

# TOWN OF BOXFORD

Website: [BoxfordMA.gov](http://BoxfordMA.gov)

**Warrant for Annual Town Meeting  
Tuesday, May 9, 2023  
7:00 p.m.**

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



**Supporting documents for this warrant may be found at:**

**<https://www.boxfordma.gov/TownMeeting2023>**

WARRANT FOR ANNUAL TOWN MEETING  
May 9, 2023 - 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 Select Board

**ARTICLE 2.** To see if the Town, in accordance with M.G.L. Chapter 150E, section 7, **will vote to appropriate a sum of money to fund the first-year cost items contained in the following collective bargaining agreements** recently negotiated and ratified by the Select Board between the Town and the following Unions which have terms of July 1, 2023 through June 30, 2026:

- **American Federation of State, County and Municipal Employees, AFL-CIO Council #93, Local 939, Clerical/ Library**
- **International Association of Fire Fighters, AFL-CIO Local 5305, Boxford Professional Fire Fighters**
- **International Brotherhood of Teamsters Local 25, Boxford Police Patrol Officers**
- **Boxford Communications Dispatchers and Police Secretarial Employees Association**
- **Boxford Police Reserve Association**

Said collective bargaining agreements are on file with the Town Clerk; funding for the cost items in the first year of said agreements is included in the general operating budgets of the Town; or take any other action thereon.

Sponsored by Select Board  
Select Board to make recommendation at Town Meeting  
Finance Committee to make recommendation at Town Meeting

**ARTICLE 3.** To see if the Town will vote to adopt the Classification Plan and Compensation Plan for FY 2024, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 15 through 17 of this warrant; funding for estimated costs of said plan included in the general operating budget of Town in Article 4; or take any other action thereon.

Sponsored and Supported by the Personnel Board  
Select Board recommends adoption of this article  
Finance Committee to make recommendation at Town Meeting

**ARTICLE 4.** 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 2024, 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: \$39,343,454**  
Select Board recommends adoption of this article  
The proposed budget is printed on pages 13 and 14 of this warrant.

**ARTICLE 5.** To see if the Town will vote **to raise and appropriate \$75,000** for the Medical Response Pilot Program in the Fiscal Year 2024 Fire Department budget; or take any other action thereon.

Sponsored and supported by the Select Board  
Finance Committee recommends adoption of this article

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**NOTE:** At this time, we anticipate that **Article 6 and Article 7** will each 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 questions. Should the override question fail, the appropriation would be rendered null and void. In the case of Article 7, the Masconomet Regional School District budget would be rejected (the district budget must be accepted by at least two of the three member communities).  
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**ARTICLE 6.** To see if the Town will vote **to raise and appropriate or transfer from available funds the sum of \$265,216** for the purpose of additionally funding the Fiscal Year 2024 Elementary School Budget; provided, however, that the appropriation authorized herein shall be subject to and contingent upon approval of the voters at the Town Election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 1/2, so called; or take any other action thereon.

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

**ARTICLE 7.** To see if the Town will vote **to raise and appropriate or transfer from available funds the sum of \$266,316** for the purposes of additionally funding the Fiscal Year 2024 Masconomet Regional School District Assessment, thereby meeting the Town’s total District assessment, provided, however, that the appropriation authorized herein shall be subject to and contingent upon approval of the voters 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 Masconomet Regional District School Committee  
Finance Committee recommends adoption of this article  
Select Board recommends adoption of this article

**ARTICLE 8.** To see if the Town will vote to **transfer and appropriate from Free Cash the sum of \$3,409.48** to be expended by the Town to fund bills from FY2022 for snow and ice treatment; or take any other action thereon.

