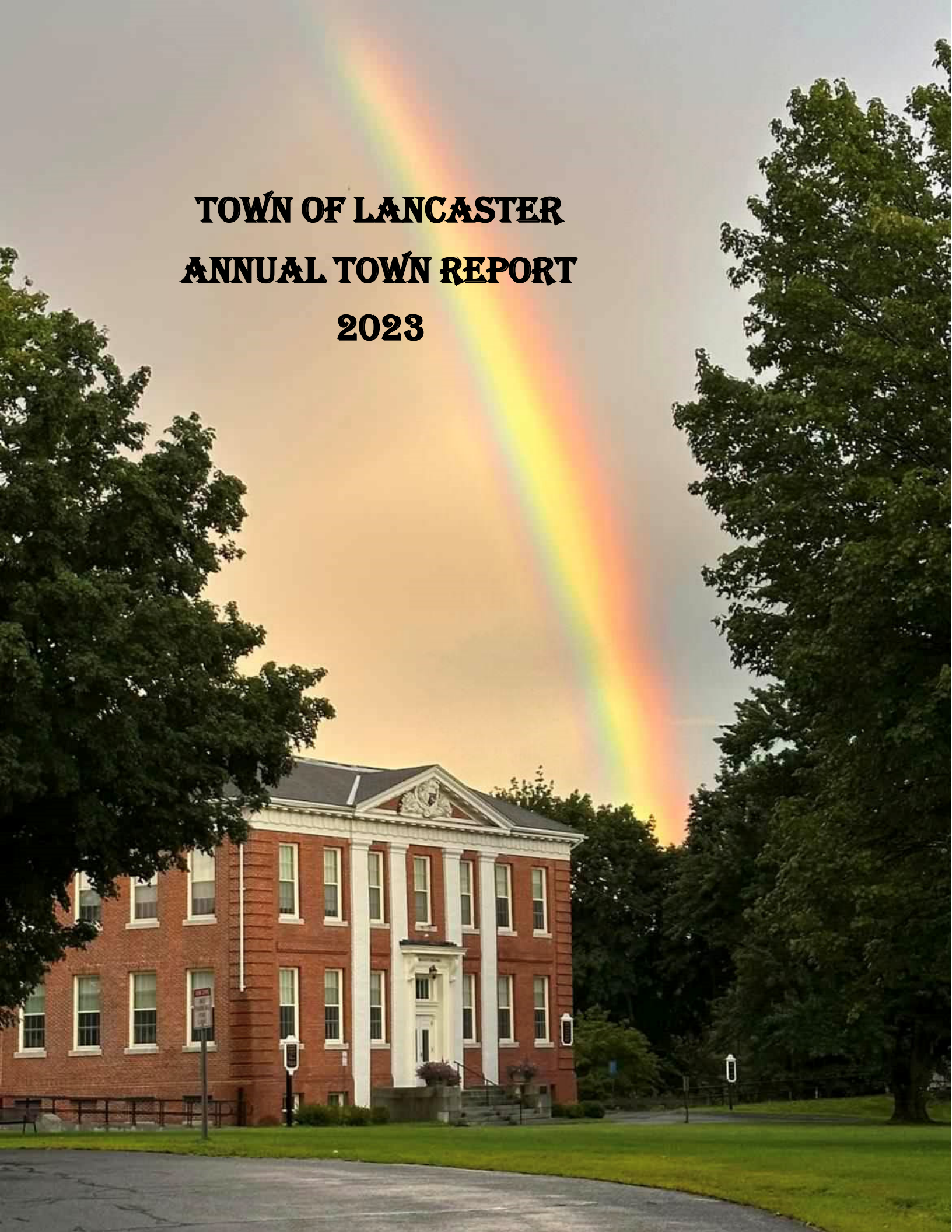


TOWN OF LANCASTER
ANNUAL TOWN REPORT
2023





ANNUAL REPORT OF OFFICERS AND
COMMITTEES 2023

In Memoriam

Jay M. Moody ~ January 19, 2024



*Select Board
Council on Aging
Historical Commission*

Stephen F. Quill, March 13, 2023



Personnel Board

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GENERAL GOVERNMENT



GENERAL GOVERNMENT

Appointed Officials

Affordable Housing Trust

Carolyn Read, Member
Debra Williams, Member
Frank Streeter, Secretary
Jason Allison, Member
Kelly Dolan, Ex Officio
Victoria Petracca, Chair

Agricultural Commission

Eric Jakubowicz, Member
Maria Moneira, Member
Petr Jakubowicz, Chair
Stephen Mudgett, Member
Susan V. Miner, Clerk

Animal Control Commission

Adrienne Gadoua, Member
Christine Burke, Member
Maribeth Eugene, Chair

Board of Appeals

Dennis Hubbard, Associate Member
Eric Jakubowicz, Member
Frank Sullivan, Member
Jeanne Rich, Clerk
Matthew Mayo, Member
Robert Alix, Chair

Board of Assessors

Debra A. Sanders, Member
Kristen Fox, Member
Michael Burke Sr., Chair

Board of Registrars

Elizabeth Cahill, Chair
Heather LeBlanc, Registrar
Mary Perreira, Registrar

Commission on Disability

Daryl Blaney, Member
Eugene Brazao, Member
Lesley Allison, Member
Kate Hodges, ADA Coordinator
Rose-Marie Bissonette, Vice Chair
Michael McCue, Chair

Community Preservation Act Committee

Barbara Foster, resigned 10/31/2023
Karen Silverthorn, resigned 11/10/2023
Kendra Dickson, resigned 9/15/2023
Shawn Winsor, resigned 11/14/2023
Linnea Lakin Survey
Margo Hammer Streeter
Win Clark
Regina Brown
Marilyn Lagey
Thomas Seidenberg

Conservation Committee

Bruce McGregor, Member
Dan Chaisson, Member
Tho Christopher, Chair resigned 8/8/2023
Thomas Seidenberg, Vice Chair

Council on Aging Board

Eugene Brazao, Member
Frank MacGrory, Member
Jay Moody, Member
Linda Cutler, Member
Nicole Jimino Kansis, Chair
Roberta G. Winsor, Member

Cultural Council

Christine Cassidy, Member
Deborah Adams, Member
Denise Hurley, Chair resigned 8/31/2023
Joyce Corbosiero, Member
Lisa Beaudry, Chair
Maureen Hardy, Treasurer term ended 6/30/2023
Suzanne Turcotte, Member
Emily Taylor, Member

Appointed Officials, continued

Historical Commission

Amy Brown, Member

Heather Lennon, Chair resigned 8/8/2023

Imogene Watson, Associate resigned 12/24/2023

John Foster, Member

Judy Elwell, Member

Karen Silverthorn, Member

Marcia Jakubowicz, Member

Mark Schryver, Member

Memorial School Re-Use Committee (Ad Hoc)

Ann Frantz

Carolyn Read

Cynthia Robinson-Lefebvre

Daniel Lapen

Sherry Cutler

Van Cromwick

Linda Cutler

Recreation Committee

Mark Renczkowski

Kimberly Shah

Monica Tarbell

Thomas Wood

Victoria Fasel

Win Clark

Sherry Cutter

Board of Selectmen

The Select Board is pleased to present its Annual Report for the calendar year 2023.

Jason A. Allison was re-elected to the Select Board at the Lancaster Annual Town Election held on Monday, May 8, 2023.

The Board re-organized at the organizational meeting held on May 15, 2023 following the Town Election. Stephen J. Kerrigan will continue to serve as the Chair of the Select Board, Alexandra W. Turner will continue as Clerk, and Jason A. Allison as a member.

Acknowledgements

Throughout 2023, our various boards and committees had very busy agendas. The commitment of our board and committee volunteers was the key to another successful year for the Town of Lancaster. Without these volunteers, past, present, and future, there would be no way the Town would be able to undertake all the responsibilities it is charged with, and we would like to express our deepest appreciation to all those individuals for their service.

Permanent Standing Committees

Agricultural Commission
Animal Control Commission
Board of Appeals
Board of Assessors
Board of Registrars of Voters
Commission on Disability
Conservation Commission
Cultural Council
Community Preservation Committee
Council on Aging
Energy Commission
Historical Commission
Recreation Committee
Town Forest Committee
Open Space and Recreation

Legislative Delegation

The Board wishes to acknowledge the assistance of Representative Meghan Kilcoyne and Senator John Cronin for their work on behalf of the Town and region.

The Town also has a number of projects requiring state involvement and funding. The continued assistance of our Statehouse delegation has made the coordination and completion of these items a success. We thank them for their continued support in the advocacy of issues important to the Town of Lancaster, and its residents with the lobbying of funding in a time where support for grants and infrastructure is always needed.

Fiscal Year 2024 Budget

The Select Board and Finance Committee were committed to bringing a level service budget before the Town Meeting that would maintain services for the community. However, Lancaster voters approved an operational override (Proposition 2 ½ Override) via ballot vote; this was necessary to ensure the financial viability for the Town of Lancaster. The total budget for Fiscal Year 2024 was \$28,865,029.49.

Minuteman Regional High School

The Select Board would like to thank the entire Minuteman School Committee for their contributions over the past year. The total assessment for Fiscal Year 2024 was \$2,379,621. This was an increase of 8.9% from the previous fiscal year.

The Select Board would like to acknowledge the faculty and staff of the Minuteman Regional High School for all their contributions both in and out of the classroom. We are thankful for community service projects the Town receives.

Nashoba Regional School District Budget

The Select Board and Finance Committee worked closely with the Lancaster members of the Nashoba Regional School District School Committee to develop a District Operating Budget for Fiscal Year 2024.

The School Committee and Administration put forth a budget that resulted in an assessment to the Town of Lancaster of \$15,285,485. This was an increase of 4.76% from the previous fiscal year. The Town looks forward to working with the School Committee and the Superintendent on a budget document that continues to maintain and preserve the quality of education our residents expect from the Nashoba Regional School District.

The Board wishes to acknowledge the hard work of the Lancaster School Committee delegation. Their dedication to the community and its children is deeply appreciated.

The Select Board would like to acknowledge the dedicated faculty and staff of the school district. The Town and its residents value the great educational product it receives with its tax dollars.

Town Meetings

There were three Town Meetings held in 2023, all were well attended. January Special Town Meeting was attended by 960 registered voters, Annual Town Meeting was attended by 379 registered voters and September Special Town Meeting was attended by 318 registered voters.

The Select Board would like to thank our Town Moderator, Mr. William O'Neil, for the diligent handling of these Town Meetings, as well as those members of the Board of Registrars and Town Clerk, Amanda Cannon, who worked the meetings. As always, the Select Board is grateful to those residents who take time out of their busy schedule to attend and participate.

January 28, 2023 Special Town Meeting – held at Mary Rowlandson Elementary School and Luther Burbank Middle School at 10:00 A.M.

The Town Moderator, Mr. William O'Neil, called the Special Town Meeting to order on Saturday, January 28, 2023 to act on one Warrant Article – Enterprise Re-Zone. *To see if the Town will vote to amend the Official Zoning Map of the Town of Lancaster, 220 Attachment 2, by rezoning a portion of the parcel identified as Assessor's Map 8, Lot 45 of Lancaster, located within the Residential District, to the Enterprise District, such that the entirety of said parcel is located within the Enterprise District,*

and as further shown on a plan entitled "Proposed Re-Zoning Plan, Lancaster, MA," dated 8/31/22 and on file with the Town Clerk; or act in any manner relating thereto. This Article passed by a vote of 674 in favor and 275 opposed.

May 3, 2023 Annual Town Meeting – held at Mary Rowlandson Elementary School at 7:00 P.M.

The Town Moderator, Mr. William O'Neil, called the Annual Town Meeting to order on Monday, May 3, 2023 on Monday, May 2, 2023, to act on Twenty-One Warrant Articles. Including the article passed, to vote to raise and appropriate \$25,841,159 by taxation, by transfer from available funds, from the Omnibus Operating Budget for Fiscal Year 2024, by borrowing, by transfer from Overlay Surplus, by transfer from fund balance reserved for school debt, or any combination thereof; to defray the expenses of the Town for the Fiscal Year beginning July 1, 2023, or act in any manner relating thereto. The town meeting voters approved the Fiscal Year 2024 Budget expenditures as printed in the warrant. Article approved by Majority Vote.

The Town Moderator dissolved the Annual Town Meeting on Monday, May 2, 2023.

September 18, 2023 Special Town Meeting held – held at Mary Rowlandson Elementary School at 7:00 P.M.

The Town Moderator, Mr. William O'Neil, called the Special Town Meeting to order on Monday, September 18, 2024, to act on four Warrant Articles, including Nashoba Regional High School New Building.

Staffing

The Year of 2023 had some changes in senior management and key staff positions.

Micheal Silva was hired as the new Building Commissioner in May 2023.

Brian Keating was hired as the new Director of Community Development and Planning in September 2023.

Marcia Sands was hired as new Treasurer/Collector in September, replacing Mary Frost who retired after serving the Town of Lancaster for over 17 years.

Planning for the Future

The Select Board will continue to work diligently with all departments, boards, and committees to facilitate projects for the betterment of the community with the focus on operating efficiency and improving the overall quality of life in Lancaster.

Appreciation

The Board expresses its appreciation to the Select Board's office professional staff for their dedication and commitment to public service. Kathleen Rocco, Executive Assistant to the Town Administrator, has provided efficient daily support and has maintained the flow of daily business. The Board recognizes Town Administrator Kate Hodges for her professionalism, assistance, and guidance to this Board and the Town Departments, Boards and Committees.

In Conclusion, we extend our thanks to the many citizens who contributed their time and talent to serve on the Town Boards and Committees. We continue to encourage citizens to participate in their town government by attending public meetings, volunteering to service, and by offering input at Town Meetings.

The Board would also like to extend its sincere appreciation to all the employees for their invaluable assistance and guidance throughout the year. The hard work and dedication, as always, was evident. All are dedicated professionals who deserve our respect and admiration.

Thank you for the opportunity to serve you.

