



# Town of Stow

# **BUDGET BOOK**



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# **INTRODUCTION**

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# Transmittal Letter

## Town Administrator's Recommendation

Select Board, Finance Committee, and Stow Residents

From: Denise M. Dembkoski, Town Administrator

Re: FY23 Budget Recommendations

Date: April 1, 2022

The Fiscal Year 2023 (FY23) Operating Budget process provided an opportunity for management to, once again, undertake an honest assessment of town functions to determine what is working and what changes are necessary. Some of the recommended changes contained within this memorandum will have cost implications for the FY23 budget. Beginning in the FY22 budget, we started making some necessary staffing changes, which would bring the needed staffing levels up to par on an operational standpoint. This FY23 budget includes some new or modified staffing to take the next step towards our goal of providing the most resources to our residents, while maintaining a streamlined and efficient budget.

Like last year, we are still getting out from under the accumulation of years of conservative budgeting, which while assisting the town in limiting our expenditure outlay and increased our Unused Levy Capacity to \$2.4M, created other operational issues within the Town. We took a major step with the addition of an Assistant Town Administrator to function as the Human Resources Director, and were also able to add highway and library staff. This year, the focus is on facilities and community services.

At the 2021 Annual Town Meeting, I presented changes to the Wage & Classification Schedules after a consultant was brought in to review the salaries of non-union staff. These new schedules now include the \$145,000 in funding that was previously voted as a separate warrant article for an education incentive. When reviewing the budget, it will look like there was a tremendous increase given to employees. That, however, is not accurate. The budget now properly includes all wages paid to employees, inclusive of the education incentive and any stipends. A 3% Cost of Living Adjustment was provided to all employees and those who were eligible to increase a Step, did so. While it looks like a big impact, in FY21, \$225,000 was approved in warrant articles to account for the education incentive and implementation of the new schedules. These were approved as separate articles and now they are fully incorporated into the budget. While it may look like a lot, the net of these changes is minor.

There are, however, a few new personnel related changes that I am recommending for FY23, which are articulated below.

In this budget, I am recommending the following staffing changes:

- Adding One (1) full-time custodian
- Promoting existing custodian to a Maintenance Craftsman
- Adding Two (2) part-time administrative staffers to cover the front desk at the Pompositticut Community Center
- Increasing the part-time police administrative assistant to a full-time position

Full – Time Custodian and Promotion of Existing Custodian



During a recent review of the facilities department, it was determined that we are lacking resources to properly clean and maintain the six (6) municipal buildings. With current staffing of 1 ½ employees, there are not enough hours budgeted for to properly cover the square footage of the buildings. Additionally, there is no backup coverage during employee leave (sick, vacation). When the full-time custodian is out, buildings are not cleaned for days. This is unacceptable to employees and patrons. All buildings are open to the public and should be serviced and maintained up to set standards.

With the addition of one (1) employee, we will have proper coverage to clean and maintain all facilities weekly and enough backup coverage when someone is out. Additionally, I have assigned the Assistant Facilities Manager to be the primary contact with all facilities maintenance and cleaning matters streamlining the process with Department Heads when they have a problem or concern. I am also recommending to create a new position for the existing custodian, of Maintenance Craftsman. Our existing custodian makes repairs, paints, oversees the mechanics in the buildings and does so much more than just cleaning and he should be recognized accordingly.

The cost associated with these changes is: \$ 43,925 or a .0014% increase

#### Adding Two (2) part-time administrative staffers to cover the front desk at the Pompositticut Community Center

Since my arrival here it has been evident that the Council on Aging's handling of the front desk has been remarkable. They were utilizing Senior Tax Work-off residents to cover the desk, triage questions and visitors, and assist with basic daily tasks. With Pompo fully reopen in this post-pandemic world, the needs have greatly increased. Pompo covers the COA, Recreation, Veterans Services, the Town Social Worker, and the Community Center. While the Senior Tax Work-Off staff has been fantastic, it is time we prioritize this essential need and provide proper resources for those calling and entering Pompo, and freeing up the COA staff to focus on their respective jobs, instead of constantly having to oversee the front desk.

The cost associated with these changes is: \$ 39,375 or a .0013%

#### Increasing the police part-time administrative assistant to full-time

Increasing the administrative assistant hours at the Police Station has become a needed change. Over the years, we have been very lucky to have the admin, that we have, filling this role, but it is evident that we need more hours than she is able to give (as a result of being limited under retirement laws). Additionally, we are looking to broaden this role to handle much of the automation of the administration of the police department. Automating and modernizing processes, as well as maintaining the website, and updating forms and procedures to make it easier for the officers and the public. It also is not fiscally prudent to have the highest paid

member of the department, the Chief, working on administrative duties, since there are not enough admin hours to do what is required.

While there is a cost associated with these additional 14 hours, the impact is budget neutral, as there are other personnel cost savings within the department.

The cost associated with these changes is: \$ 0

#### DPW Unionization

In addition to these staffing changes, another big personnel-related change is in the formation of a DPW Union. As of July 1, 2021, the highway laborers and cemetery supervisor have joined the Teamsters Union. We negotiated over the course of several months and have tentatively finalized an agreement with the financial component taking effect on July 1, 2022. The increases to the Wages of the Highway and Cemetery Department are inclusive of all negotiated salaries and benefits on the new Collective Bargaining Agreement.



During the negotiation process, we determined that a number of employees were paid well below the market rate and needed to be brought up to a market-rate level.

### Elections

Fiscal Year 2023 has three scheduled elections, with potential for a fourth to be called. Every election has staffing needs and expenses to obtain the materials, program the ballot tabulators, etc. For FY23 those additional costs total almost \$40,000 over the FY22 budget.

### Education

Unfortunately for us, this year we have received assessments from the two school districts (Nashoba Regional School and Minuteman Vocational) totaling more than \$1M combined. This more than One Million Dollar increase is an increase of more than 5.3% over the FY21 assessments and almost \$300,000 more than the increased tax revenue we project under Prop 2 ½.

The 35.7% assessment increase (or \$564,299) at Minuteman is mainly due to increased enrollment and less out-of-district students attending. Since the new school opened, Minuteman has seen an increase in applications, primarily from member towns. As a result of fewer out-of-district students attending, the member towns need to pay more to cover those costs. Additionally, over the last several years, Stow's enrollment at Minuteman has increased to 57 students up from just 16 students five years ago.

The Nashoba increase is not as cut and dry to articulate. They have established their budget with an overall increase of about 5% over FY22. There is not one driving factor that we can point to as the basis for the increase. As a result of their total budget increase, Stow's assessment has increased 2.64% (or \$476,072) over the FY22 assessment.

There were other small changes within the FY23 Budget Proposal, but all other budgetary impacts were minor, as there are no proposed new programs. During FY23, we will continue to look for ways to make doing business with the Town more efficient while also remaining cost effective.

The total FY23 Budget Request is increased by 6.38% over FY22. However, with the school's \$1M increase, they have increased the overall budget by 3.52% and the municipal budgets have increased by 2.86%.

When I include the general fund articles that are to be voted on, those have decreased by more than \$240k in total. Since the education incentive and funds to implement the classification study have been absorbed by the budget, it was expected that individually the budget requests would increase, while the article requests would decrease. When you combine the budget line items and articles for a total taxpayer impact, the schools have increased the funding by 3.44%, with the municipal side at 1.98%, with a total overall increase of 5.42% over FY22.

As I indicated in my letter last year, the Town is still in the process of catching up from years of static staffing levels, even though the number of residents has continued to grow. These few personnel changes will almost fully complement our needs. I do expect over the next few years to need to review our public safety personnel. As more and more developments are being built, the current staffing levels in police and fire/EMS will not be sufficient to keep up with the demand for service.

I believe this FY23 budget is necessary for effective Town operations and ask for your support. I welcome an opportunity to discuss the FY23 Budget and answer any questions anyone may have.

Thank you.



# Population Overview



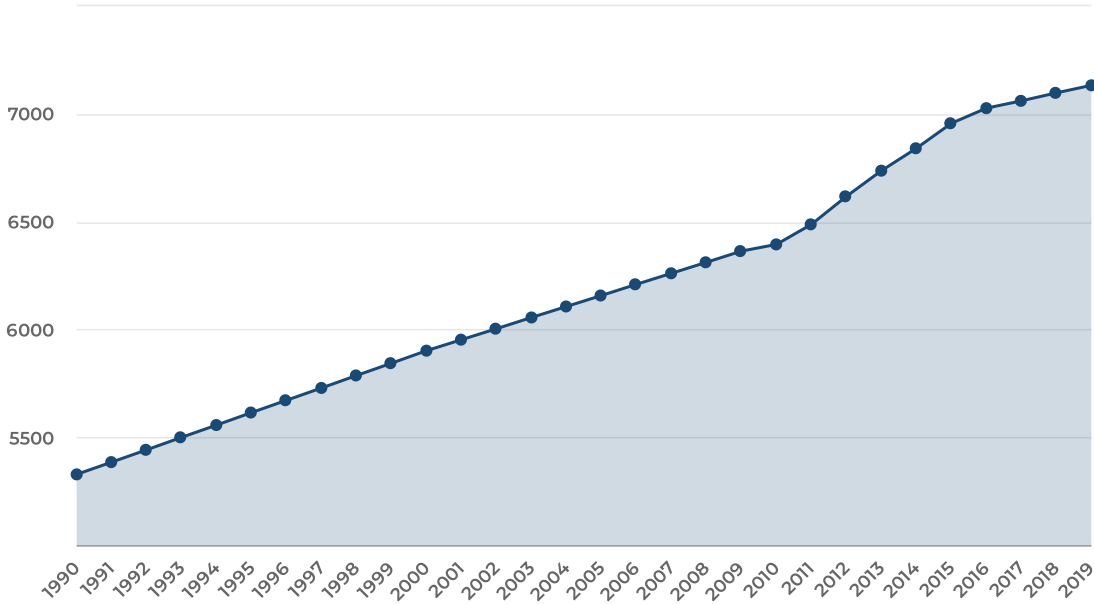
TOTAL POPULATION

**7,133**

▲ **.5%**  
vs. 2018

GROWTH RANK

**128** out of **351**  
Municipalities in Massachusetts



\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.



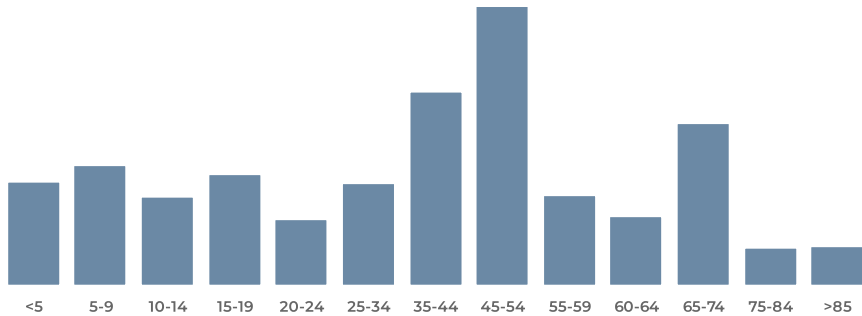
DAYTIME POPULATION

**6,222**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

## POPULATION BY AGE GROUP



\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

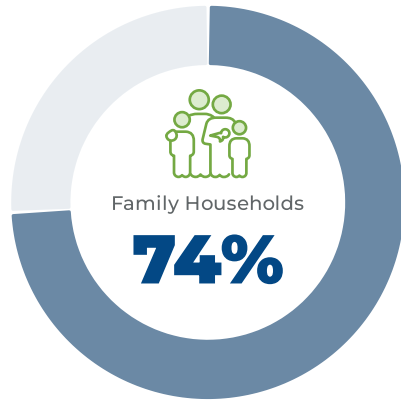


# Household Analysis

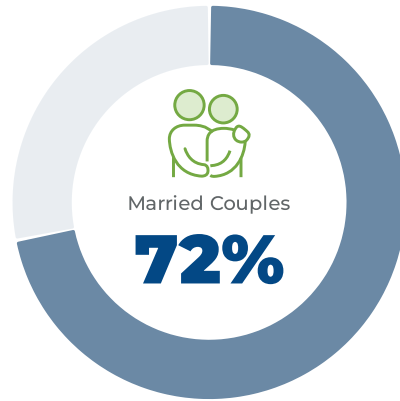
TOTAL HOUSEHOLDS

**2,558**

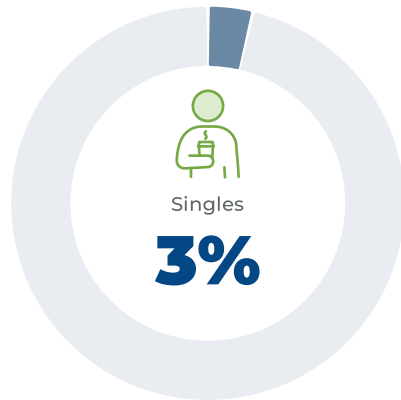
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▲ **58%**  
higher than state average



▲ **53%**  
higher than state average



▼ **38%**  
lower than state average



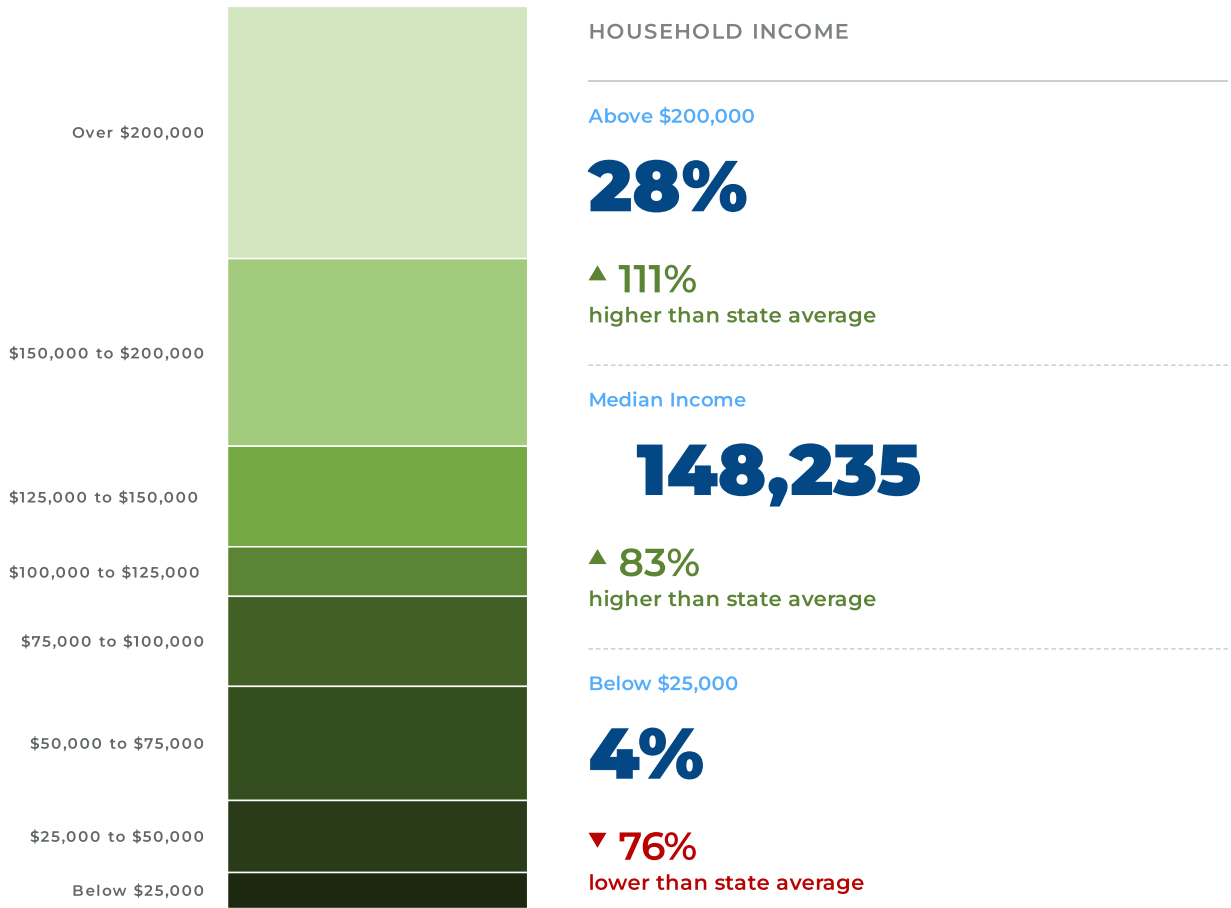
▼ **27%**  
lower than state average

*\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census*



# Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census



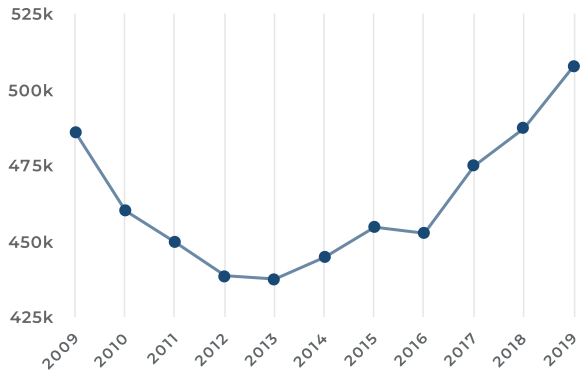


# Housing Overview



2019 MEDIAN HOME VALUE

**507,800**



\* Data Source: 2019 US Census Bureau

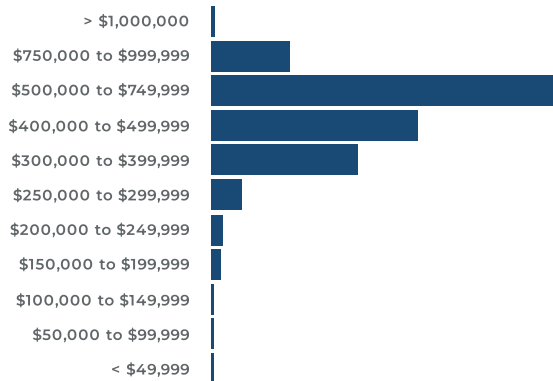
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

## HOME OWNERS VS RENTERS

Stow State Avg.



## HOME VALUE DISTRIBUTION



\* Data Source: 2019 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

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**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023 BUDGET</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>INCOME USED FOR OPERATIONS</b>					
PROPERTY TAX	29,945,429.32	33,420,749.00	11.61%	33,420,749.00	11.61%
STATE AID	495,556.00	508,048.00	2.52%	508,048.00	2.52%
STATE AID - SCHOOL BUILDING ASSISTANCE	0.00	0.00	0.00%	0.00	0.00%
LOCAL RECEIPTS	1,618,391.00	1,689,100.00	4.37%	1,689,100.00	4.37%
TRANSFER FROM OTHER FUNDS	255,305.50	205,215.00	-19.62%	205,215.00	-19.62%
FREE CASH	0.00	0.00	0.00%	0.00	0.00%
STABILIZATION FUND	0.00	0.00	0.00%	0.00	0.00%
OVERLAY SURPLUS FUNDS	0.00	0.00	0.00%	0.00	0.00%
CARRYOVER ARTICLES	0.00	0.00	0.00%	0.00	0.00%
<b>INCOME USED FOR CAPITAL OUTLAYS</b>					
PROPERTY TAX			0.00%		0.00%
FREE CASH FOR OPEB	235,000.00	235,000.00	0.00%	235,000.00	0.00%
FREE CASH - FOR CAPITAL ARTICLES	846,419.00	823,500.00	-2.71%	823,500.00	-2.71%
OVERLAY SURPLUS FUNDS FOR OPEB	0.00		0.00%		0.00%
OVERLAY SURPLUS FUNDS FOR CAPITAL ARTICLES	0.00		0.00%		0.00%
FREE CASH FOR STABILIZATION	200,000.00	275,000.00	37.50%	275,000.00	37.50%
CARRYOVER ARTICLES	0.00		0.00%		0.00%
BORROW	0.00		0.00%		0.00%
<b>TOTAL INCOME</b>	<b>33,596,100.82</b>	<b>37,156,612.00</b>	<b>10.60%</b>	<b>37,156,612.00</b>	<b>10.60%</b>
<b>EXPENDITURES</b>					
GENERAL MUNICIPAL BUDGET TOTAL	7,785,191.00	8,510,986.00	9.32%	8,563,539.00	10.00%
NASHOBA REG SCH DIST ASSESSMENT	18,059,890.00	18,535,962.00	2.64%	18,535,962.00	2.64%



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	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>PROPERTY TAX REVENUES</b>					
PROP 2 1/2 LEVY LIMIT	28,945,474.00	29,894,404.00	3.28%	29,894,404.00	3.28%
AMENDED NEW GROWTH	3,322.00		-100.00%		-100.00%
2.5% INCREASE	723,720.00	747,360.00	3.27%	747,360.00	3.27%
NEW GROWTH	221,888.00	295,000.00	32.95%	295,000.00	32.95%
<b>OVERRIDE</b>	0.00		0.00%		0.00%
<b>PROP 2 1/2 LEVY LIMIT</b>	29,894,404.00	30,936,764.00	3.49%	30,936,764.00	3.49%
ADD: DEBT EXCLUSIONS	1,926,486.00	1,929,911.00	0.18%	1,929,911.00	0.18%
DEBT EXCLUSION - NRSB/MINUTEMAN	544,084.00	554,074.00	1.84%	554,074.00	1.84%
<b>MAXIMUM ALLOWABLE</b>	32,364,974.00	33,420,749.00	3.26%	33,420,749.00	3.26%
DEDUCT: UNUSED LEVY CAPACITY	(2,419,544.68)		-100.00%		-100.00%
<b>TAX LEVY RAISED</b>	29,945,429.32	33,420,749.00	11.61%	33,420,749.00	11.61%
<b>PROPERTY TAX USED FOR CAPITAL OUTLAY</b>	0.00	0.00	0.00%	0.00	0.00%
<b>PROPERTY TAX USED FOR OPERATIONS</b>	29,945,429.32	33,420,749.00	11.61%	33,420,749.00	11.61%
<b>STATE AID</b>					
LOSS TAXES - STATE OWNED LAND	0.00		0.00%		0.00%



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	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>STATE AID -SCHOOL BUILDING ASSISTANCE</b>	0.00	0.00	0.00%	0.00	0.00%
<b>LOCAL RECEIPTS</b>					
MOTOR VEHICLE EXCISE REV	1,025,000.00	1,100,000.00	7.32%	1,100,000.00	7.32%
OTHER EXCISE	0.00		0.00%		0.00%
PENALTY & INT ON TAX & EXCISE	40,000.00	40,000.00	0.00%	40,000.00	0.00%
PAYMENT IN LIEU OF TAXES	110,000.00	110,000.00	0.00%	110,000.00	0.00%
CHARGES FOR SERVICES - AMBULANCE FEES	180,000.00	180,000.00	0.00%	180,000.00	0.00%
FEES	90,000.00	90,000.00	0.00%	90,000.00	0.00%
RENTALS	100.00	100.00	0.00%	100.00	0.00%
DEPT REVENUE - LIBRARY	100.00	0.00	-100.00%	0.00	-100.00%
DEPT REVENUE - CEMETERY	7,000.00	7,000.00	0.00%	7,000.00	0.00%
DEPT REVENUE - OTHER	5,000.00	6,000.00	20.00%	6,000.00	20.00%
LICENSES AND PERMITS	125,000.00	125,000.00	0.00%	125,000.00	0.00%
FINES	5,000.00	5,000.00	0.00%	5,000.00	0.00%
INTEREST ON EARNINGS	12,800.00	11,000.00	-14.06%	11,000.00	-14.06%
SUPPLEMENTAL TAXES	0.00	0.00	0.00%	0.00	0.00%
ROLLBACK TAXES	0.00	0.00	0.00%	0.00	0.00%
MISCELLANEOUS NON-RECURRING	18,391.00	15,000.00	-18.44%	15,000.00	-18.44%
<b>TOTAL LOCAL RECEIPTS</b>	<b>1,618,391.00</b>	<b>1,689,100.00</b>	<b>4.37%</b>	<b>1,689,100.00</b>	<b>4.37%</b>
<b>TRANSFER FROM OTHER FUNDS</b>					



