

**WARRANT FOR**  
**ANNUAL TOWN MEETING**  
**MAY 2, 2011**  
7:00 P.M.  
Hale Middle School Auditorium

**with**  
**ANNUAL TOWN ELECTION**  
**MAY 10, 2011**

7:00 A.M. TO 8:00 P.M.  
Hale Middle School Gymnasium



Annual Report of Officers and Committees available at Town Building, Police Station and Randall  
Library

**PLEASE BRING TO TOWN MEETING**  
**THIS IS YOUR ONLY COPY**

## **STOW EMERGENCY ASSISTANCE FORM**

This is a survey being used town wide in order to keep a record of Stow residents who may need special assistance in the event of an emergency. Being prepared, before an emergency strikes, is the best way to protect yourself and assist emergency responders.

Fill out for each family member. Use other side or additional paper to list all household members that may need help.

Name	D.O.B.
Street	Telephone
Emergency Contact	EC Phone #
Primary Doctor	Dr. Phone#
Pharmacy	RX Phone#

This information is to be used only for Stow's emergency and disaster planning. It may be shared with local emergency planning, police and fire departments.

Check all that apply to you.

- I do not have a completed File of Life on my refrigerator.
- My house is hard to find or I do not have # on my house or mailbox.
- I would need help if power went out for more than a day.
- I do not have an emergency kit prepared (flashlight, radio, 3 days of food, water & medicine).
- I do not have an emergency plan for my pet.
- I do not know how to shelter in place (in my home).
- I could not drive to a shelter.
- I would need help leaving my home.
- I would not be willing to leave my home.
- I would stay with family or friends if needed.
- I can't order RX unless I'm nearly out of my current supply.
- I give my permission to be contacted for further information.

List special needs. Be specific and explain how you will need help (blindness, hearing loss, physical limitations, confusion, etc).

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List any medical equipment required. (oxygen, wheelchair, walker, insulin, wound care, IV therapy, dialysis, nebulizer, etc).

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**Please return this form to Stow Fire Dept., 16 Crescent Street, Stow, MA 01775**

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**Finance Committee Report**  
**Annual Town Meeting**  
**May 2, 2011**

The Finance Committee has reviewed the proposed Town of Stow (“Town” or “Stow”) budget for the upcoming fiscal year, which runs from July 1, 2011 through June 30, 2012 (“FY 2012”). Similar to the past few years, we believe that, despite the recent economic difficulties, the Town can maintain a mostly level services budget without requiring a Proposition 2½ override or draining our reserves.

The Town’s ability to balance the budget without requiring an override, despite very little new growth and even potentially more cuts in state aid, can be attributed to a number of factors. On the income side, our FY 2011 budget left a significant amount of unused levy capacity and there is a debt exclusion associated with the Center Expansion. Further, Stow has a very small reliance on state aid. Therefore, cuts in aid have a muted effect. On the expense side, the schools and the Town have put together largely level services budgets with little to no cost-of-living increases.

However, the ability to not need an override is only part of the story. What determines the tax rate for residents and businesses, beyond their individual assessments, are the expenses approved at Town Meeting, partially offset by the money taken in from other revenue sources, such as local receipts and state aid.

It should be noted that, despite the trim level services budgets submitted by the schools and the Town, the FY 2012 budget does include almost \$1.1 Million in additional expenses from FY 2011. That translates into a 4.95% increase in expenditures in FY 2012. The composition of this increase will be broken down below, but many of these cost drivers causing this increase were either foreseen (Center Expansion) or have almost become commonplace (healthcare costs). Also, approximately \$200,000 of the increase is due to an increase in capital requests over FY 2011.

**INCOME**

Stow’s sources of income include property taxes (overwhelmingly residential), local receipts, state aid, and free cash, which are unrestricted funds remaining from the previous year.

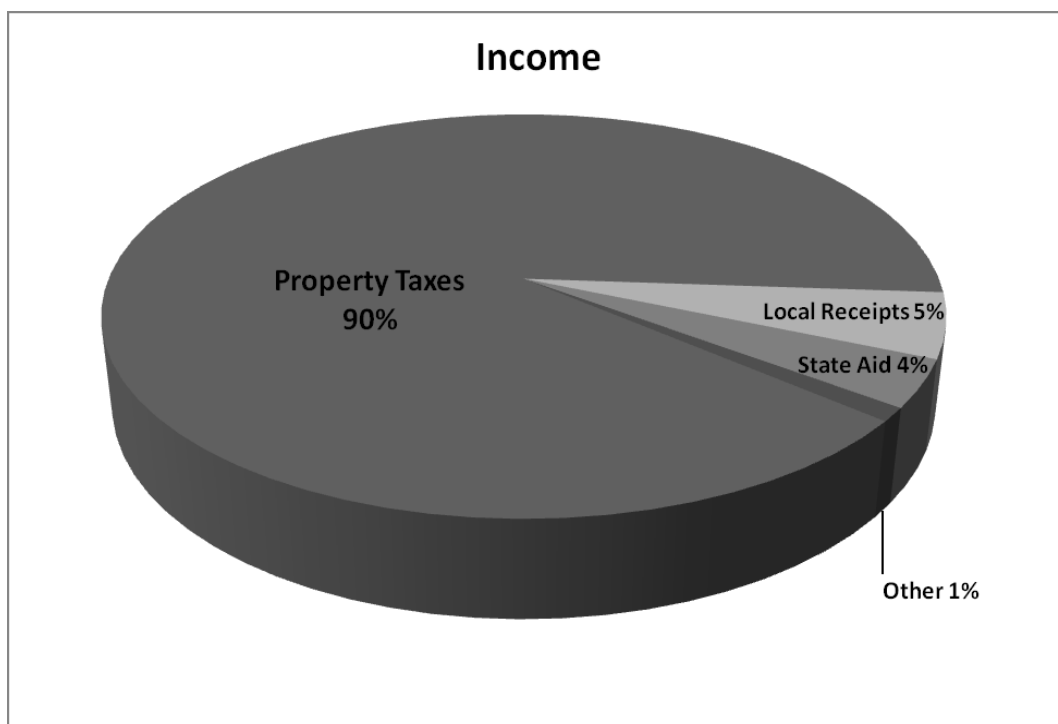
State aid of \$895,945 includes \$542,576 of school building assistance associated with the Hale School, which is directly offset by the debt service associated with the Hale construction many years ago. Excluding this building assistance, state aid is only approximately \$350,000. Though the current budget projection shows about a 7% decrease in state aid (not including the aforementioned school building assistance), this decrease should be taken in context. Excluding the state aid from building assistance, state aid only comprises 1.5% of Stow’s budget, one of the lowest levels in the state. Despite the clear negative implication that Stow may not be receiving the Town’s fair share of aid, Stow is much more shielded than other towns from the recessionary effects of the state’s revenue sources of sales and income taxes. This perceived benefit has certainly manifested itself in the last few budgets for Stow when compared to the fiscal difficulty many neighboring towns have been experiencing.

Local receipts, which make up approximately 5% of the budget, are expected to increase only modestly for FY 2012. Automobile excise taxes, which are heavily influenced by new car purchases, make up a majority of the local receipt income. The economic downturn has certainly taken a toll on this revenue source, which had decreased by about 20% over the last few years.

Combined, the decreases in state aid and local receipts since FY 2009 have amounted to almost \$500,000. The end result is that property taxes have gone from comprising about 85% of Stow's budget in 2009 to a projected 90% in 2012.

Although the current budget shows an allowable 10% increase in property taxes (approximately \$2 Million), this is merely reflective of Stow's levy capacity without requiring an override. It is important to note that the actual amount in property taxes to be raised in FY 2012 will be set in the fall when the Town must balance its revenue and expenditures in setting the tax rate. Only the actual amount appropriated for expenditure by Town Meeting will be raised in taxes. Therefore, when factoring in the projected surplus of \$926,892 in the FY 2012 budget, the estimated increase in taxes is approximately 5.4%.

The large allowable increase in property taxes can be attributed to a large amount of unused levy capacity in FY 2011 (about \$1 Million), the allowable Proposition 2½ increase of about \$480,000, a small amount of projected new growth of \$275,000 and about \$315,000 in debt exclusions (Center School expansion).



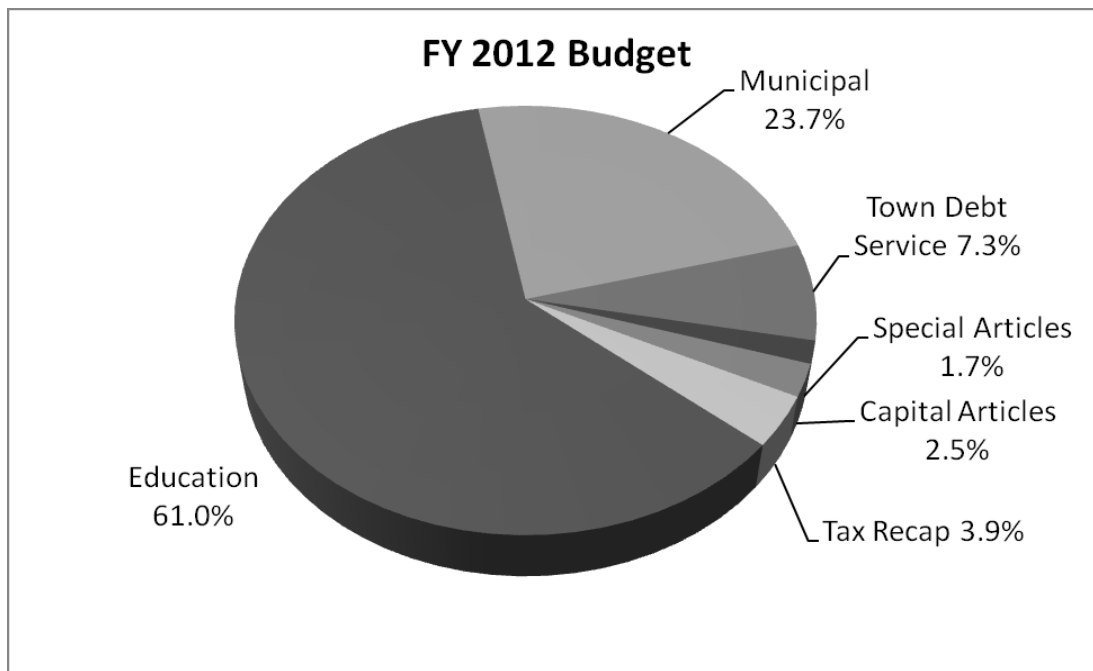
			Change	
Income	FY11	FY12	FY11 - 12	Percent total
Property Tax	19,411,078	21,392,092	10.2%	90.0%
Local Receipts	1,181,000	1,231,000	4.2%	5.2%
State Aid	922,904	895,945	-2.9%	3.8%
Other	256,009	256,508	0.2%	1.1%
<b>TOTAL INCOME</b>	<b>21,770,991</b>	<b>23,775,545</b>	<b>9.2%</b>	<b>100.0%</b>

## EXPENSES

Education accounts for the majority of the Town budget. Together, the Nashoba Regional School District (“NRSD”) assessment of \$13,194,166 and the Minuteman Career and Technical High School assessment of \$746,981 make up 61% of Town expenditures.

