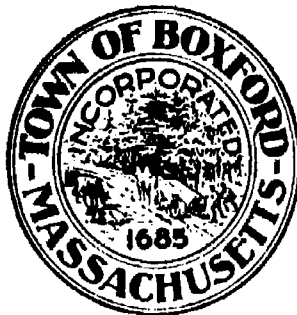


TOWN OF BOXFORD

**Warrant for Annual Town Meeting
Tuesday, May 9, 2017
7:00 p.m.**

**Masconomet Regional High School
Auditorium
20 Endicott Road
Boxford, MA 01921**



**PLEASE BRING THIS WARRANT FOR THE ANNUAL TOWN
MEETING WITH YOU ON MAY 9, 2017 - MEETING AT
MASCONOMET REGIONAL HIGH SCHOOL AUDITORIUM,
20 ENDICOTT ROAD AT 7:00 P.M.**

WARRANT FOR ANNUAL TOWN MEETING
MAY 9, 2017 - 7:00 P.M.

MASCONOMET REGIONAL HIGH SCHOOL – AUDITORIUM

**Commonwealth of Massachusetts
Essex s.s.**

To either of the Constables of the Town of Boxford in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Boxford qualified to vote in elections and in Town affairs to meet at the **Masconomet Regional High School**, 20 Endicott Road, Boxford, on **Tuesday the ninth day of May next at 7:00 P.M.**, then and there to act on the following articles, viz:

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

ARTICLE 2. To see if the Town will **authorize the establishment of the following revolving accounts** as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year:

1) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed **\$35,000** for Fiscal Year 2018 from said account for the operation and maintenance of the Town Recycling Center;

2) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **\$20,000** for Fiscal Year 2018 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

3) **Tick Control Product Revolving Account** under the direction of the Board of Health and used for the deposit of receipts collected for tick control products; and further to allow the Board of Health to expend fees not to exceed **\$10,000** for Fiscal Year 2018 from said account for the purchase of tick control products and associated expenses;

or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

ARTICLE 3. To see if the Town, in accordance with M.G.L. Chapter 150E, section 7, will **vote to approve the following collective bargaining agreements** recently negotiated and ratified by the Board of Selectmen, between the:

- Town and Boxford Police Reserve Association for the period July 1, 2016 to June 30, 2019;
- Town and American Federation of State County and Municipal Employees, AFL-CIO Council #93, Local 939, Boxford Public Works Employees for the period July 1, 2016 to June 30, 2019;
- Town and American Federation of State County and Municipal Employees, AFL-CIO Council #93, Local 939, Boxford Clerical/Library Employees, for the period July 1, 2016 to June 30, 2019;

Said collective bargaining agreements on file with the Town Clerk; funding for the cost items for the first year and second year of said agreements included in the general operating budget of the Town in Article #5 below; or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee to make recommendation at Town Meeting

ARTICLE 4. To see if the Town will vote to adopt the **Classification Plan and Compensation Plan** for FY 2018, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 13 through 15 of this warrant; funding for estimated costs of said plan included in the general operating budget of Town in Article #5 below; or take any other action thereon.

Sponsored and Supported by the Personnel Board
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

ARTICLE 5. To **act on the proposed budget** and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for Fiscal Year 2018, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored and Supported by the Finance Committee
Estimate: **\$32,550,631**
The proposed budget is printed on pages 16 and 17 of this warrant.
Board of Selectmen recommends adoption of this article

NOTE: At this time, we anticipate that **Article 6** will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$197,318 for the purposes of additionally funding the Fiscal Year 2018 Elementary School Budget**, provided that the appropriation authorized herein shall be contingent upon the vote at the Town Election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored and Supported by the Elementary School Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

ARTICLE 7. To see if the Town will vote to appropriate, **borrow or transfer from available funds**, an amount of money to be expended, in addition to the \$225,000 previously appropriated for this purpose under Article 14 of the Warrant at the 2016 Annual Town Meeting, under the direction of Permanent Building Committee **to pay costs of a partial roof replacement and partial window replacement project at Spofford Pond School, 31 Spofford Road**, including the payment of all costs incidental or related thereto (the "Project"); which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Permanent Building Committee; and to meet this appropriation, to transfer a sum of money from Free Cash and further to authorize the Treasurer with the approval of the Board of Selectmen to borrow a sum of money pursuant to Chapter 44 of the General Laws, as amended, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefor and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, section 20 of the General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (i) thirty-nine and eighty-four hundredths percent (39.84%) of eligible, approved project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA; provided however that no funds shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to pay for any bonds or notes issued pursuant to this vote from the limitations of Chapter 59, Section 21C of the General Laws, also known as Proposition 2½; and to authorize the Elementary School Committee and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the construction of said project; further that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA; or take any other action thereon.

