

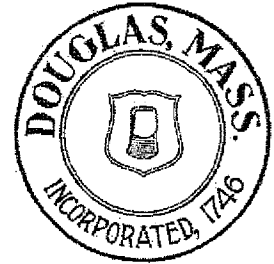
ANNUAL TOWN MEETING WARRANT
TOWN OF DOUGLAS
COMMONWEALTH OF MASSACHUSETTS

Monday, May 5, 2014
High School Auditorium
7:00 PM

Worcester, SS

To any Constable of the Town of Douglas, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the inhabitants of the Town of Douglas who are qualified to vote in Elections and Town affairs to meet in the Douglas High School Auditorium, 33 Davis Street, in said Douglas, on **Monday, the Fifth of May 2014, A.D.** for an Annual Town Meeting commencing at 7:00 P.M.; for the following purposes:



- | | |
|--|--|
| 1. Finance Committee Report | 9. Blackstone Valley Vocational Regional School District - |
| 2. FY15 Budget | Approval of Debt - Renovation/Reconfiguring Project |
| 3. Salaries of Elected Officials | 10. Removal of Members from Appointed Boards |
| 4. FY15 Transfer Station Enterprise Fund | 11. Zoning Change - RC-2 Dimensional Regulations |
| 5. FY15 Water/Sewer Enterprise Fund | 12. Zoning Change from Village Residential to Village |
| 6. Personnel Bylaw Classification & Update | Business |
| 7. Recurring Business | 13. By Petition - Zoning Change - Monroe Street |
| 8. Adoption of Revised FY 15 - 19 Capital Improvement Plan | |

Article 1. Finance Committee Report:

To see if the Town will vote to hear and act upon the report and recommendations of the Finance Committee as presented and printed in the Finance Committee's Annual Town Meeting recommendations, or to take any other action relative thereto.

Article 2. FY15 Budget:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow such sums of money as are necessary to fund the annual operating budget of the Town for Fiscal Year 2015, or take any other action relative thereto.

Article 3. Salaries of Elected Officials:

To see if the Town will vote to fix the salary and compensation of all elected officials of the Town as provided by Chapter 41 Section 108 of the Massachusetts General Laws, as amended, as follows:

Board of Assessors	\$2,900
Blackstone Valley Vocational School District Rep.	\$500
Moderator	\$250
Board of Selectmen	\$1,600
Clerk	\$65,385.23
Water/Sewer Commission	\$2,400

Or take any other action relative thereto.

Article 4. FY15 Transfer Station Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$274,947** from Transfer Station charges and fees to operate and maintain the Transfer Station.

Salaries/Wages	\$50,597
Expenses	\$224,350
Total	\$274,947

Or take any other action relative thereto.

Article 5. FY15 Water/Sewer Enterprise Fund:

To see if the Town will vote to raise and appropriate, and/or transfer the sum of **\$881,925** from Water & Sewer charges and fees, and transfer the sum of **\$191,807** from the reserved for debt account, and transfer the sum of **\$65,000** from retained earnings, and transfer the sum of **\$10,000** from reserved for sewer system development, and transfer the sum of **\$75,000** from the reserved for water system development, for a total budget of **\$1,223,732** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$355,157
Expenses	\$591,768
Debt	\$191,807
Capital Outlay	\$85,000
Total	\$1,223,732

Or take any other action relative thereto.

Article 6. Personnel Bylaw Classification & Update:

To see if the Town will vote to approve the Personnel Classification and Compensation plans for Fiscal Year 2015, or to take any other action relative thereto.

