



October 2025

• • • ————— **Town of Littleton**
NEWSLETTER



**Special Edition
Special Town Meeting, Tuesday, October 28, 2025**



Transportation is available for Special Town Meeting

Please call our EHS dispatch at 978-844-6809 at least one day in advance to schedule your ride, and let them know it's for town meeting.

The van will be running 6pm-10pm. No cost for this service!

Helpful Videos

[**Shaker Lane School Project Video—Project Scope, Budget & Tax Impact**](#)

From The Clerk's Office

Information from Town Clerk, Diane Crory, regarding transportation for seniors and child care for the upcoming Special Town Meeting on Tuesday, October 28, 2025.

<https://www.youtube.com/watch?v=AiLOtBCLC0g>

Special Town Meeting Preview Show

Town Moderator, Tim Goddard and Town Administrator, Jim Duggan, preview the 14 Articles that will be on the Special Town Meeting Warrant on Tuesday, October 28, 2025.

<https://www.youtube.com/watch?v=osM6Z4O-n9s>

01460:On The Go – October 9, 2025

Topic: Town Meeting 101 with Littleton Town Moderator Tim Goddard
Hosted by Littleton Select Board Chair Karen Morrison and Littleton Town Administrator Jim Duggan
https://www.youtube.com/watch?v=eYhBmmazo_M



Special Town Meeting, Tuesday, October 28, 2025

Free Childcare (Ages 3 and Up) offered during the Special Town Meeting/Family Friendly voting in the LMS Cafeteria

Or

Family Friendly Viewing Area to participate together.

In order to provide a family-friendly voting experience, the town of Littleton is offering free childcare during the Special Town Meeting on October 28, 2025, from 7:00-9:00 pm (Drop-off at 6:45 pm). Childcare will be provided in partnership with the Town of Littleton, LPS, and PRCE.

Please Note:

- Childcare for children ages 3 through 5 will be offered at the Littleton Middle School Library.
- Childcare for ages 6 and up will be provided on the first floor of the Middle School.

We are excited to offer a family-friendly voting experience in the Middle School Cafeteria. While you cast your votes, your children will have access to activity centers located around the perimeter of the cafeteria.

Additional Information

For Childcare

[FILL OUT THE ONLINE REGISTRATION FORM](#)

For Family Friendly Viewing Area

[FILL OUT THE ONLINE REGISTRATION FORM](#)

The link will be closing on October 21st, so that the necessary support required to offer these services can be provided. We will utilize a sign-in and sign-out format for families interested in this service.

The Town of Littleton looks forward to your participation in our Special Town Meeting on October 28, 2025, at 7:00 pm at the LMS Cafeteria.



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Why Attend Town Meeting?

Attending our town meeting is a vital aspect of civic engagement that empowers Littleton residents to actively participate in shaping our community's future. These gatherings provide a platform for you to voice your opinions, concerns, and suggestions directly to local officials. When residents attend, they gain firsthand understanding of the issues impacting our town, from infrastructure projects to new schools, to public safety and budget allocations. This transparency fosters trust and accountability between government officials and community members.



Moreover, town meeting encourages a sense of community ownership and responsibility. By participating, residents become more informed about Littleton policies and decisions, enabling you to make better choices and advocate for initiatives that reflect your interests. It also strengthens democratic processes, ensuring that diverse viewpoints are considered in policy-making. When residents are engaged, governments are more likely to implement policies that serve the true needs of the community.

Finally, attending town meeting cultivates civic pride and a collective spirit, that is so strong in Littleton. It reminds everyone that your voices matter and that active participation leads to a stronger, more vibrant community. In essence, town meeting is not just administrative formalities—they are the cornerstone of a healthy, participatory democracy that benefits everyone.

See you on October 28th.

Respectfully,

Jim



Special Town Meeting, Tuesday, October 28, 2025

Littleton Sustainability Committee

[Presentation to the Select Board on a proposed Climate Emergency Declaration](#)

[September 22, 2025](#)

Sustainability Committee

Littleton's Sustainability Committee is asking the Town of Littleton to formally declare that climate change is a serious threat to our community. The below declaration is a non-binding resolution. Voting "Yes" would commit the Town to continue planning and taking action to reduce greenhouse gas emissions, protect natural resources, and prepare for the local impacts of extreme heat, storms, flooding, and drought. Over 20 other Massachusetts towns have made similar declarations. This step would signal Littleton's commitment to resilience, sustainability, and pursuing state and federal support, without creating immediate costs or mandates:

In a world facing extreme challenges, including rapid climate change, Littleton residents understand the importance of protecting the Earth and its inhabitants, can envision a better, sustainable future, and can create and execute bold plans for a prosperous economy and a thriving community; and

Littleton, like other communities, is experiencing and is vulnerable to the impacts of climate change, including heavy precipitation, extreme heat, drought, and wind, which affect water resources, infrastructure, agriculture, and natural habitats; and

That the residents and members of the Littleton Town Meeting hereby declare that a Climate Emergency currently presents a serious threat to our town, state, and nation, as well as humanity broadly, and that a dedicated effort to meet this challenge is both an imperative and an unprecedented opportunity to stabilize the climate, remedy environmental harms, create clean-energy jobs, and improve human lives; and

That the residents and members of Littleton Town Meeting call on Town government, staff, civic groups, businesses, and residents, with appropriate legislative, regulatory, technical, and financial support from the state and federal governments, to commit to a community-wide climate mobilization. This effort will aim to reach net-zero carbon emissions in line with Massachusetts' 2050 target, while also accelerating strategies to adapt to and prepare for local climate impacts.

This climate action effort shall strive to ensure that its costs and benefits are distributed fairly and shall include the protection of natural resources, such as trees and open spaces, for their critical role in carbon sequestration, water management, and environmental health.



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A Climate Emergency Declaration is a non-binding statement by the town that:

- Recognizes climate change as an urgent threat.
- Commits Littleton to creating a Climate Action Plan (already in progress).
- Signals the need for community-wide collaboration on sustainability and resilience.