Sponsored and Supported by the Elementary School Committee

Estimated Cost: \$5,000,000

Funded last year: \$225,000;

This Request: Free Cash: \$500,000; Debt: \$4,275,000;

Post-expenditure expected MSBA reimbursement: \$1,635,000

Finance Committee recommends adoption of this article

Board of Selectmen recommends adoption of this article

Permanent Building Committee recommends adoption of this article

ARTICLE 8. To see if the Town will vote to accept the amendment to General Laws, Chapter 59, Section 5K, as amended by Chapter 218 of the Acts of 2016, and **to increase the maximum amount of the deduction that eligible seniors may take to their property tax bill from the current limit of \$1,000 to the limit of \$1,500**, or take any other action thereon.

Sponsored and supported by the Board of Selectmen

Council on Aging recommends adoption of this article

Finance Committee recommends adoption of this article

ARTICLE 9. To act on the list of proposed capital purchases for FY 2018 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2018, and authorize expenditure of these funds under the direction of the appropriate listed department and authorize the Board of Selectmen to dispose of any equipment declared surplus if replaced; or take any other action thereon.

Sponsored and supported by the Board of Selectmen (Numbers 1-16)

Sponsored and supported by the Masconomet District School Committee (Number 17)

Sponsored and supported by the Elementary School Committee (Number 18)

Estimate: **\$824,800**

Finance Committee recommends adoption of this article

Permanent Building Committee Recommendations as noted

The proposed capital budget is printed on page 12 of this warrant.

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$25,500 to supplement current consulting and other professional services assisting in preparing and evaluating a proof of concept and conceptual street elevation drawings, and long range financial plan and impacts, of a Non-School Municipal Facilities Efficiency Master Plan**, said funds to be expended under the direction of the Planning Board, or take any other action thereon

Sponsored and supported by the Planning Board and Board of Selectmen

Finance Committee recommends adoption of this article

ARTICLE 11. To see if the Town will vote transfer from **Free Cash \$100,000 and appropriate \$100,000 from the Community Preservation Committee Historic Resources Fund for a total sum of \$200,000 for design, partial demolition, and initial preservation construction on the historic Cummings House and adjacent barn, 10 Elm Street; and other necessary project expenses**; subject to a requirement that the Community Preservation Committee vote affirmatively to approve expenditure of CPA funds upon its review of the analysis and proposed design plans, and further subject to a condition that CPA Historic Funds be expended after all other sources of funding have been expended; said funds to be expended under the direction of the Community Preservation Committee and the Permanent Building Committee, or take any other action thereon.

Sponsored and supported by the Board of Selectmen

Finance Committee does not recommend adoption of this article

Permanent Building Committee recommends adoption of this article

Historic Districts/Historical Commission recommends adoption of this article

Community Preservation Committee recommends adoption of this article

Board of Library Trustees recommends adoption of this article

Planning Board recommends adoption of this article

ARTICLE 12. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$19,336 to fund an existing retirement bonus benefit equal to 50% of accumulated, but unused sick days available to two retiring employees with more than twenty-five years consecutive service with the Town of Boxford**, said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

Finance Committee recommends adoption of this article

ARTICLE 13. To see if the Town will vote to set the **annual curbside solid waste collection fee at \$2.50 for each 32-gallon bag** or container (each use); or take any other action thereon.

Sponsored by the Board of Health
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

ARTICLE 14. To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England, Inc. a **permanent utility easement for Verizon's utility access to the Boxford Police Station on a portion of the Town-owned land off Spofford Road** upon such terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town; a draft sketch on file with the Town Clerk entitled "Exhibit A - Verizon New England, Inc. – Showing Easement at 285 Ipswich Road, Boxford, Massachusetts – March 19, 2017"; and authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the grant of said utility easement; or take any other action thereon.