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	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>FREE CASH USED</b>					
OPEB TRUST FUND	235,000.00	235,000.00	0.00%	235,000.00	0.00%
STABILIZATION	200,000.00	200,000.00	0.00%	200,000.00	0.00%
CAPITAL STABILIZATION	0.00	75,000.00	100.00%	75,000.00	100.00%
OTHER CAPITAL	846,419.00	823,500.00	-2.71%	823,500.00	-2.71%
<b>TOTAL FREE CASH USED FOR OPERATIONS</b>	<b>1,281,419.00</b>	<b>1,333,500.00</b>	<b>4.06%</b>	<b>1,333,500.00</b>	<b>4.06%</b>
<b>GENERAL BUDGET EXPENDITURES</b>					
<b>GENERAL GOVERNMENT</b>					
<b>MODERATOR</b>					
MODERATOR'S SALARY	45.00	45.00	0.00%	45.00	0.00%
MODERATOR'S EXPENSES	46.00	46.00	0.00%	46.00	0.00%
MODERATOR EXPENSES	91.00	91.00	0.00%	91.00	0.00%
<b>TOWN ADMINISTRATOR</b>					
SELECTMEN'S OFFICE WAGES	81,454.00	89,598.00	10.00%	89,598.00	10.00%
SELECTMEN'S OFFICE EXPENSES	11,980.00	9,450.00	-21.12%	9,450.00	-21.12%
TOWN ADMINISTRATOR SALARY	145,950.00	150,328.00	3.00%	150,328.00	3.00%
ASSISTANT TOWN ADMINISTRATOR/HR DIRECTOR WAGE	85,000.00	91,709.00	7.89%	91,709.00	7.89%
TOWN ADMINISTRATOR OFFICE WAGES	0.00	2,500.00	100.00%	2,500.00	100.00%
PERSONNEL EXPENSES	0.00	5,000.00	100.00%	5,000.00	100.00%
TOWN ADMINISTRATOR EXPENSES	11,250.00	11,250.00	0.00%	11,250.00	0.00%



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	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>TOWN ADMINISTRATOR TOTAL</b>	335,634.00	359,835.00	7.21%	359,835.00	7.21%
<b>FINANCE COMMITTEE</b>					
FINANCE COMMITTEE WAGES	4,657.00	1,000.00	-78.53%	1,000.00	-78.53%
RESERVE FUND	80,000.00	80,000.00	0.00%	80,000.00	0.00%
FINANCE COMMITTEE EXPENSES	1,600.00	1,000.00	-37.50%	1,000.00	-37.50%
<b>FINANCE COMMITTEE TOTAL</b>	86,257.00	82,000.00	-4.94%	82,000.00	-4.94%
<b>TOWN ACCOUNTANT</b>					
ACCOUNTANT'S SALARY	67,650.00	69,680.00	3.00%	69,680.00	3.00%
ACCOUNTANT'S OFFICE WAGES	450.00	500.00	11.11%	500.00	11.11%
ACCOUNTANT'S EXPENSES	2,125.00	2,125.00	0.00%	2,125.00	0.00%
<b>TOWN ACCOUNTANT TOTAL</b>	70,225.00	72,305.00	2.96%	72,305.00	2.96%

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	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>ASSESSORS</b>					
PRINCIPAL ASSESSOR WAGES	80,779.00	93,542.00	15.80%	93,542.00	15.80%
ASSESSORS' CLERICAL WAGES	80,091.00	98,790.00	23.35%	98,790.00	23.35%
ASSESSORS' EXPENSES	8,200.00	15,630.00	90.61%	15,630.00	90.61%
<b>ASSESSORS' TOTAL</b>	<b>169,070.00</b>	<b>207,962.00</b>	<b>23.00%</b>	<b>207,962.00</b>	<b>23.00%</b>
<b>TREASURER-COLLECTOR</b>					
TREASURER-COLLECTOR SALARY	78,714.00	90,745.00	15.28%	90,745.00	15.28%
TREAS-COLLECTOR CLERICAL WAGES	88,501.00	96,509.00	9.05%	98,340.00	11.12%
TREASURER-COLLECTOR EXPENSES	49,174.00	51,655.00	5.05%	54,655.00	11.15%
<b>TREASURER-COLLECTOR TOTAL</b>	<b>216,389.00</b>	<b>238,909.00</b>	<b>10.41%</b>	<b>243,740.00</b>	<b>12.64%</b>
<b>INFORMATION TECHNOLOGY</b>					
IT WAGES	42,578.00	45,832.00	7.64%	45,832.00	7.64%
IT EXPENSES	172,540.00	187,876.00	8.89%	187,876.00	8.89%
<b>IT TOTAL</b>	<b>215,118.00</b>	<b>233,708.00</b>	<b>8.64%</b>	<b>233,708.00</b>	<b>8.64%</b>
<b>TOWN CLERK</b>					
TOWN CLERK'S SALARY	81,818.00	94,426.00	15.41%	94,426.00	15.41%
TOWN CLERK'S OTHER WAGES	66,566.00	65,409.00	-1.74%	65,409.00	-1.74%
TOWN CLERK ELECTION WAGES	0.00	28,124.00	100.00%	28,124.00	100.00%



**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>BOARD OF APPEALS</b>					
BOARD OF APPEALS CLERICAL WAGES	21,610.00	32,656.00	51.12%	29,390.00	36.00%
BOARD OF APPEALS EXPENSES	2,200.00	4,250.00	93.18%	4,250.00	93.18%
<b>BOARD OF APPEALS TOTAL</b>	<b>23,810.00</b>	<b>36,906.00</b>	<b>55.00%</b>	<b>33,640.00</b>	<b>41.29%</b>
<b>MUNICIPAL BUILDING</b>					
MUNI BUILDING & PROPERTY WAGES	139,719.00	175,379.00	25.52%	176,298.00	26.18%
MUNI BUILDNG & PROPRTY EXPENSE	162,700.00	168,910.00	3.82%	172,910.00	6.28%
<b>MUNICIPAL BUILDING TOTAL</b>	<b>302,419.00</b>	<b>344,289.00</b>	<b>13.85%</b>	<b>349,208.00</b>	<b>15.47%</b>
<b>OTHER GENERAL GOVERNMENT</b>					
TOWN REPORTS EXPENSES	7,500.00	7,500.00	0.00%	7,500.00	0.00%
CAPITAL PROGRAM COMMITT EXPENS	0.00	0.00	0.00%	0.00	0.00%
<b>OTHER GENERAL GOVERNMENT TOTAL</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>0.00%</b>	<b>7,500.00</b>	<b>0.00%</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,885,773.00</b>	<b>2,149,300.00</b>	<b>13.97%</b>	<b>2,155,784.00</b>	<b>14.32%</b>
<b>PUBLIC SAFETY</b>					
<b>POLICE DEPT</b>					



**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>BUILDING INSPECTOR</b>					
BUILDING INSPECTOR WAGES	81,111.00	103,748.00	27.91%	103,748.00	27.91%
BUILDING DEPARTMENT CLERICAL WAGES	57,567.00	60,986.00	5.94%	63,642.00	10.55%
BUILDING INSPECTOR EXPENSES	6,695.00	8,745.00	30.62%	8,745.00	30.62%
<b>BUILDING INSPECTOR TOTAL</b>	<b>145,373.00</b>	<b>173,479.00</b>	<b>19.33%</b>	<b>176,135.00</b>	<b>21.16%</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>2,681,561.00</b>	<b>2,812,086.00</b>	<b>4.87%</b>	<b>2,814,742.00</b>	<b>4.97%</b>
<b>PUBLIC WORKS AND FACILITIES</b>					
<b>HIGHWAYS AND GROUNDS</b>					
SUPT OF STREETS SALARY	110,249.00	125,218.00	13.58%	125,218.00	13.58%
HIGHWAYS & GROUNDS WAGES	621,189.00	670,110.00	7.88%	685,000.00	10.27%
HIGHWAYS & GROUNDS EXPENSES	154,775.00	170,700.00	10.29%	178,000.00	15.01%
SNOW AND ICE REMOVAL EXPENSE	200,000.00	200,000.00	0.00%	200,000.00	0.00%
<b>HIGHWAYS &amp; GROUNDS TOTAL</b>	<b>1,086,213.00</b>	<b>1,166,028.00</b>	<b>7.35%</b>	<b>1,188,218.00</b>	<b>9.39%</b>
<b>MUNICIPAL LIGHTING</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00%</b>	<b>7,000.00</b>	<b>0.00%</b>
<b>GASOLINE &amp; DIESEL FUEL EXPENSE</b>	<b>76,000.00</b>	<b>76,000.00</b>	<b>0.00%</b>	<b>76,000.00</b>	<b>0.00%</b>
<b>CEMETERY DEPT</b>					
CEMETERY SUPERINTENDENT	71,935.00	77,493.00	7.73%	81,933.00	13.90%
CEMETERY SALARY AND WAGES	9,450.00	9,000.00	-4.76%	9,000.00	-4.76%

**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023 BUDGET</b>	<b>%</b>
	<b>FY 2022 VOTED BUDGET</b>	<b>FY 2023 BUDGET REQUESTED</b>	<b>CHANGE OVER PRIOR YR</b>	<b>TOWN ADMINISTRATOR RECOMMEND</b>	<b>CHANGE OVER PRIOR YR</b>
CEMETERY EXPENSES	6,450.00	5,600.00	-13.18%	5,600.00	-13.18%
<b>CEMETERY DEPT TOTAL</b>	<b>87,835.00</b>	<b>92,093.00</b>	<b>4.85%</b>	<b>96,533.00</b>	<b>9.90%</b>
<b>TOTAL PUBLIC WORK &amp; FACILITIES</b>	<b>1,257,048.00</b>	<b>1,341,121.00</b>	<b>6.69%</b>	<b>1,367,751.00</b>	<b>8.81%</b>
<b>HUMAN SERVICES</b>					
<b>HEALTH DEPT</b>					
HEALTH OFFICE ADMINISTRATOR	60,759.00	68,699.00	13.07%	68,699.00	13.07%
HEALTH DEPARTMENT WAGES	17,901.00	15,747.00	-12.03%	15,747.00	-12.03%
HEALTH DEPARTMENT EXPENSES	65,876.00	71,341.00	8.30%	74,341.00	12.85%
<b>HEALTH DEPT TOTAL</b>	<b>144,536.00</b>	<b>155,787.00</b>	<b>7.78%</b>	<b>158,787.00</b>	<b>9.86%</b>

**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>COUNCIL ON AGING</b>					
EXECUTIVE DIRECTOR'S SALARY	77,020.00	94,476.00	22.66%	94,476.00	22.66%
COUNCIL ON AGING WAGES	165,115.00	199,907.00	21.07%	213,690.00	29.42%
COUNCIL ON AGING EXPENSES	12,358.00	12,497.00	1.12%	12,497.00	1.12%
<b>COUNCIL ON AGING TOTAL</b>	<b>254,493.00</b>	<b>306,880.00</b>	<b>20.58%</b>	<b>320,663.00</b>	<b>26.00%</b>
<b>VETERANS DEPT</b>					
VETERANS' AGENT SALARY	2,301.00	2,370.00	3.00%	2,370.00	3.00%
VETERANS' AGENT EXPENSES	300.00	300.00	0.00%	300.00	0.00%
<b>VETERANS DEPT TOTAL</b>	<b>2,601.00</b>	<b>2,670.00</b>	<b>2.65%</b>	<b>2,670.00</b>	<b>2.65%</b>
<b>TOTAL HUMAN SERVICES</b>	<b>401,630.00</b>	<b>465,337.00</b>	<b>15.86%</b>	<b>482,120.00</b>	<b>20.04%</b>
<b>CULTURE AND RECREATION</b>					
<b>LIBRARY DEPT</b>					
LIBRARY DIRECTOR'S SALARY	73,331.00	95,472.00	30.19%	95,472.00	30.19%
LIBRARY WAGES	136,364.00	170,819.00	25.27%	170,819.00	25.27%
LIBRARY EXPENSES	76,851.00	85,226.00	10.90%	85,226.00	10.90%
<b>LIBRARY TOTAL</b>	<b>286,546.00</b>	<b>351,517.00</b>	<b>22.67%</b>	<b>351,517.00</b>	<b>22.67%</b>
<b>RECREATION COMMISSION</b>					
RECREATION DIRECTOR	71,935.00	88,192.00	22.60%	88,192.00	22.60%





**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>TOWN WIDE EXPENSES</b>					
GROUP INSURANCE	960,000.00	1,050,000.00	9.38%	1,050,000.00	9.38%
INSURANCE & BONDS	180,000.00	190,000.00	5.56%	190,000.00	5.56%
TELEPHONE	20,000.00	15,000.00	-25.00%	15,000.00	-25.00%
<b>TOTAL TOWN WIDE EXPENSES</b>	<b>1,160,000.00</b>	<b>1,255,000.00</b>	<b>8.19%</b>	<b>1,255,000.00</b>	<b>8.19%</b>
<b>GENERAL MUNICIPAL BUDGET TOTAL</b>	<b>7,785,191.00</b>	<b>8,510,986.00</b>	<b>9.32%</b>	<b>8,563,539.00</b>	<b>10.00%</b>
<b>EDUCATION</b>					
<b>SCHOOL DISTRICTS</b>					
OTHER VOCATIONAL EDUCATION EXP	0.00	0.00	0.00%	0.00	0.00%
NASHOBA REG SCH DIST ASSESSMENT	18,059,890.00	18,535,962.00	2.64%	18,535,962.00	2.64%
MINUTEMAN VOC TECH ASSESSMENT	1,580,804.00	2,145,103.00	35.70%	2,145,103.00	35.70%
<b>DISTRICT ASSESSMENTS</b>	<b>19,640,694.00</b>	<b>20,681,065.00</b>	<b>5.30%</b>	<b>20,681,065.00</b>	<b>5.30%</b>
<b>TOTAL EDUCATION</b>	<b>19,640,694.00</b>	<b>20,681,065.00</b>	<b>5.30%</b>	<b>20,681,065.00</b>	<b>5.30%</b>
<b>DEBT SERVICE</b>					
<b>PRINCIPAL</b>					
MATURING PRIN LONG-TERM DEBT	1,207,000.00	1,242,000.00	2.90%	1,242,000.00	2.90%



**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

				<b>FY 2023</b>	
		<b>2022 ATM</b>	<b>%</b>	<b>BUDGET</b>	<b>%</b>
	<b>FY 2022</b>	<b>FY 2023</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>SPECIAL ARTICLES - RAISE AND APPROPRIATE</b>					
LEGAL SERVICES	75,000.00	100,000.00	33.33%	100,000.00	33.33%
LAND COURT-TAX TITLE FORECLOSURE	2,000.00	2,000.00	0.00%	2,000.00	0.00%
SELECTMEN'S SMALL PURCHASES	5,000.00	3,000.00	-40.00%	3,000.00	-40.00%
AUDIT TOWN'S FINANCIAL RECORDS	25,000.00	15,000.00	-40.00%	15,000.00	-40.00%
WEIGHTS AND MEASURES	1,000.00	1,000.00	0.00%	1,000.00	0.00%
PLANNING BOARD - ENGIN/CONSULT/MASTER PLAN	15,000.00	10,000.00	-33.33%	10,000.00	-33.33%
CONSERVATION TRUST FUND	5,000.00	5,000.00	0.00%	5,000.00	0.00%
PROF ASSIST-PROPERTY VALUATION	12,000.00	12,000.00	0.00%	12,000.00	0.00%
BINDING AND REPAIRING TOWN RECORDS	200.00	2,000.00	900.00%	2,000.00	900.00%
CULTURAL COUNCIL/SPRINGFEST	0.00	1,500.00	100.00%	1,500.00	100.00%
ROAD MACHINERY EXPENSES	75,000.00	80,000.00	6.67%	80,000.00	6.67%
REPAIR PRIVATE WAYS	15,000.00	15,000.00	0.00%	15,000.00	0.00%
WATER OPERATOR	32,000.00	50,000.00	56.25%	50,000.00	56.25%
HAZARDOUS WASTE COLLECTION DAY	6,000.00	5,000.00	-16.67%	5,000.00	-16.67%
MUNICIPAL SOLID WASTE CONTAINER	500.00	500.00	0.00%	500.00	0.00%
EDUCATIONAL INCENTIVE PROGRAM	145,000.00	0.00	-100.00%	0.00	-100.00%
EMERGENCY NOTIFICATION SYSTEM	5,600.00	3,000.00	-46.43%	3,000.00	-46.43%
WATER HOLE MAINTENANCE	5,000.00	5,000.00	0.00%	5,000.00	0.00%
MUNICIPAL PARKING LOT MAINTENANCE	10,000.00	10,000.00	0.00%	10,000.00	0.00%
VETERANS BENEFITS	26,900.00	10,000.00	-62.83%	10,000.00	-62.83%
HOLIDAY DECORATION FUND	6,500.00	7,000.00	7.69%	7,000.00	7.69%
HIGHWAY ENGINEERING	0.00	4,000.00	100.00%	4,000.00	100.00%
LAKE BOON WATER QUALITY REMEDIATION	20,000.00	9,500.00	-52.50%	9,500.00	-52.50%
ECONOMIC DEVELOPMENT & INDUSTRIAL COMMISSION	1,500.00	0.00	-100.00%	0.00	-100.00%
NORFOLK COUNTY AGRICULTURAL HS	35,000.00	0.00	-100.00%	0.00	-100.00%
GLEASONDALE HISTORICAL DISTRICT STUDY	0.00	0.00	0.00%	0.00	0.00%
LAKE BOON SAFETY BOAT PATROL	5,000.00	5,000.00	0.00%	5,000.00	0.00%
MS4 PERMIT REQUIREMENTS	40,000.00	40,000.00	0.00%	40,000.00	0.00%
SHARED HOUSING SERVICES	12,000.00	0.00	-100.00%	0.00	-100.00%



TOWN OF STOW

Date: 4/8/2022

2022 ANNUAL TOWN MEETING

FY23 BUDGET FINAL TOWN MEETING APPROVED

		2022 ATM	%	FY 2023 BUDGET	%
	FY 2022 VOTED BUDGET	FY 2023 BUDGET REQUESTED	CHANGE OVER PRIOR YR	TOWN ADMINISTRATOR RECOMMEND	CHANGE OVER PRIOR YR
<b>SPECIAL ARTICLES - APPROPRIATE &amp; TRANSFER</b>					
CONSERVATION LAND MAINT TO TRUST	3,615.00	10,325.00	185.62%	10,325.00	185.62%
CONS COMM-WET ACT EXP	3,627.50	3,020.00	-16.75%	3,020.00	-16.75%
FREE CASH TO OPEB	235,000.00	235,000.00	0.00%	235,000.00	0.00%
OVERLAY SURPLUS TO OPEB	0.00	0.00	0.00%	0.00	0.00%
PEG	183,063.00	146,870.00	-19.77%	146,870.00	-19.77%
COMMUNITY PRESERVATION COMMITTEE ADMIN	40,000.00	45,000.00	12.50%	45,000.00	12.50%
FREE CASH TO STABILIZATION	200,000.00	200,000.00	0.00%	200,000.00	0.00%
FREE CASH TO CAPITAL STABILIZATION		75,000.00	100.00%	75,000.00	100.00%
SALE OF CEMETERY LOTS	25,000.00	0.00	-100.00%	0.00	-100.00%
<b>SPECIAL ARTICLES-APPROPRIATE &amp; TRANSFER</b>	<b>690,305.50</b>	<b>715,215.00</b>	<b>3.61%</b>	<b>715,215.00</b>	<b>3.61%</b>
<b>CAPITAL ARTICLES</b>					
POLICE CRUISERS (SUV)	98,619.00	0.00	-100.00%	0.00	-100.00%
COMPLETE STREETS FUNDING	30,000.00	0.00	-100.00%	0.00	-100.00%
TOWN CENTER CORRIDOR STUDY	60,000.00	0.00	-100.00%	0.00	-100.00%
TURNOUT GEAR	71,000.00	0.00	-100.00%	0.00	-100.00%
POLICE STATION PARKING LOT	60,000.00	0.00	-100.00%	0.00	-100.00%
FACILITIES UPGRADES	103,800.00	0.00	-100.00%	0.00	-100.00%
BUCKET TRUCK S12 1988	185,000.00	0.00	-100.00%	0.00	-100.00%
SMALL 6 WHEEL DUMP TRUCK	135,000.00	0.00	-100.00%	0.00	-100.00%
PICKUP S1	68,000.00	0.00	-100.00%	0.00	-100.00%
OCTOBER LANE RESURFACING/CURBING	35,000.00	0.00	-100.00%	0.00	-100.00%
POLICE CRUISERS (SUV)		48,750.00	100.00%	48,750.00	100.00%
HIGHWAY FEASIBILITY STUDY		100,000.00	100.00%	100,000.00	100.00%
FARM LANE RESURFACING/CURBING		55,000.00	100.00%	55,000.00	100.00%
LAKE BOON DAM REPAIRS		300,000.00	100.00%	300,000.00	100.00%
6-WHEEL DUMP TRUCK		300,000.00	100.00%	300,000.00	100.00%

**TOWN OF STOW**

Date: 4/8/2022

**2022 ANNUAL TOWN MEETING**

**FY23 BUDGET FINAL TOWN MEETING APPROVED**

		<b>2022 ATM</b>	<b>%</b>	<b>FY 2023 BUDGET</b>	<b>%</b>
	<b>FY 2022 VOTED BUDGET</b>	<b>FY 2023 BUDGET REQUESTED</b>	<b>CHANGE OVER PRIOR YR</b>	<b>TOWN ADMINISTRATOR RECOMMEND</b>	<b>CHANGE OVER PRIOR YR</b>
HALE GYMASIUM FLOOR		19,750.00	100.00%	19,750.00	100.00%
			0.00%		0.00%
			0.00%		0.00%
<b>TOTAL CAPITAL ARTICLES</b>	846,419.00	823,500.00	-2.71%	823,500.00	-2.71%
<b>APPROPRIATION DEFICITS TO BE RAISED</b>			0.00%		0.00%
<b>OVERLAY DEFICITS</b>			0.00%		0.00%
<b>COUNTY RETIREMENT</b>	1,077,698.00	1,131,582.90	5.00%	1,131,582.90	5.00%





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# **CAPITAL IMPROVEMENTS**

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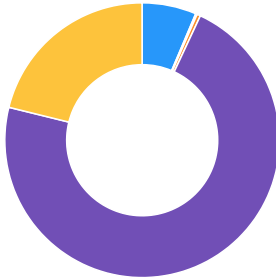
# Capital Improvements: One-year Plan

## Total Capital Requested

# 11,823,500

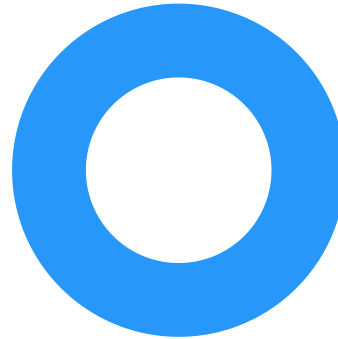
8 Capital Improvement Projects

### Total Funding Requested by Department



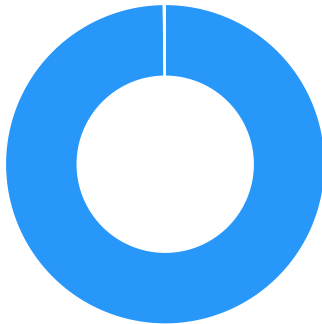
● Highway & Streets (6%)	\$755,000.00
● Nashoba Regional School (0%)	\$19,750.00
● Police (0%)	\$48,750.00
● Library (72%)	\$8,500,000.00
● Conservation Commission (21%)	\$2,500,000.00
<b>TOTAL</b>	<b>\$11,823,500.00</b>

### Total Funding Requested by Source



● Funding Source 1 (100%)	\$4,313,500.00
<b>TOTAL</b>	<b>\$4,313,500.00</b>

### Capital Costs Breakdown



● Capital Costs (100%)	\$11,823,500.00
● Operational Costs (0%)	\$19,000.00
<b>TOTAL</b>	<b>\$11,842,500.00</b>

### Cost Savings & Revenue Breakdown

There's no data for building chart



# Conservation Commision Requests

## Itemized Requests for 2023

**Stow Acres Phase 2 Land Acquisition** **\$2,500,000**

Acquisition of portion of the North Course as Approved by Town Meeting - Joint Conservation/Recreation Project and Funded by CPA funds and private fundraising (\$4 million authorized, Town cost \$2.5 million)

**Total: \$2,500,000**

# Police Requests

## Itemized Requests for 2023

**2022 Ford Utility PI Hybrid** **\$48,750**

Last year we were able to decrease our fleet by one cruiser from seven to six. This leaves 5 line cruisers and one mission critical administrative vehicles primarily used by the Chief. The chief is currently responsible for 24/7 response and is...

