



**Town of Littleton, Massachusetts**  
**TOWN MEETING REPORT**  
**VOTER INFORMATION**

*Please bring this with you to the*

**May 2, 2022 ANNUAL  
TOWN MEETING**

**Monday, May 2, 2022 at 7:00 PM**  
**Charles Forbes Kaye Gymnasium, Littleton Middle School**  
**55 Russell Street, Littleton, MA 01460**

TOWN OF LITTLETON, MASSACHUSETTS

This Town Meeting Report is prepared by the

Office of the Select Board/Town Administrator  
Town of Littleton  
Littleton Town Offices  
37 Shattuck Street  
Littleton, MA 01460

Anthony Ansaldi, Jr., Town Administrator  
Joseph Laydon, Assistant Town Administrator  
Aleesha Nunley Benjamin, Director of Finance and Budget/Town Accountant  
Sean O'Brien, Town Treasurer/ Collector and Assistant Director of Finance and Budget

More information is available online at [www.littletonma.org](http://www.littletonma.org)

# May 2, 2022 Town Meeting Articles

## **ANNUAL TOWN MEETING at 7 PM - beginning on Page 11.**

1. Town Officers
2. Annual Report

### *Financial Articles (FY 2022)*

3. Bills of Prior Years [4/5<sup>th</sup> vote]

### *Financial Articles (FY 2023)*

4. FY 2023 Operating Budget
5. FY 2023 Departmental Revolving Funds
6. FY 2023 Water Enterprise Fund Operating Budget
7. FY 2023 Sewer Enterprise Fund Operating Budget
8. FY 2023 Park, Recreation & Community Education Enterprise Fund Operating Budget
9. FY 2023 Capital Items from Available Funds
10. FY 2023 Community Preservation Budget
11. FY 2023 LCTV Receipts Reserved for Appropriation from the Public Education and Government Access Fund
12. Capital Transfers
13. FY 2023 Compensation Grid
14. Capital Stabilization Fund
15. Debt Exclusion Stabilization Fund
16. Use of Debt Exclusion Stabilization Fund for FY 2023 Excluded Debt
17. Creation of Oak Hill Stabilization Fund
18. Fund Collective Bargaining Agreements
19. Senior Citizens and Veterans Tax Work-off Abatement Programs
20. 31 Shattuck Street/ Senior Center Project
21. Acceptance of Non-Resident Tuition Revolving Fund
22. Appropriation of Transportation Network Company Funds
23. Shaker Lane Feasibility Study - MSBA Article
24. Water Main Project
25. Authorization to sell 12 Robinson Road
26. Citizen Petition – Remove the Use of Plastic Bags
27. FY 2022 Operating Budget Line-Item Transfers

## 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.

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

ARTICLE #
Article Sponsor/Insertor
Title of the Article

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. Thanks very much.

– **Littleton Select Board**  
Chuck DeCoste, Chair  
Paul Glavey, Vice Chair  
Matthew Nordhaus, Clerk  
Joseph Knox  
Cindy Napoli

## **Town Moderator: Town Meeting Procedures**

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; as Town Moderator I am proposing to continue the following procedures introduced at the October 30, 2017 Special Town Meeting:

- **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 before Town Meeting. A single presenter is greatly preferred and in the event of multiple presenters no additional time shall be granted. Presentations in opposition will likewise be limited to 10 minutes and must be approved in advance of Town Meeting by the Moderator. The Moderator reserves the right to grant no more than two minutes of additional time to presentations that he believes Town Meeting would benefit from hearing in their entirety.
- **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 new business (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 the Town Meeting prior to 11:00 p.m. and a majority of the Town Meeting votes to continue its business later into the evening.

### ***“A Call of the Articles”***

Additionally, we will continue with “**A Call of the Articles**” which was successfully introduced at October 30, 2017 Special Town Meeting, 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/ 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 which 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.

More information about Town Meeting is available online at  
<https://www.littletonma.org/town-meetings>

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

***Timothy D. Goddard, Town Moderator***



# **Finance Committee**

## **Report for Fiscal Year 2023**

*To the residents of Littleton:*

The Finance Committee is pleased to present the annual budget for Fiscal Year 2023.

While the Covid pandemic has presented many challenges to the Town, both financially and otherwise, Littleton remains on a solid financial footing. Our AAA Bond Rating remains in place ensuring that we have very favorable interest rates for any required borrowing and our use of stabilization accounts provides flexibility should revenues unexpectedly run short of our projections.

The Finance Committee's primary goal in each budget cycle is to maintain the financial stability of the Town. Additionally, we attempt to fund all departments to the desired levels of service to be provided to the citizens of the Town. Fully funding at these levels is difficult in the best of times and almost impossible in this era of economic uncertainty and unstable revenues.

The revenue stream has improved in the current year and is projected to continue to rebound. The Finance Committee and the Select Board proposed a budget that seeks to fill gaps that have been created due to the uncertainty from the pandemic while maintaining the need to think about the future and maintaining financial sustainability.

This year we have continued our practice of starting the budget process in the early Fall with the Finance Committee and the Select Board meeting jointly with the departments to review their requests. We required Department Heads to do zero based budgeting, a method of budgeting in which all expenses must be justified instead of working off last year's budget. This had Departments develop their budgets free from the limitations of passed assumptions. Many departments presented new initiatives to provide more efficient and effective services to residents and businesses which led to a collaborative vetting process. These meetings brought about thoughtful in-depth discussions resulting in a budget that reflects financial realities and the priorities of the Town.

For FY2023, the Finance Committee recommends Article 4 in the amount of \$53,552,101 which is an increase of \$2,903,979 as compared to FY2022. These are budget numbers as of March 22, 2022. The committee will continue to monitor and make revisions should circumstances change before Town Meeting in May.

TOWN OF LITTLETON, MASSACHUSETTS

**The following are some key highlights:**

- Town Department Budgets are increasing by \$1,161,127 or 8.85%. A majority of the increase is based on the addition of 7.8 FTEs that will help enhance public health and safety and also provide needed support to general government and social services. The Town was able to restore some positions that were originally planned to be filled but were cut due to the pandemic.
- The School appropriation is increasing by \$460,247 or 2.04%. This year we are funding a new School Capital Article for the Shaker Lane School Feasibility Study in the amount of \$700,000.
- This year we support \$2,674,250 in Capital spending, which includes \$1,257,295 in capital outlay, and the use of \$1,416,955 from capital stabilization to support the new communications system for public safety and to offset the projected costs of the Senior Center. This is an increase of 41%.
- Additions to our Stabilization Accounts (think savings accounts) amounts to \$1,855,651 in accordance with Town financial policies to support the Senior Center stabilization fund and the Debt Exclusion stabilization fund to reduce the burden of debt on the taxpayers.

In addition to the vagaries of the pandemic, the Town still must deal with the usual ever-rising contractual costs of health insurance, retirement obligations, mandated wage increases, etc. all of which must be considered when putting an operating budget together.

Notwithstanding all of the challenges we face, Littleton remains in a very strong financial position. Much of what we have been able to achieve is due to the very accomplished Town Finance Department and committed leadership at the Town Hall and the School District.

**Littleton Finance Committee**

Gary C. Wilson – Chairman

Tyler Gray – Vice Chairman

Thomas Porell - Clerk

Gregg Champney

Steve Venuti

Alvin Rasmus

Geri Bertozzi



# FY 2023 Budget Summary

	<u>FY23 Budget</u>	<u>FY22 Budget</u>	<u>Variance</u>	<u>% Variance</u>
<b><u>Revenue</u></b>				
Levy Limit	46,619,800	45,240,803	1,378,997	3.05%
Other Funds				
Undesignated Fund Balance	5,485,553	2,603,000	2,882,553	110.74%
Cherry Sheets - Town State Aid	915,210	897,083	18,127	2.02%
Cherry Sheets - School State Aid	5,060,235	4,591,550	468,685	10.21%
School Dept Reserves	-	-	-	-
Stabilization/Overlay Surplus & Other	1,416,955	-	1,416,955	-
Other Available Funds	931,370	857,442	73,928	8.62%
Local Receipts	3,726,227	3,126,500	599,727	19.18%
Total Other Funds	17,535,550	12,075,575	5,459,975	45.22%
<b>Total Revenue/Available Funds</b>	<b>64,155,350</b>	<b>57,316,378</b>	<b>6,838,972</b>	<b>11.93%</b>
<b><u>Expenses</u></b>	<b><u>FY23 Budget</u></b>	<b><u>FY22 Budget</u></b>	<b><u>\$ Variance</u></b>	<b><u>% Variance</u></b>
Town Operating Budgets	14,276,060	13,114,933	1,161,127	8.85%
School Appropriation	23,050,247	22,590,000	460,247	2.04%
School Revolving Spending	-	-	-	-
Technical School Assessments	738,406	675,000	63,406	9.39%
Other Charges, Facilities & Infrastructure	1,626,211	1,479,051	147,160	9.95%
Debt Service	3,554,872	3,597,572	(42,700)	-1.19%
Employee/Retiree Benefits	11,237,675	10,049,008	1,188,667	11.83%
Total Operating Budget	54,483,471	51,505,564	2,977,907	5.78%
Capital Exclusions	-	-	-	-
Total Municipal Budget	54,483,471	51,505,564	2,977,907	5.78%
Capital Planning and Warrant Articles	2,674,250	1,890,000	784,250	41.49%
Total Appropriations	57,157,721	53,395,564	3,762,157	7.05%
Other Amounts to be Raised	466,000	466,000	-	-
Payments of Previous FY Bills	8,000	8,000	-	-
Fiscal Policy Adjustments	741,583	397,109	344,474	86.75%
Additions to General & Other Stabilizations	3,372,606	300,000	3,072,606	1024.20%
Cherry Sheet Charges & Offsets - Town	158,910	159,164	(254)	-0.16%
Cherry Sheet Charges & Offsets - School	1,750,530	1,575,008	175,522	11.14%
Allowance for Abatements	500,000	700,000	(200,000)	-28.57%
Total Other Amounts	6,997,629	3,605,281	3,392,348	94.09%
<b>Total Expenditures</b>	<b>64,155,350</b>	<b>57,000,845</b>	<b>7,154,505</b>	<b>12.55%</b>
<b>Net Budget Variance</b>	<b>-</b>	<b>315,533</b>		

TOWN OF LITTLETON, MASSACHUSETTS

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# May 2, 2022 Annual Town Meeting

7:00 p.m. Charles Forbes Kaye Gymnasium,  
Littleton Middle School, 55 Russell Street

## ARTICLE 1 Select Board Town Officers

To choose all Town Officers and Committees necessary to be chosen at the Annual Town Meeting.