MANAGEMENT Compensation Plan – FY15 Budget

Grade	Position	Grade	Position
M-1		M-4	Fire Chief
M-2	Assistant Tax Collector		System Manager Water & Sewer
	Municipal Facilities Maint. Mgr.		Town Accountant
	Principal Assessor	M-5	Highway Superintendent
M-3	Building Commissioner		Town Engineer
	Director Senior Center		
	Library Director		
	Planning & Conservation Agent		
	Treasurer / Collector		

	COLA Increase % 1.00%									
	1	2	3	4	5	6	7	8	9	10
1	39,197.83	40,079.78	40,981.57	41,903.66	42,846.49	43,810.54	44,796.27	45,804.19	46,834.78	47,888.57
2	48,996.14	50,098.55	51,225.77	52,378.35	53,556.86	54,761.89	55,994.04	57,253.90	58,542.11	59,859.31
3	61,248.06	62,626.14	64,035.23	65,476.02	66,949.23	68,455.59	69,995.84	71,570.74	73,181.09	74,827.66
4	70,432.96	72,017.70	73,638.10	75,294.95	76,989.09	78,721.34	80,492.57	82,303.66	84,155.49	86,048.99
5	75,718.09	77,421.75	79,163.74	80,944.92	82,766.19	84,628.42	86,532.56	88,479.55	90,470.34	92,505.92

OFFICE ADMINISTRATIVE Compensation Plan – FY15 Budget

Grade	Position	Grade	Position
OA-1	Library Assistant Meeting Minute Recorder	OA-4	Assist. Town Clerk Children's Librarian Adm. Sec / Comm Development Assessors' Admin Assist.
OA-2	Adm. Sec Water & Sewer Highway Clerk Circulation Librarian Principal Clerk – Fire, Building, Assess.	OA-5	Adm. Assist to Town Admin./BOS Adm. Supervisor / Brd Health
OA-3	Admin Assist Treasurer / Collector Asst. to the Town Accountant Asst. Treasurer		

		COLA Increase % 1.00%									
Grade		1	2	3	4	5	6	7	8	9	10
1	Hourly	13.37	13.67	13.98	14.30	14.62	14.95	15.28	15.63	15.98	16.34
2	Hourly	16.07	16.43	16.80	17.18	17.56	17.96	18.36	18.78	19.20	19.63
3	Hourly	17.68	18.07	18.48	18.90	19.32	19.75	20.20	20.65	21.12	21.59
4	Hourly	20.31	20.77	21.24	21.71	22.20	22.70	23.21	23.73	24.27	24.81
5	Hourly	22.56	23.07	23.59	24.12	24.66	25.22	25.79	26.37	26.96	27.57

PUBLIC WORKS Compensation Plan – FY15 Budget

Grade	Position	Grade	Position
PM-1	Truck Driver / Laborer	PM-4	Group Leader
PM-2	Asst Water / Sewer Operator Highway Laborer Operator	PM-5	Water Operator Chief Operator Highway Mechanic
PM-3			

		COLA % Increase 1.00 %									
		1	2	3	4	5	6	7	8	9	10
1	Hourly	\$17.12	\$17.50	\$17.90	\$18.30	\$18.71	\$19.13	\$19.56	\$20.00	\$20.45	\$20.92
2	Hourly	\$18.70	\$19.12	\$19.55	\$19.99	\$20.44	\$20.90	\$21.37	\$21.85	\$22.34	\$22.84
3	Hourly	\$19.61	\$20.06	\$20.51	\$20.97	\$21.44	\$21.92	\$22.42	\$22.92	\$23.44	\$23.96
4	Hourly	\$20.57	\$21.04	\$21.51	\$21.99	\$22.49	\$22.99	\$23.51	\$24.04	\$24.58	\$25.14
5	Hourly	\$22.71	\$23.23	\$23.75	\$24.28	\$24.83	\$25.39	\$25.96	\$26.54	\$27.14	\$27.75

MISCELLANEOUS Compensation Plan – FY15 Budget

Grade	Position	Grade	Position
MS-0	Library Page Cable Recording Assistant	MS-3	
MS-1	Senior Center Clerk Transfer Station Employee	MS-4	Senior Outreach Coordinator
MS-2	Cable Access Coordinator		

		COLA % Increase 1.00 %									
		1	2	3	4	5	6	7	8	9	10
0	Hourly	\$8.00	\$8.46	\$8.65	\$8.85	\$9.05	\$9.25	\$9.46	\$9.67	\$9.89	\$10.11
1	Hourly	\$13.37	\$13.67	\$13.98	\$14.30	\$14.62	\$14.95	\$15.28	\$15.63	\$15.98	\$16.34
2	Hourly	\$16.07	\$16.43	\$16.80	\$17.18	\$17.56	\$17.96	\$18.36	\$18.78	\$19.20	\$19.63
3	Hourly	\$17.68	\$18.07	\$18.48	\$18.90	\$19.32	\$19.75	\$20.20	\$20.65	\$21.12	\$21.59
4	Hourly	\$20.31	\$20.77	\$21.24	\$21.71	\$22.20	\$22.70	\$23.21	\$23.73	\$24.27	\$24.81

