

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF WEST BOYLSTON

SEMI-ANNUAL TOWN MEETING WARRANT  
OCTOBER 21, 2019

Worcester ss.

To the Constables of the Town of West Boylston,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of West Boylston qualified to vote in elections and town affairs, to meet in the Auditorium of the Middle/High School, 125 Crescent Street in said Town on Monday, October 21, 2019 at 7:00 p.m. in the evening, then and there to act on the following articles.

**ARTICLE 1 - AUTHORIZATION TO HEAR THE REPORTS OF OFFICERS AND  
COMMITTEES OF THE TOWN**

To see if the Town will vote to hear the reports of the officers and standing committees of the Town; or take any other action relative thereto.

**ARTICLE 2 - AUTHORIZATION TO PAY BILLS FROM PREVIOUS  
FISCAL YEARS**

To see if the Town will vote to appropriate a sum of money to pay bills being held by the Town Accountant from prior fiscal years for which no encumbered funds are available; or take any other action relative thereto.'

**ARTICLE 3 - AUTHORIZATION TO MODIFY FISCAL YEAR 2020  
APPROPRIATIONS AND OTHER NECESSARY ADJUSTMENTS TO THE FISCAL  
YEAR 2020 BUDGET**

To see if the Town will vote to raise and appropriate or transfer from available funds or from any unexpended balances of Fiscal Year 2020 appropriations hitherto made, to Fiscal Year 2020 appropriation accounts; or take any other action relative thereto.

**ARTICLE 4 - VOTE TO APPROPRIATE FUNDS FOR COMMUNITY PRESERVATION  
FUND PROJECTS AS RECOMMENDED BY THE COMMUNITY PRESERVATION  
COMMITTEE**

To see if the Town will vote that the following amount shall be appropriated from Community Preservation Fund Revenues, or transferred from prior year reserves for Community Preservation purposes with each appropriation being treated as a separate item:

	<b>Project</b>	<b>Total Appropriation</b>	<b>Source of Appropriation</b>
	<b>Appropriations:</b>		
A	To Fund for Affordable Housing Purposes:  A grant to pay for community housing needs. Submitted by the West Boylston Affordable Housing Trust be expended under the direction of the Town Administrator.	\$25,000	\$25,000 from the fund balance designated for affordable housing.
B	To Fund for Recreation Purposes:  A grant for the purpose of creating parking at "Blueberry Hill", the Town-owned recreation land on Goodale Street. Submitted by the Open Space Implementation Committee & the Conservation Commission and to be expended under the direction of the Town Administrator	\$18,000	\$18,000 from the undesignated fund balance.
C	To Fund for Historic Preservation Purposes  A grant for the preservation and repointing of the Holbrook Chapel roof. Submitted by and to be expended under the direction of the Mount Vernon Cemetery Trustees.	\$30,000	\$30,000 from the fund balance designated for Historic Preservation.
D	To Fund for Historic Preservation Purposes  A grant for the rehabilitation and painting of the historical portion of the Beaman Memorial Library. Submitted by and to be expended under the direction of the Trustees of the Beaman Memorial Public Library.	\$70,000	\$70,000 from the fund balance designated for Historic Preservation.
E	To Fund for Historic Preservation Purposes  A grant for the preservation and rebuilding of the chimney on the historical portion of the Beaman Memorial Library. Submitted by and to be expended under the direction of the Trustees of the Beaman Memorial Public Library.	\$16,000	\$16,000 from the fund balance designated for Historic Preservation.

or take any other action relative thereto.

**ARTICLE 5 - TRANSFER OF CEMETERY FUNDS**

To see if the Town will vote to transfer the sum of Two Thousand Five Hundred Dollars and No Cents (\$2,500.00) from the Sale of Lots Account for necessary cemetery maintenance and improvements; or take any other action relative thereto.

