

Town of Littleton, Massachusetts
TOWN MEETING REPORT

VOTER INFORMATION

Please bring this with you to the
OCTOBER 17, 2020 AT 9:00 AM
SPECIAL TOWN MEETING

Saturday, October 17, 2020 at 9:00 AM*

Alumni Field

Littleton Middle School

55 Russell Street, Littleton, MA 01460

***Rain Date/Time: Sunday, October 18, 2020 at 11:00 AM at Alumni Field.**

TOWN OF LITTLETON, MASSACHUSETTS

OCTOBER 17, 2020

SPECIAL TOWN MEETING

SPECIAL TOWN MEETING ARTICLES – *beginning on Page 8*

Financial Articles

1. Bills of Prior Years - General
2. Amend FY2021 Operating Budget
3. FY2021 Capital Items from Available Funds
4. Littleton Community Television Advisory Committee - Receipts Reserved for Appropriation from the Public, Education and Government Access Fund
5. Mill Pond Dredging – Rescind Vote and Transfer of Funds.
6. Appropriation of Bond/BAN Excess Premium
7. Community Preservation Committee - FY2021 Community Preservation
8. Acquisition of Land at 119 Tahattawan Road
9. Personnel Bylaw and Classification and Compensation Plan Amendments
10. Water Department Treatment Improvements for PFAS
11. Littleton Smart Sewer Design and Construction Funding
12. Littleton Sewer Home Rule Petition
13. Littleton Whitcomb Avenue Property
14. Amend Prior Votes

Articles requiring supermajority vote

15. Ambulance
16. 5G General and Zoning Bylaw Amendments

Other articles

17. Dog Leash Bylaw Amendments
18. Road Acceptances
19. Donation of Land: Durkee Farm Estates
20. Donation of Land: Kaye Parcel

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

Joseph Laydon, Interim Town Administrator
Cheryl Herrick-Stella, Finance & Budget Director/Town Accountant

More information is available online at www.littletonma.org

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/Inserter
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**
Cynthia Napoli, Chair
Charles DeCoste, Vice Chair
Paul Glavey, Clerk
Joseph S. Knox
Matthew Nordhaus

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 the following procedures for the October 17th 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 (2) 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 Town Meetings only)** - The Town Meeting shall not begin consideration of any new warrant article after 10:30 p.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.

Town Moderator: “A Call of the Articles”

Additionally, in the interest of time and efficiency we will continue with “**A Call of the Articles**” 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 raised, 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
<http://www.littletonma.org/townmeeting>.

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

Timothy D. Goddard, Town Moderator



October 17, 2020 Special Town Meeting

9:00 AM, Alumni Field, Littleton Middle School
55 Russell Street, Littleton, MA 01460

ARTICLE 1

Select Board/Finance Committee

Bills of Prior Years

[9/10ths 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 in relation thereto.

[Article 1 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.]

Motion: Moved and seconded by the Select Board that the Town vote to pay prior years bills as follows:

- From the Town's undesignated fund balance: NSI in the amount of \$2,896.90 and Thompson Licher in the amount of \$4,269.80 and \$1,971.90; Waste Zero in the amount of \$10,852.50; and
- From Water Enterprise Retrained Earnings to pay prior year bills of the Water Department: Boxborough Police Department in the amount of \$212.00, Northeast in the amount of \$1,623 and \$899.000, and MJ Cataldo in the amount of \$1,195.000.

Finance Committee and Select Board support this article.

ARTICLE 2

Select Board/Finance Committee

Amend FY2021 Operating Budget

To see if the Town will vote to amend the FY2021 Operating Budget for the Fiscal Year commencing July 1, 2020, as adopted under Article 4 of June 13, 2020; and to see if the Town will vote to raise and appropriate, borrow or transfer from available funds, or otherwise provide a sum or sums of money to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, or to take any other action related thereto.

[Article 2 adjusts the FY 2021 operating budget to raise and appropriate \$19,088 and transfer \$32,915 from the funds specified in the table below. At the June 13, 2020 Annual Town Meeting, Town Meeting was asked to approve a conservative budget not knowing the full impacts COVID-19 would have on the FY2021 budget. With more information on state aid and impacts to revenues due to the pandemic, some minor additions to the budget are proposed. The total requested salaries reflect an increase of \$18,827. The increase is offset through a reduction of \$5,000 to cover the proposed \$5,000 increase for Municipal Building Committee Salaries and Wages; and \$32,915 from bond premium to the General Fund for an adjusted Net Operating budget that has been decreased by \$19,088 compared to the approved FY2021 budget.]

TOWN OF LITTLETON, MASSACHUSETTS

Motion: Moved and seconded by the Select Board that the Town vote to amend the FY2021 Operating Budget for the Fiscal Year commencing July 1, 2020, as adopted under Article 4 of June 13, 2020; and to raise and appropriate \$19,088 and transfer \$32,915 from the funds specified in the Special Town Meeting Report for this Special Town Meeting, to defray the expenses of various departments of the Town by adding said sums to the amount appropriated under Article 4 of the June 13, 2020 Annual Town Meeting, for the operation of the Town and its government.

Dept.	Line Item	FY21 Budget	Adjustment	FY21 Adjusted Budget
<i>Detail of Budget Adjustments</i>				
Town Clerk				
	Salaries & Wages	42,893	5,067	47,960
Elections & Registrations				
	Salaries & Wages	0	3,000	3,000
Elder & Human Services				
	Salaries & Wages	230,973	5,760	236,733
Municipal Building Committee				
	Salaries & Wages	\$0	5,000	5,000
	Expenses	30,000	(5,000)	25,000
Transfers to/From General Fund				
	Transfer in from Bond Premium to Debt Service	-19,109	-32,915	-52,024
<i>Voted Budget Line Changes from above adjustments</i>				
Voted Total General Government				
1	Salaries & Wages	1,723,139	8,067	1,731,206
Voted Total Elder & Human Services				
7	Salaries & Wages	264,219	5,760	269,979
Voted Total Other General Government				
11	Salaries & Wages	68,581	5,000	73,581
12	Expenses	1,070,450	(5,000)	1,065,450
Voted Total Transfers into General Fund				
22	Transfer in from Bond Premium to Debt Service	-19,109	-32,915	-52,024
Funding Summary				
Total Operating Budget		50,104,761	13,827	50,118,588
Transfer into General Fund		-1,229,851	-32,915	-1,262,766
Net Operating Budget		48,874,910	-19,088	48,855,822

Finance Committee and Select Board support this article.