Municipal, which includes all of the town provided services, makes up 24% or \$5.4 Million of the budget. The largest departments within municipal are Police, Highway and Fire.

With the Center Expansion related bond payments in FY 2012, debt service increases from about 6% to over 7% of the total FY 2012 budget.



Expenditures	FY 2011	FY 2012	Change FY '11 - FY '12	Percent Total
<b>Education, Total</b>	<b>13,624,067</b>	<b>13,941,147</b>	<b>2.3%</b>	<b>61.0%</b>
Nashoba Regional	13,014,640	13,194,166	1.4%	57.7%
Minuteman Regional	609,427	746,981	22.6%	3.3%
<b>Municipal, Total</b>	<b>5,235,405</b>	<b>5,412,545</b>	<b>3.4%</b>	<b>23.7%</b>
Police & Dispatch	1,274,781	1,287,621	1.0%	5.6%
Highway Department	793,664	800,918	0.9%	3.5%
Fire & EMS	624,439	647,714	3.7%	2.8%
Group Insurance	644,550	732,855	13.7%	3.2%
Randall Library	200,601	203,602	1.5%	0.9%
Other Municipal	1,697,370	1,739,835	2.5%	7.6%
<b>Town Debt Service</b>	<b>1,297,693</b>	<b>1,657,196</b>	<b>27.7%</b>	<b>7.3%</b>
<b>Special Articles</b>	<b>380,312</b>	<b>391,725</b>	<b>3.0%</b>	<b>1.7%</b>

<b>Expenditures</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>Change FY '11 - FY '12</b>	<b>Percent Total</b>
<b>Capital Articles</b>	<b>376,000</b>	<b>562,534</b>	<b>49.6%</b>	<b>2.5%</b>
<b>Tax Recapitulation</b>	<b>857,514</b>	<b>883,506</b>	<b>3.0%</b>	<b>3.9%</b>
County Retirement	519,630	543,974	4.7%	2.4%
Other Tax Recap	337,884	339,532	0.5%	1.5%
<b>Total Expenditures</b>	<b>21,770,991</b>	<b>22,848,653</b>	<b>4.9%</b>	<b>100.0%</b>

Increases in the proposed FY 2012 budget amount to \$1,077,662, or 4.95%. The major drivers of this increase include debt service (about \$360,000, or 33% of the increase), capital requests (about \$190,000, or 17% of the increase) the NRSD budget (about \$180,000, or 17% of the increase), the Minuteman Regional School District (“Minuteman”) budget (about \$140,000, or 13% of the increase) and increases in health insurance (about \$90,000, or 8% of the increase).

**Breakdown of the budget increase:**

Town Debt Service	\$	359,503
Capital Requests		186,534
Nashoba Regional		179,526
Minuteman Regional		137,554
Group Insurance		88,305
Other		117,774
<b>FY 2012 Budget Increase</b>	<b>\$</b>	<b>882,662</b>

The increase in debt service of about \$360,000 can of course be attributed to the first large debt payment coming due on the Center Expansion. The Center Expansion debt service will actually be almost \$500,000 in FY 2012, meaning it will account for about 2% of our overall budget. Though Stow’s Treasurer has been aggressively taking advantage of a favorable interest rate environment, there are still additional costs to be bonded and the Town will see an additional significant increase here in FY 2013. The total debt service once the project is completed will depend greatly on the prevalent interest rate at the time the project costs are bonded and could range from anywhere between \$1.2 Million per year to \$1.5 Million per year. Nevertheless, it should be noted that the overall costs of the project may be as much as \$5 Million less than originally anticipated, the savings of which will be shared between the Town and the Massachusetts School Building Authority.

The NRSD assessment, by far the largest line item in our budget, increased 1.4% or about \$180,000 in FY 2012. Though the NRSD budget is largely a level services budget, it includes some position consolidations, but not any major program cuts or significant layoffs. It also does not include any cost of living adjustments for the NRSD staff. As the teacher contract is currently being negotiated, it remains to be seen how this will play out. Nevertheless, NRSD will only receive the assessment amount voted on by Town Meeting. Despite some cuts in expenses, the NRSD assessment is increasing by 1.4% largely due to rising health care costs, coupled with the fact that the FY 2011 budget included some one-time Federal stimulus funds. As with the previous year, NRSD will be relying on more Excess and Deficiency funds than they have relied on in past years.



The Minuteman assessment will see a significant increase in FY 2012 (23% or about \$138,000). This increase is not a result of rising expenses at Minuteman, as Minuteman's budget, similar to NRSD's budget, is largely a level services budget with some staff reductions. In fact, the Minuteman overall budget will only increase about 1% in FY 2012. It also should be noted that Minuteman had a significant budget decrease in FY 2011, reducing expenses by about 7%. The driver for the increase in FY 2012 is due to an increase in enrollment. Still, the average cost per pupil has gone down over the last several years. It should also be noted that Minuteman is in the process of doing a feasibility study (voted on in last year's Town Meeting) on a possible (and significant) building renovation. In connection with that project, Minuteman is also re-examining the existing Minuteman Regional Agreement amongst the 16 member towns.

Rising health care costs not only play a large role in the school budgets, but are also the biggest reason for the 3.4% increase in the Municipal portion of the FY 2012 budget, accounting for almost half of that increase. The FY 2012 budget also includes 1% cost of living increases for Town employees (FY 2011 had a 2% cost of living increase). This accounts for only \$32,000 of the FY 2012 increase.

### **CAPITAL REQUESTS**

As of late March, capital articles total approximately \$563,000, a 50% increase over FY 2011. \$200,000 of this is for a land purchase for the cemetery. Replacement and new equipment accounts for about \$175,000 of the capital requests, including \$50,000 for a new diesel exhaust system for the Fire Department, \$40,000 for a new dump truck/sander for the Highway Department, \$37,000 for a new grader for the highway department and \$33,000 for a new cruiser for the Police Department. Building repairs account for \$144,000 of the capital articles and include \$100,000 for a new roof for the library, \$29,000 for improvements to the town building water treatment system and \$15,000 for repairs to the dog kennel. There is also a capital article of \$43,334 for Lower Village engineering plans.

These capital expenditures are proposed to be paid for through a combination of free cash (\$200,000) and tax levy income, in order to avoid borrowing.

### **COMMUNITY PRESERVATION**

For FY 2012 there are no designated expenditures from the Community Preservation Fund. Though there are none in FY 2012, these expenditures are directly offset by an allocation of revenue previously raised through the CPC excise tax, plus available state matching funds. Therefore, they generally have no direct effect on the budget.

### **STORED ASSETS**

As usual, the Finance Committee proposes the Town vote to move \$50,000 from Free Cash to the Stabilization Fund this year. This is part of the Town's attempt to rebuild its financial reserves over time. Free Cash and the Stabilization Fund are considered the Town's stored assets. These reserves are not only important to have on hand for "rainy day" purposes, but are also a significant factor in determining our cost of borrowing, or the interest rate on Town debt. Free Cash for FY 2011 was certified at approximately \$778,000 and the Town's Stabilization Fund balance is approximately \$650,000. The combined \$1.43 Million is about 6.3% of the FY 2012 budget and is at a 10-year high for the Town, which is very timely as the Town bonds the costs associated with the Center School expansion.

## **BOTTOM LINE**

There remain a number of concerns both inside and outside of the FY 2012 budget, some perennial, some difficult or impossible to change, and some perhaps just a result of the recent economic times. Stow's tax base remains overwhelmingly residential. Though this lack of diversification has actually benefited the Town slightly in these tough economic times, it is during economic "boom" years when this hurts Stow vs. the tax rate of some neighboring towns. As a result, Stow will continue to have one of the highest tax rates in the state. NRSD, which accounts for almost 60% of the budget, has seen an increasing reliance over the last few budget cycles on Excess and Deficiency funds. Though the use is expected during recessionary periods, it is not a sustainable revenue source by any measure and would need to be made up by either lowering expenses, through an increase in state aid or through an increase in the assessment (i.e. property taxes). Further, FY 2011 was the last year of the existing contract between NRSD and the union that represents the teachers. As of late March, the new contract was still being negotiated and therefore many of the biggest drivers that affect the NRSD budget for both FY 2012 and in the years to come remain unknown. Health care costs continue to rise, often by double-digit percentages, and there continue to be concerns surrounding pension costs. There is no immediate end in sight for these increases.

Nevertheless, despite a growing population, the Town departments have for the most part submitted practical budgets and have been able to get by without any additional resources. The past two assessments from NRSD have been held to an average increase of about 1%. Though Minuteman's assessment is increasing substantially this year, the reason is Stow's enrollment, not Minuteman's budget. Also, it should be noted that, due to enrollment, Stow's Minuteman assessment had decreased substantially in the previous fiscal year. The schools were able to accomplish this, despite their own substantial increases to benefit costs.

The FY 2012 budget largely reflects the reality of the first big bills coming due on the Center Expansion, coupled with the rising costs of healthcare and retirement costs. Despite this, it should be noted that the costs of the Center Expansion are currently under what was originally forecast and voted on in Town Meeting.