--4/5ths vote

Sponsored and supported by the Select Board  
Finance Committee recommends adoption of this article

**ARTICLE 9.** To see if the Town will vote, pursuant to the provisions of G.L. c.40, §5B, **to create a new special purpose stabilization fund, to be known as the Opioid Settlement Stabilization Fund**, which may be expended for all of the purposes allowed by law, including those outlined in applicable opioid-litigation settlement documents, a document prepared by the Substance Abuse Bureau of the Commonwealth’s Office of Health and Human Services Department, found at [www.mass.gov/doc/massachusetts-abatement-terms/download](http://www.mass.gov/doc/massachusetts-abatement-terms/download) entitled “Abatement Strategies”, and consistent with any state guidelines or regulations further clarifying allowable uses of opioid litigation settlement funds; and further, to adopt the last paragraph of said §5B and dedicate to such fund, without further appropriation, 100% of the opioid litigation settlement funds received by the Town; and further, to transfer from Free Cash a sum of money equal to that received by the Town from opioid litigation settlements resulting from the Town’s participation in the national Opioid Multi-District Litigation into said Opioid Settlement Stabilization Fund; or take any other action related thereto.

Sponsored and supported by the Finance Committee  
Select Board recommends adoption of this article

**ARTICLE 10.** To see if the Town will vote to set the following **annual curbside solid waste collection fees: \$6.00 for each 32-gallon overflow bag; \$52 for an additional 64-gallon trash barrel; \$120 per year collection fee per additional 64-gallon barrel;** or take any other action thereon.

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

**ARTICLE 11.** To **act on the list of proposed equipment and capital purchases** for FY 2024 and see what sums of money the Town will vote to transfer from Free Cash, for the use of several departments for fiscal year 2024, and authorize expenditure of these funds for such purposes under the direction of the appropriate listed department and authorize the Select Board or School Committees to dispose of any equipment declared surplus if replaced; or take any other action thereon.

Sponsored and supported by the Select Board  
Estimate: **\$828,200**  
Finance Committee recommends adoption of this article  
Permanent Building Committee recommendations as noted  
Sustainability Committee recommendation as noted  
The proposed FY24 capital budget is printed on page 18 of this warrant.

**ARTICLE 12.** To see if the Town will vote to **transfer and appropriate from Free Cash a sum of money** to be expended under the direction of the Permanent Building Committee, with the advice of the School Administration, to install security camera systems at Harry Lee Cole Elementary School (\$150,000) and Spofford Pond Elementary School (\$150,000), for a total expenditure of \$300,000, including all incidental and related expenses, or take any other action thereon.

Sponsored by the Select Board  
Boxford School Committee recommends adoption of this article  
Select Board to make recommendation at Town Meeting  
Finance Committee to make recommendation at Town Meeting  
Permanent Building Committee to make recommendation at Town Meeting

**ARTICLE 13.** To see if the Town will vote to **transfer and appropriate from Free Cash the sum of \$167,451** to be expended by the Masconomet Regional School District Committee, with the advice of the School Superintendent, to design and permit artificial turf athletic fields, stadium, restrooms, locker rooms, press box, and concession stand, including all incidental and related expenses, or take any other action thereon.

Sponsored and supported by the Masconomet Regional District School Committee  
Finance Committee does not recommend adoption of this article  
Select Board does not recommend adoption of this article

**ARTICLE 14.** To see if the Town will vote to appropriate **\$550,000.00** to be expended, under the direction of the Select Board, to purchase and equip a replacement fire truck mini pumper tanker vehicle (to be known as Engine 6), including the payment of all costs incidental or related thereto (the "Project"); and to meet this appropriation, authorize the Treasurer with the approval of the Select Board to borrow said amount under and pursuant to Massachusetts General Laws Chapter 44, Section 7, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and to authorize the Chief Procurement Officer and the Select Board to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town to effectuate the execution of said Project; provided further that the amount

of borrowing authorized pursuant to this vote shall be reduced by any grant amount received prior to the issuance of any bonds or notes under the authority of this vote; or take any other action thereon.