Sponsored and supported by the Board of Selectmen

ARTICLE 15. To see if the Town will vote to **appropriate or reserve from the Community Preservation Fund annual revenues** in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2018, with each item to be considered a separate appropriation:

Appropriations:

From FY 2018 estimated annual revenues for Sawyer-Richardson Open Space Bond expense	\$179,920
From FY 2018 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense	\$ 49,525
From FY 2018 estimated annual revenues for Haynes Land Purchase Bond expense	\$141,500
From FY 2018 estimated annual revenues for Aaron Wood Renovation Bond expense	\$ 14,786
From FY 2018 estimated annual revenues for Boxford Commons Bond expense	\$ 11,842
From FY 2018 estimated annual revenues for Committee Administrative Expenses	\$ 43,646

Reserves:

From FY 2018 estimated annual revenues for Historic Resources Reserve	\$ 23,981
From FY 2018 estimated annual revenues for Community Housing Reserve	\$ 87,292
From FY 2018 estimated annual revenues for Budgeted Reserve	\$310,000

or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

ARTICLE 16. To see if the Town will vote to appropriate **\$1,581 from the Community Preservation Fund Undesignated Fund** to fund the installation of four signs, two at the Boxford Town Forest, and one each at Boxford Woods and Baldpate Woods, said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee

ARTICLE 17. To see if the Town will vote to appropriate **\$5,800 to fund a hydrological assessment of Holmes Pond to help preserve open space and restore a recreational resource, and to fund said appropriation, that \$4,800 be transferred from the Community Preservation Fund Undesignated Fund, and \$1,000 be transferred from a gift fund established for said purpose,** said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee

ARTICLE 18. To see if the Town will vote to appropriate **\$48,000 to fund the rehabilitation and restoration of the Ackerman Playground at Boy Scout Park on Cahoon Road in Boxford, and to fund said appropriation, that \$45,000 be transferred from the Community Preservation Fund Undesignated Fund, and \$3,000 be transferred from a gift fund established for said purpose,** said funds to be expended under the direction of the Community Preservation Committee and the Permanent Building Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Permanent Building Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

ARTICLE 19. To see if the Town will vote pursuant to the provisions of G.L. c44, §53E½, as most recently amended, to amend its General Bylaws by inserting a new bylaw in Chapter 30 of its Town Code, establishing various revolving funds, as follows:

Chapter 30. Revolving Funds §30-1 Revolving Funds

Pursuant to G.L. c44, §53E½, the following revolving funds listed below are hereby established. Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c44, §53E½.

A) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds from said account for the operation and maintenance of the Town Recycling Center.

B) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission.

C) **Tick Control Product Revolving Account** under the direction of the Board of Health and used for the deposit of receipts collected for tick control products; and further to allow the Board of Health to expend fees from said account for the purchase of tick control products and associated expenses.
or take any other action thereon

Sponsored and supported by the Board of Selectmen

ARTICLE 20. To see if the Town will vote to accept the provisions of G.L. c40, §13E to **create a Special Education Revolving Fund**, consistent with the vote of the Elementary School Committee, for future payments of unanticipated or unbudgeted special education costs, out of district tuition or transportation, provided however, that the monies in such fund shall be expended only with the approval of the Elementary School Committee and Board of Selectmen; and further to **transfer up to \$145,000** from the FY 2017 Elementary Schools budget as appropriated under Article 7 of the May 10, 2016 Annual Town Meeting into said revolving fund, or take any other action thereon.

Sponsored and supported by the Elementary School Committee
Finance Committee recommends adoption of this article

ARTICLE 21. To see if the Town will vote to accept the provisions of G.L. c.32B, §20 to **create an Other Post Employment Benefits Fund** for the current and future liabilities of the Town for group health insurance benefits for retirees and their dependents, which fund may be expended by a 2/3 vote of Town Meeting and designate a trustee or trustees, and further, to direct that such trustee or trustees adopt and file a declaration of trust and take all other actions as required by said section, or take any other action thereon.

Sponsored and supported by the Board of Selectmen

ARTICLE 22. To see if the Town will vote to amend its Zoning Bylaw by adding a new Section ____, **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further to amend the Table of Contents to add Section ____, "Temporary Moratorium on Recreational Marijuana Establishments."