As a Town, Stow has weathered these difficult economic times rather well due to a number of factors, including sensible planning and management. Nevertheless, the economy has no doubt taken a toll on the Town's tax base, whose ability to absorb additional increases may have been severely curtailed by both the recession, as well as the planned Center Expansion. This budget attempts to balance what is the reality of our existing expenses, with the reality of what the tax base may be able to absorb. That balance of course is ultimately determined at Town Meeting.

### **The Stow Finance Committee**

Gary Bernklow, Chair

Ann Deluty, Vice Chair

Christopher Sarno, Rick Connelly, and Peter McManus: Members

Patricia Heron, Rick Rollins, Bruce Walbridge, and Eric Sears: Associate Members

### **Appendix A: Reserve Fund Transfer Details**

The Finance Committee is a standing committee of Town Meeting; and the committee's main role in Stow is to review town meeting warrant articles and make recommendations to the voters, with special emphasis on the financial aspects of each article.

The Finance Committee also administers Stow's Reserve Fund, which is used for unexpected or emergency expenses during the fiscal year. For the past several fiscal years, \$70,000 has been put into the Reserve Fund. Unexpended funds each year return to the Town's General Fund as Free Cash, for use in the following fiscal year.

The following table shows all Reserve Fund transfers since the 2009 annual warrant report. As the chart shows, there were unusually few reserve fund transfer requests so far this year.

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b>FY 2009</b>		
25-May-09	Building Inspector – close old permits	\$2,000
25-May-09	Building Inspector clerical wages	\$ 241
25-May-09	Building Department custodial wages	\$1,013
30-June-09	Old West School roof repairs	\$6,000
<b>FY 2010</b>		
15-Sep-09	Fire Department wages – Lake Boon coverage	\$10,000
12-Jan-10	Building Inspector Mileage	\$ 1,250
19-Mar-09	Municipal Water System maintenance	\$ 9,285
<b>FY 2011</b>		
21-Sep-10	Medical expenses for disabled, retired Stow Police Officer	\$ 1,000
11-Jan-11	Fire Department – Overtime Wages	\$10,000
22-Feb-11	Board of Health – Municipal Solid Waste Removal	\$ 286

The Selectmen and Finance Committee voted to approve deficit spending for the Snow and Ice account this winter. At this town meeting, there is a warrant article to remove the deficit in the current year and balance the budget.





## **WARRANT FOR 2011 ANNUAL TOWN MEETING**

To either of the Constables of the Town of Stow, in the County of Middlesex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stow, qualified to vote in Elections and Town Affairs, to assemble in

### **HUGH MILL AUDITORIUM AT THE HALE SCHOOL**

In said Town on  
**MONDAY, THE SECOND DAY OF MAY 2011**  
**AT 7:00 P.M.**

Then and there to act on the following Articles, namely:

#### **Article 1. Town Officers Not Elected by Ballot**

To choose all other necessary Town Officers who will not be elected by ballot at the Annual Election on May 10, 2011.

*The Finance Committee recommends approval of this article.*

#### **Article 2. Reports of Selectmen and Other Officers and Committees**

To hear the reports of the Selectmen and other Officers and Committees of the Town for 2010; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article.*

#### **Article 3. Reports of Special Committees**

To hear the reports of special committees of 2010; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article.*

#### **Article 4. Wage and Salary Schedules for Fiscal Year 2012**

To see if the Town will vote to amend Article 11 of the General Bylaws of the Town, Personnel Administration, by deleting from Section 20.h. the existing salary Schedules A, B, C, D, and E, and inserting in place thereof the following new Schedules; or take any other action thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article. The Town employees will receive a 1% cost of living increase for FY 2012, which is lower than the increase they have received in past years.*

<b>SCHEDULE A</b>					
<b><u>ANNUAL RATE POSITIONS</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Police Chief	74,216	76,916	80,964	87,709	99,212
Supt. of Streets	66,405	70,555	74,708	78,854	83,010
Fire Chief	65,865	68,501	72,454	79,045	85,626
Town Acct.	60,921	64,706	68,518	72,328	76,140
Police Lieut.	67,153	72,220	76,022	79,822	82,357
Treas. Collector	52,395	55,672	58,947	62,219	65,495
Bldg. Inspector	51,292	54,496	57,701	60,908	64,116
Library Director	48,809	51,860	54,909	57,965	61,012
Town Clerk	43,862	46,467	49,202	51,931	54,667
Cemetery Superintendent	36,771	38,976	41,148	43,452	45,754
<b>SCHEDULE B</b>					
<b><u>HOURLY RATE POSITIONS</u></b>					
<b><u>GROUP A</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Parks & Commons Worker	11.16	12.09	13.12	14.09	15.05
Cemetery Worker	11.16	12.09	13.12	14.09	15.05
Custodian	11.16	12.09	13.12	14.09	15.05
<b><u>GROUP B</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Assistant Town Clerk	16.43	17.70	19.02	20.60	22.14
Capital Prog. Comm. Secy.	12.67	13.59	14.62	15.86	17.03

<b><u>GROUP C</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Bd. of Appeals Secretary	17.29	18.84	20.31	21.88	23.36
Town Secretary	13.59	14.84	16.00	17.23	18.42
Highway/Tree/ Grounds Worker	13.59	14.84	16.00	17.23	18.42
<b><u>GROUP D</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway/Tree Grounds Driver-Laborer	16.86	17.93	18.98	20.01	21.04
<b><u>GROUP E</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway Dept. Equipment Operator	18.41	19.55	20.69	21.86	22.98
Tree Worker (Moth)	18.41	19.55	20.69	21.86	22.98
Maintenance Person	18.41	19.55	20.69	21.86	22.98
<b><u>GROUP F</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway Dept. Mechanic	19.51	20.64	21.97	23.19	24.37
Crew Chief	20.29	21.48	22.85	24.10	25.36
<b><u>GROUP G</u></b>					
<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Assistant Superintendent of Streets	23.84	25.35	26.83	28.31	29.80
Highway Dept. Foreman	21.66	23.03	24.36	25.73	27.05

<b>SCHEDULE C</b> <b><u>SINGLE RATE POSITIONS PAID ANNUALLY</u></b>	
<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Registrar of Voters	131
Assistant Registrar of Voters	262
Animal Control Officer	16,936
Director of Summerthing	2,630
Beach Director	5,668
Animal Inspector	3,515
Veterans' Services Agent	1,818
Council on Aging Secretary	400
<b>SCHEDULE D</b> <b><u>SINGLE RATE POSITIONS PAID HOURLY</u></b>	
<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Election Warden	10.02
Election Clerk	10.02
Election Teller	8.87
Election Clerical Assistance	8.87
Lifeguard	11.01
Lifeguard (W.S.I.)	13.01
Beach Checker	8.87
Street Lister	9.57
Street Listing Clerk	8.87
Street Numberer	8.87
Per Diem Firefighter (call)	13.91
Apprentice Firefighter (call)	13.48
Firefighter (call)	15.41
Emergency Medical Technician (call)	15.41
Firefighter/EMT (call)	16.11
EMT - w/Defib & Epi Pen (call)	16.83
Firefighter/EMT - w/Defib & Epi Pen (call)	17.52
Officers - Fire or Medical (call)	18.94
Police Officer, part-time	21.54
Police Matron	19.01
Auxiliary Police Officer	14.06
Dispatcher, part-time	17.91



<b>SCHEDULE D, continued</b> <b><u>SINGLE RATE POSITIONS PAID HOURLY</u></b>	
Summerthing Assistants	8.87
<b>SCHEDULE E</b> <b><u>FIRE DEPARTMENT ANNUAL SINGLE RATES</u></b>	
<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Deputy Fire Chief (call)	950
Fire Engineer	824
Fire Captain (call)	632
Fire Lieutenant (call)	507
Fire Medical Officer	380
EMS Quartermaster	254
EMS Schedule Coordinator	191
EMS Assistant Coordinator	317
EMS Records Coordinator	380

**Article 5. Secret Voting for Nashoba Regional School District Budget**

To see if the town will vote to require that the Nashoba School District budget request article submitted to any Town Meeting shall use a secret form of voting; or take any other action relative thereto.  
(Citizens' Petition)

*The Finance Committee recommends approval of this article. Privacy in voting is a basic right of all Americans. Any article which allows Americans to participate in their government without fear of intimidation is to be encouraged.*

**Article 6. General Budget for Fiscal Year 2012**

To see what sums of money the Town will vote to raise and appropriate, or appropriate and transfer from available funds, to defray the necessary expenses of the several departments of the Town, as set forth in the following line items, or any other sums; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article.*

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
	<b><u>MUNICIPAL BUDGET</u></b>	<b>LINES 1 - 70</b>			
	<b><u>GENERAL GOVERNMENT</u></b>	<b>LINES 1 - 32</b>			
<b>Line No.</b>					
	<b>MODERATOR</b>				
<b>1</b>	MODERATOR SALARY	38.00	38.00	38.00	38.00
<b>2</b>	MODERATOR EXPENSES	45.00	45.00	45.00	45.00
	<b>TOTAL MODERATOR</b>	<b>83.00</b>	<b>83.00</b>	<b>83.00</b>	<b>83.00</b>
	<b>SELECTMEN</b>				
<b>3</b>	ADMINISTRATIVE ASSISTANT SALARY	47,553.00	48,029.00	48,029.00	48,029.00
<b>4</b>	SELECTMEN EXPENSES	9,470.00	9,470.00	9,470.00	9,470.00
<b>5</b>	TOWN ADMINISTRATOR SALARY	109,445.00	110,540.00	110,540.00	110,540.00
<b>6</b>	TOWN ADMINISTRATOR EXPENSES	500.00	500.00	500.00	500.00
	<b>TOTAL SELECTMEN</b>	<b>166,968.00</b>	<b>168,539.00</b>	<b>168,539.00</b>	<b>168,539.00</b>