Why Consider This Now?

- Climate impacts already affect Massachusetts: heat, storms, flooding, and droughts.
- Over 2,400 governments, including Lexington, Acton, and Concord, have made similar declarations.
- The sooner we plan, the more effective and affordable our solutions will be.

What Will It Do?

- Set the tone for urgent, coordinated action.
- Guide the development of a Climate Action Plan.
- Strengthen grant opportunities and regional partnerships.

What It Won't Do

- Does not impose mandates on residents or businesses.
- Does not commit funding without public input.
- It does not require immediate changes to town bylaws, zoning, or budgets — those decisions will follow community input and planning



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Select Board: Town Meeting Report

To the Voters of Littleton:

The Select Board is pleased to present this *Town Meeting Report*.

Town Code §41-3 provides that:

For every annual and special town meeting, the Select Board shall mail to each occupied dwelling at least fourteen (14) days prior to said meeting a Town Meeting Report containing the full text of the articles as posted in the Warrant; proposed motions and town board recommendations, if any; and concise explanations of each article, including the fiscal impact of any financial articles. The Town Meeting Report for the annual town meeting shall include the Finance Committee's report to the voters.

Childcare will be provided, and the Middle School Cafeteria will be designated family-friendly area for attendees.

Here is the format in which information is presented for each article in this Report:

ARTICLE

Article Sponsor/Inserter

Title of the Article

[If needed, any special voting requirements]

Full text of the Warrant article as printed in the Town Meeting Warrant, as posted.

[Brief explanation of the article.]

Motion proposed by the sponsor, as reviewed by Town Counsel.

Recommendations of Town Boards.

The Select Board welcomes your feedback. Thank you for your participation and interest in this important civic event.

Littleton Select Board

Karen Lee Morrison, Chair

Matthew Nordhaus, Vice Chair

Gary Wilson, Clerk

Charles DeCoste

Mark Rambacher



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Town Moderator: Town Meeting Procedures

"A Call of the Articles"

In our continuing effort to streamline and improve the efficiency of Town Meeting, and after having discussed ways to improve the process with the Select Board, the Town Clerk and Town Counsel, I am proposing to continue the following procedures:

We will continue with "A Call of the Articles," which was successfully introduced several years ago, to speed up the passage of Warrant articles which should generate no controversy and can be properly voted without debate allowing additional time to debate more significant articles.

Specifically, as one of the first orders of business at Town Meeting, the Moderator will call out the numbers and titles of the articles, one by one. Any voter who has doubts about passing any motion, or wishes an explanation of any article, should say the word "hold" in a loud voice when the article number is called by the Moderator. The Moderator will inquire as to whether the request is for a question or for debate. If the purpose of the request is merely a question, then an attempt will be made to obtain a satisfactory answer. If the purpose is to hold the article for debate, the article will be removed from the list of articles included in the "Call" and restored to its original place in the Warrant to be brought up, debated and voted in the usual manner. It is hoped that voters will remove articles from the "Call" only in cases of legitimate concern.

After calling each article on the Warrant, the Moderator will ask that all remaining articles in the "Call" be passed as a unit by unanimous vote. There will be a motion to take all the articles identified in the "Call" and act upon them by means of a single, brief affirmative main motion which will be inclusive of the separate and specific motions as printed in this Report.

The use of "A Call of the Articles" is intended to speed up passage of Warrant articles that each Town Meeting voter believes should generate no controversy and can be properly voted without debate and give Town Meeting additional time to thoughtfully consider the rest of the Warrant articles.

General Town Meeting Guidelines

*****Presentations***** - The individual, board or committee responsible for placing an article on the Warrant will be permitted ten (10) minutes to make a presentation once the main motion is properly placed before Town Meeting. A single presenter is preferred and in the event of multiple presenters, no additional time shall be granted. Presentations in opposition will likewise be limited to ten (10) minutes and must be approved in advance of Town Meeting by the Moderator. The Moderator reserves the right to grant additional time, within reason, to presentations that he believes Town Meeting would benefit from hearing in their entirety. In the interest of fairness, the Moderator will extend the offer of additional time to both sides.

*****Limits on length/number of speeches***** - Speakers shall be limited to no more than three (3) minutes and no one shall speak more than once per article except for the following situations: responses to questions posed by and through the Moderator, brief clarification of a previous statement with the permission of the Moderator, or by majority vote of Town Meeting.

*****Time limit for consideration of Warrant articles (evening meetings)***** - Town Meeting shall not begin consideration of any new Warrant article after 10:30p.m., unless the Moderator determines that there is a reasonable likelihood of concluding action on that article prior to 11:00p.m. and a majority of Town Meeting votes to continue its business past 10:30pm.

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Accessibility/Requesting Reasonable Accommodations

The Town of Littleton has an obligation under the Americans with Disabilities Act (ADA) to:

1. *Make its Town Meetings accessible to people with disabilities; and, to*
2. *Respond to requests for reasonable accommodations at Town Meetings.*

The Town of Littleton does not discriminate based on disability and is committed to hosting accessible meetings. To request a reasonable accommodation to attend Town Meeting, please contact the municipal ADA Coordinator Treasurer/ Director of Finance and Budget, Robin Healy at 978- 540-2451.

More information about Town Meeting is available online at <https://ma-littleton.civicplus.com/480/Town-Meetings-Documents>.

Thank you for your cooperation in implementing these procedures and allowing me the privilege of serving as your Moderator.

Timothy D. Goddard, Town Moderator



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Finance Committee Special Town Meeting Report

October 28, 2025

To the Residents of Littleton:

Although the warrant for the October Special Town Meeting has a very small number of financial articles, the impact of one of the articles can be very large.

Article 1 requests funding for a new Shaker Lane School with a total project cost of \$99,704,151. Since this is a borrowing authorization, a 2/3rds vote is necessary.

