



# ANNUAL TOWN MEETING MINUTES

**Monday, May 17, 2021**

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*Attest:* \_\_\_\_\_

Jeanne M. Hudson, Town Clerk



At 7:00PM on Monday, May 17, 2021 the Annual Town Meeting was held at the Wachusett Regional High School Auditorium at 1401 Main Street in the Town of Holden. Holden Town Bylaws Article 1, Section 5 which states *one percent of the registered voters of the Town shall constitute a quorum*. As of April 20th, the last day to register as a voter there were 14,688 registered voters requiring 146 voters to be in attendance. Town Meeting was scheduled to start at 7:00PM but a quorum wasn't present. The attendees waited until 8:00PM before a quorum was present to start the meeting. At that time, there were one hundred and seventy two (172) registered Holden voters who attended and an additional nine (9) guests.

Through the CARES Act, the Town purchased the Meridia voting system. It uses radio frequency clickers to tally the vote and display the results to either the Moderator or the audience. This would have been the first year the Town would use this form of tallying at a Town Meeting. Town Clerk, Jeanne Hudson introduced the Meridia System and its operation to the audience. At the start of Town Meeting, the system was not functioning. It was resolved a few minutes later. The Moderator and Town Manager suggested we revert back to a voice vote count so as not to delay Town Meeting any longer.

All non-voters or non-residents of the Town were asked to be recognized by the Moderator:

Jeanne M. Hudson, Town Clerk  
Liz Monahan, Assistant Town Clerk  
Lori Rose, Town Accountant  
Brian Falk, Town Counsel  
Pamela Harding, Planning and Development Director  
Darryll McCall, Superintendent of WRSD  
Russ Hall, Fire Chief  
John Woodsmall, DPW Director  
Rosemary Scully, Principal Assessor  
Susan Scott, Library Director  
Daniel Survell, Election Worker

Holden Police Officers:  
John Santimore  
Todd Ventres  
Sean McKiernan  
Daniel Contois

There were no tellers appointed by the Moderator.

The following Election Workers checked in voters for the ATM:

Janet Longvall, 8 Redgate Lane                      Susan Stafford, 296 Chapel Street  
Faith Keskula, 624 Malden Street

Moderator Sullivan noted the receipt of the posting of the Warrant for the Annual Town Meeting by Constable, Daniel Gately and the proper posting in three (3) locations within the Town on April 30<sup>th</sup>.

Richard Maurer noted the receipt of a generous posthumous gift from the Bailey family in the amount of \$1.3 million to the Gale Free Library.

Board of Selectmen Lavigne recognized the hard work of former Selectmen Tyler Gibbs. He was issued a Town proclamation thanking him.

As stated in the Town's Bylaws, Article 1, Section 14: *The Moderator may make a public declaration of a 2/3rds vote without the necessity that a count be taken except as otherwise provided by General Laws Chapter 39, Section 15.*

#### **ARTICLE 1 – TO CHOOSE A MODERATOR FOR SAID MEETING**

**MOTION MADE:** N/A

The moderator, Joseph Sullivan, was elected at the Annual Town Election on Monday, May 10, 2021.

#### **ARTICLE 2 – TO HEAR A REPORT OF THE RESULTS OF THE TOWN ELECTION HELD ON MAY 10, 2021**

**MOTION MADE:** No motion made at this time as this article was acted upon previously. As a courtesy the moderator read the results of the election.

#### **ARTICLE 3 - TO HEAR THE REPORT OF THE TOWN OFFICERS AND ANY OUTSTANDING COMMITTEES AND ACT THEREON**

Moderator Sullivan noted the Annual Town Report contained the reports of Town Officers, Boards, Commissions and Committees. The 2020 Annual Town Report is dedicated posthumously to Eric Joseph Johansen. A local resident and beloved Santa Claus for over 25 years at the annual Christmas parade.

**MOTION MADE:** Paul Challenger, Finance Committee

No Action was necessary under this article as all the Boards and Committees submitted their annual report.

## **ARTICLE 4 – FIX SALARY AND COMPENSATION**

ARTICLE 4. To see if the Town will vote to fix the salary and compensation of all elective officers of the Town as provided by General Laws Chapter 41, Section 108, and appropriate a sum of money therefor, or act or do anything relative thereto.

ARTICLE 4		
FY 2021		FY 2022
N/A	FIX COMPENSATION	N/A

**Summary:** Article 4 sets the compensation rate for the annual services of the Town Moderator and the members of the Select Board. The compensation rates have not changed for many years and are minimal considering the number of hours and the effort expended by these individuals every year. The actual appropriations for these payments are included in Article 6, General Government.

**Recommendation:** The Finance Committee recommends a YES vote on Article 4.

### **MOTION MADE: Stephanie Adams, Finance Committee**

The Finance Committee recommends and I move that the Town, in accordance with Section 108 of Chapter 41 of the General Laws as amended, vote to fix the salaries and compensation of elective Town officers for the ensuing year as follows:

<b>Moderator</b>	<b>\$100.00</b>
<b>Selectman-Chairman</b>	<b>1,150.00</b>
<b>2<sup>nd</sup> Member</b>	<b>1,000.00</b>
<b>3<sup>rd</sup> Member</b>	<b>1,000.00</b>
<b>4<sup>th</sup> Member</b>	<b>1,000.00</b>
<b>5<sup>th</sup> Member</b>	<b>1,000.00</b>
<b>Trustees of Damon Memorial -</b>	<b>None</b>
<b>6 Members</b>	
<b>Wachusett Regional School District</b>	<b>None</b>
<b>Committee – 10 Holden Members</b>	

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **ARTICLE 5 – TOWN DEBTS AND CHARGES**

To say what sums the Town will raise by tax or otherwise to pay Town debts and charges for the past years and appropriate same, or act or do anything relative thereto.

ARTICLE 5		
FY 2021		FY 2022
\$6,354.01	PAST TOWN DEBTS AND CHARGES	\$1,402.69

**Summary:** Article 5 is a legal formality. It allows the Town Manager to pay bills that come in after the normal close of a budget year. The bills are typically small and the money for payments comes from free cash as the budgets that would have been used in those prior year(s) were closed to free cash. There are 6 bills/items to consider this year. Bills were for goods or services received in prior fiscal year(s), but invoices for payment were not submitted for processing before the close of the applicable fiscal year.

**Recommendation:** The Finance Committee recommends a YES vote on Article 5.

### **MOTION MADE: John Lambert, Finance Committee**

The Finance Committee recommends and I move that the Town vote to transfer and appropriate from available funds in the hands of the Treasurer the sum of \$1,402.69 to pay six (6) bills payable in prior fiscal years for services rendered or goods delivered by the following (3) three vendors, for the following sums:

Gatehouse New England for \$66.70

Community Police and Fire for \$159.99

Eagle Elevator (4 bills) totaling \$1,176.00

### **MOTION SECONDED**

### **4/5THS VOTE IS REQUIRED FOR PASSAGE**

### **MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **ARTICLE 6 - GOVERNMENT**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, from the Overlay Reserve Fund, the Water/Sewer Enterprise Fund, the Solid Waste Enterprise Fund, or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for General Government purposes, or act or do anything relative thereto.

ARTICLE 6		
FY 2021		FY 2022
\$6,789,732	GENERAL GOVERNMENT	\$7,174,458

**Summary:** General Government comprises many required Town functions, including Town Manager, Accountant, Treasurer/Collector, Assessor, Clerk, Planning and Development, Information Technology and Personnel. It includes health and liability insurance, legal services and pension assessments for all Town departments. It also funds local government functions including the Board of Selectmen, Town Moderator and Finance Committee, including the Finance Committee's Reserve Fund.

Overall, the FY 2022 budget for General Government has increased \$384,726 (5.7%), primarily due to increases in the cost projections for the Town's pension plan and health insurance premium increases.

**Recommendation:** The Finance Committee recommends a YES vote on Article 6

**MOTION MADE: Joseph Dolak, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay Town debts and charges for the ensuing year, the sum of \$7,174,458 for the proposed budget for GENERAL GOVERNMENT, substantially as shown on page 5 of the "TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET" under the heading "FY 2022 PROPOSED BUDGET" and to raise said sum by transferring \$124,000 from the Water/Sewer Enterprise fund receipts for indirect costs, by transferring \$12,400 from the Solid Waste Enterprise fund receipts for indirect costs, by transferring \$53,069 from Overlay Surplus and by raising and appropriating \$6,984,989 to cover the balance;

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 7: HUMAN SERVICES AND CULTURE**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for Human Services and Culture purposes, or act or do anything relative thereto.