TOWN OF LITTLETON, MASSACHUSETTS

ARTICLE 3
Select Board/Finance Committee
FY2021 Capital Items from Available Funds

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide \$321,659 (surplus FY2020 snow and ice funds) or any other sum or sums of money, and to transfer from the Capital Stabilization Fund \$479,132 or any other sum or sums of money, to be expended by the respective departments or officers indicated, for the capital projects and purchases itemized and described, and for costs incidental and related thereto,

Department	Name of Capital Asset/Project	Project Description	Total Cost
DPW	Roll-Off Truck	For the Purchase of 2021 Mack Roll-Off Truck to be used at the Transfer Station to Haul Municipal Solid Waste and Recyclables	\$193,000
DPW	Traffic Light	Traffic Signal to be installed at the intersection of King Street and the High School Entrance	\$159,791
Police Department	Police Station Repairs	Envelope repairs at the Littleton Police Station	\$448,000
Total Capital Spending			\$800,791

Or to take any other action related thereto.

[Article 3 proposes the use of \$321,659 (surplus FY2020 snow and ice funds) and \$479,132 from the Capital Stabilization Funds to purchase a 2021 Mack Roll-Off Truck, fund traffic signal improvements at the High School Entrance at King Street, and repairs to the Police Station. The purchase of the Roll-Off Truck will enable the DPW to reduce hauling costs from the transfer station. Traffic Signal improvements at the High School entrance, originally approved for design and construction funding at the October 2018 Special Town Meeting, will improve access and agrees at the high school drive at King Street. The \$159,791 request will enable to signalization project to be completed.]

Motion: Moved and seconded by the Select Board that the Town vote to approve Article 3 as printed in the Warrant with the following amendment: strike “or any other sum or sums of money,” where such phrase appears in the Article.

Finance Committee and Select Board support this article.

ARTICLE 4
Littleton Community Television Advisory Committee
Receipts Reserved for Appropriation from the Public, Education and Government Access Fund

To see if the Town will vote to transfer \$50,000 or any other sum or sums of money from the Receipts Reserved for Appropriation to the Public, Education and Government (PEG) Access and Cable Related Fund, as established under M.G.L. c.44 §53F $\frac{3}{4}$ by vote of the November 2, 2015 Special Town Meeting, and which has a current balance of approximately \$478,200 for the operation of the Littleton Community Television cable television studio, as follows: 1) \$40,000 or any other sum or sums of money for the purchase and installation of audio and video equipment at the Reuben Hoar Library, and for costs incidental and related thereto; and 2) \$10,000 or any other sum or sums of money for all costs associated

TOWN OF LITTLETON, MASSACHUSETTS

with negotiating a new cable franchise license, including, but not limited to, all legal and associated expert services costs, said sums to be expended under the authority of the Littleton Community Television Advisory Committee, or to take any other action related thereto.

[Article 4 appropriates existing funds from the Receipts Reserved for Appropriation from the Public, Education and Government (PEG) Access and Cable Related Fund to be utilized for expenses related to the operation of the Littleton Community Television cable television studio for purchase and installation of audio and video equipment at the Reuben Hoar Library in the amount of \$40,000, and for costs incidental and related thereto and for the costs associated with negotiating new cable franchise licenses in the amount of \$10,000.]

Motion: Moved and seconded by the Littleton Community Television Advisory Committee that the Town vote to approve Article 4 as printed in the Warrant with the following amendment: strike “or any other sum or sums of money,” where such phrase appears in the Article.

Littleton Community Television Advisory Committee, Finance Committee, and Select Board support this article.

ARTICLE 5
Select Board
Mill Pond Dredging – Rescind Vote and Transfer of Funds

To see if the Town will vote to rescind the vote taken under Section VIII.E of Article 8 of the May 7, 2018 Annual Town Meeting, which authorized the transfer of \$68,550 from the Spectacle Pond Cell Tower Clean Lakes Fund, said sum to be expended by the Clean Lakes Committee as part of the Town’s share of the Mill Pond Dredging Project, and to transfer said sum back into the Spectacle Pond Clean Lakes Fund, or to take any other action related thereto.

[Article 5 would rescind the authorization of the May 8, 2018 Annual Town Meeting transferring \$68,550 from the Spectacle Pond Cell Tower Clean Lakes Fund that was to be used as the Town’s portion of costs for a Feasibility Study. The cost of the study came at less than was anticipated and this article will transfer those funds back to the Spectacle Pond Clean Lakes Fund.]

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

Finance Committee and Select Board support this article.

ARTICLE 6

Select Board

Appropriation of Bond/BAN Excess Premium

To see if the Town will vote to appropriate all or a portion of \$11,557.39, representing the net premiums of \$9,047.91 paid to the Town upon the sale of the Town's \$7,345,000 General Obligation Bond dated May 22, 2020, net premium of \$1,057.48 paid to the Town upon the sale of the Town's \$3,489,000 Bond Anticipation Note dated June 28, 2019, and net premium of \$1,452.00 paid to the Town upon the sale of the Town's \$4,986,000 Bond Anticipation Note dated May 22, 2020 to pay costs of the following projects: \$8,785.06 to the Library Construction project authorized by the vote of the Town passed by Article 13 of the October 28, 2019 Special Town Meeting; and \$2,772.33 to the Whitcomb Avenue Well Field and Treatment Plant authorized by the vote of the Town passed by Article 19 of the May 7, 2018 Annual Town Meeting. Any such premium may be applied to a project and the amount authorized to be borrowed pursuant to this vote shall be reduced by the amount of any such premium so applied, or to take any other action related thereto.