Sponsored and supported by Select Board  
Finance Committee recommends adoption of this article

**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 2024, with each item to be considered a separate appropriation:

**Appropriations:**

From FY 2024 estimated annual revenues for Lincoln Hall Renovation Bond expense	\$40,775
From FY 2024 estimated annual revenues for Haynes Land Purchase Bond expense	\$116,500
From FY 2024 estimated annual revenues for Aaron Wood Renovation Bond expense	\$14,151
From FY 2024 estimated annual revenues for Boxford Commons Bond expense	\$133,500
From FY 2024 estimated annual revenues for 10 Elm Street Bond expense	\$75,000
From FY 2024 estimated annual revenues for Committee Administrative expenses	\$66,469

**Reserves:**

From FY 2024 estimated annual revenues for Community Housing Reserve	\$132,939
From FY 2024 estimated annual revenues for Historic Reserve	\$3,013
From FY 2024 estimated annual revenues for Open Space Reserve	\$16,439
From FY 2024 estimated annual revenues for Budgeted Reserve	\$700,000

or take any other action thereon.

Sponsored and supported by the Community Preservation Committee  
Select Board recommends adoption of this article  
Finance Committee to make recommendation at Town Meeting

**ARTICLE 16.** To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise all or a portion of **a 35+ acre parcel of land on Herrick Road, Boxford, also known as the Dorman Property**, shown on a plan of land entitled “Compiled Plan in Boxford, MA Prepared for Town of Boxford,” drawn by Donohoe Survey, Inc., dated January 25, 2023, on file with the Town Clerk; that said land be conveyed to the Town of Boxford under the provisions of Massachusetts General Laws, Chapter 44B, as it may hereafter be amended, and to be under the care, custody, management and control of the Select Board and held for the following purposes authorized under the Community Preservation Act:

- a) Acquisition, creation, preservation, rehabilitation and restoration of open space, and
- b) Acquisition, creation, preservation, rehabilitation and restoration of land for recreational use;

and that to fund said purchase including all costs incidental and related thereto including closing costs, legal expenses and feasibility studies and associated plans, to appropriate the sum of 1,500,000 or any

other amount; and that to meet this appropriation, the sum of \$1,500,000 be transferred from the Undesignated Community Preservation Fund balance; and to authorize the Select Board to grant conservation restrictions or other such perpetual restrictions as may be permitted pursuant to the Community Preservation Act, on all or any portion of said parcel; and, further, to authorize the Select Board to apply for and accept grants, donations or reimbursements for this purpose in any way connected with the scope of this article, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, or take any other action thereon.

Sponsored and supported by the Community Preservation Committee  
Land Committee recommends adoption of this article  
Select Board recommends adoption of this article  
Finance Committee to make recommendation at Town Meeting

**ARTICLE 17.** To see if the Town will vote to appropriate **\$25,000 from the Undesignated Community Preservation Fund balance to fund the preparation of engineering plans, wetland delineation, survey plan, concept designs, preliminary project plan and any other permitting costs** for construction of a new playground to replace the existing playground at Johnson Field located at 7A Spofford Road; said funds to be expended under the direction of 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  
Recreation Committee recommends adoption of this article  
Select Board recommends adoption of this article

**ARTICLE 18.** To see if the Town will vote to appropriate **\$3,000 from the Community Preservation Historic Fund balance to help fund the demolition of an existing retaining wall and the construction of a new retaining wall** at the Mt. Vernon Cemetery located on Main Street and identified as Assessor's map 12, block 1, lot 14, including any related costs and expenses; with matching funds provided by the Mt. Vernon – Brookside Cemetery Corp for a total project costs of \$5,973, 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  
Finance Committee recommends adoption of this article  
Select Board recommends adoption of this article

**ARTICLE 19.** To see if the Town will vote to (a) authorize the Select Board to acquire, by purchase and/or gift, the fee to and/or permanent and/or temporary easements, for public way purposes, including without limitation, for the construction, installation, maintenance, improvement, repair, replacement