Sincerely,
Stephen J. Kerrigan, Chair
Alexandra W. Turner, Clerk
Jason A. Allison, Member

Licenses Issued by Board of Selectmen

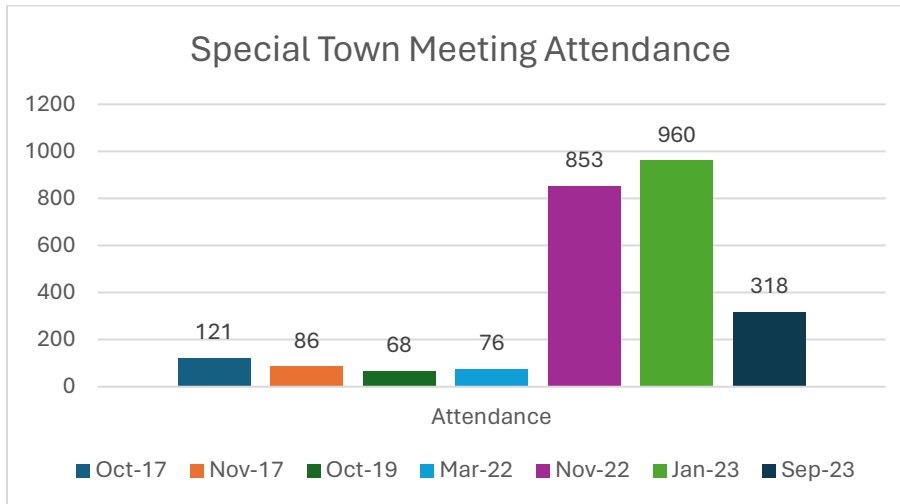
License Type	Issued To	Business Address
Automobile Dealer – Class 1, Class 2	Ron Bouchard Dodge, LLC, d/b/a Ron Bouchard's KIA	488 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 1	United Ag and Turf NE, LLC	700 Fort Pond Road, Lancaster, MA
Automobile Dealer – Class 2	Crawford Truck Sales, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 1, Common Victualler	Koch lancaster, Inc. dba Koch Route 2 Toyota	700 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2	F.J.S. Auto, Inc.	248 Main Street So. Lancaster, MA
Automobile Dealer – Class 2	Jose M. Fuentes d/b/a RBI Motors	767 Sterling Road, Lancaster, MA
Automobile Dealer – Class 1, Class 2	Ron Bouchard's Auto Sales, Inc. d/b/a Ron Bouchard's Nissan	490 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 1, Class 2	Ron Bouchard's Auto Sales, Inc. d/b/a The Honda Store	500 Old Union Turnpike, Lancaster, MA
Automobile Dealer – Class 2, Class 3, Collector of Junk	Route 117 Used Auto Parts, Inc.	2176 Main Street Lancaster, MA
Automobile Dealer – Class 3, Collector of Junk	Nationwide Auto Recycling, Inc.	1340 & 1410 Lunenburg Road, Lancaster, MA
Food & Beverage Dispensing to Members	Sterling National, LLC	33 Albright Road, Sterling, MA
Common Victualler, License to Sell All Acholic Beverages	Michael A. Gleason d/b/a Michael's Bridge Diner	56 Main Street, Lancaster, MA
Common Victualler	Kimball Farm at Oakridge, LLC	1543 Lunenburg Road, Lancaster, MA

Common Victualler	Mobile/Exxon Gas Station	Lunenburg Road Lancaster, MA
Common Victualler	Jennifer Joan Macellari, d/b/a Santee's Restaurant	162 Main Street Lancaster, MA
Common Victualler	Trolley Stop Pizzeria, Inc.	18A Prescott Street, So. Lancaster, MA
Lunch Cart @ Bartlett Pond	Michael Murphy	473 Union St., Leominster, MA
Automobile Dealer – Class 1	J. C. Madigan, Inc.	450 Old Union Turnpike., Lancaster, MA

Town Clerk

The Clerk's Office is currently staffed by 2 full time employees – Amanda Cannon, Town Clerk and Jill Hazelrigg, Assistant Clerk/Information Officer. Jill came on board in July of 2023. The Town Clerk is appointed by the Town Administrator and is a department head and serves as the Chief Election Officer, Burial Agent, and Registrar.

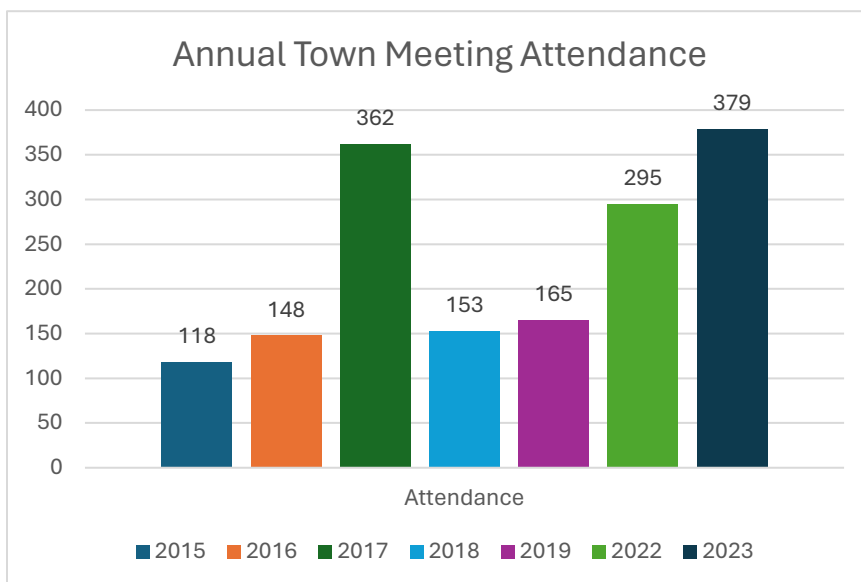
2023 was a busy year in the clerk's office. In addition to our May Annual Town Meeting and Election we held a Winter and Fall Special Town Meeting as well as a Fall Special Town Election.



Our Winter Special Town meeting on January 28, 2023, brought out nine hundred and sixty registered voters! This is the largest turnout and first Saturday meeting we've held in years, and we are very proud of how smoothly it ran. We utilized 3 rooms and a secret ballot for this election.

Our Annual Town Meeting brought out three hundred and seventy-nine registered voters.

Our Special Town meeting on September 18, 2023, brought out three hundred and eighteen registered



voters. We were able to use our poll clickers for this meeting in two rooms and will certainly continue to utilize this technology going forward, to increase speed and efficiency. Our Special Town meeting on September 25, 2023, brought out eight hundred and fifty-seven registered voters.

We are very excited to see Town Meeting numbers on the rise, and hope it continues into 2024.

Our election season for 2024 will include: Presidential Primary, Annual Town Meeting, Annual Local Election, State Primary, and Presidential Election.

Information on town meeting proceedings and election results can be found on the Town Clerk's website at: <https://www.ci.lancaster.ma.us/node/82961>. Election and Town Meeting results for 2023 may be found at the end of this report.

The Board of Registrars consists of Town Clerk, Amanda Cannon, Heather Leblanc, Mary Perreira and Elizabeth Cahill.

In 2023, the Clerk's office brought in revenues to the town directly from the sale of dog licenses, certified copies of vital records, business licenses, underground storage permits and miscellaneous fines.

Dog Licenses - \$9064.95

Births 57

Deaths 98

Marriages 24

Marriage Intentions 26

The Town's Clerk office is happy to maintain our role as the hub of local government and are here to help serve you. We ensure transparency and equality while upholding constitutional government, state statutes and the Town Of Lancaster's bylaws.

Respectfully submitted,

Amanda J Cannon

Town Clerk

Treasurer/Collector

The Treasurer/Collector's division is a member of the Finance Department. The office is staffed with two full-time employees and one part-time employee. The office's primary responsibility is the billing and collection of Real Estate, Personal Property, Excise tax and Water. Other duties include:

- Receiving and depositing of funds collected from various town departments.
- Payroll, taxes, and insurance benefits are processed in the office.
- Management and collection of retiree's health insurance premiums.
- Primary contact between Worcester Regional Retirement System and the town.
- Maintaining, reconciling and safe keeping of bank, investment, and trust fund accounts.
- Issuance of Municipal Lien Certificates.
- Verification of tax payments for building permits.
- Collaborating with the Deputy Collector to issue warrants for nonpayment of excise taxes.
- Real estate tax taking and management of tax lien accounts.
- Processing tax lien foreclosure.
- Short and long-term borrowing when necessary.

Throughout 2023 our division has been constantly busy with retirements, new hires and employees who have chosen to move on from the Town. Our most notable retirement in October was that of the town's long-time Treasurer/Collector, Mary Frost. She served the Town of Lancaster for over 17 years, first in the Assessor's office then the Treasurer/Collector's office. Her presence and wealth of knowledge of the Town will be greatly missed.

A health fair was held in April for town employees. Representatives from various insurance carriers were on hand to explain their insurance plans. This fair gave the employees the opportunity to review health insurance, life insurance and other additional benefits offered by the town.

In December of 2023, our office welcomed a new Assistant Treasurer/Collector, Marissa Fitzgerald, to replace Marcia Sands who became the new Treasurer/Collector. She looks forward to settling into her position in the coming year.

Respectfully submitted, Marcia L. Sands CMMC, CMMT Treasurer/Collector

Health and Human Services



HEALTH AND HUMAN SERVICES

The Health and Human Service Department is pleased to present its Annual Report for the calendar year 2023.

The Health and Human Services department was formerly introduced as a Town Department in August of 2022. This department combines the Divisions of Recreation, Council on Aging, Social Services, Veteran's Affairs, and the Board of Health.

This department hosts a Director, Kelly Dolan, a Health and Human Services Administrator, Samantha Zediker who was hired in March of 2023, followed by our Social Services Coordinator, Caitlin Roy.

Acknowledgements

This past year the Community Center hosted over 500 multi-generational events; most it has seen to date. One of our major improvements to the department was having the privilege to revamp our Recreation Department where we applied not only new programming but an eight-week *summer program series* at the Mary Rowlandson Elementary School. We also had a highly successful Town Beach experience where we sold over 230 passes and were able to stay open for 55 days.

Our Social Services department has grown in both programming and services. We increased our education series and wellness series by 75% from the prior year and were able to assist the needs of over 700 residents.

The Veteran Services Department was successful in assisting over 100 Lancaster Veterans and spouses in receiving their VA Compensation benefits. The Veteran Service department also partook in the Memorial Day Parade, the Veteran Day Service in Leominster and the Veteran Suicide Awareness walk in September.

The Community Center was honored to host four Senior Tax Work Off members who supported us in efforts such as keeping our center and our town beach clean and safe, advancing in the vitality of our community garden and much more.

The Center was fortunate enough to not only receive the appropriate funding but begin the restroom makeover which is slated to end in early 2024. This makeover is allowing us to have an updated ADA compliant restroom for our inclusive Center.

The CPA committee graciously awarded our Recreation Department with the Thayer Baseball Field renovation which consisted of resurfacing, fencing and dugouts for our community leagues.

The HHS department is also proud to mention that the annual Halloween on the Green event was the most successful one to date. This event is the biggest multigenerational event we currently host, and we promise to continuously enhance the experience for many years to come.

With all of this we need to mention our most precious partners, our volunteers. Those of the past, present, and future there would be no way that both the Department and the Community Center would be able to undertake all the responsibilities it is charged with, and we would like to express our deepest appreciation to all those individuals for their service.

Planning for the Future

There are several priorities and goals for this department to look forward to as we progress through 2024.

A few of these are:

- Host our very first Health and Human Services Health and Wellness Fair in April 2024
- Begin a Life Skills program for our youth and young adults.
- Hire a part-time Veteran Service Officer to work with our Veterans and their families.
- Collaborate with the Police and Fire Department on a Jail Diversion Program.
- Grow our Recreation department with programming, tournaments such as basketball, pickleball and more.
- Work with our DPW and Commission on Disability to gain more mobility awareness and access in town.
- Continue to grow our 'lunch and learn' series with both our town staff and community members.
- Strengthen the social and economic well-being and resiliency.
- Apply for and receive community and state grants to further assist in the successes and programs to meet our community needs.

The Health and Human Services team will continue to work diligently with all departments, boards, and committees to facilitate projects for the betterment of the community with the focus on operating efficiency and improving the overall quality of life in Lancaster.

Appreciation

Thank you for the opportunity to serve you.

Sincerely,

Kelly Dolan, Health and Human Services Director
Caitlin Roy, Social Services Coordinator
Samatha Zediker, Health and Human Services Administrator

Commission on Disability

In 2023 the commission undertook projects, provided advice to town officials, committees, commissions, organizations, and carried out a range of tasks, all designed to support the ultimate goals of identifying problems and providing solutions, for residents with disabilities in Lancaster. The Commission on Disability (COD) continues to strive to make the community more accessible to those who are mobility impaired and/or have other disabilities.

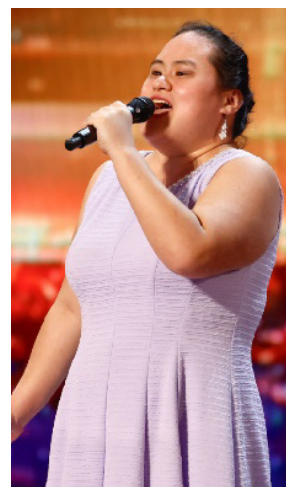
Town Accessibility, Preparedness

Throughout the year the COD made continued progress on previously established long-term project initiatives related to accessibility and preparedness.

- Furthering the major COD initiative to prepare the town for emergencies which are now becoming more commonplace in the world, the digital Emergency Preparedness Guide version that the COD developed, introduced and posted on the town website in 2022 was printed and delivered to every residential address in Lancaster in November of 2023. The guide was very well received, and will be a critical, valuable resource to inform and assist residents on what to do in times of emergencies to help prevent injuries, stress and confusion, and potentially even save lives.
- The commission continued to monitor key accessibility concerns that were identified in a town survey developed by the COD and distributed to all residents in 2021. Among the issues cited were poor or nonexistent sidewalk conditions, lack of pedestrian benches and the need to improve accessibility of the Lancaster Community Center (LCC) according to the Lancaster ADA Self Evaluation Plan of 2020.
- The most encouraging progress pertaining to these areas of accessibility focus was, and is, regarding the LCC, where restrooms are now in the process of being fully renovated to meet ADA requirements, an automated door opener for handicapped access is being planned, in addition to plans for improving accessible parking for the facility. The COD continues to monitor the good progress being made at the LCC.
- Other areas of accessibility focus for the COD in 2023 included recommendations for improved access/functioning of doors, and handicapped parking solutions at Prescott/ Town Hall. In addition, the COD recommended that the town at least temporarily utilize/ implement the use of a portable ADA pathway mat from the asphalt to the Gazebo on the green. The town had purchased the mat more than several years ago, but it has not been utilized yet. The COD also evaluated ways to potentially improve accessibility to town meetings via remote options of participation.