**Total: \$48,750**

# Nashoba Regional School Requests

## Itemized Requests for 2023

**Hale Gymnasium Floor Re nishing** **\$19,750**

After 20 years scuff and recoat maintainece the floors need to be sanded down to take out deep scratches, removal chipping, and excessive buildup of polyurethane. It is recommended that high wear gym floors should be sanded every 10 years.The...

**Total: \$19,750**



# Highway & Streets Requests

## Itemized Requests for 2023

### Replacement of Large 6-Wheel Dump Truck (S-3)

**\$300,000**

Replacement of S-3, a large six wheel dump truck. The vehicle was manufactured in 2001. This is a front-line piece of equipment for the snow & ice control program. It is becoming an issue with reliability and the constant need for...

### Farm Road - Resurfacing/Curbing

**\$55,000**

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Farm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout...

### Feasibility Study - New Highway Barn

**\$100,000**

We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom...

### Lake Boon Dam Repairs (Estimate)

**\$300,000**

The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as...

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**Total: \$755,000**

# Library Requests

## Itemized Requests for 2023

### Renovated Randall Library

**\$8,500,000**

At the Town Meeting in 2019, Design Fund monies were appropriated to begin the process of renovating/expanding Randall Library. The Building Committee was established by the Select Board and charged with first developing and issuing an RFP and...

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**Total: \$8,500,000**



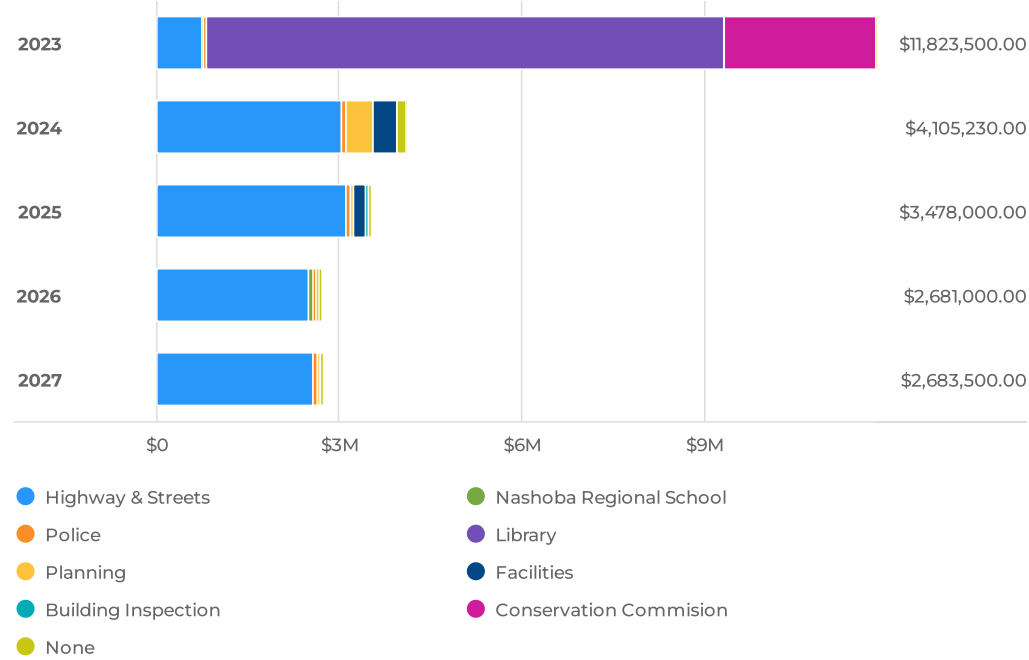
# Capital Improvements: Multi-year Plan

## Total Capital Requested

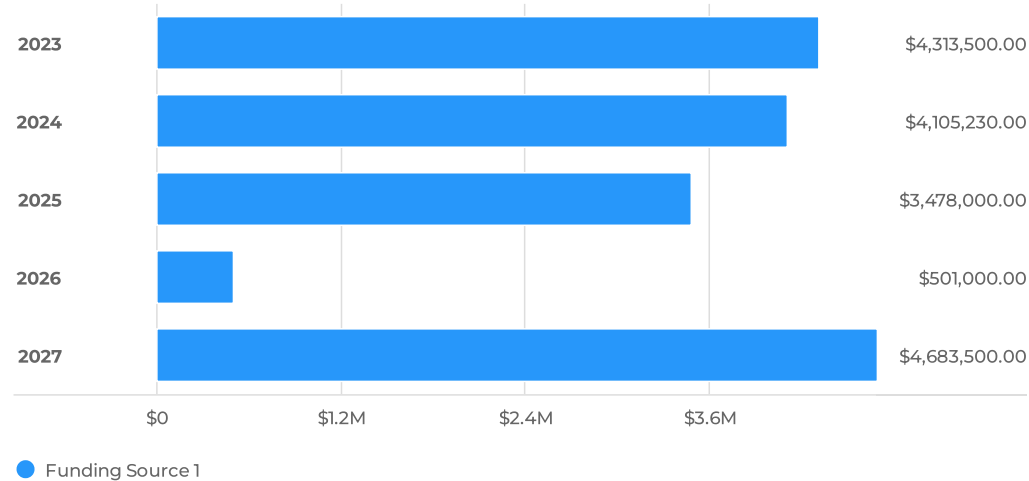
# 24,771,230

39 Capital Improvement Projects

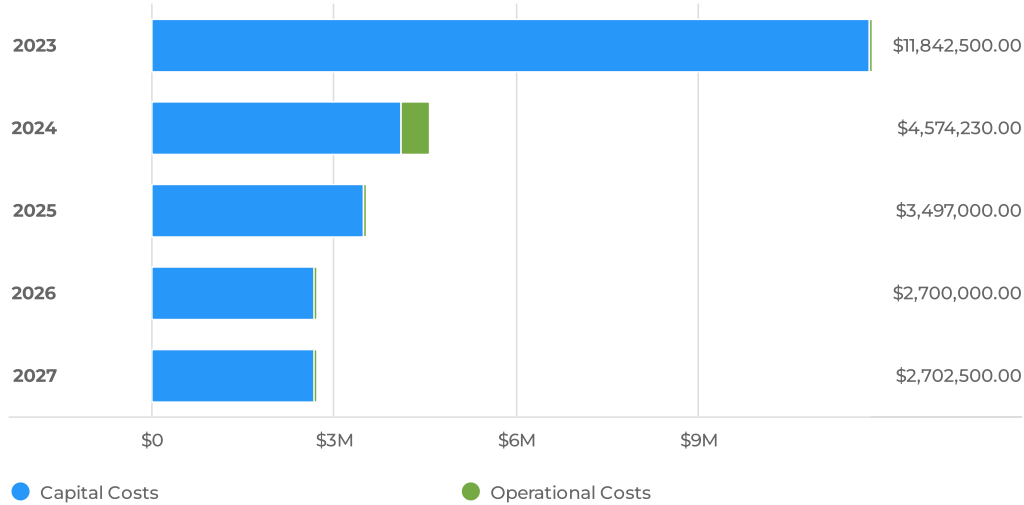
### Total Funding Requested by Department



### Total Funding Requested by Source



## Capital Costs Breakdown



## Cost Savings & Revenues

There's no data for building chart

## None Requests

### Itemized Requests for 2023-2028

#### StowTV - Renovation and Move Offices

**\$145,230**

Stow TV would like to move its'office and operations to a larger space. The amount requested covers the move as well the renovations specifically needed for Stow TV. It hoped that these costs would be covered by the upcoming contract...

**Total: \$145,230**

## Conservation Commision Requests

### Itemized Requests for 2023-2028

#### Stow Acres Phase 2 Land Acquisition

**\$2,500,000**

Acquisition of portion of the North Course as Approved by Town Meeting - Joint Conservation/Recreation Project and Funded by CPA funds and private fundraising (\$4 million authorized, Town cost \$2.5 million)

**Total: \$2,500,000**



# Planning Requests

## Itemized Requests for 2023-2028

**Gleasondale Streetscape Planning** **\$60,000**

Request for design, engineering and peer review of streetscape and traffic calming enhancements in line with MassDOT bridge Replacement updates and Gleasondale Village Revitalization Planning.

**Complete Streets Design and Engineering** **\$50,000**

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

**Town Center Traffic and Pedestrian Safety Improvements** **\$450,000**

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program. At the May 2021...

**Complete Streets Design and Engineering FY27** **\$50,000**

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

**Total: \$610,000**

# Facilities Requests

## Itemized Requests for 2023-2028

**Standby Generator for the Town Offices** **\$200,000**

Have a standby natural gas powered generator installed to power the town offices in the event of a power failure. We have contracted an engineer to conduct the study and provide a cost for design and installation. I put in a...

**Repairs and upgrades to the Town Buildings Water System** **\$300,000**

Currently, we have a water system which is supplied by a well behind the town offices. The water is brought through the town offices where it is filtered and distributed out to the the following buildings; The Old Town Hall, Old Fire Station,...

**Police Station Tile to Carpet** **\$25,000**

Cost estimate of \$6.50/ sq ft installed or possibly we could have the custodians do the installation. The material runs about \$2/sq ft The hallway is approximately 1000 sq feet or example A generous rough estimate of...

**Replace Town Building Windows** **\$40,000**

Window replacement for the town office building \$40,000 The windows are original to the building, many windows do not open properly or stay open. They are also leaky; on some windows the blinds move on a windy day. New...

**Town Building Sprinkler Valve Replacement** **\$40,000**

Replace the main sprinkler valves in the Town Building.

**Total: \$605,000**



## Police Requests

### Itemized Requests for 2023-2028

2022 Ford Utility PI Hybrid

\$288,750

Last year we were able to decrease our fleet by one cruiser from seven to six. This leaves 5 line cruisers and one mission critical administrative vehicles primarily used by the Chief. The chief is currently responsible for 24/7 response and is...

**Total: \$288,750**

## Building Inspection Requests

### Itemized Requests for 2023-2028

Replacement Vehicle for facilities or inspections services

\$40,000

The Building Department has a 2007 Ford Escape and a 2006 Ford Ranger pickup truck. The Escape has been in the shop six times so far this FY, we have spent \$2000 so far on repairs. The repair shop, actually gave the town a...

**Total: \$40,000**

## Nashoba Regional School Requests

### Itemized Requests for 2023-2028

Hale Gymnasium Floor Refinishing

\$19,750

After 20 years scuff and recoat maintenance the floors need to be sanded down to take out deep scratches, removal chipping, and excessive buildup of polyurethane. It is recommended that high wear gym floors should be sanded every 10 years. The...

Hale Parking Lot Replacement/Repair

\$70,000

Estimated need for major repairs or replacement

**Total: \$89,750**





# Highway & Streets Requests

## Itemized Requests for 2023-2028

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<b>Replacement of Large 6-Wheel Dump Truck (S-3)</b>	<b>\$300,000</b>
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Replacement of S-3, a large six wheel dump truck. The vehicle was manufactured in 2001. This is a front-line piece of equipment for the snow & ice control program. It is becoming an issue with reliability and the constant need for...

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<b>Replacement of Large 6-Wheel Dump Truck (S-7)</b>	<b>\$400,000</b>
------------------------------------------------------	------------------

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This truck, designation S-7, was manufactured in 1999 is past the end of its useful life (15 yrs). This vehicle is a front-line piece of equipment for snow and ice control when we respond to winter weather. Not replacing this vehicle will post a...

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<b>Replacement of Small 6-Wheel Dump Truck (S-5)</b>	<b>\$100,000</b>
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The small dump truck, designation S-5, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway...

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<b>Replacement of Small 6-Wheel Dump Truck (S-9)</b>	<b>\$110,000</b>
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The small dump truck, designation S-9, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway...

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<b>Replacement of Work Truck (S-11)</b>	<b>\$75,000</b>
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The Highway Departments' work truck, designation S-11, will be reaching the end of its useful life in 2023. This truck is currently used as the Assistant Superintendent's vehicle for inspecting paving operations, cracksealing, snow &...

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<b>Replacement of Large 6-Wheel Dump Truck (S-10)</b>	<b>\$225,000</b>
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The vehicle is past the end of its useful life as it was manufactured in 1998 and the useful life of a vehicle of this size is 15 years.. This is a piece of front-line equipment for snow & ice control and its lack of reliability and constant...

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<b>Purchase of Skid Steer with Attachments</b>	<b>\$175,000</b>
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Purchase of a new Skid Steer with attachments for snow removal on sidewalks. This will be replacing the large Kubota currently operated by the Cemetery Department during snow removal operations. This equipment has more uses for both departments...

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<b>Culvert Replacement Engineering - Great Road @ Fire Station</b>	<b>\$375,000</b>
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Contract engineering services regarding the culvert replacement on Great Road near the Fire Station.

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<b>Apple Blossom Lane - Resurfacing/Curbing</b>	<b>\$82,500</b>
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As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Apple Blossom Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads...

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<b>Farm Road - Resurfacing/Curbing</b>	<b>\$55,000</b>
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As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Farm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout...

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<b>Evelyn Road- Resurfacing</b>	<b>\$70,000</b>
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As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Evelyn Dr's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking...



<b>De-Icing Liquids System</b>	<b>\$200,000</b>
Add a de-icing liquids system to make and apply salt brine to our roads prior to storms. We are a community with well water for every home. This move would reduce the amount of salt used on roads, reducing the risk even more of getting sodium...	
<b>Middlemost Way - Resurfacing</b>	<b>\$50,000</b>
As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Middlemost Way's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are...	
<b>Brook Mill Road - Resurfacing</b>	<b>\$75,000</b>
As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Brook Mill Rd's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town, we are...	
<b>Treaty Elm Lane - Resurfacing/Curbing</b>	<b>\$125,000</b>
As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Treaty Elm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads...	
<b>Replacement of Volvo Loader (L70C)</b>	<b>\$231,000</b>
The Volvo Loader, manufactured in 1999, is past the end of its useful life. The town's loader is a key piece of equipment for snow & ice control, both as a front-line piece of equipment to push back snow piles and keep roads and...	
<b>Replacement of Morbark Chipper</b>	<b>\$85,500</b>
The Highway Department's Mobark wood chipper reached the end of its useful life (15 years) in 1997. This piece of equipment is vital to public safety as it aids us in the removal of fallen trees from public roadways in the aftermath of storm...	
<b>Replacement of Backhoe Trailer</b>	<b>\$38,500</b>
Replacement for Eager Beaver trailer for Backhoe. This is a routine replacement, as the vehicle will be past the end of its useful life. Replacement of the unit will be more efficient as the current trailer's decking is not up to OSHA standard.	
<b>Wheeler Road Bridge Repair/Replacement</b>	<b>\$70,000</b>
MassDOT Bridge Inspection Team (District 3) has reported deficiencies found during routine bridge inspections. Repairs must be made, and the scope of those repairs, as indicated by the inspections, are beyond the capabilities of the Highway...	
<b>Harvard Road Culvert Replacement (by Wedgewood)</b>	<b>\$300,000</b>
Replacement of an undersized culvert on Harvard Road. The current culvert is undersized; during the heavy rains of Summer 2021, water rose over the roadway ('over topped') three times. These flooding issues have caused erosion and damage...	
<b>Feasibility Study - New Highway Barn</b>	<b>\$2,350,000</b>
We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom...	
<b>Lake Boon Dam Repairs (Estimate)</b>	<b>\$4,300,000</b>
The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as...	
<b>Sudbury Road Bridge repair/replacement</b>	<b>\$2,200,000</b>
For the department to contract engineering services to evaluate the Sudbury Road Bridge to ensure its safety and determine the scope of work needed to keep the bridge in good working order after receiving inspection from the MassDOT...	



## Library Requests

### Itemized Requests for 2023-2028

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#### Renovated Randall Library

\$8,500,000

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At the Town Meeting in 2019, Design Fund monies were appropriated to begin the process of renovating/expanding Randall Library. The Building Committee was established by the Select Board and charged with first developing and issuing an RFP and...

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Total: \$8,500,000



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# **APPENDIX**

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# **HIGHWAY & STREETS REQUESTS**

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# Replacement of Large 6-Wheel Dump Truck (S-3)

Replacement of S-3, a large six wheel dump truck. The vehicle was manufactured in 2001. This is a front-line piece of equipment for the snow & ice control program. It is becoming an issue with reliability and the constant need for repairs is posing a serious issue with regards to public safety for sanding, salting, and plowing operations as this truck is responsible for all of the Great Road area of town. As global supply chain issues and lack of replacement parts continue to impact the trucking industry heavily in the wake of COVID-19; it would be in the best interest to replace this piece of equipment sooner rather than later. We have carried a contingency for cost increases due supply chain issues and equipment that well need to be installed that the dealer will not supply.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-3



S-3 Wear & Tear 1



S-3 Wear & Tear 2



S-3 Wear & Tear 3



S-3 Wear & Tear 4



S-3 Wear & Tear 5

Supplemental Attachments
Title Description Truck (/resource/cleargov-Quoteprod/projects/documents/55927f03534552642189.pdf)

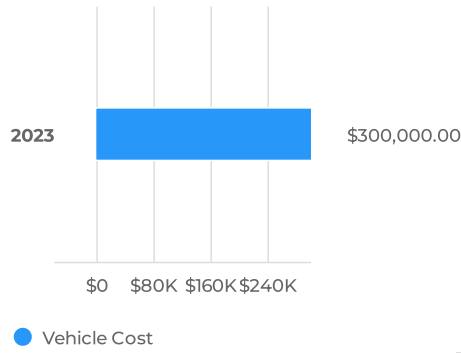
Request Details	
New Purchase or R...	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

# Capital Cost

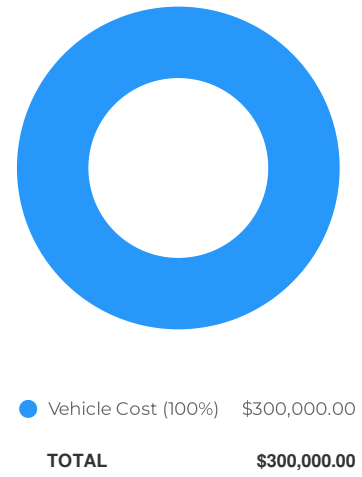
FY2023 Budget  
**\$300,000**

Total Budget *(all years)*  
**\$300K**

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2023</b>
Vehicle Cost	\$300,000
<b>Total</b>	<b>\$300,000</b>



# Replacement of Large 6-Wheel Dump Truck (S-7)

This truck, designation S-7, was manufactured in 1999 is past the end of its useful life (15 yrs). This vehicle is a front-line piece of equipment for snow and ice control when we respond to winter weather. Not replacing this vehicle will post a serious risk to public safety during winter weather events.

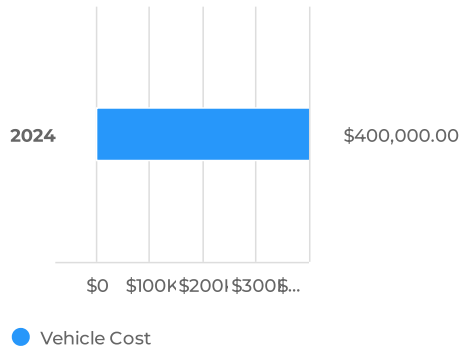
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-7

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

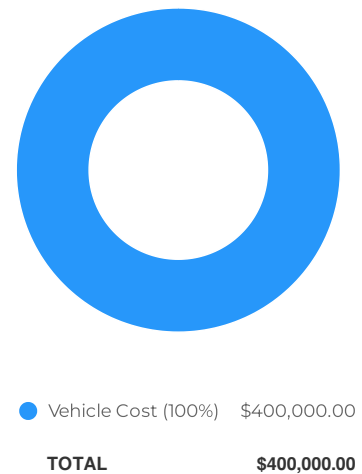
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$400K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2024
Vehicle Cost	\$400,000
<b>Total</b>	<b>\$400,000</b>





# Replacement of Small 6-Wheel Dump Truck (S-5)

The small dump truck, designation S-5, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway sight-lines for drivers and plowing in areas the large trucks cannot safely enter. In addition to winter weather, the small dump trucks are the primary vehicles for pothole repairs, removal of deceased animals from roadways, cemetery duties, as well as lawn mowing & other municipal grounds maintenance.

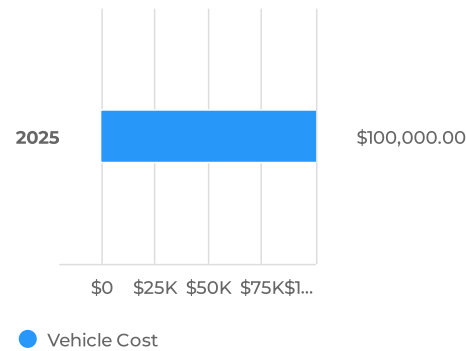
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-5

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

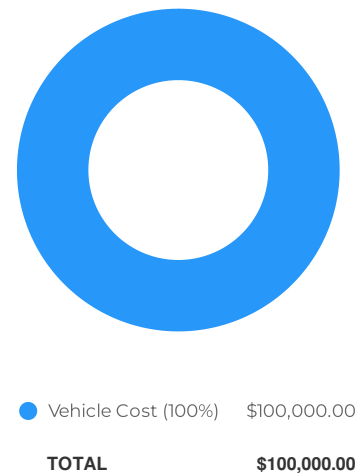
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$100K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2025
Vehicle Cost	\$100,000
<b>Total</b>	<b>\$100,000</b>



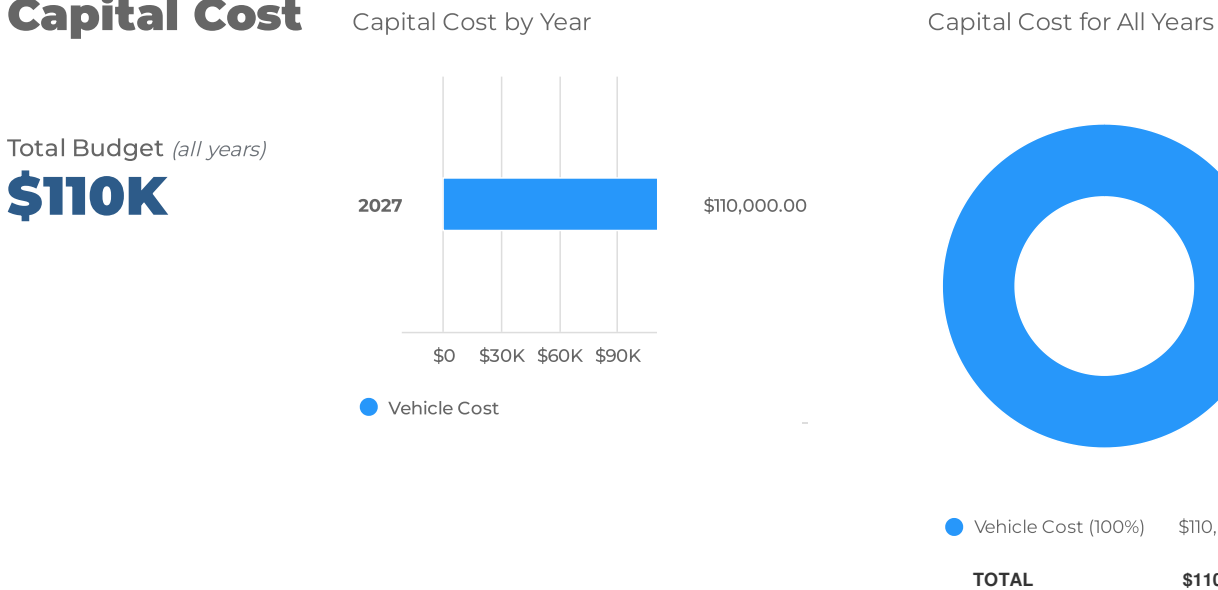
# Replacement of Small 6-Wheel Dump Truck (S-9)

The small dump truck, designation S-9, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway sight-lines for drivers and plowing in areas the large trucks cannot safely enter. In addition to winter weather, the small dump trucks are the primary vehicles for pothole repairs, removal of deceased animals from roadways, cemetery duties, as well as lawn mowing & other municipal grounds maintenance.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-9

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

## Capital Cost



### Capital Cost Breakdown

Capital Cost	FY2027
Vehicle Cost	\$110,000
<b>Total</b>	<b>\$110,000</b>



# Replacement of Work Truck (S-11)

The Highway Departments' work truck, designation S-11, will be reaching the end of its useful life in 2023. This truck is currently used as the Assistant Superintendent's vehicle for inspecting paving operations, cracksealing, snow & ice control work, and all other work conducted by the department. It is also a catch-all truck for smaller support operations such as checking beaver/muskrat traps, moving/towing equipment, such as radar signs, power tools, landscaping equipment, etc., to locations around town or to vendors for repairs/maintenance.