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
	<b>TOWN BUILDING CLERICAL</b>				
<b>7</b>	TOWN BUILDING CLERICAL WAGES	12,761.00	13,595.00	13,595.00	13,595.00
	<b>TOTAL TOWN BUILDING CLERICAL</b>	<b>12,761.00</b>	<b>13,595.00</b>	<b>13,595.00</b>	<b>13,595.00</b>
	<b>FINANCE COMMITTEE</b>				
<b>8</b>	FINANCE COMMITTEE WAGES	3,813.00	3,850.00	3,850.00	3,850.00
<b>9</b>	FINANCE COMMITTEE EXPENSES	550.00	700.00	700.00	700.00
	<b>TOTAL FINANCE COMMITTEE</b>	<b>4,363.00</b>	<b>4,550.00</b>	<b>4,550.00</b>	<b>4,550.00</b>
	<b>TOWN ACCOUNTANT</b>				
<b>10</b>	ACCOUNTANT SALARY	46,748.00	47,215.00	47,215.00	47,215.00
<b>11</b>	ACCOUNTANT CLERK SALARY	0.00	0.00	0.00	0.00
<b>12</b>	ACCOUNTANT EXPENSES	1,525.00	1,525.00	1,525.00	1,525.00
	<b>TOTAL TOWN ACCOUNTANT</b>	<b>48,273.00</b>	<b>48,740.00</b>	<b>48,740.00</b>	<b>48,740.00</b>
	<b>ASSESSORS</b>				

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
<b>13</b>	PRINCIPAL ASSESSOR'S WAGES	63,220.00	63,852.00	63,852.00	63,852.00
<b>14</b>	ASSESSORS CLERICAL WAGES	61,344.00	62,426.00	62,426.00	62,426.00
<b>15</b>	ASSESSORS EXPENSES	7,200.00	8,100.00	8,100.00	8,100.00
	<b>TOTAL ASSESSORS</b>	<b>131,764.00</b>	<b>134,378.00</b>	<b>134,378.00</b>	<b>134,378.00</b>
	<b>TREASURER- COLLECTOR</b>				
<b>16</b>	TREASURER- COLLECTOR SALARY	61,603.00	62,219.00	62,219.00	62,219.00
<b>17</b>	TREASURER- COLLECTOR CLERICAL WAGES	45,675.00	59,129.00	48,529.00	48,529.00
<b>18</b>	TREASURER- COLLECTOR EXPENSES	39,400.00	38,500.00	38,500.00	38,500.00
	<b>TOTAL TREASURER- COLLECTOR</b>	<b>146,678.00</b>	<b>159,848.00</b>	<b>149,248.00</b>	<b>149,248.00</b>
	<b>ITAC</b>				
<b>19</b>	ITAC CLERICAL WAGES	22,698.00	22,817.00	22,817.00	22,817.00
<b>20</b>	ITAC EXPENSES	45,717.00	66,860.00	63,060.00	63,060.00
	<b>TOTAL ITAC</b>	<b>68,415.00</b>	<b>89,677.00</b>	<b>85,877.00</b>	<b>85,877.00</b>
	<b>TOWN CLERK</b>				
<b>21</b>	TOWN CLERK SALARY	54,126.00	54,667.00	54,667.00	54,667.00

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
<b>22</b>	TOWN CLERK OTHER WAGES	28,532.00	28,546.00	28,546.00	28,546.00
<b>23</b>	TOWN CLERK EXPENSES	14,180.00	16,175.00	16,175.00	16,175.00
	<b>TOTAL TOWN CLERK</b>	<b>96,838.00</b>	<b>99,388.00</b>	<b>99,388.00</b>	<b>99,388.00</b>
	<b>CONSERVATION COMMISSION</b>				
<b>24</b>	CONSERVATION COMMISSION CLERICAL WAGES	69,866.00	71,361.00	71,361.00	71,361.00
<b>25</b>	CONSERVATION COMMISSION EXPENSES	4,280.00	4,280.00	4,280.00	4,280.00
	<b>TOTAL CONSERVATION COMMISSION</b>	<b>74,146.00</b>	<b>75,641.00</b>	<b>75,641.00</b>	<b>75,641.00</b>
	<b>PLANNING BOARD</b>				
<b>26</b>	PLANNING BOARD CLERICAL WAGES	107,706.00	110,966.00	110,966.00	110,966.00
<b>27</b>	PLANNING BOARD EXPENSES	4,510.00	4,510.00	4,510.00	4,510.00
	<b>TOTAL PLANNING BOARD</b>	<b>112,216.00</b>	<b>115,476.00</b>	<b>115,476.00</b>	<b>115,476.00</b>
	<b>BOARD OF APPEALS</b>				
<b>28</b>	BOARD OF APPEALS CLERICAL WAGES	6,976.00	7,041.00	7,041.00	7,041.00

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
<b>29</b>	BOARD OF APPEALS EXPENSES	2,890.00	2,890.00	2,890.00	2,890.00
	<b>TOTAL BOARD OF APPEALS</b>	<b>9,866.00</b>	<b>9,931.00</b>	<b>9,931.00</b>	<b>9,931.00</b>
	<b>MUNICIPAL BUILDING</b>				
<b>30</b>	MUNI BUILDING & PROPERTY WAGES	27,510.00	27,787.00	27,787.00	27,787.00
<b>31</b>	MUNI BUILDING & PROPERTY EXPENSES	57,230.00	58,930.00	58,930.00	58,930.00
	<b>TOTAL MUNICIPAL BUILDING</b>	<b>84,740.00</b>	<b>86,717.00</b>	<b>86,717.00</b>	<b>86,717.00</b>
	<b>OTHER GENERAL GOVERNMENT</b>				
<b>32</b>	TOWN REPORTS EXPENSES	9,600.00	8,200.00	8,200.00	8,200.00
	<b>TOTAL OTHER GENERAL GOVERNMENT</b>	<b>9,600.00</b>	<b>8,200.00</b>	<b>8,200.00</b>	<b>8,200.00</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>966,711.00</b>	<b>1,014,763.00</b>	<b>1,000,363.00</b>	<b>1,000,363.00</b>
<b>-</b>	<b><u>PUBLIC SAFETY</u></b>	<b>LINES 33 - 41</b>			
	<b>POLICE DEPT</b>				
<b>33</b>	POLICE CHIEF SALARY	98,230.00	98,230.00	98,230.00	98,230.00

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
<b>34</b>	POLICE & DISPATCH WAGES	1,081,551.00	1,094,391.00	1,094,391.00	1,094,391.00
<b>35</b>	POLICE & DISPATCH EXPENSES	95,000.00	95,000.00	95,000.00	95,000.00
	<b>TOTAL POLICE DEPT</b>	<b>1,274,781.00</b>	<b>1,287,621.00</b>	<b>1,287,621.00</b>	<b>1,287,621.00</b>
	<b>FIRE AND EMS</b>				
<b>36</b>	FIRE CHIEF SALARY	78,262.00	79,045.00	79,045.00	79,045.00
<b>37</b>	FIRE AND EMS WAGES	460,076.00	553,951.00	482,568.00	482,568.00
<b>38</b>	FIRE AND EMS EXPENSES	86,101.00	86,101.00	86,101.00	86,101.00
	<b>TOTAL FIRE AND EMS</b>	<b>624,439.00</b>	<b>719,097.00</b>	<b>647,714.00</b>	<b>647,714.00</b>
	<b>BUILDING INSPECTOR</b>				
<b>39</b>	BUILDING INSPECTOR WAGES	63,481.00	64,116.00	64,116.00	64,116.00
<b>40</b>	BUILDING DEPT CLERICAL WAGES	32,863.00	35,784.00	35,784.00	35,784.00
<b>41</b>	BUILDING DEPT EXPENSES	3,900.00	3,900.00	3,900.00	3,900.00
	<b>TOTAL BUILDING INSPECTOR</b>	<b>100,244.00</b>	<b>103,800.00</b>	<b>103,800.00</b>	<b>103,800.00</b>
	<b>TOTAL PUBLIC SAFETY</b>	<b>1,999,464.00</b>	<b>2,110,518.00</b>	<b>2,039,135.00</b>	<b>2,039,135.00</b>

BUDGET LINE NO.	DEPARTMENT	FY 2011 ACTUAL BUDGET	FY 2012 BUDGET REQUESTED	FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED	FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED
	<b><u>PUBLIC WORKS AND FACILITIES</u></b>	<b>LINES 42 - 49</b>			
	<b>HIGHWAY AND GROUNDS</b>				
42	SUPT OF STREETS SALARY	82,188.00	83,010.00	83,010.00	83,010.00
43	HIGHWAY & GROUNDS WAGES	448,876.00	455,308.00	455,308.00	455,308.00
44	HIGHWAY & GROUNDS EXPENSES	112,600.00	112,600.00	112,600.00	112,600.00
45	SNOW AND ICE REMOVAL EXPENSE	150,000.00	150,000.00	150,000.00	150,000.00
	<b>TOTAL HIGHWAY &amp; GROUNDS</b>	<b>793,664.00</b>	<b>800,918.00</b>	<b>800,918.00</b>	<b>800,918.00</b>
	<b>OTHER PUBLIC WORKS</b>				
46	MUNICIPAL LIGHTING	13,500.00	13,500.00	13,500.00	13,500.00
47	GASOLINE & DIESEL FUEL EXPENSE	85,000.00	85,000.00	85,000.00	85,000.00
	<b>TOTAL OTHER PUBLIC WORKS</b>	<b>98,500.00</b>	<b>98,500.00</b>	<b>98,500.00</b>	<b>98,500.00</b>
	<b>CEMETERY DEPT</b>				
48	CEMETERY SALARY AND WAGES	51,204.00	52,165.00	52,165.00	52,165.00
49	CEMETERY EXPENSES	6,385.00	6,475.00	6,475.00	6,475.00
	<b>TOTAL CEMETERY DEPT</b>	<b>57,589.00</b>	<b>58,640.00</b>	<b>58,640.00</b>	<b>58,640.00</b>



