

**TOWN OF LANCASTER  
OFFICE OF THE SELECT BOARD  
PRESCOTT BUILDING  
LANCASTER, MA 01523**



**WARRANT FOR SPECIAL TOWN MEETING**

**SEPTEMBER 18, 2023  
7:00 PM**

**MARY ROWLANDSON ELEMENTARY SCHOOL  
&  
LUTHER BURBANK MIDDLE SCHOOL**  
*103 Hollywood Drive • Lancaster, MA 01523*

The Town of Lancaster is an Open Town Meeting form of Government. The Town is committed to ensuring that each person who wishes to participate can do so in a manner that is consistent with the Americans with Disabilities Act (ADA.) Any individual requesting a reasonable accommodation should contact Health and Human Services Director Kelly Dolan via email: [kdolan@lancasterma.gov](mailto:kdolan@lancasterma.gov) or by telephone 978-365-3326. Reasonable accommodation is determined on an individual and confidential basis. Please make any requests for reasonable accommodation on or before September 8, 2023; requests for accommodation received after this date may not be able to be fulfilled.

**Insert A**  
**Ballot Question Related to Article 1**

The ballot question will read as follows:

Shall the Town of Lancaster be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay Lancaster's allocable share of the bond issued by the Nashoba Regional School District for the purpose of paying costs of a new Nashoba Regional High School, 12 Green Road, Bolton, MA 01740 including site work and athletic fields, including the payment of all costs incidental or related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

**WARRANT FOR SPECIAL TOWN MEETING  
IN THE TOWN OF LANCASTER**

**September 18, 2023**

**Mary Rowlandson Elementary & Luther Burbank Middle Schools -- 7:00 PM**

**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 & Luther Burbank Middle Schools, 103 Hollywood Drive in said Lancaster on Monday, the eighteenth of September 2023, at 7:00 in the evening**, and to act on the following:

**ARTICLE 1**

**Nashoba Regional High School New Building  
*Select Board***

To see if the Town will approve the \$241,714,926 borrowing authorized by the Nashoba Regional School District, for the purpose of paying costs of a new Nashoba Regional High School, 12 Green Road, Bolton, MA 01740 including site work and athletic fields, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Nashoba Regional School District's Project School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and 09/100 percent (55.09%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

**NASHOBA REGIONAL SCHOOL COMMITTEE RECOMMENDATION: AFFIRMATIVE ACTION**  
**HIGH SCHOOL BUILDING COMMITTEE RECOMMENDATION: AFFIRMATIVE ACTION**  
**FINANCE COMMITTEE RECOMMENDATION: DELIVERED AT TOWN MEETING**

**ARTICLE 2**

**Amend Water Enterprise Fund  
*Board of Public Works***

To see if the Town will vote to amend the vote taken under Article 6 of the May 3, 2023, Annual Town Meeting to appropriate the sum of \$ 1,142,165 from the Water Enterprise Fund, to finance the operation of the Water Department for the Fiscal Year beginning July 1, 2023, as outlined below, or act in any manner relating thereto. The operating expenses for the Water Enterprise are entirely funded by water revenue.

<b>Water Enterprise Appropriations</b>	
<i>Salaries &amp; Wages</i>	\$ 371,760
<i>Operational Expenses</i>	\$ 429,905
<i>Reserve Fund Transfers (in/out)</i>	\$ 50,000
<i>Debt Payments (principal)</i>	\$ 175,000
<i>Debt Payments (interest)</i>	\$ 115,000
<i>Indirect Costs to the General Fund</i>	\$ 0
<b>Total Costs to the Water Enterprise Fund</b>	<b>\$ 1,142,165</b>

Or take any other action relative thereto.

**BOARD OF PUBLIC WORKS RECOMMENDATION:**  
**FINANCE COMMITTEE RECOMMENDATION:**

**AFFIRMATIVE ACTION**  
*DELIVERED AT TOWN MEETING*

**ARTICLE 3**  
**Supplemental Classification Plan for Emergency Services**  
*Select Board*

To see if the Town will vote amend the Classification and Compensation Plan by accepting the temporary classification schedule entitled “PS: Public Safety Officials”, a copy of which can be seen below, which was adopted by the Select Board in accordance with §140-3 at its meeting on August 7, 2023, or take any other action relative thereto.