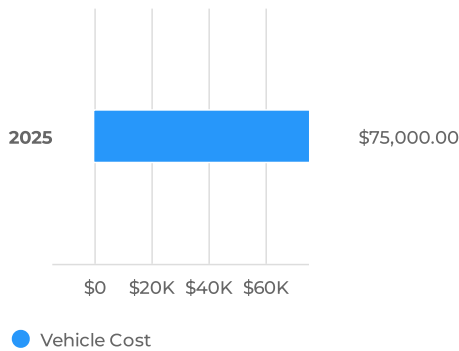
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-11

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

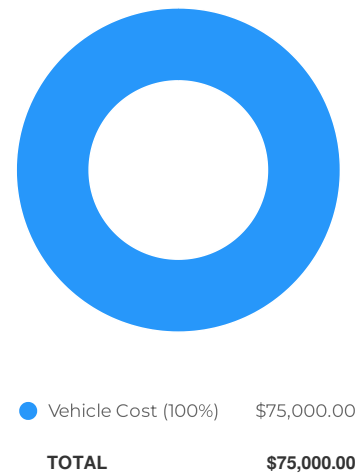
## Capital Cost

Total Budget *(all years)*  
**\$75K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2025
Vehicle Cost	\$75,000
<b>Total</b>	<b>\$75,000</b>



# Replacement of Large 6-Wheel Dump Truck (S-10)

The vehicle is past the end of its useful life as it was manufactured in 1998 and the useful life of a vehicle of this size is 15 years.. This is a piece of front-line equipment for snow & ice control and its lack of reliability and constant need for repairs is posing a serious issue with regards to public safety for sanding, salting, and plowing operations. As global supply chain issues and lack of replacement parts continue to impact the trucking industry heavily in the wake of COVID-19; it would behoove the town to replace this piece of equipment sooner rather than later. It is also, currently, our only non-CDL truck with a sanding unit. This allows it to reach more roadways than our other, larger trucks which is key for salting the roadways in some of Stow's more rural neighborhoods and less developed roads.

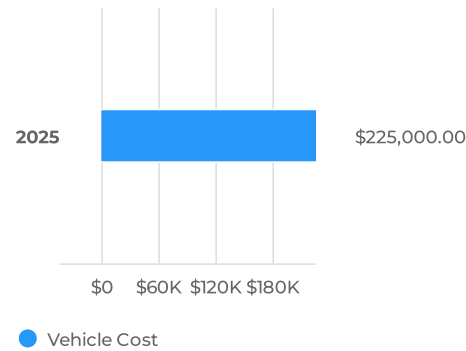
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	S-10

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

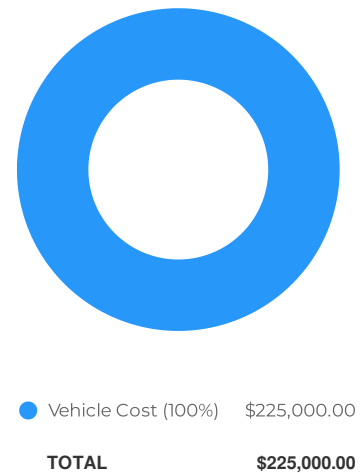
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$225K**



Capital Cost for All Years



Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2025</b>
Vehicle Cost	\$225,000
<b>Total</b>	<b>\$225,000</b>



# Purchase of Skid Steer with Attachments

Purchase of a new Skid Steer with attachments for snow removal on sidewalks. This will be replacing the large Kubota currently operated by the Cemetery Department during snow removal operations. This equipment has more uses for both departments than the current tractors for cemetery maintenance, snow removal, and highway operations. A variety of attachments will be purchased at the same time as the equipment itself, allowing it to work as a more universal tool.

This skid steer will replace a Kubota tractor. This tractor is more for home-owner level operations, whereas the skid steer is rated for commercial work and as such will have a longer life, more applications, and be safer to operate.

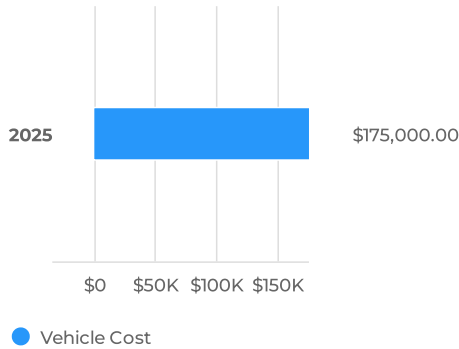
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	Skid Steer

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

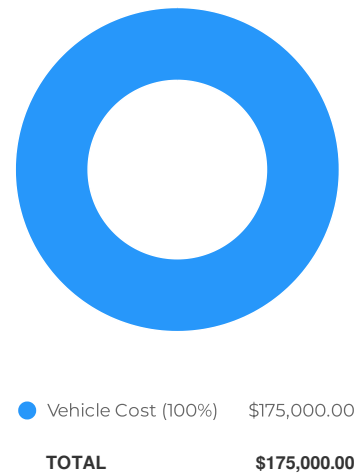
## Capital Cost

Capital Cost by Year

Total Budget (all years)  
**\$175K**



Capital Cost for All Years



Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2025</b>
Vehicle Cost	\$175,000
<b>Total</b>	<b>\$175,000</b>



# Culvert Replacement Engineering - Great Road @ Fire Station

Contract engineering services regarding the culvert replacement on Great Road near the Fire Station.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	07/01/2025
Department	Highway & Streets
Type	Capital Improvement
Project Number	Fire Station Culvert

Request Details	
Type of Project	Other

## Benefit to Community

Culvert is an old stone box culvert that is partially blocked as stones have shifted over time and the culvert is now under sized for the changes in our weather. This culvert handles a large area of storm water on the north side of Great Road. After the design is completed, the intent is to try to get grant funding for construction.

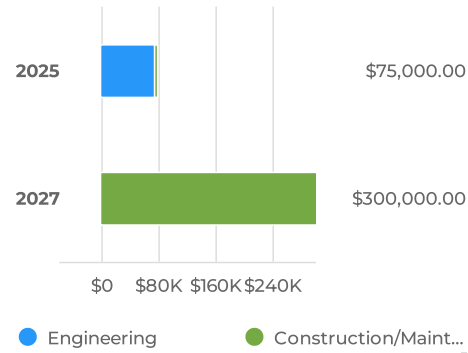


# Capital Cost

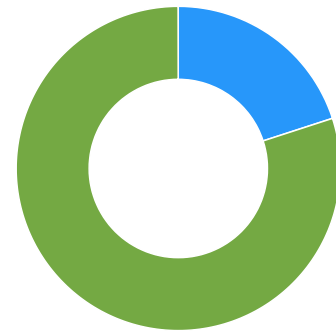
Total Budget (all years)

**\$375K**

Capital Cost by Year



Capital Cost for All Years



● Engineering (20%) \$75,000.00  
 ● Construction/Maintenance (80%)\$

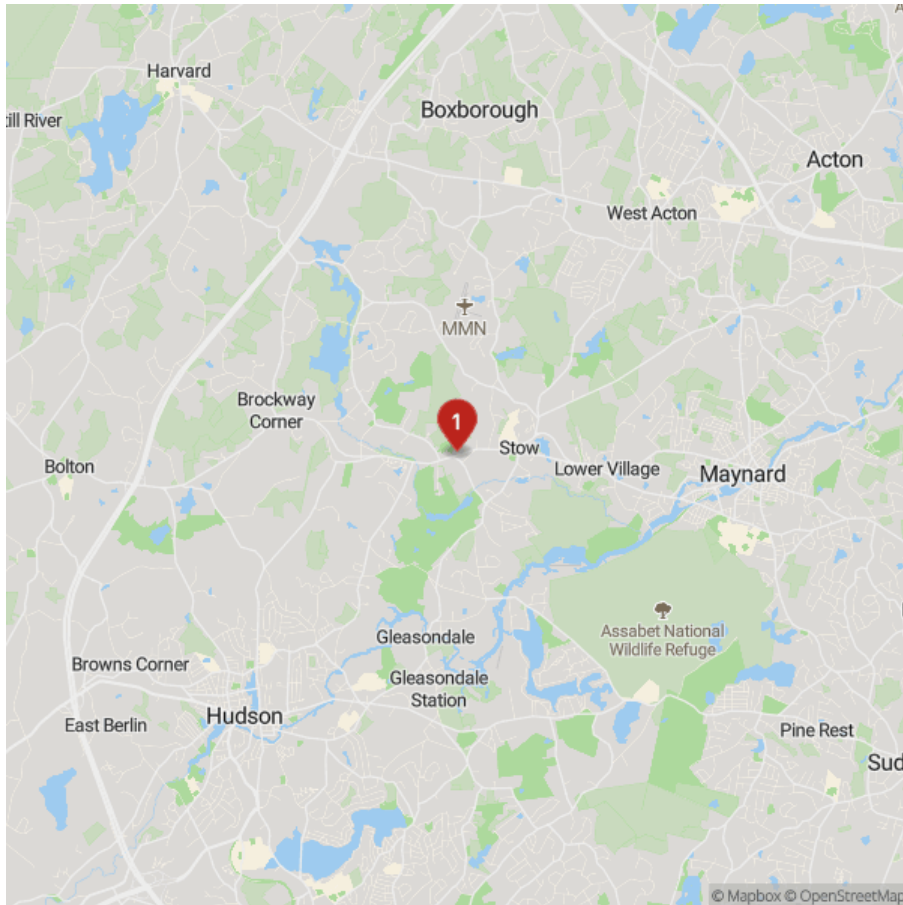
**TOTAL \$375,000.00**

## Capital Cost Breakdown

Capital Cost	FY2025	FY2027
Engineering	\$75,000	
Construction/Maintenance		\$300,000
<b>Total</b>	<b>\$75,000</b>	<b>\$300,000</b>



## Project Location





# Apple Blossom Lane - Resurfacing/Curbing

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Apple Blossom Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via town meeting.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Apple Blossom Ln

Request Details	
Type of Project	Resurface Current Road

## Benefit to Community

Improve road and sidewalk safety

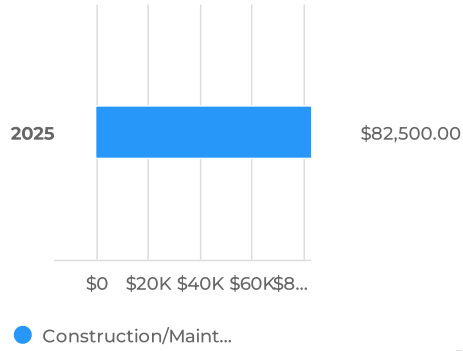


# Capital Cost

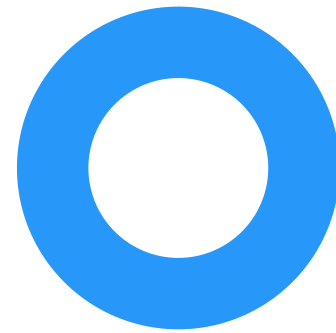
Capital Cost by Year

Total Budget (all years)

**\$82.5K**



Capital Cost for All Years



● Construction/Maintenance (100%)

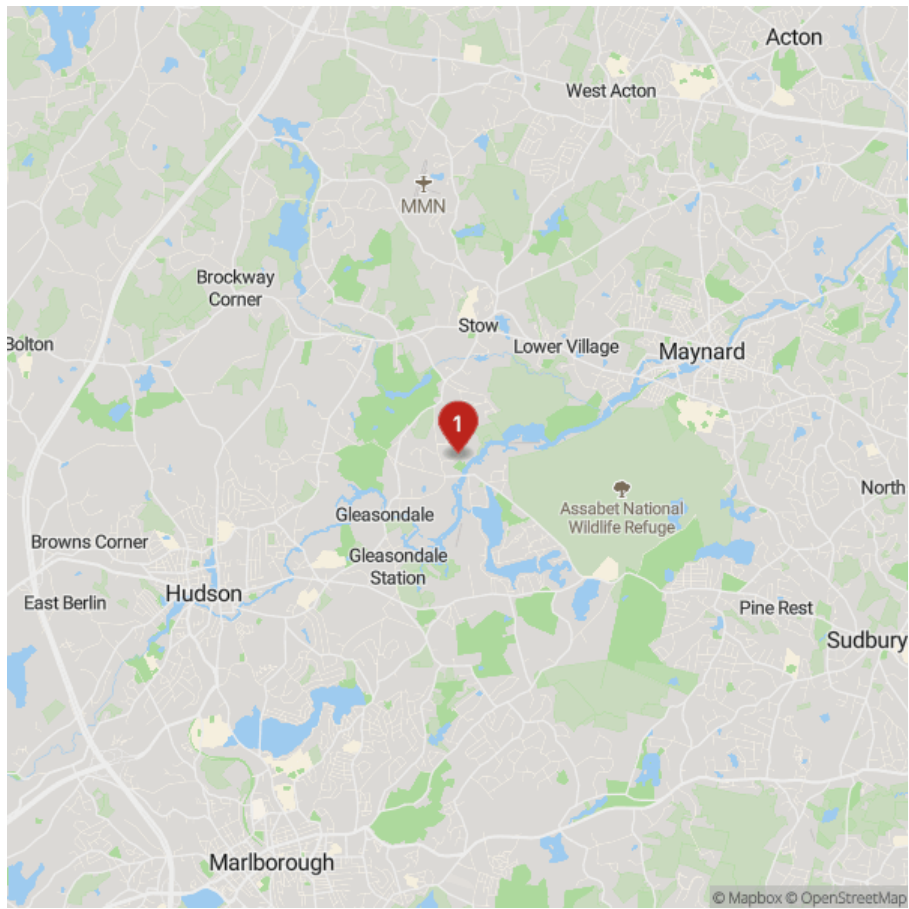
**TOTAL**                      **\$82,500.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2025</b>
Construction/Maintenance	\$82,500
<b>Total</b>	<b>\$82,500</b>



## Project Location

---



# Farm Road - Resurfacing/Curbing

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Farm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via a town meeting.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Farm Rd



Request Details	
Type of Project	Resurface Current Road

## Benefit to Community

Improve road and sidewalk safety

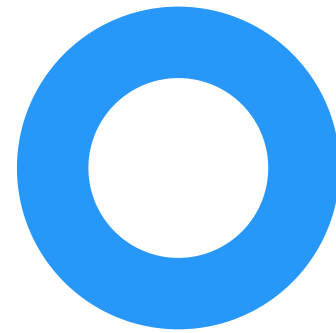
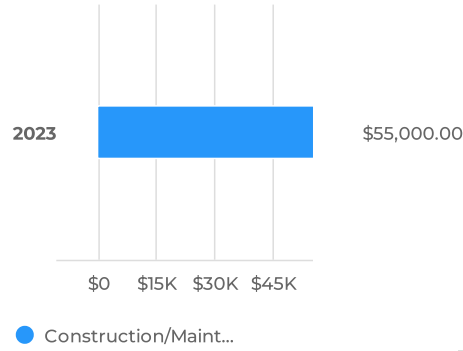
# Capital Cost

Capital Cost by Year

Capital Cost for All Years

FY2023 Budget  
**\$55,000**

Total Budget *(all years)*  
**\$55K**



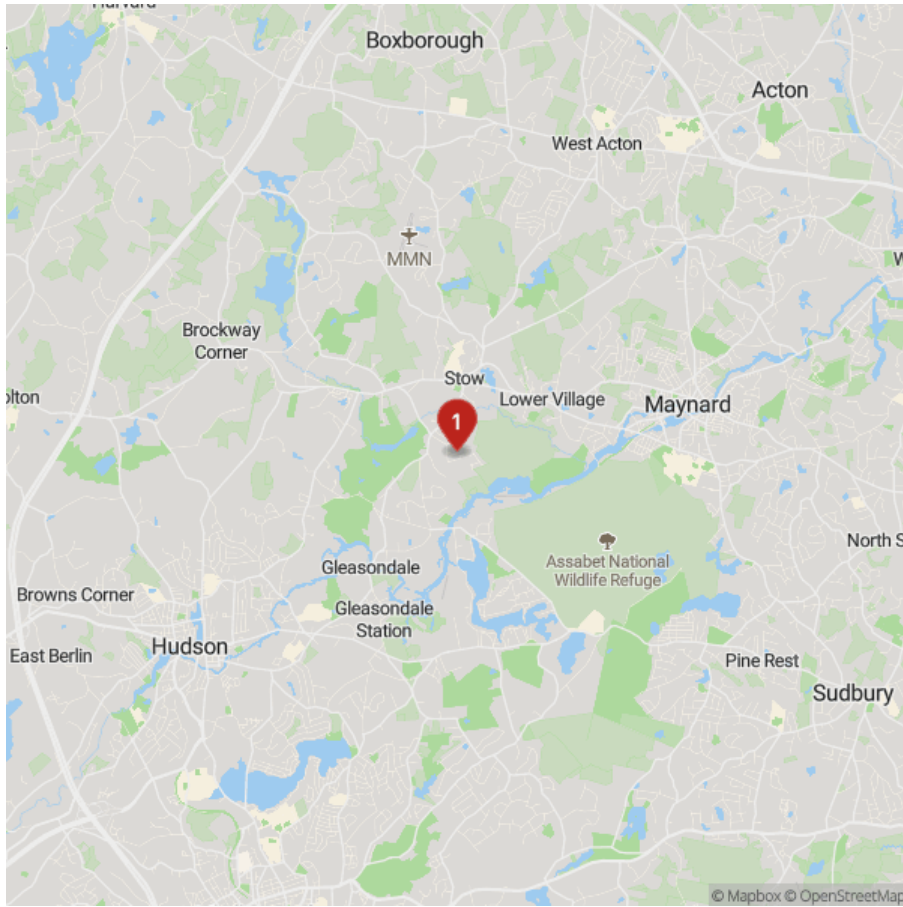
● Construction/Maintenance (100%)

**TOTAL**                      **\$55,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2023</b>
Construction/Maintenance	\$55,000
<b>Total</b>	<b>\$55,000</b>



## Project Location



# De-Icing Liquids System

Add a de-icing liquids system to make and apply salt brine to our roads prior to storms. We are a community with well water for every home. This move would reduce the amount of salt used on roads, reducing the risk even more of getting sodium into the ground water. We would also reduce the amount we spend on salt as town that have gone to this system have started seeing a savings of about 20% in salt usage and using regular work hours to pre-treat roads before a storm.

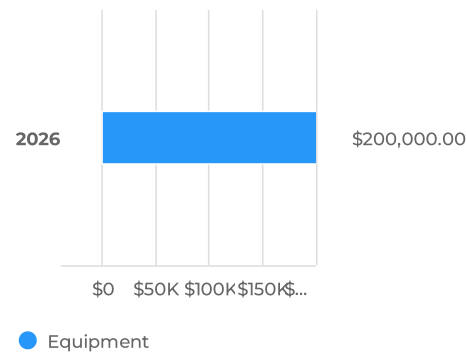
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	DEICING

Request Details	
New Purchase or Repl...	New

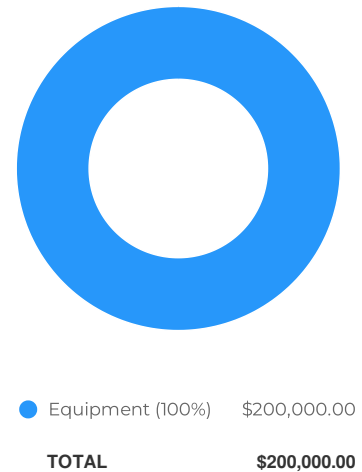
## Capital Cost

Capital Cost by Year

Total Budget (all years)  
**\$200K**



Capital Cost for All Years



Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2026</b>
Equipment	\$200,000
<b>Total</b>	<b>\$200,000</b>



# Middlemost Way - Resurfacing

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Middlemost Way's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via town meeting.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Middlemost Way

Request Details	
Type of Project	None

## Benefit to Community

Improve road conditions and safety



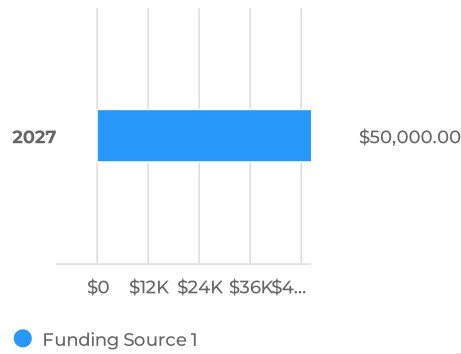


# Funding Sources

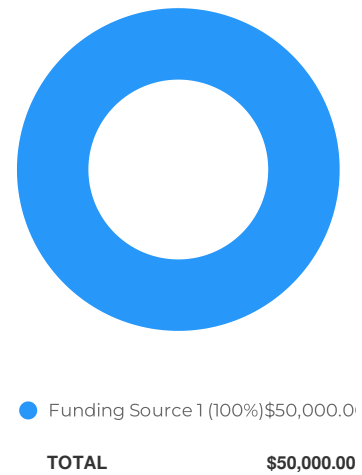
Total Budget *(all years)*

**\$50K**

Funding Sources by Year



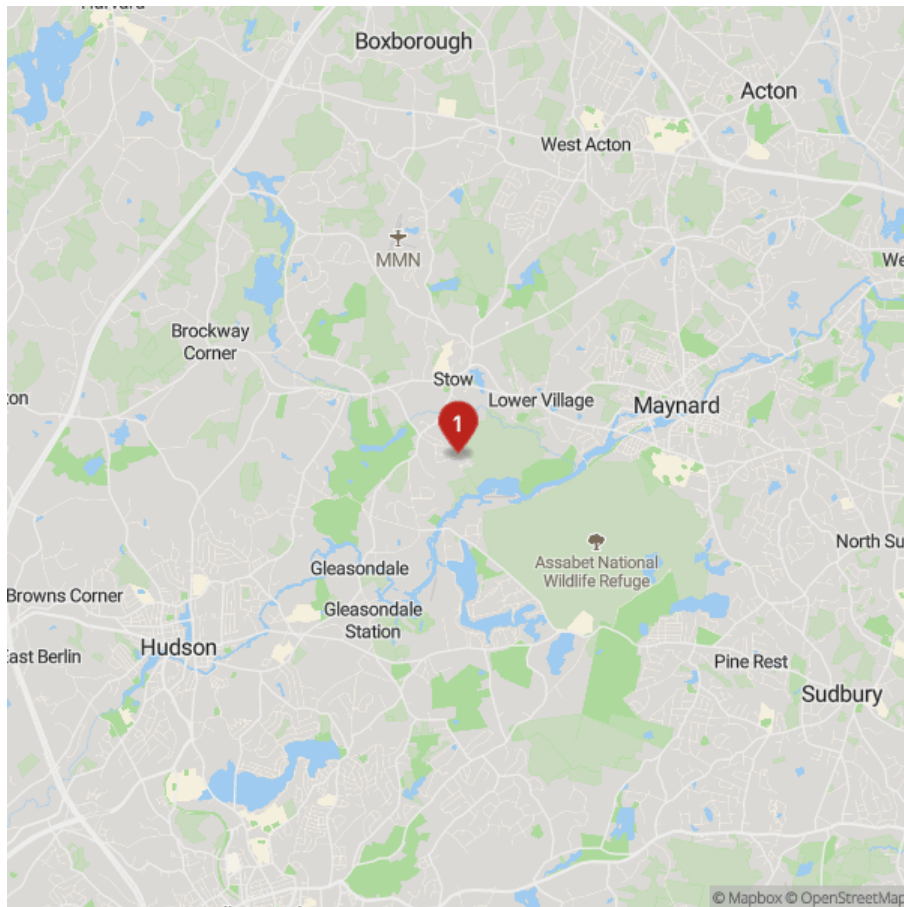
Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2027
Funding Source 1	\$50,000
<b>Total</b>	<b>\$50,000</b>



## Project Location



# Brook Mill Road - Resurfacing

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Brook Mill Rd's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town, we are asking the town to appropriate the funds for these smaller roads via a town meeting.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Brook Mill Rd

Request Details	
Type of Project	Resurface Current Road

## Benefit to Community

Low volume road program for resurfacing of roads before they become a total replacement.