BUDGET LINE NO.	DEPARTMENT	FY 2011 ACTUAL BUDGET	FY 2012 BUDGET REQUESTED	FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED	FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED
	<b>TOTAL PUBLIC WORK &amp; FACILITIES</b>	<b>949,753.00</b>	<b>958,058.00</b>	<b>958,058.00</b>	<b>958,058.00</b>
	<b><u>HUMAN SERVICES</u></b>				
	<b>LINES 50 - 57</b>				
	<b>HEALTH DEPT</b>				
<b>50</b>	SANITARY AGENT WAGES	17,995.00	17,995.00	17,995.00	17,995.00
<b>51</b>	HEALTH DEPARTMENT WAGES	81,092.00	78,252.00	78,252.00	78,252.00
<b>52</b>	HEALTH DEPARTMENT EXPENSES	7,235.00	6,885.00	6,885.00	6,885.00
	<b>TOTAL HEALTH DEPT</b>	<b>106,322.00</b>	<b>103,132.00</b>	<b>103,132.00</b>	<b>103,132.00</b>
	<b>COUNCIL ON AGING</b>				
<b>53</b>	EXECUTIVE DIRECTOR SALARY	53,725.00	54,262.00	54,262.00	54,262.00
<b>54</b>	COUNCIL ON AGING WAGES	84,566.00	86,026.00	86,026.00	86,026.00
<b>55</b>	COUNCIL ON AGING EXPENSES	12,270.00	12,270.00	12,270.00	12,270.00
	<b>TOTAL COUNCIL ON AGING</b>	<b>150,561.00</b>	<b>152,558.00</b>	<b>152,558.00</b>	<b>152,558.00</b>
	<b>VETERANS' DEPT</b>				
<b>56</b>	VETERANS' AGENT SALARY	1,800.00	1,818.00	1,818.00	1,818.00
<b>57</b>	VETERANS' AGENT EXPENSES	200.00	200.00	200.00	200.00

BUDGET LINE NO.	DEPARTMENT	FY 2011 ACTUAL BUDGET	FY 2012 BUDGET REQUESTED	FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED	FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED
	TOTAL VETERANS' DEPT	2,000.00	2,018.00	2,018.00	2,018.00
	TOTAL HUMAN SERVICES	258,883.00	257,708.00	257,708.00	257,708.00
	<u>CULTURE AND RECREATION</u>				
	LINES 58 - 67				
	LIBRARY DEPT				
58	LIBRARY DIRECTOR SALARY	60,408.00	61,012.00	61,012.00	61,012.00
59	LIBRARY WAGES	83,680.00	86,077.00	86,077.00	86,077.00
60	LIBRARY EXPENSES	56,513.00	56,513.00	56,513.00	56,513.00
	TOTAL LIBRARY DEPT	200,601.00	203,602.00	203,602.00	203,602.00
	RECREATION COMMISSION				
61	RECREATION WAGES	47,803.00	48,329.00	48,329.00	48,329.00
62	RECREATION EXPENSES	23,550.00	23,550.00	23,550.00	23,550.00
	TOTAL RECREATION COMMISSION	71,353.00	71,879.00	71,879.00	71,879.00
	LAKE BOON COMMISSION				
63	LAKE BOON COMMISSION WAGES	2,745.00	2,745.00	2,745.00	2,745.00

<b>BUDGET LINE NO.</b>	<b>DEPARTMENT</b>	<b>FY 2011 ACTUAL BUDGET</b>	<b>FY 2012 BUDGET REQUESTED</b>	<b>FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED</b>	<b>FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED</b>
<b>64</b>	LAKE BOON COMMISSION EXPENSES	700.00	700.00	700.00	700.00
	<b>TOTAL LAKE BOON COMMISSION</b>	<b>3,445.00</b>	<b>3,445.00</b>	<b>3,445.00</b>	<b>3,445.00</b>
	<b>OTHER CULTURE &amp; RECREATION</b>				
<b>65</b>	HISTORICAL COMMISSION EXPENSES	525.00	525.00	525.00	525.00
<b>66</b>	MEMORIAL DAY EXPENSES	950.00	950.00	950.00	950.00
<b>67</b>	LIGHTING OF CLOCK EXPENSES	100.00	100.00	100.00	100.00
	<b>TOTAL OTHER CULTURE &amp; RECREATION</b>	<b>1,575.00</b>	<b>1,575.00</b>	<b>1,575.00</b>	<b>1,575.00</b>
	<b>TOTAL CULTURE &amp; RECREATION EXPENSES</b>	<b>276,974.00</b>	<b>280,501.00</b>	<b>280,501.00</b>	<b>280,501.00</b>
	<b><u>TOWN WIDE EXPENSES</u></b>				
	<b>LINES 68 - 70</b>				
<b>68</b>	GROUP INSURANCE	644,550.00	732,855.00	732,855.00	732,855.00
<b>69</b>	INSURANCE AND BONDS	110,000.00	115,000.00	115,000.00	115,000.00
<b>70</b>	TELEPHONE	29,070.00	28,925.00	28,925.00	28,925.00
	<b>TOTAL TOWN WIDE EXPENSES</b>	<b>783,620.00</b>	<b>876,780.00</b>	<b>876,780.00</b>	<b>876,780.00</b>

BUDGET LINE NO.	DEPARTMENT	FY 2011 ACTUAL BUDGET	FY 2012 BUDGET REQUESTED	FY 2012 BUDGET TOWN ADMIN/ SELECTMEN RECOMMENDED	FY 2012 BUDGET FINANCE COMMITTEE RECOMMENDED
	<b>MUNICIPAL BUDGET TOTAL</b>	<b>5,235,405.00</b>	<b>5,498,328.00</b>	<b>5,412,545.00</b>	<b>5,412,545.00</b>
	<b><u>EDUCATION</u></b>	<b>LINES 71 - 72</b>			
	<b>SCHOOL DISTRICTS</b>				
<b>71</b>	NASHOBA REG SCHOOL DIST ASSESSMENT	13,014,640.00	13,194,166.00	13,194,166.00	13,194,166.00
<b>72</b>	MINUTEMAN VOC TECH ASSESSMENT	609,427.00	746,981.00	746,981.00	746,981.00
	<b>TOTAL DISTRICT ASSESSMENTS</b>	<b>13,624,067.00</b>	<b>13,941,147.00</b>	<b>13,941,147.00</b>	<b>13,941,147.00</b>
	<b><u>DEBT SERVICE</u></b>	<b>LINES 73 - 75</b>			
	<b>PRINCIPAL</b>				
<b>73</b>	MATURING PRIN LONG-TERM DEBT	785,000.00	1,017,000.00	1,017,000.00	1,017,000.00
	<b>TOTAL MATURING PRINCIPAL</b>	<b>785,000.00</b>	<b>1,017,000.00</b>	<b>1,017,000.00</b>	<b>1,017,000.00</b>
	<b>INTEREST</b>				
<b>74</b>	INT ON LONG-TERM DEBT - BONDS	510,693.00	640,196.00	640,196.00	640,196.00
<b>75</b>	INT ON TEMPORARY LOANS - REVENUE	2,000.00	0.00	0.00	0.00
	<b>TOTAL INTEREST ON MATURING DEBT</b>	<b>512,693.00</b>	<b>640,196.00</b>	<b>640,196.00</b>	<b>640,196.00</b>
	<b>TOTAL DEBT SERVICE</b>	<b>1,297,693.00</b>	<b>1,657,196.00</b>	<b>1,657,196.00</b>	<b>1,657,196.00</b>
	<b>TOTAL</b>	<b>20,157,165.00</b>	<b>21,096,671.00</b>	<b>21,010,888.00</b>	<b>21,010,888.00</b>

## **BEGINNING OF THE CONSENT CALENDAR**

### **Article 7. Reserve Fund**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Seventy Thousand Dollars (\$70,000), or any other sum, for a Reserve Fund for the fiscal year beginning July 1, 2011; or take any other action relative thereto.

(Finance Committee)

*The Finance Committee recommends approval of this appropriation to fund unforeseen expenditures that may occur in Fiscal Year 2012. Based on historical use of the reserve fund, we feel that this is an appropriate contingency amount.*

### **Article 8. Audit of Financial Records**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Ten Thousand Eight Hundred Dollars (\$10,800), or any other sum, for a Town financial audit; or take any other action relative thereto.

(Treasurer-Collector)

*The Finance Committee recommends approval of this expenditure as both sound financial control and as a state requirement.*

### **Article 9. Revolving Fund for Inspection Fees**

(CONSENT CALENDAR)

To see if the Town will vote to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44 Section 53E-1/2 for FY 2011, to which shall be credited all permitting fees received for wire, gas, plumbing, and fire alarm permits and for weights and measures sealing, to a limit of Forty Thousand Dollars (\$40,000) for FY 2012, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends support of this revolving fund. This allows the inspectors to be paid from fees collected in the current year. It is revenue neutral.*

### **Article 10. Revolving Fund for Advanced Life Support Services**

(CONSENT CALENDAR)

To see if the Town will vote to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Massachusetts General Laws Chapter 44 Section 53E-1/2 for FY 20 11, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of Forty Thousand Dollars (\$40,000) for FY 2012, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends support of this revolving fund. This fund will help in keeping the Advanced Life Support services solvent and available to the Town by providing third party billing services. It is revenue neutral.*

**Article 11. Transfer to Conservation Fund – Land Maintenance**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of Six Thousand Nine Hundred Five Dollars (\$6,905), or any other sum, to be expended by the Conservation Commission; or take any other action relative thereto.

(Conservation Commission)

*The Finance Committee recommends support of this article. This is a transfer of a modest amount to the Conservation Fund, which is necessary to allow the Conservation Commission to spend their funds. This article transfers existing funds and has no direct impact on the tax rate*

**Article 12. Transfer from Wetlands Protection Fund**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from the Wetlands Protection Fund the sum of One Thousand Four Hundred Thirty-seven Dollars and Fifty Cents (\$1,437.50), or any other sum, as additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act; or take any other action relative thereto.

(Conservation Commission)

*The Finance Committee recommends approval of this transfer. This is an annual transfer of money collected from certain fees that allows the Conservation Commission to use the funds for costs associated with the Wetlands Protection Act. This article transfers existing funds and has no direct impact on the tax rate.*

**Article 13. Update of Property Valuations**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Nineteen Thousand Three Hundred Dollars (\$19,300), or any other sum, to be added to the balance previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors; or take any other action relative thereto.