**Motion:** Moved and seconded by the Select Board that the following Officers be chosen for the year 2022: Fence Viewers: Timothy Harrison Whitcomb, Joseph Knox; Field Driver: Raymond C. O'Neil; Measurers and Weighers of Grain, Hay, Coal and Livestock: Ronald Polack and Peter Wormell.

## ARTICLE 2 Select Board Annual Reports

To hear and act upon the reports of the Town Officers and Committees.

**Motion:** Moved and seconded by the Select Board that the Town vote to receive the reports of the Town Officers and Committees as contained in the 2021 Annual Town Report.

## ARTICLE 3 Select Board Bills of Prior Years *[4/5ths vote required]*

To see if the Town will vote to transfer a sum or sums of money from available funds to pay unpaid bills from prior fiscal years, or to take any other action related thereto.

**[Article 3 would pay any bills from prior fiscal years, which were not received before the books were closed, and for which prior year budget funds had not been encumbered. At the time that the report was printed, no prior year bills were identified.]**

**Motion:** *A motion will be provided to Town Meeting if necessary.*

**The Finance Committee and Select Board will provide a recommendation should it be necessary.**

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**ARTICLE 4**  
**Finance Committee/Select Board**  
**FY 2023 Operating Budget**

To see if the Town will vote to raise and appropriate \$52,696,449, transfer from Certified Free Cash \$855,652 for a total of \$53,552,101 and transfer from the funds specified herein to defray the expenses of various departments of the Town as specified herein and to adjust the salary and compensation of all elected officials for the Fiscal Year beginning July 1, 2022, or to take any other action related thereto.

[Article 4 is the FY 2023 recommended budget of \$53,552,101; \$52,696,449 to come from raise and appropriate and \$855,652 from the Certified Free Cash.]

<i>Functional Area Department</i>	<i>Voting Line</i>	<i>FY2021 Actual</i>	<i>FY2022 Budget</i>	<i>FY2023 Recommended</i>
<b><u>GENERAL GOVERNMENT</u></b>				
<b>TOWN REPORT / TOWN MEETING</b>				
Expenses		<u>20,566</u>	<u>22,500</u>	<u>30,866</u>
<b>Total TOWN REPORT / TOWN MEETING</b>		20,566	22,500	30,866
<b>MODERATOR</b>				
Expenses		<u>20</u>	<u>100</u>	<u>100</u>
<b>Total MODERATOR</b>		20	100	100
<b>SELECT BOARD</b>				
Salaries & Wages		14,037	14,000	14,000
Expenses		13,840	28,300	30,800
MAGIC/MAPC Assessments & Grant Match		<u>0</u>	<u>0</u>	<u>0</u>
<b>Total SELECTMEN</b>		27,877	42,300	44,800
<b>TOWN ADMINISTRATOR</b>				
Salaries & Wages		404,308	379,790	390,659
Expenses		<u>778</u>	<u>12,500</u>	<u>20,500</u>
<b>Total TOWN ADMINISTRATOR</b>		405,086	392,290	411,159
<b>FINANCE COMMITTEE</b>				
Salaries & Wages		1,005	800	800
Expenses		<u>180</u>	<u>500</u>	<u>500</u>
<b>Total FINANCE COMMITTEE</b>		1,185	1,300	1,300
<b>RESERVE FUND</b>				
Expenses		<u>0</u>	<u>295,000</u>	<u>295,000</u>
<b>Total RESERVE FUND</b>		0	295,000	295,000

**TOWN ACCOUNTANT**

Salaries & Wages	195,520	215,504	291,129
Expenses	<u>23,663</u>	<u>20,280</u>	<u>70,250</u>
<b>Total TOWN ACCOUNTANT</b>	219,183	235,784	361,379

**AUDIT**

Expenses	<u>43,725</u>	<u>45,000</u>	<u>0</u>
<b>Total AUDIT</b>	43,725	45,000	0

**ASSESSOR**

Salaries & Wages	159,526	204,394	223,071
Expenses	<u>29,555</u>	<u>41,190</u>	<u>46,125</u>
<b>Total ASSESSOR</b>	189,081	245,584	269,196

**TREASURER**

Salaries & Wages	278,371	236,158	256,503
Expenses	<u>19,546</u>	<u>23,025</u>	<u>23,575</u>
<b>Total TREASURER</b>	297,918	259,183	280,078

**TAX COLLECTOR**

Salaries & Wages	96,207	84,419	85,144
Expenses	<u>17,657</u>	<u>24,950</u>	<u>37,050</u>
<b>Total TAX COLLECTOR</b>	113,865	109,369	122,194

**TOWN COUNSEL**

Expenses	<u>155,415</u>	<u>260,000</u>	<u>260,000</u>
<b>Total TOWN COUNSEL</b>	155,415	260,000	260,000

**HUMAN RESOURCES**

Salaries & Wages	73,707	143,975	202,728
Expenses	<u>27,849</u>	<u>138,345</u>	<u>180,600</u>
<b>Total HUMAN RESOURCES</b>	101,556	282,320	383,328

**INFORMATION SYSTEMS**

Salaries & Wages	175,788	179,204	182,752
Expenses	<u>419,022</u>	<u>470,200</u>	<u>468,000</u>
<b>Total INFORMATION SYSTEMS</b>	594,810	649,404	650,752

**TAX TITLE**

Expenses	<u>1,790</u>	<u>16,000</u>	<u>16,000</u>
<b>Total TAX TITLE</b>	1,790	16,000	16,000

TOWN OF LITTLETON, MASSACHUSETTS

**TOWN CLERK**

Elected Salaries	87,821	90,935	94,595
Salaries & Wages	48,564	51,797	60,085
Expenses	<u>5,457</u>	<u>5,500</u>	<u>8,050</u>
<b>Total TOWN CLERK</b>	<b>141,841</b>	<b>148,232</b>	<b>162,730</b>

**ELECTIONS & REGISTRATIONS**

Salaries & Wages	3,400	3,000	4,000
Expenses	<u>19,200</u>	<u>19,200</u>	<u>21,000</u>
<b>Total ELECTIONS &amp; REGISTRATIONS</b>	<b>22,600</b>	<b>22,200</b>	<b>25,000</b>

**CONSERVATION COMMISSION**

Salaries & Wages	47,798	48,331	92,394
Expenses	2,147	1,600	17,150
<b>Total CONSERVATION COMMISSION</b>	<b>49,944</b>	<b>49,931</b>	<b>109,544</b>

**PLANNING BOARD**

Salaries & Wages	112,453	115,490	0
Expenses	<u>2,164</u>	<u>4,600</u>	<u>4,370</u>
<b>Total PLANNING BOARD</b>	<b>114,618</b>	<b>120,090</b>	<b>4,370</b>

**APPEALS BOARD**

Salaries & Wages	5,187	5,300	0
Expenses	<u>973</u>	<u>400</u>	<u>1,400</u>
<b>Total APPEALS BOARD</b>	<b>6,160</b>	<b>5,700</b>	<b>1,400</b>

**Land Use**

Salaries & Wages	0	0	287,086
Expenses	<u>0</u>	<u>0</u>	<u>2,080</u>
<b>Total Land Use</b>	<b>0</b>	<b>0</b>	<b>289,166</b>

<b>VOTED TOTAL GENERAL GOVERNMENT</b>				
	Salaries & Wages	<b>1</b>	1,703,692	1,773,097
	Expenses	<b>2</b>	<u>803,547</u>	<u>1,429,190</u>
	<b>VOTED TOTAL GENERAL GOVERNMENT</b>		<b>2,507,239</b>	<b>3,202,287</b>
				<b>3,718,362</b>

Functional Area	Voting	FY2021	FY2022	FY2023
Department	Line	Actual	Budget	Recommended

**POLICE**

Salaries & Wages	1,806,265	2,123,380	2,368,259
Expenses	<u>224,083</u>	<u>185,700</u>	<u>187,000</u>
<b>Total POLICE</b>	2,030,348	2,309,080	2,555,259

**FIRE / EMS DEPARTMENT**

Salaries & Wages	1,725,503	1,859,804	1,900,272
Expenses	<u>211,450</u>	<u>240,990</u>	<u>272,815</u>
<b>Total FIRE / EMS DEPARTMENT</b>	1,936,954	2,100,794	2,173,087

**DISPATCH**

Salaries & Wages	553,821	579,045	681,587
Expenses	<u>5,320</u>	<u>1,500</u>	<u>1,500</u>
<b>Total DISPATCH</b>	559,141	580,545	683,087

**BUILDING DEPARTMENT**

Salaries & Wages	282,156	359,121	177,043
Expenses	<u>7,938</u>	<u>11,980</u>	<u>11,330</u>
<b>Total BUILDING DEPARTMENT</b>	290,094	371,101	188,373

