

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF WEST BOYLSTON**

**SEMI-ANNUAL TOWN MEETING WARRANT  
OCTOBER 20, 2025**

Worcester ss.

To the Constables of the Town of West Boylston,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of West Boylston qualified to vote in elections and Town affairs, to meet in the auditorium of the Middle/High School in said Town (at 125 Crescent Street) on Monday, October 20, 2025 at 6:00 p.m. in the evening, then and there to act on the following articles.

**ARTICLE 1 - AUTHORIZATION TO HEAR THE REPORTS OF OFFICERS AND  
COMMITTEES OF THE TOWN**

To see if the Town will vote to hear the reports of the officers and standing committees of the Town; or take any other action relative thereto.

**ARTICLE 2 - AUTHORIZATION TO PAY BILLS FROM PREVIOUS  
FISCAL YEARS**

To see if the Town will vote to appropriate a sum of money from available funds to pay bills being held by the Town Accountant from prior fiscal years for which no encumbered funds are available; or take any other action relative thereto.

**ARTICLE 3 - AUTHORIZATION TO APPROPRIATE FUNDS FOR A  
FEASIBILITY STUDY FOR PARTICIPATION IN THE  
MASSACHUSETTS SCHOOL BUILDING GRANT PROGRAM**

To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for a feasibility study and schematic design for the West Boylston Middle High School, currently located at 125 Crescent Street, West Boylston, MA 01583, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"). The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action relative thereto.

**ARTICLE 4 - AUTHORIZATION TO CREATE SOLID WASTE ENTERPRISE FUND**

To see if the Town will vote to accept the provisions of MGL c. 44, Section 53F½ of the Massachusetts General Laws establishing Waste Management as an Enterprise Fund effective Fiscal Year 2027, or take any other action relative thereto.

**ARTICLE 5 - AUTHORIZATION TO MODIFY FISCAL YEAR 2026 APPROPRIATIONS AND OTHER NECESSARY ADJUSTMENTS TO THE FISCAL YEAR 2026 BUDGET**

To see if the Town will vote to raise and appropriate and/or transfer from available funds or from any unexpended balances of Fiscal Year 2026 appropriations hitherto made, to Fiscal Year 2026 appropriation accounts; or take any other action relative thereto.

**ARTICLE 6 - AUTHORIZATION TO APPROPRIATE FUNDS FOR CAPITAL IMPROVEMENT PURCHASES**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to purchase or lease/purchase and equip capital items, including all costs incidental or related thereto, and, as needed, to authorize lease/purchase agreements for periods of up to or in excess of three years for such purposes, with each appropriation being treated as a separate item; or take any other action relative thereto.

**ARTICLE 7 - AUTHORIZATION TO TRANSFER FUNDS TO THE CAPITAL INVESTMENT FUND**

To see if the Town will vote to appropriate and/or transfer from available funds a sum of money to the Capital Investment Fund; or take any other action relative thereto.

**ARTICLE 8 - AUTHORIZATION TO APPROPRIATE FUNDS TO THE OPEB TRUST FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Other Post Employment Benefits Trust Fund; or take any other action relative thereto.

**ARTICLE 9 - AUTHORIZATION TO TRANSFER FUNDS TO THE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Stabilization Fund; or take any other action relative thereto.

**ARTICLE 10 - AUTHORIZATION TO APPROPRIATE FUNDS TO REDUCE THE FY26 TAX RATE**

To see if the Town will vote to appropriate and/or transfer from the Tax Levy Stabilization Fund, a sum of money to reduce or stabilize the Fiscal Year 2026 Tax Rate; or take any other action relative thereto.

**ARTICLE 11 - AUTHORIZATION TO AMEND THE GENERAL BYLAWS – EARTH REMOVAL, RENEWAL, OR REVOCATION OF PERMIT**

To see if the Town will vote to amend the General Bylaw Chapter § 156-7 Earth Removal, Renewal or Revocation of Permit, as follows, with the words that have been struck through to be deleted, and the new language to be added shown in bold; ; or take any other action relative thereto:

§ 156-7 Earth Removal, Renewal or Revocation of Permit.

A. No permit shall be issued under the provisions of this bylaw to extend for a term of more than one year, but a permit may be renewed without a hearing upon written application by the permit holder.

~~B.~~ Prior to renewal, ~~the Building Inspector shall inspect~~ the premises **shall be inspected by a designee of the Earth Removal Board** to determine whether the applicant for renewal has complied with the provisions of this bylaw.