(Board of Assessors)

*The Finance Committee recommends approval of this expenditure. This is an annual appropriation to fund consultants to assist the assessors in evaluating property at fair market value as required for fair taxation and State DOR compliance.*

**Article 14. Town Records Binding and Repair**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Hundred Dollars (\$200), or any other sum, to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with Massachusetts General Law Chapter 66, Section 9, to be expended by the Town Clerk; or take any other action relative thereto.

(Town Clerk)

*The Finance Committee recommends approval of this annual appropriation to provide for the routine and ongoing expense of maintaining the integrity of town records.*

**Article 15. Election Equipment**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Six Thousand Five Hundred Dollars (\$6,500), or any other sum, to purchase a ballot tabulator, ballot box, and supplies, to be expended by the Town Clerk; or take any other action relative thereto.

(Town Clerk)

*The Finance Committee recommends approval of this article. This expenditure is needed in order to fund a second election polling site.*

**Article 16. Highway Road Machinery and Private Ways**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sums of money for Highway Department purposes as set forth in the schedule below, or any other sums; or take any other action relative thereto.

(Board of Selectmen)

Expense	Amount
1. For the Road Machinery Account	\$41,817
2. For Repairs on Private Ways	\$15,000

*The Finance Committee recommends approval of these routine annual appropriations to maintain road machinery and repair private ways.*

**Article 17. Highway Road Construction**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and borrow the sum of Two Hundred Eleven Thousand Four Dollars (\$211,004) from FY 2011 Apportionment or any other sum, for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this annual appropriation, which is normally reimbursed by state funds, for improvements on town roads.*

**Article 18. Federal Safe Drinking Water Act**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Ten Thousand Dollars (\$10,000), or any other sum, to be added to any balance previously appropriated for the purpose of satisfying the compliance requirements of the Federal Safe Drinking Water Act, as amended, in accordance with State Regulations, to be expended under the direction of the Board of Health; or take any action relative thereto.

(Board of Health)

*The Finance Committee recommends this appropriation to continue compliance with federal and state regulations for public water supplies.*

**Article 19. Household Hazardous Waste Collection**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Thousand Five Hundred Dollars (\$2,500), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for household hazardous waste collection; or take any action relative thereto.

(Board of Health)

*The Finance Committee recommends approval of this article. This allows the Board of Health to arrange for a collection of materials that are not accepted by trash collection services and dispose of them properly.*

**Article 20. Public Health Nurse**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate or appropriate and transfer from available funds, the sum of Ten Thousand Four Hundred Dollars (\$10,400), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing home care services, public health nursing services, and communicable disease follow-up to Stow residents; or take any action relative thereto.

(Board of Health)

*The Finance Committee recommends approval of this article. The relatively new community nurse program is a successful program and provides needed local health services.*

**Article 21. Municipal Solid Waste Disposal**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Dollars (\$1,000), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides; or take any action relative thereto.

(Board of Health)

*The Finance Committee recommends approval of this article. The town must unfortunately collect and dispose of trash dumped on town land.*

**Article 22. Medical Reserve Corps Expenses**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Thousand Five Hundred Dollars (\$2,500), or any other sum, to be expended under the direction of the Board of Health for the purpose of providing for equipment and operating expenses for the Stow Medical Reserve Corps; or take any action relative thereto.

(Board of Health)

*The Finance Committee recommends approval of this warrant article. The money will help fund the Stow Medical Reserve Corps, established to meet the town's needs during serious and unforeseen emergencies.*



**Article 23. Construction and Maintenance of Water Holes for Firefighting Operations**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Five Thousand Dollars (\$5,000), or any other sum, to be expended under the direction of the Fire Chief, for the purpose of constructing and maintaining water holes and hydrants to support firefighting operations; or take any other action relative thereto.

(Fire-Rescue Department)

*The Finance Committee recommends approval of this article. This periodic appropriation allows the Fire Department to continue to develop and maintain water holes and dry hydrants throughout the Town. This year's additional request will allow construction of several new and necessary water holes.*

**Article 24. Stow Cultural Council**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Three Thousand Five Hundred Dollars (\$3,500), or any other sum, to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including Two Thousand Dollars (\$2,000) of these funds to be used to support SpringFest activities; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this expenditure. As a percentage of the total budget, this is a small expenditure, yet it will help continue the popular Springfest community event, as well as provide other local cultural programs.*

**Article 25. Planning Board Engineering/Consulting and Master Plan Expenses**

(CONSENT CALENDAR)

To see if the town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Thousand Dollars (\$2,000), or any other sum, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and master plan expenses; or take any other action relative thereto.

(Planning Board)

*The Finance Committee recommends approval of this article. This is a periodic appropriation to help pay for the town's master plan expenses*

**Article 26. Employee Educational Incentive Program**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Ninety Thousand Dollars (\$90,000), or any other sum, to be expended under the direction of the Town Administrator for funding the Town's employee educational incentive program; or take any other action relative thereto.

(Town Administrator)

*The Finance Committee recommends approval of this article. This is an annual appropriation. This program permits a pay bonus to municipal employees (except the town administrator and accountant) who have college degrees relevant to their jobs.*

## **Article 27. Legal Services**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate or appropriate and transfer from available funds the sum of Twenty-five Thousand Dollars, (\$25,000), or any other sum, to be added to any balance remaining from any previous appropriation, for the purpose of funding the Town's general Legal account; or take any other action relative thereto.

(Town Administrator)

*The Finance Committee recommends approval of this article. This annual appropriation will be used to fund necessary legal services in FY12.*

## **Article 28. Police Officer and Firefighter Medical Payments**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Dollars (\$1,000), or any other sum, to be added to any balance remaining and previously appropriated, in anticipation of possible claims presented to the Town under the provisions of Massachusetts General Law Chapter 41, Section 100, for the payment of medical and other allowable expenses incurred by police officers or firefighters injured in the performance of and within the scope of duty; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article. This small, periodic appropriation is to permit the town to pay for certain medical expenses for police officers and firefighters injured in the line of duty that are not covered by insurance.*

## **Article 29. Weights and Measures Testing**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Two Hundred Dollars (\$1,200), or any other sum, to be added to any balance remaining from a previous appropriation, for the purpose of funding the Town's Weights and Measures testing; or take any other action relative thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article. The town is required to fund weights and measures testing.*

## **Article 30. SwiftReach 911 Notification System**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Three Thousand Dollars (\$3,000), or any other sum, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic emergency notification system known as SwiftReach Networks, or take any other action relative thereto.

*The Finance Committee recommends approval of this article. This will fund the so-called "reverse 911" system used for important notifications to the town.*

**Article 31. Lake Boon Water Quality Remediation**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Ten Thousand Dollars (\$10,000), or any other sum, to be expended under the direction of the Lake Boon Commission, for the purpose of weed control; or take any other action relative thereto.  
(Lake Boon Commission)

*The Finance Committee recommends approval of this article. These funds will be used to help keep the lake clear of invasive weeds, and is part of a multi-year program for lake maintenance. The town recently expended a large sum of Community Preservation Act funds to restore the quality of the lake, but CPA funds cannot be used for continuing maintenance. As is normal for Lake Boon articles, this article is for 2/3 of the total cost, with Hudson being asked for 1/3.*

**Article 32. Transfer From Overlay Surplus to Snow & Ice Account**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer the sum of Thirty-three Thousand Nine Hundred Thirty-one Dollars and Fourteen Cents (\$33,931.14) from the Town's Fiscal Year 2010 Overlay Surplus Account to the Town's Fiscal Year 2011 Snow and Ice Account; or take any other action relative thereto.

(Town Administrator)

*The Finance Committee recommends approval of this article. Excess funds in the Assessors' Overlay Surplus account will be used to cover deficit spending, which was needed in the snow and ice account this past winter.*

**Article 33. Transfer from Free Cash to the Stabilization Fund**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from Free Cash the sum of Fifty Thousand Dollars (\$50,000), or any other sum, to be added to the Stabilization Fund; or take any other action relative thereto.

(Treasurer-Collector)

*Our committee supports increasing the Town's Stabilization fund because the Stabilization fund is our ultimate rainy day fund. This transfer is part of a multi-year effort to build the fund in a gradual and responsible way.*

**Article 34. Veterans' Benefits**

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Four Thousand Five Hundred Dollars (\$4,500), or any other sum, to be expended by the Veterans' Services Officer, to provide services to Stow veterans, or take any other action relative thereto.  
(Board of Selectmen)

*The Finance Committee recommends approval of this article. The town is required to provide certain veteran's benefits, and this appropriation will fund those requirements.*

**Article 35. Community Preservation Expenses**

(CONSENT CALENDAR)

To see if the Town will vote to appropriate from Fiscal Year 2012 Community Preservation Fund Annual Revenues the sum of Twenty-nine Thousand Dollars (\$29,000), or any other sum, to be expended

for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2012, in accordance with a budget to be prepared for the Town Administrator; or take any other action relative thereto.

(Community Preservation Committee)

*The Finance Committee recommends approval of this article. Funds appropriated for the Community Preservation Committee administrative budget come from the dedicated Community Preservation Fund, and have no direct impact on the tax rate.*

### **Article 36. Community Preservation Reserves**

(CONSENT CALENDAR)

To see if the Town will vote to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2012 Community Preservation Fund Annual Revenues, for 10% allocation to reserve account in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects, or take any other action relative thereto.

#### **Reserves:**

#### **Fiscal Year 2012**

#### **Estimated Annual Revenues:**

1. Preservation of Historic Resources \$60,000
2. Preservation of Open Spaces \$60,000
3. Affordable Housing \$60,000

(Community Preservation Committee)

*The Finance Committee recommends approval of this article. The Community Preservation Act requires that the town appropriate or reserve at least 10% of Community Preservation Fund revenues each year for preservation of historic resources, preservation of open spaces, and affordable housing. This "housekeeping" article reserves these funds as required, but does not authorize the spending of any of these funds*

### ***END OF THE CONSENT CALENDAR***

### **Article 37. Capital Requests**

To see if the Town will vote to raise and appropriate, appropriate and transfer from available funds, or borrow the sums of money as set forth below, or any other sums, for the purposes indicated in the recommended Capital Outlay Program; or take any other action relative thereto.