**EMERGENCY MANAGEMENT**

Expenses	<u>6,186</u>	<u>6,671</u>	<u>6,575</u>
<b>Total EMERGENCY MANAGEMENT</b>	6,186	6,671	6,575

**CROSSING GUARDS**

Salaries & Wages	<u>15,191</u>	<u>5,000</u>	<u>5,000</u>
<b>Total CROSSING GUARDS</b>	15,191	5,000	5,000

**CANINE CONTROL**

Expenses	<u>27,793</u>	<u>34,000</u>	<u>36,000</u>
<b>Total CANINE CONTROL</b>	27,793	34,000	36,000

<b>VOTED TOTAL PUBLIC SAFETY</b>					
	Salaries & Wages	<b>3</b>	4,382,937	4,926,350	5,132,161
	Expenses	<b>4</b>	<u>482,772</u>	<u>480,841</u>	<u>515,220</u>
	<b>VOTED TOTAL PUBLIC SAFETY</b>		<b>4,865,708</b>	<b>5,407,191</b>	<b>5,647,381</b>

<b>Functional Area</b>	<b>Voting</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
<b>Department</b>	<b>Line</b>	<b>Actual</b>	<b>Budget</b>	<b>Recommended</b>

TOWN OF LITTLETON, MASSACHUSETTS

**PUBLIC WORKS**

**DPW**

Salaries & Wages	765,912	810,148	871,070
Expenses*	<u>76,362</u>	<u>100,285</u>	<u>237,760</u>
<b>Total DPW</b>	842,274	910,433	1,108,830
	<i>new landfill closure division included*</i>		

**ROADWAY REPAIRS**

Expenses	<u>935,302</u>	<u>826,800</u>	<u>826,800</u>
<b>Total ROADWAY REPAIRS</b>	935,302	826,800	826,800

**PARKS**

Salaries & Wages	174,556	192,014	180,710
Expenses	<u>54,956</u>	<u>80,600</u>	<u>77,000</u>
<b>Total PARKS</b>	229,511	272,614	257,710

**SNOW & ICE**

Salaries & Wages	93,575	68,000	68,000
Expenses	<u>330,492</u>	<u>132,000</u>	<u>132,000</u>
<b>Total SNOW &amp; ICE</b>	424,067	200,000	200,000

**TRANSFER STATION**

Salaries & Wages	138,496	138,969	151,240
Expenses	<u>381,435</u>	<u>443,600</u>	<u>298,500</u>
<b>Total TRANSFER STATION</b>	519,931	582,569	449,740

**STREET LIGHTING**

Expenses	<u>16,182</u>	<u>18,200</u>	<u>18,200</u>
<b>Total STREET LIGHTING</b>	16,182	18,200	18,200

**DPW - Wastewater/Stormwater Management**

Expenses	<u>141,550</u>	<u>246,550</u>	<u>361,861</u>
<b>Total Wastewater/Stormwater Mgmt.</b>	141,550	246,550	361,861

**CLEAN LAKES**

Expenses	<u>58,797</u>	<u>0</u>	<u>0</u>
<b>Total CLEAN LAKES</b>	58,797	0	0

**B&M CROSSING**

Expenses	<u>2,806</u>	<u>2,900</u>	<u>3,000</u>
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<b>Total B&amp;M CROSSING</b>	2,806	2,900	3,000
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**CEMETERY DEPARTMENT**

Salaries & Wages	125,942	132,278	195,854
Expenses	<u>12,575</u>	<u>15,750</u>	<u>15,750</u>
<b>Total CEMETERY DEPARTMENT</b>	138,517	148,028	211,604

<i>Functional Area</i>	<i>Voting</i>	<i>FY2021</i>	<i>FY2022</i>	<i>FY2023</i>
<i>Department</i>	<i>Line</i>	<i>Actual</i>	<i>Budget</i>	<i>Recommended</i>

**VOTED TOTAL PUBLIC WORKS**

Salaries & Wages	<b>5</b>	1,298,481	1,341,409	1,466,874
Expenses	<b>6</b>	<u>2,010,457</u>	<u>1,866,685</u>	<u>1,970,871</u>
<b>VOTED TOTAL PUBLIC WORKS</b>		<b>3,308,937</b>	<b>3,208,094</b>	<b>3,437,745</b>

**HEALTH & HUMAN SERVICES**

**HEALTH DEPARTMENT**

Salaries & Wages	23,006	26,048	83,588
Expenses	<u>1,028</u>	<u>1,330</u>	<u>10,800</u>
<b>Total HEALTH DEPARTMENT</b>	24,034	27,378	94,388

**NASHOBA ASSOCIATED BOARD OF HEALTH**

Expenses	<u>25,307</u>	<u>26,250</u>	<u>0</u>
<b>Total NASHOBA ASSOCIATED BOARD OF HEALTH</b>	25,307	26,250	0

**ANIMAL INSPECTOR**

Salaries & Wages	<u>27,793</u>	<u>0</u>	<u>0</u>
<b>Total ANIMAL INSPECTOR</b>	27,793	0	0

**NURSING SERVICES**

Expenses	<u>11,497</u>	<u>9,975</u>	<u>10,000</u>
<b>Total NURSING SERVICES</b>	11,497	9,975	10,000

**MENTAL HEALTH SERVICES**

Expenses	<u>29,780</u>	<u>20,000</u>	<u>0</u>
<b>Total MENTAL HEALTH SERVICES</b>	29,780	20,000	0

**ELDER AND HUMAN SERVICES**

Salaries & Wages	213,030	242,798	327,032
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Expenses	<u>28,078</u>	<u>24,005</u>	<u>52,885</u>
<b>Total ELDER AND HUMAN SERVICES</b>	241,109	266,803	379,917

**VETERANS AGENT**

Salaries & Wages	8,007	8,087	8,209
Expenses	<u>99</u>	<u>11,910</u>	<u>11,910</u>
<b>Total VETERANS AGENT</b>	8,105	19,997	20,119

**VETERAN BENEFITS**

Expenses	<u>98,222</u>	<u>175,000</u>	<u>175,000</u>
<b>Total VETERAN BENEFITS</b>	98,222	175,000	175,000

**DISABILITY COMMISSION**

Expenses	<u>0</u>	<u>1,200</u>	<u>1,200</u>
<b>Total DISABILITY COMMISSION</b>	0	1,200	1,200

Functional Area	Voting	FY2021	FY2022	FY2023
Department	Line	Actual	Budget	Recommended

<b>VOTED TOTAL HEALTH &amp; HUMAN SERVICES</b>				
Salaries & Wages	<b>7</b>	271,836	276,933	418,829
Expenses	<b>8</b>	<u>194,010</u>	<u>269,670</u>	<u>261,795</u>
<b>VOTED TOTAL HEALTH &amp; HUMAN SERVICES</b>		<b>465,846</b>	<b>546,603</b>	<b>680,624</b>

**CULTURE AND RECREATION**

**REUBEN HOAR LIBRARY**

Salaries & Wages	517,997	550,828	600,368
Expenses	<u>177,600</u>	<u>185,600</u>	<u>177,250</u>
<b>Total REUBEN HOAR LIBRARY</b>	695,597	736,428	777,618

**PATRIOTS DAY**

Expenses	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total PATRIOTS DAY</b>	0	0	0

**MEMORIAL DAY**

Expenses	<u>575</u>	<u>750</u>	<u>750</u>
<b>Total MEMORIAL DAY</b>	575	750	750

**HISTORICAL COMMISSION**

Expenses	<u>147</u>	<u>4,480</u>	<u>4,480</u>
<b>Total HISTORICAL COMMISSION</b>	147	4,480	4,480

#### **CULTURAL COUNCIL**

Expenses	<u>5,600</u>	<u>5,600</u>	<u>4,100</u>
<b>Total CULTURAL COUNCIL</b>	5,600	5,600	4,100

#### **SHADE TREE COMMITTEE**

Expenses	<u>4,943</u>	<u>3,500</u>	<u>5,000</u>
<b>Total SHADE TREE COMMITTEE</b>	4,943	3,500	5,000

<b>VOTED TOTAL CULTURE AND RECREATION</b>				
Salaries & Wages	<b>9</b>	517,997	550,828	600,368
Expenses	<b>10</b>	<u>188,864</u>	<u>199,930</u>	<u>191,580</u>
<b>VOTED TOTAL CULTURE AND RECREATION</b>		<b>706,862</b>	<b>750,758</b>	<b>791,948</b>

<b>Functional Area</b>	<b>Voting</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
<b>Department</b>	<b>Line</b>	<b>Actual</b>	<b>Budget</b>	<b>Recommended</b>

#### **OTHER GENERAL GOVERNMENT**

##### **MUNICIPAL BUILDING COMMITTEE**

Salaries & Wages	507	5,000	5,000
Expenses	<u>0</u>	<u>20,000</u>	<u>20,000</u>
<b>Total MUNICIPAL BUILDING COMMITTEE</b>	0	25,000	25,000

##### **Park/Rec & CE**

Salaries & Wages	0	0	200,540
Expenses	<u>0</u>	<u>0</u>	<u>43,040</u>
<b>Total Park/Rec &amp; CE</b>	0	0	243,580

##### **PUBLIC BUILDINGS**

Salaries & Wages	66,339	66,189	69,531
Expenses	<u>380,914</u>	<u>405,100</u>	<u>518,100</u>
<b>Total PUBLIC BUILDINGS</b>	447,253	471,289	587,631

##### **PROPERTY & LIABILITY INSURANCE**

Expenses	<u>349,721</u>	<u>471,500</u>	<u>500,000</u>
<b>Total PROPERTY &amp; LIABILITY INSURANCE</b>	349,721	471,500	500,000

