home: 978-368-7947