**ARTICLE 6 - CONSIDER ACCEPTING MGL CHAPTER 41, SECTION 19J**

To see if the Town will vote to accept the provisions of Chapter 41, Section 19J of the Massachusetts General Laws to provide additional compensation for serving as a member of the Board of Registrars of Voters, or take any other action relative thereto.

**ARTICLE 7 -AUTHORIZATION TO APPROPRIATE FUNDS FROM THE COMMONWEALTH TRANSPORTATION INFRASTRUCTURE FUND**

To see if the Town will vote to appropriate the sum of \$942.90, said amount being the funds received from the Commonwealth Transportation Infrastructure Fund, to be used for transportation-related projects by the Department of Public Works; or take any other action relative thereto.

**ARTICLE 8 -AUTHORIZATION TO APPROPRIATE FUNDS TO THE OPEB TRUST FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Other Post Employment Trust Fund; or take any other action relative thereto.

**ARTICLE 9 - VOTE TO APPROPRIATE FUNDS FOR CAPITAL IMPROVEMENT PURCHASE**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to purchase an extended wing blade for use by the Department of Public Works, including all incidental and related costs; or take any other action relative thereto.

**ARTICLE 10 -AUTHORIZATION TO TRANSFER FUNDS TO THE STABILIZATION FUND**

To see if the Town will vote to transfer a sum of money to the Stabilization Fund; or take any other action relative thereto.

**ARTICLE 11 - AUTHORIZATION TO TRANSFER FUNDS TO THE  
CAPITAL INVESTMENT FUND**

To see if the Town will vote to transfer a sum of money to the Capital Investment Fund; or take any other action relative thereto.

**ARTICLE 12 - AUTHORIZATION TO PETITION THE GENERAL COURT TO AMEND  
THE SPECIAL ACT TO RENAME THE BOARD OF SELECTMEN TO SELECT BOARD**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act in the form set forth below, amending the 1995 special act establishing a Board of Selectmen-Town Administrator form of government, by deleting the words "Board of Selectmen" where they appear and inserting in their place the words "Select Board"; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and, provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT PROVIDING FOR THE RENAMING OF THE BOARD OF SELECTMEN TO  
SELECT BOARD IN THE TOWN OF WEST BOYLSTON.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by  
the authority of the same as follows:*

**SECTION 1.** Chapter 23 of the Acts of 1995, entitled "An Act Establishing a Board of Selectmen-Town Administrator Form of Government in the Town of West Boylston," is hereby amended in Section 2 (b) by striking out the word "selectmen," and inserting in place thereof the words, "select board."

**SECTION 2.** Section 3 of said act is hereby deleted in its entirety and inserted in its place shall be the following:

The executive powers of the town shall be vested in the select board, who shall serve as the chief policymaking board of the town. Said select board shall have and exercise all the powers and duties vested in boards of selectmen under the General Laws or by vote of the town, except as provided herein

**SECTION 3.** Section 4 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 4.** Section 5 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 5.** Section 7 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board"; and further amended by striking out, in every instance in which it appears, the word "selectman" and inserting in place thereof the words "select board member."

**SECTION 6.** Section 8 of said act is hereby amended by striking out, in every instance in which they appear, the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 7.** Section 9 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 8.** Section 10 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 9.** Section 14 of said act is hereby amended by striking out the words "board of selectmen," and inserting in place thereof the words "select board."

**SECTION 10.** This act shall take effect upon its passage.

or take any other action relative thereto.

**ARTICLE 13 -AUTHORIZATION TO AMEND GENERAL, ZONING AND PERSONNEL  
BYLAWS OF THE TOWN**

To see if the Town will vote to amend the General Bylaws, Zoning Bylaws, and Personnel Bylaw of the Town, by striking out, in every instance in which they appear, the words "Board of Selectmen" and inserting in place thereof, the words "Select Board", and further to strike out of said Bylaws, in every instance in which it appears, the word "Selectman" or "Selectmen" and insert in place thereof, the words "Select Board member" or "Select Board members" respectively; and further to authorize the Town Clerk to make such changes as appropriate in the Bylaws; or take any other action relative thereto.