ARTICLE 7		
FY 2021		FY 2022
\$1,318,032	HUMAN SERVICES AND CULTURE	\$1,318,810

**Summary:** This article includes the budgets for the Senior Center, the Veterans Assistance Office, the Gale Free Library, and the Historic District Commission. Each of these budgets is essentially the same as FY 2021.

The Senior Services budget addresses the needs of our Senior Citizens, providing nutrition and outreach programs for the homebound, information and programs at the Senior Center and

transportation. The Senior Services budget of \$298,590 has increased \$3,289 due to increased salary and wages and in the department.

The Veterans Assistance Office is a state and federally mandated function that is 75% reimbursed by the State of Massachusetts for all direct assistance provided to veterans. The Veterans budget declines slightly in FY 2022 due primarily to anticipated decreased aid to veterans. The Veterans budget is \$86,160.

The Gale Free Library budget for FY 2022 exceeds the state minimum appropriation requirement for public libraries. Meeting the requirement allows Holden residents to borrow materials from any certified library in the Commonwealth and it makes the library eligible for state aid. Since the Massachusetts State Aid to Public Libraries was established in 1987, Holden has always met the Minimum Appropriation Requirement. The Gale Free Library budget for FY 2022 is \$930,560, representing an increase of \$2,290, or 0.2%.

The Historic District Commission budget funds the care and maintenance of the Hendricks House as a museum and local historical education center. The Historical Commission budget for FY 2022 remains unchanged, at \$3,500.

**Recommendation:** The Finance Committee recommends a YES vote on Article 7.

#### **MOTION MADE: Marilyn Foley, Finance Committee**

The Finance Committee recommends and I move that the Town vote to raise and appropriate, to pay Town debts and charges for the ensuing year, the sum of \$1,318,810 for the proposed budget for HUMAN SERVICES AND CULTURE, substantially as shown on page 6 of the “TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET” under the heading “FY 2022 PROPOSED BUDGET.”

#### **MOTION SECONDED**

#### **MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

### **ARTICLE 8: GENERAL GOVERNMENT DEBT SERVICE**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for General Government Debt purposes, or act or do anything relative thereto.

ARTICLE 8		
FY 2021		FY 2022
\$3,010,877	GENERAL GOVERNMENT DEBT SERVICE	\$3,280,000

**Summary:** The Debt Service budget covers the principal and interest payments due during FY 2022. As of June 30, 2020, the total long-term debt outstanding for the Town of Holden was \$32,609,132 of which \$9,547,623 is considered to be inside the debt limit, and \$23,061,510 to be outside the debt limit, also called exempt debt. Exempt debt has been excluded from the limits of Proposition 2 ½ by ballot votes in previous years, primarily for building Mountview Middle School, the Public Safety building and the new DPW building.



Taking advantage of historically low interest rates, the debt for the Public Safety Building was refinanced during FY 2021, resulting in savings of over \$1M over the remaining life of the debt. The Debt Service budget increased due to the first \$9M of long-term debt being issued for the new DPW facility at 18 Industrial Drive. As that project progresses, the Town may issue additional debt. The Town of Holden bond rating remains AA+ by Standard and Poors and AA2 by Moodys. These favorable ratings help to minimize interest expense on our debt issuances.

The debt associated with the renovation and expansion of Wachusett Regional High School is included in the education budget in Article 20 of this warrant.

**Recommendation:** The Finance Committee recommends a YES vote on Article 8.

**MOTION MADE: Jane Titcomb, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay Town debts and charges for the ensuing year, the sum of \$3,280,000 for the proposed budget for GENERAL GOVERNMENT DEBT, substantially as shown on page 7 of the “TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET” under the heading “FY 2022 PROPOSED BUDGET” and to raise said sum by transferring \$944,218 from available funds in the hands of the Treasurer, and by transferring \$1,230 from the reserved bond premium in the hands of the Treasurer, and by transferring \$108,938 from excess debt excluded appropriation reserved from prior years, and by raising and appropriating \$2,225,614 to cover the balance.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 9: TOWN’S OTHER POST-EMPLOYMENT BENEFITS (OPEB) LIABILITY TRUST FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, a sum of money to deposit into the Town’s Other Post-Employment Benefits (OPEB) Liability Trust Fund, or act or do anything relative thereto.

ARTICLE 9		
FY 2021		FY 2022
\$449,011	TRANSFER INTO OPEB FUND – GENERAL FUND	\$478,967
\$12,528	TRANSFER INTO OPEB FUND – EMPLOYEE CONTRIBUTIONS	\$15,039
\$45,000	TRANSFER INTO OPEB FUND - WATER/SEWER ENTERPRISE FUND	\$45,000

**Summary:** This article represents this year’s payment into a fund to provide for future Other Post-Employment Benefits (OPEB) for retired personnel of the Town. The Town maintains a continuing obligation for payment of certain retirement and health insurance benefits for former employees, and it is building a fund from which to make these payments in the future, similar to the way we fund

future pension obligations for former employees. Certain employees have a portion of their compensation withheld to be put into the OPEB Fund as well, and this article authorizes the deposit of those contributions to the fund. This article also transfers the Water-Sewer Enterprise Fund's annual OPEB contribution into the fund for the benefit of those employees.

**Recommendation:** The Finance Committee recommends a YES vote on Article 9.

**MOTION MADE: John Lambert, Finance Committee**

The Finance Committee recommends and I move that the Town deposit \$539,006 into the Town's Other Post-Employment Benefits (OPEB) Liability Trust Fund and meet said deposit by:

- (i) Transferring \$15,039 as received by the Town pursuant to employee contribution programs for Other Post-Employment Benefits established by the Town Manager;
- (ii) transferring \$478,967 from available funds in the hands of the Treasurer; and
- (iii) transferring \$45,000 from the Water/Sewer Enterprise Fund Free Cash in the hands of the Treasurer.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 10: GENERAL STABILIZATION FUND, OPEN SPACE PRESERVATION STABILIZATION FUND, FIRE DEPARTMENT VEHICLE, APPARATUS AND CAPITAL EQUIPMENT STABILIZATION FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer: (i) a sum of money to be added to the General Stabilization Fund; (ii) a sum of money to be added to the Open Space Preservation Stabilization Fund, (iii) a sum of money to be added to the Fire Department Vehicle, Apparatus and Capital Equipment Stabilization Fund, all funds established pursuant to General Laws Chapter 40, Section 5B, or act or do anything relative thereto.

ARTICLE 10		
FY 2021		FY 2022
\$200,000	TRANSFER INTO GENERAL STABILIZATION FUND	\$150,000
\$50,000	TRANSFER INTO OPEN SPACE STABILIZATION FUND	\$50,000
\$100,000	TRANSFER INTO FIRE VEHICLE STABILIZATION FUND	\$100,000

**Summary:** The General Stabilization Fund is essentially a 'rainy day' savings account, which collects funds that can be used to pay for a wide variety of future operations and purchases. It is therefore different than other stabilization funds, which can only be used for very specific purposes. This year the Finance Committee is recommending a \$150,000 contribution to the General Stabilization Fund, which will yield a total fund balance of approximately \$4.9M. This year's contribution is lower than in previous years in order to provide a balanced budget.

The Open Space Stabilization Fund collects monies that can be appropriated by voters to acquire real property within the town to be held and maintained as open space. In FY 2021, the Open Space Fund contributed \$250,000 towards the purchase of approximately 100 acres of undeveloped land off of Salisbury Street in partnership with the White Oak Land Conservation Society. The Finance Committee recommendation will result in a total fund balance of approximately \$220,000.

The Fire Vehicle Stabilization Fund is a means of saving for future significant capital expenditures by the Fire Department. The long-term capital plan includes the purchase of a \$325,000 ambulance in FY 2024, and a \$1M truck in FY 2025, so building up this fund is important. With this contribution, the fund will have a balance of approximately \$410,000.

All expenditures from these funds require a 2/3 majority approval at a Town Meeting. There are no planned expenditures from these funds in FY 2022.

It is important to note that healthy savings accounts not only smooth out future tax increases, but they also help the Town’s credit rating, which, in turn, drives down the Town’s cost of borrowing funds. With additional borrowing related to the new DPW Building on the horizon, the Finance Committee believes it is fiscally prudent to make these contributions.