[Article 6 would authorize the expenditure of premiums generated through the sale of bonds or bond anticipation notes (BAN) to pay down the costs of capital projects. This Article would appropriate \$8,785.06 and \$2,772.33 to pay down the Library Construction and Whitcomb Ave Well Fields projects, respectively.]

Motion: Moved and seconded by the Select Board that the Town vote to approve Article 6 as printed in the Warrant.

Finance Committee and Select Board support this article.

ARTICLE 7

Select Board/Community Preservation Committee

Community Preservation Committee - FY2021 Community Preservation

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY2021 Community Preservation Budget and to appropriate from FY2021 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. Historic Preservation Reserve: \$9,500 for the rehabilitation of the Grange Fountain.

or to take any other action related thereto.

[Article 7 would authorize the rehabilitation of the 1912 Grange Fountain at the Depot in front of 3 Taylor Street. The fountain, while it has rust damage, can be rehabilitated to prolong the life of the fountain.]

Motion: Moved and seconded by the Community Preservation Committee that the Town vote to approve Article 7 as printed in the Warrant.

Finance Committee, Community Preservation Committee, and Select Board support this article.

ARTICLE 8
Select Board
Acquisition of Land at 119 Tahattawan Road

To see if the Town will vote to:

1. Authorize the Select Board, the Affordable Housing Trust, or the Conservation Commission to acquire by purchase, gift or eminent domain a fee simple interest in a certain parcel of land located at 119 Tahattawan Road, containing 23.67 acres, more or less, shown on Town of Littleton Assessors Map as U33-2-0 and being a portion of the premises described in two deeds: Deed from Mary H. Brown to Derek M. Brown, Stephen H. Brown and Richard T. Brown dated March 1, 2002, recorded with the Middlesex South Registry of Deeds in Book 39540, Page 41, and Deed from Richard T. Brown to Richard T. Brown, Trustee, Brown Robbins Trust, dated March 12, 2019 recorded with the Middlesex South Registry of Deeds in Book 72403, Page 26, together with and subject to all rights, restrictions and easements of record, on such terms and conditions as the Select Board may determine;
2. Raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum or sums of money to acquire and subdivide the property described herein, including the payment of all legal costs and any other costs incidental and related thereto;
3. Hear and act on the report of the Community Preservation Committee on the FY2021 Community Preservation Budget and to appropriate, transfer, borrow or otherwise provide from FY2021 Community Preservation Fund annual revenues and reserves, as recommended by the Community Preservation Committee, a sum or sums of money to acquire the property described herein and to direct the Select Board or the Conservation Commission to grant a permanent conservation restriction on said property pursuant to *M.G.L. c.44B*, §12 and *M.G.L. c.184*, §§31-33, where required by law;
4. Authorize the Select Board or the Conservation Commission to apply for any grants or reimbursements from the Commonwealth of Massachusetts or any other grant programs in any way connected with this article, to assist in the acquisition of the property described herein, including, but not limited, to the Commonwealth's Local Acquisitions for Natural Diversity (LAND) Program or Municipal Vulnerability Preparedness Action Grant;
5. Authorize the Select Board, the Affordable Housing Trust, or the Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Littleton to effect said acquisition or purchase or grants;

Or to take any other action in relation thereto.

[Article 8 would authorize the Town's acquisition of land at 119 Tahattawan Road for open space, affordable housing, and general municipal purposes. Comprising 23.67 acres, the majority of the site would be acquired for open space protection and include the demolition of the existing house, removal of impervious surfaces and cesspool and restore the property to a natural setting. The project will benefit water quality, improve biodiversity, and provide for recreation opportunities. To assist in acquiring the property, the Affordable Housing Trust (AFT) has voted to authorize the contribution of trust funds in exchange for a limited affordable housing component of the property. In addition to AHT Funds, the Town will utilize

TOWN OF LITTLETON, MASSACHUSETTS

grant funds and CPA funds to acquire the property. Final details on the acquisition of the property were not available at the time of the printing of this report and will be made available at Town Meeting.]

Motion: To be made at Town Meeting.

Finance Committee and Select Board recommendations will be provided at Town Meeting.

ARTICLE 9
Select Board/Personnel Board
Personnel Bylaw and Classification and Compensation Plan Amendments

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:

(1) By amending §33-21 of the Personnel Bylaw entitled “Holidays” as follows (additions indicated by underline and deletions indicated by strikethrough):

A. All benefit eligible employees shall receive ~~one day at straight time~~ holiday pay for the following 11 holidays:

New Year's Day

Martin Luther King Day

President's Day

Patriot's Day

Memorial Day

Fourth of July

Labor Day

Columbus Day

Veteran's Day

Thanksgiving

Christmas

Holiday pay shall be computed based on an 8 hour day. Part-time employees are awarded holiday pay that is prorated by the fraction that that employee works during the week compared to a 40 hour work week (e.g., a 20 hour a week worker is awarded 4 hours of holiday pay). In no event shall holiday pay exceed pay for 8 hours.

An employee whose prorated holiday time causes a shortfall in the total hours paid from the standard work week may use other available leave time to make up the lost pay. As an alternative to using other available leave time, upon the request of the employee and approval by the Department Head/ Manager and subject to operational needs, the employee may work the extra hours in that same pay period.

TOWN OF LITTLETON, MASSACHUSETTS

B. If such holiday falls on a Saturday, the preceding Friday will be observed as a holiday for those departments that are not staffed on Saturday. If the holiday falls on a Sunday, the holiday will be observed on the following Monday for those departments not open on a Sunday.