**ARTICLE 14 -AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section 5, **Z- GRIEVANCE PROCEDURE**, by deleting the below current language:

**'Z- GRIEVANCE PROCEDURE**

Any employee who has been aggrieved by the application of any of the rules and regulations contained within this bylaw may make such grievance known through the process delineated herein. A grievance shall be limited to questions of interpretation and application of these rules and regulations and must be started within seven (7) calendar days of the occurrence of the alleged violation. The aggrieved employee shall present the grievance in writing to the department head for resolution. If it is not

resolved at that level within seven (7) calendar days, the aggrieved employee shall present the grievance to the Town Administrator or appropriate elected board, commission or committee, in writing, within seven (7) calendar days of the department head's action on the grievance. The Town Administrator or appropriate elected board, commission or committee shall have fourteen (14) calendar days to process the grievance.

If the aggrieved employee is not satisfied with the actions of the Town Administrator or elected board, commission or committee, the aggrieved employee may present a grievance, in writing, to the Personnel Board, and shall send copies of same to the appropriate department head, Town Administrator and appropriate elected board, commission and committee within seven (7) calendar days for final action. The written notice shall include the following:

- a) statement of the grievance and relevant facts;
- b) remedy sought; and
- c) reasons for dissatisfaction with the department head's solution.

The Personnel Board shall consider the grievance at a public meeting. Final action shall be taken by the Personnel Board within fourteen (14) days of receipt of the grievance by the Personnel Board.'

and replacing it with the following language:

**'Z- GRIEVANCE PROCEDURE**

The Town will promptly consider and respond to employee grievances. The preferred method of addressing grievances is informally, to correct the cause of the grievance and encourage employees and supervisors to address and resolve problems as they arise. If the cause of a grievance cannot be resolved informally, the below process should be followed.

Grievance should be submitted in writing to the department head or appropriate governing board within 15 calendar days of the occurrence. If it is not resolved at that level, the aggrieved employee shall present the grievance to the Town Administrator within 15 calendar days of the department head's action on the grievance. The Town Administrator shall have 15 calendar days to process the grievance.

If the aggrieved employee is not satisfied with the actions of the Town Administrator, the aggrieved employee may present a grievance in writing, to the Personnel Board and send copies of same to the appropriate department head or appropriate governing board, and Town Administrator within 7 calendar days for final action. The written notice shall include the following:

- a) Statement of the grievance and relevant facts
- b) Remedy sought
- c) Reasons for dissatisfaction with the department head or appropriate governing board and Town Administrator's solutions.

The Personnel Board shall review the grievance filed and the actions taken and will recommend a resolution with 15 days from the public meeting date.'

Or take any other action relative thereto.

## **ARTICLE 15 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section 5, **P- PERSONAL DAYS**, by deleting the below current language

### **'P- PERSONAL DAYS**

Each full-time employee may receive three paid days off each year. Each part-time employee may receive two paid days off each year for the purpose of conducting personal business. A day for part-time employees shall be the regularly scheduled hours of the workday taken off.'

And replacing it with the following language,

### **'P- PERSONAL DAYS**

Personal Days/Hours will be based on an employee's weekly number of hours worked.

**Full Time Employees**, as defined in Section **F-TYPES OF EMPLOYEES**, 32.5 + hours per week year round, are entitled to 3 days a year at 3/5 week's hours. For example: 40 hours worked a week= 24 Personnel Hours, 32.5 hours worked a week= 19.5 hours.

**Part Time Employees**, as defined in Section **F-TYPES OF EMPLOYEES**, 20-less than 32.5 hours a week year round, are entitled to 2 days a year at 2/5 week's hours. For example: 20 hours worked a week= 8 hours per year. 24 hours worked a week= 10 hours per year. 30 hours worked a week= 12 hours per year.