**Recommendation:** The Finance Committee recommends a YES vote on Article 10.

**MOTION MADE: Joseph Dolak, Finance Committee**

The Finance Committee recommends and I move that the Town vote to transfer and appropriate from available funds in the hands of the Treasurer:

- (i) the sum of \$150,000 for deposit into the General Stabilization Fund;
- (ii) the sum of \$50,000 for deposit into the Open Space Preservation Stabilization Fund; and
- (iii) the sum of \$100,000 for deposit into the Fire Department Vehicle, Apparatus and Capital Equipment Stabilization Fund

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 11 – PUBLIC SAFETY**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for Public Safety purposes, or act or do anything relative thereto.

ARTICLE 11		
FY 2021		FY 2022
\$5,871,773	PUBLIC SAFETY	\$6,202,997

**Summary:** The Public Safety budget funds the activities of the Police and Fire Departments, Emergency Medical Services (Ambulance), Emergency Management, the Animal Control Officer, and the Wachusett Regional Emergency Communications (Dispatch) Center.

The Police Department budget of \$2.6M increased by \$56,685, or 2.2%. This increase is primarily attributable to a Lieutenant being charged wholly to the Police Department this year, after being

shared with the Dispatch Center in prior years, as well as contractual increases in salaries and wages for all personnel.

The Dispatch Center budget of \$782,555 has increased by \$83,824 from last year, due primarily to adding Paxton to the consortium of towns that we provide services to. A Director, funded by a grant, was added, as was an additional dispatcher, paid for by the member towns. Anticipated revenue from member communities is \$277,489, and state grant revenue is anticipated to be \$434,660, both of which will offset the costs budgeted here.

The Animal Control budget is essentially the same as last year at \$75,155, increasing by \$606.

The Fire Department and Emergency Medical Service Department (Ambulance or EMS) budget of \$2.5M increased by \$183,524 for FY 2022, due primarily to contractual increases in salaries and wages. A significant portion of this increase is the result of the Town shouldering a higher percentage of the salaries of the 6 new firefighters hired in FY 2021 under a SAFER grant. This budget will be offset by estimated revenue of \$852,000 paid by users of the ambulance services.

The Emergency Management Office funds and equips the Community Emergency Response Team (CERT), which is the group of volunteers who staffed the Senior Center shelter site during the 2008 Ice Storm and its aftermath, and who continue to maintain preparedness for future emergencies. The budget for this Office is \$95,680, and it has been increased \$5,485 for FY 2022, reflecting wage increases,

The Public Safety building has its own budget of \$207,500, so that the costs associated with this facility may be monitored closely. This budget increased by \$5,000 in FY 2022 due to increased costs related to maintenance and maintenance contracts.

**Recommendation:** The Finance Committee recommends a YES vote on Article 11.

#### **MOTION MADE: Christopher Lucchesi, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay Town debts and charges for the ensuing year, the sum of \$6,202,997 for the proposed budget for PUBLIC SAFETY, substantially as shown on page 8 of the "TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET" under the heading "FY 2022 PROPOSED BUDGET" and to raise said sum by transferring \$25,000 from the Wachusett Fund, and by raising and appropriating \$6,177,997 to cover the balance; and to further authorize the Town Manager to transfer from the Town Manager Salary & Wages account various sums to the Salary & Wages accounts of other Town Departments, as the Town Manager may deem advisable to effect adjustments of salaries and wages in the ensuing fiscal year.

#### **MOTION SECONDED**

#### **MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

### **ARTICLE 12 – PUBLIC WORKS**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, the Water/Sewer Enterprise Fund or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for Public Works purposes, or act or do anything relative thereto.

ARTICLE 12		
FY 2021		FY 2022
\$3,210,404	PUBLIC WORKS	\$3,339,810

**Summary:** The Department of Public Works budget includes:

Administration Division (DPW Director and staff)

Engineering Division (project planning & supervision)

Highway Division (road repair, maintenance and snow removal)

Building and Grounds Division (maintenance of buildings, fields, and cemeteries)

Mechanics Division (repair/maintenance of vehicles, and equipment)

Garage Division (DPW garage facility)

The Public Works budget increased \$129,406 (4.0%) for FY 2022. The increase is due to budgeting \$132,000 for studies and analyses of storm water management as required by new federal stormwater regulations. All other operations of the DPW will be continued under essentially the same budgets as FY 2021.

**Recommendation:** The Finance Committee recommends a YES vote on Article 12.

**MOTION MADE: David White, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay Town debts and charges for the ensuing year, the sum of \$3,339,810 for the proposed budget for PUBLIC WORKS, substantially as shown on page 9 of the “TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET” under the heading “FY 2022 PROPOSED BUDGET” and to raise said sum by transferring \$33,400 from the Water/Sewer Enterprise fund receipts for indirect costs, transferring \$5,000 from the Perpetual Care Trust Fund, and by raising and appropriating \$3,301,410 to cover the balance, and to further authorize the Town Manager to transfer from the Town Manager Salary & Wages account various sums to the Salary & Wages accounts of other Town Departments, as the Town Manager may deem advisable to effect adjustments of salaries and wages in the ensuing fiscal year.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 13 – TRANSFER INTO PUBLIC WORKS DEPRECIATION FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer a sum of money to be added to the Public Works Depreciation Fund, created by Chapter 328 of the Acts of 2000, or act or do anything relative thereto.

ARTICLE 13		
FY 2021		FY 2022
\$100,000	TRANSFER INTO PUBLIC WORKS DEPRECIATION FUND	\$75,000
\$0	TRANSFER INTO PUBLIC WORKS DEPRECIATION FUND	\$0

**Summary:** The Public Works Depreciation Fund was established to save money to fund large equipment purchases for the DPW. It was intended to minimize fluctuations in the DPW budget from year-to-year and currently has a balance of approximately \$750,000. We have been deferring the purchase of many vehicles in recent years, resulting in an aging fleet that will need replacing in coming years. This vote is to transfer \$75,000 into the fund. Expenditures from this fund require a 4/5 approval vote from a Town Meeting. There are no planned expenditures this year. This year's contribution is lower than in previous years in order to provide a balanced budget.

**Recommendation:** The Finance Committee recommends a YES vote on Article 13.

**MOTION MADE: David White, Finance Committee**

The Finance Committee recommends and I move that the Town vote to transfer from available funds in the hands of the Treasurer the sum of \$75,000 for deposit into the Department of Public Works Depreciation Fund.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 14 – CHAPTER 90 STATE HIGHWAY AID**

To see if the Town will vote to accept and authorize the expenditure of all monies to be received from the Commonwealth of Massachusetts under Chapter 90 of the General Laws for highway purposes, or any other legislation adopted by the General Court relating to public works, or act or do anything relative thereto..

ARTICLE 14		
FY 2021		FY 2022
N/A	CHAPTER 90 STATE HIGHWAY AID	N/A

**Summary:** This article is a legal formality that allows the Town to accept and spend State assistance received under the provisions of MGL Chapter 90. Chapter 90 is a State reimbursement program. Once the Town expends money on road maintenance, it can file for reimbursement under this program. The funds are explicitly reserved for highway (including roads and sidewalks) related projects and expenses. In FY 2022, the Town is eligible for an estimated \$615,739 in Chapter 90 reimbursements. Planned expenses include various major road reconstruction and paving projects, as well as sidewalk work.

**Recommendation:** The Finance Committee recommends a YES vote on Article 14.

**MOTION MADE: Marilynn Foley, Finance Committee**

The Finance Committee recommends and I move that the Town vote to accept and authorize the expenditure of all monies to be received from the Commonwealth of Massachusetts under Chapter 90 of the General Laws for highway purposes, or any other legislation as may be adopted by the General Court relating to public works.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**



## **ARTICLE 15 – CAPITAL BUDGET APPROPRIATION**

To see if the Town will vote to raise and appropriate, transfer from available funds in the hands of the Treasurer, or authorize the borrowing of a sum of money to defray the expense of purchasing and/or leasing Capital equipment, vehicles, buildings, infrastructure, or other projects of the Town and to fund future Town debt related to these projects, or act or do anything relative thereto.

ARTICLE 15		
FY 2021		FY 2022
\$1,127,208	CAPITAL BUDGET APPROPRIATION	\$708,000

**Summary:** This article funds capital purchases for all Town departments, except those of the Water/Sewer Enterprise Fund (see Article 17 for those purchases). Of this year's appropriation, \$480,000 is for road maintenance, improvement and equipment, while \$208,000 is for Public Safety equipment, including two new police cruisers and Fire Department rescue equipment, plus \$20,000 for IT infrastructure equipment. This budget was reduced in order to provide a balanced FY 2022 budget.