C. If an employee is on vacation and a holiday falls within the vacation time period, the employee will not be required to use a vacation day for the holiday. If an employee is not scheduled to work the day the department closes for the holiday, the employee will be entitled to one floating holiday to be used on a regular scheduled workday and when possible during the same pay period, when possible, but not later than 30 days from the holiday.

(2) By amending §33-16 of the Personnel Bylaw, by amending the section title and adding a new §33-16.E as follows (additions indicated by underline and deletions indicated by strikethrough):

§33-16 Movement, and re-classification, and working out of classification of employees

E. When an eligible employee is temporarily assigned to function in a position in a higher grade for a period of 6 days or more due to an absence or unavailability and they assume the approved delegated duties and responsibilities of that position they are entitled to an increase in compensation equal to the minimum of the assigned position's grade or to a step in that grade that results in an increase over their current rate of pay of at least 10%.

(3) By amending Schedule A, Permanent Full and Part-time Employees as follows (additions indicated by underline and deletions indicated by strikethrough):

Grade 10: Assistant Treasurer
Grade 11: ~~Assistant Treasurer and HR Administrator~~ Human Resources Manager
Grade 12: Town Treasurer/ Assistant Director of Finance and Budget

(4) By amending Schedules B, B-1, C-1 and D, as shown in **bold** below, effective January 1, 2021, as follows:

Schedule B: On-Call Meeting Clerk, **\$13.50**, Veteran's Agent, \$17.56

Schedule B-1, Other Employees

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1 hourly	\$13.50	13.63	13.77	13.90	14.08
2 hourly	\$15.61	\$15.92	\$16.24	\$16.56	\$16.89

Schedule C, Park & Recreation Department

Seasonal/Temporary / Fee-based positions (hourly) – effective **January 1, 2021**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1 hourly	13.50	13.66	14.00	14.35	14.71

TOWN OF LITTLETON, MASSACHUSETTS

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
2 hourly	13.66	14.00	14.35	14.71	15.08
3 hourly	14.00	14.35	14.71	15.08	15.46
4 hourly	14.35	14.71	15.08	15.46	15.85
5 hourly	15.00	15.38	15.76	16.15	16.55
6 hourly	15.68	16.07	16.47	16.88	17.30
7 hourly	16.39	16.80	17.22	17.65	18.09
8 hourly	17.13	17.56	18.00	18.45	18.91
9 hourly	17.90	18.35	18.81	19.28	19.76
10 hourly	18.71	19.18	19.66	20.15	20.65
11 hourly	19.55	20.04	20.54	21.05	21.58
12 hourly	20.43	20.94	21.46	22.00	22.55

Schedule C-1, Community Education

GRADE	STEP 1	STEP 2	STEP 3
1 hourly	13.50		
2 hourly	14.00	14.35	14.71
3 hourly	20.00	20.50	21.01
4 hourly	25.00	25.63	26.27
5 hourly	30.00	30.75	31.52
6 hourly	35.00	35.88	36.77

Schedule D, Fire Department On-Call

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1 hourly	\$13.50					
2 hourly	\$15.46	\$15.77	\$16.09	\$16.41	\$16.74	\$17.07
3 hourly	\$16.08	\$16.40	\$16.73	\$17.06	\$17.40	\$17.74
4 hourly	\$16.72	\$17.05	\$17.39	\$17.74	\$18.09	\$18.45
5 hourly	\$17.21	\$17.55	\$17.90	\$18.26	\$18.56	\$18.93
6 hourly	\$17.73	\$18.08	\$18.44	\$18.81	\$19.19	\$19.57

TOWN OF LITTLETON, MASSACHUSETTS

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
7 hourly	\$18.26	\$18.63	\$19.00	\$19.38	\$19.77	\$20.17
8 hourly	\$18.81	\$19.19	\$19.57	\$19.96	\$20.36	\$20.77
9 hourly	\$19.38	\$19.77	\$20.17	\$20.57	\$20.98	\$21.40
10 hourly	\$19.57	\$19.96	\$20.36	\$20.77	\$21.19	\$21.61
11 hourly	\$21.42					

or to take any other action related thereto.

[Article 9 would amend the Personnel Bylaws by 1) adding provisions defining how holiday pay is calculated, 2) adding a provision for an employee to work out of their classification, 3) adding as a new position “Human Resource Manager” and amending the current positions of Assistant Treasurer/ HR Administrator to strike the HR Administrator portion of the position and reclassify the position to Grade 10 and the Treasurer Position to add “Assistant Finance Director” to the title, and 4) amending the pay schedules to increase starting wages to comply with minimum wage requirements]

Motion: Moved and seconded by Personnel Board that the Town vote to approve Article 9 as printed in the Warrant.

Littleton Personnel Board and Select Board support this article.

ARTICLE 10
Select Board/ Board of Water Commissioners
Water Department Treatment Improvements for PFAS
[2/3 vote required]

To see if the Town will vote to raise and appropriate, transfer, borrow or otherwise provide the costs of installing water department facilities and infrastructure to reduce concentrations of per- and poly-fluoroalkyl substances (PFAS) at any location deemed by the Board of Water Commissioners to be in the best interests of the Town of Littleton and for the study, analysis, and design of a permanent water treatment facility capable of lowering iron, manganese, PFAS, and/or any other regulated substance below their respective Massachusetts drinking water standards, including the payment of all costs incidental and related thereto, and that the parcel of land located off Whitcomb Avenue and shown as Assessor's Map U41, Parcel 38-0, said lot being a portion of the property described in a deed recorded in the Middlesex South Registry of Deeds in Book 19902, Page 089, is designated as land required for the construction of said water treatment facilities and infrastructure, by borrowing a sum or sums of money, and to meet this appropriation, the Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Sections 7(1) and 7(7) of Chapter 44 of the General Laws, or pursuant to and any other enabling authority, including Chapter 29C of the General Laws (the Clean Water Trust) 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, and in accordance with Section 20 of Chapter 44, the premium received by the Town upon the sale of any bonds or notes authorized by this vote, less any

TOWN OF LITTLETON, MASSACHUSETTS

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, or to take any other action in relation thereto.