**Fractional & Seasonal Employees**, as defined in Section **F-TYPES OF EMPLOYEES**, are not entitled to any Personal Days/Hours.'

Or take any other action relative thereto.

## **ARTICLE 16-AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section **K - WORK HOURS** by deleting the second paragraph which reads, 'The normal scheduled workweek for emergency fire personnel shall be forty-five (45) hours as scheduled by the Fire Chief. Personnel are expected to respond to calls and attend meetings and training outside of the normal hours on an as needed basis. or take any other action relative thereto.

## **ARTICLE 17 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, **Section L. OVERTIME, 2. Emergency Fire Personnel** by deleting the following language,

' Overtime for full-time Fire Department employees, including firefighters, Emergency Medical Technicians and Paramedics shall be paid at the rate of one and one-half (1.5) times their regular rate of pay for all hours worked in excess of fifty-three (53) hours within a work week.'

And replacing it with the following language:

'Overtime for Fire Department employees, including firefighters, Emergency Medical Technicians and Paramedics shall be paid at the rate of one and one-half (1.5) times their regular rate of pay for all hours worked in excess of one hundred and six (106) hours within a work period.'

Or take any other action relative thereto.

**ARTICLE 18 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, **Section L. OVERTIME, 3. Emergency Fire Personnel** by deleting the following language,

'Members of the Fire Department, including Emergency Medical Technicians and Paramedics called to duty between the hours of 11:00 p.m. and 6:00 a.m. are guaranteed payment for two (2) hours.'

And replacing it with the following language:

'Members of the Fire Department, including Emergency Medical Technicians and Paramedics called to duty are guaranteed payment for two (2) hours.'

Or take any other action relative thereto.

**ARTICLE 19 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, **Section AA. CLASSIFICATION AND COMPENSTION PLAN 1)** Classification Plan

By deleting the following chart:

Non-Exempt Emergency Fire and Medical Employees	
Grade IF	Call Support Employees
Grade 2F	Call, full-time, part-time and per diem firefighters Call, full-time, part-time and per diem EMT's (basic and Intermediate)
Grade 3 F	Full-time, part-time and per diem Firefighter/Emergency Medical technician (EMT) Full-time, part-time and per diem Firefighter/Emergency Medical Technician (EMT) Clerk
Grade 4F	Call, full-time, part-time and per diem Firefighter/Paramedic (PAR) Call, full-time, part-time and per diem Firefighter/Paramedic (PAR) Clerk



And replacing it with the following chart:

Non-Exempt Emergency Fire and Medical Employees	
Grade IF	Call Support Employees
Grade 2F	Call, part-time and per diem firefighters Call part-time and per diem EMT's (basic and Intermediate)
Grade 3 F	Part-time and per diem Firefighter/Emergency Medical technician (EMT) Part-time and per diem Firefighter/Emergency Medical Technician (EMT) Clerk
Grade 4F	Call, part-time and per diem Firefighter/Paramedic (PAR) Call, part-time and per diem Firefighter/Paramedic (PAR) Clerk

Or take any other action relative thereto.

**ARTICLE 20 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, **Section AA. CLASSIFICATION AND COMPENSTION PLAN**, 1) Classification Plan

By deleting the following language

'Per Diem positions are used to fill open shifts within the fire department. Per Diem employees are paid by the hour with no benefits. Officers-in-Charge who are on call for weekends are paid three hours for being available to respond to calls, and paramedics and EMT's who sign up to be "on call" for open shifts are paid 1 hour for every two hours on call.'

And replacing it with the following language:

'Per Diem positions are used to fill open shifts within the fire department. Per Diem employees are paid by the hour with no benefits. Officers-in-Charge who are on call are paid three hours for being available to respond to calls, and paramedics and EMT's who sign up to be "on call" for open shifts are paid **1** hour for every two hours on call. Detail Rate is established by the Fire Chief.'