Section ____ . PURPOSE

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L.c94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a "Recreational Marijuana Establishment"), as defined in G.L.c94G, §1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance to the Town on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and to address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments, so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section ____ DEFINITION

"Recreational Marijuana Establishment" shall mean a "marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

Section ____ . TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a

Recreational Marijuana Establishments, and other uses related to recreational marijuana. The moratorium shall be in effect through November 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these issues.

or take any action thereon.

Sponsored and supported by Board of Selectmen
Planning Board to make recommendation at Town Meeting

ARTICLE 23. To see if the Town, in accordance with Article LXXXIX of then Massachusetts Constitution, will vote to amend **Chapter 36: Town Meeting and Elections, § 36-1 Annual and Special Town Meeting dates; defeated articles**, and insert the following language listed below into the Town Bylaws, or take any other action thereon.

C. Any warrant article approved at Town Meeting concerning town commitments or expenditures at or exceeding Two Hundred and Fifty Thousand dollars, in cash or asset, with the exception of municipal payrolls, town insurance payments and governmental payments mandated by statute, shall also be approved by ballot at the next general or special election.

Sponsored by Initiative Petition

ARTICLE 24. To transact any other business that may legally come before said meeting.

You are hereby ordered to notify and warn voters to meet in the Boxford Town Hall, 7A Spofford Road, Boxford, MA, on Tuesday, the sixteenth day of May next, polls open from 7:00 a.m. to 8:00 p.m., for the following purposes, viz: to choose by ballot the following Town Officers for the ensuing year: **Board of Selectmen**, one member for three years; **Board of Assessors**, one member for three years; **Planning Board**, TWO members for five years, one member for two years; **Board of Commissioners of Trust Funds**, one member for three years; **Masconomet Regional District School Committee**, TWO members for three years; **Boxford School Committee**, TWO members for three years; **Board of Health**, TWO members for three years; **Trustees of the Boxford Town Libraries**, TWO members for three years; **Town Moderator** one for three years; **East Constable**, one for three years; **West Constable**, one for three years; and to vote on the following questions:

QUESTION #1: Shall the Town of Boxford be allowed to assess an additional **\$197,318** in real estate and personal property taxes for the purpose of **additionally funding the Fiscal Year 2018 Elementary School Budget**, for the fiscal year beginning July 1, 2017?

Yes ____

No ____

QUESTION #2: Shall the Town of Boxford be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to **fund a partial roof replacement and partial window replacement project at Spofford Pond School**, 31 Spofford Road, including the payment of all costs incidental or related thereto?

Yes ____

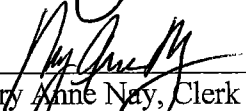
No ____


And you are directed to serve this warrant by posting attested copies thereof at each of the public meeting houses in said Town seven days, at least, before the time of holding said meeting.

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

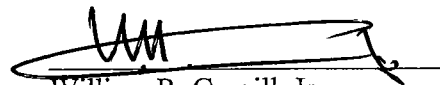
Given under our hands this tenth day of April in the year of our Lord, two thousand seventeen.

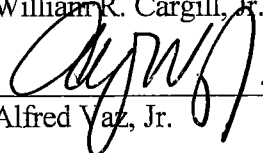

Charles J. Costello, Chair


Mary Anne Nay, Clerk

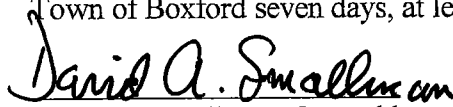

Peter C. Perkins

BOARD OF SELECTMEN

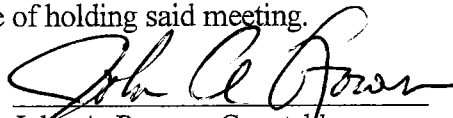

William R. Cargill, Jr.


Alfred Vaz, Jr.

I have served this warrant by posting attested copies thereof on each of the meeting houses in said Town of Boxford seven days, at least, before the time of holding said meeting.