<b>Public Safety Wage Scale</b>									
<i>differential</i>	<b>Grade</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>
Firefighter	<b>PS1</b>	\$ 20.10	\$ 20.70	\$ 21.32	\$ 21.96	\$ 22.62	\$ 23.30	\$ 24.00	\$ 24.72
EMT									
Firefighter/EMT	<b>PS2</b>	\$ 23.83	\$ 24.54	\$ 25.28	\$ 26.04	\$ 26.82	\$ 27.63	\$ 28.45	\$ 29.31
Reserve Police Officer									
Fire LT	<b>PS3</b>	\$ 24.75	\$ 25.49	\$ 26.26	\$ 27.04	\$ 27.86	\$ 28.69	\$ 29.55	\$ 30.44
Fire Capt.	<b>PS4</b>	\$ 27.05	\$ 27.86	\$ 28.70	\$ 29.56	\$ 30.45	\$ 31.36	\$ 32.30	\$ 33.27
Deputy Fire Chief	<b>PS5</b>	\$ 27.46	\$ 28.28	\$ 29.13	\$ 30.01	\$ 30.91	\$ 31.83	\$ 32.79	\$ 33.77
<b>Fire Stipends*</b>	<b>Annual</b>			<b>Police Stipends</b>	<b>Annual</b>				
Firefighter 1/2 Certificate	\$250.00			Uniform Allowance	\$500.00				
EMS Coordinator	\$1,000.00			Detail Rates	<i>Consistent with Union Contract</i>				
Fire Prevention Officer 1	\$250.00								
Fire Prevention Officer 2	\$250.00								

**SELECT BOARD RECOMMENDATION:**

**AFFIRMATIVE ACTION**

**ARTICLE 4**  
**Amendments to Zoning Bylaw – Accessory Apartments**  
*Planning Board*

To see if the Town will vote to amend the following Section of the Zoning Bylaw:

1. Section 220-9.G, Accessory Apartments, so that the section reads as follows:

G. Accessory apartments

- (1) Either the primary single-family detached dwelling or the proposed accessory apartment must be and remain owner-occupied, except for temporary absences of no more than 12 consecutive months.
- (2) The habitable floor area of the accessory apartment, whether located in a detached accessory structure or in the principal single-family dwelling, shall not exceed 1,500 s.f. or 50% of the Gross Floor Area of the primary dwelling, whichever is less.

- (3) The accessory apartment shall have its own separate entrance from the outside.
- (4) The accessory apartment unit shall conform to the Massachusetts Department of Public Health Minimum Standards for Human Habitation and all other applicable state codes for such occupancy.
- (5) If the dwelling is not to be served by both Town water and Town sewerage, then the applicant must document that the Board of Health has determined that provisions for water and sewage disposal will upon occupancy be adequate for the anticipated number of inhabitants.
- (6) At least three parking spaces must be provided to service the primary dwelling and the accessory apartment.

2. Section 220-8.1. AB, Use Regulation Schedule, so that the line reads as follows:

ITEM	USE	R	NB	LI	LI2	GI	EZ	NOTES
AB.	Accessory apartment in a single-family dwelling with no change in the principal use of the premises	P	P	P	P	P	P	

Or take any other action relative thereto.

**PLANNING BOARD RECOMMENDATION:**

**AFFIRMATIVE ACTION**

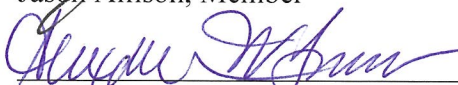
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**And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building, in said Town fourteen days at least before the time for 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.**

**SELECT BOARD OF LANCASTER**

  
 \_\_\_\_\_  
 Stephen Kerrigan, Chair

  
 \_\_\_\_\_  
 Jason Allison, Member

  
 \_\_\_\_\_  
 Alexandra Turner, Clerk

**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:**

*E. L. Moody*

**Constable Signature**

*Everett L Moody*

**Print**

**Date:** 8/17/23

*The full text of the Warrant is available in the Prescott Building and Thayer Memorial Library.*