**Recommendation:** The Finance Committee recommends a YES vote on Article 15.

### **MOTION MADE: Stephanie Adams, Finance Committee**

The Finance Committee recommends and I move that the Town appropriate the sum of \$708,000 for the purpose of acquiring capital items substantially as shown on page 25 of the "TOWN MEETING HANDBOOK FY 2022 CAPITAL BUDGET," and to raise said sum by transferring \$571,649 from available funds in the hands of the Treasurer, by transferring a total of \$136,351 from the remaining balance of the articles detailed below, originally appropriated for the same general purposes,

Appropriation Amount	Original Purpose	
5/21/12 ATM Article 14	\$732	Various Town Capital Purchases
5/20/13 ATM Article 14	\$13,766	Various Town Capital Purchases
5/19/14 ATM Article 14	\$121,853	Various Town Capital Purchases
Total	\$136,351	

### **MOTION SECONDED**

### **MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 16 – WATER/SEWER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay debts and charges for the ensuing year for Water/Sewer Enterprise Fund purposes, or act or do anything relative thereto.

ARTICLE 16		
FY 2021		FY 2022
\$8,343,419	WATER/SEWER ENTERPRISE FUND – OPERATING EXPENSES	\$8,292,577

**Summary:** Water and sewer services are provided through the Water/Sewer Enterprise Fund. The income from water and sewer bills goes into the fund, and all expenses, such as water purchased from Worcester and sewage transport and processing charges, are paid from this fund. No tax monies are part of this fund. This budget is decreasing by \$80,842 (2.3%) from FY 2021, reflecting decreases in debt and consulting services offset by increases in personnel costs for existing staff.

**Recommendation:** The Finance Committee recommends a YES vote on Article 16.

**MOTION MADE: Donald Graves, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay direct debts and charges for the ensuing year, the sum of \$8,135,177 and to transfer the sum of \$157,400 to the general fund to cover indirect costs for the ensuing year for a total appropriation of \$8,292,577 for the proposed budget for the WATER/SEWER ENTERPRISE FUND, substantially as shown on page 11 of the “TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET” under the heading “FY 2022 PROPOSED BUDGET” and to meet said appropriation by transferring \$550,000 from Water/Sewer Enterprise free cash in the hands of the Treasurer and raising the sum of \$7,742,577 through fees and charges.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 17 – WATER/SEWER ENTERPRISE FUND CAPITAL**

To see if the Town will vote to raise and appropriate, transfer from available funds in the hands of the Treasurer, or authorize the borrowing of a sum of money to defray the expense of purchasing and/or leasing capital equipment, vehicles, buildings, infrastructure, or other projects of the Water/Sewer Enterprise Fund Capital budget and to fund future Town debt related to these projects, or act or do anything relative thereto.

ARTICLE 17		
FY 2021		FY 2022
\$2,400,000	WATER/SEWER ENTERPRISE FUND - CAPITAL	\$1,900,000

**Summary:** This article authorizes borrowing funds for capital purchases for the Water/Sewer Enterprise Fund. \$1M is budgeted for water main replacement and/or lining, \$500,000 for sewer pump station upgrades, \$300,000 for water meter replacements and \$100,000 for technology planning, design and implementation. Last year the 2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

12. Town completed an expensive phase of inflow/infiltration removal, resulting in this year’s budget being lower.

**Recommendation:** The Finance Committee recommends a YES vote on Article 17.

**MOTION MADE: Donald Graves, Finance Committee**

The Finance Committee recommends and I move that the Town appropriate the sum of \$1,900,000 for the purpose of acquiring capital items substantially as shown on page 11 of the “TOWN



MEETING HANDBOOK FY 2022 CAPITAL BUDGET,” and to raise said sum by transferring \$100,000 from the Water/Sewer Enterprise Fund free cash in the hands of the Treasurer, and by borrowing the sum of \$1,800,000 under G.L. Chapter 44, Section 7 or Section 8, or any other enabling authority, which borrowing relates to the Water/Sewer Enterprise Fund for Water Main Replacement and/or lining, Sewer Pump Station Repairs, and Water Meter Replacements and to that end that the Treasurer, with the approval of the Selectmen, be authorized to issue bonds and notes therefore totaling \$1,800,000 and in accordance with Chapter 44 Section 20 of the General Laws, the premium received by the Town upon the sale of any Bonds or notes thereunder, less any such premium applied to the payment of the costs of issuances of such bonds or notes, may be applied to pay project costs, and the amount authorized to be borrowed for each project be reduced by the amount of any such premium so applied.

## **2/3RDS VOTE IS REQUIRED FOR PASSAGE**

### **MOTION SECONDED**

### **MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **ARTICLE 18 – SOLID WASTE ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay debts and charges for the ensuing year for Solid Waste Enterprise fund purposes, or act or do anything relative thereto.

ARTICLE 18		
FY 2021		FY 2022
\$1,363,154	SOLID WASTE ENTERPRISE FUND	\$1,410,273

**Summary:** The Solid Waste Enterprise Fund provides trash collection and recycling services. The income from trash removal bills goes into the fund and all solid waste expenses are paid from this fund. No tax monies are part of this fund. The budget is up \$47,119, or about 3.5%, due primarily to an increase in trash and recycling collection costs and disposal fees.

**Recommendation:** The Finance Committee recommends a YES vote on Article 18.

### **MOTION MADE: Jane Titcomb, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate, to pay direct debts and charges for the ensuing year, the sum of \$1,397,873 and to transfer the sum of \$12,400 to the general fund to cover indirect costs for the ensuing year for a total appropriation of \$1,410,273, for the proposed budget for the SOLID WASTE ENTERPRISE FUND, substantially as shown on page 12 of the “TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET” under the heading “FY 2022 PROPOSED BUDGET” and to meet said appropriation by transferring \$25,000 from Solid Waste Enterprise free cash in the hands of the Treasurer and raising the sum of \$1,385,273 through fees and charges.

### **MOTION SECONDED**

### **MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **ARTICLE 19 – EDUCATION – VOCATIONAL & OUT OF DISTRICT**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer, or from any other available funds, a sum of money to pay Town debts and charges, for the ensuing year for Vocational Education/Out of District Placement purposes, or act or do anything relative thereto.

ARTICLE 19		
FY 2021		FY 2022
\$984,226	EDUCATION – VOCATIONAL & OUT OF DISTRICT	\$1,022,372

**Summary:** This budget is primarily the \$962,972 assessment from the Montachusett Regional Vocational School District to the Town, which provides a very valuable alternative for Holden students. This budget's increase of \$32,746, or 3.5%, is driven by the number of Holden students attending the school, which has been increasing in recent years, not excessive expenditures. This budget also provides \$59,400 for tuition and transportation for a student to attend a different vocational high school, as provided for by state law.

**Recommendation:** The Finance Committee recommends a YES vote on Article 19.

### **MOTION MADE: Paul Challenger, Finance Committee**

The Finance Committee recommends and I move that the Town vote to raise and appropriate, to pay Town debts and charges for the ensuing year, the sum of \$1,022,372 for VOCATIONAL EDUCATION which is a part of the Proposed Education Budget, as printed on page 12 of the "TOWN MEETING HANDBOOK RECOMMENDATIONS CONCERNING THE FY 2022 BUDGET" under the heading "FY 2022 PROPOSED BUDGET."

### **MOTION SECONDED**

### **MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **ARTICLE 20 – EDUCATION - WACHUSETT REGIONAL SCHOOL DISTRICT**

To see if the Town will vote to raise and appropriate or transfer from available funds in the hands of the Treasurer a sum of money not to exceed \$33,328,437 for the Town's share of the costs and expenses of the Wachusett Regional School District, such sum to include the Town's so-called required Local Minimum Contribution, debt service, transportation and an additional sum to supplement the required Local Minimum Contribution, for the ensuing fiscal year.

ARTICLE 20		
FY 2021		FY 2022
\$31,646,146	EDUCATION – WACHUSETT REGIONAL SCHOOL DISTRICT	\$32,969,402

**Summary:** This article funds Holden's share of the Wachusett Regional School District, (WRSD) including the State-mandated Minimum Local Contribution, the voluntary operational assessment,

transportation and debt service on the High School renovation and expansion. The WRSD assessment for FY 2022 has increased \$1.3M from last year and it funds the WRSD budget recommended by the School Committee. The Town Manager and the Finance Committee have no say in the development of this budget. We are required to present the School Committee's assessment at this meeting. The amount being voted on is different than the amount in the Article itself to reflect reductions made by the WRSD after the Article was posted.