David A. Smallman, Constable
West Parish

Date 4/12/17


John A. Rowen, Constable
East Parish

Date 4/12/2017

Proposed Capital Purchases for FY 2018

			Bldg Comm Recommendation
1	Fund Replacement Police Station HVAC Roof Unit	\$ 17,055	Recommend adoption
2	Fund Police Station Duct Cleaning Project	\$ 9,988	Recommend adoption
3	Fund Painting Police Station and Fire Station Exterior	\$ 25,000	Recommend adoption
4	Fund Painting Middleton Road Fire Station Ceilings	\$ 9,240	Recommend adoption
5	Fund Replacement DPW Backhoe	\$ 97,850	Not Applicable
6	Fund DPW Utility Truck	\$ 55,298	Not Applicable
7	Fund Replacement DPW Street Marking Paint Machine	\$ 7,384	Not Applicable
8	Fund DPW Utility Tractor for Boxford Common	\$ 12,451	Not Applicable
9	Fund Irrigation Well at Boy Scout Park Fields	\$ 13,551	Not Applicable
10	Fund Replacement Police Cruiser	\$ 36,000	Not Applicable
11	Fund Replacement Fire Department "Jaws of Life"	\$ 40,000	Not Applicable
12	Fund Replacement Fire Department SCBA Masks And Equipment	\$ 29,116	Not Applicable
13	Fund Replacement Communications Department Receivers	\$ 20,000	Not Applicable
14	Fund Replacement Fire Command Vehicle	\$ 55,000	Not Applicable
15	Fund Forest Management Plan for Wildcat	\$ 3,000	Not Applicable
16	Fund replacement culvert on Middleton Road (net of FEMA grant)	\$ 95,500	Not Applicable
17	Fund Boxford share of Security Improvements at Masconomet	\$191,167	Not Applicable
18	Fund Elementary School Science Curriculum	\$107,200	Not Applicable
	TOTAL CAPITAL PURCHASES	\$824,800.00	

**TOWN OF BOXFORD – COMPENSATION PLAN for
NON-BENEFIT ELIGIBLE CLASSIFICATION PLAN EMPLOYEES
FISCAL YEAR 2018**

HOURLY EMPLOYEES CLASSIFICATION	HOURLY RATE FY 2018
1. Library Personnel	
Circulation Attendant	11.00
Library Assistant	15.50
2. Minutes Secretary	16.31-18.92 (Based on Tenure)
3. Clerical Associate I	13.53
Clerical Associate II	15.92
4. Assistant Animal Control Officer	13.12
5. Alternate Building Inspector	26.04
6. Recycle Attendant	16.08
7. Election Officers	
Wardens	11.50
Inspectors	11.00
8. Plumbing/Gas Inspector	335.71 (weekly stipend)
9. Wiring Inspector	335.71 (weekly stipend)
10. DPW Summer Help	
Starting	11.00
After 30 days	11.50
Returning 2 nd Year	12.00
Each Successive Returning Yr	+.50/hr.
11. Parks Program (Seasonal)	
Director	31.99 – 37.32
Assistant Director	20.30 – 25.38
Nurse	25.38 – 35.53
Art Director	20.30 – 25.38
Lead Instructor	13.00 – 15.00
Senior Instructor	11.50 – 13.00
Junior Instructor	11.00 – 11.50
12. Outreach Worker	16.89
13. Van Driver	14.21

TOWN OF BOXFORD, MA - NON-UNION CLASSIFICATION PLAN

Grade N-1

No position assigned.

Grade N-2

No position assigned.

Grade N-3

No position assigned.

Grade N-4

Animal Control Officer
Full-time Firefighter (*Career Firefighters*)
Payroll and Benefits Administrator

Grade N-5

Full-time Fire Lieutenant (*Career Firefighters*)

Grade N-6

Assistant to the Town Administrator

Grade N-7

Director of Communications
Director of Council on Aging

Grade N-8

Town Clerk

Grade N-9

No position assigned.

Grade N-10

Director of Public Health
Director of Public Libraries
Inspector of Buildings
Director of Conservation/Planning Board Administrator
Police Lieutenant – Patrol
Police Lieutenant – Criminal Investigations

Grade N-11

Director of Assessments
Treasurer/Collector

Grade N-12

DPW Superintendent/Town Engineer
Fire Chief

Grade N-13

No position assigned.