(Capital Planning Committee)

	<b>Department</b>	<b>Item</b>	<b>Amount</b>
1.	Building Dept	Town building water treatment system upgrade	\$29,000
2.	Cemetery	Land purchase	200,000
3.	Fire-Rescue	Diesel exhaust system	\$50,000
4.	Fire-Rescue	Thermal imaging camera (1)	\$9,500
5.	Fire-Rescue	SCBA grant co-pay	\$6,000

	Department	Item	Amount
6.	Health	Dog kennel repairs	\$15,000
7.	Highway	Restore 6-wheel dump truck/sander	\$40,000
8.	Highway	Replace road grader	\$37,000
9.	Library	Building repairs	\$100,000
10.	Planning Board	Lower Village engineering plans	\$43,334
11.	Police Department	2011 Crown Victoria police cruiser	\$33,000

- 1. The Finance Committee recommends approval of this article. The Mass DEP is requiring Stow to upgrade the Town Building water filtration system. The original budget request was for \$76,000 and included the drilling of a new well, along with extensive DEP permitting and analysis. Stow was granted a variance to these requirements, thus saving the town approximately \$47,000. We feel this is a reasonable price to pay for a required upgrade to the system*
- 2. The Finance Committee recommends approval of this article at an amount not to exceed \$180,000, since said parcel of land is contiguous to the Brookside Cemetery and might never again be available to the town. The intended purchase price is slightly below assessed value of said parcel.*
- 3. The Finance Committee recommends approval of this article. This diesel exhaust system will properly ventilate the diesel exhaust from the fire trucks and ambulance so they are not venting into the garage and firehouse, thus alleviating a possible health concern for our firefighters.*
- 4. The Finance Committee recommends approval of this article. The thermal imaging camera can be both a useful tool in saving lives as well as limiting property damage. It will help locate both people in smoky conditions and hot spots within walls.*
- 5. The Finance Committee recommends approval of this article. The SCBA grant co-pay is for only a partial payment of an upgrade to the fire department's self-contained breathing apparatuses. The bulk of the funds will come from a Federal grant.*
- 6. The Finance Committee recommends approval of this article. Repairs of this magnitude are currently required in order to maintain adequate standards at the kennel.*
- 7. The Finance Committee recommends approval of this article since the end result will be a multi-purpose vehicle at a fraction of the cost of a new vehicle.*
- 8. The Finance Committee recommends approval of this article. The vehicle being replaced is 62 years old and has served the Town well, but has become obsolete with repair parts becoming quite impossible to locate.*
- 9. The Finance Committee recommends approval of this article. It will provide a permanent solution to the solvable water problems in the Library building.*
- 10. The Finance Committee recommends approval of this article. These engineering plans are required to prudently plan for the future of the Lower Village.*
- 11. The Finance Committee recommends approval of this article. This vehicle is part of the scheduled replacements for the Police Department.*

### **Article 38. Senior Tax Relief**

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, and further to act under the aforesaid statutes to increase by 100 percent the amount of property tax exemption granted to persons who qualify for said exemption under clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, and 41C of Section 5 of Chapter 59 of the Massachusetts General Laws and Acts and amendments thereof or additions thereto, for fiscal year 2012; or take any other action relative thereto.

(Council on Aging)

*The Finance Committee recommends approval of this warrant article. Under state law, communities are allowed double property tax exemptions granted by the state to persons who qualify. This article, which must be made annually, assures that qualifying Stow residents will retain the maximum exemptions allowed. There is only a minor financial impact to the Town.*

### **Article 39. National Guard/Reserve Tax Relief**

To see if the Town will vote to accept the provisions of Clause 56 of Massachusetts General Law Chapter 59, Section 5, whereby the Board of Assessors may grant real and personal property tax abatement up to 100 per cent of the total tax assessed to members of the Massachusetts National Guard and to reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board of Assessors, to be effective beginning in the fiscal year 2012; or take any other action relative thereto.

(Board of Assessors)

*The Finance Committee will make a recommendation at Town Meeting.*

### **Article 40. Amend Zoning Map on Wireless Service Facility District**

To see if the Town will vote to amend the existing Zoning Map of the Town of Stow including the map entitled "Wireless Service Facility District - Town of Stow, Massachusetts" dated January 23, 2001, as referenced and described in the Town of Stow Zoning Bylaw, including without limitation, in Section 2.3.11 and 5.3.5 to add and include the property now or formerly of Felix and Sandra A. Pittorino, Trustees of F&S Realty Trust, located at 215 Harvard Road, Assessor's Map R04, Lot 039A, also known as the Wedgewood Pines Country Club, and establish the same as part of the Wireless Service Facility District ; or take any other action relative thereto.

(Citizen's Petition)

*The Finance Committee will make a recommendation at Town Meeting.*

### **Article 41. Preserve the Larsen Apple Storage Barn**

To see if the Town will vote to preserve and protect the former Larson Apple Storage Barn, also known as the Stone Building, located on the Center School Property and depicted on Assessors Map U-9, Parcel 44, and by the vote of the citizens of Stow, Massachusetts, protect this historic and irreplaceable town landmark from demolition; or take any other action relative thereto.

(Citizens' Petition)

*The Finance Committee does not recommend approval of this article. The financial ramifications of a positive vote are unknowable and potentially large.*

#### **Article 42. Reuse of Pompositticut Elementary School**

To see if the Town will vote, pursuant to the authority of Massachusetts General Laws, Chapter 40, section 15A, to authorize the transfer of the care, custody, management and control to the Board of Selectmen for use for any lawful municipal purpose, including but not limited to the rental or leasing of land and buildings for private use, the real property and buildings thereon known as the Pompositticut School Property, more particularly identified by Articles 2 and 3 of Special Town Meeting 1964 (October 26, 1964) and including approximately 18 acres of real property as identified on a plan entitled "Land in Stow, Mass. owned by William H. Peck and Eleanor L. Peck," Harlan E. Tuttle, surveyor, July 13, 1964 containing Lot 1 (6.658 acres) and Lot 2 (11.309 acres); or take any other action relative thereto.

(Pompo School Reuse Committee)

*The Finance Committee recommends approval of this article. Currently, Pompositticut School is leased by the town to the school district and the district has responsibility for custody, management and control of the school. This article allows the control to be transferred to the Board of Selectmen once the school district no longer needs Pompositticut School for its students. There is no financial impact to the town.*

#### **Article 43. Nomination Papers Deadline**

To see if the Town will vote to accept the provisions of Massachusetts General Law Chapter 53, Section 9A with respect to nomination papers as follows: The final date for obtaining blank nomination papers for nomination to a town office shall be forty-eight week day hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification. Each candidate shall file with the town clerk, prior to obtaining blank nomination papers, a statement containing his/her name and address, and the town office for which he/she intends to be a candidate. No candidate for town office shall receive more blank nomination papers than will contain the number of signatures required to place his/her name in nomination, multiplied by five; or take any other action relative thereto.

(Town Clerk)

*The Finance Committee recommends approval of this article. It will align Stow with the state law establishing that nomination papers must be pulled at least 2 days prior to the submission deadline. It will have no effect on the town's finances.*

#### **Article 44. Revocable Agriculture Licenses**

To see if the Town will vote to permit the Stow Conservation Commission to grant revocable licenses at terms favorable to the town of Stow, not to exceed six (6) years without renewal, to use portions of Town owned property under the care and custody of the Conservation Commission which were acquired for agriculture purposes and for agricultural uses consistent with the use and enjoyment of public conservation land, subject to all applicable laws; or take any other action relative thereto.

(Conservation Commission)

*The Finance Committee will make a recommendation at Town Meeting.*

#### **Article 45. Acceptance of Randall Road Sidewalk Easement**

To see if the Town will vote to accept an easement over a portion of a parcel of land located off Randall Road, Stow, Massachusetts, said parcel as shown on a plan prepared by Zanca Land Surveying, Inc., dated January 22, 2004 for Stow Woodlands, LLC, which plan is recorded with the Middlesex South Registry of Deeds as Plan No. 1478 of 2004, said easement for and including, the public's right to pass and re-pass over a 15 foot wide portion of land, as shown on the above noted plan, or do or take any other action in relation thereto.

(Board of Selectmen)

*The Finance Committee recommends approval of this article.*

#### **Article 46. Balance the Fiscal Year 2012 Budget**

To see if the Town will vote to authorize the Board of Assessors to use a sum of money from available funds in the hands of the Treasurer-Collector in reducing the tax rate (balancing the budget) for the fiscal year beginning July 1, 2012 and ending June 30, 2013; or take any other action relative thereto.

(Finance Committee)

*The Finance Committee recommends approval of this warrant article, if moved.*

#### **Article 47. Town Election**

To vote by ballot on May 10, 2011 at the Hale Middle School Gymnasium in said Town of Stow the following officers and ballot question:

- Board of Selectmen – One 3-year term
- Planning Board – One 5-year term
- Board of Assessors – One 3-year term
- Board of Assessors – One unexpired 3-year term (expires in 2012)
- Board of Health – One 3-year term
- Trustee, Randall Library – Two 3-year terms
- Nashoba Regional School District Committee – One 3-year term
- Stow Housing Authority – One 5-year term
- Stow Housing Authority – One unexpired 5-year term (expires in 2012)

#### **Question 1: This question is not binding.**

To see if the Town will vote to preserve and protect the former Larson Apple Storage Barn, also known as the Stone Building, located on the Center School Property and depicted on Assessors Map U-9, Parcel 44, and by the vote of the citizens of Stow, Massachusetts, protect this historic and irreplaceable town landmark from demolition.

(Citizen's Petition)

*The Finance Committee recommends approval of this warrant article*

The polls are open 7:00 a.m. to 8:00 p.m.



And you are directed to serve this warrant by posting copies attested by you calling same at the Town Building and at each of at least seven (7) other public places at least seven (7) days before the time of holding said meeting.

Hereof, fail not and make due return of the warrant with your doings thereon to the Town Clerk or Selectmen on or before the time of said meeting.

Given under our hands this 22<sup>nd</sup> of March in the year 2011.