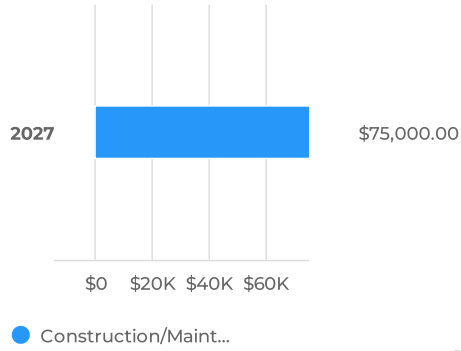


# Capital Cost

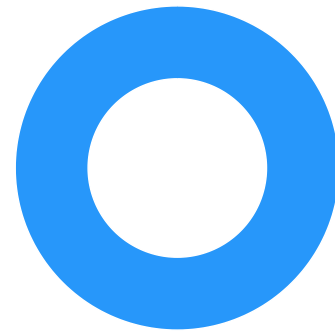
Capital Cost by Year

Total Budget *(all years)*

**\$75K**



Capital Cost for All Years



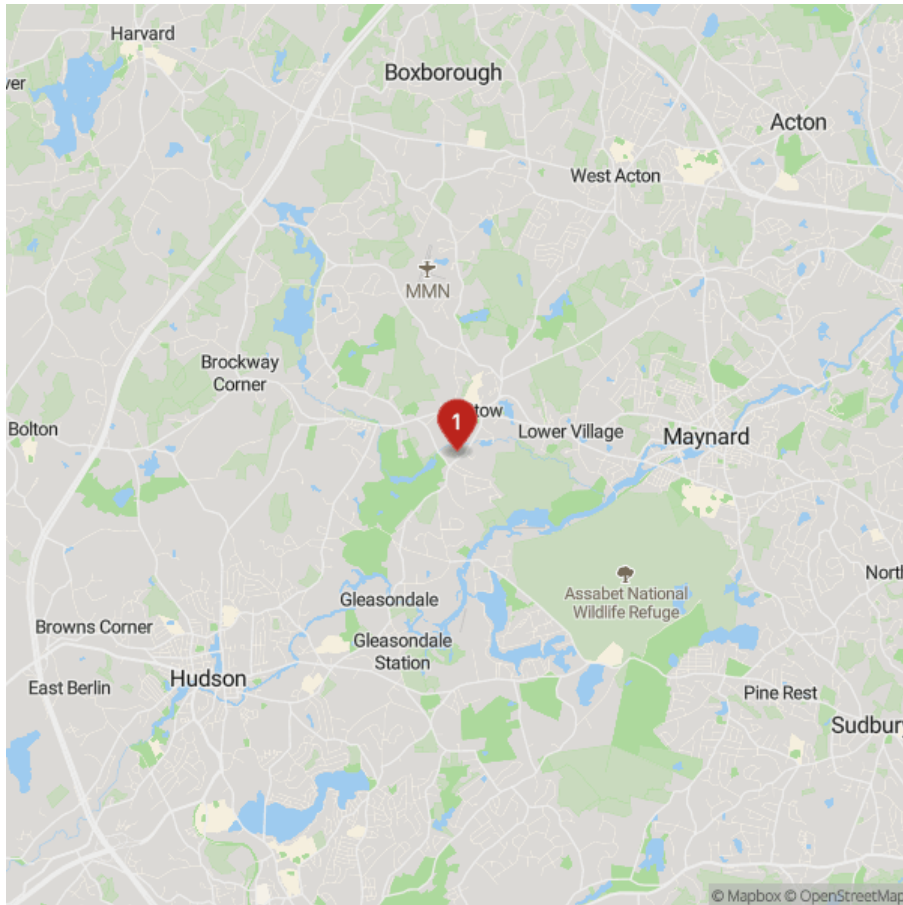
● Construction/Maintenance (100%)

**TOTAL**                      **\$75,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2027</b>
Construction/Maintenance	\$75,000
<b>Total</b>	<b>\$75,000</b>



## Project Location



# Treaty Elm Lane - Resurfacing/Curbing

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Treaty Elm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via a town meeting.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Treaty Elm

Request Details	
Type of Project	Resurface Current Road

## Benefit to Community

Improve road and sidewalk safety

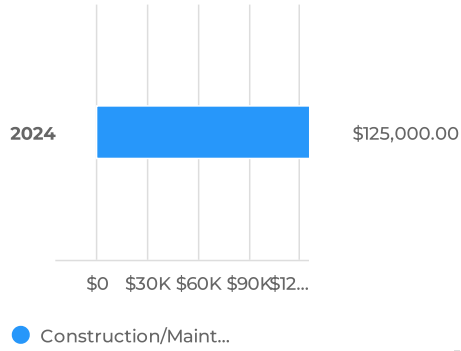


# Capital Cost

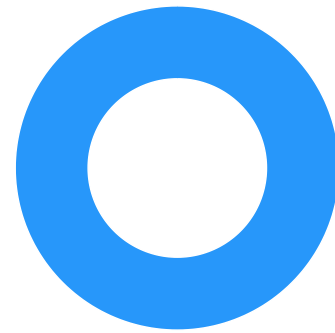
Capital Cost by Year

Total Budget *(all years)*

**\$125K**



Capital Cost for All Years



● Construction/Maintenance (100%)

**TOTAL**                      **\$125,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2024</b>
Construction/Maintenance	\$125,000
<b>Total</b>	<b>\$125,000</b>



# Replacement of Volvo Loader (L70C)

The Volvo Loader, manufactured in 1999, is past the end of its useful life. The town's loader is a key piece of equipment for snow & ice control, both as a front-line piece of equipment to push back snow piles and keep roads and sight-lines clear for drivers; but also as a piece of support equipment for mixing salt with magnesium chloride and loading sand and salting units on the back of other equipment the town owns. Failure to appropriate funds to replace this vehicle will post a serious risk to public safety during winter weather events as well as storm events that generate downed trees and other roadway debris.

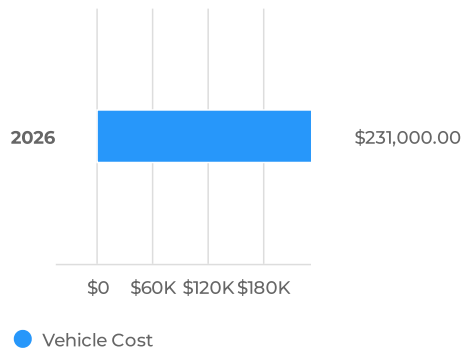
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	Old Loader

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

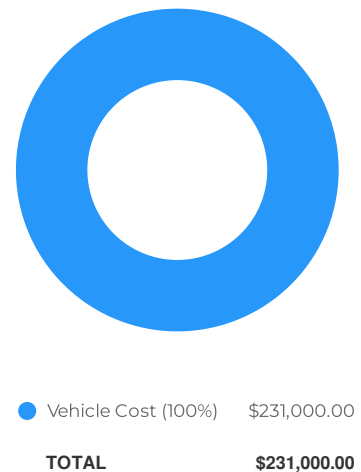
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$231K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2026
Vehicle Cost	\$231,000
<b>Total</b>	<b>\$231,000</b>





# Replacement of Morbark Chipper

The Highway Department's Morbark wood chipper reached the end of its useful life (15 years) in 1997. This piece of equipment is vital to public safety as it aids us in the removal of fallen trees from public roadways in the aftermath of storm or winter weather events.

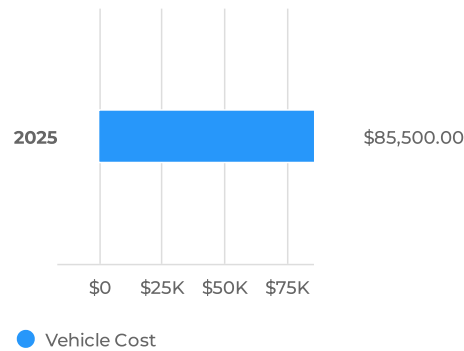
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	Old Chipper

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

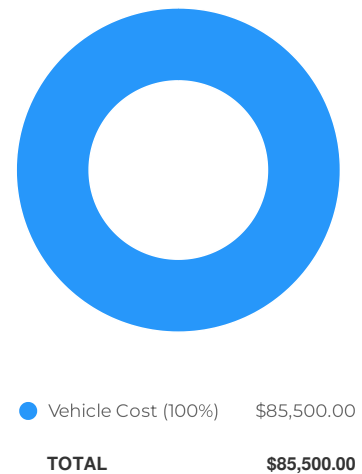
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$85.5K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2025
Vehicle Cost	\$85,500
<b>Total</b>	<b>\$85,500</b>



# Replacement of Backhoe Trailer

Replacement for Eager Beaver trailer for Backhoe. This is a routine replacement, as the vehicle will be past the end of its useful life. Replacement of the unit will be more efficient as the current trailer's decking is not up to OSHA standard.

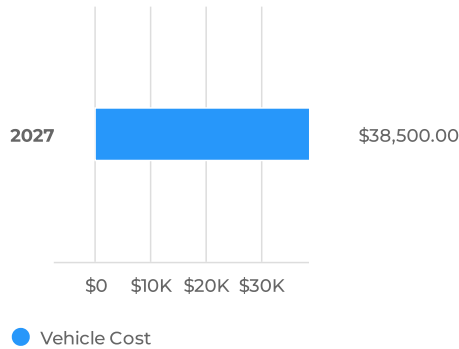
Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	Eager Beaver Trailer

Request Details			
New Purchase or Repl...	Replacement	New or Used Vehicle	New Vehicle
Useful Life	10 or more years		

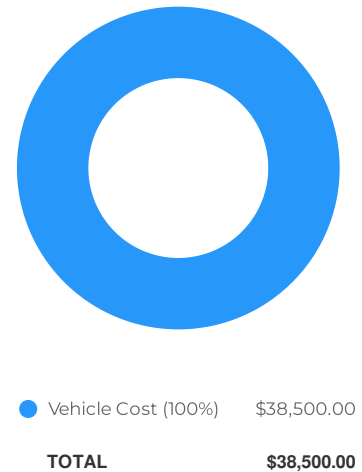
## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$38.5K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2027
Vehicle Cost	\$38,500
<b>Total</b>	<b>\$38,500</b>



# Wheeler Road Bridge Repair/Replacement

MassDOT Bridge Inspection Team (District 3) has reported deficiencies found during routine bridge inspections. Repairs must be made, and the scope of those repairs, as indicated by the inspections, are beyond the capabilities of the Highway Department and must be contracted out. See supplemental report for details.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Wheeler Rd

Supplemental Attachments	
Title Description	
Bridge Inspection Report	<a href="/resource/cleargov-prod/projects/documents/2ea47cdf482272c2aa8d.pdf">/resource/cleargov-prod/projects/documents/2ea47cdf482272c2aa8d.pdf</a>
Wheeler Rd Proposal	<a href="/resource/cleargov-prod/projects/documents/ffe527fa9e9ecb2d823d.pdf">/resource/cleargov-prod/projects/documents/ffe527fa9e9ecb2d823d.pdf</a>

Request Details	
Type of Project	Other

## Benefit to Community

Improves bridge and roadway safety for the community, as well as bringing us into compliance with state and federal bridge standards.

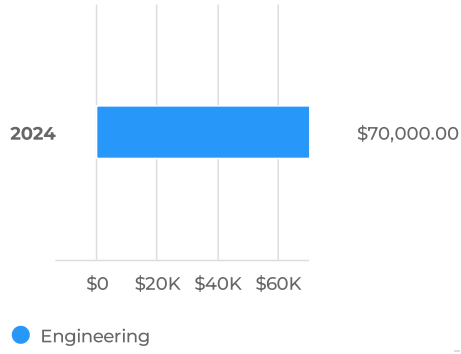


# Capital Cost

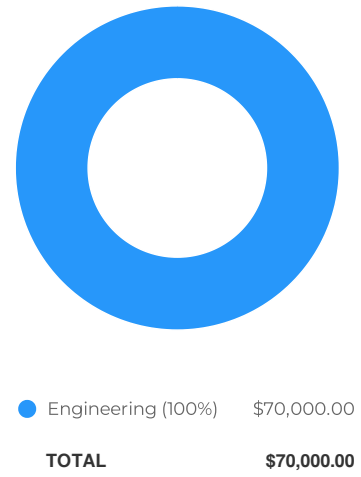
Total Budget *(all years)*

**\$70K**

Capital Cost by Year



Capital Cost for All Years

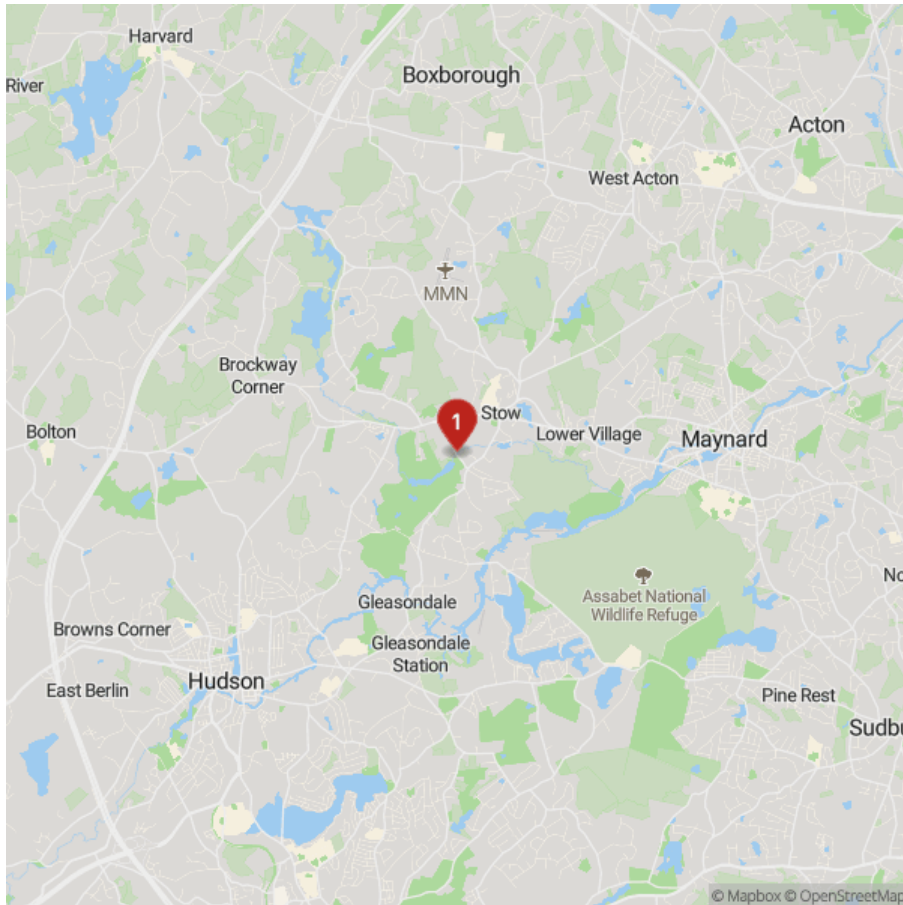


Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2024</b>
Engineering	\$70,000
<b>Total</b>	<b>\$70,000</b>



## Project Location

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# Harvard Road Culvert Replacement (by Wedgewood)

Replacement of an undersized culvert on Harvard Road. The current culvert is undersized; during the heavy rains of Summer 2021, water rose over the roadway ('over topped') three times. These flooding issues have caused erosion and damage to the road. We will attempt to supplement funding with culvert grants from state/federal agencies. This grant is very competitive.

Multiple residents in the neighborhood have submitted multiple complaints about flooding in the area. If this issue is not addressed, residents of the road could find themselves cut-off from emergency services if the road floods or washes out. This would drastically increase Police/Fire/EMS/Highway response times to the neighborhood, thereby making it a public safety issue to replace this culvert.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Harvard Road by Wedgewood

Request Details	
Type of Project	Other

## Benefit to Community

Improves road safety. Will prevent future damage to the roadways.

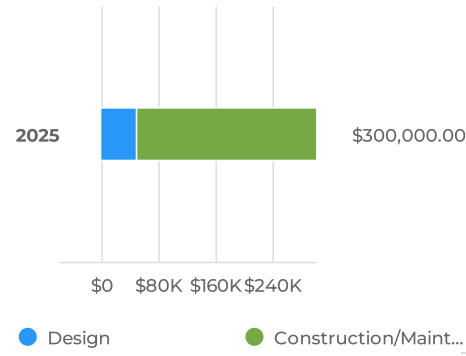


# Capital Cost

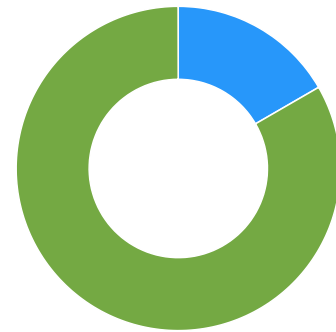
Total Budget *(all years)*

**\$300K**

Capital Cost by Year



Capital Cost for All Years



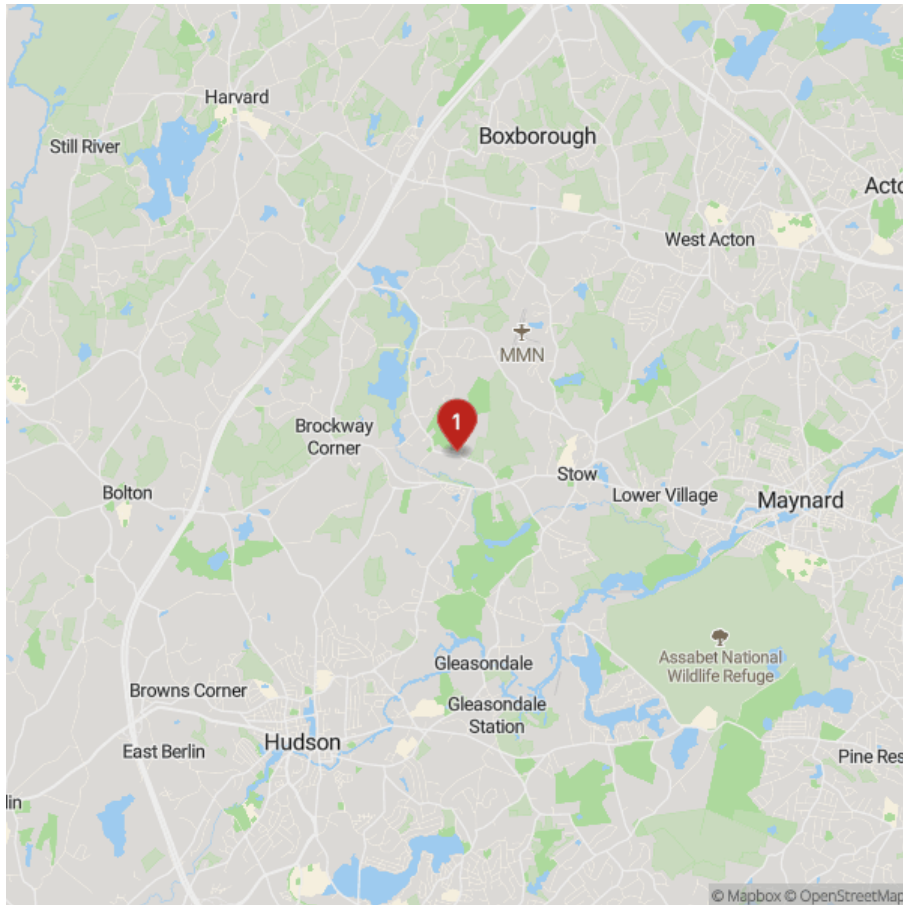
Design (17%)	\$50,000.00
Construction/Maintenance (83%)	\$250,000.00
<b>TOTAL</b>	<b>\$300,000.00</b>

## Capital Cost Breakdown

Capital Cost	FY2025
Design	\$50,000
Construction/Maintenance	\$250,000
<b>Total</b>	<b>\$300,000</b>



## Project Location





# Feasibility Study - New Highway Barn

We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom trailer for the school district and was moved to help with inadequate office space at the highway barn to help solve the issue. We are starting to replace areas of the trailer that have had leaks and repairs are becoming greater as we find more issues. The steel building that was built in the 70s was a slab floor with all connections to the steel and electrical conduits running through the floor slab where they are exposed to corrosion. At the time, we used a sand and salt mix. We now use a salt/mag chloride mix to treat the roads. The change had unintended consequences and deterioration of the steel started at the connection points on the slab. The current facility has no MS4 approved washbays to clean trucks. Currently, there is very little, contaminate or treatment of stormwater before it enters wetlands. The only drainage system is at the salt shed. All other runoff from the facility runs off the property into adjacent wetland areas. Before we spend a large amount of money to fix this issue and to be in compliance with MS4, we want to make sure the facility meets the future needs of the department and the town before we spend money on this investment. The current estimate is 800k to 1m to build a stormwater system that would protect the wetlands from storm water runoff and this will need to be done to be in compliance with EPA stormwater requirements we must meet.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	04/01/2022
Est. Completion Da...	12/31/2022
Department	Highway & Streets
Type	Capital Improvement
Project Number	Highway Barn

2023 study

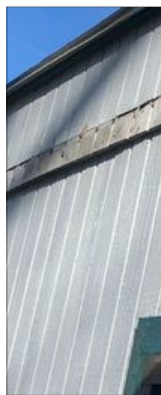
2024 Design

2026 Construction improvements phase I

20?? Phase II



Building Issues #1



Building Issues #2



Building Issues #3



Building Issues #4



Building Issues #5



Building Issues #6

Can be easily pushed through by

Supplemental Attachments

Title Description  
Feasibility Study Quote (/resource/cleargov-prod/projects/documents/174e93cc25cd3814dab6.pdf)

Request Details

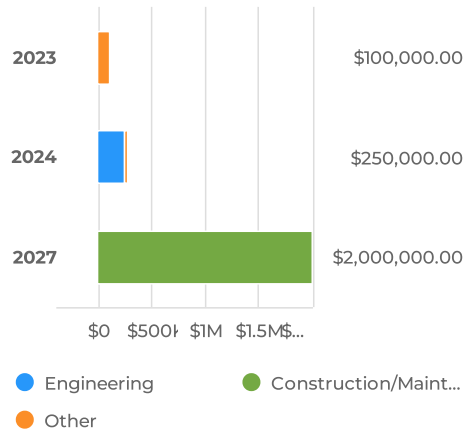
Type of Project Other

# Capital Cost

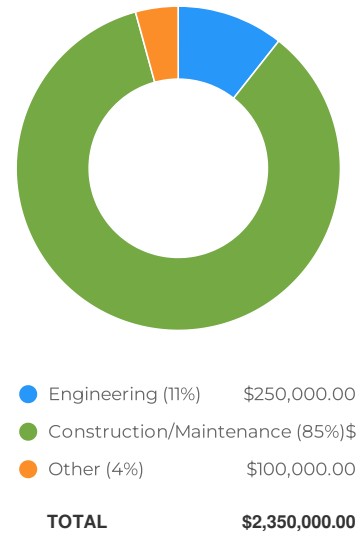
FY2023 Budget  
**\$100,000**

Total Budget (all years)  
**\$2.35M**

Capital Cost by Year



Capital Cost for All Years



## Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2027
Engineering		\$250,000	
Construction/Maintenance			\$2,000,000
Other	\$100,000		
<b>Total</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>\$2,000,000</b>

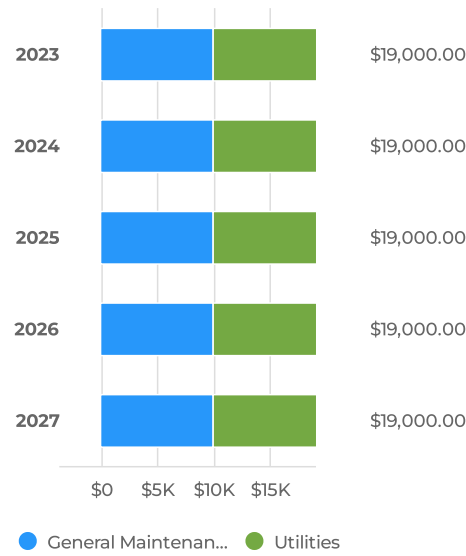


# Operational Costs

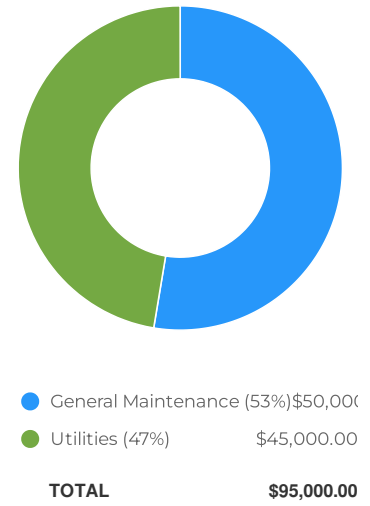
FY2023 Budget  
**\$19,000**

Total Budget *(all years)*  
**\$95K**

Operational Costs by Year



Operational Costs for All Years

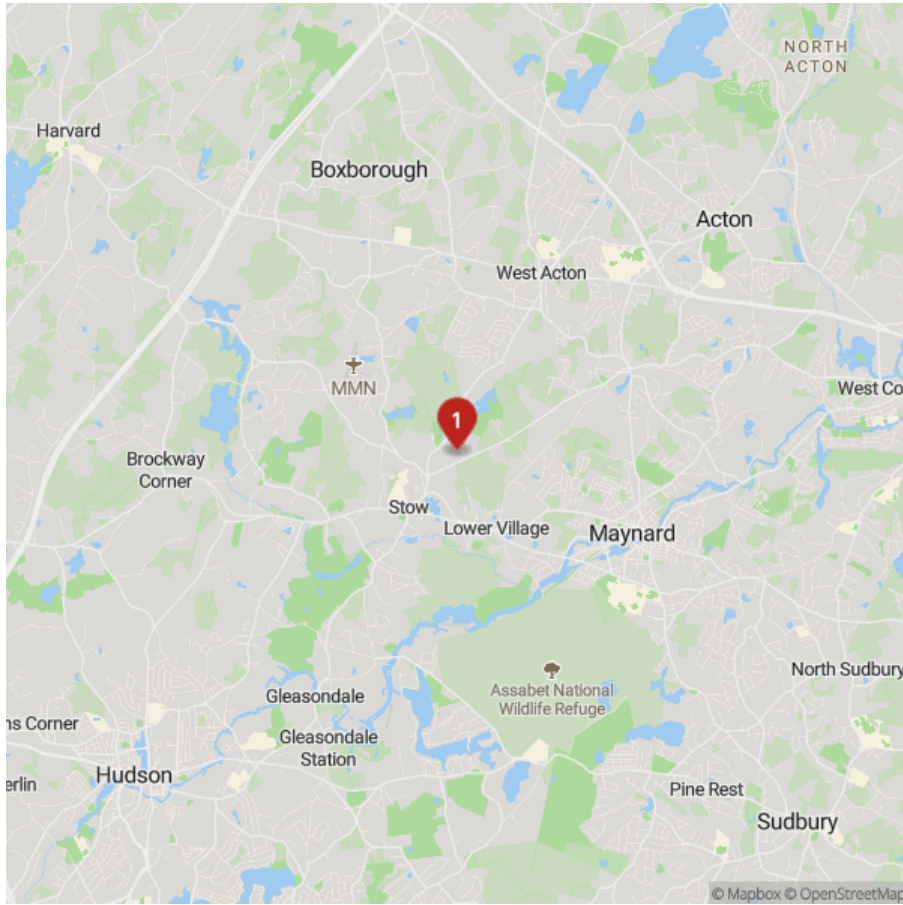


Operational Costs Breakdown					
Operational Costs	FY2023	FY2024	FY2025	FY2026	FY2027
General Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Utilities	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
<b>Total</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$19,000</b>



## Project Location

Address: 88 South Acton Road



# Lake Boon Dam Repairs (Estimate)

The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as current global supply chain and inflation issues. We may be able to partially offset these costs with a state grant. However, we must appropriate these funds so that our engineering firm, Weston & Sampson, can begin work to bring the structure in-line with requirements from the order that DCR's office of dam safety issued the town. It is recommended to ask for full funding and make appropriate adjustments after grants are awarded by the state as it is not a guaranteed grant or guaranteed we will get the full funding amount we asked for.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	01/01/2022
Est. Completion Da...	12/30/2024
Department	Highway & Streets
Type	Capital Improvement
Project Number	Lake Boon Dam

**Supplemental Attachments**

Title Description  
Eng(/resource/cleargov-  
Est. prod/projects/documents/d5a5eb40b03412153eed.pdf)

**Request Details**

Type of Project	Refurbishment
-----------------	---------------

## Benefit to Community

Improves the safety and reliability of the dam, preventing damage to environment and private and public property.