and/or relocation of a shared path and rights of way, slopes, grading, construction, landscaping, and other appurtenances and/or facilities, to enable the Town to undertake the Boxford/Georgetown Border to Boston Project and for any and all purposes incidental or related thereto, in, on and under certain parcels of land approximately shown on plans entitled “Massachusetts Department of Transportation Highway Division Plan and Profile of Border to Boston Trail in the Towns of Boxford & Georgetown Essex County,” prepared by Stantec, on file with the Town Clerk, as said plans may be amended and/or incorporated into an easement plan, and land within 200 feet of said parcels; (b) transfer the care, custody, and control of a portion or portions of the Town-owned property or properties shown on the aforesaid plans from the board or officer having custody of the same for the purposes for which such properties are currently held to the Select Board for shared path and public way purposes and further to dedicate said portions of the Town-owned properties to the foregoing purposes, and, if applicable, authorize the Select Board to submit petitions to the General Court to allow the foregoing under Article 97 of the Massachusetts Constitution or otherwise; (c) authorize the Select Board to enter into all agreements and take any and all actions as may be necessary or appropriate to effectuate the foregoing purposes; or take any other action thereon.

Sponsored and supported by the Select Board  
Border to Boston Trail Committee recommends adoption of this article

**ARTICLE 20.** To see if the Town will vote to authorize the Select Board to acquire, by gift, or otherwise, a permanent easement for the purpose of access to and the right to operate, maintain, repair and replace a fire hydrant located at property known as 791 Main Street, Boxford; and, further, to authorize the Select Board to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to carry out the purposes of this article, or take any other action thereon.

Sponsored and supported by the Select Board

**ARTICLE 21.** To see if the Town will vote to amend Chapter 7, Section 7-15 the of Town’s general bylaw by striking the language as indicated below and by inserting the ***bold, italicized text:***

A Council on Aging of ~~seven~~***nine*** members shall be appointed by the Select Board for four-year overlapping terms of office. The terms of no more than three members shall expire in any calendar year. Members shall be eligible for reappointment for concurrent terms.

Sponsored and supported by the Select Board  
Council on Aging recommends adoption of this article



**ARTICLE 22.** To see if the Town will vote to amend subsection D of Section IV (“Apportionment of Capital Costs”) of the Masconomet Regional School District Agreement, as recommended by the Masconomet Regional School District School Committee, by striking the language as indicated below and by inserting the ***bold, italicized text***:

D. Apportionment of Capital Costs

1. All capital costs of the regional school district for ~~each fiscal year~~ ***Fiscal Year 2024*** shall be apportioned ~~annually~~ to the member towns on the basis of their respective pupil enrollments on October 1 of the preceding year in grades 7 through 12 residing in each member town and receiving education at such town’s expense, except that pupils for whom a member town is paying tuition for ***non-resident vocational programs or*** special education as provided under Chapters 74 and 71B of the General Laws, and pupils attending the Essex North Shore Agricultural and Technical School shall be excluded from the pupil enrollments for this purpose. Each member town’s share for ~~each fiscal year~~ ***Fiscal Year 2024*** shall be determined by computing the ratio which that town’s pupil enrollment as specified above bears to the total of such pupil enrollments in all the member towns of the regional school district on that same date. Debt service included in capital costs shall be apportioned as a capital cost of the year in which the same falls due.

2. ***All capital costs of the regional school district for Fiscal Year 2025 shall be apportioned to the member towns on the basis of their respective pupil enrollments on October 1 of the preceding four (4) years in grades 7 through 12 residing in each member town and receiving education at such town’s expense, except that pupils for whom a member town is paying tuition for non-resident vocational programs or special education as provided under Chapters 74 and 71B of the General Laws, and pupils attending the Essex North Shore Agricultural and Technical School shall be excluded from the pupil enrollments for this purpose. Each member town’s share for Fiscal Year 2025 shall be determined by computing the ratio which that town’s pupil enrollment as specified above bears to the total of such pupil enrollments in all the member towns of the regional school district on October 1 of the preceding four (4) years. Debt service included in capital costs shall be apportioned as a capital cost of the year in which the same falls due.***

3. ***All capital costs of the regional school district for Fiscal Year 2026 and thereafter shall be apportioned to the member towns on the basis of their respective pupil enrollments on October 1 of the preceding five (5) years in grades 7 through 12 residing in each member town and receiving education at such town’s expense, except that pupils for whom a member town is paying tuition for non-resident vocational programs or special education as provided under Chapters 74 and 71B of the General Laws, and pupils attending the Essex North Shore Agricultural and Technical School shall be excluded from the pupil enrollments for this purpose. Each member town’s share for Fiscal Year 2026 and thereafter shall be determined by computing the ratio which that town’s pupil enrollment as specified above bears to the total of such pupil enrollments in all the member towns of the regional school district on October 1 of the preceding five (5) years. Debt service included in capital costs shall be apportioned as a capital cost of the year in which the same falls due.***

Or take any other action thereon.