Lancaster October Accessibility Awareness Month

The COD in October 2023 actively communicated and participated in activities emphasizing the theme of Invisible Disabilities for the town's official Lancaster Accessibility Awareness Month. The theme educated the community about disabilities which are physical or mental conditions that are not visible from the outside, yet can limit or challenge a person's movements, senses, activities, or ability to function in society. Activities included an excellent collaboration with the Thayer Memorial Library (TML) which displayed literature and resources about invisible disabilities. TML also hosted two very interesting, thought-provoking live podcasts—one featuring a colleague of a COD member, and another featuring Lavender



Lavender Darcangelo

Darcangelo, a blind and autistic singer and disability advocate from Fitchburg, who famously won *America's Got Talent* Golden Buzzer Award. In addition, posters and pamphlets on invisible disabilities were posted and made available at certain Lancaster schools, places of worship and public buildings. Presentations were also given by COD members at The Village Church and The First Church of Christ.

ADA Compliance/ Diligence/ Advocacy

In 2023 the COD identified and engaged certain Lancaster public establishments and businesses that needed to meet compliance per The Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board (MAAB) requirements. The COD regularly interfaces with the Massachusetts Office on Disability (MOD) while also keeping abreast of any matters, events etc. pertinent to accessibility and other needs of persons with disabilities. For example, the COD participated in the evaluation of a proposed regional public transportation solution (MART) for Lancaster, Sterling and Lunenburg, which would benefit riders, including persons with disabilities. In addition, the COD continues to expand outreach efforts to identify more extensively, businesses and public facilities in need of improvement and/or updates to meet the aforementioned compliance.

The COD also monitored, worked with and advised town entities on accessibility. One example was expressing support of the efforts of the Lancaster Affordable Housing Trust to the Select Board, which would among other things, benefit persons with disabilities. Throughout the year the COD also made suggestions upon request for residents in need of advice or direction pertaining to a disability or an accessibility problem, and in one instance, providing efforts to help a resident who was concerned about the ability to receive full public service access to homes on a private road.

Commission Notes/ Membership and Volunteers

Sadly, in September of 2023 Rose Bissonnette, Vice Chair of our commission and a member since the year 2000, passed away. Rose was also the founder and President of *The New England Amputee Association* for many years and was extraordinarily dedicated to helping persons with disabilities. Her insight and deep knowledge on accessibility, as well as her kindness, compassion and sense of humor is sorely missed. The COD is still actively trying to recruit new members to replace vacant seats. Regardless, the COD continues to thrive in part, due to the impressive efforts and contributions of several volunteers that our commission considers a vital part of the COD "team". Their efforts are greatly valued and appreciated. The COD continues to meet remotely via Zoom, on the third Tuesday of every month at 6:00 P.M.

The Lancaster COD is a vibrant commission that ultimately enhances the lives of residents and visitors, especially those with disabilities, at almost no cost due to the collective efforts of dedicated citizens that staff the commission. In a state where approximately half of the communities do not even have an organized disability commission, Lancaster is playing a very progressive role in this area which the town can be proud of.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael S. McCue", with a long horizontal flourish extending to the right.

Michael S. McCue

Chair/ Lancaster COD

Community Development & Planning



COMMUNITY DEVELOPMENT & PLANNING

Community Development & Planning

The Department of Community Development and Planning is responsible for supporting the Planning Board, Zoning Board of Appeals, and Conservation Commission. We work under the Massachusetts General Laws, Open Meeting Law, Lancaster Zoning Bylaws, Subdivision Control Law, and 310 CMR. Our support to the Boards and Commissions is to review these laws in correspondence with applications before the Board and to provide information and guidance on remaining within the statutes.

For the FY23 year, the Planning Board approved seven Special Permits and three Approval Not Required (ANR) Plans. The Zoning Board of Appeals approved one Special Permits and five Variances. The ZBA also opened a public hearing to consider the comprehensive permit application for eleven units of new rental housing, including two affordable units, on 13 Neck Rd. The Conservation Commission issued 10 Orders of Conditions , three Certificates of Completion, and ratified two Enforcement Orders for the FY23 year.

Accomplishments Throughout the Past Year:

- Created the North Lancaster Smart Growth Overlay District (40R) to incentivize new mixed use development in the North Lancaster area to bring much needed economic development and housing, including affordable homes.
- Updated the Town Master Plan (Lancaster 2035)
- Designed a wayfinding signage program created to highlight the town's rich history and its wealth of cultural and recreational destinations.
- Updating the Town's Housing Production Plan in collaboration with the Affordable Housing Trust.
- Achieved compliance with the State's new MBTA guidelines and reporting.
- Hired a new Planning Director, Building Commissioner, and Conservation Agent.
- Approved a major site plan in North Lancaster that is expected to be the site of three new warehouses totaling over 600,000 square feet of commercial space that will bring much needed new tax revenue, job creation and economic vitalization to the the area and to the Town.

Over the first six months of the fiscal year, CDP brought on board a new Building Commissioner, Planning Director, and Conservation Agent. Looking forward to a new fiscal year, fully staffed, we are excited to work on longer term projects and studies which benefit the community as a whole and, once completed, shall inform future development and planning efforts Town-wide.

The Department of Community Development and Planning is dedicated to serving the residents of Lancaster and assisting the Planning Board, Zoning Board of Appeals, Conservation Commission, and Affordable Housing Trust in the pursuit of responsible and sustainable development and management of the Town's properties and assets. The Department seeks to engage the community and work with stakeholders to ensure the Town's Master Plans, Zoning Regulations and Open Space and Recreation plans are consistent with the needs of the community at large.

The Department is eager to move forward with our new staffing and implemented procedures. We are excited for the potential projects headed our way. We will continue to maintain and encourage healthy Board/Commission and Department relationships. We are also eager to see the continued improvements from our Town Administrator and are excited for the future of Lancaster.

Thank you,

Brian Keating

Director of Community Development and Planning

Community Preservation Committee

Background

The Community Preservation Act (CPA), MGL c. 44B, was enacted into legislation in Massachusetts on September 14, 2000. Under this legislation, municipalities may choose to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund (CPA) administered by a Community Preservation Committee (CPC). The state provides matching funds based on the percentage of surcharge adopted and the number of communities participating statewide.

Lancaster voters accepted the provisions of the CPA in June 2020, and ratified it at the November 2020 election. The CPA surcharge became effective in Lancaster on July 1, 2021. The fiscal year (FY) ending June 30, 2022, was the first year of collections and state matching grants in Lancaster.

Community Preservation Committee (CPC)

The CPC was established by Town Meeting vote at the spring town meeting of 2021. A seven-member committee was established with one member from each of the required committee/boards: Planning Board, Conservation Committee, Historical Commission, Housing Authority, Recreation/Open Space, and, two "At-Large" Members.

CPC Committee -- the current seven members appointed are:

- Linnea Lakin Servey - Chairperson, Member-at-Large
- Win Clark – Recreation Committee, Vice Chairperson
- Margot Hammer Streeter – Secretary, Member-at-Large
- Tom Seidenberg– Conservation Committee
- Regina Brown – Planning Board
- Marilyn Largely – Housing Commission
- Amy Brown – Historical Commission

The CPC would like to acknowledge the late Greg Jackson who was the Conservation Committee representative. Greg Jackson worked tirelessly to support initiatives to keep Lancaster a wonderful place to live. The CPC tremendously benefited from his dedication helping to establish the CPC from its inception.

CPA Uses

The Community Preservation Funds can be used to fund projects related to: (1) the acquisition and preservation of open space/recreation, (2) the creation and support of affordable/community housing, and, (3) the acquisition and preservation of historic buildings, landscapes and documents. At the Town Meeting of June 22, 2020 citizens of Lancaster voted to adopt the CPC. The following November, that vote was ratified by a ballot vote. At Town Meeting in 2021, the necessary by-laws were accepted by a majority vote.

CPC Charge

The CPC is charged with: (1) creating a budget and a five year plan for moving projects forward, (2) seeking input from the public for future planning, and, (3) evaluating/recommending eligible projects to be voted on at yearly Town Meetings.

In Fiscal Year (FY) 2023, Lancaster's local funding raised was \$172,416.71 and in November, 2023 (FY 2024) Lancaster was awarded a state matching grant of \$35,017.00 (21%). The State contribution was down over the previous year due to the real estate market slow down, causing decreased Registry of Deeds transactions that go to the State Community Preservation Trust Fund.

CPA funds are deposited in a locally controlled, interest-bearing account. All projects recommended by the CPC must first be approved at Town Meeting before expenditures can be made from Lancaster's CPF. The CPC carefully reviews each project before bringing it to Town Meeting to determine whether it is eligible for CPA funding. Further, the CPC assesses the feasibility of completion, and evaluates the possibility of leveraging other funds to make each project the best possible investment of the Town's funds.

Of the six projects approved at the 2023 Town Meeting three were from ***Historic Preservation***

- A. For window preservation at the Thayer Memorial Library (\$25,000), work to begin February 14, 2024
- B. For portico brickwork at the First Church (\$12,700) (through the Bulfinch Fund) completed under budget at \$11,686.17. The unused funds are returned to the Historic Preservation account.
- C. For a comprehensive assessment of marker damage at the Middle Cemetery (\$13,100, through the Historical Commission in anticipation of future professional repairs, is still in process.

Three Outdoor Recreation applications were approved:

- D. Replacing fencing at the Thayer Field ball field (\$35,000), **complete.**
- E. Resurfacing fields at Thayer ballfield and Mill Street ballfield (\$45,000) **complete**
- F. Permanent dugouts at both fields mentioned above, of which two at Thayer Field were built with generous donation from Suffolk Construction, Boston, MA valued at \$30,00 for materials and labor, **completed November 2023.** \$20,000 approved funds will be used to build dugouts at Mill Street, Minor League fields currently planned to be completed in 2024.

Affordable Housing Trust

The purpose of the Lancaster Affordable Housing Trust is to provide for the creation and preservation of affordable housing in the Town of Lancaster relative to the provisions of Massachusetts General Laws Chapter 44, Section 55C. Pursuant to these statutes, all municipalities are required to include over 10% of total year-round housing (rental and owner-occupied) as deed-restricted affordable units. Lancaster's housing stock had 6.21% affordable units as of December 31, 2023, and the Trust continues to follow best practices to bring Lancaster into compliance with State requirements through policy initiatives and its work with the developers and builders to help create more units up to and beyond the 10% threshold. The Trust strives to promote a diversity of housing types and best practices to respond to the Town's range of affordable housing populations and needs while considering community concerns and engagement.

In 2023, the Affordable Housing Trust worked on various properties and policy initiatives to increase Lancaster's production of deed-restricted affordable housing units. In terms of policy, the Trust initiated changes to the Town's existing Accessory Dwelling Unit bylaw to facilitate their creation by making accessory units a by-right use in Lancaster. The Trust's proposed revisions to "Section 220-9.G, Accessory Apartments" were reviewed with Lancaster's Building Inspector and Planning Board and the amended Accessory Dwelling Unit bylaw passed on September 18, 2023 at the Special Town Meeting. The Commonwealth is currently proposing legislation to make Accessory Dwelling Units a by-right use across the state, so Lancaster is ahead of the curve on this issue.

In terms of development projects, the Trust worked with the owner of 197 and 211 Main Street to ensure the Town's first units built under its new Inclusionary Zoning bylaw were properly completed. This project contains 9 new rental apartments in two adjacent buildings. The Inclusionary Zoning rules require a project of this size to have one affordable unit as a Local Action Unit. The Trust worked with the developer to select the unit and to ensure it was properly registered with the Executive Office of Housing and Livable Communities (formerly the Dept. of Housing and Community Development). The Trust will next guide the developer in following an approved Affirmative Fair Housing Marketing Plan for a certified lottery process that will lead to the unit being placed on the Town's Subsidized Housing Inventory (SHI).

The Trust also worked on a local preference initiative for the 32 units of Cottage Lane, a rental project built under the State's 40B rules by MCO & Associates that was previously known as Jones Crossing. Local preference may be requested for up to 70% of a project's affordable units and approval was granted for 6 of the site's 8 cottages. This local preference applies to current residents of Lancaster, municipal employees including Nashoba Regional School District (NRSD), employees of Lancaster businesses, and households with children attending NRSD. A photograph of the Cottage Lane project is provided at the end of this article.

Starting in 2023 the Trust reviewed the proposed 40B project at 13 Neck Road (11 rental units in a farm building reproduction) and met with the owners and the public in meetings and on-site. The Trust provided public comments to the Town and MassHousing.

In 2023, the former Industrial School for Girls on Old Common Road, now owned by the MA Division of Capital and Asset Management (DCAMM) and generally referred to as the DCAMM site, began to be actively studied by the Town for a possible acquisition and redevelopment project. The Trust presented the case for building deeply affordable senior and disabled housing given the large financial advantage of

using municipally owned sites for this purpose. Bigelow Gardens, the only affordable housing in Lancaster based on 30% of Area Median Income (AMI), has a long waitlist and only one handicapped adapted unit. The Trust will continue to work to help create more 30% AMI units at the DCAMM site. A DCAMM project image is provided at end of this article.

The Trust continues to monitor the 40R project in North Lancaster and the 2 Local Action Units at 2038 Lunenburg Road (IPOD Special Permit for Harbor Classic Homes) as they continue to wind their way through the permitting and review process.

A local and state approved 5-year Housing Production Plan (HPP) is a requirement for Safe Harbor status in Massachusetts under Chapter 40B. In 2023, in anticipation of the current plan's expiration in 2024, the Trust worked with the Town to issue a Request for Proposals to update the HPP. The Town received a state grant to cover the cost of the HPP update and the Trust selected a consulting firm for technical assistance.

The Affordable Housing Trust typically meets on the first Thursday of each month via Zoom and welcomes members of the public to attend. Please visit our webpage for project details, current affordable housing lotteries, and other information.