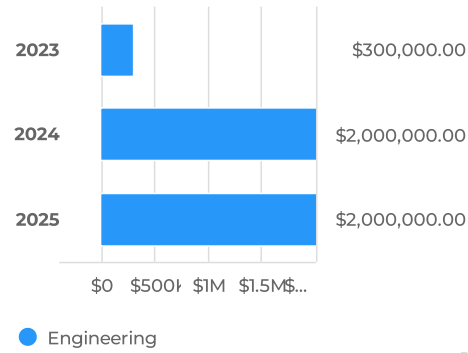


# Capital Cost

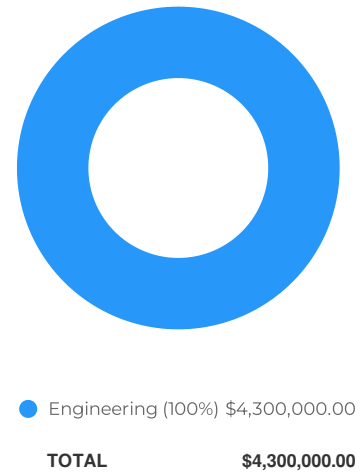
FY2023 Budget  
**\$300,000**

Total Budget *(all years)*  
**\$4.3M**

Capital Cost by Year



Capital Cost for All Years

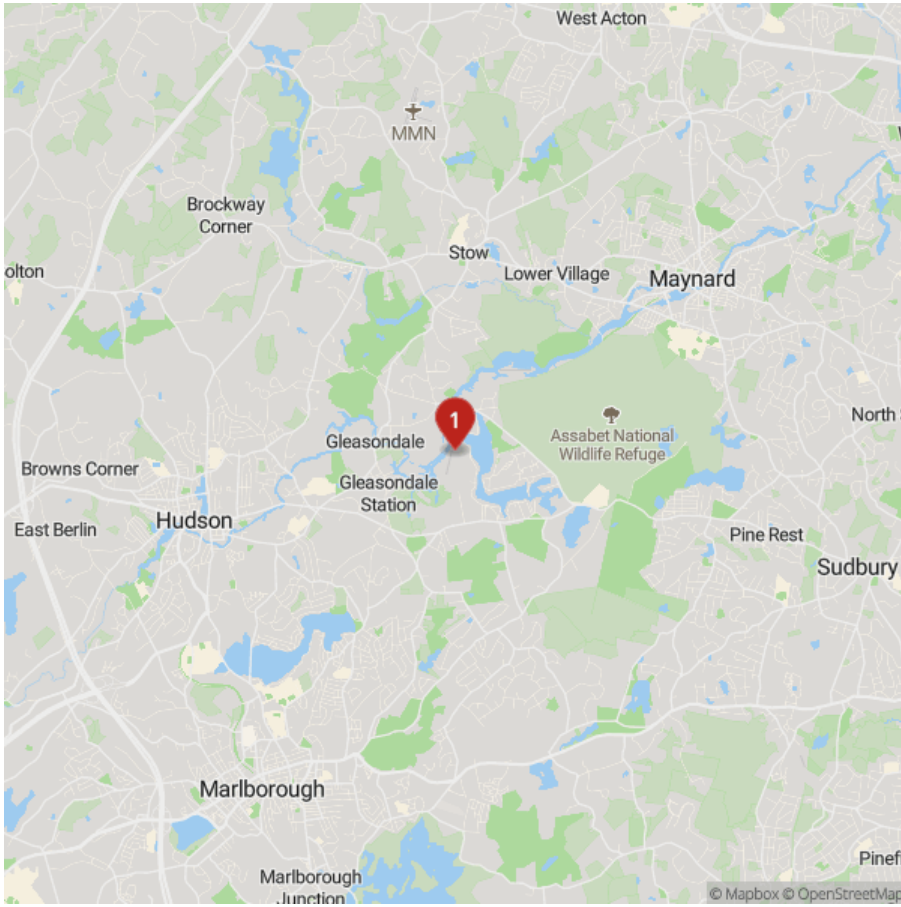


Capital Cost Breakdown			
Capital Cost	FY2023	FY2024	FY2025
Engineering	\$300,000	\$2,000,000	\$2,000,000
<b>Total</b>	<b>\$300,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>

## Project Location

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Address: Collings Foundation



# Sudbury Road Bridge repair/replacement

For the department to contract engineering services to evaluate the Sudbury Road Bridge to ensure its safety and determine the scope of work needed to keep the bridge in good working order after receiving inspection from the MassDOT bridge inspection team showing issues and deficiencies with multiple issues with the bridge. Once evaluation is done, we will have a better understanding of repairs/replacement and what programs we may be able to use to either fix the issues or replace the bridge. MassDOT engineers are currently looking at downgrading the weight loads of the bridge at the time of this submittal. A downgrade of the bridge's load rating could affect fire and DPW trucks using the bridge and have to go the long way around to provide services to that side of town.

Submitted By	Steve Nadeau, Highway Superintendent
Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	07/01/2023
Est. Completion Da...	12/30/2025
Department	Highway & Streets
Type	Capital Improvement
Project Number	Sudbury Road Bridge

### Supplemental Attachments

Title Description

Bridge Inspection Report (</resource/cleargov-prod/projects/documents/a72fd55084410ad5ee1b.pdf>)

Sudbury Rd Proposal (</resource/cleargov-prod/projects/documents/a793db9910b4f5261cdf.pdf>)

### Request Details

Type of Project	Other
-----------------	-------

## Benefit to Community

Improves road & bridge safety to today's standards. No reduction in response time for fire or DPW to provide services to this side of town.



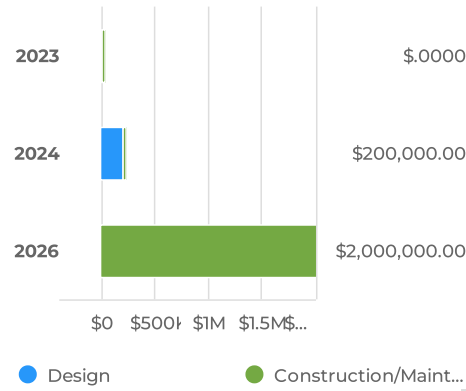


# Capital Cost

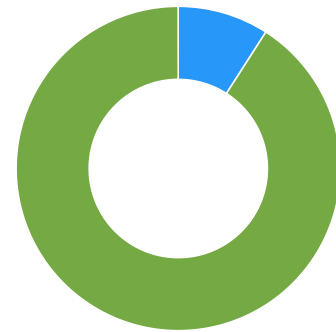
Total Budget (all years)

**\$2.2M**

Capital Cost by Year



Capital Cost for All Years



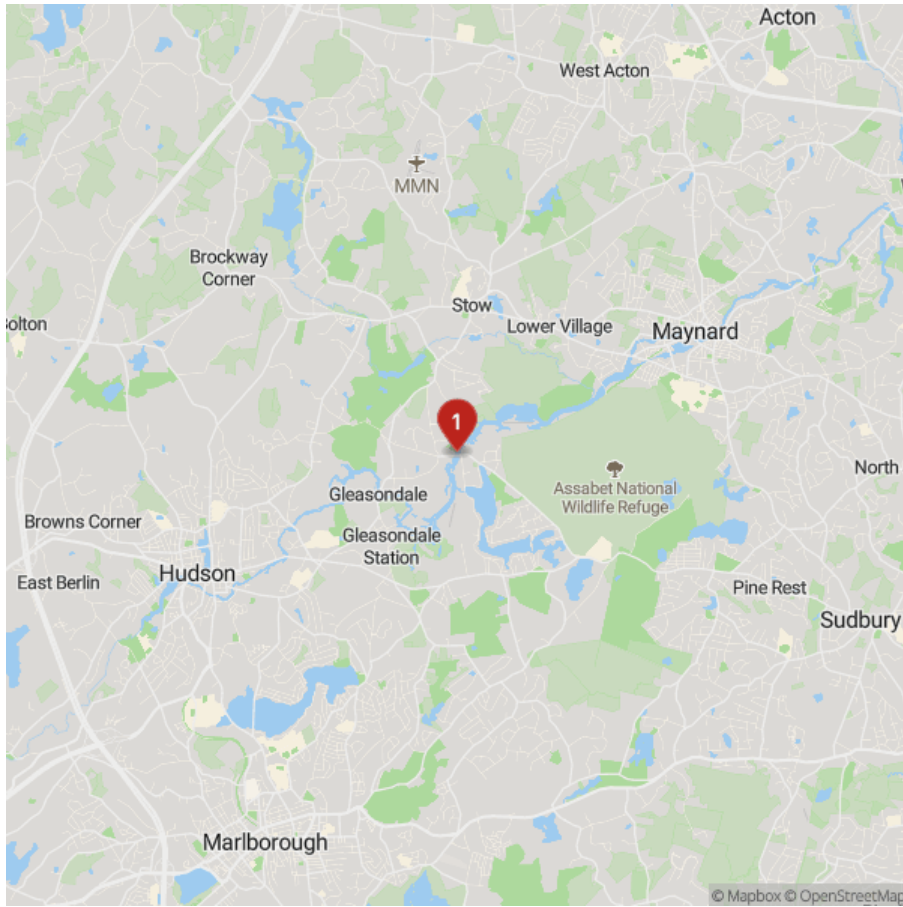
Design (9%)	\$200,000.00
Construction/Maintenance (91%)	\$2,000,000.00
<b>TOTAL</b>	<b>\$2,200,000.00</b>

## Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2026
Design		\$200,000	
Construction/Maintenance			\$2,000,000
<b>Total</b>		<b>\$200,000</b>	<b>\$2,000,000</b>



## Project Location



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# **NASHOBA REGIONAL SCHOOL REQUESTS**

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# Hale Gymnasium Floor Refinishing

After 20 years scuff and recoat maintenance the floors need to be sanded down to take out deep scratches, removal chipping, and excessive buildup of polyurethane. It is recommended that high wear gym floors should be sanded every 10 years. The process will include the steps below. Sand maple floors to bare wood using a 4-cut process from aggressive to fine to level and smooth the floor

- Edges around the bleachers, inlets and corners all to be sanded

- Clean floor and apply 2 seal coats. After appropriate dry time,

screen the sealer smooth and clean the floor and the area to dust free

condition. (Court lines/logos/painting at this point)

- When the paint is dry buff down for adhesion and tack the floor

- Apply 2 finish coats, buffing between coats.

- Paint used - Pitttech plus, approved for use with Buckeye Coatings

- Sealer used: Buckeye Coliseum 100 Oil Based Urethane

- Finish used: Buckeye Coliseum 350 Oil Based Urethane

Submitted By	Pat Marone, Director of Business and Operations
Request Owner	Pat Marone, Director of Business and Operations
Est. Start Date	07/01/2022
Est. Completion Da...	08/19/2022
Department	Nashoba Regional School
Type	Capital Improvement
Project Number	na

## Request Details

Type of Project	Refurbishment
-----------------	---------------

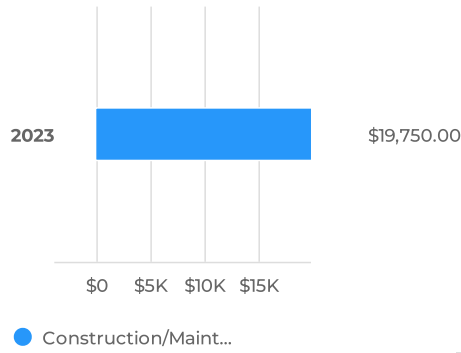


# Capital Cost

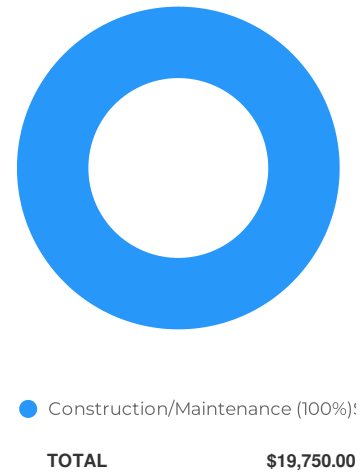
FY2023 Budget  
**\$19,750**

Total Budget *(all years)*  
**\$19.75K**

Capital Cost by Year



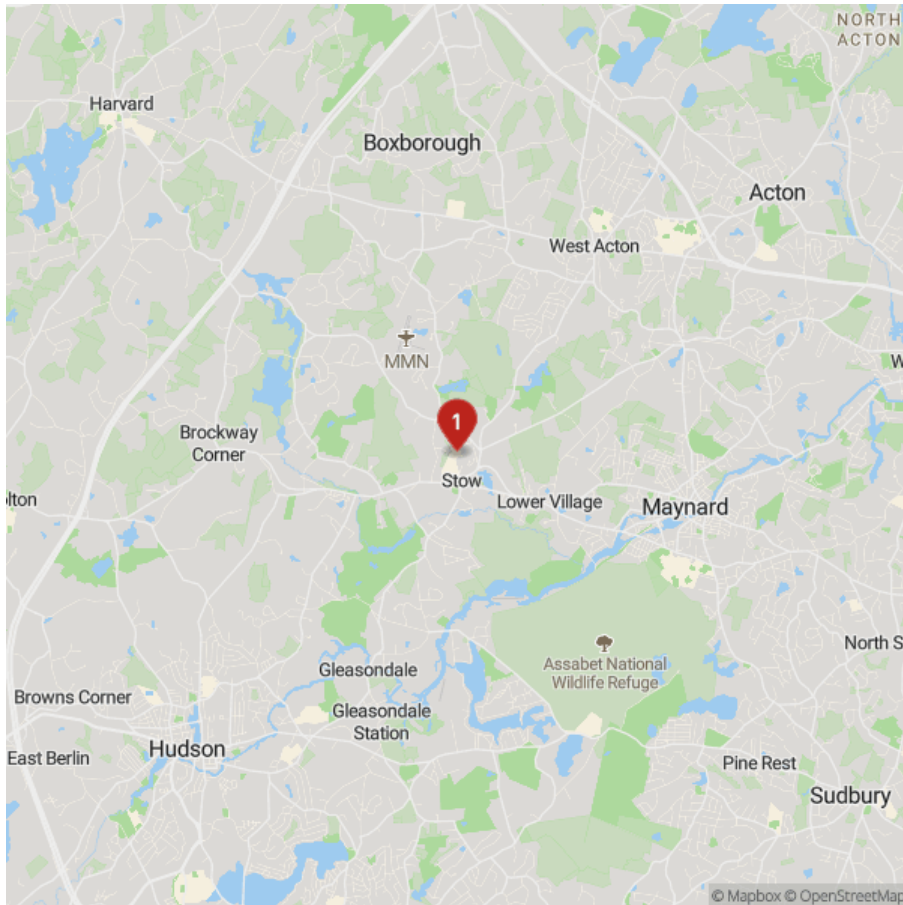
Capital Cost for All Years



Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2023</b>
Construction/Maintenance	\$19,750
<b>Total</b>	<b>\$19,750</b>



## Project Location



# Hale Parking Lot Replacement/Repair

Estimated need for major repairs or replacement

Submitted By	Pat Marone, Director of Business and Operations
Request Owner	Pat Marone, Director of Business and Operations
Department	Nashoba Regional School
Type	Capital Improvement
Project Number	na

Request Details	
Type of Project	None

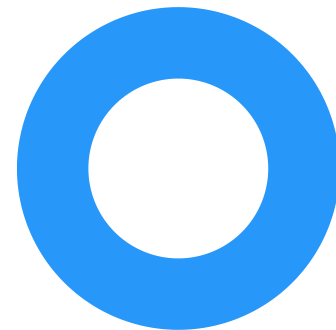
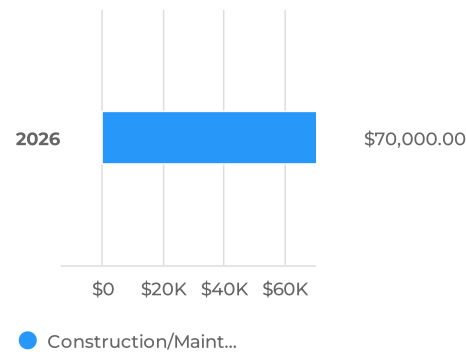
## Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget *(all years)*

**\$70K**



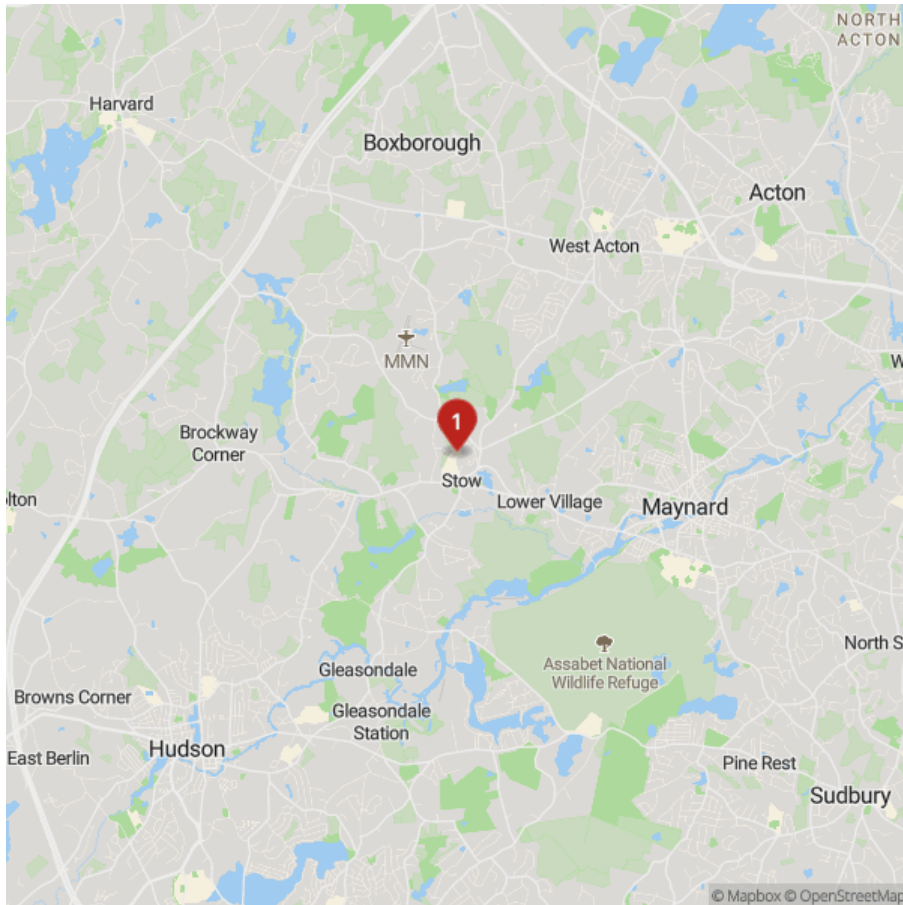
● Construction/Maintenance (100%)

**TOTAL \$70,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2026</b>
Construction/Maintenance	\$70,000
<b>Total</b>	<b>\$70,000</b>



## Project Location





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# **LIBRARY REQUESTS**

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# Renovated Randall Library

At the Town Meeting in 2019, Design Fund monies were appropriated to begin the process of renovating/expanding Randall Library. The Building Committee was established by the Select Board and charged with first developing and issuing an RFP and then evaluating consultants and recommending one to hire.

The Building Committee unanimously chose designLAB, an architecture/design firm with recent experience in updating and modernizing a library on a small footprint with a historical building component . More than one conceptual design was created, with a final option chosen by the Building Committee in December 2021 to bring to Town Meeting in 2022 and the ballot.

We appreciate the architectural gem in the original library and are excited by the opportunity to revitalize Randall and create a 21<sup>st</sup> century library for Stow. And what does a 21<sup>st</sup> century library look like? It is still a place where children can fall in love with reading, where young adults can explore the ever expanding collection of books just for them, and where lifelong learners can continue to find works that excite and inspire them. But a library is so much more than a place to check out books. It can open new worlds in science and technology for growing minds through youth programs; give avid readers opportunities to meet authors or share the joy of coming together after cooking from the same cookbook. The library has become a “third place” – a place to convene and meet your neighbors. It’s a place to borrow “things” and to make use of computers and other tech that may not be available at home. And, of course, that perfect place to find a comfortable chair and lose yourself in a book.

The current Randall Library is a facility that has served the town well but came of age before the existence of any of the technology we use today to learn about and connect with the world around us. Since its 1975 reopening, the town’s population has nearly doubled and library use has grown with it. The Building Committee is excited to partner with designLAB to create a library that is right-sized for Stow, and ready for generations to come.