[This article would authorize the Water Department to borrow an additional amount of monies not to exceed \$17,000,000, to be paid by water rates. These monies are necessary, combined with the already approved borrowing authorization of \$13,000,000, to solve the PFAS health crisis that was discovered in August of 2019. With the combined borrowing authorization of what would be \$30,000,000, the Water Department will be able to implement a long term commitment to ensuring clean water in our community as this plan involves a state of the art Treatment Facility at Whitcomb Ave that will treat and filter water from our sources at both Whitcomb Ave and Spectacle Pond, removing PFAS from both sources.]

Motion: Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 10 as printed in the Warrant, provided, however, that the amount borrowed on such terms and conditions specified in the Article, shall not exceed \$17,000,000.

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

ARTICLE 11
Select Board/Board of Water Commissioners
Littleton Smart Sewer Design and Construction Funding
[2/3 vote required]

To see if the Town will vote to borrow a sum or sums of money for engineering, design, and construction of the Littleton Common Smart Sewer and for costs incidental and related thereto, including, but not limited to, the creation of bid documents, said sum to be expended under the authority of the Sewer Department, and to meet this appropriation, the Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Sections 7(1) and 7(7) of Chapter 44 of the General Laws, or pursuant to any other enabling authority, including Chapter 29C of the General Laws (the Clean Water Trust) 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 the sewer revenues, and in accordance with Section 20 of Chapter 44, 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, or to take any other action related thereto.

[This article would authorize the Sewer Division to borrow an amount of monies not to exceed \$2,500,000, to be paid by sewer rates and through a \$1,500,000 MassWorks grant. With the town's approval of this borrowing authorization, the Sewer Division will be able to design, permit and construct a 175,000 gallon per day sewer discharge site at the Littleton High School.]

TOWN OF LITTLETON, MASSACHUSETTS

Motion: Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 11 as printed in the Warrant, provided, however, that the amount borrowed on such terms and conditions specified in the Article, shall not exceed \$2,500,000.

Board of Water Commissioners and Select Board support this article. The Finance Committee will provide a recommendation at Town Meeting.

ARTICLE 12
Select Board/ Board of Water Commissioners
Littleton Sewer Home Rule Petition

To see if the Town will vote to authorize the Select Board to petition the General Court for a special act authorizing establishment of the Littleton Common Smart Sewer District in the Town of Littleton; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approve amendments to the bill before enactment by the General Court; and, provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or to take any other action in relation thereto.

[This article would authorize the Select Board to petition the State Legislature to establish the Littleton Common Smart Sewer Division and to make any clerical or editorial changes necessary to the bill. Town Meeting had previously authorized the Select Board to file a petition to establish the Littleton Common Smart Sewer Division (Article 9 of the October 28, 2019 STM). However, the Legislature has yet to act on this petition. If the Legislature fails to act by the end of the Legislative Session, a new petition will need to be filed. This article will permit the Select Board to refile the petition for consideration at the next Legislative Session.]

Motion: To be made at Town Meeting.

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

ARTICLE 13
Select Board/Board of Water Commissioners
Littleton Whitcomb Avenue Property

To see if the Town will vote to authorize the Select Board to petition the General Court, on behalf of the Town, for passage of a special law to allow the town to designate the parcel of land located off Whitcomb Avenue and shown as Assessor's Map U41, Parcel 38-0 as water department land to be used for the construction of a water treatment facility, said lot being a portion of the property described in a deed recorded in the Middlesex South Registry of Deeds in Book 19902, Page 089, and to remove any Article 97 designation from the lots, if such designation exists, and to place Article 97 protections on a parcel shown as Assessor's U-40-15-0 and (to remain in the custody of the Board of Water Commissioners for water supply protection purposes), or to take any other action in relation thereto.

[This article would authorize the Select Board to petition the State Legislature for passage of a special law as it relates to Water Department land so that the Water Department can construct a PFAS filtration plant to solve a public health crisis in Littleton and to make any clerical or editorial changes necessary to the bill. Town Meeting had previously authorized the Select Board to file a petition relative to this Land (Article 12 of the October 28, 2019 STM)
Article 12 of the October 28, 2019 STM was passed with 94% support from Town Meeting.

TOWN OF LITTLETON, MASSACHUSETTS

However, the Legislature has yet to act on this petition. If the Legislature fails to act by the end of the Legislative Session, a new petition will need to be filed. This article will permit the Select Board to refile the petition for consideration at the next Legislative Session]

Motion: To be made at Town Meeting.

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

ARTICLE 14
Select Board/ Board of Water Commissioners
Amend Prior Votes
[2/3 vote required]

To see if the Town will vote to amend the votes taken under Article 12 of the October 28, 2019 Special Town Meeting and Article 19 of the May 7, 2018 Annual Town Meeting to authorize the Treasurer, with the approval of the Select Board, to borrow the sums identified in the Town Meeting votes under and pursuant to Sections 7(1) and (7) of Chapter 44 of the General Laws, or pursuant to and any other enabling authority, including Chapter 29C of the General Laws (the Clean Water Trust) 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, and in accordance with Section 20 of Chapter 44, 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, or to take any other action in relation thereto.

[This article would amend prior years borrowing authorizations, \$7,000,000 (Article 19 of the May 7, 2018 ATM) and \$6,000,000 (Article 12 of the October 28, 2019 STM), to allow the Water Department to borrow these monies through the Massachusetts Clean Water Trust. Borrowing through the Clean Water Trust makes the Water Department eligible for a 0% interest rate.]