Respectfully submitted,

Victoria Petracca, Chair

Frank Streeter, Secretary

Jason Allison, Select Board Representative

Carolyn Read, Member

Debra Williams, Member

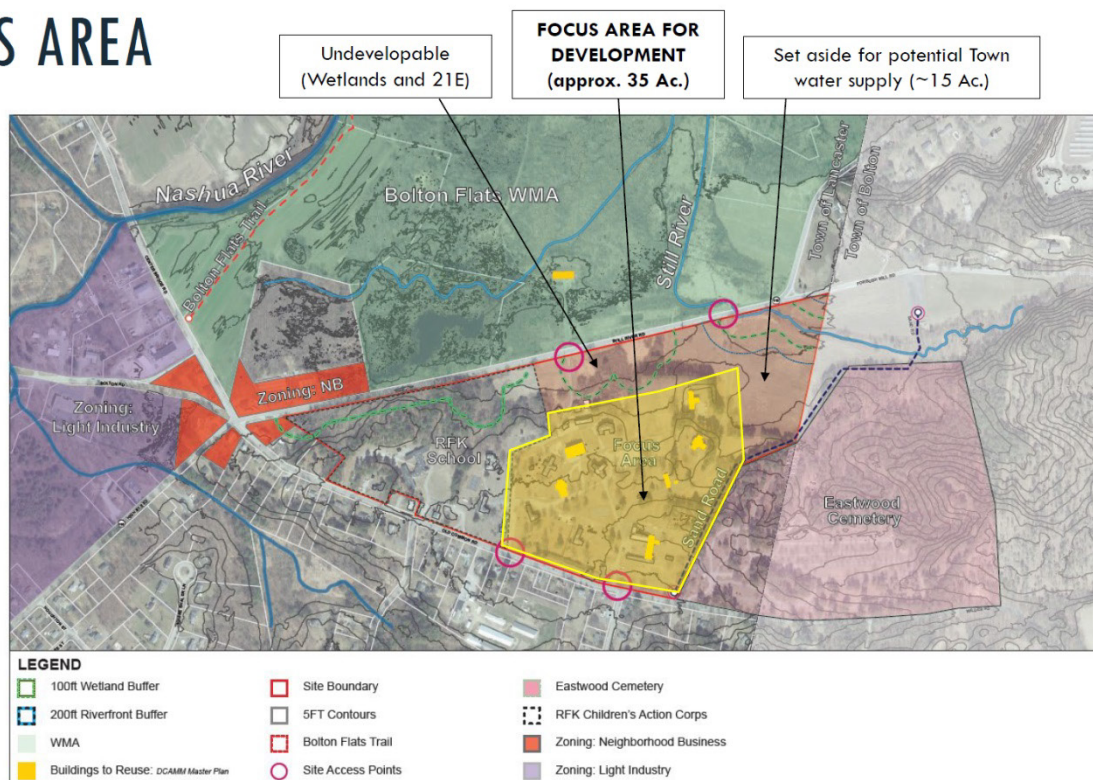
Kelly Dolan (Ex Officio), Director of Health & Human Services

Cottage Lane under Construction (image courtesy of MCO & Associates)



Former Industrial School for Girls / DCAMM, Old Common Road (image courtesy of MassDevelopment)

FOCUS AREA



Public Safety



PUBLIC SAFETY

Police Department

It is hard to believe a full year has passed since our last annual report. As I write my “Free from 23 Report”, I think back, and I am reminded of all we as a community have experienced and overcome throughout the year. After what seemed like an endless season of Town meetings and an override, my hope is that we will continue to work together with the goal of building a future that represents the Lancaster we are all proud to call home. It is an honor to continue to serve as Lancaster’s Chief of Police.

The Annual Report continues to be a wonderful way to let you know what we are doing, but also, it is an opportunity to ask how we are doing. We continue to look forward to hearing your suggestions on what we can do to better serve the residents of Lancaster. 2023 was a busy year, as our Town grows so will the calls for service for our emergency service departments. Throughout the year we had residents share their requests and opinions on what we are doing well, and what they would like to see more of.



Staffing,

This is year 3 of the P.O.S.T reform. I’m happy to report that all our Lancaster Officers are on track to receive their full P.O.S.T certification. P.O.S.T stands for Police Officer Standard of Training. The mission of POST is to improve policing and enhance public confidence in law enforcement by implementing a fair process for mandatory certification, discipline, and training for all peace officers in the Commonwealth. The men and women of the Lancaster Police department are better trained and more prepared than ever to protect and serve the residents of Lancaster. I’d like to thank each of them for their dedication and service and I invite you to do the same.

What is new, Lancaster has Lights?

The lights at Rt 70 and Rt 117 are not Lancaster’s first, but there is no doubt they represent engineering progress and are symbol of change. At the time of this report the signals have been active for several months, after a little getting used to, we have seen a dramatic decrease in traffic congestion and safety concerns, adding proof that road infrastructure design plays a vital role in road safety. We look forward to making similar roadway safety improvements in the future.

What to expect,

The need to renew and enhance trust and respect with stakeholders and law enforcement partners has never been greater. I assure you every member of your agency is committed to providing objective and equal service to every resident and guest we encounter. We recognize trust and respect must be earned, and the path forward is paved by department certifications and future accreditation. We continue to implement national best practices for our use of force, including the immediate and transparent investigation into all incidents. We are engaging with our schools, faith-based organizations, business, and civic groups embracing conversations that will lead to viable solutions and enhance the safety and quality of life for everyone. Plans include increasing our social media presence as a force multiplier to reach

individuals and Gen Z members. Our partnerships with behavioral health professionals, local universities, community members and legal partners to help in the development of a non-criminal intervention model that will allow family and friends to seek help for troubled individuals who may become a danger to themselves or others.

Our community,

Junior Police Academy was AWESOME! Lancaster's first ever Police department Junior Police Academy was held, and it was a blast! Halloween on the Green is always a great event, and Angel tree brings out the best of Lancaster year after year. We look forward to participating and creating new and exciting opportunities to interact with the community. If you have an idea, or an event you would like to see us at, please let us know.



Funding

Successful grant writing continues to be a priority, allowing us the opportunity to expand upon services and equipment with little to no cost to our residents. This year we successfully completed the Executive Office of Public Safety & Security grant in the amount of \$49,999.12 for computers, 19,979.00 for traffic enforcement and electronic speed signs and radar equipment.

Partnerships Pay Off

The strength of Lancaster's partnerships continues to grow. Recently, Lancaster successfully completed a grant made possible by "An act to reduce fatalities" Bill H.3092. Staff from Lancaster's Planning and Development Department, DPW and our Police Department along with Massachusetts Department of Transportation, received 3 Dynamic School Safety Speed signs, these advisory signs will be important tool in data collection as they bring visible awareness to the commuters in our school zone areas. Thank you to all involved.



Thank you.

I would be remiss if I did not thank all of Lancaster's staff. Under the continued direction from our Town Administrator, Lancaster has offered training and management sessions to the team of professionals responsible for Lancaster's success. The value of specialized training, and a team approach will ensure every effort is made to make Lancaster the best it can be. Thank you to the residents of Lancaster, your support does not go without appreciation. Thank you.

Chief of Police

Everett L. Moody

Fire Department

Writing a year end review brings a time to reflect on what a great year 2023 had been. As we entered the new year, the Department stood ready to tackle all the challenges coming our way. Each year we have seen an increase in calls, and this year proved no different. Over this past year we extended our community outreach, explored the expansion of our full-time employees, conducted high quality trainings and continued the growth and development of our professional organization.

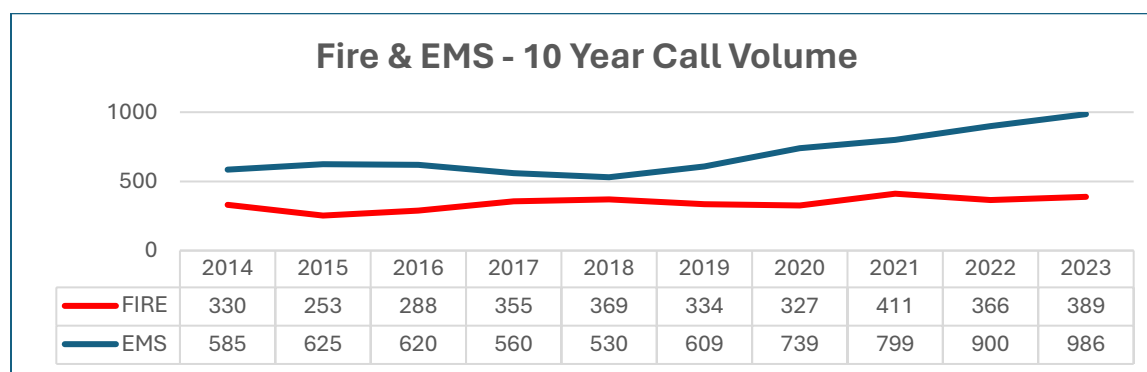


What a busy year this has been! A growing town and prosperous community are contributing to our yearly increase in call responses. Every month, we keep a record of our calls to develop an annual report at the end of the year. This annual

report helps the Department keep an accurate record of our responses and shows the community the demand of our profession. We also look forward to community feed back to better help us serve the town.

2023 showed us our busiest year yet. We ended last year with 1375 calls for service. This is an 8.6% increase over 2022. What is contributing to our rising call numbers? Our annual run statistics show us that Souza-Baranowski Correctional Center and River Terrace Health Center are our biggest contributors to our rising EMS calls. Of our 986 EMS calls, we responded to SBCC 166 times and River Terrace 145. Outside of the medical emergencies we respond to, which are 70% of our call volume, the Department responded to 389 fire calls.

Medicals	Automatic Alarms	Carbon Monoxide	Car Accidents
986	114	17	119
Brush Fires	Chimney Fires	Car Fires	Structure Fires
5	0	7	6



Staffing

The Department staffing is broken down into three groups. Three full-time employees; Chief, Administrative Lieutenant and Firefighter/EMT. Per-Diem members who work predetermined shifts and Call Responders who respond to calls for service when the tones go off. We are finding that with our excessive call volume, our Per-Diem and Call Responders are having difficulties responding to every call

for service. Over this past year, The Department has begun to explore the option of hiring more full-time employees to better serve the Town of Lancaster and surrounding areas.

Our Community

Our job is much more than responding lights and sirens to emergencies. Our dedicated members participated in community outreach events, fire safety programs and fire prevention. We had the amazing opportunity to host a Junior Public Safety summer camp. This camp offered kids from our community the chance to go through a Fire Academy oriented towards kids. This training focused on the importance of first aid, CPR and fire safety.



Fire prevention goes further than just checking smoke detectors, it also includes public education. During the Bolton Fair, we were able to have a live fire demonstration of the importance of fire sprinklers and how they can save lives.

A milestone accomplishment, that we are extremely proud of, is our collaboration with the Police Department to form “Drive to Keep You Alive”. This new program gives the Police the ability to drive our ambulance as First Responders. This will benefit the community by cutting down on the response times for calls for service.

Thank you

In the closing of the 2023 year, on behalf of the Lancaster Fire Department, I want to thank our residences for your continued support. Whatever the future may bring, I want to assure the residence of Lancaster, that the Department will continue to protect life and property with professionalism and compassion. We strive for excellence and will operate to the standard that our community expects. Thank you.

Seth N. Gilcrest
Lieutenant

Inspectional Services



INSPECTIONAL SERVICES

Staff		
Rozlyn Lechten	Administrative Assistant	
Michael Silva	Building Commissioner/Zoning Enforcement Officer	
Ken Poulin	Plumbing/Gas Inspector	
Dennis Monteiro	Electrical Inspector	
Ronald Valinski	Sealer of Weights and Measures	
Building Permit Activity		
Building Permit Type	Number of permits	Construction Value
Residential		
New Single Family	34	\$5,267,700
Solar Array	43	\$1,642,717
Additions/Alterations/Misc.	374	\$7,954,131
Demolition	4	\$39,200
Commercial		
Signs	3	\$22,000
Wireless/Cell Sites	3	\$76,500
Mini Storage Buildings	1	\$441,000
Additions/Alterations/Misc.	15	\$1,130,437
Building Permit Total	477	\$16,573,685
Fees Collected by Type		
Type	Quantity	Fees Collected
Building Permits	477	\$176,419
Plumbing / Gas Permits	174	\$29,425
Electrical Permits	240	\$36,917
Trench Permits	3	\$225
Periodic Inspections	44	3,075
Sealer of Weights and Measures	41	\$3,540
Total	913	\$249,826

The Inspectional Services Division efficiently, effectively, and consistently works to ensure public safety and welfare through the enforcement of the Massachusetts State Building Code, Lancaster Zoning Bylaws and Town code, MA Electrical, Plumbing and Gas codes and the Architectural Access Board's Regulations. In conjunction is the Planning Division, the Inspections Staff work to foster a between development within the community and residents' quality of life. Staff promote sustainable development, affordable housing, and the preservation of the town's character above all.

Accomplishments in 2023:

- Expanded the use of online permitting by adding ten new application types. Driveway, trench, and annual inspection permits were also moved to the online permitting system.
- Analyzed and developed new fee schedules for electrical, plumbing and gas, and weights & measurements.
- Fostered relationships with various other town departments, staff, and regulatory boards to facilitate a more cooperative approach to permitting and developments while maintaining the Division's legally required controls and thresholds.
- Developed policies and procedures regarding building permit issuance requirements, public informational handouts, and forms to improve the Inspectional Services Department's administration.

Sealer of Weights and Measures

During the past year, this Department has ensured equity and fairness in the marketplace for both the consumer and merchant while fulfilling the requirements mandated by Massachusetts State Laws. This was accomplished by inspecting, testing accuracy, adjusting when necessary, and sealing all weights and measuring devices used for commercial sales throughout the Town of Lancaster. Users of sealable weighing and measuring devices paid \$3,540 in fees in 2023. Ronald Valinski - Sealer of Weights and Measures

Public Works



PUBLIC WORKS

Board of Public Works

The Town of Lancaster Board of Public Works is represented by John J. King Jr. as Chairman, Douglas DeCesare, and Walter Sendrowski.