The Shaker Lane School project has been accepted by the Massachusetts School Building Authority (MSBA) and is eligible for a grant of \$38.2 million. As we saw with the construction of the new Rueben Hoar Library, where we also received State funds to assist in construction, the entire project amount must be authorized in the borrowing article. The resulting bond was issued net of the State grant and any other offsets that were available.

If approved, this project will be no different. The goal is to minimize the final bond as much as possible. The breakdown of the project is as follows:

Total project cost	\$99,704,151	Total costs approved by MSBA
Less: Feasibility Study	\$1,085,000	Approved at previous Town Meetings
Less: project reductions	\$539,200	Items eliminated from total project cost
Net Total project	\$98,079,951	<i>Total project will not exceed this number</i>
Net MSBA Grant	\$38,145,689	
Net Project Cost-Town	\$59,934,262	Town portion of project
Offsets:		
School Building Stabilization Fund	\$7,155,117	Estimate of Town funds for construction costs
Bond premium received	\$2,054,145	Estimated premium to be received
Net Project Bond	\$50,725,000	Estimated final bond amount

The Finance Committee and the Select Board agree that due to the size of this final bond a debt exclusion override must be requested. *Article 1 at the October 28th Special Town Meeting is therefore contingent upon a successful debt exclusion ballot vote where a simple majority vote is necessary. The Select Board has scheduled the debt exclusion ballot vote for Saturday, November 1, 2025. Polls are open from 8:00 am to 8:00 pm at the Middle School gymnasium.*

A debt exclusion override looks to raise funds outside of the normal Proposition 2 ½ legislation, adding to the tax rate. Based on the above estimated project bond of \$50,725,000 along with assumptions on interest rates, property values and the amount of inside levy funds the Town can contribute, we are estimating a 1st year tax impact of \$719.20, or \$59.93 per month on the average home value of \$694,868, using FY25 property values. This amount decreases each year through the 20-year life of the bond as principal payments are made.



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The following charts show the estimated tax impacts over the life of the bond.

Residential Tax Impact Estimate

- Bond amount \$50,725,000 - payments begin FY30
- Based on FY25 values and estimates future value increases
- Average residential home value FY25 - \$694,868
- Reflects estimated future split tax rates
- Debt Exclusion Stabilization fund pays 14.35% of debt

	Principal	Interest	Total Payment	Debt Exclusion Stabilization Usage	Estimated Split Tax Impact
Year 1 (FY30)	\$2,536,250	\$2,285,795	\$4,822,045	\$1,141,313	\$ 719.20
Years 1 - 5	12,681,250	10,160,852	22,842,102	4,438,438	\$ 3,584.56 \$716.91 / year
Years 6 - 10	12,681,250	6,990,539	1,9671,789	2,384,075	\$ 3,295.68 \$659.14 / year
Years 11-20	25,362,500	5,823,864	31,186,364	3,756,820	\$ 5,199.22 \$511.92 / year
Total 20 Years	\$50,725,000	\$22,975,255	\$73,700,255	\$10,579,333	\$11,999.46 \$599.97 / year

This graph shows the decline in the tax impact over the years on the average single-family home.

Residential Tax Impact Estimate

Calculate Your tax Impact



The QR code above will bring you to the Town's website where you can calculate your estimated tax impact based on the FY25 tax value of your property from your November 1, 2025, tax bill.



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If either the Town Meeting or ballot vote fails to pass the MSBA, with their approval, allows a short window of time to hold another vote. If no approval is given or if the second vote also fails, the Town will continue to utilize the existing building. Given the age and condition of the building, older systems within the building will eventually fail. If repairs to the building total \$2.73 million (30% of the assessed value) over a 3-year period, the Town would be required to bring the entire building up to current building and accessibility codes. In addition, 414 students would need to be relocated since the building would not be useable during construction. It is important to point out that a code upgrade of the building is not a renovation, and the school would still not be large enough for the student population or adequate for the district's education plan.

The information below compares the alternatives of a new building (successful votes) against the code upgrades that will eventually become necessary (failed vote).

- Cost of Code Upgrade – Debt Exclusion Override w/ No MSBA Grant Funds

\$44 million for building upgrade

\$12 million for 22 Modular Classrooms

\$56 million total project

- Less:

\$2 million bond premium

\$3 million School Building Stabilization Fund

\$51 million 10-year bond to be issued

Code Upgrade w/ Modular Classrooms	\$51.0 million 10 Yr bond	
New Construction	\$50.7 million 20 Yr bond	
Code Upgrade w/ Modular Classrooms	1 st Year Tax Impact	\$1,494.77
New Construction	1 st Year Tax Impact	<u>\$719.20</u>
	1 st year variance	\$775.57

- Need for new facility does not go away
- Additional debt exclusion (20 years) for new facility would still need to follow this 10-year period

More information on the project including presentations, FAQs and project reports are available at the Shaker Lane Building Committee page at <https://www.littletonma.org/847/Shaker-Lane-Building-Committee> and the Shaker Lane Project page at <https://sites.google.com/littletonps.org/shaker-lane-school-project/home>.

Article 2 - Amend Previous Vote on Shaker Lane School – Article 2 amends Article 23 from the May 2, 2022 Annual Town Meeting. That article appropriated \$700,000 towards the Shaker Lane School feasibility study. This article looks to update the purpose of the funds to include design and construction. The funds remaining from the feasibility study, approximately \$586,117 will be used as cash payments toward the construction of the school and have been incorporated in the project calculations shown above.

Article 3 – Bills of Prior Years - This article funds \$8,529.56 in bills from FY24 for the Fire Department that have not been paid. This article requires a 9/10ths vote at Town Meeting



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Article 4 - Fund Collective Bargaining Agreement – The Police Union has been working without a contract since June 30, 2024. Negotiations were finalized with a signed contract for 3 years ending June 30, 2027, by the Union and Select Board on June 23, 2025. This article funds the salary increase negotiated in this contract for both FY25 and FY26. Funds had been set aside in both fiscal years in anticipation of this increase. FY25's increase of \$112,000 will be funded through a transfer from the Salary Stabilization Fund established by Town Meeting in Article 32 of the May 6, 2025, Annual Town Meeting. FY26's increase of \$282,000 will be added to the Police salary budget. Funds have been reserved in the FY26 budget in anticipation of this increase.