Motion: Moved and seconded by the Board of Water Commissioners that the Town vote to approve Article 14 as printed in the Warrant.

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

ARTICLE 15
Select Board
Ambulance
[2/3 vote required]

To see if the Town will vote to hereby authorize the Treasurer to borrow said sum of \$225,000 for the purchase of an ambulance, accessories and related costs and, for the purpose of meeting such appropriation, with the approval of the Select Board, accordance with Section 7(1) of Chapter 44 of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Select Board or its designee, or to take any other action in relation thereto.

TOWN OF LITTLETON, MASSACHUSETTS

[Article 15 would authorize the purchase of a third ambulance for the Fire Department. The department's current ambulances are 8 and 9 years old. 2020 Annual Town Meeting appropriated \$100,000 towards the purchase of a new ambulance, which will be used to lower the amount borrowed. The third ambulance will allow for improved service and response with reduced down time. One existing ambulance would be retained as a reserve unit to be utilized during mechanical downtimes of a front line ambulance.]

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

Finance Committee and Select Board support this article.

ARTICLE 16
Select Board/ Planning Board
5G General and Zoning Bylaw Amendments

To see if the Town will vote to amend the General Bylaws by adding a new Chapter 144 Small Wireless Facilities in Rights-of-Way, to read as follows:

Chapter 144 Small Wireless Facilities in Rights-of-Way

§144-1 Definitions.

For the purposes of this bylaw, “Small Wireless Facilities” are facilities as defined in 47 C.F.R. § 1.6002(l) as may be amended from time to time.

§ 144-2 Permit Required.

No person shall install or maintain a Small Wireless Facility on any pole or structure owned or controlled by the Littleton Electric Light & Water Department (“LELWD”), including those located in any public right-of-way unless first approved by the LELWD. No person shall install or maintain a Small Wireless Facility on any other property within any public right-of-way unless first approved by the Select Board (“Board”), pursuant to the policies and procedures set forth in § 144-3, and such other regulations as the Board may adopt.

§144-3 Policies and Procedures

LELWD shall adopt and from time to time amend policies, rules, and regulations relative to the placement of Small Wireless Facilities on LELWD plant and issuance of approvals under this Chapter 144 by LELWD. A copy of the policies, rules, and regulations shall be on file with the Town Clerk. Such rules may include but not be limited to prescribing application forms, the fees for processing the applications, the process by which the application will be reviewed, the aesthetic, technical and location criteria for approval, i.e., those contained in the *“Technical and Aesthetic Standards for Small Cell Siting* published by LELWD, and the fees for maintaining the Small Wireless Facilities on LELWD poles or structures. The foregoing applications, and policies and procedures shall also be utilized, where appropriate, by the Board in connection with the placement of Small Wireless Facilities on Town-owned structures and property.

To see if the Town will vote to amend the Zoning Bylaws as follows:

TOWN OF LITTLETON, MASSACHUSETTS

1. To insert in Section 173-2, in appropriate alphabetical order, a new definition of “Small Wireless Facilities” to read as follows:

Small Wireless Facilities

A Small Wireless Facility is a facility as defined in 47 C.F.R. § 1.6002(l), as such may be amended from time to time.

2. To amend the definition of “Wireless Telecommunications Tower and Facilities” in Section 173-2 to read as follows:

Wireless Telecommunications Facilities

A wireless telecommunications facility shall include towers, antennae, panels, and appurtenant structures designed to facilitate the following types of services: cellular telephone service, personal communications service, and enhanced specialized radio service; provided, however, that a wireless telecommunications facility shall not include Small Wireless Facilities as defined herein.

3. To insert in Section 173-26.A (Use regulations schedule—Principal uses) and Section 173-26.B (Use regulations schedule—Accessory uses), immediately following the line for “Wireless telecommunications tower and facilities” in each schedule, a new entry to read as follows:

	R	VC	B	IA	IB
Small Wireless Facilities located outside of a right of way	P	P	P	P	P

4. To rename Article XXI as Wireless Telecommunications Towers and Facilities; Small Wireless Facilities, and to insert a new Section 173-134 to read as follows:

173-134 Small Wireless Facilities Located Outside of a Right of Way

All Small Wireless Facilities located outside of a Right of Way shall require a special permit from the Planning Board. All such facilities shall comply with the *Technical and Aesthetic Standards for Small Cell Siting* published by the Littleton Electric Light and Water Departments.

Or take any other action in relation thereto.

[Article 16 would amend Littleton’s Wireless Telecommunications Tower and Facilities bylaw to address emerging technology for cellular devices to avoid over-proliferation of new wireless emerging equipment and to minimize adverse visual and aesthetic impacts, while supporting the rollout of 5G technology. The Article establishes a process for approving such small wireless facilities within rights-of-way and on public and private property that comply with established design guidelines.]

TOWN OF LITTLETON, MASSACHUSETTS

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

Planning Board, Finance Committee, and Select Board support this article.

ARTICLE 17
Select Board
Dog Leash Bylaw Amendments

To see if the Town will vote to amend the General Bylaws as follows:

A. By amending Article III, Section 84-5.B as follows (additions indicated by underline and deletions indicated by strikethrough):

No dog shall be permitted in any public place or on any public thoroughfare, inclusive of all Town-owned property and properties under the authority of the Commonwealth of Massachusetts that are situated in the Town of Littleton, unless said dog is restrained by a chain or lead not exceeding seven feet in length that is of suitable test for the size of dog that is being restrained and is attended by a person of adequate age and discretion to properly control its actions or is at the heel position ~~beside~~ close to or slightly behind a competent person and demonstrably obedient to the person's command. When off-leash/at-heel, dogs must be leashed when passing within 25 feet of other residents or dogs.

B. By adding the following new Sections after Article III, Section 84-5.B, as follows:

C. All persons in care, custody and control of a dog(s) are required to be in possession of leash/lead for each dog.

D. All persons in care, custody and control of a dog(s) are required to use a poop bag to pick-up dog waste. Poop bag(s) must be properly disposed of in an off-site waste receptacle.