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**CENTRAL COMMUNICATIONS**

Expenses		<u>103,162</u>	<u>121,262</u>	<u>115,000</u>
<b>Total CENTRAL COMMUNICATIONS</b>		103,162	121,262	115,000

**FUEL**

Expenses		<u>113,323</u>	<u>145,000</u>	<u>155,000</u>
<b>Total FUEL</b>		113,323	145,000	155,000

**VOTED TOTAL OTHER GENERAL GOVERNMENT**

Salaries & Wages	<b>11</b>	66,845	71,189	275,071
Expenses	<b>12</b>	<u>947,121</u>	<u>1,162,862</u>	<u>1,351,140</u>
<b>VOTED TOTAL OTHER GENERAL GOVERNMENT</b>		<b>1,013,966</b>	<b>1,234,051</b>	<b>1,626,211</b>

<i>Functional Area</i>	<i>Voting</i>	<i>FY2021</i>	<i>FY2022</i>	<i>FY2023</i>
<i>Department</i>	<i>Line</i>	<i>Actual</i>	<i>Budget</i>	<i>Recommended</i>

**EDUCATION**

**LITTLETON SCHOOL DEPARTMENT**

Education Budget		<u>21,279,033</u>	<u>22,590,000</u>	<u>23,050,247</u>
<b>Total LITTLETON SCHOOL DEPARTMENT</b>		21,279,033	22,590,000	23,050,247

**TECHNICAL SCHOOL EXPENDITURES**

Education Budget		<u>637,883</u>	<u>675,000</u>	<u>738,406</u>
<b>Total TECHNICAL SCHOOL EXPENDITURES</b>		637,883	675,000	738,406

<b>VOTED TOTAL EDUCATION</b>				
Education Budget	<b>13</b>	<u>21,916,916</u>	<u>23,265,000</u>	<u>23,788,653</u>
<b>VOTED TOTAL EDUCATION</b>		<b>21,916,916</b>	<b>23,265,000</b>	<b>23,788,653</b>

**EMPLOYEE BENEFITS**

**EMPLOYEE/RETIREE BENEFITS**

Unemployment		83,144	190,000	100,000
Medicare		351,734	375,000	421,165
Life Insurance		22,211	24,000	24,000

Short/Long Term Disability	16,240	23,000	23,000
Medical / Health Insurance	4,214,714	4,837,032	5,111,510
County Retirement	1,956,186	2,443,511	2,757,015
Longevity	0	0	0
Other	14,898	20,000	22,000
Tuition Reimbursement	0	0	0
Workers Comp Insurance	<u>164,198</u>	<u>175,000</u>	<u>203,000</u>
<b>Total EMPLOYEE/RETIREE BENEFITS</b>	<b>6,823,325</b>	<b>8,087,543</b>	<b>8,661,690</b>

<b>VOTED TOTAL EMPLOYEE BENEFITS</b>				
Expenses	<b>14</b>	<u>6,823,325</u>	<u>8,087,543</u>	8,661,690
<b>VOTED TOTAL EMPLOYEE BENEFITS</b>		<b>6,823,325</b>	<b>8,087,543</b>	<b>8,661,690</b>

#### **DEBT SERVICE**

<b>710 LONG TERM DEBT</b>	3,223,330	3,062,091	3,054,872
<b>720 SHORT TERM DEBT</b>	<u>24,433</u>	<u>535,481</u>	<u>500,000</u>
<b>Total DEBT SERVICE</b>	<b>3,247,763</b>	<b>3,597,572</b>	<b>3,554,872</b>

<b>VOTED TOTAL DEBT SERVICE</b>				
Expenses	<b>15</b>	<u>3,247,763</u>	<u>3,597,572</u>	3,554,872
<b>VOTED TOTAL DEBT SERVICE</b>		<b>3,247,763</b>	<b>3,597,572</b>	<b>3,554,872</b>

<b>Functional Area</b>	<b>Voting</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
<b>Department</b>	<b>Line</b>	<b>Actual</b>	<b>Budget</b>	<b>Recommended</b>

#### **TRANSFERS TO/FROM GENERAL FUND**

##### **TRANSFERS INTO GENERAL FUND**

Transfer In - From: Ambulance Revolving Fund To: Fire/EMS Department	<b>16</b>	-650,000	-525,000	-525,000
Transfer In - From: Wetland Fund To: Conservation	<b>17</b>	-8,000	0	0

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Transfer In - From: Inspectional Services Revolving Fund				
To: Building Department	<b>18</b>	-125,000	0	0
Transfer In - From: Wastewater Settlement				
To: Debt Service	<b>19</b>	-17,274	-17,274	-17,274
Transfer In - From: Bond Premium				
To: Debt Service	<b>20</b>	-19,109	-17,183	-15,321
Transfer In - From: Clean Lakes Fund				
To: Clean Lakes	<b>21</b>	-66,000	0	0
Transfer In - From: Sale of Cemetery Lots / Openings				
To: Cemetery Department	<b>22</b>	-30,897	0	0
Transfer In - From: Debt Exclusion Stabilization				
To: Debt Service	<b>23</b>	-164,204	-161,137	-300,00
Transfer In - From: Community Preservation				
To: Debt Service	<b>24</b>	-86,388	-76,138	-73,775
Transfer In - Cable Studio Benefits		0	0	0
Transfer In - Cemetery Perpetual Care		0	0	0
Transfer In - Library Trust Fund		0	0	0
Transfer In - Recreation Enterprise Fund		0	0	0
<b>Total TRANSFERS INTO GENERAL FUND</b>		-1,229,851	-857,442	<u>-931,370</u>
<b>TRANSFERS OUT OF GENERAL FUND</b>				
Transfer Out - OPEB Trust Fund	<b>27</b>	2,648,610	1,961,465	2,575,985
Transfer Out - TREAD Tax Relief	<b>28</b>	25,000	0	0
Transfer Out - Recreation Enterprise	<b>29</b>	245,000	245,000	0
<b>Total TRANSFERS OUT OF GENERAL FUND</b>		2,918,610	2,206,465	2,575,985

**FUNDING SUMMARY**

Salaries & Wages	8,241,788	8,939,806	10,078,249
Expenses (including transfers out of General Fund)	17,616,468	19,300,758	20,694,636
Education	<u>21,916,916</u>	<u>23,265,000</u>	<u>23,788,653</u>
<b>Total Operating Budget</b>	<b>47,775,172</b>	<b>51,505,564</b>	<b>54,483,471</b>
Transfers into General Fund	<u>-1,229,851</u>	<u>-857,442</u>	<u>-931,370</u>
<b>Net Operating Budget</b>	<b>46,545,321</b>	<b>50,648,122</b>	<b>53,552,101</b>

**Motion:** Moved and seconded by the Finance Committee that the Town vote to approve Article 4 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

<p style="text-align: center;"><b>ARTICLE 5</b> <b>Select Board</b> <b>Departmental Revolving Funds</b></p>
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To see if the Town will vote to:

- (1) Rescind the Spectacle Pond Cell Tower Revolving Fund by deleting from the chart in Section 18-14 of the General Bylaws the row related to said revolving fund;
- (2) Establish and authorize a new revolving fund pursuant to M.G.L. c.44, §53E1/2 called the Parks, Recreation, and Community Education Programs Revolving Fund, by inserting into the chart in Section 18-14 of the General Bylaws the following new row:

Parks, Recreation, and Community Education (PRCE) Programs	Park and Recreation Commission	Fees and Fees charged for programs and services provided by PRCE	Salaries and wages, services, equipment, and expenses associated with programming			Fiscal year 2023 and subsequent years
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and pursuant to Section 18-11(C) of the Town’s General Bylaws, set the limit on the total amount that may be spent from the PRCE Programs revolving fund at \$1,100,000 for the fiscal year beginning July 1, 2022;

- (3) Amend the chart appearing in Section 18-14 of the General Bylaws by deleting the text in Box G in the row for the Elder and Human Services Revolving Fund and inserting, in place thereof, the following: “Fiscal Year 2021 and subsequent years”;

and

- (4) pursuant to Section 18-11(C) of the Town’s General Bylaws, set the limit on the total amount that may be spent from each departmental revolving fund for the fiscal year beginning July 1, 2022, as follows:

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<i>Revolving Fund</i>	<i>Expenditure Limit FY 2023</i>
Alarm Box Repairs (Fire Alarm System)	\$5,000
CPR Courses	\$2,000
Sealer of Weights & Measures	\$20,000
MART Bus fees	\$50,000
Elder and Human Services (COA Recreation)	\$9,000
Legal Advertisements(ZBA Advertising)	\$2,000
Composting Bins(Sustainability Committee)	\$1,200
LCTV Boxborough IMA	\$90,000
School Department Transportation	\$150,000
School Department One to One Technology	\$75,000
Community Gardens	\$300

or to take any other action related thereto.

**[Article 5 establishes annual expenditure limitations on revolving funds established by the Town Bylaw adopted by the May 1, 2017 Annual Town Meeting. Revolving funds are used to raise revenues for specific services and use those revenues without appropriation to support the service. Wages or salaries for full-time employees may be paid from the revolving fund only if the fund is also charged for all associated fringe benefits. This article also includes establishing a new Parks, Recreation, and Community Education Programs Revolving Fund. Previously funded as an enterprise account, the PRCE Programs Revolving Fund more appropriately reflects how the department received and expended funds. This article also rescinds the Spectacle Pond Cell Towner Revolving Fund, which was required by the Department of Revenue; amends the chart for the Elder and Human Services Revolving Fund indicating the fund will continue in subsequent years from its establishment in 2021.]**

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 5 as printed in the warrant

**The Finance Committee and Select Board voted to recommend approval of the article.**



**ARTICLE 6**  
**Board of Water Commissioners**  
**FY 2023 Water Enterprise Fund Operating Budget**

To see if the Town will vote to appropriate \$4,893,315 or any other sum or sums of money from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2022 (detail below), or to take any other action related thereto.