Article 8 – 36 King Street – General Stabilization Fund – The exact motion for Article 8 will be made on the floor at Town Meeting. 36 King Street sustained significant water damage that required immediate repairs. As of the printing of this report, the Town's insurer has not yet determined the amount of the insurance claim. If the repair costs are not fully covered under the Town's insurance policy, the Town could use funds from the Reserve Fund to complete the repairs. Article 8 would either seek to replenish the Reserve Fund using the General Stabilization Fund or pay the repair expenses directly from the General Stabilization Fund. The use of General Stabilization Fund dollars is detailed in the Town's Financial Management Policy, as amended August 12, 2024.

Article 10 – Increase to Income Limits for M.G.L. c. 59, § 5, cl. 41A – This article looks to increase the income limits from the current \$55,000 to the State's Circuit Breaker income limit of \$72,000 for the Town's tax deferral program. The tax deferral program is available for residents 65 years of age and older. Once approved for the program, a resident's taxes are deferred by creating a lien on the property for the dollar amount of the deferral. Taxes are not forgiven and must be paid in the future.

A lien is placed on the property to ensure future payment of deferred amount of taxes plus 1% interest when the sale of the property occurs or upon the death of the applicant.

Total taxes deferred cannot exceed 50% of the full value of property.

Deferrals may be applied for annually

Deferrals can also be combined with any of the other tax exemption programs the Town offers.

More information on the tax deferral program or other tax assistance programs can be found on both the Assessor's and Elder and Human Services department's webpages.

Article 14 – Citizen Petition - As of this writing, it is our understanding that the petitioner will withdraw this article. This article requires the Town to contribute \$1 million annually to a debt exclusion stabilization fund for any project the Town may vote as an exclusion in future years. While the article is well intended, it is impossible to guarantee that the Town would have the funds necessary to fund the account at that level for the life of the excluded debt. The Finance Committee and Select Board have committed to do what we can to minimize the impact of the Shaker Lane School project to the residents.

Littleton Finance Committee

Steven Venuti – Chairman

Fred Faulkner – Vice Chairman

Brian Tarbox - Clerk

Michael Proulx

Sanjay Gowda

Rick Kingsley



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ARTICLE 1

Shaker Lane School Building Committee

Shaker Lane

[2/3 majority vote required]

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Shaker Lane School Building Committee for the design, construction, equipping, and furnishing of the new Shaker Lane Elementary School 35 Shaker Lane, Littleton, MA, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed 54.02% of eligible, approved project costs, as determined by the MSBA.

[Article 1 authorizes the appropriation of \$99,704,151 (Ninety-Nine Million Seven Hundred Four-Thousand One Hundred Fifty-One Dollars) to fund all costs associated with the Shaker Lane Elementary School Project. Of this total, \$1,085,000 (One Million Eighty-Five Thousand Dollars) has already been appropriated, and the Town has successfully achieved \$539,200 (Five Hundred Thirty-Nine Thousand Two Hundred Dollars) in cost reductions. These adjustments result in a final appropriation amount of \$98,079,951 (Ninety-Eight Million Seventy-Nine Thousand Nine Hundred Fifty-One Dollars).]

Funding for the project will be divided as follows:

\$38,145,689 (Thirty-Eight Million One Hundred Forty-Five Thousand Six Hundred Eighty-Nine Dollars) will be provided through a grant from the Massachusetts School Building Authority (MSBA).

The remaining \$59,934,262 (Fifty-Nine Million Nine Hundred Thirty-Four Thousand Two Hundred Sixty-Two Dollars) will be funded by the Town.]

Approval of the project is contingent upon a successful debt exclusion vote on November 1, 2025.



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ARTICLE 2

Select Board

Amend Previous Vote on Shaker Lane School

To see if the Town will vote to Amend the vote taken under Article 23 of the May 2, 2022, Annual Town Meeting by adding the bolded and underlined text, as follows:

Moved and seconded by the Select Board that the Town appropriate the amount of \$700,000 (Seven Hundred Thousand Dollars) from Certified Free Cash for the purpose of paying costs of a feasibility study, design, and construction for the Shaker Lane Elementary School, 35 Shaker Lane, Littleton, including the payment of all costs incidental or related thereto, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Shaker Lane School Building Committee. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

[Article 23 of the May 2, 2022, Annual Town Meeting authorized the Town to expend up to \$700,000 (Seven Hundred Thousand Dollars) on a feasibility study of the Shaker Lane Elementary School. The above amendment will allow the Town to use the remaining funds for design and construction costs associated with Shaker Lane Elementary School.]

ARTICLE 3

Select Board

Bills of Prior Years

[9/10ths vote required]

To see if the Town will vote to raise and appropriate a sum of money to pay unpaid bills from prior fiscal years or to take any other action related thereto.

[Article 3 authorizes the payment of bills from prior fiscal years which were not received before the Town's books were closed, and for which prior year budget funds were not encumbered. Pursuant to state law, Town Meeting is required to vote to pay these outstanding invoices.]

FY	Vendor	Description	Amount	Fundings Source:
2024	McKesson Medical Supplies	Medical Supplies	\$ 1,581.17	01220520-558030 Fire Dept – EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 1,586.51	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 953.35	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 356.23	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 708.19	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 978.30	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 274.72	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 553.66	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 306.95	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 211.42	01220520-558030 Fire Dept - EMS Supplies
2024	McKesson Medical Supplies	Medical Supplies	\$ 1,019.06	01220520-558030 Fire Dept - EMS Supplies
		TOTAL	\$ 8,529.56	



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ARTICLE 4

Select Board

Fund Collective Bargaining Agreement

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Littleton Police Union, Massachusetts Coalition of Police, Local 204; to raise and appropriate, or transfer from available funds, a sum of money to fund the items in such collective bargaining agreement for costs incurred in FY2025; and to amend appropriations made under Article 3 of the 2025 Annual Town Meeting Warrant, the FY2026 Operating Budget, to increase the Police Department line item to fund the costs items in such collective bargaining agreement for costs incurred in FY2026; or to take any other action related thereto.