PUBLIC SAFETY Compensation

Grade	Position	Grade	Position
PS-1	Vacant	PS-5	Assistant Fire Chief Deputy Fire Chief
PS-2	Basic Call Fire Fighter Lt. Fire Fighter Part-time Dispatcher *	PS-6	Part-time EMT (on call)
PS-3	Captain Fire Fighter Part-time Reserve Officer *	PS-7	Full-time 911 Trainer
PS-4	Full-time Dispatcher	PS-8	
		PS-9	Administrative/Secretary/Dispatch

* Police part-time position have a one year probationary period.

		COLA % Increase 1.00 %									
		1	2	3	4	5	6	7	8	9	10
1	Hourly										
2	Hourly	\$13.37	\$13.67	\$13.98	\$14.30	\$14.62	\$14.95	\$15.28	\$15.63	\$15.98	\$16.34
3	Hourly	\$16.07	\$16.43	\$16.80	\$17.18	\$17.56	\$17.96	\$18.36	\$18.78	\$19.20	\$19.63
4	Hourly	\$17.68	\$18.07	\$18.48	\$18.90	\$19.32	\$19.75	\$20.20	\$20.65	\$21.12	\$21.59
5	Hourly	\$18.54	\$18.96	\$19.39	\$19.82	\$20.27	\$20.73	\$21.19	\$21.67	\$22.16	\$22.65
6	Hourly	\$19.47	\$19.91	\$20.36	\$20.82	\$21.29	\$21.76	\$22.25	\$22.75	\$23.27	\$23.79
7	Hourly	\$20.46	\$20.92	\$21.39	\$21.88	\$22.37	\$22.87	\$23.39	\$23.91	\$24.45	\$25.00
8	Hourly	\$21.48	\$21.97	\$22.46	\$22.97	\$23.48	\$24.01	\$24.55	\$25.10	\$25.67	\$26.25
9	Hourly	\$22.57	\$23.08	\$23.60	\$24.13	\$24.67	\$25.23	\$25.80	\$26.38	\$26.97	\$27.58

Article 7. Recurring Business:

A. Assessor's To Work Additional Hours: To see if the Town will vote to authorize the Board of Assessors to appoint one or more of their members to work for compensation, in accordance with the provisions of the Town's Personnel Bylaw, and to establish such compensation to be paid said member for Fiscal Year 2015 or take any other action related thereto.

B. Ambulance Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from ambulance user charges, user billings, and ambulance donations and gifts to the Ambulance Receipts Reserved Account, or take any other action related thereto.

C. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in Fiscal Year 2015 from State Aid Grants for the Public Library be transferred to a Special Account for the Simon Fairfield Public Library, or take any other action related thereto.

D. State and Federal Grants: To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State or Federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public hearing prior to the Board's acceptance of any such grant, if said grant requires the Town to meet future conditions or requirements, or take any other action related thereto.

E. Separate Account Funds: To see if the Town will vote to continue the following account funds and to authorize the expenditure of funds from said fund for the below indicated purposes and not to exceed amount, or to take other actions related thereto:

#	Department	Receipts	Expenditures
1	Simon Fairfield Library pursuant to MGL Chapter 44, § 53E ½	All fines received during Fiscal Year 2015 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Five Hundred dollars (\$500) for the purpose of purchasing books, films and other library supplies and materials.
2	Home Composting Program pursuant to MGL Chapter 44, § 53E ½	All receipts received in connection with the Home Composting Program	The Board of Health may expend a sum not to exceed two thousand five hundred dollars (\$2,500) for the purpose of operating the Home Composting Program.
3	Planning Board & Engineering – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Planning Board or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.
4	Conservation – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Conservation Commission or their Conservation Agent for such consulting and project review costs. Expenditures from the Fund may not exceed \$50,000.
5	Zoning Board of Appeals – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Zoning Board of Appeals or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.