Submitted By	Tina McAndrew, Library Director
Request Owner	Tina McAndrew, Library Director
Est. Start Date	01/01/2023
Est. Completion Da...	12/31/2024
Department	Library
Type	Capital Improvement

## Supplemental Attachments

### Title Description

Randall Library Community Forum Presentation  
 Option C is the version that will be presented at the 27th Annual Town Meeting.  
 (/resource/cleargov-prod/projects/documents/274a1b7c62d126e1c2a.pdf)

Randall Library Needs Assessment  
 (/resource/cleargov-prod/projects/documents/469dff566b894c34565.docx)

Possible Funding Sources  
 (/resource/cleargov-

## Request Details

Type of Project: New Construction



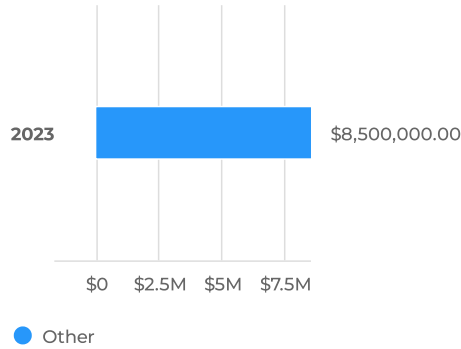
for a prod/projects/documents/d0fec36229910579929d.docx)  
 Renovated  
 Randall

## Capital Cost

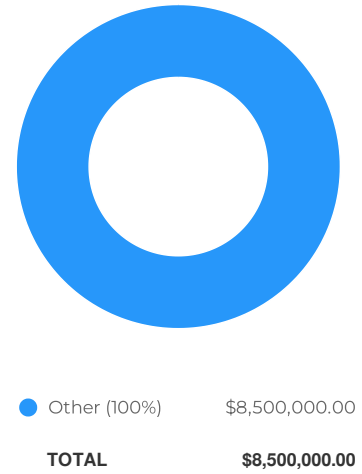
Capital Cost by Year

FY2023 Budget  
**\$8,500,000**

Total Budget *(all years)*  
**\$8.5M**



Capital Cost for All Years

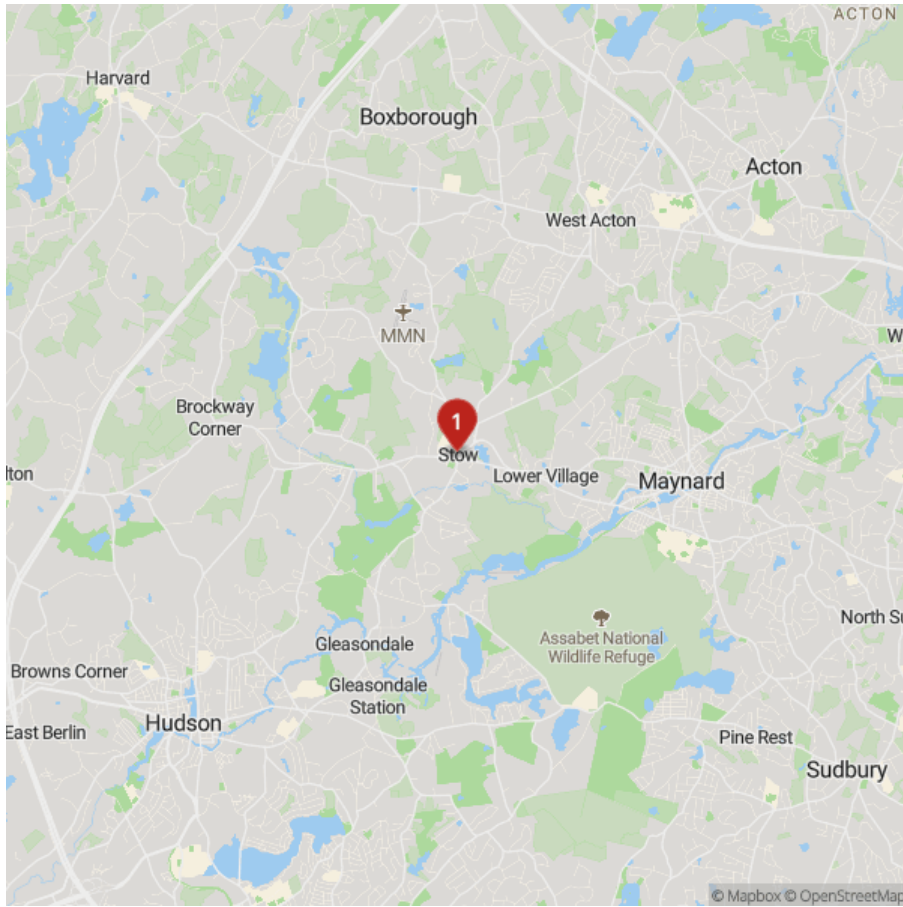


### Capital Cost Breakdown

Capital Cost	FY2023
Other	\$8,500,000
<b>Total</b>	<b>\$8,500,000</b>



## Project Location



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# **PLANNING REQUESTS**

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# Gleasondale Streetscape Planning

Request for design, engineering and peer review of streetscape and traffic calming enhancements in line with MassDOT bridge Replacement updates and Gleasondale Village Revitalization Planning.

Submitted By	Jesse Steadman, Town Planner
Request Owner	Jesse Steadman, Town Planner
Est. Start Date	07/01/2024
Est. Completion Da...	06/30/2025
Department	Planning
Type	Capital Improvement

### Supplemental Attachments

Title Description

[Gleasondale Phase III Final Report](#) (resource/cleargov/prod/projects/documents/28516ca2172e489170b1.pdf)

UMASS Center for Economic Development / Stow Planning Department  
Report on Potential Gleasondale Village Improvements

### Request Details

Type of Project	Other
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## Benefit to Community

The continued operation of the Gleasondale mill, the historic agricultural landscape of Rock Bottom Farm and the mostly intact mill housing neighborhood make Gleasondale Village the most unique of Stow's historic village centers. A three phase report by the UMASS Center for Economic Development, commissioned by the Stow Planning Department, revealed a number of improvements that could lead to further revitalization and preservation of Gleasondale Village, including streetscape enhancements to improve pedestrian and bike infrastructure in the village. With the anticipated completion of the Gleasondale Bridge reconstruction, the Village will have new infrastructure to build off of, and an opportunity to provide residents with improved safety and mobility in the village.



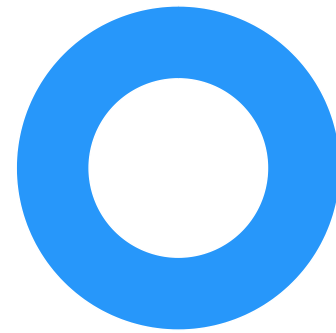
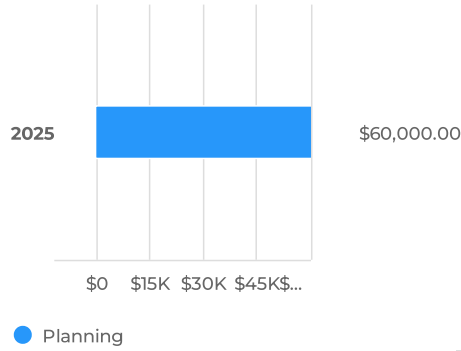
# Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget *(all years)*

**\$60K**



● Planning (100%)	\$60,000.00
<b>TOTAL</b>	<b>\$60,000.00</b>

## Capital Cost Breakdown

Capital Cost	FY2025
Planning	\$60,000
<b>Total</b>	<b>\$60,000</b>



# Complete Streets Design and Engineering

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

Submitted By	Jesse Steadman, Town Planner
Request Owner	Jesse Steadman, Town Planner
Est. Start Date	07/01/2025
Est. Completion Da...	06/30/2026
Department	Planning
Type	Capital Improvement

Request Details	
Type of Project	None

## Benefit to Community

The Complete Streets Committee oversees the implementation of the Town's Complete Streets Prioritization Plan, which outlines the most important pedestrian, bike and traffic safety upgrades throughout Stow. The Plan allows the Town to be eligible for up to \$400,000 in state MassDOT construction funding per year for assistance in implementing projects on the approved plan.





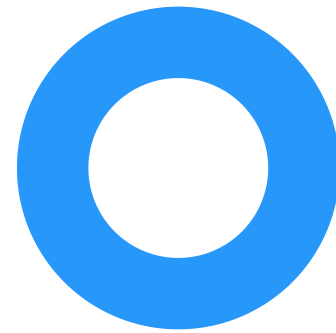
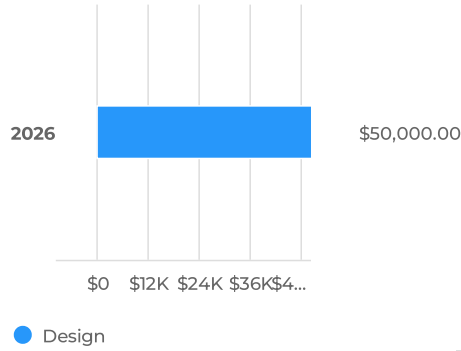
# Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget (all years)

**\$50K**



● Design (100%)	\$50,000.00
<b>TOTAL</b>	<b>\$50,000.00</b>

## Capital Cost Breakdown

Capital Cost	FY2026
Design	\$50,000
<b>Total</b>	<b>\$50,000</b>



# Town Center Traffic and Pedestrian Safety Improvements

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program.

At the May 2021 Annual Town Meeting Stow voters appropriated \$60,000 for preliminary conceptual design and engineering for comprehensive improvements to the Town Center road network, including the intersection of Great Road and Route 62, as well Library Hill Road, Crescent Street and Common Road. Stow Town Center is the highest priority village center for traffic safety improvements, home to the Town's busiest intersection, as well as the Randall Library, Hale and Center School's, Town Building, First Parish Church, Town Center Park and well over 100 units of housing within a five minute walk of the center. Over the fall of 2021, the Town was awarded grant funding from the Metropolitan Planning Organization to further study the Route 117/62 Intersection, provide updated traffic counts and deliver recommendations for improvements.

The Planning Department, in coordination with the Complete Streets Committee and Traffic Safety Advisory Committee, anticipates utilizing the MPO study, as well as the conceptual planning studies, to build support for comprehensive construction funding through the MassDOT Transportation Improvement Program. Prior to consideration for the program, however, the Town must advance the traffic plans to the 25% Design Phase to ensure feasibility of the project.

Submitted By	Jesse Steadman, Town Planner
Request Owner	Jesse Steadman, Town Planner
Est. Start Date	07/01/2023
Est. Completion Da...	06/01/2024
Department	Planning
Type	Capital Improvement

## Request Details

Type of Project                      Other

## Benefit to Community

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program.

At the May 2021 Annual Town Meeting Stow voters appropriated \$60,000 for preliminary conceptual design and engineering for comprehensive improvements to the Town Center road network, including the intersection of Great Road and Route 62, as well Library Hill Road, Crescent Street and Common Road. Stow Town Center is the highest priority village center for traffic safety improvements, home to the Town's busiest intersection, as well as the Randall Library, Hale and Center School's, Town Building, First Parish Church, Town Center Park and well over 100 units of housing within a five



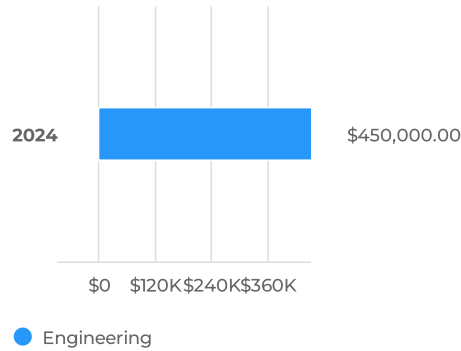
minute walk of the center. Over the fall of 2021, the Town was awarded grant funding from the Metropolitan Planning Organization to further study the Route 117/62 Intersection, provide updated traffic counts and deliver recommendations for improvements.

The Planning Department, in coordination with the Complete Streets Committee and Traffic Safety Advisory Committee, anticipates utilizing the MPO study, as well as the conceptual planning studies, to build support for comprehensive construction funding through the MassDOT Transportation Improvement Program. Prior to consideration for the program, however, the Town must advance the traffic plans to the 25% Design Phase to ensure feasibility of the project.

## Capital Cost

Capital Cost by Year

Total Budget *(all years)*  
**\$450K**



Capital Cost for All Years



● Engineering (100%) \$450,000.00  
**TOTAL \$450,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024
Engineering	\$450,000
<b>Total</b>	<b>\$450,000</b>

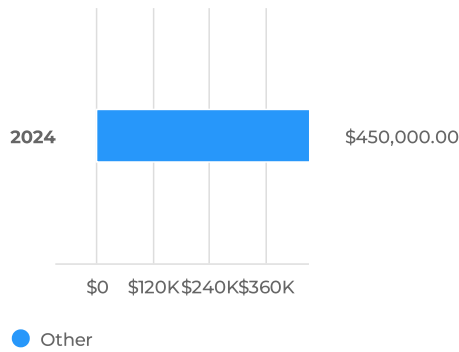


# Operational Costs

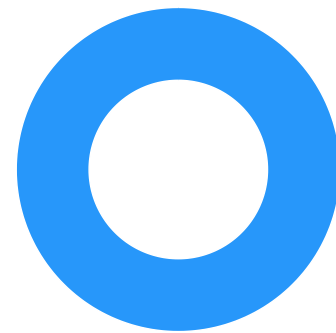
Total Budget (all years)

**\$450K**

Operational Costs by Year



Operational Costs for All Years



Other (100%)	\$450,000.00
<b>TOTAL</b>	<b>\$450,000.00</b>

## Operational Costs Breakdown

Operational Costs	FY2024
Other	\$450,000
<b>Total</b>	<b>\$450,000</b>

## Project Location



# Complete Streets Design and Engineering FY27

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

Submitted By	Jesse Steadman, Town Planner
Request Owner	Jesse Steadman, Town Planner
Department	Planning
Type	Capital Improvement

Request Details	
Type of Project	None

## Benefit to Community

The Complete Streets Committee oversees the implementation of the Town's Complete Streets Prioritization Plan, which outlines the most important pedestrian, bike and traffic safety upgrades throughout Stow. The Plan allows the Town to be eligible for up to \$400,000 in state MassDOT construction funding per year for assistance in implementing projects on the approved plan.



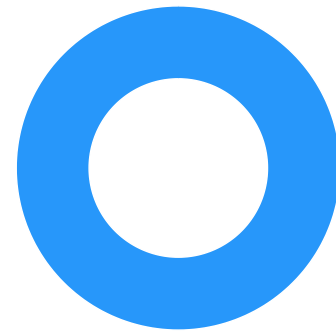
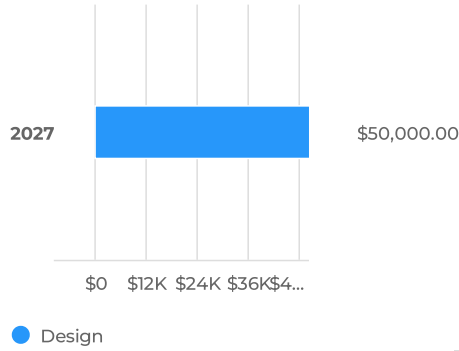
# Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget (all years)

**\$50K**



● Design (100%)	\$50,000.00
<b>TOTAL</b>	<b>\$50,000.00</b>

## Capital Cost Breakdown

Capital Cost	FY2027
Design	\$50,000
<b>Total</b>	<b>\$50,000</b>



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# **CONSERVATION COMMISSION REQUESTS**

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# Stow Acres Phase 2 Land Acquisition

Acquisition of portion of the North Course as Approved by Town Meeting - Joint Conservation/Recreation Project and Funded by CPA funds and private fundraising (\$4 million authorized, Town cost \$2.5 million)

Submitted By	Kathy Sferra, Conservation Director
Request Owner	Kathy Sferra, Conservation Director
Est. Start Date	12/01/2022
Est. Completion Da...	12/31/2022
Department	Conservation Commision
Type	Capital Improvement

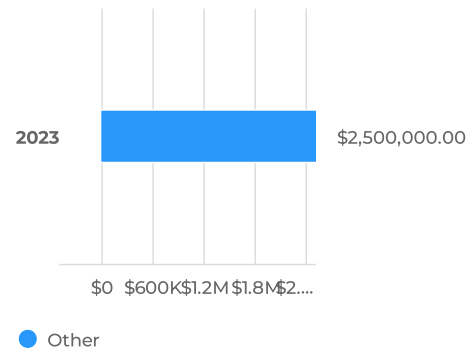
Request Details	
Type of Project	Other

## Capital Cost

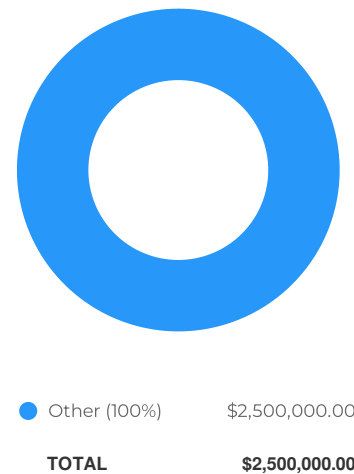
Capital Cost by Year

FY2023 Budget  
**\$2,500,000**

Total Budget *(all years)*  
**\$2.5M**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023
Other	\$2,500,000
<b>Total</b>	<b>\$2,500,000</b>



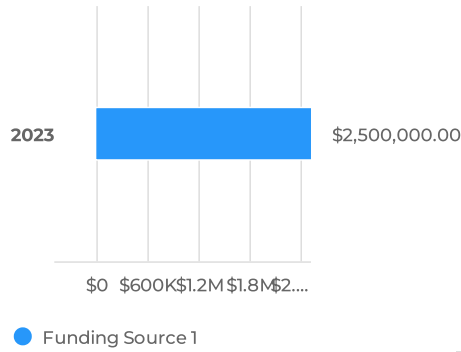


# Funding Sources

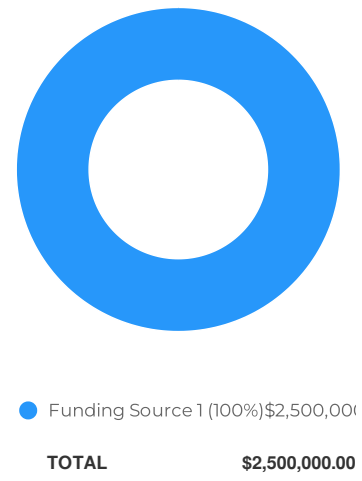
FY2023 Budget  
**\$2,500,000**

Total Budget *(all years)*  
**\$2.5M**

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2023
Funding Source 1	\$2,500,000
<b>Total</b>	<b>\$2,500,000</b>

## Project Location



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# **BUILDING INSPECTION REQUESTS**

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# Replacement Vehicle for facilities or inspections services

The Building Department has a 2007 Ford Escape and a 2006 Ford Ranger pickup truck.

The Escape has been in the shop six times so far this FY, we have spent \$2000 so far on repairs. The repair shop, actually gave the town a break on the charges and did not charge at least twice for diagnostic work.

The vehicles are shared between the Building Inspectors and the Facilities / Custodial Staff.

It is a good time to replace one of the vehicles in FY23 and another one in FY 24 or FY 25.

I recommend replacing the vehicles with similar models, such as the current model Ford Escape or Chevy Equinox. For the pickup, I recommend a Ford Ranger or Chevy Colorado.

I was able to obtain 2022 prices for a Chevy Equinox at \$32,000 and a Chevy Colorado Pick Up \$40,000

Submitted By	Frank Ramsbottom, Building Commissioner/Facilities
Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Building Inspection
Type	Capital Equipment

Supplemental Attachments	
Title Description	
Example of a new truck, not necessarily what will be available next year	Chevy Colorado quote <a href="prod/projects/documents/c5ecd229c7e803eeacd1.docx">/resource/cleargov-prod/projects/documents/c5ecd229c7e803eeacd1.docx</a>
Chevy Equinox quote	Not necessarily what will be purchased, this is type of vehicles available <a href="prod/projects/documents/2b19ee480a5490c50a6.docx">/resource/cleargov-prod/projects/documents/2b19ee480a5490c50a6.docx</a>

Request Details	
New Purchase or R...	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

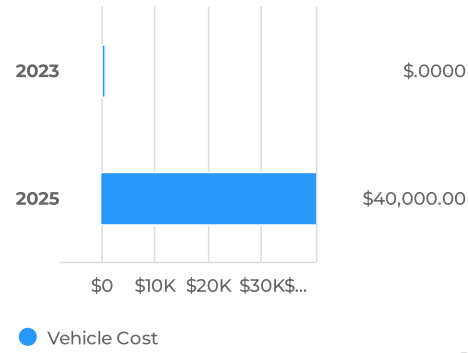


# Capital Cost

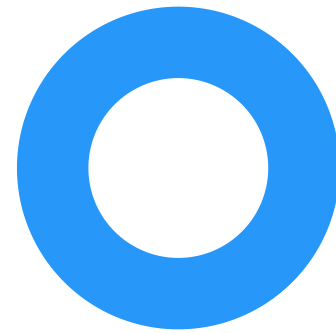
Total Budget *(all years)*

**\$40K**

Capital Cost by Year



Capital Cost for All Years



● Vehicle Cost (100%) \$40,000.00

**TOTAL \$40,000.00**

## Capital Cost Breakdown

Capital Cost	FY2023	FY2025
Vehicle Cost	\$0	\$40,000
<b>Total</b>	<b>\$0</b>	<b>\$40,000</b>



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# **FACILITIES REQUESTS**

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# Standby Generator for the Town Offices

Have a standby natural gas powered generator installed to power the town offices in the event of a power failure.

We have contracted an engineer to conduct the study and provide a cost for design and installation.

I put in a figure of \$250,000 as a place holder for now.

Submitted By	Frank Ramsbottom, Building Commissioner/Facilities
Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	03/01/2025
Est. Completion Da...	05/30/2025
Department	Facilities
Type	Capital Improvement
Project Number	23-03-MP

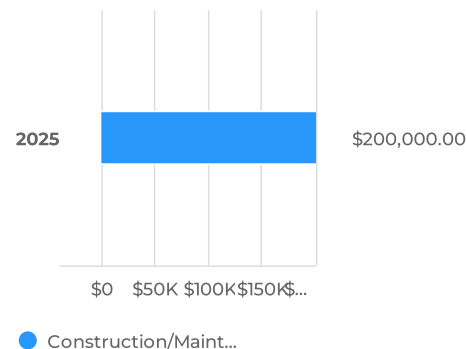
Request Details	
Type of Project	New Construction

## Capital Cost

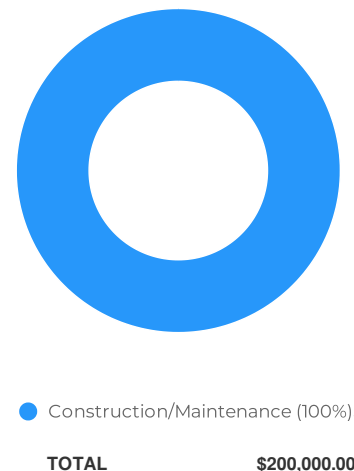
Capital Cost by Year

Total Budget *(all years)*

**\$200K**



Capital Cost for All Years

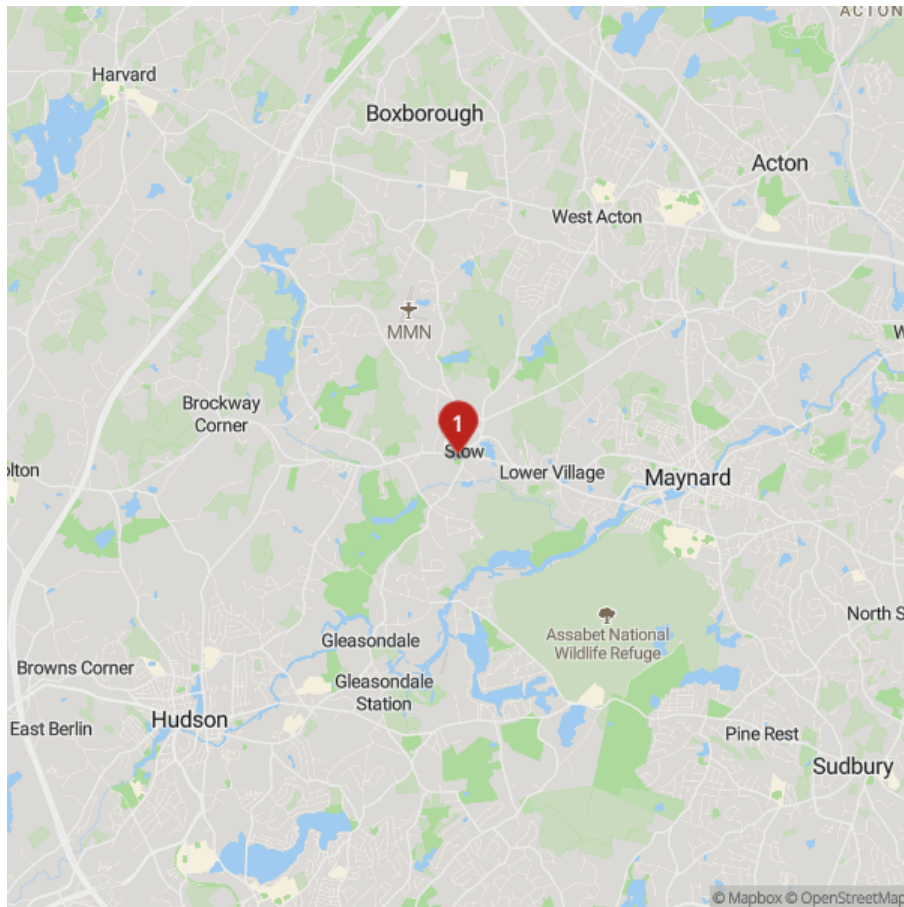


**TOTAL \$200,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2025</b>
Construction/Maintenance	\$200,000
<b>Total</b>	<b>\$200,000</b>



## Project Location



# Repairs and upgrades to the Town Buildings Water System

Currently, we have a water system which is supplied by a well behind the town offices. The water is brought through the town offices where it is filtered and distributed out to the the following buildings;

The Old Town Hall, Old Fire Station, Randel Libray, One residence on Cresent Street and the Church & Parsonage next to the library.