[Article 4 authorizes funding of a collective bargaining agreement reached with the Town's Police Union. The May 6, 2025, Annual Town Meeting established and funded a Salary Stabilization Fund in anticipation of this agreement. Now that the agreement is settled, the Town must pay for some of the cost items retroactive to July 1, 2024.]

ARTICLE 5

Select Board and Trust Fund Commissioners

Authorize Transfer from Trust Funds

To see if the Town will vote to transfer \$30,000 (Thirty Thousand Dollars) or any other sum of money from the following Trust Funds for the following purpose and any costs related thereto:

Nook Pods for each school: \$30,000 (Thirty Thousand Dollars) for the purchase of four Nook Pods, one for each school. The Nook Pods are specially designed, soundproof spaces that provide students with a safe, quiet environment for self-regulation and emotional support. Said funds to be expended under the direction of the School Superintendent, from the following trust funds: M.H. Kimball Trust Fund, \$18,500 (Eighteen Thousand Five Hundred Dollars); J. Goldsmith Trust Fund, \$700 (Seven Hundred Dollars); C. Hildreth Trust Fund, \$9,000 (Nine Thousand Dollars); L. Johnson Trust Fund, \$800 (Eight Hundred Dollars); and L.H. Zappy Trust Fund, \$1,000 (One Thousand Dollars).

Or to take any other action related thereto.

[Article 5 uses Trust Fund revenues to purchase four Nook Pods that will provide students with a safe environment for self-regulation and emotional support.]

ARTICLE 6

Select Board

Accept the Alternative Procedure for Abandoned Funds of M.G.L. c 200A, § 9A

To see if the Town will vote to accept the provisions of M.G.L. c. 200A, § 9A, which creates an alternative procedure for disposing of abandoned funds held in the custody of the town, or to take any other action related thereto.

[Currently, unclaimed property held by the Town must be turned over to the State Treasurer, and if it remains unclaimed for a period of time, it eventually becomes property of the Commonwealth. If Littleton accepts M.G.L. c. 200A, § 9A and follows the procedures set forth in the statute, it can retain those funds instead of transferring them to the state.]



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ARTICLE 7

Town Clerk/Police Chief

Bylaw Amendment to Change Hawker/Peddler

To see if the Town will vote to amend the Littleton General Bylaws, Chapter 109 "*Hawking, Peddling and Soliciting*" by deleting Chapter 109 in its entirety and replacing it with the following, or to take any other action related thereto.

CHAPTER 109 - TRANSIENT MERCHANTS

§ 109-1 Purpose.

To protect residents' privacy and safety by prohibiting or restricting door-to-door solicitation at homes that display a "No Soliciting" or "No Knock" sign, while still allowing legitimate charitable, religious, or political activity consistent with the law.

§ 109-2 Definitions.

PEDDLER

Any person who sells and makes immediate delivery of, or offers for sale and immediate delivery of, any goods, wares or merchandise, in possession of the seller, at any place within the Town of Littleton other than from a fixed place of business.

PERSON

Includes the singular and the plural and shall also mean and include any person, firm or corporation, association, club, partnership or society, or any other organization.

SOLICITOR

Any person who sells or takes orders or offers to sell or take orders for goods, wares, or merchandise for future delivery, or for services to be performed, at any place within the Town of Littleton other than a fixed place of business.

TRANSIENT MERCHANT

Any person, firm, or corporation, whether as owner, agent, or employee, whether a resident of the Town or not, who engages in or transacts any temporary business within the Town, either in one location or by moving from one place to another, selling or buying goods, wares, merchandise, or services, or who solicits for orders, sales, subscriptions or business of any kind, or who solicits for information or donations and shall include all peddlers, canvassers and solicitors.

§ 109-3 Permit required.

Every Person intending to engage in peddling, soliciting or canvassing door-to-door as a Transient Merchant in the Town of Littleton must apply for a permit with the Town Clerk's Office at least fourteen (14) business days in advance by filing an application form with the Town Clerk's Office for a permit.



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§ 109-4 Exceptions.

This bylaw shall not apply to:

- A. Persons, firms or corporations selling services, goods, wares, merchandise or materials at wholesale to dealers in such articles.
- B. Newspaper delivery.
- C. Persons vending and delivering goods, wares, or merchandise to regular customers on established routes in the regular course of business.
- D. Sales in private residences of the owner's household goods and belongings.
- E. Any activity for religious, political, or public policy purposes or other non-commercial purposes, regardless of whether such activity includes acts that would otherwise constitute peddling, soliciting or canvassing.
- F. Governmental officers or employees of the Town, county, state or federal government, or any subdivision thereof, when on official business.
- G. Insurance companies authorized to do business in Massachusetts.
- H. Individual registration shall not be required for minors under the age of 18 except in connection with peddling, canvassing or soliciting on behalf of a for-profit organization, newspaper carriers excepted.

§ 109-5 Application for permit.

- A. Each applicant hereunder shall obtain from The Town Clerk's Office an application for a transient merchant permit and accompany said application with an investigation fee to cover the cost of investigating the applicant in an amount set from time to time by the Select Board. The investigation will be in collaboration with the Littleton Police Department.
- B. The written application shall contain the following required information:
 - (1)Applicant name, permanent address and telephone number, and temporary address if any.
 - (2)Applicant date of birth
 - (3)Applicant height, weight, color of hair and eyes.
 - (4)Make, model and registration number and owner of any vehicle to be used by the applicant while peddling, soliciting or canvassing.
 - (5)Period of time for which the permit is needed.
 - (6)Brief description of nature of business and goods to be sold.