In the fiscal year 2024 we've seen the completion of the Rte. 117 and 70 intersections project which consisted of new traffic signals, new sidewalks, as well as many crosswalks added for pedestrian safety and the infamous granite curbing. Overall, the project has been a great success managing the traffic flow and increasing safety.

It has also been a year of change within the Department of Public Works, with a new Superintendent Scott MacDonald taking over in early March. A new Water Department Foreman, Shawn MacLeod who's been with the Water Department since 2014 moving into the foreman's position in September. Also Amanda Shaw took over as the Administrative assistant in November. The Water Department also had three new hires, Cameron Lytle who began in May of 2023, Patrick Lopiano who began in November of 2023, and Justin Klinkhamer who began in March of 2024. The Cemetery Division also had one new hire Chris Blanchette who began in October of 2023.

Highway Division

The work at the Highway Department is completed by three full time employees, Scott MacDonald as Highway Foreman, until taking the Superintendents position in March after 23 years at the Highway Department, Richard Marlow and Corey Baird. This year was particularly challenging due to being short handed most of the year. All departments team up with each other when necessary to complete tasks at hand, but this year almost all departments were short handed for most of the year.

The Town of Lancaster Highway Department completed many tasks. Although the winter was mild, Snow and Ice operations were busy. With over 70 miles of roadways, street sweeping, roadside mowing, catch basin repairs, drainage repairs to culverts and roadside ditches, tree trimming, and sidewalk repairs are among some of the tasks completed. The Highway Department maintains most of their vehicles in-house whenever possible, which includes general maintenance, oil changes, greasing and anything else needed to keep them running safely and efficiently.

Sincerely

Scott Macdonald

Water

For the year 2023 the Department pumped 141,812,000 million gallons of water. The Dept. took 14 samples per month equaling 168 bacteria samples taken at various sites approved by the Massachusetts Department of Environmental Protection (M.D.E.P.) We took PFAS samples in April and October along with 7 other samples taken for various other water quality reports mandated by M.D.E.P. We replaced 5 services on Deershorn Rd in preparation for new pavement to be put in, along with repairing approximately 6 services and 6 water main leaks. We would like to thank our town's residents for the effort that has been taken to ensure that the fire hydrants have been cleared during the winter months. This is a great burden lifted off this department's workload. We have been and will continue to do leak detection throughout the year, and as always, we continue to ask for your help with conserving outside water use in the coming year.

Shawn MacLeod

Water Foreman

Cemetery

The Lancaster Cemetery and Tree Division has two employees, Larry Knoll who Has worked for the town since 2005 and has been the Cemetery Foreman since 2007, and Chris Blanchette who began in October of 2023. Prior to that the Cemetery Division was shorthanded for many months.

The Cemetery Division maintains 6 cemeteries and 6 public parks, along with the Police and Fire station lots. They also maintain three baseball fields as necessary. In addition, the Cemetery department is responsible for removal of trees along the town's right of way's and fallen trees during storms and inclement weather. They also keep a working record of hazardous trees.

Sincerely

Larry Knoll

Cultural



CULTURAL

Agricultural Commission

The mission of the Agricultural Commission is to preserve, revitalize and sustain the Lancaster agricultural industry and to promote agricultural-based economic opportunities.

The Commission shall develop a work plan to guide its activities. Such activities include, but are not limited to, the following:

1. Shall serve as facilitators for encouraging the pursuit of agriculture in Lancaster
 2. Shall promote agricultural-based economic opportunities in the Town
 3. Shall act as advocates and educators on farming issues
 4. Shall work for the preservation of prime agricultural lands
 5. Shall pursue all initiatives appropriate to creating a sustainable agricultural community
- The Agricultural Commission has continued to develop ways in which to promote our local Agriculture/farms throughout the Town within the scope of the grant which was acquired in 2015. The Agricultural Commission has awarded this grant for scholarships for all eligible Nashoba Regional High School district students (Lancaster residents only), the guidelines for these scholarships were developed in 2019, all procedures in place no submission as of December 2023.
 - The Agricultural Commission has continued to build awareness in Lancaster of the Lancaster Chicken Bylaw.
 - The Agricultural Commission has scanned active Farmers in Town to prepare information for the promotion of our Lancaster Farms.
 - The Agricultural Commission's goal for 2024 is to continue to work on promoting Lancaster Agriculture, participate and build relationships with other town land preservation commissions, and advocate for farming as a way of life in Lancaster.
 - Reviewing PFAS Articles for new updates and how they relate to Agriculture.

The Agricultural Commission is a five-member appointed board with up to two alternate members. The members that were appointed are:

Peter Jakubowicz, *Chair*
Susan Miner, *Clerk/Treasurer*
Eric Jakubowicz
Maria Moreira
Steven Mudgett

Respectfully submitted,
Peter Jakubowicz, *Chair*
Susan Miner, *Clerk/Treasurer*
Eric Jakubowicz
Maria Moreira
Steven Mudgett

Trustees of Thayer Memorial Library

MISSION STATEMENT

The Thayer Memorial Library brings people, information, and ideas together to enrich lives and build community.

OUR CORE VALUES

PASSION

We love the library, we love Lancaster, and we love what we do.

INDEPENDENCE

We champion intellectual liberty, personal choice, and privacy for all.

COMMUNITY

We create equitable services and spaces and remove barriers that limit participation and access.

INSPIRATION

We nurture learning, the free flow of ideas, and civic life.

ENGAGEMENT

We deliver personalized experiences led by compassionate and courteous staff.

LEGACY

We treasure Lancaster's history and foster a strong connection between Lancaster's past, its present, and its future.

BOARD OF LIBRARY TRUSTEES
BOLDED NAMES ENDED THE YEAR AS ACTIVE MEMBERS

Chair Emily J. Rose, May 2026

Secretary Frank S. Streeter, 2025

Member David I. Spanagel , May 2024, resigned

Member Anne Frantz, May 2024

Member Karen Silverthorn, May 2025

Member Adam Zand, May 2026

Member Aime Sund, May 2024, appointed

HOURS OF SERVICES

Monday 10 – 8

Tuesday 10 – 8

Wednesday 10 – 8

Thursday 10 – 8

Friday 10 – 5

Saturday 10 – 2

LIBRARY STAFF

Director	Joseph J. Mulé
Assistant Director	
Adult Services Librarian	Rachel Rosengard
Youth Services Librarian	Maren Caulfield, resigned, October
Youth Services Librarian	Meredith Brummer
Youth Services Librarian	Katelyn Rivela, hired, October
Office Manager	
Senior Technician	Janet Baylis, resigned, August
Office Manager	
Senior Technician	Megan Wilson, hired, July
Associate	Jo Agnes Santangelo, resigned, July
Associate	Lisa D'Ambrosio
Associate	Gail Prewandowski
Associate	Melanie Turpin
Associate	Shikarro Sampson Egan, resigned, February
Associate	Emily Chaves
Associate	Stephen Penney, hired, April
Associate	Bonnie Buckingham-Stone, hired, July
Buildings Supervisor	Scott Muth

160TH YEAR OF PUBLIC LIBRARY SERVICE

TRUSTEES

The Board of Library Trustees stayed active on several matters, such as advocating for the operating and capital budgets, voting on the Meeting Room policy, dealing with vandalism to one of the Library's cherub statues on the ground floor, and short-term capital planning.

Members of the Board worked in several capacities to improve the Library. Ms. Silverthorn served on the Library's Strategic Planning ad hoc committee early in the year. Mr. Spanagel worked with the Director and Friends of the Thayer Memorial Library to coordinate a Legislative Breakfast. Mr. Spanagel and Ms. Frantz led a fundraising effort that raised over \$27,000 to restore the vaulted windows in the Children's Room [aka Historical Wing]. Ms. Rose installed exhibits in the Current Topics Club case on such topics as Alice Green Chandler the second Library Director, Henry Stedman Nourse, and Paleoindian artifacts illustrating the earliest peoples of Lancaster. Ms. Rose, Mr. Spanagel, and Mr. Zand all served on an ad hoc building feasibility committee that worked with Spencer Preservation Group to provide design services related to preserving, rehabilitating, restoring, reconstructing, and replacing portions of the Thayer Memorial Library building's exterior and interior.

Mr. Spangell announced that he would depart the Board before his term expired. To keep ongoing projects on track, the Board requested a joint meeting with the Select Board to appoint a successor before elections in May 2024. The Board unanimously appointed Ms. Aime Sund. Ms. Sund was raised in Lancaster with a strong affection for the Library and is currently a literary editor based in Lancaster.

STAFF

This was an extraordinary year. Four staff members – 40% of staff – resigned due to retirements or profitable possibilities. Although happy for staff who departed as they pursued their professional and personal goals, it did put weight on the remaining team to ensure continuity and to uphold service standards.

New team members needed onboarding and training. Although newly hired members presented early signs that they could contribute to the Library's underlining success, this was balanced against the time required to apprise them of work culture and form close bonds with residents and other stakeholders, as well as the history of the Town and Library. Nevertheless, the Director was impressed with the new staff who swiftly undertook their duties. That, coupled with their experiences, skills, and talents, ensured that the Library upheld its service standards while also incorporating new ideas to develop and breathe life into the Library's core services.

BUDGET

Over calendar 2023, the Library partly used parts of FY2023 and FY2024 to fund operating expenditures totaling \$467,314. Of this total, 13% of expenses were paid using non-appropriated revenue collected from State Aid, Trust Funds, Friends of the Thayer Memorial Library, Gifts, and Grants.

Chart 1: 2023 Expenses paid with Appropriated and Non-Appropriated Revenue Sources illustrates the resources and breakdown used to fund 2023 operational expenditures.

Chart 1: 2023 Expenses paid with Appropriated and Non-Appropriated Revenue Sources

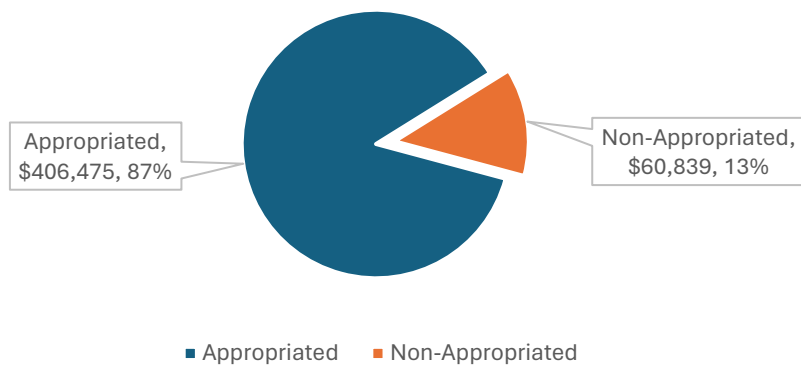
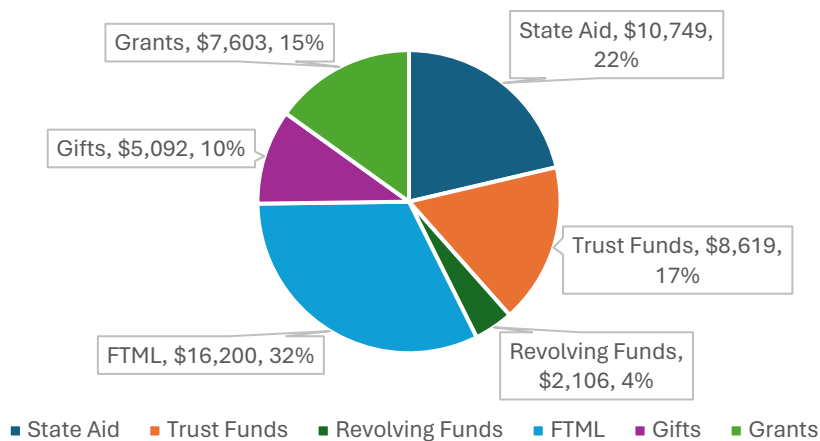


Chart 2: 2023 Sources of Non-Appropriated Revenue illustrates the sources and breakdown of non-appropriated revenue collected.

Chart 2: 2023 Sources of Non-Appropriated Revenue



The Library funded capital costs granted by Community Preservation Act award and money fund-raised to restore the Library’s historic transom windows in the Children’s Room. Additionally, American Rescue Plan Act [ARPA] funds were designated to improve all other windows and external doors surrounding the building. A capitol appropriation funded a building feasibility study for preservation, rehabilitation, restoration, and reconstruction of portions of the Library as well as install a new HVAC system improvement.

COLLECTIONS, CIRCULATION AND SERVICES

The Library spent \$80,000 on books, video, audiobooks, and eMedia [eBooks, eVideos, and eAudiobooks]. The Library added 35,264 titles since 2022, totaling 271,891 titles the Library holds. The preponderance of added titles was either eBooks or eAudiobooks.

Total circulation [the act of borrowing titles] rose more than 7.5% to 83,587. Noteworthy is the nearly 60% increase in borrowed eAudiobooks titles, a 25% increase in borrowed eBooks. As impressive as this was it remained that more than 61% or 52,670 of total circulation come from printed books. Readership remains strong.

ADULT SERVICES

The Adult Services Department scheduled 74 programs – not counting weekly and monthly programming, such as book groups and Toastmasters – with more than 1,300 participants. The year's highlight was the Grand Master's program from Animal Adventures, which featured a 2-year-old kangaroo named Tabitha that hopped freely around the Reference room. Over 170 patrons attended. Other noteworthy events included Mushroom Foraging and Massachusetts Big Foot and Other Cryptids, attracting over 40 participants each.

Programming was recurrently offered in coordination with other groups from the State, local, non-profit and community groups, including the Lancaster Community Center, Lancaster Commission on Disability and Historical Commission, Massachusetts Cultural Council and Lancaster Cultural Council, Massachusetts Department of Children and Families, Greater Worcester Community Foundation, Nashua River Watershed Association, Toastmasters, Lancaster Garden Club, and Friends of the Thayer Memorial Library.

Lastly, notable upticks in meeting room reservations, utilization of public computers, and occupancy of public spaces for tutoring, remote work, studying, or relaxing indicate a year full of resident interest and activity.

Other favorable statistics included a nearly a 55% increase in public access computer use to 1,040 and nearly a 150% in meeting room use to 433. Anecdotally, staff reports that patrons are coming back to the Library and spending more time sitting on the Library's sofas and armchairs while reading, occupying tables to do schoolwork or receive tutoring, engage in informal business meetings, or for friends of all ages to meet.