E. It is prohibited to have any dog on Town property that is unlicensed or untagged in violation of state law.

F. Each person is permitted to have care, custody or control of no more than three dogs at the same time on Town conservation land and trails.

G. The Town of Littleton may specify certain properties whereby dogs shall be leashed at all times. Such list of properties shall be maintained and published by the Select Board and posted at each property or designated area.

H. No dog shall be permitted to disturb the peace or quiet of any neighborhood or endanger the safety of any person, by biting, barking, howling, or in any other manner; or to worry, kill, maim or otherwise injure another's fowl, livestock or domesticated animal.

I. No dog shall be permitted to chase a vehicle on any way open to the public travel.

TOWN OF LITTLETON, MASSACHUSETTS

Or to take any other action in relation thereto.

[Article 17 would amend the Dog Bylaw by adding provisions such as and not limited to the control of dogs on and off leash and for controlling nuisance such as dog waste and noise.]

Motion: Moved and seconded by the Select Board that the Town vote to approve Article 17 as printed in the Warrant.

Select Board supports this article.

ARTICLE 18
Select Board
Road Acceptances

To see if the Town will vote to accept, as a Town way, the laying out by the Select Board of the following private ways and to acquire said private ways by gift, purchase, or eminent domain the land, rights, and easements therein for drainage, utility, or other purposes:

1. The private way known as “Edward Drive”, as shown on a plan entitled “Street Acceptance Plan ‘Bennett Orchard’ Edward Drive Littleton, Massachusetts” prepared for DECA Corp;
2. The private way known as “Chestnut Lane”, as shown on a plan entitled “Street Acceptance Plan Chestnut Lane Littleton, Massachusetts”;
3. The private ways known as “Couper Farm Lane”, “Vint Lane”, and “Field Lane”, as shown on Sheets 1 through 9 of a plan entitled, “Roadway As-Built Plan set for Couper Farm Estates, Littleton, Massachusetts” for M+M Realty Trust; and
4. The private ways known as “Balsam Lane”, “Fraser Street”, “Spruce Street”, “Fir Lane”, “Red Cedar Way”, “Douglas Road”, and “Cypress Lane”, as shown on a plan entitled “Street Acceptance Plan in Littleton, Massachusetts” prepared for Durkee Farm Builders, Inc., provided however, that the portion of “Douglas Street” from 0+00 to 6+00 is not included in this street acceptance and acquisition,

And where said copies of the plans referenced herein shall be made available for inspection at the Town Clerk’s office at least 7 days prior to this Special Town Meeting; or to take any other action in relation thereto.

[Article 18 would accept as a Town Way, roads within the subdivisions known as Bennett Orchard, Chestnut Lane, Couper Farm Estates, Durkey Estates and Kaye Estates. The acceptance of these ways includes the rights-of-ways, infrastructure, easements, and associated appurtenances.]

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

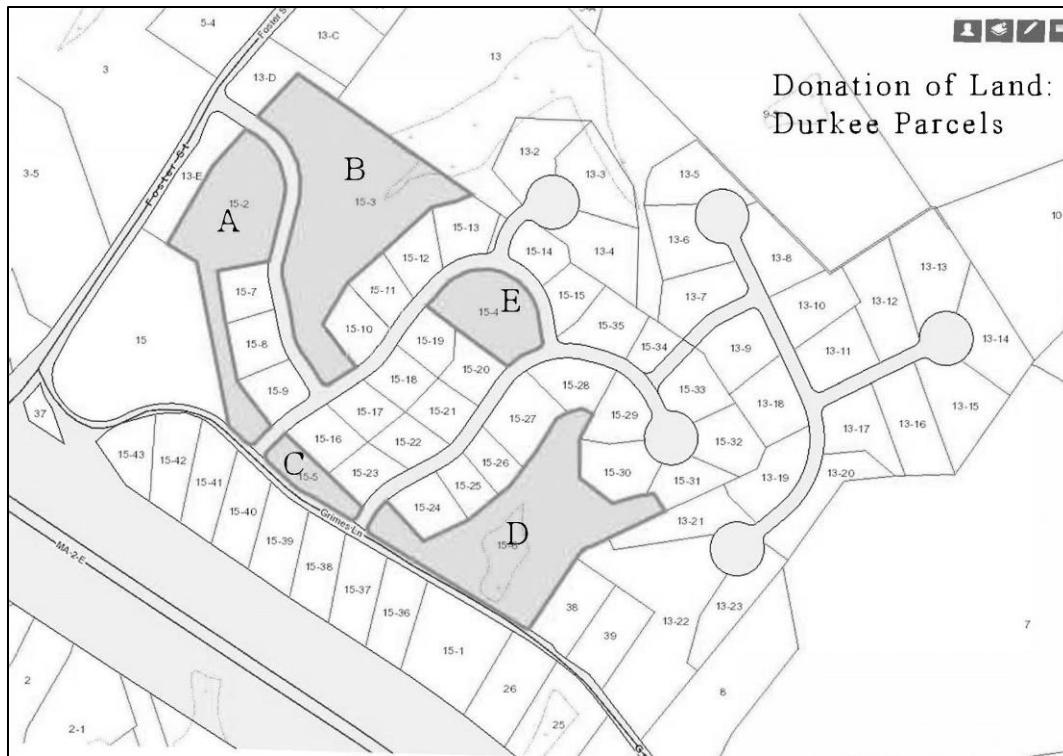
Select Board recommendation will be provided at Town Meeting.