BOARD OF SELECTMEN

Stephen M. Dungan

Charles Kern

Thomas E. Ryan III

James H. Salvie, Clerk

Laura Y. Spear, Chairman

## **Consent Calendar Procedures**

As part of an effort to make our Town Meeting time more productive and save time for discussion of key issues, the Board of Selectmen and Moderator have implemented a procedure called the “Consent Calendar.”

Each year there is a number of warrant articles for which past experience suggests that the **action will be routine, non-controversial and predictable**. Again at this annual meeting these articles have been selected for inclusion in the Consent Calendar. The use of the Consent Calendar speeds the passage of warrant articles which the Selectmen and Moderator, in consultation with Town Counsel and the Finance Committee, believe should generate no controversy and can be properly voted without debate.

**The consent calendar will be taken up as one of the first orders of business at the Annual Town Meeting.**

There will be a motion to take all of the Consent Calendar articles identified in the warrant and **act upon these as a group by a single brief affirmative main motion**, referred to as the Consent Calendar, which will also contain separate and specific motions for each such article included in the Consent Calendar. The language and the amount of money specified in the Consent Calendar articles as printed in the warrant are subject to change. The motion made at Town Meeting will include any changes.

At the motion of the Consent Calendar, the Moderator will call out the number of each of the articles, one by one. If any voter has doubt about passing any motion or wishes an explanation of any article included in the Consent Calendar, the voter should say the word “**Hold**” in a loud voice when the article number is called by the Moderator.

The Moderator will then inquire as to whether the request to hold is for a question or for debate. If the purpose of the request is merely to ask a question, an attempt to obtain a satisfactory answer will be made, and if this occurs the article will remain on the Consent Calendar. If the purpose of the request is to hold the article for debate, the article will be dropped from the Consent Calendar and restored to its original place in the warrant, to be brought up, debated, and voted on in the usual way. It is hoped that voters will remove articles from the Consent Calendar only in cases of genuine concern.

After calling the individual articles on the Consent Calendar, the Moderator will ask that all articles remaining be **passed as a unit** by a unanimous vote after a brief affirmative main motion is made inclusive of all articles remaining on the Consent Calendar.

**Before Town Meeting**, please review the Consent Calendar articles and proposed motions:

- The articles begin on Page 20 and are marked “Consent Calendar” in the upper right-hand corner of the article.
- The proposed motions for the Consent Calendar articles begin on Page 31.

Please do your homework before coming to Town Meeting. If you have any questions about the articles included in the Consent Calendar, motions or procedures, please feel free to call the Town Administrator (978-897-2927) **before Town Meeting**.

### **Consent Calendar Motions**

Move that the Annual Town Meeting take action on Articles 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, and 36 as said motions are printed in the Consent Calendar, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this Town Meeting.

### **Article 7. Reserve Fund**

Move to raise and appropriate the sum of Seventy Thousand Dollars (\$70,000) for a Reserve Fund for the fiscal year beginning July 1, 2011.

### **Article 8. Audit of Financial Records**

Move to raise and appropriate the sum of Ten Thousand Eight Hundred Dollars (\$10,800) for a Town financial audit.

### **Article 9. Revolving Fund for Inspection Fees**

Move to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44 Section 53E-1/2 for FY 2011, to which shall be credited all permitting fees received for wire, gas, plumbing, and fire alarm permits and for weights and measures sealing, to a limit of Forty Thousand Dollars (\$40,000) for FY 2012, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town.

### **Article 10. Revolving Fund for Advanced Life Support Services**

Move to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Massachusetts General Laws Chapter 44 Section 53E-1/2 for FY 2011, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of Forty Thousand Dollars (\$40,000) for FY 2012, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services.

### **Article 11. Transfer to Conservation Fund – Land Maintenance**

Move to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of Six Thousand Nine Hundred Five Dollars (\$6,905) to be expended by the Conservation Commission.

### **Article 12. Transfer from Wetlands Protection Fund**

Move to appropriate and transfer from the Wetlands Protection Fund the sum of One Thousand Four Hundred Thirty-seven Dollars and Fifty Cents (\$1,437.50) as additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

### **Article 13. Update of Property Valuations**

Move to raise and appropriate the sum of Nineteen Thousand Three Hundred Dollars (\$19,300) to be added to the balance previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors.

### **Article 14. Town Records Binding and Repair**

Move to raise and appropriate the sum of Two Hundred Dollars (\$200) to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with Massachusetts General Law Chapter 66, Section 9, to be expended by the Town Clerk.

### **Article 15. Election Equipment**

Move to raise and appropriate the sum of Six Thousand Five Hundred Dollars (\$6,500) to purchase a ballot tabulator, ballot box, and supplies, to be expended by the Town Clerk.

### **Article 16. Highway Road Machinery and Private Ways**

Move to raise and appropriate the sums of money for Highway Department purposes as set forth in the schedule below.

<b>Expense</b>	<b>Amount</b>
1. For the Road Machinery Account	\$41,817
2. For Repairs on Private Ways	\$15,000

### **Article 17. Highway Road Construction**

Move to appropriate and borrow the sum of Two Hundred Eleven Thousand Four Dollars (\$211,004) from FY 2011 Apportionment for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

### **Article 18. Federal Safe Drinking Water Act**

Move to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to any balance previously appropriated for the purpose of satisfying the compliance requirements of the Federal Safe Drinking Water Act, as amended, in accordance with State Regulations, to be expended under the direction of the Board of Health.

### **Article 19. Household Hazardous Waste Collection**

Move to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for household hazardous waste collection.

#### **Article 20. Public Health Nurse**

Move to raise and appropriate the sum of Ten Thousand Four Hundred Dollars (\$10,400) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing home care services, public health nursing services, and communicable disease follow-up to Stow residents.

#### **Article 21. Municipal Solid Waste Disposal**

Move to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides.

#### **Article 22. Medical Reserve Corps Expenses**

Move to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be expended under the direction of the Board of Health for the purpose of providing for equipment and operating expenses for the Stow Medical Reserve Corps.

#### **Article 23. Construction and Maintenance of Water Holes for Firefighting Operations**

Move to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be expended under the direction of the Fire Chief, for the purpose of constructing and maintaining water holes and hydrants to support firefighting operation.

#### **Article 24. Stow Cultural Council**

Move to raise and appropriate the sum of Three Thousand Five Hundred Dollars (\$3,500) to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including Two Thousand Dollars (\$2,000) of these funds to be used to support SpringFest activities.

#### **Article 25. Planning Board Engineering/Consulting and Master Plan Expenses**

Move to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and master plan expenses.

#### **Article 26. Employee Educational Incentive Program**

Move to raise and appropriate the sum of Ninety Thousand Dollars (\$90,000) to be expended under the direction of the Town Administrator for funding the Town's employee educational incentive program.

#### **Article 27. Legal Services**

Move to raise and appropriate the sum of Twenty-five Thousand Dollars, (\$25,000) to be added to any balance remaining from any previous appropriation, for the purpose of funding the Town's general Legal account.

#### **Article 28. Police Officer and Firefighter Medical Payments**

Move to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to any balance remaining and previously appropriated, in anticipation of possible claims presented to the Town under the provisions of Massachusetts General Law Chapter 41, Section 100, for the payment of medical and other allowable expenses incurred by police officers or firefighters injured in the performance of and within the scope of duty.

#### **Article 29. Weights and Measures Testing**

Move to raise and appropriate the sum of One Thousand Two Hundred Dollars (\$1,200) to be added to any balance remaining from a previous appropriation, for the purpose of funding the Town's Weights and Measures testing;

#### **Article 30. SwiftReach 911 Notification System**

Move to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic emergency notification system known as SwiftReach Networks.

#### **Article 31. Lake Boon Water Quality Remediation**

Move to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be expended under the direction of the Lake Boon Commission, for the purpose of weed control.

#### **Article 32. Transfer From Overlay Surplus to Snow and Ice**

Move to appropriate and transfer the sum of Thirty-three Thousand Nine Hundred Thirty-one Dollars and Fourteen Cents (\$33,931.14) from the Town's Fiscal Year 2010 Overlay Surplus Account to the Fiscal Year 2011 Snow and Ice Account.

#### **Article 33. Transfer from Free Cash to the Stabilization Fund**

Move to appropriate and transfer from Free Cash the sum of Fifty Thousand Dollars (\$50,000) to be added to the Stabilization Fund.

#### **Article 34. Veterans' Benefits**

Move to raise and appropriate the sum of Four Thousand Five Hundred Dollars (\$4,500) to be expended by the Veterans' Services Officer, to provide services to Stow veterans.

### **Article 35. Community Preservation Expenses**

Move to appropriate from Fiscal Year 2012 Community Preservation Fund Annual Revenues the sum of Twenty-nine Thousand Dollars (\$29,000) to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2012, in accordance with a budget to be prepared for the Town Administrator.

### **Article 36. Community Preservation Reserves**

Move to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2012 Community Preservation Fund Annual Revenues, for 10% allocation to reserve account in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

<b>Reserves:</b>	<b>Fiscal Year 2012 Estimated Annual Revenues:</b>
1. Preservation of Historic Resources	\$60,000
2. Preservation of Open Spaces	\$60,000
3. Affordable Housing	\$60,000



May 20 - 22, 2011

**Saturday event held at Stow Community Park**

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*Highlights*

- Friday:** Ice Cream Social; Silent Movie "Speedy"
- Saturday:** COA Breakfast; Fun & Games at the Stow Community Park
- Saturday Night:** Jam bands; Rocky Horror Picture Show  
(at Center School Gym)
- Sunday:** Run for the Woods; Sounds of Stow concert

**A word about the SpringFest Grand Parade:** As we are temporarily relocating to the new Stow Community Park, we will not be holding our annual Grand Parade. There will, however, be a "Children's Parade," sponsored by the Stow Lions. All children are invited to participate, as they are led around the park by the Stow Minutemen.

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**Volunteers needed!**

Join our Committee or help out during any of the events. Please e-mail:  
**springfest@stow-ma.gov**  
or visit **StowSpringFest.com**  
today for details.

**Important Notice**

SpringFest 2011 will be held at the new Stow Community Park. Please park your vehicle in the Bose lot. There is **NO PARKING** on Old Bolton Road, nor at the Park.

Get the latest information at:  
**StowSpringFest.com**