F. Acceptance of Chapter 90: To see if the Town will vote to authorize to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws (as pertaining to Highway Funds), for the construction, reconstruction and improvement of Town roads, said funds may be borrowed in anticipation of State Revenue, and expended without further appropriation under the direction of the Highway Superintendent with the approval of the Board of Selectmen, or take any other action related thereto.

G. Compensating Balance Agreements: To see if the Town will vote to authorize the Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2015 pursuant to MGL Chapter 44 § 53F, or take any other action related thereto.

H. Acceptance of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, an easement or easements for the purpose of construction, installation, maintenance and repair of municipal drainage, sewer and water systems, and roadway, or take any other action relative thereto.

Article 8. Adoption of Revised FY 15 – 19 Capital Improvement Plan:

To see if the Town will vote to approve the Town of Douglas FY15 – 19 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate, transfer, and/or borrow the sum of **\$1,341,508** to fund the following Capital Projects, or take any other action relative thereto.

Water & Sewer-Water Booster Station Replacement	\$250,000
Municipal Center - HVAC Replacement	\$400,000
Municipal Center – Gym Roof Replacement	\$110,000
Municipal Center – 1 st Floor Window Replacement	\$70,000
Highway - Dump truck with Plow & Sander	\$163,988
Highway - Backhoe	\$123,000
Financial Software	\$91,020
Highway- 1 Ton Pickup Truck with Plow	\$35,000
Fire – Jaws of Life	\$33,000
Fire – Car 1	\$41,000
High School/Primary School – Security Cameras	\$12,500
High School – Water Heater Repairs	\$12,000
Total	\$1,341,508

Article 9. Blackstone Valley Vocational Regional School District- Approval of Debt – Renovation Project

To see if the Town will vote to approve the total **\$2.9 million** debt authorized by the Blackstone Valley Vocational Regional District School Committee on April 17, 2014 for costs of adding to, equipping, reconstructing and making extraordinary repairs to the regional school, including all costs incidental and related thereto, with the Town's apportioned share of debt payments computed in accordance with the Regional Agreement and commencing in fiscal year 2016. The approval of this debt shall be contingent upon a vote of the Town to exclude the Town's allocable share of this debt from the limitations of Chapter 59, Section 21C of the General Laws, also known as Proposition 2-1/2. Or take any other action relative thereto.

Article 10. Removal of Members from Appointed Boards

To see if the Town will vote to amend the Town By-laws by deleting Section 4 of Article 2 in its entirety and replacing it with the following:

“Non-Attendance by Members of Appointed Boards and Committees

2.4.1 Purpose and Scope:

The business of the Town requires the active participation of the members of its appointed boards, committees, and commissions (hereinafter collectively referred to as “board”).

2.4.2. Excused and Unexcused Absence Defined:

An “excused absence” is defined as one where the absent board member gives the board chairperson notice prior to the meeting that he or she will be absent from that meeting. An “unexcused absence” is defined as one where the absent member fails to notify the chairperson of the board prior to the meeting from which the member will be absent. The chairperson is not required to do anything other than to report to the board at its meeting whether a prior notice of absence was or was not given by the absent member.

2.4.3. Minutes Requirements:

Each board to which this bylaw applies shall list membership attendance in its minutes for each meeting by identifying the members present and absent. For each absent member, the minutes must state whether the member absence was “excused” or “unexcused”.

2.4.4. Automatic Removal:

A member with four (4) consecutive unexcused meeting absences during any fiscal year shall be deemed to have resigned. Written notice will be given by the board chairperson to the former member with copies to the Town Clerk, Board of Selectmen, and appointing authority.

2.4.5. Exceptions:

The provisions of this bylaw shall not apply where law has otherwise specified a mechanism for the removal of a member.” Or take any other action relative thereto.