Grade N-14

Police Chief
Director of Municipal Finance/Town Accountant

Grade N-15

Town Administrator

**TOWN OF BOXFORD, MA - PROPOSED NON-UNION COMPENSATION PLAN
FY-2018**

<i>Grade</i>		<i>Min</i>	<i>Mid</i>	<i>Max</i>
1	Hourly	16.44	18.82	21.56
	Weekly	657.48	752.99	862.38
	Annual	34,320.20	39,306.00	45,016.12
2	Hourly	18.08	20.71	23.72
	Weekly	723.22	828.29	948.62
	Annual	37,752.21	43,236.60	49,517.73
3	Hourly	19.89	22.78	26.09
	Weekly	795.54	911.12	1,043.48
	Annual	41,527.44	47,560.27	54,469.50
4	Hourly	21.88	25.06	28.70
	Weekly	875.10	1,002.23	1,147.82
	Annual	45,680.18	52,316.29	59,916.45
5	Hourly	23.41	26.81	30.70
	Weekly	936.36	1,072.38	1,228.17
	Annual	48,877.79	55,978.43	64,110.61
6	Hourly	25.05	28.69	32.85
	Weekly	1,001.90	1,147.45	1,314.14
	Annual	52,299.24	59,896.92	68,598.35
7	Hourly	26.80	30.69	35.15
	Weekly	1,072.03	1,227.77	1,406.13
	Annual	55,960.18	64,089.71	73,400.23
8	Hourly	28.68	32.84	37.61
	Weekly	1,147.08	1,313.72	1,504.56
	Annual	59,877.40	68,575.99	78,538.25
9	Hourly	30.68	35.14	40.25
	Weekly	1,227.37	1,405.68	1,609.88
	Annual	64,068.81	73,376.31	84,035.93
10	Hourly	32.83	37.60	43.06
	Weekly	1,313.29	1,504.07	1,722.58
	Annual	68,553.63	78,512.65	89,918.44
11	Hourly	35.13	40.23	46.08
	Weekly	1,405.22	1,609.36	1,843.16
	Annual	73,352.39	84,008.53	96,212.73
12	Hourly	38.64	44.26	50.69
	Weekly	1,545.74	1,770.29	2,027.47
	Annual	80,687.62	92,409.39	105,834.01
13	Hourly	42.51	48.68	55.76
	Weekly	1,700.31	1,947.32	2,230.22
	Annual	88,756.39	101,650.32	116,417.41
14	Hourly	47.82	54.77	62.72
	Weekly	1,912.85	2,190.74	2,509.00
	Annual	99,850.94	114,356.61	130,969.58
15	Hourly	53.80	61.61	70.57
	Weekly	2,151.96	2,464.58	2,822.62
	Annual	112,332.30	128,651.19	147,340.78

	Actual Expended FY15	Actual Expended FY16	Budget FY17	Proposed FY18 Budget	\$ Change FY17 to FY18	% Change FY17 to FY18
General Government						
Selectmen & Administrator	211,512	241,671	277,710	282,455	4,745	1.7%
Legal	84,070	75,828	108,361	108,361	0	0.0%
Technology	182,795	193,663	207,250	207,250	0	0.0%
Town Clerk	111,663	88,884	102,440	104,498	2,058	2.0%
Land Committee	0	500	500	500	0	0.0%
Conservation Com/Planning Bd.	90,521	73,481	79,351	79,484	133	0.2%
Utilities & General Maintenance	274,153	273,550	297,507	297,507	0	0.0%
Other Insurance	293,261	283,950	312,351	349,510	37,159	11.9%
Total General Government	1,247,975	1,231,527	1,385,469	1,429,565	44,095	3.2%
Financial Administration						
Finance Committee	509	285	1,010	1,010	0	0.0%
Finance Committee Reserve	175,000	175,000	175,000	175,000	0	0.0%
Municipal Finance Departments	448,334	454,145	469,602	496,098	26,496	5.6%
Total Financial Administration	623,843	629,430	645,612	672,108	26,496	4.1%
Public Safety						
Police Salary	1,241,371	1,278,262	1,281,264	1,236,089	-45,175	-3.5%
Police Non Salary Expenses	61,078	65,985	68,237	70,237	2,000	2.9%
Fire Salary	409,177	408,306	543,762	565,194	21,432	3.9%
Fire Non Salary Expenses	90,533	87,053	89,719	90,719	1,000	1.1%
Building Inspection/Zoning Bd	109,093	120,783	128,410	128,410	0	0.0%
Sealer of Weights & Measures	420	425	425	425	0	0.0%
Animal Inspector	5,279	5,279	5,744	5,744	0	0.0%
Animal Control Officer	35,321	38,336	47,892	47,923	31	0.1%
Communications Salary	305,709	339,515	343,880	348,122	4,242	1.2%
Communications Non Salary Exp.	93,832	88,942	97,053	99,169	2,116	2.2%
Total Public Safety	2,351,813	2,432,886	2,606,386	2,592,032	-14,354	-0.6%
Education						
Elementary Schools	10,478,182	10,897,572	11,446,833	11,735,770	288,937	2.5%
Essex Tech School Assessment	186,275	294,979	373,726	289,775	-83,951	-22.5%
Masconomet Operational Assessment	8,623,353	9,331,428	9,535,095	9,784,970	249,875	2.6%
Total Education	19,287,810	20,523,979	21,355,654	21,810,515	454,861	2.1%