<b>I. Water Enterprise Revenues</b>	<b>FY2022 Budget</b>	<b>FY2023 Budget</b>
User Charges	\$4,044,398	\$4,815,015
Other Departmental Revenue	\$80,475	\$78,300
Enterprise Available Funds	\$1,266,585	0
Investment Income	0	0
<b>Total Revenues</b>	<b>\$5,391,458</b>	<b>\$4,893,315</b>
<b>II. Costs Appropriated for the Enterprise Fund</b>		
Salaries and Wages	\$1,180,500	\$1,220,000
Expenses	\$1,544,525	\$1,631,445
Capital Outlay – Equipment	\$125,000	\$50,000
Capital Outlay – Improvements	\$1,395,000	\$631,870
Reserve Fund	\$200,000	\$200,000
Debt Principal and Interest	\$946,433	\$1,160,000
Budgeted Surplus	0	0
<b>Total Costs Appropriated for Enterprise Fund</b>	<b>\$5,391,458</b>	<b>\$4,893,315</b>
<b>III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund</b>		
Indirect Costs	\$0	\$0
Benefits	0	\$0
Pension Costs	0	\$0
<b>Total Costs Appropriated for the General Fund</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Costs</b>	<b>\$5,391,458</b>	<b>\$4,893,315</b>

[Article 6 funds the Water Enterprise Fund for FY 2023. The Water Department's budget request is a decrease from FY 2022. There is no General Fund subsidy for the Water Enterprise Fund, which is fully funded by water revenues.]

**Motion:** Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 6 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 7**  
**Board of Water Commissioners**  
**FY 2023 Sewer Enterprise Fund Operating Budget**

To see if the Town will vote to appropriate \$361,861 or any other sum or sums of money from the Sewer Enterprise Fund to finance the operation of the Sewer Department for the fiscal year beginning July 1, 2022 (detail below), or to take any other action related thereto.

<b>I. Sewer Enterprise Revenues</b>	<b>FY2022 Budget</b>	<b>FY2023 Budget</b>
User Charges	\$246,550	\$361,861.00
Transfer from General Fund	0	0
Enterprise Available Funds	0	0
Investment Income	0	0
<b>Total Revenues</b>	<b>\$246,550</b>	<b>\$361,861.00</b>
<b>II. Costs Appropriated for the Enterprise Fund</b>		
Salaries and Wages	\$44,500	\$91,300
Expenses	\$122,050	\$105,561
Capital Outlay – Equipment	0	0
Capital Outlay – Improvements	0	0
Reserve Fund	0	0
Debt Principal and Interest	80,000	\$165,000
Budgeted Surplus	0	0
<b>Total Costs Appropriated for Enterprise Fund</b>	<b>\$246,550</b>	<b>\$361,861</b>
<b>III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund</b>		
Indirect Costs	\$0	\$0
Benefits	0	0
Pension Costs	0	0
<b>Total Costs Appropriated for the General Fund</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Costs</b>	<b>\$246,550</b>	<b>\$361,861</b>

[Article 7 funds the Sewer Enterprise Fund for FY 2023 so that the Water Department can operate and maintain the existing small municipal sewer system. This is the third year that the Sewer Enterprise Fund is being funded, as previously these costs were appropriated through the town budget.]

**Motion:** Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 7 as printed in the warrant

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 8**  
**Park & Recreation Commission**  
**FY 2023 Parks, Recreation & Community Education Enterprise Fund Operating Budget**

To see if the Town will vote to appropriate \$263,091 or any other sum or sums of money from the Parks, Recreation & Community Education Enterprise Fund to finance the operation of the Parks, Recreation and Community Education Department for the fiscal year beginning July 1, 2022 (detail below), or to take any other action related thereto.

<b>I. PRCE Enterprise Revenues</b>	<b>FY2022 Budget</b>	<b>FY2023 Budget</b>
User Charges	\$805,584	0
Transfer In from Recreation Fund	0	0
Transfer In from General Fund	\$245,000	0
Enterprise Available Funds	\$44,000	\$263,091
Investment Income	\$500	0
<b>Total Revenues</b>	<b>\$1,094,584</b>	<b>\$263,091</b>
<b>II. Costs Appropriated for the Enterprise Fund</b>		
Salaries and Wages	\$654,867	\$82,000
Expenses	\$439,717	\$181,091
Transfer to General Fund – Field Maintenance	0	0
Capital Outlay – Equipment	0	0
Capital Outlay – Improvements	0	0
Reserve Fund	0	0
Debt Principal and Interest	0	0
Transfer to General Fund	0	0
Budgeted Surplus	0	0
<b>Total Costs Appropriated for Enterprise Fund</b>	<b>\$1,094,584</b>	<b>\$263,091</b>
<b>III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund</b>		
Indirect Costs	\$0	\$0
Benefits	0	0
Pension Costs	0	0
<b>Total Costs Appropriated for the General Fund</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Costs</b>	<b>\$1,094,584</b>	<b>\$263,091</b>

[Article 8 funds the FY 2023 enterprise fund for the Parks, Recreation & Community Education (PRCE) Department. The PRCE will transition to a revolving fund with the establishment of the Parks, Recreation, and Community Education Programs Revolving Fund in Article 5. For FY 2023, the general fund subsidy for PRCE is \$0 due to the establishment of the Parks, Recreation, and Community Education Programs Revolving Fund. This article allows for the continued use of funds in the enterprise funds until such time that the funds reach a \$0 balance, after which funds are to be used from the Revolving Fund.]

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**Motion:** Moved and seconded by the Parks & Recreation Commission that the Town vote to approve Article 8 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 9**  
**FY 2023 Capital Items from Available Funds**  
**Select Board/Finance Committee**  
*[majority and 2/3 votes]*

To see if the Town will vote to take the following actions:

A. Appropriate \$557,295 from Certified Free Cash or any other sum or sums of money, for the following capital projects and purchases itemized and described below, and for costs incidental and related thereto;

Department	Name of Capital Asset/Project	Project Description	Total Cost
DPW-Highway	2022 F350	Replace a 2011 Chevy 2500 HD truck with a plow with a 2022 F350	46,000
DPW-Highway	2022 F750	Replace a 1993 Mack dump truck with a plow with a 2022 F750	201,295
Fire	Utility Truck	Dual purpose Fire Truck that plows and tows to replace 2010 Chevrolet Silverado	50,000
Fire	Paint Medical 1	Paint and repair Medical 1, a 2013 PL Custom Type 1 ambulance which will extend its useful life	20,000
Police	Replace Cruisers	Replaces two police cruisers each year per Police Capital Plan	143,000
PRCE	12 Passenger Van	Replacement of 2005 Passenger Van #3 at the end of its useful life	37,000
School	High School Updates	Update and replace security alarm control panels	60,000
		<b>Total Capital Spending from Free Cash</b>	<b>\$557,295</b>

and

B. Appropriate \$600,000 or any other sum or sums of money, from the Capital Stabilization Fund for the purposes of implementing communication center and infrastructure upgrades and improvements, said funds to be expended under the authority of the Police Chief,

or to take any other action related thereto.

[Article 9 authorizes the expenditure of \$557,295 from Certified Free Cash and \$600,000 from Capital Stabilization Fund for implementing communication center and infrastructure upgrades and improvements as detailed above.]

**Motion 1:** Moved and seconded by the Select Board that the Town vote to approve Article 9, Subpart A, as printed in the warrant (Majority Vote)

**Motion 2:** Moved and seconded by the Select Board that the Town vote to approve Article 9, Subpart B, as printed in the warrant (2/3 Vote).

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 10**  
**Community Preservation Committee**  
**FY 2023 Community Preservation Budget**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2023 Community Preservation Budget, to appropriate or reserve from FY2023 Community Preservation Fund annual revenues and reserves the following amounts, as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

1. Administrative Expenses: \$11,580
2. Open Space Debt Service: \$62,725 as follows:
  - Yapp - Lucy's Land \$5,500
  - Cobb \$20,325
  - Williams - Boxborough Rd \$36,900
3. Historic Resources Debt Service: \$11,050 as follows:
  - Houghton \$11,050
4. Open Space Reserves: \$231,595
5. Historic Resources Reserves: \$104,218
6. Housing Reserves: \$115,798 to be transferred to the Littleton Affordable Housing Trust
7. Recreation Reserves: \$115,798

And to transfer from the Undesignated Fund \$30,000 for the creation of an Open Space and Recreation Plan, \$9,950 from Historic Resources Reserves for Phase II of the Westlawn Cemetery Conservation Project, and \$20,000 from Recreation Reserves for a feasibility study related to new tennis and sports courts, or to take any other action related thereto.

[Article 10 contains the recommendations of the Community Preservation Committee to apportion Community Preservation Act funds for open space, historic preservation, and community housing, including debt service from open space reserves and historic resources reserves for previously approved projects.]

TOWN OF LITTLETON, MASSACHUSETTS

**Motion:** Moved and seconded by the Community Preservation Committee that the Town vote to approve Article 10, as printed in the warrant.

**The Community Preservation Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 11**

**Littleton Community Television Advisory Committee**

**FY2023 LCTV Receipts Reserved for Appropriation from the Public, Education and Government Access Fund**

To see if the Town will vote to appropriate \$385,601 from the Receipts Reserved for Appropriation from the Public, Education and Government (PEG) Access and Cable Related Fund (as established under M.G.L. c.44, §53F ¾ by vote of the November 2, 2015 Special Town Meeting, and which has a current balance of approximately \$391,608 to the LCTV Enterprise Fund for the operation of the Littleton Community Television cable television studio, as follows: \$222,516 for salaries, \$78,477 for employee/retirement benefits, \$84,608 for operating expenses, or to take any other action related thereto.