TOWN OF LITTLETON, MASSACHUSETTS

ARTICLE 19
Select Board
Donation of Land: Durkee Farm Estates

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, or eminent domain the fee interest in five parcels of land totaling approximately 16.02 acres, and more specifically described as Parcel A (approximately 3.67 acres), Parcel B (approximately 5.51 acres), Parcel C (approximately 0.72 acres), Parcel D (approximately 5.12 acres), and Parcel E (approximately 1.00 acres) on Sheet 2 of 6 of a Plan of Land recorded in the Middlesex Registry of Deeds, Southern District, as Plan No. 606 of 2016 and entitled; "Durkee Farm Estates Definitive Plan of a Subdivision Open Space Development Special Permit OFF GRIMES LANE" Littleton, MA for Grimes Road LLC, by Hancock Associates dated 2/16/2016, and whereas, Parcels A and B shall be used for open space purposes and Parcels C, D, and E shall be used for conservation or recreation purposes, or take any other action in relation thereto.

[Article 19 would facilitate transfer of ownership of five (5) parcels of land shown as Open Space Parcels A through E totaling 16.02 acres to the Town of Littleton. Parcels A and B shall be used for open space purposes and Parcels C, D, and E shall be used for conservation and recreation purposes. Donation of these Open Space parcels is required by the Definitive Open Space Subdivision approval for Durkee Farm Estates.]



Motion: Moved and seconded by the Select Board that the Town acquire by gift a fee interest in the parcels described in Article 19 of the Warrant and on such terms described in said Article.

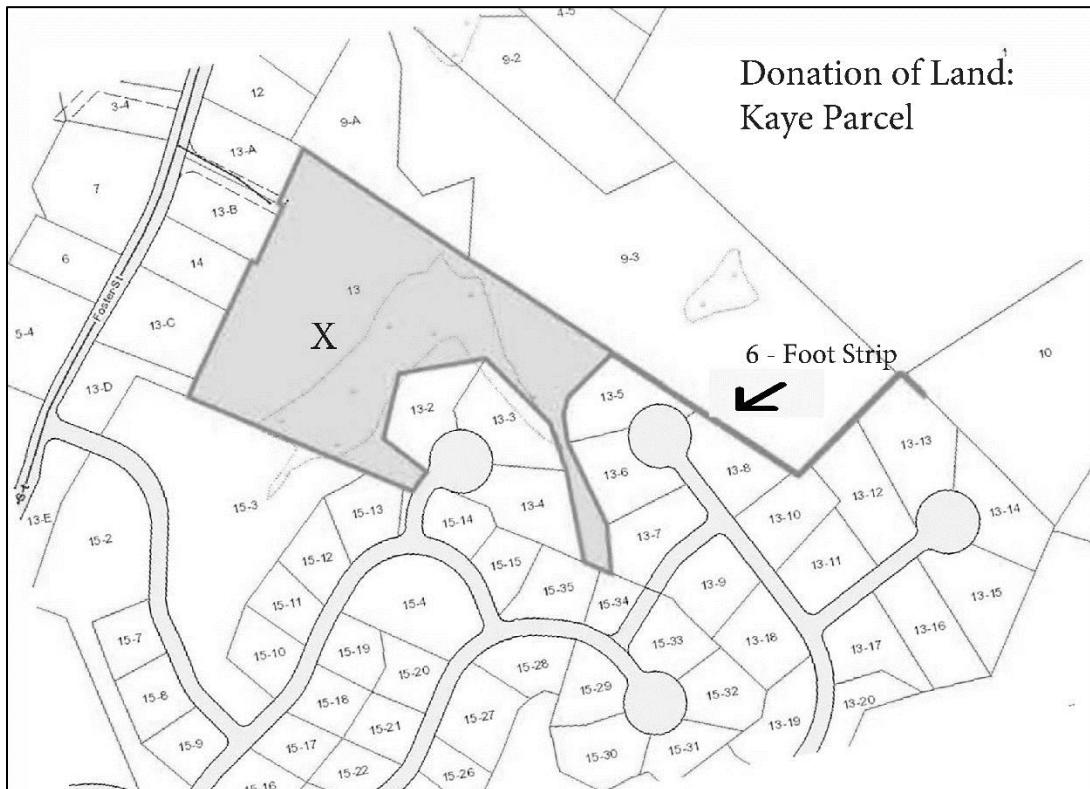
Finance Committee and Select Board support this article.

TOWN OF LITTLETON, MASSACHUSETTS

ARTICLE 20
Select Board
Donation of Land: Kaye Parcel

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, or eminent domain for general municipal purposes, the fee interest in an approximately 11.458 acre parcel of land on the Western portion of the Kaye property, including a 6-foot strip along the adjoining Herget property to the North, and as shown as Parcel X, on a plan entitled "Kaye Estates Definitive Plan of a Subdivision Off Grimes Lane, Littleton, MA for Kaye Land, LLC" Prepared for Kaye Land, LLC by Hancock Associates dated October 10, 2017 and recorded with Middlesex South District Registry of Deeds as Plan 647 of 2018, or take any other action in relation thereto.

[Article 19 would facilitate transfer of ownership a parcel of land, which includes a six-foot strip of land along the Herget property, totaling 11.458 acres to the Town of Littleton. Said parcel shall be used for general municipal purposes. Donation of these parcels is required by the Definitive Subdivision approval for Kaye Estates.]

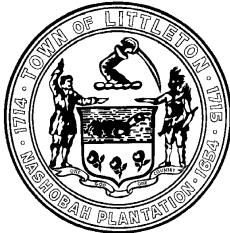


Motion: Moved and seconded by the Select Board that the Town acquire by gift a fee interest in the parcel described in Article 20 of the Warrant and on such terms described in said Article.

Finance Committee and Select Board support this article.

TOWN OF LITTLETON, MASSACHUSETTS

TOWN OF LITTLETON, MASSACHUSETTS



Town of Littleton
Select Board
P.O. Box 1305
Littleton, MA 01460

Prsrt Std
US Postage
Paid
Permit #19
Littleton, MA

Residential Customer
Littleton, MA 01460