YOUTH SERVICES

The Youth Services Department scheduled more than 200 programs with more than 2,800 residents in attendance. Storytimes drew 1,550 attendees alone. Regular Monday after-school events were well-attended, featuring alternating Nintendo Game Night and Lego Club programs. Book clubs featured spirited conversations, engaging mini-games, and opportunities to make new friends.

Other noteworthy events included a Youth Book Sale led by the Friends of the Thayer Memorial Library, who offered face painting and glitter tattoos for youth attending. April Poetry Month attracted residents who wrote and submitted poems and created art to accompany them. An exhibit of the patrons' artistic endeavors was exhibited in the upper level of the Library's Rotunda.

The Library coordinated with Mary Rowlandson Elementary School to register first-graders for their first library cards. In addition, teachers provided a special MRE & Me Storytime to encourage student participation in the Library's Summer Reading program. Other events, such as a Community Story, were offered to anyone who could hold a pen. Likewise, residents were invited to use old magazine clippings to craft and exhibit a Community Collage.

GRATITUDE

Thayer Memorial Library continued to bring people, information, and ideas together to enrich the lives of residents and build community. The Board, Director, and staff thank the residents of Lancaster for their continued appreciation and support!

Historical Commission

The Lancaster Historical Commission (LHC) is a town appointed body whose purpose is to preserve historic materials and to survey and identify historic sites in the town. Organized in 1964, it was one of the first such historical commissions set up under the Massachusetts Acts of 1963. The LHC consists of seven members, one of whom serves as the chairman.

Members in 2023: Heather Lennon, Chair; Amy Brown; Judy Elwell; John (Sandy) Foster; Marcia Jakubowicz; Joan Richards; Mark Schryver; Karen Silverthorn; and Imogene (Jean) Watson.

Location:

Prescott Building, 701 Main St, 2nd Floor

Town Website: <https://www.ci.lancaster.ma.us/historical-commission>

Phone: 978-365-3326

Office Hours: 10:00 a.m. – 12noon, Tuesdays or by appointment.

Volunteers: The LHC office is staffed entirely by volunteers. In 2023, it was regularly staffed by six volunteers who contributed well over 200+ hours of service to Lancaster and the LHC.

Significant Property Developments

- Restoration work continued on two historic residential structures formerly belonging to Atlantic Union College (AUC). They are near the intersection of Main Street and Sterling Road in South Lancaster, 197 South Main Street and 217-219 South Main Street .
- Remodeling work at the circa 1790 antique saltbox house at 2121 Main Street, the “Oliver Baldwin House” on Ballard Hill, was ongoing. Notably, the second floor is being altered so it will no longer be a classic “saltbox” design
- The owners of the “Hawthorn Hill” estate on George Hill have recently been sent information on getting their property listed on the National Register of Historic Places (NHRP).

Accessions: Record books that were kept by members of the Thayer family from earlier generations.

Donations: Four drawer filing cabinets.

Submitted by the Lancaster Historical Commission: Amy Brown, Vice-Chair; Judy Elwell, Secretary; and members Mark Schryver and Sandy Foster.

Education



EDUCATION

Nashoba Regional School District

To: The Citizens of Lancaster and Nashoba Regional School District Families

The 2023 calendar year was a landmark year for the Nashoba Regional School District. In September of 2023, the residents of Bolton, Lancaster, and Stow approved at town meeting and at the ballot box, to incur a debt not to exceed approximately \$241,000, 000 for the construction of a new Nashoba Regional High School. The success of that initiative reflects our towns' commitment to education for current and future generations. Over the course of the next three years, residents and visitors will see the construction of our new state-of-the-art high school that will provide our students with outstanding learning environments while remaining fiscally responsible. This project, which is projected to be a LEED-certified gold facility, will be a representation of how important education is to the residents of our towns and we look forward to opening day in the fall of 2027 when our students walk through the doors for the first time.

As you will see within the school reports, we continue to advance goals and initiatives outlined in our strategic plan. From the central office, we have launched a new website and communication tools to ensure our constituents receive accurate and timely information about the workings of the school district. We are currently constructing a transparency web page for the business and finance department that will provide community members with an easy access way to view financial information

The teaching and learning report outlines the work that has been done regarding strategic work directly related to student learning and the classroom. Of note are the investments made in universal screening assessments, learning diagnostic tools, curriculum materials, and professional development. By investing in good tools and people, we are strengthening our teaching and learning model to ensure each and every student gets what they need to succeed. Those efforts contribute to our efforts on equity within and beyond the classroom and give us insight into how to be our best for our students.

The greatest asset to our school system are the faculty and staff who make learning happen every day. Teachers, assistants, administrators, support staff, custodians, extended day personnel, and food service personnel all contribute to the success of students on a daily basis. Investing in these important people gives our students consistency and excellence over time. Through the work of these important people, we are giving students the best opportunity to be successful beyond their time at Nashoba.

At Nashoba, we strive to inspire and challenge each and every student to realize their potential and be active contributors to their communities. It is through the support of our community members that we can provide the facilities, curriculum, professional development, and human resources that are needed to give our students an outstanding education. We are grateful for our residents and proud to be one Nashoba.

Sincerely,

Kirk Downing
Superintendent, Nashoba Regional School District

Mary Rowlandson Elementary School

For the students, staff, and families of Mary Rowlandson Elementary School, 2023 represented the beginning of a new chapter in the school's history. For the first time in 15 years, MRE had a new principal. Scott Blanchard graciously accepted the position following a rigorous search and interview process in early part of 2023. Mr. Blanchard previously served as MRE's assistant principal for eight years and replaces Mr. Sean O'Shea who has remained in Lancaster as the principal of Luther Burbank Middle School. We would like to take this opportunity to thank Mr. O'Shea for his hard work and dedication to the students, families, and staff of MRE over the years. Under his leadership, Mary Rowlandson Elementary School established its excellent reputation as a school that recognizes and values the unique talents and contributions of each child and seeks to leverage their strengths to help them achieve at high levels.

MRE continues to build upon the strong foundation established by Mr. O'Shea and, in 2023, our students continued to demonstrate strong growth in Mathematics and English Language Arts. In its second year of implementation, Bridges in Mathematics continued to provide a framework that helped students develop critical mathematical thinking skills through a combination of direct instruction, structured investigation, and open exploration. As a result, the percentage of students who met or exceeded expectations on the MCAS Math assessment increased by more than eight percentage points in 2023. In English Language Arts, we continue to focus on critical foundational reading skills in grades K-2 with our Foundations curriculum. In addition, Reading Workshop helps students at all grade levels develop their reading accuracy, fluency, and comprehension. This work is complemented through the Writing Workshop, where students are taught specific strategies to help them express their ideas and share their voices in a variety of genres. As a result, in 2023, the percentage of students who met or exceeded expectations on the MCAS ELA assessment increased by three percentage points.

In 2023, our efforts to increase student academic achievement and growth were fortified by the implementation of Professional Learning Communities (PLCs). Through our district's partnership with Solution Tree and with the support of our newly appointed instructional coaches for English Language Arts and Mathematics, we are establishing structures and protocols to build the collective efficacy of our educators and improve learning outcomes for all students. The work of the PLC centers around three big ideas: a focus on student learning, results orientation, and collaborative culture. To ensure we are focused on student learning we seek to answer four critical questions: What is it we expect our students to know and be able to do? How will we know they've learned it? How will we respond when they don't learn what we intended? How will we enrich and extend their learning when they demonstrate mastery? To ensure a results orientation, we gather and analyze evidence of student learning and use that data to plan instruction, group students for intervention, and design formative assessments. To increase our efficacy through this process, we engage in this work collaboratively and leverage the collective strength of our teams to affect positive outcomes for each and every student.

In addition to the steps taken to support students' academic growth, the staff of MRE has also prioritized our students' social and emotional wellbeing. Working in collaboration with school counselors, our teachers have made various tools and resources available to help students manage the sometimes complex and challenging feelings they have. In addition, our teachers are engaging in ongoing professional development with Dr. Larry Epstein. Through his Calm Compassionate Teaching model, school staff are learning how to better understand the underlying causes of student behavior and proactively support students through social/emotional skills development and practice. The results of these initiatives were reflected in recent student survey data where more than 85% of MRE students reported feeling a strong sense of belonging and well-connected to the adults at MRE. While these

scores are strong, we recognize that there is still work to be done to ensure all students feel a sense of belonging and support.

Our ongoing success and reputation for supporting students continues to draw new families to Lancaster and the Mary Rowlandson Elementary School community. In 2023, we welcomed 39 new students to our school across all grade levels. This is a trend that we expect to continue into the foreseeable future as the town of Lancaster continues to grow and develop and as the reputation of MRE continues to attract more families looking for a high-quality education for their children in an environment that values the talents and uniqueness of each child.

Luther Burbank Middle School

As we reflect on the past year at Luther Burbank Middle School, we are filled with a sense of pride and accomplishment. This past year at Luther Burbank Middle School has been one of steady progress and continual adaptation, reflecting the dynamic nature of our educational journey. Far from the extraordinary challenges of recent years, we have embraced a period of normalization, focusing on refining and enhancing our educational practices. Our school's enduring commitment to adapt and adjust to the evolving needs of our students stands at the forefront of our efforts. With a focus aimed at aligning with district-wide objectives and a continued emphasis on the holistic growth of our students, we have successfully navigated another academic year. This report highlights the perseverance, dedication to excellence, and collective commitment of our staff and families, which together form the cornerstone of our thriving learning community.

At Luther Burbank Middle School, our dedication to enhancing student social and emotional learning and development was at the forefront of our efforts throughout the year. Through the combined efforts of the administration and staff, we focused on providing mediation and fostering collaboration among students and teachers. This approach has significantly contributed to maintaining clear and firm learning expectations, ensuring a supportive environment for every student's growth. Our commitment to these principles has been a cornerstone in supporting our students' well-being and academic success.

Academically, we've seen remarkable strides. The implementation of universal screening tools significantly enhanced our capability to monitor student progress and identify those needing additional support or enrichment. Our MCAS scores were exceptional, with 58% of students meeting or exceeding expectations in English Language Arts, 50% in Mathematics, and 68% in Science, all notably surpassing state averages. We're particularly proud of our 54% average Student Growth Percentile in ELA and Math, indicating that our students are improving their academic skills more rapidly than over half of their peers statewide. This is a testament to the dedication and effectiveness of both our students and teachers.

Our Advisory and SEL programs, evaluated through the Panorama survey, reflected positively on our efforts to foster a nurturing learning environment. Students reported high levels of sense of belonging, self-management, and social awareness, ranking us highly on a national scale. We acknowledge areas for growth in fostering a growth mindset and emotional regulation, and we are committed to addressing these areas moving forward.

Extracurricular activities continued to be a vibrant aspect of our school culture, with 215 students participating in 15 different clubs and activities. Highlights included our Creative Writing Club, Robotics, and a dynamic Drama program. Our interscholastic sports teams in cross country, basketball, and softball demonstrated commendable performance, and we extend our gratitude to Florence Sawyer School and Tania Rich for incorporating our students into their track team.

This year saw the joyful resurgence of our school dances and after-school activities at Luther Burbank Middle School. These events, eagerly anticipated by students and staff alike, marked a significant and welcome return to the vibrant social life of our school community post-pandemic. The energy and enthusiasm at these gatherings were palpable, reigniting a sense of camaraderie and school spirit that is integral to the LBMS experience.

A particularly memorable event this year was the Washington D.C. trip for our 8th-grade students. This journey was much more than a field trip; it was an enriching educational experience that provided our students with a hands-on, immersive understanding of our nation's history and government. Visiting landmarks, museums, and memorials, our students gained not only knowledge but also a deeper appreciation for our country's heritage and the complexities of the broader world. This trip, the first since 2019, was a significant milestone for our 8th graders, offering them unique learning opportunities and fostering a sense of curiosity and global awareness.

This year at Luther Burbank Middle School, we celebrated the nomination of Jacqueline Macharia for the Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST). This prestigious accolade is the highest honor for K-12 STEM educators in the United States, recognizing exceptional teaching skills and a commitment to enhancing student achievement. Ms. Maacharia's nomination underscores the high caliber of our teaching staff and is a source of pride and inspiration for our entire school community, reflecting our collective dedication to educational excellence.

As we advance into the next academic year, we remain dedicated to nurturing every aspect of our students' development. We aim to build on our successes, address our areas for growth, and continue making Luther Burbank Middle School a place where every student can thrive academically, socially, and emotionally.

The continued support and engagement of the Lancaster community remain integral to our success. Together, we celebrate our achievements and look forward to a future filled with even more milestones and accomplishments. We are, as always, deeply proud to be part of this incredible community.

Nashoba Regional High School

In 2023, Nashoba Regional High School (NRHS) had a productive year with notable achievements across various areas.

In January, over 200 students participated in the DECA regional competition, and 110 NRHS students qualified for the State Competition in March. The school also hosted the Central District Massachusetts Music Educators Association (CDMMEA) Concert, and eight students participated in the Massachusetts Music Educators Association (MMEA) Honors ensemble auditions.

February saw NRHS GSA organizing the Central MA Regional Leadership meeting, alongside events like the Winter Nashoba Symphonic Band Concert and DECA Mock Competition involving over 100 students.

In March, 112 students competed in the DECA state championship, with 23 NRHS students becoming State Champions and qualifying for the National Competition in Orlando. The MMEA Honors Ensemble Concert featured four vocal students, and NRHS FIRST Robotics Team 1768 won the North Shore Event and two technical engineering awards.

The spring season showcased achievements in the Spring Musical, "Mamma Mia," and instrumental and vocal concerts. NRHS GSA students presented a workshop during the district PD day on adults' validation of LGBTQ+ identities. The Worcester County Superintendent's award was given to our valedictorian, and the 2nd annual Shamrock Showdown dodgeball tournament took place.

April included the InternationalFest, highlighting the cultures of 19 different countries. Nashoba students attended a performance of Shakespeare's *Coriolanus* in Boston. The DECA National Championship in Orlando saw 26 Nashoba student participants, with two named international finalists and 11 named ICDC qualifiers. NRHS Robotics Team 1768 reached the division semifinals in the New England Championships, winning the Industrial Design Award, and competed at the World Championships in Houston. A Bridges to Malawi service trip provided Nashoba students valuable medical service learning experiences. The Art Department had a well-attended Art Showcase Evening, and 16 Nashoba students received recognition in the AATF Grand Concours, a French National Exam.