**[Article 11 appropriates existing funds to be utilized for FY 2023 salaries and expenses related to the operation of the Littleton Community Television cable television studio and it redirects all future revenue received through the Inter-Municipal Agreement with the Town of Boxborough to be deposited into the Receipts Reserved for Appropriation from the Public, Education and Government (PEG) Access and Cable Related Fund, as opposed to the revolving fund, with the goal to consolidate all revenues and expenditures into one place.]**

**Motion:** Moved and seconded by the Finance Committee that the Town vote to approve Article 11 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 12**

**Capital Transfers**

To see if the Town will vote to Transfer \$ 302,359.13, or any other sum or sums of money, from the following unspent capital appropriations, which will thereby exhaust all of the available funds from the original appropriation, for the purposes of funding: (1) Town Offices space needs and improvements in the amount of \$252,959.13, including any costs related and incidental thereto; and (2) The Nagog Orchard Building Feasibility Study in the amount of \$50,000, including any costs related and incidental thereto

<b>Town Meeting Date</b>	<b>Transfer From: Capital Project</b>	<b>Remaining Balance</b>	<b>Transfer out</b>
May 5, 2013	Art. 7 - HWY SALT SHED REPAIR	\$19,888.12	\$19,888.12

November 16, 2016	Art. 5 - SEWER STRATEGIC PLAN	\$2,058.71	\$2,058.71
May 1, 2017	Art. 8 - PMBC FACILITIES	\$204,735.92	\$204,735.92
May 1, 2017	Art. 8 - CLEAN LAKES PROJECT	\$10,966.00	\$10,966.00
May 7, 2018	Art. 8 – FIRE MAJ EQUIPMENT	\$78.52	\$78.52
October 29, 2018	Art. 8 - LADDER TRUCK	\$102.48	\$102.48
May 6, 2019	Art. 8 - FIRE MAJ EQUIPMENT	\$12.99	\$12.99
May 6, 2019	Art. - REC MAJ EQUIP/REPAIRS	\$12,046.75	\$12,046.75
June 13, 2020	Art. 16 - PRCE MJR EQUIP	\$7,469.64	\$7,469.64
June 12, 2021	Art. 9 - SL FACILITY STUDY	\$45,000.00	\$45,000.00

or to take any other action related thereto.

**[Article 12 proposes the use of remaining unused balances in old capital articles that are complete to fund Town Offices space needs and improvements in the amount of \$252,959.13 and the Nagog Orchard Building Feasibility Study in the amount of \$50,000.]**

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 12, as printed in the warrant.

**The Select Board voted to recommend approval of the article.**

**ARTICLE 13**  
**Select Board/Personnel Board**  
**FY 2023 Compensation Grid**

To see if the Town will vote to amend the Personnel Bylaw and Classification and Compensation Plan, Chapter 33 of the Town Code, as recommended by the Personnel Board as follows:

By amending Schedule A Permanent Full and Part-time Employees, Schedules B, B-1, B-2, and D, effective July 1, 2022, by applying a one and one half percent (1.5%) salary schedule adjustment, and by adopting Schedules as shown below. Schedule C and C-1 were amended at the October 2021 STM effective January 1st.

TOWN OF LITTLETON, MASSACHUSETTS

**TOWN OF LITTLETON, MASSACHUSETTS**  
**FY 2023 CLASSIFICATION & COMPENSATION PLAN**  
**SCHEDULE A, Permanent Full and Part-time Employees**  
Salaries shown are hourly and annual based on 52.2 weeks / year.

Gr	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
Employees										
1	17.06 35,621.28	17.48 36,498.24	17.92 37,396.08	18.37 38,356.56	18.83 39,317.04	19.30 40,319.28	19.79 41,300.64	20.28 42,344.64	20.78 43,388.64	21.30 44,474.40
2	18.25 38,106.00	18.71 39,066.48	19.18 40,047.84	19.66 41,050.08	20.15 42,094.08	20.66 43,138.08	21.16 44,182.08	21.70 45,309.60	22.25 46,458.00	22.80 47,606.40
3	19.52 40,757.76	20.01 41,801.76	20.51 42,824.88	21.03 43,910.64	21.55 44,996.40	22.09 46,144.80	22.65 47,272.32	23.21 48,462.48	23.80 49,694.40	24.40 50,947.20
4	20.89 43,618.32	21.42 44,724.96	21.95 45,810.72	22.49 46,959.12	23.06 48,128.40	23.63 49,339.44	24.22 50,592.24	24.84 51,865.92	25.45 53,160.48	26.09 54,475.92
5	22.36 46,687.68	22.91 47,836.08	23.49 49,047.12	24.07 50,258.16	24.68 51,510.96	25.29 52,805.52	25.93 54,120.96	26.57 55,478.16	27.24 56,877.12	27.91 58,276.08
6	23.93 49,944.96	24.52 51,197.76	25.14 52,492.32	25.76 53,786.88	26.42 55,164.96	27.07 56,522.16	27.75 57,942.00	28.44 59,382.72	29.16 60,865.20	29.88 62,389.44
7	25.60 53,452.80	26.23 54,789.12	26.89 56,146.32	27.57 57,566.16	28.25 59,006.88	28.96 60,468.48	29.69 61,992.72	30.43 63,537.84	31.20 65,124.72	31.97 66,753.36
8	27.38 57,169.44	28.07 58,589.28	28.77 60,071.76	29.48 61,575.12	30.23 63,120.24	30.98 64,686.24	31.76 66,314.88	32.55 67,964.40	33.37 69,676.56	34.20 71,409.60
9	29.43 61,470.72	30.17 62,994.96	30.92 64,560.96	31.70 66,189.60	32.49 67,839.12	33.31 69,530.40	34.14 71,263.44	35.00 73,080.00	35.88 74,917.44	36.77 76,775.76
10	32.38 67,630.32	33.18 69,279.84	34.01 71,012.88	34.87 72,808.56	35.73 74,604.24	36.62 76,462.56	37.54 78,383.52	38.48 80,367.12	39.44 82,329.84	40.42 84,396.96
11	36.27 75,731.76	37.18 77,631.84	38.12 79,573.68	39.07 81,578.16	40.04 83,603.52	41.05 85,712.40	42.06 87,821.28	43.12 90,034.56	44.20 92,289.60	45.31 94,607.28
Senior Management										
12	42.80 89,366.40	43.87 91,600.56	44.96 93,876.48	46.09 96,235.92	47.24 98,637.12	48.43 101,121.84	49.64 103,627.44	50.88 106,237.44	52.16 108,910.08	53.46 111,624.48
13	50.51 105,464.88	51.77 108,116.64	53.07 110,810.16	54.39 113,566.32	55.76 116,406.00	57.14 119,308.32	58.58 122,315.04	60.04 125,384.40	61.55 128,516.40	63.09 131,731.92
14	56.57 118,118.16	57.98 121,083.12	59.44 124,110.72	60.92 127,200.96	62.44 130,374.72	64.00 133,632.00	65.60 136,972.80	67.25 140,418.00	68.93 143,925.84	70.65 147,517.20
15	63.35 132,295.68	64.93 135,573.84	66.55 138,956.40	68.21 142,443.36	69.93 145,992.96	71.67 149,646.96	73.46 153,405.36	75.30 157,205.52	77.18 161,151.84	79.11 165,181.68

**GRADE 1**

*No positions assigned*

**GRADE 2**

Cemetery Laborer

**GRADE 3**

Library Assistant

Library Processing Clerk

**GRADE 4**

Building Maintenance Custodian

Department Clerk

Financial Technician

**GRADE 5**

Assessing Clerk

Cemetery Groundskeeper

Library Technician

LCTV – Video Production Coordinator

Administrative Clerk – Tax Collector

**GRADE 6**



TOWN OF LITTLETON, MASSACHUSETTS

Administrative Assistant – Building  
Administrative Assistant – Conservation  
Administrative Assistant – Elder & Human Services  
Administrative Assistant – Human Resources  
Administrative Assistant – Parks & Recreation  
P/T Communications Officer  
Senior Library Technician  
Teen Program Leader

**GRADE 7**

Assessing Clerk/Field Lister  
Library Office Coordinator  
Reserve Police Officer  
Wellness Coordinator

**GRADE 8**

Assistant Town Clerk  
Payroll and Finance Coordinator  
Office Coordinator/ Administrative Assistant  
Department of Land Use  
Business Administrator-Public Works  
Executive Assistant of Public Safety – Fire  
Executive Assistant of Public Safety – Police  
Community Education and Teen Coordinator  
Recreation and Sports Coordinator

**GRADE 9**

Assistant Assessor  
Assistant Human Resources Administrator  
Assistant Town Accountant  
Building Maintenance Supervisor  
Cemetery Superintendent  
Children's Services/Senior Librarian  
Conservation Coordinator  
Elder and Human Services Outreach Coordinator  
and Respite Care  
Executive Assistant to the Town Administrator  
Head of Circulation & Interlibrary Loan/Senior  
Librarian  
Information Systems Support Technician  
LCTV Production Supervisor  
Senior Librarian  
Technical Services/Senior Librarian  
Young Adult Services/Reference Services/ Senior  
Librarian

**GRADE 10**

Assistant Director of Elder and Human Services  
Assistant Library Director  
Assistant PRCE Director  
Assistant Treasurer/Collector  
Assistant Zoning Officer/Permit  
Coordinator/Business Administrator  
Inspector of Wires  
Plumbing & Gas Inspector