~~C.~~ Upon receiving a complaint alleging a violation of these regulations, ~~which has been verified by the Building Inspector,~~ the Earth Removal Board shall hold a public hearing in accordance with the procedure outlined in § ~~156-3C~~ of this bylaw.

~~D.~~ The Earth Removal Board, after a public hearing, may revoke or modify the permit for any material violation of the terms of the permit or of this bylaw, and upon such revocation the operation shall be forthwith discontinued.

## **ARTICLE 12 - AUTHORIZATION TO AMEND THE GENERAL BYLAWS**

To see if the Town will vote to amend the General Bylaws, Chapter 109-4 Town-Wide Planning Committee, Membership of Committee, by deleting the following in its entirety:

### **§ 109-4 Membership of Committee.**

[Amended 10-24-1994 by Art. 23; 5-18-1998 by Art. 26]

The membership of the Town-Wide Planning Committee shall consist of 13 members, including the Town Administrator as Chair, and 12 members appointed in conformity with the provisions of Chapter 23 of the Acts of 1995 as follows:

A. One representative or designee from the Select Board members; one representative or member of the School Committee; one representative or designee from the Planning Board; one representative or designee from the Finance Committee; and eight other voters, six of which shall not be municipal employees or officials. Effective July 1, 1998, the Town Administrator shall appoint four members to a one-year term, four members to a two-year term, and four members to a three-year term, and upon expiration of said terms, the members or their successors shall be appointed to terms of three years.<sup>11</sup>

[1]

*Editor's Note: Original Section 5, adopted 5-16-2005 by Art. 44, which immediately followed, was repealed 10-20-2008 by Art. 9. See now Ch. 47.*

**And replacing it with the following language:**

### **§ 109-4 Membership of Committee.**

[Amended 10-24-1994 by Art. 23; 5-18-1998 by Art. 26]

The membership of the Town-wide Planning Committee shall consist of thirteen (13) members, including the Town Administrator as Chair, as follows:

- The Town Administrator
- Five (5) voting members
- Seven (7) associate members

Appointments shall be made in conformity with the provisions of Chapter 23 of the Acts of 1995 as follows:

- One voting representative from the Select Board
- One voting representative from the School Committee
- One voting representative from the Planning Board

- One voting representative from the Finance Committee
- One voting representative at large appointed by the Town Administrator
- Seven other non-voters, five of whom shall not be municipal employees or officials

Effective July 1, 1998, the Town Administrator shall appoint:

- Four members to a one-year term
- Four members to a two-year term
- Four members to a three-year term

Upon expiration of said terms, the members or their successors shall be appointed to terms of three years.

In the event of a voting member's absence, the Chair may designate an associate member to vote in their place. The selection of the associate member shall be at the discretion of the Chair, based on relevance to the topic under discussion or personal preference.

**or take any other action relative thereto.**

### **ARTICLE 13 -AUTHORIZATION TO AMEND THE PERSONNEL BYLAW OF THE GENERAL BYLAWS – VACATION ACCRUAL**

To see if the Town will vote to amend the General Bylaws, Section 80-16 Personnel Bylaws by amending, Vacations as follows, with the words that have been struck through to be deleted, and the new language to be added shown in bold; or take any other action relative thereto:

#### **“N -VACATIONS**

##### **1- Vacation Year and Accrual Rate Table**

The vacation year is the fiscal year for the Town of West Boylston from July 1st through June 30<sup>th</sup> ~~and vacation is accrued on a monthly basis~~, according to the Accrual Rate Table below. Accrual begins on the employee's first day of service. Upon the employee's anniversary date, the accrual rate will increase in accordance with the table below.

**Should employment end prior to the completion of a full contract/fiscal year, the employee, upon severance from employment, shall be allotted and paid the pro rata share of annual paid benefit leave, based on time served during that contract/fiscal year, including carryover balances, offset by time already used in said year”.**

**Accrual Rate Table**

Length of Service	Vacation Time Accrued
6 months <del>to 1 year</del>	1 work week* annually
1 through 4 years	2 work weeks* annually
5 through 9 years	3 work weeks* annually
10 through 19 years	4 work weeks* annually
20 years or more	5 work weeks* annually

Employee's entering service to the Town of West Boylston who have been employed in a similar capacity with another Municipality may be credited for their length of service in a similar employment system as if they had an equivalent length of service to the Town of West Boylston subject to the approval of the Select Board and Town Administrator.