Sponsored and supported by the Masconomet Regional School District School Committee.  
Select Board recommends adoption of this article.

Finance Committee recommends adoption of this article.

**ARTICLE 23.** To transact any other business that may legally come before said meeting.

Supporting documents for this warrant may be found at:  
**[www.boxfordma.gov/TownMeeting2023](http://www.boxfordma.gov/TownMeeting2023)**

You are hereby ordered to notify and warn voters to meet in the Boxford Town Hall, 7A Spofford Road, Boxford, MA, on Tuesday, the 16th 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: **Select Board**, ONE member for three years; **Board of Assessors**, ONE member for three years; **Board of Health**, TWO members for three years; **Boxford School Committee**, TWO members for three years; **Masconomet Regional District School Committee**, TWO members for three years; **Board of Library Trustees**, TWO members for three years; **Town Moderator**, ONE for 3 years; **Constable, East Parish**, ONE for three years; **Constable, West Parish**, ONE for three years; **Board of Commissioners of Trust Funds**, ONE member for three years.

**QUESTION #1:** Shall the Town of Boxford be allowed to assess an additional \$265,216 in real estate and personal property taxes for the purposes of funding the Fiscal Year 2024 Elementary School Budget beginning July first?

Yes \_\_\_

No \_\_\_

**QUESTION #2:** Shall the Town of Boxford be allowed to assess an additional \$266,316 in real estate and personal property taxes for the purposes of funding the Fiscal Year 2024 Masconomet Regional School District Assessment beginning July first?

Yes \_\_\_

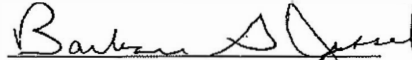
No \_\_\_

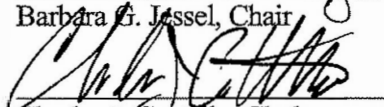
And you are directed to serve this warrant by posting attested copies thereof at each of the public meeting houses in said Town seven days, at least, before the time of holding said meeting.

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 10<sup>TH</sup> day of APRIL in the year of our Lord, two thousand twenty-two.