**GRADE 11**

Director of Elder and Human Services  
Littleton Community Television Executive Director  
Parks, Recreation & Community Education Director  
*Police Lieutenant\**  
*Town Clerk\*\**  
Town Engineer  
Town Planner

**GRADE 12**

Building Commissioner/Zoning Enforcement Officer  
Chief Assessor/Appraiser  
Highway Superintendent  
Human Resources Director  
Information Systems Manager  
Town Treasurer/ Collector & Assistant Director of  
Finance and Budget  
*Deputy Fire Chief\**  
*Deputy Police Chief\**  
*Library Director\**

**GRADE 13**

Assistant Town Administrator  
*Director of Finance and Budget / Town Accountant\**  
Director of Public Works  
*Fire Chief\**

**GRADE 14**

*Chief of Police\**

**GRADE 15**

*Town Administrator\**

*Management contract (\*) and elected (\*\*) positions  
not subject to this Bylaw.*

TOWN OF LITTLETON, MASSACHUSETTS

**Schedule B**

On-Call Meeting Clerk, \$14.46, Veteran's Agent, \$18.01

**Schedule B-1, Other Employees**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<b>1 hourly</b>	\$14.46	\$14.76	\$15.05	\$15.35	\$15.65
<b>2 hourly</b>	\$18.08	\$18.44	\$18.81	\$19.18	\$19.57

**GRADE 1**

COA Dispatcher

**GRADE 2**

COA Van Driver

**Schedule B-2, Temporary/Seasonal Employees**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4
<b>1 hourly</b>	\$15.44	\$15.74	\$16.06	\$16.38
<b>2 hourly</b>	\$16.51	\$16.85	\$17.18	\$17.53
<b>3 hourly</b>	\$17.67	\$18.03	\$18.39	\$18.76
<b>4 hourly</b>	\$18.91	\$19.29	\$19.67	\$20.07

**GRADE 1**

*No positions assigned*

**GRADE 3**

Engineering Technician

**GRADE 2**

Seasonal Highway Laborer

**GRADE 4**

Seasonal Truck Driver/Laborer

**Schedule D, Fire Department On-Call**

On-Call Stipend \$4.00/hour

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
<b>1 hourly</b>	\$14.25					
<b>2 hourly</b>	\$15.77	\$16.09	\$16.41	\$16.74	\$17.07	\$17.41
<b>3 hourly</b>	\$16.40	\$16.73	\$17.06	\$17.40	\$17.74	\$18.09
<b>4 hourly</b>	\$17.05	\$17.39	\$17.74	\$18.09	\$18.45	\$18.82
<b>5 hourly</b>	\$17.55	\$17.90	\$18.26	\$18.56	\$18.93	\$19.31
<b>6 hourly</b>	\$18.08	\$18.44	\$18.81	\$19.19	\$19.57	\$19.96
<b>7 hourly</b>	\$18.63	\$19.00	\$19.38	\$19.77	\$20.17	\$20.57
<b>8 hourly</b>	\$19.19	\$19.57	\$19.96	\$20.36	\$20.77	\$21.19
<b>9 hourly</b>	\$19.77	\$20.17	\$20.57	\$20.98	\$21.40	\$21.83
<b>10 hourly</b>	\$19.96	\$20.36	\$20.77	\$21.19	\$21.61	\$22.04
<b>11 hourly</b>	\$24.97					

Step increases on Schedule D will be awarded on the basis of performance as determined by the Fire Chief.

TOWN OF LITTLETON, MASSACHUSETTS

**GRADE 1**

On-Call/Per Diem Probationary Firefighter or EMT

**GRADE 2**

*No positions assigned*

**GRADE 3**

On-Call/Per Diem Firefighter

On-Call/Per Diem EMT

**GRADE 4**

On-Call/Per Diem Firefighter/EMT

**GRADE 5**

*No positions assigned*

**GRADE 6**

*No positions assigned*

**GRADE 7**

On-Call/Per Diem Firefighter/EMT (advanced EMT certification)

**GRADE 8**

On-Call/Per Diem Lieutenant

**GRADE 9**

On-Call/Per Diem Captain

**GRADE 10**

On-Call/Per Diem Deputy Chief

**GRADE 11**

On-Call/Per Diem Firefighter/Paramedic

or to take any other action related thereto.

**[Article 13 amends the classification and compensation plans for non-union Town employees for FY 2023 to include a 1.5% COLA increase.]**

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 13 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 14  
Select Board  
Capital Stabilization Fund**

To see if the Town will vote to transfer from Certified Free Cash the sum of \$816,955 to be deposited in the Capital Stabilization Fund established by Article 6 of the May 6, 2013 Special Town Meeting for the purpose of funding any capital-related project, or pieces of capital equipment, or debt service payment related thereto; said fund as authorized by M.G.L. c.40, §5B, or to take any other action related thereto.

**[The Town's adopted financial management policy requires that an amount equal to at least one percent (1%) of the total General Fund capital plan be appropriated annually into the capital stabilization fund. To meet that requirement and to plan for the current economic environment, \$816,955 from Certified Free Cash will be added this year. The balance in this fund is estimated to be \$1,682,489 as of June 30, 2022. The Town's AAA bond rating is based in part on maintaining a healthy balance in this and other reserve accounts, as well as for adhering to its financial policies. This balance that is put into stabilization is proposed to be transferred to the Senior Center Stabilization account to offset the costs of that project and reduce the future debt burden.]**

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 14 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 15  
Select Board  
Debt Exclusion Stabilization Fund**

To see if the Town will vote to transfer from Certified Free Cash \$500,000 or any other sum or sums of money to the Debt Exclusion Stabilization Fund established by Article 12 of the May 2, 2016 Annual Town Meeting for the purpose of reducing the amount of existing debt service and/or the amount of debt needed to be placed when final bonding occurs for borrowing authorizations, both having been exempted from the provisions of Proposition 2½, so called; said funds as authorized by Chapter 40, Section 5B of the General Laws; or to take any other action in relation thereto.

[Since excluded debt costs can be added to a property tax bill beyond the limits of Proposition 2½, defraying those costs by use of this Debt Exclusion Stabilization Fund would reduce the cost of debt passed onto property taxpayers. Article 19 would add \$500,000 to the fund, with a resulting balance of \$740,568 as of July 1, 2022. With strong levels of Free Cash the \$500,000 would provide a balance that would help to sustainably lower the tax rate for residents and businesses.]

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 15 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 16  
Select Board  
Use of Debt Exclusion Stabilization Fund for FY 2023 Excluded Debt  
[2/3<sup>rd</sup> Vote]**

To see if the Town will vote to transfer from the Debt Exclusion Stabilization Fund established by Article 12 of the May 2, 2016 Annual Town Meeting for the purpose of reducing the amount of existing debt service and/or the amount of debt needed to be placed when final bonding occurs for borrowing authorizations, both having been exempted from the provisions of Proposition 2½, an amount of up to \$300,000 to apply to pay for excluded debt service for the fiscal year beginning July 1, 2022, or to take any other action related thereto.

[Article 16 uses the Debt Exclusion Stabilization Fund to reduce the cost of debt passed onto property taxpayers for projects previously voted and excluded from Proposition 2½.]

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 16 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 17**  
**Select Board**  
**Creation of Oak Hill Stabilization Fund**

To see if the Town will to vote adopt a new stabilization fund pursuant to G.L. c.40, §5B for the purposes of acquiring conservation land or preserving water quality within the Town to be called the Oak Hill Stabilization Fund, or take any other action related thereto.

[Article 17 establishes an Oak Hill Stabilization Fund for the purposes of acquiring conservation land or preserving water quality within the Town. The intent is for the stabilization fund to be funded by payments received for the Oak Hill wireless facilities. Rental payments, however, will need to be placed into the general fund first and then appropriated at a future Town Meeting to the stabilization fund. The Town has been ordered by the Department of Revenue to close cell tower fund accounts.]

**Motion:** Motion to be made on the floor of Town Meeting.

**Select Board voted to recommend approval of the article. The Finance Committee recommendation is forthcoming.**

**ARTICLE 18**  
**Select Board**  
**Fund Collective Bargaining Agreements**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum or sums of money for the purpose of funding a new collective bargaining agreement between the Town and the Littleton Professional Firefighters Association, or to take any other action related thereto.

[Article 18 is a placeholder to fund a Collective Bargaining Agreement with the Littleton Professional Firefighters Association that may be settled prior to Town Meeting.]

**Motion:** Motion to be made on the floor of Town Meeting.

**Finance Committee and Select Board recommendations forthcoming.**

**ARTICLE 19**  
**Select Board**  
**Senior Citizens and Veterans Tax Work-off Abatement Programs**

To see if the Town will vote to request the Board of Assessors to commit the following sums, or other sums, from the Overlay Account for Abatements to fund Property Tax Work-off Abatement Programs for Senior Citizens (\$80,000) and Veterans (\$7,000), or to take any other action related thereto.

[The Town has established programs under which local property owners over the age of 60, and qualifying veterans, provide services to the Town in exchange for a reduction on the amount paid on their property tax. The senior program has 130 participants; the veterans program has 11 participants.]