\*Vacation time will be based on an employee's weekly number of hours worked. For example, if an employee works 40 hours a week, their work week accrual will be 40 hours. If an employee works 32.5 hours a week, their work week accrual will be 32.5 hours.

## **2- Vacation Preference Priority**

When compatible with efficient operations, vacation preference priority is normally given to the employees in descending order of their job grades and classes and according to length of service among those on the same job grade or class.

## **3- Part-time Employees**

Part-time employees will receive pro rata vacation time (~~based on the last six (6) months of service~~) according to the vacation Accrual Rate Table above.

## **4- Utilizing Vacation Time in Advance of Accrual**

In order to provide flexibility in scheduling vacations, paid vacations may be taken before time is actually accrued, with advance written approval of the Department Head and Town Administrator. This accommodation is made with the expectation that the employee will accrue the entire vacation allotment for that year. Employees will be required to pay back any portion of unearned vacation that was paid in advance if the employee should leave the Town's employment prior to that vacation time becoming accrued.

## **5- Carryover**

Department heads may approve the request of an employee to carryover one (1) week vacation; or work demands may require a department head to request an employee to carryover one (1) week vacation. Any vacation time carried over must be taken within one (1) year. All carryover requests must be submitted to the department head no later than June 1st of each year. For Department heads, the carryover requests are subject to the approval of the Town Administrator.

## **6- Eligibility**

Eligibility for vacation pay is based on the following rules:

- a) an employee terminating before completing six (6) months of service will receive no pay;
- b) an employee on leave of absence without pay will not accrue vacation time;
- c) an employee on leave of absence for sickness or injury will not accrue vacation time.

## **7- Vacation Scheduling**

Except in the case of emergency, requests for use of vacation time shall be submitted to the department head no later than one (1) week prior to the requested time off. All vacation time shall be taken in workweek increments. An employee may take vacation days in increments less than workweek increments with department head approval. Vacation leave shall be granted by the department head provided there is adequate staffing within the department to efficiently meet the needs of the public and manage the workload and responsibilities of the department.

## **8- Vacation Buyback**

Employees may buy back up to one (1) week of vacation at the end of the fiscal year at the then current

rate of compensation for the employee, and the town shall pay the buy back for vacation earned in the preceding fiscal year on or before the first payroll in the month of August. All buyback requests must be submitted to the department head no later than June 1st of each year.

**ARTICLE 14 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAW OF THE  
GENERAL BYLAWS – CLASSIFICATION AND COMPENSATION PLAN**

To see if the Town will vote to amend the General Bylaws, Chapter 80 Personnel Bylaws, §80-29 CLASSIFICATION AND COMPENSATION PLAN 1- Classification Plan by replacing the following salary scale for Nonexempt Emergency Fire and Medical Service Employees in its entirety;

<b>Nonexempt Emergency Fire and Medical Service Employees</b>					
<b>Grade</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
1F	\$12.33	\$13.49	\$14.60	\$15.75	\$17.02
2F	\$17.81	\$19.46	\$21.07	\$22.71	\$24.51
3F	\$19.51	\$20.72	\$22.76	\$24.57	\$26.54
4F	\$24.39	\$26.42	\$28.49	\$30.69	\$33.14

And to replace it with the following;

<b>Nonexempt Emergency Fire and Medical Service Employees</b>												
<b>Grade</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>	<b>Step 11</b>	<b>Step 12</b>
1F	\$18.00	\$18.36	\$18.73	\$19.10	\$19.48	\$19.87	\$20.27	\$20.68	\$21.09	\$21.51	\$21.94	\$22.38
2F	\$24.00	\$24.48	\$24.97	\$25.47	\$25.98	\$26.50	\$27.03	\$27.57	\$28.12	\$28.68	\$29.26	\$29.84
3F	\$28.00	\$28.56	\$29.13	\$29.71	\$30.31	\$30.91	\$31.53	\$32.16	\$32.81	\$33.46	\$34.13	\$34.81
4F	\$30.00	\$30.60	\$31.21	\$31.84	\$32.47	\$33.12	\$33.78	\$34.46	\$35.15	\$35.85	\$36.57	\$37.30

or take any other action relative thereto.

**ARTICLE 15 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAW OF THE  
GENERAL BYLAWS – CLASSIFICATION AND COMPENSATION PLAN**

To see if the Town will vote to amend the General Bylaws, Chapter 80 Personnel Bylaws, §80-29 CLASSIFICATION AND COMPENSATION PLAN 1- Classification Plan by moving Van Driver from Grade C to Grade D and to add the position of Special Police Officer to Temporary or Intermittent Employees; or take any other action relative thereto.