The WRSD budget underlying Holden's assessment increased by a reasonable 2.4%. However, due to an approximately \$2.4M drop in expected State funding, the District towns are being asked to not only pay their proportional shares of the annual increase in the operating budget, but to also make up for the funding shortfall from the State, resulting in a 4.2% increase in Holden's assessment. This is slightly higher than the 3.5% we have requested in previous years, but it is manageable this year due to cuts made to the municipal budget.

While we are recommending approving this budget this year, Holden is getting into a tight fiscal corner as the education budget increases faster than our revenue. In FY 2017, Holden had \$2.3M in excess levy capacity (levy capacity is the difference between the levy limit and the amount of property taxes actually levied in a given year. This is the amount that taxes can be raised without an approved override or debt exclusion vote.) With this budget, our excess levy capacity is down to \$359,035. Over that five-year time period, the WRSD assessments increased by an average of 6.4%, which is not sustainable when tax revenue can only increase 2.5% under Proposition 2 1/2. The WRSD has grown from being 55.4% of the Town's total budget in FY 2017 to being 60.4% with this budget, an extraordinary increase in a short period of time.

As discussed in other sections of this document, this year's municipal budget was kept very lean. Most employees received only 1% raises, capital expenditures were reduced substantially or postponed, investments into savings funds were reduced and other austerity measures were implemented that cannot be repeated in future years. Similar austerity measures have not been widely adopted by the WRSD.

While this education budget is challenging to fund this year, the FinCom decided that we can afford this budget this year, and that we recommend the Annual Town Meeting vote to approve this Article. The Finance Committee recommends a YES vote on Article 20.

The interests acquired in the two properties shall be managed and controlled by the Conservation Commission; the plans referenced herein are available for public inspection at the office of the Town Clerk and on the Town's Website, or act or do anything relative thereto.

#### **MOTION MADE: Paul Challenger, Finance Committee**

I move that the Town vote to raise and appropriate: the sum of \$23,708,410 for the Town's share of the costs and expenses of the Wachusett Regional School District for the ensuing fiscal year, such sum includes the Town's so-called required Local Minimum Contribution, debt service and transportation; and the sum of \$9,620,027 as an additional appropriation for the costs and expenses of the Wachusett Regional School District for the ensuing fiscal year, to supplement the appropriation in part (i); It being understood that by appropriating a total sum of \$33,328,437 to the costs and expenses of the Wachusett Regional School District, the Town thereby approves the budget for Fiscal Year 2022 for the Wachusett Regional School District.

TOWN MODERATOR ASKS FINANCE COMMITTEE CHAIRMAN IF THE FINANCE COMMITTEE RECOMMENDS APPROVAL OF THE ARTICLE.

**Recommendation:** The Finance Committee recommends a YES vote on Article 20.

**Recommendation:** The Board of Selectmen on the floor were not in favor of the article.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 21 – RECREATION REVOLVING FUND, INSPECTION REVOLVING FUND,  
PEG ACCESS AND CABLE RELATED FUND**

To see if the Town will vote to set the Fiscal Year 2022 spending limits for the Recreation Revolving Fund and the Inspection Revolving Fund, both as established in Article II, Section 5 of the General By-laws, and set the annual appropriation for the PEG Access and Cable Related Fund, established in accordance with the General Laws Chapter 44, Section 53F  $\frac{3}{4}$ , or act or do anything relative thereto.

ARTICLE 21		
FY 2021		FY 2022
\$999,779	RECREATION REVOLVING FUND ANNUAL LIMIT	\$476,258
\$244,795	INSPECTION REVOLVING FUND ANNUAL LIMIT	\$276,783
\$349,804	PEG ACCESS AND CABLE RELATED FUND	\$357,948

**Summary:** The Recreation Department operates the town pool and recreation programs year-round for residents. Revenue is generated from user fees, which are then used to pay expenses. The budget decrease of \$523,521 is due mainly to \$530,000 in capital improvements at the pool and various parks included in last year's budget that are not recurring this year. There are no planned capital expenditures in FY 2022.

The Inspection Revolving Fund is funded by building, electrical, plumbing and other permit fees. All inspection and support activities are paid from this fund. The \$31,988, 13.1%, increase in this year's budget provides a vehicle for the Building Inspector, which will reduce long-term transportation reimbursement costs for the Town.

Holden Community Television provides the programming seen on Charter Cable Channels 191, 192 and 194. These operations are budgeted in the PEG Access and Cable Related Fund. The revenue in this fund comes from an annual grant from Charter Communications, as required by our contract with them. The minimal increase in this budget is driven by personnel costs.

**Recommendation:** The Finance Committee recommends a YES vote on Article 21.

**MOTION MADE: Christopher Lucchesi, Finance Committee**

The Finance Committee recommends and I move that the Town:

- (i) set the Fiscal Year 2022 spending limit for the Recreation Revolving fund at \$476,258;
- (ii) set the Fiscal Year 2022 spending limit for the Inspection Revolving Fund at \$276,783;  
and
- (iii) set the Fiscal Year 2022 appropriation for the PEG Access and Cable Related Fund at \$357,948.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 22 – BOND AND BOND ANTICIPATION NOTES PREMIUMS**

To see if the Town will vote to appropriate a total of \$354,413.60 from premiums paid to the Town upon the sales of bonds and bond anticipation notes that were paid to the Town as follows: \$300,648.02 bond premiums received upon the sale of its \$5,860,000 General Obligation Municipal Purpose Loan of 2017 Bonds, issued in June 2017 for the Mt View Middle School Building Project, and \$53,765.58 of premiums received upon the sale of its bond anticipation note issued November 2019 for the DPW Building and Salt Shed Facility, both of which are the subject of a Proposition 2 ½ debt exclusion, to pay costs of the DPW Building and Salt Shed Facility and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount, as permitted by General Laws Chapter 44, Section 20, or act or do anything relative thereto.

ARTICLE 22		
FY 2021		FY 2022
N/A	BOND AND BOND ANTICIPATION NOTES PREMIUMS	\$354,413.60

**Summary:** Holden received premium payments upon the sale of certain bonds. This article authorizes using those premiums to reduce the amount of bonds to be issued for the DPW Building project.

**Recommendation:** The Finance Committee recommends a YES vote on Article 22.

**MOTION MADE: Christopher Lucchesi, Finance Committee**

The Finance Committee recommends and I move that the Town vote to appropriate the following sums remaining from premiums received from the sale of bonds:

- (i) \$300,648.02 from the Mt. View Middle School Building Project;
- (ii) \$ 53,765.58 from the DPW Building and Salt Shed Facility;

To pay costs of the DPW Building and Salt Shed Facility and to reduce the amount authorized to be borrowed for said project.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 23 – USE OF TOWN HALL**

To see if the Town will vote to permit the use of the Town Hall for the next year at less than the fair rental value by: John E. Harkins Post #42 American Legion, Boy and Girl Scout Troops of Holden, the Veterans of Foreign Wars, Women's Auxiliary of the John E. Harkins Post #42, Women's Auxiliary of the Veterans of Foreign Wars, the Holden Baseball Program, Inc., League of Women Voters, 4-H Club, Rainbow Girls, the Grange, the White Oak Land Conservation Society, Inc., Holden Citizens for Responsible Energy, Holden Republican Town Committee, Holden Democratic Town Committee,

Holden Associated Taxpayers, Holden for Children, and Friends of Eagle Lake, or act or do anything relative thereto.

**MOTION MADE: Geraldine Herlihy, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to permit the use of the Town Hall for the next year at less than the fair rental value to: John E. Harkins Post #42 American Legion, Boy and Girl Scout Troops of Holden, the Veterans of Foreign Wars, Women's Auxiliary of the John E. Harkins Post #42, Women's Auxiliary of the Veterans of Foreign Wars, the Holden Baseball Program, Inc., League of Women Voters, 4-H Club, Rainbow Girls, the Grange, the White Oak Land Conservation Society, Inc., Holden Citizens for Responsible Energy, Holden Republican Town Committee, Holden Democratic Town Committee, Holden Associated Taxpayers, Holden for Children, and Friends of Eagle Lake.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 24 – MUNICIPAL LIGHT DEPARTMENT EXCESS INCOME**

To see if the Town will vote to authorize the sum of \$154,272 of the excess of the income of the Municipal Light Department for the calendar years 2021 and 2022 over and above the total expense of the plant as defined in the General Laws, as an item of income to be used by the Assessors in establishing the tax rate for the fiscal year commencing July 1, 2021, or act or do anything relative thereto.