**SELECT BOARD**

  
Barbara G. Jessel, Chair

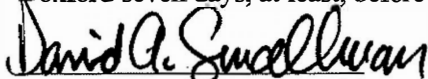
  
Charles J. Costello, Clerk

  
Margaret Chow-Menzer


  
Peter C. Perkins

  
Judith A. Stickney

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 4-19-2023

  
John A. Rowen, Constable  
East Parish

Date 4/20/2023

**Proposed Operating Budget Fiscal Year 2024**

	<b>Actual Expended FY22</b>	<b>Approved Budget FY23</b>	<b>Draft Budget FY24</b>	<b>\$ Change FY23 to FY24</b>	<b>% Change FY23 to FY24</b>
<b>General Government</b>					
Select Board & Administrator	306,794	329,663	351,284	21,621	6.56%
Legal	82,447	98,361	88,361	-10,000	-10.17%
Technology	220,421	226,576	264,616	38,040	16.79%
Town Clerk	124,275	131,213	140,748	9,535	7.27%
Land Committee	0	500	500	0	0.00%
Land Use	91,238	93,958	104,874	10,916	11.62%
Utilities & General Maintenance	361,897	332,007	356,041	24,034	7.24%
Other Insurance	395,144	421,780	432,325	10,545	2.50%
<b>Total General Government</b>	<b>1,582,217</b>	<b>1,634,058</b>	<b>1,738,748</b>	<b>104,690</b>	<b>6.41%</b>
<b>Financial Administration</b>					
Finance Committee	179	1,010	1,010	0	0.00%
Finance Committee Reserve	175,000	175,000	175,000	0	0.00%
Municipal Finance Departments	495,884	541,556	515,392	-26,165	-4.83%
<b>Total Financial Administration</b>	<b>671,063</b>	<b>717,566</b>	<b>691,402</b>	<b>-26,165</b>	<b>-3.65%</b>
<b>Public Safety</b>					
Police Salary	1,282,172	1,379,937	1,443,348	63,411	4.60%
Police Non-Salary Expenses	84,208	104,020	111,045	7,025	6.75%
Fire Salary	654,579	688,530	711,760	23,230	3.37%
Fire Non-Salary Expenses	96,239	107,009	112,063	5,054	4.72%
Building Inspection/Zoning Bd	164,743	169,821	178,159	8,338	4.91%
Sealer of Weights & Measures	425	431	431	0	0.00%
Animal Inspector	5,335	5,830	0	-5,830	-100.00%
Animal Control Officer	32,633	45,722	60,000	14,278	31.23%
Communications Salary	477,540	445,374	459,793	14,419	3.24%
Communications Non-Salary Exp.	80,694	108,511	110,538	2,027	1.87%
<b>Total Public Safety</b>	<b>2,878,569</b>	<b>3,055,185</b>	<b>3,187,137</b>	<b>131,952</b>	<b>4.32%</b>
<b>Education</b>					
Elementary Schools*	13,122,122	13,505,697	14,136,413	630,716	4.67%
Essex NS Agricultural/Technical School	402,602	407,347	380,512	-26,835	-6.59%
Masconomet Operational Assessment*	10,773,426	11,131,422	11,651,259	519,837	4.67%
<b>Total Education</b>	<b>24,298,150</b>	<b>25,044,466</b>	<b>26,168,184</b>	<b>1,123,718</b>	<b>4.49%</b>

\*Does not include operational override amounts

**Public Works**

Cemeteries	142	500	500	0	0.00%
Trash/Recycling Pickup & Disposal	691,800	737,382	778,984	41,602	5.64%
Snow & Ice Removal	403,000	133,000	133,000	0	0.00%
Fuel Depot	93,730	75,000	75,000	0	0.00%
DPW Salaries	648,533	678,357	716,124	37,767	5.57%
DPW Non-Salary Expense	395,976	433,364	439,842	6,478	1.49%
<b>Total Public Works</b>	<b>2,233,180</b>	<b>2,057,603</b>	<b>2,143,450</b>	<b>85,847</b>	<b>4.17%</b>

**Human Services**

Board of Health	160,929	179,817	183,329	3,512	1.95%
Council on Aging	141,763	171,910	182,932	11,022	6.41%
Veterans' Benefits	40,703	45,000	48,564	3,564	7.92%
HAWC Program	2,000	2,000	2,000	0	0.00%
Tri Town Council	31,095	31,095	31,095	0	0.00%
<b>Total Human Services</b>	<b>376,490</b>	<b>429,822</b>	<b>447,921</b>	<b>18,099</b>	<b>4.21%</b>

**Culture & Recreation**

Library Salaries	356,431	374,952	385,088	10,136	2.70%
Library Non-Salary Expense	126,557	134,184	135,544	1,360	1.01%
Celebrations/Events	4,425	4,425	4,425	0	0.00%
Cultural Council	3,000	3,000	3,000	0	0.00%
Historic District Commission	0	375	375	0	0.00%
<b>Total Culture &amp; Recreation</b>	<b>490,412</b>	<b>516,936</b>	<b>528,432</b>	<b>11,496</b>	<b>2.22%</b>

**Employee Benefits**

Health Insurance (non-school)	657,629	815,913	884,123	68,210	8.36%
OPEB Contribution	300,000	300,000	250,000	-50,000	-16.67%
Essex Retirement Assessment	1,523,087	1,551,592	1,742,530	190,938	12.31%
Medicare/Life Ins (Town/School)	202,146	209,503	217,288	7,785	3.72%
Unemployment Insurance	13,371	15,000	15,000	0	0.00%
Salary Reserve	0	110,000	150,000	40,000	36.36%
<b>Total Employee Benefits</b>	<b>2,696,233</b>	<b>3,002,008</b>	<b>3,258,942</b>	<b>256,934</b>	<b>8.56%</b>