The underground supply piping has passed its age of usefulness and is in need of replacement. In addition, the well which is used has been found to be contaminated with PFAS and requires an upgraded filtration system.

We have engaged White-Pierce to conduct a study to help us determine what would be the best way to handle the water system upgrades. The study will look at different options including filtering the current well or bringing water up Great Road from the well at the Pompociticutt Community Center. The advantage of bringing water up from the community center is that the water is clean and would not require PFAS treatment.

The Study is also looking into the possibility of moving both of the private properties onto their own wells.

Based on the results of the study, we will find a recommendation including a cost to move forward.

Submitted By	Frank Ramsbottom, Building Commissioner/Facilities
Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Facilities
Type	Capital Improvement
Project Number	23-01-MP

Request Details	
Type of Project	Improvement



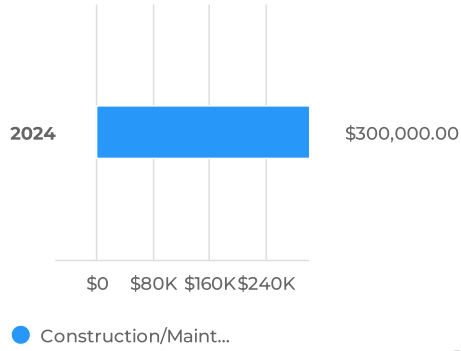


# Capital Cost

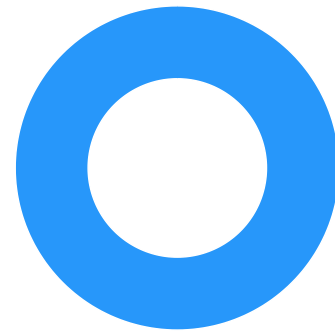
Capital Cost by Year

Total Budget *(all years)*

**\$300K**



Capital Cost for All Years



● Construction/Maintenance (100%)

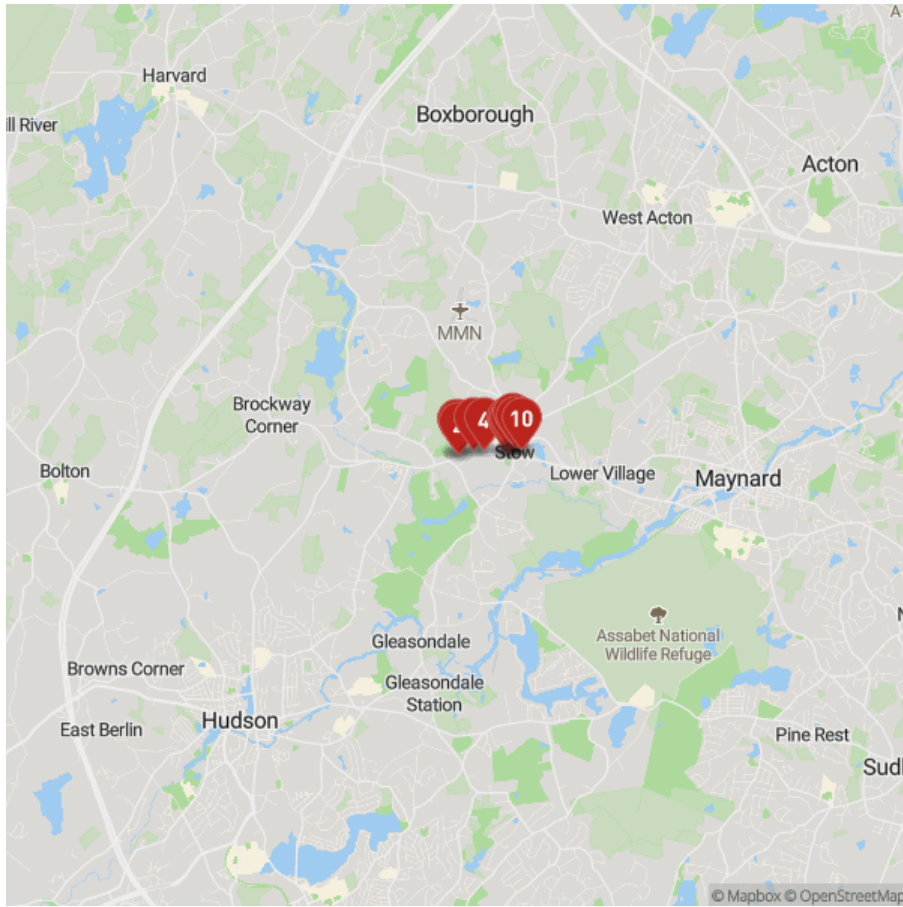
**TOTAL**                      **\$300,000.00**

## Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$300,000
<b>Total</b>	<b>\$300,000</b>



## Project Location



# Police Station Tile to Carpet

Cost estimate of \$6.50/ sq ft installed or possibly we could have the custodians do the installation.

The material runs about \$2/sq ft

The hallway is approximately 1000 sq feet or example

A generous rough estimate of all the offices and hallway is 3300 sq ft this would be around this would be approximately **\$23,000**

The advantages to carpet tile are 1) the building will be quieter

2) We will no longer have to strip and wax the floors; this will reduce the amount of chemicals necessary for maintenance

3) Steam cleaning the carpets is a less labor-intensive job than stripping and waxing.

4) Daily vacuuming easier than mopping and sweeping

5) The chief would like it

6) Carpet tile is made from recycled plastic water bottles

Submitted By	Denise Dembkoski
Request Owner	Denise Dembkoski
Est. Start Date	07/01/2023
Est. Completion Da...	06/30/2024
Department	Facilities
Type	Capital Improvement

## Request Details

Type of Project      Refurbishment

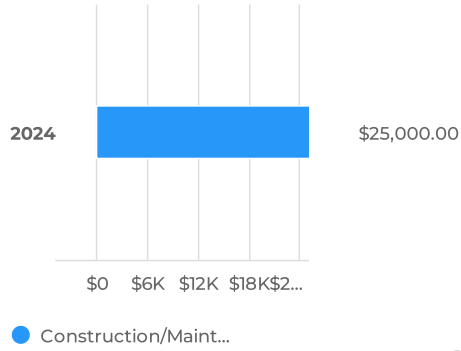


# Capital Cost

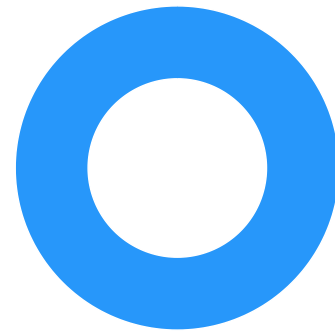
Capital Cost by Year

Total Budget *(all years)*

**\$25K**



Capital Cost for All Years



● Construction/Maintenance (100%)

**TOTAL**                      **\$25,000.00**

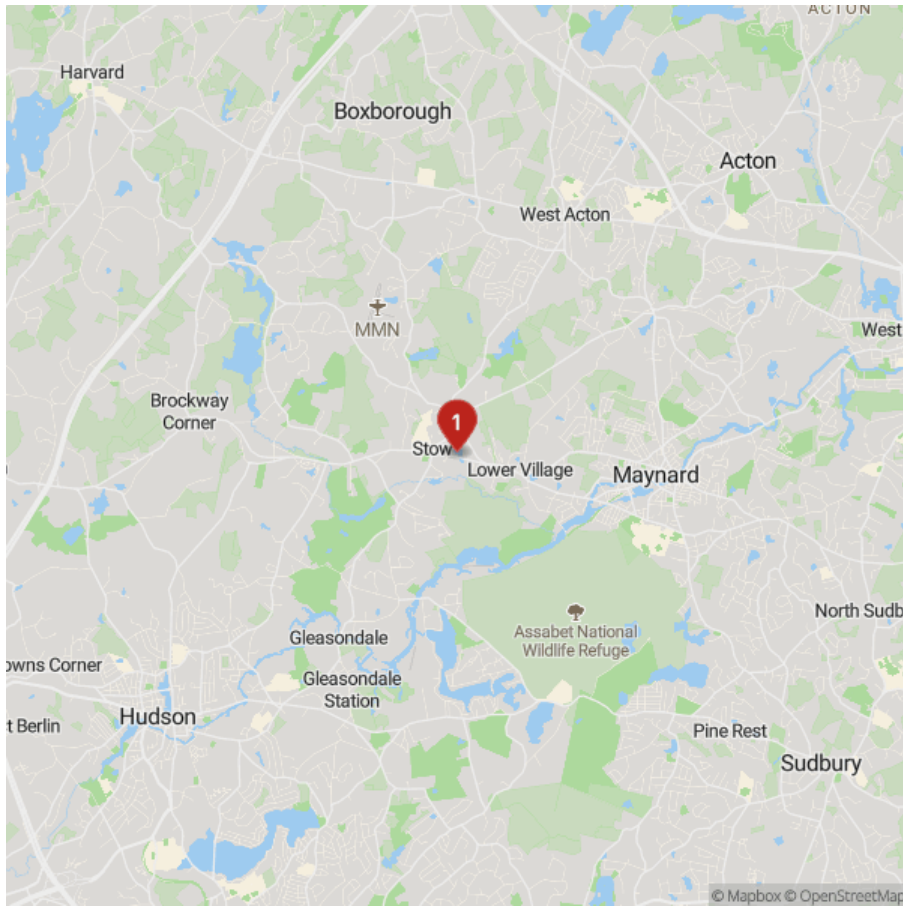
Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2024</b>
Construction/Maintenance	\$25,000
<b>Total</b>	<b>\$25,000</b>



## Project Location

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Address: **Stow Police Station**



# Replace Town Building Windows

**Window replacement for the town office building \$40,000**

The windows are original to the building, many windows do not open properly or stay open.

They are also leaky; on some windows the blinds move on a windy day.

New windows would be more energy efficient.

Submitted By	Denise Dembkoski
Request Owner	Denise Dembkoski
Est. Start Date	07/01/2023
Est. Completion Da...	06/30/2024
Department	Facilities
Type	Capital Improvement

Request Details	
Type of Project	Replacement

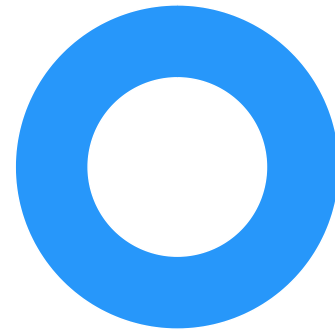
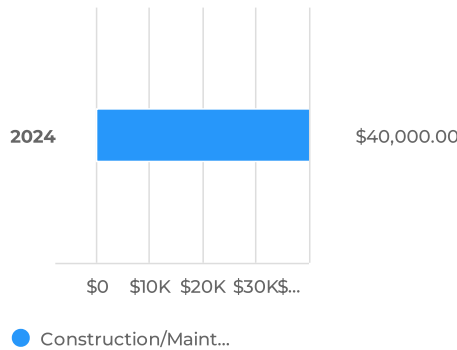
## Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget (all years)

**\$40K**



● Construction/Maintenance (100%)

**TOTAL \$40,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2024</b>
Construction/Maintenance	\$40,000
<b>Total</b>	<b>\$40,000</b>

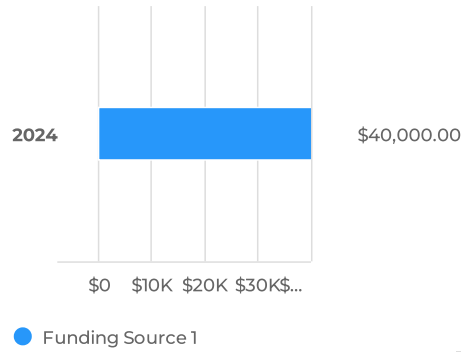


# Funding Sources

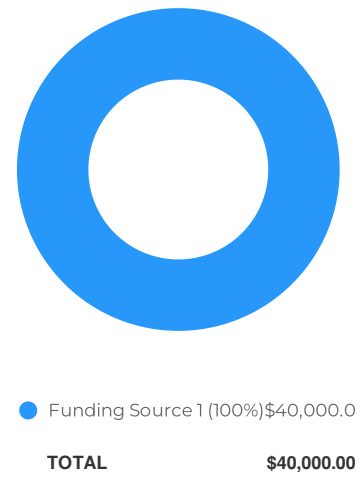
Total Budget *(all years)*

**\$40K**

Funding Sources by Year



Funding Sources for All Years

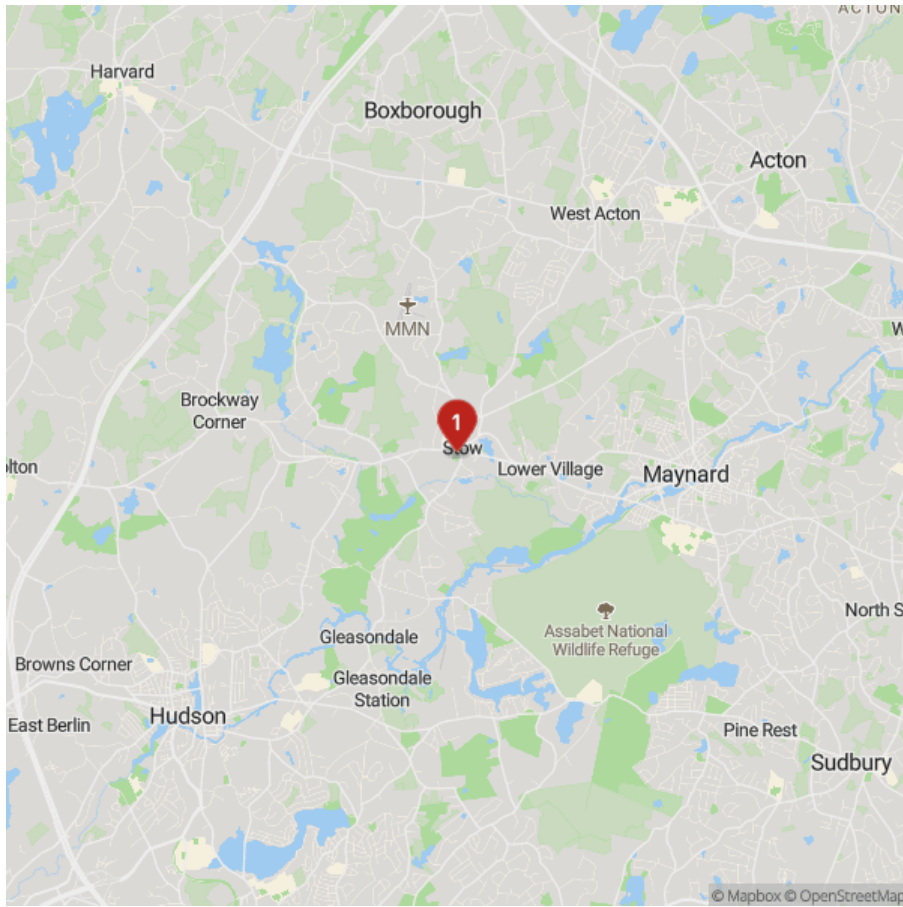


Funding Sources Breakdown	
Funding Sources	FY2024
Funding Source 1	\$40,000
<b>Total</b>	<b>\$40,000</b>



## Project Location

Address: 380 Great Road





# Town Building Sprinkler Valve Replacement

Replace the main sprinkler valves in the Town Building.

Submitted By	Denise Dembkoski
Request Owner	Denise Dembkoski
Est. Start Date	07/01/2023
Est. Completion Da...	06/30/2024
Department	Facilities
Type	Capital Improvement

Request Details	
Type of Project	Replacement

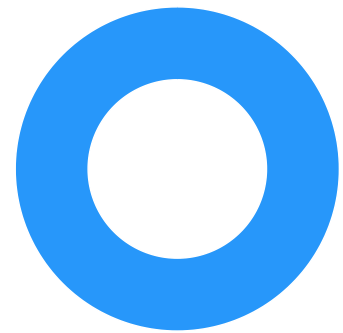
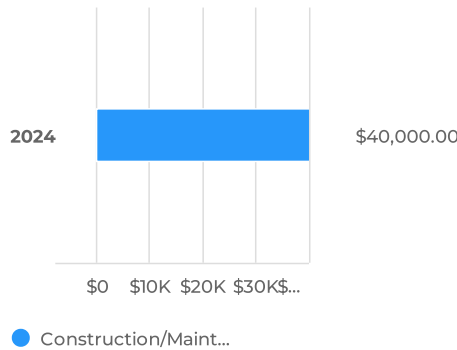
## Capital Cost

Capital Cost by Year

Capital Cost for All Years

Total Budget *(all years)*

**\$40K**



● Construction/Maintenance (100%)

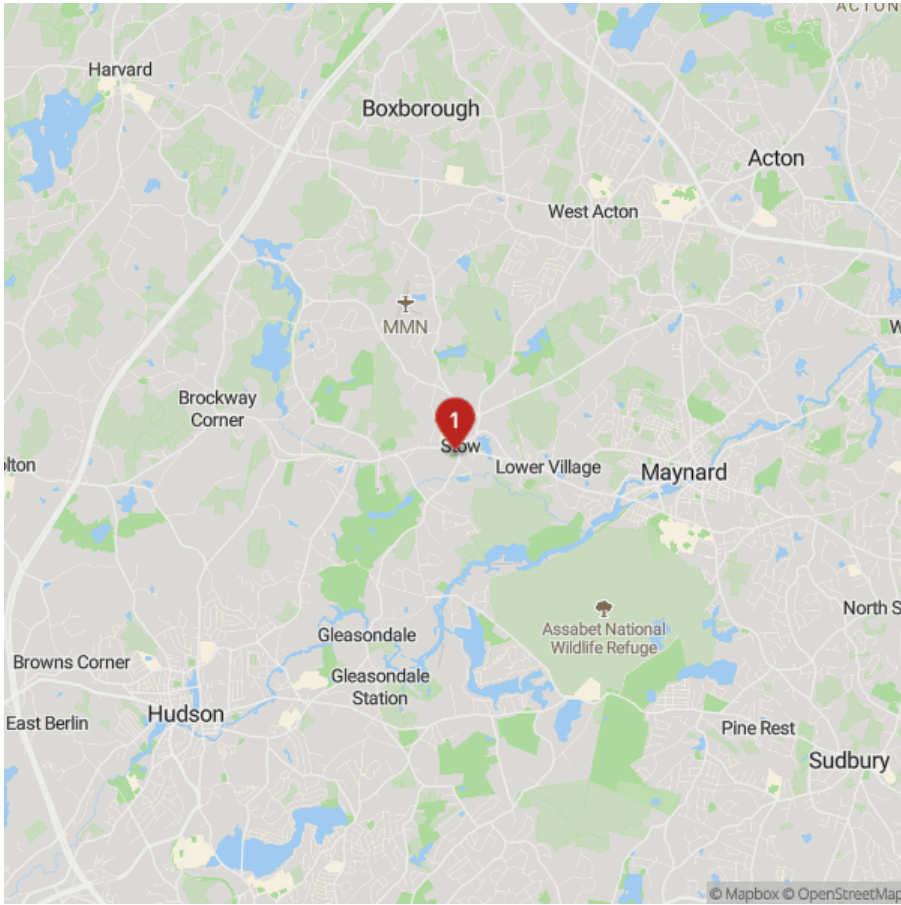
**TOTAL \$40,000.00**

Capital Cost Breakdown	
<b>Capital Cost</b>	<b>FY2024</b>
Construction/Maintenance	\$40,000
<b>Total</b>	<b>\$40,000</b>



## Project Location

Address: 380 Great Road



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# **POLICE REQUESTS**

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# 2022 Ford Utility PI Hybrid

Last year we were able to decrease our fleet by one cruiser from seven to six. This leaves 5 line cruisers and one mission critical administrative vehicles primarily used by the Chief. The chief is currently responsible for 24/7 response and is required at numerous emergencies to be in command. Over the past year the Chief has responded to 57 amount of calls for over 111 hours of off duty responses.

The vehicle that is requested is to replace a 2016 Ford Explorer that currently has 116,000 miles on it. This vehicle went online in August 2015, which means the 5-year warranty has since expired. Over the past year and half, this vehicle has had over 1,800 repairs, and it is expected that the repairs will grow over the next year.

I am requesting that a 2022 Hybrid Ford Police Utility (Explorer) replaces the 2016 Explorer. This new mission critical vehicle will be more fuel efficient and will have the continued ability to be used as an emergency vehicle 24/7 as required by the Chief.

I have been working with MHQ as a vendor and have been quoted a price of 48,143.52. An additional \$640 would be required for police and fire radio installation. For a total of 43,794.

I have been working with the Stow Green Committee. They are in support of the police department transitioning from all gasoline to hybrid cruisers. We did look into the possibility of all electric and at this time, an all-electric vehicle could not support the emergency response of the police cruiser. The Green Committee has the ability and agreed to submit the police department to their Green Committee Grant which, if awarded, will provide the Town with \$5,000. I also worked with MHQ on securing a trade in-value for the 2016 for \$5,000.

I am requesting the full amount incase the grant and trade in does not get awarded. I was also informed by the vendor that if I do get approval at a May town meeting, not to expect delivery of the vehicle until late September/October maybe November.

The additional money increase for the next 5 years also covers the cost at a replacement tablet and mounting system that is required in each cruiser. Along with additional graphics, prisoner cages, lights, and other equipment.

Submitted By	Mike Sallese, Police Chief
Request Owner	Mike Sallese, Police Chief
Department	Police
Type	Capital Equipment

[Supplemental Attachments](#)

[Request Details](#)



Title Description

MHQ (/resource/cleargov-Quoteprod/projects/documents/7c8b8adf9cf5136899ef.xlsx)

Word (/resource/cleargov-prod/projects/documents/5ed8b5870826605fb3de.pdf) Radio

New Purchase or R... Replacement

New or Used Vehicle New Vehicle

Useful Life 6

## Capital Cost

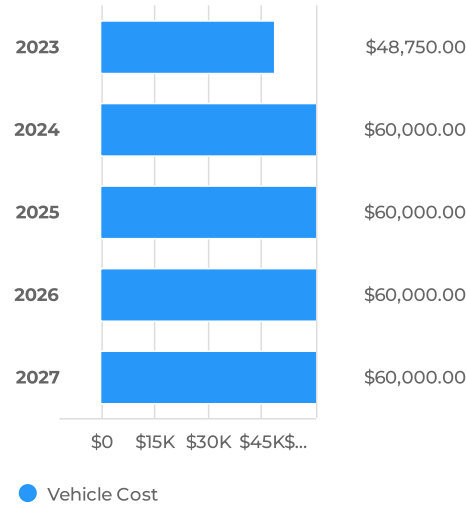
Capital Cost by Year

FY2023 Budget

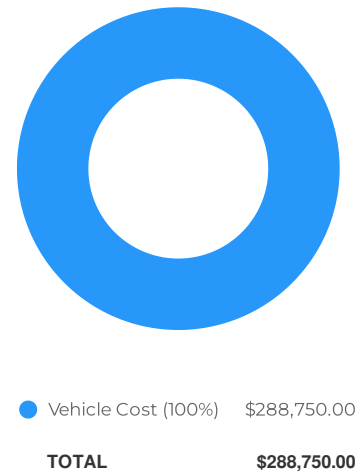
**\$48,750**

Total Budget (all years)

**\$288.75K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicle Cost	\$48,750	\$60,000	\$60,000	\$60,000	\$60,000
<b>Total</b>	<b>\$48,750</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>