**MOTION MADE: Anthony Renzoni, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to authorize the sum of \$154,272 of the excess of the income of the Municipal Light Department for the calendar years 2021 and 2022 over and above the total expense of the plant as defined in the General Laws, as income to be used by the Assessors in establishing the tax rate for the fiscal year commencing July 1, 2021.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 25 – MUNICIPAL LIGHT DEPARTMENT STABILIZATION FUNDS**

To see if the Town will vote to raise and appropriate a sum of money for the operation and maintenance of the Municipal Light Department and its Depreciation, Construction and Rate Stabilization Funds, or act or do anything relative thereto.

**MOTION MADE: Anthony Renzoni, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote that the income from the sale of electricity to private consumers, of electricity supplied to municipal buildings, and for municipal power, and of sales of appliances and from jobbing during the calendar year commencing January 1,



2021, be appropriated for the Municipal Light Department, the whole to be expended for the expense of the department for said calendar year, and that if the income exceeds the expense of the department for said calendar year, such part thereof as the Town may vote shall be retained by the Town Treasurer in accordance with applicable law and any further excess shall be transferred to the Depreciation Fund, the Construction Fund, and the Rate Stabilization Fund of said Municipal Light Plant as may be hereafter authorized by the Board of Light Commissioners as outlined in General Laws, Chapter 164, Section 57.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 26 – STREET ACCEPTANCE: SHAYS LANE, JORDAN ROAD, STANJOY ROAD**

To see what action the Town will take relative to accepting streets and authorizing the acquisition of related interests in real estate, according to plans filed with the Town Clerk after approval by the Selectmen and referrals to the Planning Board for a report, or act or do anything relative thereto.

**MOTION MADE: Richard Bates, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to accept as a public way: Shays Lane, from Station 0+00 to Station 5+48.73 for a distance of approximately 548.73 feet along the centerline shown as “Shays Lane” on a plan entitled “Acceptance Plan Shays Lane Holden, Massachusetts”, prepared by Finlay Engineering Services, dated June, 2020 and available for inspection in the office of the Town Clerk, said street having been laid out by the Selectmen and approved by the Planning Board, and to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain easements for public street purposes in said ways and any other interests in real property necessary to complete the acceptance of Shays Lane as a public way.

**PAMELA HARDING, PLANNING AND DEVELOPMENT DIRECTOR, SPOKE ON BEHALF OF THE PLANNING BOARD RECOMMENDING THE PASSAGE OF THIS ARTICLE**

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**MOTION MADE: Richard Bates, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to accept as a public way: Jordan Road, from Station 0+00 to Station 35+38.08 for a distance of approximately 3,538.08 feet along the centerline shown as Jordan Road on a plan entitled “Acceptance Plan “Oak Hill” Jordan Road”, prepared by WDA Design Group, dated April 27, 2021 and available for inspection in the office of the Town Clerk, said street having been laid out by the Selectmen and approved by the Planning Board, and to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain easements for public street purposes in said ways and any other interests in real property necessary to complete the acceptance of Jordan Road as a public way.

**PAMELA HARDING, PLANNING AND DEVELOPMENT DIRECTOR, SPOKE ON BEHALF OF THE PLANNING BOARD RECOMMENDING THE PASSAGE OF THIS ARTICLE**

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**MOTION MADE: Richard Bates, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to accept as a public way: Stanjoy Road , from Station 0+23.12 to Station 6+68.33 for a distance of approximately 645.21 feet along the centerline as Stanjoy Road on a plan entitled “Acceptance Plan ‘Oak Hill’ Jordan Road Holden, Massachusetts” prepared by WDA Design Group, dated April 27, 2021 and available for inspection in the office of the Town Clerk, said street having been laid out by the Selectmen and approved by the Planning Board, and to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain easements for public street purposes in said ways and any other interests in real property necessary to complete the acceptance of Stanjoy Road as a public way.

**PAMELA HARDING, PLANNING AND DEVELOPMENT DIRECTOR, SPOKE ON BEHALF OF THE PLANNING BOARD RECOMMENDING THE PASSAGE OF THIS ARTICLE**

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

### **ARTICLE 27 – WETLAND BYLAW AMENDMENT**

To see if the Town will vote to amend Article XXIII of the General Bylaws, entitled “Wetland Bylaw”, by revising the first sentence in subsection VI therein, entitled “Coordination with Other Boards and Agencies”, as follows (deletion shown with strikethrough and new text underlined): Any person filing a permit application or RFD with the Commission shall submit all required information to the Office of the Conservation Commission by certified mail (return Receipt Request) or hand delivery or act or do anything relative thereto.

**MOTION MADE: Chiara Barnes, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to amend the Wetland Bylaw as shown in the printed Article.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**



## **ARTICLE 28 – STORMWATER MANAGEMENT BYLAW**

To see if the Town will vote to amend the General Bylaws by revising Article XXIV, entitled “Stormwater Management Bylaw”, as shown on a document entitled “Revisions to Article XXIV”, available online on the Town’s website and on file and available for public inspection at the office of the Town Clerk, or act or do anything relative thereto.

### **MOTION MADE: Chiara Barnes, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to amend the Stormwater Management Bylaw as shown on the document entitled “Revisions to Article XXIV”.

### **MOTION SECONDED**

### **MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 29 – NON-CRIMINAL DISPOSITION AMENDMENT**

To see if the Town will vote amend Article XIX of the General Bylaws, regarding the Non-criminal Disposition of Violations of Town Bylaws and Rules and Regulations, by inserting a new category after the category therein entitled “Signs and Billboards Bylaw, Certificate of Occupancy Required, Removal of Junk Cars,” to read as follows:

### **STORMWATER MANAGEMENT BY-LAW**

Enforcement Agent	Director of Public Works
Fine Schedule	
First offense	\$100.00
Second and subsequent offenses	\$200.00
Third and subsequent offenses	\$300.00

or act or do anything relative thereto.

### **MOTION MADE: Geraldine Herlihy, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to amend Article XIX of the General Bylaws by adding new category therein entitled “Stormwater Management By-law”, as shown in the printed Article.

### **MOTION SECONDED**

### **MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 30 – FINANCE COMMITTEE BY LAW AMENDMENT**

To see if the Town will vote to amend Section 4 in Article IV, entitled Finance Committee, of the General Bylaws by revising the second paragraph therein as follows (deletion shown with strikethrough and new text underlined): The Committee shall furnish to the Selectmen, at least three

weeks prior to the date of the Annual Town Meeting, a report of the matters so considered by it, with recommendations or suggestions relative thereto, and the same shall be printed and ready for distribution at the annual town meeting or act or do anything relative thereto.

**MOTION MADE: Robert Lavigne, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to amend Section 4 in Article IV of the General Bylaws as shown in the printed Article.

**MOTION SECONDED**

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**ARTICLE 31 – ACCEPT MGL 140, SECTION 139 (C) AND AMEND DOG LICENSING FEES**

To see if the Town will vote to accept the provision in MGL 140, Section 139 (c), to provide that no fee shall be charged for a license for a dog owned by a person aged 70 years or over in the Town of Holden and to amend Chapter 10 of the General Bylaws regarding License/Permit Fees of the Town Clerk for dog licensing and for kennels, or act or do anything relative thereto.