In May, a successful Junior Prom was held at Mechanics Hall. Audiences enjoyed the annual "Pops" Instrumental and Vocal Concerts, and Nashoba Symphonic Band Spring Concert earned two Gold Medals in the Great East Music Performance competition. Nashoba News and The Regional were recognized by the New England Press Association.

June marked the Senior Banquet, which is a celebration of our graduating class. The commencement ceremony was held on June 12th where we graduated 194 students from NRHS. Seven graduating seniors earned the MA State Seal of Biliteracy Award, and one earned the MA State Seal of Biliteracy with Distinction. The Nashoba Symphonic Band "Graduation" Concert honored six graduating seniors.

Over the summer students were involved summer acceleration academies and teachers participated in the DESE instructional leadership institute for math and English. In August Nashoba hosted a fun and informational orientation with Freshman and new students.

In September, NRHS received recognitions, including being ranked No. 60 in Massachusetts and 1,659 in the nation among the 2023-2024 Best High Schools by U.S. News & World Report. The Healey-Driscoll Administration awarded planning grants to 31 high schools across the state, including Nashoba, to expand innovation career pathways. A new Nashoba Regional High School was approved and funded.

The school initiated a focus on improving student engagement and sense of belonging, complemented by the continuation of the curriculum review cycle. The NRHS Robotics Team 1768 was invited to the prestigious Chezy Champs tournament in San Jose, and Tri-M National Music Honors Society inducted six new members.

October included Middle School Band Night at Football, the Fall High School Instrumental Concert, Nashoba Symphonic Band Concert, Homecoming Dance, our Senior Sunrise event, and a fun filled Pep Rally.

November featured the Fall Vocal Concert, and a wildly funny performance for the Fall Play, which was "Clue". Students showcased their talents, with 16 participating in CDMMEA auditions and 11 eligible for honors ensembles. Our long standing EMT program welcomed another cohort of first year Cadets.

December concluded the year with the DECA Mock Competition, Challenge Day for sophomores with 100 participating on each of the two days, and the Holiday Concert featuring all nine ensembles. The NRHS GSA continued its leadership role by hosting the Central MA Regional Leadership meeting, and the school welcomed State Senator Kennedy and State Representative Kilcoyne for a visit.

Throughout the year, Nashoba Regional High School demonstrated its dedication to academic excellence, artistic achievements, inclusivity, and community engagement, creating a positive environment for its students and staff.

Athletics

Nashoba Regional High School Athletics celebrated an amazing year with remarkable achievements across its sports programs. Boasting a participation of over 250 student-athletes each season, spanning twenty-two sports and fifty teams, our student-athletes demonstrated excellence not only on the field but also in the classroom, with an impressive seventy-three percent earning a spot on the honor roll.

The winter season was marked by thrilling competitions, with all teams competing in the state tournament. The boys' basketball team showcased their prowess with a commendable 20-4 record and were named the MIAA Division 2 Final Four champions. Adding to the excitement, the hockey team emerged as the tournament's underdog, securing the MIAA Division 3 State Championship at the TD Garden by defeating the top-seeded team in overtime.

Spring brought further triumphs, as the track teams clinched the Mid-Wach B league championship on our home track. Sawyer O'Riorden claimed the MIAA Division 4 Pole Vault State title. Both the boys lacrosse and softball teams also captured league titles. Our spring teams organized the Wolves Fight Cancer event to raise awareness. This event included baseball, softball, and lacrosse games, along with raffle baskets and donations to support the cause.

In the fall season, the girls' soccer team won the MIAA Division 2 Final Four trophy on our home turf. The boys' soccer team claimed the league title with an outstanding 17-1 record, marking the best performance in over a decade. The golf team secured the league title and were runners-up in the MIAA Division 2 Central Sectional. Notably, freshman Nolan Engelhardt of the golf team clinched the individual MIAA D2 sectional title, while senior Adam Balewicz secured the MIAA Division 2 State title in cross country, concluding the fall season on a high note.

Individual accolades shone bright throughout the year, with twenty-two Super Team honorees selected by The Telegram & Gazette, recognizing outstanding student-athletes across Central Mass. Notable Players of the Year honors included Dillan Lowe (Hockey), Ella Varnerin (Alpine Ski), and Declan Varnerin (Alpine Ski). Additionally, Caroline Collins and Lily Maher stood out by winning the 2023 MIAA Multimedia Sportsmanship contest, with a ceremony held at Gillette Stadium to celebrate their achievements.

In summary, Nashoba's sports teams had an exceptional year, with over ninety-five percent of varsity teams qualifying for statewide tournaments. The Wolves clinched nine league titles, three final four trophies, two individual state champions, and one team state championship. As our programs maintain high competitiveness, we remain committed to fostering and increasing school spirit.

CENTRAL OFFICE DEPARTMENTS

Teaching and Learning Department

The Department of Teaching and Learning at Nashoba continues its mission to lead, support, and inspire our educators and students through innovative curriculum development, professional learning communities, purposeful assessment, and high-quality professional development. This past year, we have made significant strides in aligning our efforts with the NRSD Strategic Plan, ensuring that our initiatives meet the current educational needs and set the stage for future success.

School Improvement Plans for all six schools align with the NRSD Strategic Plan and Theory of Action. These plans incorporate objectives and initiatives that support our district-wide goals, fostering a unified approach. Focus areas include refining communication systems, developing clearly articulated curricula, integrating innovative practices, implementing professional learning communities, fostering shared leadership, and evolving safety practices and procedures.

In curriculum development, Nashoba educators built on the 5-phase, multi-year review process established in the previous year. This effort has led to the alignment of curriculum maps across the district and the creation of NRSD Front-Facing Curriculum Guides for families, accessible on the district's website under the Teaching and Learning page. The upcoming year will see the continuation of this curriculum work, expanding Curriculum Guides to include elementary core content areas and selected high school electives, enhancing transparency and accessibility for district families and the community. The district's commitment to high-quality instructional materials has facilitated the successful implementation of Bridges in Mathematics for K-5 mathematics and OpenSciEd for 6-8 science. Currently, the district is in the selection phase for K-5 literacy and the research phase for K-12 music and 9-12 science curricula.

The Department of Teaching and Learning is excited about Nashoba's growth and innovation opportunities through the Innovation Pathways Program at Nashoba Regional High School, which is anticipated to launch in fall 2024. This program will blend advanced and applied learning within Nashoba's rigorous academic core, reimagining high school education with dynamic, workforce-aligned learning experiences.

In our ongoing effort to meet the diverse needs of our students, each one of our schools, K-8, has integrated the Professional Learning Community (PLC) model into their schedules. The PLC model serves as a cornerstone for the Multi-Tiered System of Support (MTSS) framework, ensuring that targeted supports are aligned with student needs. In PLCs, teacher teams regularly collaborate to analyze student data from universal screening measures, assessments, classroom work, and observations to inform targeted support strategies.

Professional development has been a cornerstone of our efforts to elevate educational practice within Nashoba. This past year, 72 educators participated in a universally designed district text study to deepen their understanding of the Universal Design for Learning framework. Our annual professional development day, Pave Your Path, Nashoba!, celebrated the voices of Nashoba graduates and provided an opportunity for Nashoba educators to engage in various professional learning sessions in connection with our Strategic Plan. From Teaching and Learning with Emerging Technologies to Taking a Deep Dive into Engineering is Elementary (EiE) units from the Museum of Science to Examining Unconscious Bias and Redesigning Curriculum with Design Thinking, our faculty and staff shared that they found the full array of sessions to be relevant, inspiring, and content-rich.

The Department of Teaching and Learning has actively sought grant funding to support and accelerate efforts to strengthen Nashoba's educational programming further. Through these efforts, Nashoba has secured several grants from the Department of Elementary and Secondary Education and competitive sources. Highlights include funding to support the My Career and Academic Plan (MyCAP) initiative, Instructional Leadership Institute participation, Genocide in Education professional learning, Summer Acceleration Academy, and a Deeper Learning Grant to support the development of high-quality instructional materials and pedagogies to foster student engagement, disciplinary thinking, and discourse.

As we look to the future, the Department of Teaching and Learning remains dedicated to its mission of providing a rigorous and innovative education that inspires, engages, and challenges every student. We deeply thank our school communities for their unwavering support and partnership.

Technology

The Technology Department is playing a crucial role in supporting the district's initiatives outlined in the NRSD Strategic Plan. The comprehensive approach to technology deployment across different grade levels, from iPads in elementary schools to Chromebooks in middle and high schools, reflects a commitment to meeting the educational needs of students at various stages.

The provision of specialized programs in computer labs, such as Graphics Design and Computer-Aided Design, enhances the educational experience and provides students with opportunities for advanced learning.

The Chromebook 1-1 program offers students the flexibility to learn anytime, anywhere. The continuous monitoring and upgrades to network infrastructure, coupled with the utilization of tools like Google Admin Console, JAMF Pro Management Suite, and Symantec Ghost suite, demonstrate a proactive approach to maintaining a functional and efficient technology environment.

The emphasis on safety, both online and physically, is praiseworthy. The Lightspeed web content filtering system, cybersecurity training for teachers and administrators, and the addition of security cameras contribute to creating a secure learning environment. The implementation of the Raptor visitor management system further enhances safety measures by streamlining the visitor sign-in process while maintaining a high level of security.

Overall, the Technology Department's initiatives align well with the district's goals, ensuring that students have access to appropriate technologies, fostering a secure learning environment, and leveraging technology tools for efficient management and support of teaching and learning activities.

Health and Wellness

Nashoba Regional's Health and Wellness team utilizes evidence-based practices to promote individual and population-based student health, provide care coordination, advocate for quality student-centered care, and advance academic success. We are leaders who bridge health care, education, and collaborate to help create healthy communities. The district's Health and Wellness Department covers comprehensive services including first aid, emergency care, assessment, planning for the management of chronic conditions (e.g. asthma, diabetes, life threatening allergies), and preventing and responding to communicable disease. Additionally, we provide guidance on medication and health care procedure

oversight, ensure the completion of mandated health related screenings, health education and health counseling, as well as ensure a safe and healthy school environment.

Last year, the Nashoba nursing team offered CPR and First Aid Training for faculty and staff, including coaches and extended learning staff, regularly throughout the whole 2022-2023 school year. Training coaches guarantees compliance with the law and having staff in each school district wide promotes an additional overall emergency response within the schools.

In collaboration with the Nashoba Associated Board of Health, a flu vaccine clinic and a Health Fair were held at Nashoba Regional High School. Both the clinic and fair were well attended and served not only the Nashoba students and staff but the larger community as well.

Vaping diversion program and IDECIDE - Nashoba Regional High School, alongside Over 100 other school districts across Massachusetts, utilized the iDECIDE (Drug Education Curriculum: Intervention, Diversion, and Empowerment) that was developed in collaboration between Massachusetts General Hospital (MGH), the Massachusetts Department of Public Health, and the Institute for Health and Recovery. iDECIDE aims to provide students experimenting with substances and/or who got caught using substances at school the knowledge, skills, and motivation necessary to make healthier decisions. The iDECIDE program replaced our previous vaping/substance diversion program.

Equipment Updates- Five (5) Automated External Defibrillators (AEDs) were purchased to replace the five (5) outdated AEDs districtwide. Zoll AEDs replaced the current Cardiac Science models that are no longer serviceable. Three (3) evacuation chairs were purchased and placed at each of the school campuses in Bolton, Lancaster and Stow. Plans to purchase and place two (2) more chairs at The Center School and Nashoba Regional High School are in place and should be complete by the end of the 2023-2024 school year.

Safety

Nashoba Regional continues to progress in the development of our safety measures to support our students and staff in buildings and offices districtwide. Security and safety audits continue each year. The need for a visitor management system was identified, and the Raptor System has been purchased and is implemented districtwide. A visitor management system empowers schools to streamline and control the visitor sign-in process while maintaining a high level of security. The system screens and tracks all visitors in real-time. The Health, wellness and safety budget utilized funds to purchase the equipment for the start up of this security system and the IT budget will continue to fund its licenses in future years.

ALICE (Alert, lockdown, inform, counter, evacuate) is a training program that is used for all staff. ALICE utilizes a blended learning model that contains an on-demand e-learning curriculum that lays a foundation for the ALICE training with a trauma-informed approach in age-and-ability ways. ALICE is accessible to everyone in the district and keeps individuals prepared and safe with role-specific modules and robust resources that can be accessed throughout the year. Districtwide and school specific drills and training occur multiple times each year and are overseen by a certified ALICE instructor in collaboration with local law enforcement, fire and emergency medical services.

Extended Learning Program

The Extended Learning Program (ELP) continues to focus on its mission to create and maintain a nurturing environment where students feel comfortable pursuing new interests and connecting with new friends.

During the 2022/2023 school year, the Extended Learning Program made significant strides in its enrichment offerings by introducing an enrichment pilot initiative. This initiative opened Extended Learning Program enrichment opportunities to all K-5 district students. The overarching aim was to ensure that enrichment opportunities were equally available across all Extended Learning Program sites and that all interested students were able to participate.

This academic year, the Extended Learning Program has further extended its enrichment offerings, specifically by diversifying the format of enrichment programming to accommodate the varying schedules and needs of each family. This year's enrichment options include four-to-six-week focused sessions, four-day vacation camps, hour-long workshops, and daily free enrichment activities led by Extended Learning's dedicated staff.

Insights gathered from our 2023/2024 Enrichment Survey, which was distributed to Extended Learning Program families at the start of the year, and is available to all district families on our Extended Learning Program Enrichment page, informed this year's enrichment offerings. The survey showed continued elevated interest in STEM/STEAM, art/drama, and movement-based programming.

As a result, the Extended Learning Program's Fall/Winter 2023 enrichment lineup included innovative programs like Buildwave, a hands-on building workshop that simulates a real life video game with weekly-tiered levels, Drama Out of the Box, an improv and team building workshop, and Soccer Stars, a soccer workshop geared towards students of all levels. As the program moves into Spring and vacation offerings it looks forward to welcoming Snapology, a STEM-based robotics program, Play-Well TEKologies, a LEGO-based building program, Art-Ventures, Mad Science, and MVP Sports.