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(7) Name, address and telephone number of the person or organization whom the applicant represents and the length of time the applicant has been associated with or employed by that person or organization.

C. A permit fee structure shall be issued for one (1) day, one (1) week, one (1) month, or annual. The fees for each duration shall be set from time to time by the Select Board. Annual permits will be pro-rated from the set fee if not obtained in the month of January.

§ 109-6 Investigation of applicant; issuance or denial of permit.

- A. Upon receipt of each such application, the Littleton Police Department shall initiate an investigation of the applicant as the Department deems necessary for the protection of the public good, subject to all applicable legal requirements, including authorized criminal history background checks.
- B. The Town Clerk's Office with The Chief of Police or their designee shall refuse to register an organization or individual whose registration has been revoked for violation of this bylaw within the previous two-year period, or who has been convicted of murder/manslaughter, rape, robbery, arson, burglary/breaking and entering, assault, larceny, as such persons pose a substantial degree of danger to minors and other persons vulnerable to becoming victims of the violent crimes so listed. The Police Chief or their designee shall also refuse to register a person who is a sex offender required to register with the Sex Offenders Registry Board and who is finally classified as Level 2 or Level 3 Sex Offender, as such persons have been found to have a moderate to high risk of re-offense and pose a substantial degree of danger to minors and other persons vulnerable to becoming victims of sex crimes.

§ 109-7 Permits.

- A. Permits shall be issued, or denied, no later than five (5) business days after the application therefore is made in writing to the Town Clerk's Office.
- B. All permits shall clearly indicate the dates of issuance and expiration and the name and address of the permittee.
- C. All permits issued under this bylaw are personal; they shall not be transferable. Any holder who allows a permit to be used by any other person shall be guilty of a violation of this bylaw.
- D. Permittees under this bylaw shall carry their permit with them while engaged in permitted activities and shall display such permit to any police officer or any person being solicited upon request.
- E. Annual permits shall expire on December 31st of the year for which they are issued.

§ 109-8 Time limit for operations.

No permittee under this bylaw shall peddle, solicit or canvass between the hours of 7:00 p.m. and 9:00 a.m. or on Sundays and legal holidays, unless invited to do so by the owner or occupant of any private residence in the Town.

§ 109-9 No Solicitation List.

A No Solicitation List shall be established and maintained by the Town Clerk's Office to prohibit the practice of going in or upon the private property or residence of such owner or occupant by Transient Merchants as defined. Residents may submit their property for inclusion on the list without charge. Upon approval of the issuance of a permit as provided herein, each permittee shall be provided with a copy of the No Solicitation List and may not peddle, solicit or canvass at any property included on the No Solicitation List.



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§ 109-10 Denial or Revocation of permit; appeals.

A. Permits issued under this bylaw may be revoked by the Town Clerk's Office for any of the following causes:

- (1) Fraud, misrepresentation, or false statements contained in the application for a permit.
- (2) Fraud, misrepresentation, or false statements in the course of carrying on his business or transient merchant.
- (3) Any violation of this bylaw.
- (4) Commission or conviction of a felony.
- (5) Commission or conviction of any crime or misdemeanor of moral turpitude.
- (6) Conducting the business of peddling, soliciting, or of canvassing, in a threatening, abusive or illegal fashion so as to constitute a menace to the health, safety, or general welfare of the public.

B. Notice of the revocation of the permit shall be given in writing, setting forth the grounds of complaint and the opportunity to appeal the decision of revocation. Such notice shall be made in-person or mailed to the permittee at their last known address, or at an address contained in the application for a permit.

Any Person who is denied a permit or whose permit has been revoked may appeal by filing a written notice of appeal with the Select Board. Such appeal must be filed within ten (10) days after delivery of the notice of denial or revocation. Delivery shall be deemed to have occurred when such notice is postmarked. The Select Board shall hear the appeal at its next scheduled meeting not less than seventy-two (72) hours after the filing of the written notice of appeal, provided, however, that if the Select Board fails to make a determination within thirty (30) days after the filing of the appeal, the registration shall be deemed granted or reinstated as the case may be.

§ 109-11 Violations and penalties.

Any person, firm, or corporation violating any provisions of this bylaw shall be fined not more than \$300 for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

§ 109-12 Severability.

The provisions of this Chapter are severable. Invalidity of any individual provision of this section shall not affect the validity of the bylaw as a whole.



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ARTICLE 8

Select Board

36 King Street – General Stabilization Fund

[2/3 Majority Vote]

To see if the Town will vote to transfer a sum of money from the General Stabilization Fund to replenish the Fiscal Year 2026 Reserve Fund.

[36 King Street sustained significant water damage that required immediate repairs. As of the printing of this report, the Town's insurer has not yet determined the amount of the insurance claim. If the repair costs are not fully covered under the Town's insurance policy, the Town will use funds from the Reserve Fund to complete the repairs. Article 8 seeks to replenish the Reserve Fund.]

ARTICLE 9

Town Clerk

Bylaw Amendment Regarding Posting of Warrant

To see if the Town will vote to amend the Littleton General Bylaws, Chapter 41, Section 2 “Posting of Warrant” by deleting the word “eight” in the first line and replacing it with the word “three”; or to take any other action related thereto.

[Chapter 41, Section 2 of the General Bylaws requires the Town to post attested copies of the Warrant in eight public places. This amendment will reduce that requirement to posting attested copies of the Warrant in three public places.]

ARTICLE 10

Select Board

Increase to Income Limits for Senior Tax Deferral Program

To see if the Town will vote to increase the gross receipts that seniors may have in the prior calendar year to be eligible to defer property taxes under M.G.L. c. 59 § 5, Clause 41A from \$55,000 (Fifty-Five Thousand Dollars) to 100% of the amount established annually by the Commissioner of Revenue as the income limit for single seniors who are not heads of households to qualify for the “circuit breaker” state income tax credit for the preceding state tax year, with such increase to be effective for deferrals granted for taxes assessed for any fiscal year beginning on July 1, 2026; or take any other action related thereto.