**MOTION MADE: Anthony Renzoni, Board of Selectmen**

The Board of Selectmen recommends and I move that the Town vote to:

- (i) accept the provision in MGL Chapter 140, Section 139 (c) to provide that no fee shall be charged for a license for a dog owned by a person aged 70 years or over in the Town of Holden; and
- (ii) to amend the Town Clerk’s schedule of fees for dog licensing and for kennels as set forth in Chapter 10 of the General Bylaw to be the “NEW FEE SCHEDULES”, shown as follows:

**CURRENT FEE SCHEDULES:**

<b>DOGS</b>		
<b>Licensing</b>	<b>C140:139</b>	
	<b>January 2 - March 31</b>	<b>\$10.00 or \$11.00 (Intact)</b>
	<b>April 1 - May 31</b>	<b>\$20.00 or \$21.00 (Intact)</b>
	<b>June 1 - December 31</b>	<b>\$30.00 or \$31.00 (Intact)</b>

<b>KENNELS C 140:137A</b>		
<b>4 Dogs or Less</b>	<b>January 2 - March 3</b>	<b>\$20.00</b>
	<b>On or After April 1</b>	<b>\$40.00</b>
<b>10 Dogs or Less</b>	<b>January 2 - March 3</b>	<b>\$40.00</b>
	<b>On or After April 1</b>	<b>\$80.00</b>
<b>25 Dogs or Less</b>	<b>January 2 - March 3</b>	<b>\$60.00</b>
	<b>On or After April 1</b>	<b>\$120.00</b>

## **NEW FEE SCHEDULES:**

<b>DOGS</b>		
<b>Licensing</b>	<b>C140:139</b>	
	<b>January 2 – April 15</b>	<b>\$10.00 or \$15.00 (Intact)</b>
	<b>April 16 - May 31 (Late Fee)</b>	<b>\$35.00 or \$40.00 (Intact)</b>
	<b>June 1 - December 31 (Non-Licensing Fee)</b>	<b>\$85.00 or \$90.00 (Intact)</b>
	<b>Service Dogs</b>	<b>Exempt</b>
	<b>Owners aged 70 and over</b>	<b>Exempt</b>

<b>KENNELS C 140:137A</b>		
<b>4 Dogs or Less</b>	<b>January 2 – April 15</b>	<b>\$30.00</b>
	<b>On or After April 16</b>	<b>\$60.00</b>
<b>10 Dogs or Less</b>	<b>January 2 – April 15</b>	<b>\$40.00</b>
	<b>On or After April 16</b>	<b>\$80.00</b>
<b>25 Dogs or Less</b>	<b>January 2 – April 15</b>	<b>\$60.00</b>
	<b>On or After April 16</b>	<b>\$120.00</b>

## **MOTION SECONDED**

**MOTION AMENDED BY ANTHONY RENZONI TO RETAIN THE CURRENT FEE SCHEDULE FOR DOGS AND KENNELS BUT TO AMEND THE FILING DEADLINES TO REFLECT THE NEW PROPOSED SCHEDULE**

**AMENDMENT PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**AMENDED MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

## **MOTION MADE**

To adjourn the Annual Town Meeting.

**MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR**

**TOWN MEETING CONCLUDED AT 9:34PM**

DETAIL OF THE PROPOSED FY 2022 BUDGET

FY 2021 Voted budget	FY 2022 Proposed Budget
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ARTICLE 6 - GENERAL GOVERNMENT		
1,808,954	<b>Salary &amp; Wages</b>	1,900,246
4,980,778	<b>Expense</b>	5,274,212
<hr/>		<hr/>
6,789,732	<b>Total General Government</b>	7,174,458

	<b>Moderator</b>	
100	Salary & Wages	100
65	Expense	65
<hr/>		<hr/>
165		165

	<b>Finance Committee</b>	
1,786	Expense	1,786
150,000	Reserve Fund	150,000
<hr/>		<hr/>
151,786		151,786

	<b>Selectmen</b>	
7,250	Salary & Wages	7,250
28,000	Expense	33,000
<hr/>		<hr/>
35,250		40,250

	<b>Town Manager &amp; Personnel</b>	
472,331	Salary & Wages	488,937
125,475	Expense	21,250
<hr/>		<hr/>
597,806		510,187

	<b>Information Technology</b>	
265,018	Salary & Wages	267,669
155,527	Expense	150,647
<hr/>		<hr/>
420,545		418,316

	<b>Accounting</b>	
209,867	Salary & Wages	208,936
33,400	Expense	33,200
<hr/>		<hr/>
243,267		242,136

2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021		FY 2022
Voted budget		Proposed Budget
	<b>Treasury</b>	
239,878	Salary & Wages	232,561
71,400	Expense	63,650
<u>311,278</u>		<u>296,211</u>
	<b>Assessors</b>	
185,727	Salary & Wages	189,137
42,300	Expense	97,050
<u>228,027</u>		<u>286,187</u>
	<b>Legal</b>	
180,000	Expense	190,000
<u>180,000</u>		<u>190,000</u>
	<b>Town Clerk</b>	
216,414	Salary & Wages	216,672
44,018	Expense	40,852
<u>260,432</u>		<u>257,524</u>
	<b>Planning and Development</b>	
208,369	Salary & Wages	282,984
171,050	Expense	76,000
<u>379,419</u>		<u>358,984</u>
	<b>Sealer</b>	
4,000	Salary & Wages	6,000
1,700	Expense	0
<u>5,700</u>		<u>6,000</u>
	<b>Insurance</b>	
2,191,057	Expense	2,374,507
<u>2,191,057</u>		<u>2,374,507</u>
	<b>Retirement</b>	
1,785,000	Expense	2,042,205
<u>1,785,000</u>		<u>2,042,205</u>

2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021	FY 2022
Voted budget	Proposed Budget

ARTICLE 7 - HUMAN SERVICES AND CULTURE		
957,356	<b>Salary &amp; Wages</b>	967,470
360,676	<b>Expense</b>	351,340
1,318,032	<b>Total Human Services and Culture</b>	1,318,810

<b>Library</b>		
672,344	Salary & Wages	678,970
255,926	Expense	251,590
928,270		930,560
<b>Senior Citizens</b>		
264,651	Salary & Wages	267,940
30,650	Expense	30,650
295,301		298,590
<b>Veterans</b>		
20,361	Salary & Wages	20,560
600	Expense	600
70,000	Aid & Assistance	65,000
90,961		86,160
<b>Historical Comm</b>		
3,500	Expense	3,500
3,500		3,500

ARTICLE 8 - DEBT		
2,818,500	<b>Exempt Debt</b>	3,126,023
192,377	<b>Non-exempt Debt</b>	153,977
3,010,877	<b>Total Debt Service</b>	3,280,000

2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021	FY 2022
Voted budget	Proposed Budget

ARTICLE 9 - OPEB FUND CONTRIBUTIONS		
449,011	<b>Contributions from General Fund</b>	478,967
45,000	<b>Contributions from Water/Sewer</b>	45,000
12,528	<b>Contributions from Employees</b>	15,039
506,539	<b>Total OPEB Fund Contributions</b>	539,006

ARTICLE 10 - GENERAL, OPEN SPACE AND FIRE VEHICLE CONTRIBUTIONS		
200,000	<b>General Stabilization Fund</b>	150,000
50,000	<b>Open Space Fund</b>	50,000
100,000	<b>Fire Vehicle Stabilization Fund</b>	100,000
350,000	<b>Total General, Open Space and Fire Vehicle</b>	300,000

ARTICLE 11 - PUBLIC SAFETY		
5,083,873	<b>Salary &amp; Wages</b>	5,392,147
787,900	<b>Expense</b>	810,850
5,871,773	<b>Total Public Safety</b>	6,202,997

2,283,369	<b>Police</b>	
239,000	Salary & Wages	2,341,354
2,522,369	Expense	237,700
		2,579,054
65,349	<b>Animal Control</b>	
9,200	Salary & Wages	65,955
74,549	Expense	9,200
		75,155

**Fire & Emergency Medical Services (EMS)**

1,992,679	Salary & Wages	2,160,303
<u>290,750</u>	Expense	<u>302,750</u>
2,283,429		2,463,053



2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021		FY 2022
Voted budget		Proposed Budget
	<b>Public Safety Complex</b>	
202,500	Expense	207,500
202,500		207,500
	<b>Regional Dispatch</b>	
662,281	Salary & Wages	738,855
36,450	Expense	43,700
698,731		782,555
	<b>Emergency Management</b>	
80,195	Salary & Wages	85,680
10,000	Expense	10,000
90,195		95,680
<b>ARTICLE 12 - PUBLIC WORKS</b>		
1,625,493	<b>Salary &amp; Wages</b>	1,640,250
1,064,911	<b>Expense</b>	1,179,560
520,000	<b>Snow Removal</b>	520,000
3,210,404	<b>Total Public Works</b>	3,339,810
	<b>Administration</b>	
196,158	Salary & Wages	200,636
12,150	Expense	10,550
208,308		211,186
	<b>Engineering</b>	
174,950	Salary & Wages	171,191
177,050	Expense	210,710
352,000		381,901
	<b>Highway</b>	
557,869	Salary & Wages	576,286
373,950	Expense	435,950
520,000	Snow Removal	520,000
1,451,819		1,532,236