Article 11. Zoning Change – RC-2 Dimensional Regulations

To see if the Town will vote to amend the table included in Appendix B – Town of Douglas Dimensional Regulations within the Town of Douglas Zoning By-law, Douglas, Massachusetts, adopted by Town Meeting, October 25, 2004 and revised thru May 2, 2011 by revising the following row within the table from:

ZONING DISTRICT	USE	MIN. LOT AREA SQ. FT. OR AS NOTED	MIN. LOT FRONTAGE ON PUBLIC STREET	MIN. YARD SIZES IN FEET			MAXIMUM HEIGHT	
				FRONT	SIDE	REAR	FEET	STORIES
RC-2	Single-family dwelling	90,000	200	50	25	25	35	2 1/2

to:

ZONING DISTRICT	USE	MIN. LOT AREA SQ. FT. OR AS NOTED	MIN. LOT FRONTAGE ON PUBLIC STREET	MIN. YARD SIZES IN FEET			MAXIMUM HEIGHT	
				FRONT	SIDE	REAR	FEET	STORIES
RC-2	Single-family dwelling	60,000	150	50	20	25	35	2 1/2

Or take any other action relative thereto.

Article 12. Zoning Change from Village Residential to Village Business

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning By-laws by changing the zoning designation of the following parcel of land from Village Residential to Village Business, to wit:

A parcel of land in Douglas, Massachusetts, situated on the southerly side of Main Street, being bounded and described as follows:

Beginning at the point created by the westerly edge of Assessors Map 163, Parcel 111 where the existing Village Business and Village Residential Zones meet;

Thence: Northeasterly, a distance of 430 feet, more or less, along the existing Village Business and Village Residential common zoning district boundary line to the easterly boundary line of Assessors Map 163, Parcel 105;

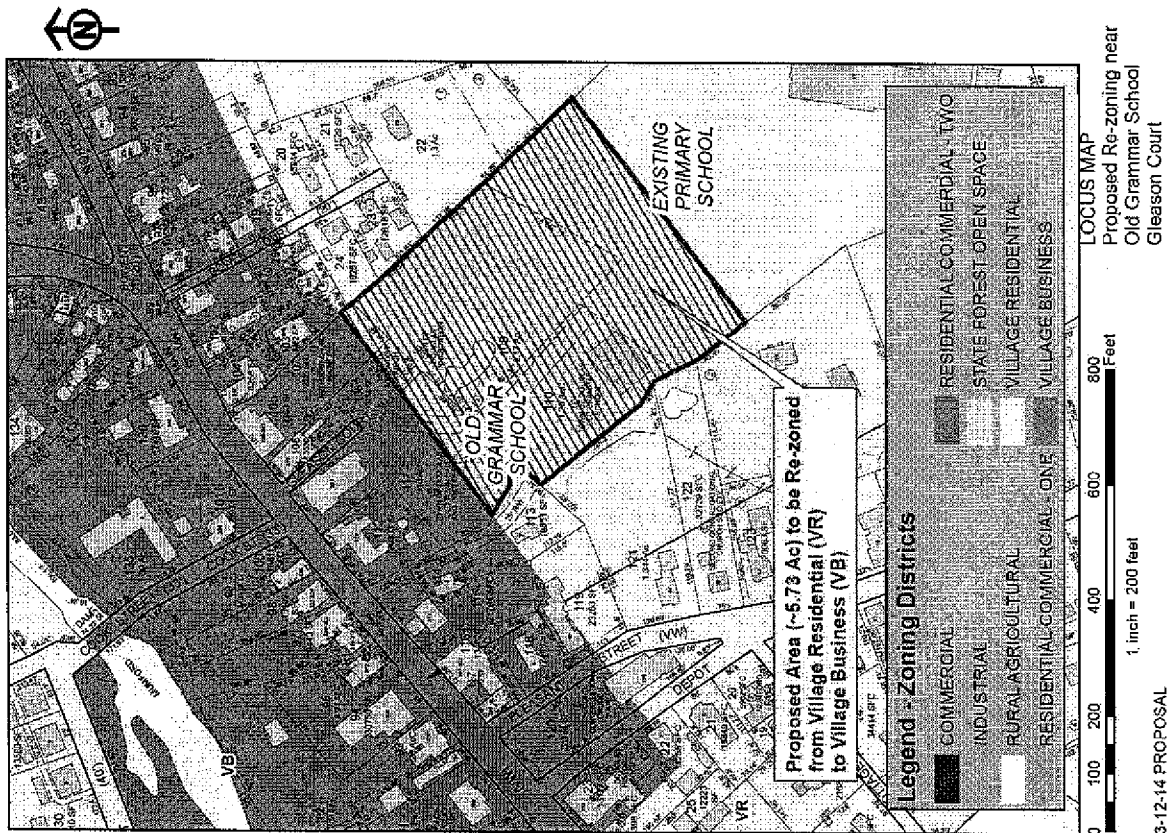
Thence: Southeasterly, a distance of 550 feet, more or less, along the easterly boundary line of Assessors Map 163, Parcel 105; Assessors Map 163, Parcel 109; and Assessors Map 164, Parcel 13 to a point that is located 800 feet from the southerly edge of the Main Street, Route 16 Layout;