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 19 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

**ARTICLE 20**  
**Select Board**  
**31 Shattuck Street/Senior Center Project**  
*[2/3 Vote]*

To see if the Town will vote to:

- (1) Authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Select Board may determine, all or a portion of the property located at 31 Shattuck Street, Littleton (Assessor's Map U09-1-0) for general municipal purposes, and authorize the Select Board to accept the deed to the Town of a fee simple interest or less;
- (2) Authorize the Select Board on behalf of the Town, to sell or otherwise dispose of all or a part of the property located at 31 Shattuck Street, Littleton (Assessor's Map U09-1-0) and a part of the property located at 37 Shattuck Street (Assessor's Map U19-21-0) of an amount to maintain the current lot area of 0.33 acres at 31 Shattuck Street under such terms as it may determine are in the best interest of the Town and after a determination that such parcel is surplus, and in accordance with Chapter 30B of the Massachusetts General Law;
- (3) Transfer from Certified Free Cash the sum of \$700,000 or any other sum or sums of money, for the acquisition of 31 Shattuck Street and all costs incidental and related thereto;
- (4) Transfer from Certified Free Cash the sum of \$1,355,651 or any other sum or sums of money, to the Senior Center Stabilization Fund in accordance with the provisions of M.G.L. c.40, §5B;
- (5) Transfer from the Capital Stabilization Fund the sum of \$816,955 or any other sum or sums of money, to the Senior Center Stabilization Fund in accordance with the provisions of M.G.L. c.40, §5B;
- (6) Amend the June 12, 2021 Annual Town Meeting Article 10 vote by increasing the amount of the borrowing from \$1,000,000 (one million dollars) to \$1,500,000 (one million five hundred thousand dollars) for the purpose of funding the design services for the new Senior Center, including any costs related and incidental thereto, and to meet this appropriation, authorize the Treasurer, with the approval of the Select Board, to borrow said sum under and pursuant to M.G.L. c. 44, §7(7), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and further, that, in accordance with M.G.L. c. 44, §20, the premium received by the Town upon the sale of any bonds or notes authorized by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed pursuant to this vote shall be reduced by the amount of any such premium so applied;

and

- (7) To see if the Town will vote to borrow, transfer from available funds, or otherwise provide a sum of money to be expended under the direction of the Permanent Municipal Building Committee for all costs associated with the design, construction, equipping, and furnishing of a new senior center (the "Project"), including, but not limited to, architectural, engineering, project management, construction management or general contracting costs, and all costs incidental or related thereto, and to appropriate \$5,000,000 (five million dollars) or any other sum or sums of money, from the Senior Center Stabilization Fund, and the Treasurer, with the approval of the Select Board, is authorized to borrow an amount not to exceed \$12,000,000 (twelve million dollars) under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. The total amount authorized to be borrowed by this vote shall be reduced by: (i) any and all grants received by the Town for this Project; and (ii) the amount of any and all gifts, grants and donations received by the Town for this Project, as long as said grants, gifts and donations are received prior to the issuance of any bonds or notes. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or to take any other action related thereto.

or to take any other action related thereto.

**[Article 20 comprises multiple elements to support the construction of a new senior center. The article authorizes the acquisition of 31 Shattuck, authorization for the Select Board to sell 31 Shattuck Street, transfer of funds from Certified Free Cash and from the Capital Stabilization Funds to the Senior Center Stabilization Fund, and an amendment to Article 10 from the 2021 Annual Town Meeting to increase the amount to be borrowed to fund the feasibility and design for a proposed new Senior Center from \$1,000,000 to \$1,500,000. The article also seeks authorization to appropriate \$5,000,000 from the Senior Center Stabilization Fund and borrow no more than \$12,000,000 for the construction of the senior center.]**

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 20 as printed in the warrant.

**Select Board voted to recommend approval of the article. The Finance Committee and Council on Aging recommendations are forthcoming**

<p style="text-align: center;"><b>ARTICLE 21</b> <b>School Committee</b> <b>Acceptance of Non-Resident Tuition Revolving Fund</b></p>
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To see if the Town will vote to accept the provisions of G.L. c. 71, Section 71F, effective immediately, to allow tuition payments received for non-resident students and state reimbursements for foster care

students to be expended by the School Committee without further appropriation for expenses incurred in providing education for such nonresident or foster care students, or to take any other action related thereto.

[This revolving fund would allow the School Department to collect tuition from out-of-town residents who are attending School in the Littleton Public Schools that are not part of the School Choice Program. Several towns have expressed interest in sending students to attend the PACE Program (Personalized Academic and Comprehensive Education Program) at Littleton High School that serves postgraduate students in the transition program. Tuition revenue would be used to support the program costs.]

**Motion:** Moved and seconded by the School Committee that the Town vote to approve Article 21 as printed in the warrant.

**The Select Board voted to recommend approval of the article. Finance Committee recommendation is forthcoming.**

## ARTICLE 22

### Select Board

#### Appropriation of Transportation Network Company Funds

To see if the Town will vote to appropriate the sum of \$2,993.73 or any other sum or sums of money, received from the Commonwealth Transportation Infrastructure Enhancement Trust Fund pursuant to Chapter 187 of the Acts of 2016 (“An Act Regulating Transportation Network Companies”), § 8(c)(i), for calendar year(s) 2021 and 2022, to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure in the Town, including the complete streets program established in Section 1 of Chapter 90I of the General Laws and other programs that support alternative modes of transportation, by expending said funds under the direction the Department of Public Works for the painting of cross walks and road markings and the performance of other road improvements, or take any other action related thereto.

[This article appropriates monies received from the Transportation Infrastructure Enhancement Trust Fund, which is funded as a tax on rideshare trips from companies such as Uber and Lyft, for use by the Town's Department of Public Works.]

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 22 as printed in the warrant.

**The Finance Committee and Select Board voted to recommend approval of the article.**

## ARTICLE 23

### School Committee/Select Board

#### MSBA Article

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 purpose of paying the costs of a feasibility study for the Shaker Lane Elementary School, 35 Shaker Lane, Littleton, including the payment of all costs incidental or related thereto, and for which feasibility study the Town



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may be eligible for a grant from the Massachusetts School Building Authority. 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 connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, or to take any other action related thereto.

**[These funds would support phase I of the feasibility study and the required owner's project manager costs for the Shaker Lane School. The Shaker Lane School was accepted in March 2022 into phase I, the eligibility period, by the MSBA (Massachusetts School Building Authority) This is the first step that needs to be completed in the MSBA process for possible funding from MSBA for a building project to repair, renovate or replace the Shaker Lane School. Phase I is a 9-month, comprehensive fact gathering and school review period to determine how best to address the needs of the students served by that school. The Shaker Lane School Building is the original 1964 building, last renovated in 1998]**

**Motion:** Moved and seconded by the Select Board that the Town appropriate the amount of seven hundred thousand (\$700,000) Dollars from Certified Free Cash for the purpose of paying costs of a feasibility study 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.

**The School Committee and Select Board voted to recommend approval of the article.**

### **ARTICLE 24** **Board of Water Commissioners** **Water Main Project** *[2/3 Vote]*

To see if the Town will vote to borrow \$2,000,000 (two million dollars) or any other sum or sums of money, for the purpose of funding new water main infrastructure at King Street, Great Road, Stevens Street, Russell Street, Warren Street, Whitcomb Avenue and Taylor Street for the Town of Littleton Water Department, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Section 8(5), of the General Laws, or pursuant to and any other enabling authority, and to issue bonds or notes of the Town therefor, and further, that although the borrowing authorized by this vote must constitute a general obligation of the Town pursuant to Chapter 44 of the General Laws, it is the intention of the Town that the repayment of any borrowing authorized hereunder shall, in the first instance, be made from water system revenues, or to take any other action related thereto.

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[Article 24 would authorize the Water Department to borrow \$2,000,000 for the purpose of funding new water main infrastructure at King Street, Great Road, Stevens Street, Russell Street, Warren Street, Whitcomb Avenue and Taylor Street for the Town of Littleton Water Department. The Water Department intends to fully retire this short-term borrowing using free cash, after it is certified in FY 2024 and becomes available for use. The borrowing enables the Water Department to do the project while the roads are opened for installation of sewer mains and the roads are only repaved once.]

**Motion:** Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 24 as printed in the Warrant, provided, however, that the amount borrowed on such terms and conditions specified in the Article, shall not exceed \$2,000,000.

**Board of Water Commissioners, Finance Committee, and Select Board support this article.**

**ARTICLE 25**  
**Select Board**  
**Authorization to sell 12 Robinson Road**  
[2/3 Vote]

To see if the Town will vote to authorize the Select Board to sell the parcel of land at 12 Robinson Road, shown on Assessors Map U07, Parcel 15-0, in accordance with Massachusetts General Laws Chapter 30B, on such terms and conditions as are acceptable to the Select Board, and subject to a Historic Preservation Restriction, and further, that in accordance with Massachusetts General Laws Chapter 44B, Section 7, deposit all proceeds of the sale into the Historic Resources Reserve account of the Community Preservation Fund, or to take any other action related thereto.

[Article 25 authorizes the Select Board to sell the parcel of land at 12 Robinson Road. The Select Board has recently published a Request for Proposal for the sale of the property.]

**Motion:** Moved and seconded by the Select Board that the Town vote to approve Article 25 as printed in the warrant.

**The Select Board voted to recommend approval of the article.**

**ARTICLE 26**  
**Citizen Petitioners**  
**Remove the Use of Plastic Bags**

To see if the Town will vote to remove the use of plastic bags.

[Article 26 is a Citizens Petition to remove the use of plastic bags.]

**Motion:** Motion to be made on the floor of Town Meeting.

**The Select Board recommendation is forthcoming.**

**ARTICLE 27**  
**Select Board**  
**FY 2022 Operating Budget Line-Item Transfers**

To see if the Town will vote to amend the FY 2022 Operating Budget, as adopted under Article 4 of the Annual Town Meeting of June 12, 2021 by adjusting budget line items, or to take any other action in relation thereto.

**[Article 27 allows for end of the year transfers and budget line adjustments to occur as the Town comes to the end of the FY 2022 Operating Budget season. While no budget line-item transfers are proposed at the time the Warrant Report was printed, this article is a placeholder should transfers and adjustments be necessary]**

***Motion:*** Motion to be made on the floor of Town Meeting.

**The Select Board and Finance Committee recommendations forthcoming.**

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