	<b>Mechanics</b>	
205,837	Salary & Wages	205,812
18,411	Expense	18,300
<hr/> 24,248		<hr/> 224,112

2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021	FY 2022
Voted budget	Proposed Budget

	<b>Building and Grounds</b>	
490,679	Salary & Wages	486,325
416,850	Expense	419,150
<u>907,529</u>		<u>905,475</u>
	<b>Garage</b>	
66,500	Expense	84,900
<u>66,500</u>		<u>84,900</u>

ARTICLE 13 - DPW DEPRECIATION FUND		
<u>100,000</u>	<b>DPW Depreciation Fund</b>	<u>75,000</u>
100,000	<b>Total DPW Depreciation Fund</b>	75,000

ARTICLE 14 - CHAPTER 90 STATE HIGHWAY AID		
<u>0</u>	<b>Chapter 90 State Highway Aid</b>	<u>0</u>
0	<b>Total Chapter 90 State Highway Aid</b>	0

ARTICLE 15 - CAPITAL BUDGET		
<u>1,127,208</u>	<b>Capital Budget - General Fund</b>	<u>708,000</u>
1,127,208	<b>Total Capital Budget - General Fund</b>	708,000
A detailed listing of the capital assets to be acquired is found on Page 25 of this handbook		

ARTICLE 16 - WATER / SEWER ENTERPRISE FUND		
701,649	<b>Salary &amp; Wages</b>	719,172
7,254,370	<b>Expense</b>	7,316,005
82,400	<b>Indirect Costs</b>	157,400
225,000	<b>Emergency Reserve</b>	100,000
<u>80,000</u>	<b>Capital Outlay</b>	<u>100,000</u>
8,343,419	<b>TOTAL WATER/SEWER</b>	8,392,577

2021 TOWN MEETING HANDBOOK AND FINANCE COMMITTEE REPORT

FY 2021	FY 2022
Voted budget	Proposed Budget

ARTICLE 17 - WATER / SEWER CAPITAL BUDGET		
2,400,000	Capital Budget - Water / Sewer	1,800,000
2,400,000	Total Capital Budget - Water / Sewer	1,800,000

ARTICLE 18 - SOLID WASTE ENTERPRISE FUND		
52,813	Salary & Wages	53,139
1,297,941	Expense	1,344,734
12,400	Indirect Costs	12,400
0	Capital Outlay	0
1,363,154	Total Solid Waste	1,410,273

ARTICLE 19- VOCATIONAL EDUCATION		
930,226	Montachusett Regional High School	962,972
54,000	Out of District Vocational	59,400
984,226	Total Vocational Education	1,022,372

ARTICLE 20- EDUCATION - WACHUSETT REGIONAL		
20,061,939	WRSD Required	20,535,856
8,142,799	WRSD Voluntary	9,143,678
39,434	Debt-Oil Remediation	36,710
1,110,997	Debt -School Construction	1,038,732
2,290,978	Transportation	2,214,426
31,646,147	Total Education - Wachusett	32,969,402

FY 2021	FY 2022
Voted budget	Proposed Budget

### ARTICLE 21 - CONTINUE REVOLVING FUNDS

719,879	<b>Salary &amp; Wages</b>	771,917
544,528	<b>Expense</b>	551,714
50,165	<b>Indirect Costs</b>	50,165
664,000	<b>Capital Outlay</b>	80,000
<u>1,978,572</u>	<b>Total Revolving Funds</b>	<u>1,453,796</u>

	<b>Recreation</b>	
225,075	Salary & Wages	280,472
158,539	Expense	159,621
36,165	Indirect Costs	36,165
580,000	Capital Outlay	0
<u>999,779</u>		<u>476,258</u>

	<b>Before and After School Program</b>	
236,076	Salary & Wages	230,882
148,118	Expense	111,925
<u>384,194</u>		<u>342,807</u>

	<b>Inspections</b>	
152,905	Salary & Wages	153,748
80,490	Expense	81,635
11,400	Indirect Costs	11,400
0	Capital Outlay	30,000
<u>244,795</u>		<u>276,783</u>

	<b>Cable</b>	
105,823	Salary & Wages	106,815
157,381	Expense	198,533
2,600	Indirect Costs	2,600
84,000	Capital Outlay	50,000
<u>349,804</u>		<u>357,948</u>

## ARTICLES 15 & 17 - FY 2022 Capital Program Detail

DEPARTMENT	EXPENDITURE	CASH	BOND	OTHER	TOTAL
FIRE - EMS	Hose and Hydrant Appliances	\$28,000			\$28,000
	Jaws of Life Tool Replacement	\$50,000			\$50,000
POLICE	Cruisers (2)	\$110,000			\$110,000
	Network Switch	\$20,000			\$20,000
DPW	Culvert Rehabilitation	\$60,000			\$60,000
	Speed Radar Signs	\$20,000			\$20,000
	F350 Truck w/ plow #10	\$60,000			\$60,000
	Walk Behind Road Saw	\$5,000			\$5,000
	Concrete Core Drill	\$10,000			\$10,000
	Roads / Sidewalks	\$325,000			\$325,000
	Chapter 90			\$615,739	\$615,739
WATER / SEWER	Water Main Replacement and/or Lining		\$1,000,000		\$1,000,000
	Sewer Pump Stations		\$500,000		\$500,000
	SCADA Planning, Design			\$100,000	\$100,000
	Water Meter Replacement		\$300,000		\$300,000
CABLE TV	Studio Camera Upgrade			\$20,000	\$20,000
	Mac Pro			\$30,000	\$30,000
INSPECTIONS	Inspections Vehicle			\$30,000	\$30,000
TOWN MANAGER / IT	Network Switch	\$20,000			\$20,000
Grand Total		\$708,000	\$1,800,000	\$795,739	\$3,303,739

## **GLOSSARY OF TERMS**

**AVAILABLE FUNDS** – See Free Cash

**DPW DEPRECIATION FUND** – The DPW Depreciation Fund was created at the Town’s request by a special act of the state Legislature. It is a Stabilization Fund used for DPW vehicles and equipment purchase purposes only.

**ENTERPRISE FUND** – Funds that account for all revenues and expenditures for services and allow surpluses to be used to reduce user fees for the services or to pay for capital improvements are Enterprise Funds. The Town has two Enterprise Funds: the Water/Sewer Enterprise Fund, and the Solid Waste Enterprise Fund. Each fund has a discrete and independent budget.

**EXCESS LEVY CAPACITY** - The difference between the levy limit and the amount of property taxes actually levied in a given year. This is the amount that taxes can be raised without an approved override or debt exclusion vote.

**FISCAL YEAR** – The Town of Holden’s Fiscal Year is from July 1 through June 30.

**FREE CASH** – The amount of surplus revenue, minus uncollected taxes of prior years is called Free Cash. Also known as Unencumbered or Available Funds, Free Cash funds must be certified each year by the Massachusetts Department of Revenue before they can be appropriated by Town Meeting.

**GENERAL ESTIMATED RECEIPTS**—Income derived from motor vehicle excise taxes, interest on investments, license and permit fees, etc.

**OVERLAY** – Funds set aside to cover abatements and exemptions. This amount is determined by the Board of Assessors.

**OVERLAY RESERVE** – Unused accumulated amounts of Overlay from previous years that are not required to be held in a specific Overlay account for a given year. Once ‘released’ by vote of the Board of Assessors, the funds may be used for any municipal purpose.

**OPEB TRUST FUND** – The Other Post Employment Benefits (OPEB) Trust Fund was established in 2009 to fund future obligations for the Town’s share of retirees’ health benefits.

**RESERVE FUND** – A fund established by the Annual Town Meeting. It is under the control of the Finance Committee which may authorize transfers for extraordinary or unforeseen expenditures. The fund may be composed of an appropriation of not more than 5% of the tax levy for the preceding year.

**REVOLVING FUND** – A fund established that receives the revenues connected with the programs supported by the fund. Expenditures may be expended without further appropriation up to the balance of the fund or to the total authorized maximum established by Town Meeting. An annual reauthorization by Town Meeting is required. Currently, Holden has the following revolving funds: Recreation, Before/After Schools, Cable TV, and Inspections.

**STABILIZATION FUND** – A special account created to provide a reserve for municipal expenditures. A 2/3rds vote by Town Meeting is required to expend these funds. Currently, Holden has stabilization funds set up for General Purposes, Water/Sewer, Open Space and Fire Vehicles.