	Actual Expended FY15	Actual Expended FY16	Budget FY17	Proposed FY18 Budget	\$ Change FY17 to FY18	% Change FY17 to FY18
Public Works						
Cemeteries	500	500	500	500	0	0.0%
Trash/Recycling Pickup & Disposal	516,848	516,919	518,485	516,302	-2,183	-0.4%
Snow & Ice Removal	513,399	249,140	133,000	133,000	0	0.0%
Fuel Depot	94,683	55,554	112,000	110,000	-2,000	-1.8%
DPW Salaries	501,494	528,777	533,929	533,991	62	0.0%
DPW Non Salary Expense	302,642	323,539	333,212	338,464	5,252	1.6%
Total Public Works	1,929,566	1,674,429	1,631,126	1,632,257	1,131	0.1%
Human Services						
Board of Health	133,997	135,496	144,739	144,794	55	0.0%
Council on Aging	112,716	112,288	119,187	119,237	50	0.0%
Veterans' Benefits	34,601	30,000	35,000	35,000	0	0.0%
HAWC Program	2,000	2,000	2,000	2,000	0	0.0%
Tri Town Council	29,614	29,614	29,614	29,614	0	0.0%
Total Human Services	312,928	309,398	330,540	330,645	105	0.0%
Culture & Recreation						
Library Salaries	280,525	304,920	327,695	332,072	4,377	1.3%
Library Non Salary Expense	133,508	119,403	113,670	114,163	493	0.4%
Recreation Committee	3,027	3,365	3,425	3,425	0	0.0%
Cultural Council	2,700	2,500	3,000	3,000	0	0.0%
Historic District Commission	0	300	375	375	0	0.0%
Total Culture & Recreation	419,760	430,488	448,165	453,035	4,870	1.1%
Employee Benefits						
Health Insurance (non school)	733,158	620,001	790,264	790,264	0	0.0%
OPEB Contribution	250,000	250,000	300,000	350,000	50,000	16.7%
Essex Retirement Assessment	936,588	1,006,232	1,075,092	1,149,773	74,681	6.9%
Medicare/Life & LTD Insurance	155,909	165,746	176,042	182,964	6,922	3.9%
Unemployment Insurance	6,342	9,561	15,000	15,000	0	0.0%
Salary Reserve			45,567	80,000		
Total Employee Benefits	2,081,997	2,051,540	2,401,965	2,568,001	166,036	6.9%
Debt Service						
Non School Debt Service	1,273,346	1,016,501	866,543	592,384	-274,159	-31.6%
Elementary School Debt Service	111,738	114,613	62,113	61,113	-1,000	-1.6%
Masconomet Debt Assessment	409,768	415,601	407,640	408,977	1,337	0.3%
Total Debt Service	1,794,852	1,546,715	1,336,296	1,062,474	-273,822	-20.5%
Total Budget	30,050,544	30,830,392	32,141,213	32,550,631	409,418	1.3%

**BOARD OF SELECTMEN
TOWN OF BOXFORD
7A SPOFFORD ROAD
BOXFORD, MA 01921**

**BULK RATE
POSTAGE PAID
PERMIT #19
BOXFORD, MA
01921**

**BOXHOLDER
BOXFORD, MASS 01921
01885**