[Under Clause 41A, the gross receipts of a qualified applicant for a tax deferral cannot be more than \$20,000 (Twenty Thousand Dollars). However, by a vote of its legislative body, a Town may increase that gross receipts limit provided that such maximum qualifying gross receipts amount does not exceed the income limit that applies under the “circuit breaker” state tax credit for single seniors who are not heads of households. For tax year 2024, this amount was \$72,000 (Seventy-Two Thousand Dollars). The Town had previously voted to set the income limit under Clause 41A at \$55,000 (Fifty-Five Thousand Dollars). If approved, Article 10 will increase the gross receipts limit to mirror the state’s circuit breaker.]



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ARTICLE 11

Select Board

Bylaw Amendment Regarding Director of Veterans Services

To see if the Town will vote to amend the Littleton General Bylaws, Chapter 44, Section 2 “*Appointment of Director*” as follows (additions indicated by underline and bold, and deletions indicated by strikethrough):

§44-2 Appointment of Director.

A Director of Veterans’ Services shall be annually appointed for a term of up to three years. The Director of Veterans’ Services may also perform all functions of the position of Veterans’ Agent.

or to take any other action related thereto.

[This amendment will allow the Select Board to appoint a Director of Veterans’ Services for a term up to three years at a time rather than require annual appointment and clarify that the Director may also perform the functions of a Veterans’ Agent.]

ARTICLE 12

Select Board

Bylaw Amendment Regarding Director of Finance and Budget Position Title

To see if the Town will vote to amend the Littleton General Bylaws to reflect an update to the Director of Finance and Budget position title, or to take any other action related thereto.

[This amendment will substitute the term “Finance Director” in place of “Director of Finance and Budget” throughout the General Bylaws to reflect an updated position title.]



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ARTICLE 13

Sustainability Committee

Resolution on Climate Action and Resilience for the Town of Littleton

To see if the Town will vote to adopt the following Resolution:

WHEREAS, in a world facing extreme challenges, including rapid climate change, Littleton residents understand the importance of protecting the Earth and its inhabitants, can envision a better, sustainable future, and can create and execute bold plans for a prosperous economy and a thriving community; and

WHEREAS, the Fourth National Climate Assessment, released in 2018 by the federal government, calls out the cascading risks of climate change, including disruptions to food, water supply, transportation, public health, and national security, as well as major risks to economies and ecosystems; and

WHEREAS, in October 2018 the United Nations released a special report that projected that limiting warming to 1.5°C (2.7°F) above pre-industrial levels will require deep emissions reductions and rapid, unprecedented transitions in all aspects of society; and asserted that "Every bit of warming matters. Every year matters and every choice matters"; and

WHEREAS, the Metropolitan Area Planning Council (MAPC) projects that the Greater Boston region, which includes Littleton, will by 2030 experience **more than twice the number of days each year with temperatures over 90 degrees Fahrenheit, more intense storms, and more frequent flooding and droughts**, impacting infrastructure, public health, and quality of life; and

WHEREAS, the scientific community has issued repeated warnings that the present level of global warming is already triggering significant changes to the Earth's system, including increased wildfires, heat waves, droughts, flash floods, rising seas, and extreme weather; and

WHEREAS, the climate crisis is a **threat multiplier**, exacerbating health disparities and disproportionately harming vulnerable populations globally and locally, including children, pregnant women, low-income individuals, the elderly, people with disabilities and chronic illnesses, and marginalized peoples of all races and ethnicities; and

WHEREAS, Littleton, like other communities, is experiencing and is vulnerable to the impacts of climate change, including **heavy precipitation, extreme heat, drought, and wind**, which affect water resources, infrastructure, agriculture, and natural habitats; and

WHEREAS, the Town of Littleton has already undertaken important steps on climate and the environment, including its Hazard Mitigation Plan (2025) and Master Plan Update (2017), which acknowledge the need to incorporate climate change considerations into town planning and resilience efforts; and



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ARTICLE 13

Sustainability Committee

Resolution on Climate Action and Resilience for the Town of Littleton

WHEREAS, numerous localities, organizations, and countries, including over 20 communities in Massachusetts, have declared climate emergencies or adopted ambitious climate action goals, demonstrating a global and local momentum to address this challenge;

NOW, THEREFORE BE IT RESOLVED, that the residents and Town Meeting of the Town of Littleton hereby declare that a **Climate Emergency presents a serious threat to our town, state, and nation, as well as humanity broadly**, and that a dedicated effort to meet this challenge is both an imperative and an unprecedented opportunity to stabilize the climate, remedy environmental harms, create clean-energy jobs, and improve human lives; and

BE IT FURTHER RESOLVED, that the members of Littleton Town Meeting call on Town government and staff, and all Littleton civic groups, businesses, and residents, with appropriate support from the state and federal governments, to commit to a **climate mobilization effort** to bring Town-wide net carbon emissions to zero **in alignment with Massachusetts' statewide net-zero by 2050 target**, while accelerating adaptation and resilience strategies to prepare for intensifying local climate impacts; and

BE IT FURTHER RESOLVED, that this climate action effort shall strive to ensure that its costs and benefits are distributed equitably and shall include the protection of natural resources, such as trees and open spaces, for their critical role in carbon sequestration, water management, and environmental health; and

BE IT FURTHER RESOLVED, that the Town of Littleton **acknowledges Massachusetts' existing comprehensive climate initiative and its national leadership** and calls upon state and federal elected officials to provide appropriate legislative, regulatory, technical, and **financial support** to municipalities to implement local climate action and resilience measures, recognizing that municipalities struggle to respond to increasing extreme weather emergencies alone.

Or take any other action in relation thereto.