Or take any other action relative thereto.

**ARTICLE 21 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, **Section AA. CLASSIFICATION AND COMPENSTION PLAN,** 2) Compensation Plan

By deleting the following language

'The Non- Exempt Emergency Fire and Medical Services Employees Classification Plan and Compensation Plan shall become effective on the following dates: January 1, 2000 for Grades F3 and F4, and July 1, 2000 for Grades F1 and F2.'

Or take any other action relative thereto.

**ARTICLE 22 - REOUEST FOR ZONING CHANGE FOR HOLT STREET, WEST BOYLSTON**

To see if the Town will vote to amend Section 2-3 of the Zoning Bylaws, as most recently amended by re-zoning the parcel of land located at 20 Holt Street and containing approximately 0.921 acres of land as shown on Assessors Map 139, Parcel 3, as described below from the Single Residence Zoning District to the Business Zoning District, and further, that the Town vote to amend Section 2-2 of the Town's Zoning Bylaws by amending the Zoning Map for the purpose of removing said parcel of land from the Single Residence Zoning District and including said parcel in the Business Zoning District. Said parcel is described as follows:

A parcel situated on the easterly side of Holt Street, beginning at the northwest comer of Assessors Map 139, Parcel 3, known as 20 Holt Street, and running thence:

- 1.) S 22° 07'033" E, with the easterly line of Holt Street, a distance of 254.24' to a point in the existing Single Residence/Business zoning district line defined as a line 300' from the Right of Way line of Sterling Street, and running thence;
- 2.) N 57° 24' 54" E., with said existing zoning district line, a distance of 113.32' to a point of curvature in said zoning district line, and running thence;
- 3.) Continuing with said zoning district line, along a non-radial curve to the left, having a radius of 565.00', for an arc length of 255.98', to a point in the southerly line of Assessors Map 131, Parcel 13, and running thence;
- 4.) S 84° 41' 30" W, with the southerly line of said Map 131, Parcel 13, a distance of 340.98', to the Place of Beginning.

Or take any other action relative thereto.


And you are directed to serve this Warrant by posting an attested copy thereof at the place of said meeting as aforesaid and at the Post Office in said Town fourteen (14) days at least before the time of said meeting.

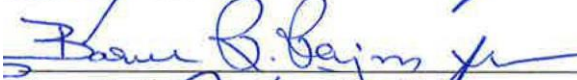
Hereof, fail not, make due return of this warrant with your doings thereon to the Town Clerk at the time and place of said meeting as aforesaid.

Given under our hands this 25<sup>th</sup> day of September in the year of our Lord, Two Thousand and Nineteen.


A true copy attest:

Elaine Novia

  
\_\_\_\_\_  
Patrick J. Crowley, Chairman

  
\_\_\_\_\_  
Barur R. Rajeshkumar, Vice Chairman

  
\_\_\_\_\_  
John W. Hadley, Clerk

  
\_\_\_\_\_  
Christopher A. Rucho, Selectman

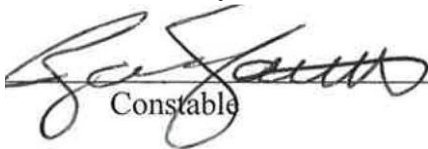
Michael J. Kittredge, III, Selectman

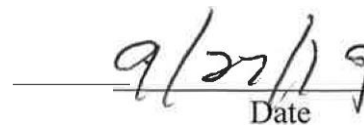
**Board of Selectmen  
Town of West Boylston**

Honorable Board of Selectmen:

I have served this Warrant by posting duly attested copies thereof at the following places:

- Municipal Office Building
- West Boylston Middle/High School\_ \_
- West Boylston Post Office
- Pruneau's Barber Shop
- Municipal Lighting Plant
- Beaman Library

  
\_\_\_\_\_  
Constable

  
\_\_\_\_\_  
Date