Thence: Southwesterly, a distance of 485 feet, more or less, offset 800 feet from the southerly edge of the Main Street, Route 16 Layout to a point created at the westerly edge of Assessors Map 164, Parcel 13;

Thence: Northwesterly, a distance of 207 feet, more or less, along the westerly boundary line of Assessors Map 164, Parcel 13; Assessors Map 163, 110; and Assessors Map 163, Parcel 111, to the point of beginning;

Containing 5.7 acres of land, more or less;

Or take any other action relating thereto.



Article 13. By Petition – Zoning Change – Monroe Street

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning By-laws by changing the zoning designation of the following parcel of land from Industry to Rural-Agricultural, to wit:

A parcel of land in Douglas, Massachusetts, situated on the easterly side of Monroe Street, being bounded and described as follows:

Beginning at the northwest corner of said parcel of land, at a point on the centerline of Monroe Street, bounded northerly by land of the Commonwealth of Massachusetts, formerly the location of the New York, New Haven and Hartford Railroad and now sometimes known as the Southern New England Trunkline Trail;

Thence: Southeasterly, a distance of 3,720 feet, more or less, bounded northerly by said land of the Commonwealth of Massachusetts, to the boundary line between the Town of Douglas and the Town of Uxbridge;

Thence: Southerly, a distance of 674 feet, more or less, along said town boundary line, to the boundary line between the current Industry zoning district and the current Rural Agricultural zoning district;

Thence: Northwesterly, a distance of 3,395 feet, more or less, along said zoning boundary line, to the centerline of Monroe Street;

Thence: Northerly, a distance of 973 feet, more or less, following the centerline of Monroe Street, to the point of beginning; Containing 58 acres of land, more or less;

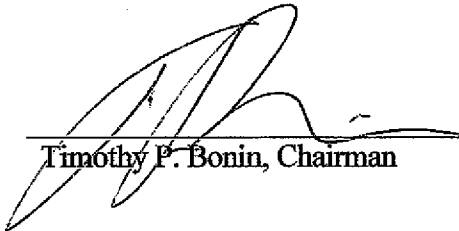
Or take any other action relating thereto.

YOU ARE HEREBY DIRECTED to serve this Annual Town Meeting Warrant by posting an attested copy thereof in the Municipal Center and at least two (2) other places in the Town of Douglas to which the public has general access, at least seven (7) days before the time of holding said meeting.

HEREOF FAIL NOT and make due return of this Warrant with your doings thereon to the Town Clerk, the Time and Place of said meeting.

GIVEN UNDER OUR HANDS THIS FIRST DAY OF APRIL, 2014, A.D.

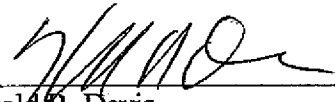
THE HONORABLE BOARD OF SELECTMEN



Timothy P. Bonin, Chairman

Michael D. Hughes, Vice Chair


Keith F. Brown

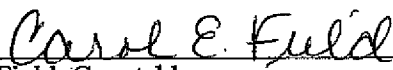


Harold R. Davis



Kevin D. Morse

I have this day posted an attested copy of the Warrant for the Annual Town Meeting in the Municipal Center and at least two other places in the Town to which the public has general access as directed.



Carol E. Field, Constable or
Debra Blain, Constable

4.17.14
Date