**ARTICLE 16 – AUTHORIZATION TO AMEND THE ZONING BYLAW OF THE  
GENERAL BYLAWS**

To see if the Town will vote to amend the Zoning Bylaw Article V Special Regulations to add Section 305-5.7 entitled “Drive Through Facilities on West Boylston Street “including the language below; or take any other action relative thereto.

#### A. Purpose

The purpose of this bylaw is to promote safe and efficient traffic flow, protect pedestrian safety, enhance the visual character of West Boylston Street (Route 12), and support land use patterns that encourage walkability and traditional town-scale development. Drive-through facilities are inconsistent with these objectives due to their auto-oriented nature, increased curb cuts, idling vehicles, and queueing traffic.

#### B. Prohibited Location

No new drive-through facilities shall be allowed on any lot with frontage on West Boylston Street (Route 12), regardless of underlying zoning district.

#### C. Prohibited Uses

The following types of drive-through uses are expressly prohibited within the area identified in Subsection B:

1. Drive-through restaurants or fast-food establishments;
2. Drive-through banks or financial institutions;
3. Drive-through or curbside pharmacy services;
4. Drive-up or walk-up ATMs;
5. Drive-through coffee or beverage kiosks; and
6. Any other use involving the service or delivery of goods or services to occupants of vehicles through a drive-up window or similar arrangement.

#### D. Existing Facilities

1. Any legally existing drive-through facility with frontage on West Boylston Street in operation or permitted prior to the adoption of this section shall be deemed a legally nonconforming use in accordance with § 305-1.4.
2. Any expansion, intensification, or alteration of such a facility shall be subject to Site Plan Review by the Planning Board and shall require a Special Permit from the Zoning Board of Appeals. Any increase in the number of drive-through lanes, ordering stations, or service windows is not permissible as an expansion.

#### E. Variances

1. Relief from this section may only be granted by a variance from the Zoning Board of Appeals, pursuant to M.G.L. c. 40A, § 10.
2. No variance shall be granted unless the Board finds that:
  - a. Enforcement of this section would create a substantial hardship, financial or otherwise;
  - b. The hardship is owing to circumstances relating to the soil conditions, shape, or topography of the land or structures; and
  - c. The granting of the variance would not substantially derogate from the intent and purpose of this bylaw.

#### F. Severability

If any section, subsection, sentence, or portion of this bylaw is for any reason held invalid or unconstitutional by any court, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions.

**ARTICLE 17 - AUTHORIZATION TO ACCEPT MGL c.32 §4 (2)(b) and MGL c.32 §4 (2) (b½) –  
FIREFIGHTER RETIREMENT CALCULATION**

To see if the Town will vote to accept the provisions of M.G.L. c.32 §4 (2)(b) and M.G.L. c.32 §4(2) (b1/2) to allow permanent, intermittent, or call firefighters to be credited with full-time service for the purpose of calculating retirement benefits in accordance with Chapter 32 of the Massachusetts General Laws and other applicable laws and collective bargaining agreements; or take any other action relative thereto.

\*\*\*\*\*

And you are directed to serve this Warrant by posting an attested copy thereof at the place of said meeting as aforesaid and at the Post Office in said Town fourteen (14) days at least before the time of said meeting.

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

Given under our hands this\_\_\_\_\_ day of September 2025.

A true copy attest:

\_\_\_\_\_  
Candance Livingston, Town Clerk

\_\_\_\_\_  
Kristina A. Pedone, Chairman

\_\_\_\_\_  
Vanessa Kuzmanovski, Vice Chairman

\_\_\_\_\_  
David Ashwell, Clerk

\_\_\_\_\_  
James Morrissey, Member

\_\_\_\_\_  
Barur R. Rajeshkumar, Member

\_\_\_\_\_  
Select Board  
Town of West Boylston

Honorable Select Board of West Boylston:

I have served this Warrant by posting duly attested copies thereof at the following places:

Municipal Office Building\_\_\_\_\_  
West Boylston Middle/High School\_\_\_\_\_  
West Boylston Post Office\_\_\_\_\_  
Pruneau's Barber Shop\_\_\_\_\_  
Municipal Lighting Plant\_\_\_\_\_



Beaman Memorial Library\_\_\_\_\_

\_\_\_\_\_  
Constable

\_\_\_\_\_  
Date