**Debt Service**

Permanent Debt Service	875,702	1,340,118	1,179,239	-160,879	-12.00%
Masconomet Debt Assessment	105,545	0	0	0	0.00%
<b>Total Debt Service</b>	<b>981,247</b>	<b>1,340,118</b>	<b>1,179,239</b>	<b>-160,879</b>	<b>-12.00%</b>

<b>Total Budget</b>	<b>36,207,561</b>	<b>37,797,762</b>	<b>39,343,454</b>	<b>1,545,692</b>	<b>4.09%</b>
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**TOWN OF BOXFORD - COMPENSATION PLAN for  
NON-BENEFIT ELIGIBLE CLASSIFICATION PLAN EMPLOYEES  
FISCAL YEAR 2024**

<u>HOURLY EMPLOYEES CLASSIFICATION</u>	<u>HOURLY RATE FY2024</u>
1. Library Personnel	
Circulation Attendant	\$15.00
Library Assistant	\$17.28
2. Minutes Secretary	\$18.17 - \$22.09
3. Clerical Associate	\$17.75
4. Assistant Town Clerk	\$28.67
5. Alternate Building Inspector	\$29.03
6. Recycle Attendant	\$17.92
7. Election Officers	
Wardens	\$15.00
Inspectors	\$15.50
8. Plumbing/Gas Inspector	\$374.29 (weekly)
9. Wiring Inspector	\$374.29 (weekly)
10. DPW Summer Help	
Starting	\$17.00
Returning 2nd Year	\$17.35
Each Successive Returning Year	+ \$.35/ hour
11. Parks Program (Seasonal)	
Director	\$34.68 - \$40.80
Assistant Director	\$19.89 - \$25.00
Nurse	\$26.00 - \$37.00
Senior Counselor	\$15.50
Junior Counselor	\$15.00
12. Outreach Worker	\$18.83
13. Van Driver	\$15.83

**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

**Grade N-5**

Administrative Services Manager/ HR Coordinator

**Grade N-6**

*No position assigned.*

**Grade N-7**

Assistant Treasurer/Collector of Taxes

**Grade N-8**

*No position assigned.*

**Grade N-9**

Director of Communications  
Director of Senior Services  
Town Clerk

**Grade N-10**

Director of Public Health  
Director of Public Libraries  
Inspector of Buildings

**Grade N-11**

Director of Assessments  
Director of Land Use  
Assistant Town Administrator  
Treasurer/Collector