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ARTICLE 14

Citizens' Petition

Bylaw: Debt Exclusion Override Financial Management and Reserve Fund

Bylaw: Debt Exclusion Override Financial Management and Reserve Fund

Section 1. Purpose

The purpose of this bylaw is to ensure the Town of Littleton maintains fiscal discipline and transparency when voters approve a Proposition 2½ debt exclusion override. The bylaw establishes a required annual appropriation to a dedicated reserve fund and mandates a financial management plan and annual reporting to mitigate tax rate volatility and ensure long-term capital planning sustainability.

Section 2. Definitions

- **Debt Exclusion Override:** A voter-approved proposition under Massachusetts General Law Chapter 59, Section 21C (k), authorizing the Town to increase its property tax levy limit to finance specific capital projects outside the normal limits of Proposition 2½.
- **Debt Exclusion Stabilization Fund:** A dedicated stabilization fund established for the purpose of offsetting debt service payments and managing tax impacts related to debt exclusion overrides.
- **Override Financial Management Plan:** A formal financial plan prepared by the Town Administrator detailing the fiscal impact of the override, the funding schedule of the stabilization fund, tax impact projections, and risk mitigation strategies.

Section 3. Annual Appropriation to Debt Exclusion Stabilization Fund

1. Following voter approval of any Proposition 2½ debt exclusion override, the Town shall appropriate **at least \$1,000,000 annually** into the Debt Exclusion Stabilization Fund, commencing in the first fiscal year after the override vote.
2. The annual appropriation shall continue for the duration of the debt service associated with the override unless modified by a subsequent vote of Town Meeting.
3. The Stabilization Fund shall be used exclusively to offset debt service payments, reduce tax rate fluctuations, and provide fiscal flexibility related to the override project.

Section 4. Override Financial Management Plan

1. Within 90 days of the debt exclusion override vote, the Town Administrator shall prepare and submit an Override Financial Management Plan to the Select Board and Finance Committee. The plan shall include, but not be limited to:
 - A. A detailed schedule of annual debt service and stabilization fund appropriations.
 - B. Projected annual tax impacts, both with and without stabilization fund offsets.
 - C. Policies governing the use and replenishment of the stabilization fund.
 - D. Contingency plans addressing economic fluctuations, construction cost changes, or changes in state reimbursements.
 - E. Integration of the override project within the Town's overall capital plan.
2. The Override Financial Management Plan shall be made publicly available and updated annually or as necessary.



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Section 5. Bond Premiums

Any bond premiums received from borrowing related to the debt exclusion override shall be applied to reduce the principal borrowed or deposited into the Debt Exclusion Stabilization Fund consistent with Massachusetts General Laws Chapter 44, Section 20.

Section 6. Annual Reporting

1. By February 1 of each fiscal year following an override vote, the Town Administrator shall submit a public report to the Select Board and Finance Committee. The report shall include:
 - A. The current balance and activity of the Debt Exclusion Stabilization Fund.
 - B. Actual and projected debt service payments.
 - C. Updated tax impact estimates.
 - D. Any deviations from the Override Financial Management Plan and recommended adjustments.
2. The annual report shall be made available to the public via the Town's website and at Town Hall.

Section 7. Amendment and Severability

1. This bylaw may be amended or repealed only by a two-thirds vote of a duly convened Town Meeting.
2. If any provision of this bylaw is held invalid by a court of competent jurisdiction such invalidity shall not affect other provisions.

End of Bylaw

The purpose of this Petition is to amend and to reduce the taxpayer's debt exclusion amount yearly. Amending the Town of Littleton Debt Exclusion. Override Management Plan regarding Shaker Lane School and DPW facility. Joint financial plan of the Select Board, Finance Committee and School Committee Appendix to the Financial Management Policy dated: March xx, 2025; signed by all parties starting on 02/26/25, 03/24/25, 03/25/25, 03/25/25, 03/25/25, and 04/10/25.

The initial goal funding during construction of Shaker Lane School, the School Stabilization Fund minimum of \$6 million and the Town of Littleton minimum of \$5 million for bond premium will remain unchanged.

Commitments - Shaker Lane School Amendment beginning FY29 through FY46 that the minimum of \$500,000 per year be increased to minimum \$1,000,000 per year. This Amendment becomes effective upon passage at the October 28, 2025, Town Meeting.

Or to take any other action thereto.

Town Directory

Town Offices Main—[978-540-2400](#)

Town Clerk—[978-540-2401](#)

Accounting—[978-540-2440](#)

Assessor—[978-540-2410](#)

Building—[978-540-2420](#)

Cemetery—[978-540-2480](#)

Conservation—[978-540-2428](#)

Elder & Humans Servs—[978-540-2470](#)

Fire Station—[978-540-2302](#)

Health—[978-540-2421](#)

Highway—[978-540-2670](#)

Human Resources—[978-540-2455](#)

LCTV—[978-540-2488](#)

Library—[978-540-2600](#)

Parks & Rec—[978-540-2490](#)

Planning—[978-540-2425](#)

Police—[978-540-2300](#)

Tax Collector—[978-540-2405](#)

Town Administrator—[978-540-2460](#)

Transfer Station—[978-540-2674](#)

Treasurer—[978-540-2450](#)

Veteran Services—[978-540-2485](#)

FAQ's

- * [What is the Current Population in Littleton per Census?](#)
- * [How to apply for an Abatement?](#)
- * [How to Register to Vote?](#)
- * [How do I find Minutes & Agendas?](#)
- * [What are the current Electric Rates?](#)
- * [What are the current Water Rates?](#)
- * [What are the current Tax Rates?](#)
- * [How to apply for a Building Permit?](#)
- * [How to contact Parks, Recreation & Comm Ed?](#)
- * [How do I report a broken link on the town website?](#)

Additional Resources



Littleton Public Schools
Town of Littleton, MA

[Littleton Public
School District](#)



[Littleton Electric Light & Water
Department \(LELWD\)](#)

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Town of Littleton

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