**Grade N-12**

*No position assigned.*

**Grade N-13**

DPW Superintendent/Town Engineer  
Fire Chief

**Grade N-14**

Police Chief  
Director of Municipal Finance/Town Accountant

**Grade N-15**

Town Administrator



**TOWN OF BOXFORD – PROPOSED NON-UNION COMPENSATION PLAN FY 2024**

<i>Grade</i>		<i>Min</i>	<i>Mid</i>	<i>Max</i>
<b>1</b>	Hourly	\$ 19.78	\$ 23.74	\$ 27.70
	Weekly	\$ 791.38	\$ 949.66	\$ 1,107.93
	Annual	\$ 41,310.00	\$ 49,572.00	\$ 57,834.00
<b>2</b>	Hourly	\$ 21.47	\$ 25.76	\$ 30.05
	Weekly	\$ 858.65	\$ 1,030.38	\$ 1,202.11
	Annual	\$ 44,821.35	\$ 53,785.62	\$ 62,749.89
<b>3</b>	Hourly	\$ 23.29	\$ 27.95	\$ 32.61
	Weekly	\$ 931.63	\$ 1,117.96	\$ 1,304.28
	Annual	\$ 48,631.16	\$ 58,357.40	\$ 68,083.63
<b>4</b>	Hourly	\$ 25.27	\$ 30.32	\$ 35.38
	Weekly	\$ 1,010.82	\$ 1,212.98	\$ 1,415.15
	Annual	\$ 52,764.81	\$ 63,317.78	\$ 73,870.74
<b>5</b>	Hourly	\$ 27.42	\$ 32.90	\$ 38.39
	Weekly	\$ 1,096.74	\$ 1,316.09	\$ 1,535.44
	Annual	\$ 57,249.82	\$ 68,699.79	\$ 80,149.75
<b>6</b>	Hourly	\$ 29.75	\$ 35.70	\$ 41.65
	Weekly	\$ 1,189.96	\$ 1,427.96	\$ 1,665.95
	Annual	\$ 62,116.06	\$ 74,539.27	\$ 86,962.48
<b>7</b>	Hourly	\$ 32.28	\$ 38.73	\$ 45.19
	Weekly	\$ 1,291.11	\$ 1,549.33	\$ 1,807.55
	Annual	\$ 67,395.92	\$ 80,875.11	\$ 94,354.29
<b>8</b>	Hourly	\$ 35.02	\$ 42.03	\$ 49.03
	Weekly	\$ 1,400.85	\$ 1,681.02	\$ 1,961.20
	Annual	\$ 73,124.58	\$ 87,749.49	\$ 102,374.41
<b>9</b>	Hourly	\$ 38.00	\$ 45.60	\$ 53.20
	Weekly	\$ 1,519.93	\$ 1,823.91	\$ 2,127.90
	Annual	\$ 79,340.17	\$ 95,208.20	\$ 111,076.23
<b>10</b>	Hourly	\$ 41.23	\$ 49.47	\$ 57.72
	Weekly	\$ 1,649.12	\$ 1,978.94	\$ 2,308.77
	Annual	\$ 86,084.08	\$103,300.90	\$ 120,517.71
<b>11</b>	Hourly	\$ 44.73	\$ 53.68	\$ 62.63
	Weekly	\$ 1,789.30	\$ 2,147.15	\$ 2,505.01
	Annual	\$ 93,401.23	\$112,081.47	\$ 130,761.72
<b>12</b>	Hourly	\$ 48.53	\$ 58.24	\$ 67.95
	Weekly	\$ 1,941.39	\$ 2,329.66	\$ 2,717.94
	Annual	\$101,340.33	\$121,608.40	\$ 141,876.46
<b>13</b>	Hourly	\$ 52.66	\$ 63.19	\$ 73.72
	Weekly	\$ 2,106.40	\$ 2,527.68	\$ 2,948.96
	Annual	\$109,954.26	\$131,945.11	\$ 153,935.96
<b>14</b>	Hourly	\$ 57.14	\$ 68.56	\$ 79.99
	Weekly	\$ 2,285.45	\$ 2,742.54	\$ 3,199.63
	Annual	\$119,300.37	\$143,160.44	\$ 167,020.52
<b>15</b>	Hourly	\$ 61.80	\$ 74.16	\$ 86.51
	Weekly	\$ 2,471.84	\$ 2,966.21	\$ 3,460.57
	Annual	\$129,030.00	\$154,836.00	\$ 180,642.00

**Proposed Equipment and Capital Purchases for FY 2024**

			PBC Recommendations	Sustainability Committee Recommendation
1	IT Hardware	\$27,000		
2	New Automated Trash Collection - Trash and Recycling Bins	\$310,000		
3	Replace Police Department Tasers and Cartridges	\$17,000		
4	Handheld Radar Police Department	\$5,000		
5	CPR Machines Fire Department	\$44,200		
6	Electronic Handheld Voting Devices Town Meeting	\$12,000		
7	Spofford School Flooring Year 2	\$90,000	Yes	
8	Spofford School - Feasibility and Design HVAC Electrification	\$75,000	Yes	Yes
9	Engineering Design Services for New DPW Facility Phase II - Schematic	\$248,000	Yes	
	<b>Total ARTICLE 11</b>	<b>\$828,200</b>		