The Extended Learning Program is committed to ensuring clear and continuous communication regarding both our overall program and the enrichment opportunities that we offer. The Extended Learning Program aims to ensure that every family has easy access to information about the program and its offerings. To accomplish this the Extended Learning Program has expanded its use of communication channels to include The Common, the District Live Feed, [the Extended Learning Program's official website](#), and the monthly [Extended Learning Program newsletter](#). Additionally, the Extended Learning Program continues to work to maintain and improve its district website page to help ensure that families have efficient access to all things Extended Learning!

Nashoba Regional High School
Class of 2023

*William James McPhail ***§ President Ian Patrick Hall Vice President*
Emily Theresa Quinn Secretary Jayden Makwa Notermann Treasurer

Daniel Joseph Aube **	Matthew Raymond Curran
Daniel Joseph Augustine	Alyssa Paige Dalto ** §
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Jason Leonard Calheta	Jake Anthony Fleming *
Aedan Michael Carey *	Celia Kathleen Fontaine *
Samuel Anthony Carrara	Avery Lauren Frommer ** §
Taylor Cecelia Catino	Zachary Edward Frommer
Prisca Donna Centofanti	Edward Howard Gerecke **
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Ben Christopher Child	Kayla Anne Gould
Amelia Hannah Choi ***	Ava Diane Gregg
Jax Xavier Christman	Kyle David Gruca
Calvin Warren Cochrane	Samuel Joseph Guiles **
Kelsey Ann Coffman	Michael Aloysious Guthrie *
Sara Josephine Cohen ** §	Emma Rose Hart
William Andrew Cormack	Michael James Hershberger
Isabella Sera Cosentino *	Cameron David Hill
Ainsley Olivia Cote	Davita Rose Honig *** §
Emily Maureen Cote ** §	Ryan Chase Irvin ***
Bella Rose Cotter *** §	Mark Chandran Iyer ***
Grace Elizabeth Coyne	Sofia Lilly Jacobsen ***
Avery Elizabeth Cullen **	Samantha Marie Jefts **
David Richard Curran **	Evan Charles Johnson

Nashoba Regional High School
Class of 2023

*William James McPhail ***§ President*
Emily Theresa Quinn Secretary

Ian Patrick Hall Vice President
Jayden Makwa Notermann Treasurer

Maria Assumpta Wiranty Kawooya *** §
Jennifer Elizabeth Kearney *** §
Carly Elizabeth Keeton ***
Liam Scott Kelley
Andrew John Kerouac ***
Stephan Francis Kerouac **
Shen Mohammad Khan
Silas Saleem Khan *
Mark Chester Kimball * §
Aaron William King
Andrew Stetson Klein **
Carlin Elizabeth Grace Krisher **
Garrett Matthew Kydd
Aine Susan Marie Mccoy Lachance ***
Jack Andrew LeGarde
Evelyn Beatrice Laird **
Samuel Lin Lama
Garrett Joseph LaPosta
Riley Ann Larson ** §
Emma Grace Legere
Olivia Claire Liang *** §
John James Light
Leonardo Pedersolli Lima
Dillan Paul Lowe ***
Christian Pdraig Lucking
Jade Tyler Luton
Aidan Nicholas MacDonald
Ryan Andrew Mahoney
Sophia Ysabel March **
Benjamin Richard Martin ***
Kaitlin Elizabeth Mathews
Kenzo Matsuo *
Ryan James May *
Nathaniel Stephen Maynard *
Chase Alexander McClintock **
Ronan Stephen McGowan
Gianna Kaylee McIntyre
Zenna Mae Mclsaac ***
Rangsima Meesat *
Hunter Chase Merrill *

Gabriel Brian Merrow
Jediah Ben Fednold Meunier
Jennifer Lily Milne ** §
Ashton Craig Molzahn *
Callum Lincoln Mond *
Declan Lincoln Mond * §
Samuel Robert Mongeon
Eva Simone Mozynski **
Katherine Elizabeth Mulligan *
Cadence Elizabeth Murphy *
Ciaran Shaw Murphy
William Edward Nash
Michelle Kim Nguyen *** §
Andrew Tyler Nielsen
Kasha Marley Nutting
Reuben Roy Irura Nyasani *
Keelie Tizita Oberlies *
Fedora O Ogodo ***
Liam Michael Olsen *
Nicholas Ryan Onesti
Richard Haynes Parse *
Niklas Walter Pavia
Sarah Katherine Pelletier
Kiera Marjorie Petri **
Margaret Frances Pierson ** §
Jessica Faith Pottle * §
Brian Kelly Quill-Schuffels
Joseph Patrick Quinn *
Sean William Reilly
Mariah Julianne Reisner *** §
Catherine Margaret Riseborough
Trevor Stephen Robichaud **
Eliza Hope Rogers **
Charlotte Mary Romeo ** §
Colin James Ruschioni
Caeleigh Denise Salmon **
Antonina Rose Salvatelli **
Eric Michael Schmidt
Lisa Lorthe Shapiro
Emma Abigail Sheerin

Nashoba Regional High School
Class of 2023

*William James McPhail ***§ President Ian Patrick Hall Vice President*
Emily Theresa Quinn Secretary Jayden Makwa Notermann Treasurer

Timothy Scott Shepple

Logan Carter Shilhanek

Morgan Elizabeth Silen

Benjamin Joseph Silvester

Ilianna Andrea Similia

Melina Whitney Spedden **

Alexis Antoinette Spellman

Theodore Jacob Stanton *

Zachary Joseph Stevens

Mia Ruth Stone *

Penelope Autumn Strauss **

Sidnie Laraison Teague **

Brady Andrew Thaxton

Annabella Harley Tijan *** §

Molly Claire Tobin

Catherine Reagan Traywick

Celia Duvall Tripi *** §

Theona Mary Aphrodite Tully ** §

Gabriel Alexander Valdez

Alanna Caroline Vanasse **

Declan Ian Varnerin

Ella Rose Varnerin *** §

Roman Anthony Vivirito *

Hanaa Wahid

Peter Wayne Ward *

Thomas Scott Webster

Matthew Robert Weinfurt

Ty Manning Whalen

Daniel Anson Yuen

Abigail Danielle Zacchini **

Maxin Evo Zarkov

Korbin Jacobs Zirker

§ NHS Senior Project

***Summa Cum Laude

**Magna Cum Laude

*Cum Laude

Minuteman Regional School District

Minuteman Regional Vocational Technical School District

Dr. Kathleen A. Dawson, Superintendent

Submitted February 2023

Leadership Transition

Dr. Kathleen A. Dawson became the Superintendent-Director of the Minuteman Regional Technical School District on July 1, 2022, following the retirement of Dr. Edward Bouquillon, who led the district for 15 years.

Dr. Dawson was hired following a unanimous vote by the Minuteman School Committee on January 26, 2022. She arrived at Minuteman from her most recent position as Deputy Superintendent of the Orange County Schools in North Carolina. During her tenure with Orange County Schools, the district had the highest number of schools exceeding academic growth in the state, even during a pandemic. She also was integral in increasing the graduation rate and increasing the number of underrepresented students in advanced courses as part of her equity work. Her extensive professional background includes launching five career technical education academies in less than a year and increasing the number of students graduating with associate degrees during her tenure as Chief Innovation Officer for the Guilford County Schools in Greensboro, North Carolina. Dr. Dawson previously served as a public-school teacher and administrator in the Boston Public Schools, along with public school districts in Duluth, Minnesota, and Nashville, Tennessee. She received her master's degree in School Leadership from Harvard University in 2001 and her Ed.D. in Educational and Organizational Leadership from the University of Pennsylvania in 2015.

Minuteman Achieves All In-District Enrollment

For the first time in the Minuteman district's history, all ninth-grade students resided within the nine district member towns at the start of the 2022-23 school year. Across grades 9-12, in-district enrollment is at 88%; in the 2017-18 year, that figure was 59%.

According to the official October 1, 2022, figures, total student enrollment was 692 students, which included 58 from Lancaster. There are 15 freshmen, 16 sophomores, 14 juniors, and 13 seniors.

The total enrollment of 692 is over the school building's design capacity of 628 (at 85% capacity). Minuteman is progressing with the North Building project which will house the larger and advanced manufacturing equipment. The administration is exploring options for the renovation of the East Campus Building. The renovation of the East Campus Building will allow the school to increase its capacity to approximately 800 students; it will involve no additional borrowing to the member towns.

Expanding Future-Ready Programming

In July 2022, Governor Charlie Baker visited Minuteman, where he announced the allocation of \$32 million in grants from the Workforce Skills Cabinet for high school and adult career technical education programs statewide, which included more than \$1.2 million for Minuteman. This funding is being used for the high school's welding

program, along with the Minuteman Technical Institute's adult evening programs in carpentry, CNC (computer numeric control) machine operation, facilities management, plumbing code, and welding. These grant-funded programs are free to individuals who are unemployed or qualify as "under-employed;" most recent high school graduates qualify.

Additionally, Minuteman continues to expand its new Animal Science career major that launched in the fall of 2021. Veterinary medicine is one of the fastest-growing industries in America with employment opportunities growing 16% by 2029, according to the U.S. Bureau of Labor Statistics. With program advisory partners such as Blue Pearl Pet Hospital and Zoo New England, students receive both classroom and hands-on field training.

Athletics Expansion

Minuteman launched the girls' volleyball team in the fall of 2022, following the full opening of the outdoor athletic complex in the spring of 2022 and a complete return to student athletics following the height of the pandemic. The boys' and girls' soccer teams qualified for their respective state tournaments in the fall of 2022.

The entire athletic complex, located at the former site of the old school building, is a state-of-the-art addition to the Minuteman campus. The multisport field includes an adjacent competitive running track. Two additional fields host a baseball complex with a multipurpose field, as well as a softball complex with an additional multisport field.

Minuteman has capitalized on rental opportunities with the new outdoor sports facilities, which are regularly used by the Boston Bolts, Leslie University, and other organizations.

Positive Student Outcomes

Each year for the past several years, about two-thirds of Minuteman graduates entered college/university and about one-third entered employment in their fields of study. Every student is required to graduate with at least one industry-recognized credential to demonstrate proficiency and/or certification to future employers; most students obtain multiple credentials.

Class of 2022 graduates enrolled in many distinguished higher education institutions, including Arizona State University, Bentley University, Clemson College, Colorado State, Emerson College, Johnson & Wales, Merrimack College, Regis College, Rochester Institute of Technology, Texas A&M, Tufts University, and many others.

Lancaster Student Success

There were seven Lancaster graduates in the Class of 2022, including these standouts:

- **Sarah Buchieri** studied Engineering Technology and is attending Rochester Institute of Technology after being accepted to three additional colleges/universities. She received two scholarships and the OSHA-10 General Safety and Health credential.

- **Carter Gruca** studied Environmental Science and began working full time for the Fitchburg Water Department immediately after graduation. He received the Environmental Science Scholarship and five credentials pertaining to Massachusetts wastewater treatment and OSHA safety standards.
- **Nicholas Soukaras** studied Metal Fabrication and Welding and began working as a welder apprentice for The Hub Foundation of Chelmsford immediately after graduation. He received the Digital Credit Union Scholarship and two industry-recognized credentials in construction safety.

District Budget

The approved District Operating and Capital Budget for Fiscal Year 2023 is \$29 million, a 4.96% increase over the previous year. Lancaster's share is \$2,185,510, which is a decrease from the previous year (of \$97,266) and includes operating, capital, and debt assessments.

###

Town Records



TOWN RECORDS

Special Town Meeting January 28, 2023

**TOWN OF LANCASTER OFFICE
OF THE SELECT BOARD**

**PRESCOTT BUILDING
LANCASTER, MA 01523**



WARRANT FOR SPECIAL TOWN MEETING

JANUARY 28, 2023*

10AM

**Snow date(s): 1/28/23 - 1:00 PM; 1/29/23 - 10 AM*

MARY ROWLANDSON ELEMENTARY SCHOOL

&

LUTHER BURBANK MIDDLE SCHOOL

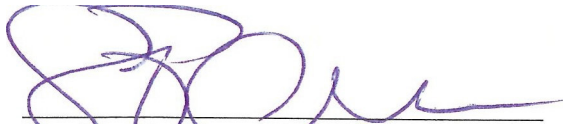
103 Hollywood Drive • Lancaster, MA 01523

The Town of Lancaster is an Open Town Meeting form of Government.


The Town is committed to ensuring that each person who wishes to participate can do so in a manner that is consistent with the Americans with Disabilities Act (ADA.) Any individual requesting a reasonable accommodation shall contact the ADA Coordinator and Town Administrator Kate Hodges by email: khodges@lanasterma.gov or telephone 978-365-3326. Reasonable accommodations are determined on an individual and confidential basis. Please make any requests for a reasonable accommodation by January 17, 2023. Requests for accommodation received after this date may not be able to be fulfilled.

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building, in said Town fourteen days at least before the time for holding said meeting. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.

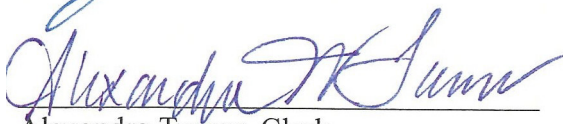
SELECT BOARD OF LANCASTER



Stephen Kerrigan, Chair



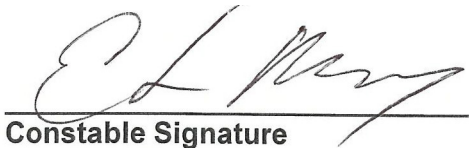
Jason Allison, Members



Alexandra Turner, Clerk

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested a copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of M.G.L. c.39 §10.

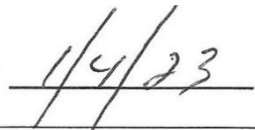


Constable Signature



Print

Date:



The full text of the Warrant is available in the Prescott Building and Thayer Memorial Library.

The Warrant will also be available in limited print at Special Town Meeting.

**WARRANT FOR SPECIAL TOWN MEETING IN
THE TOWN OF LANCASTER**

January 28, 2023

Mary Rowlandson Elementary & Luther Burbank Middle Schools -- 10:00 AM

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

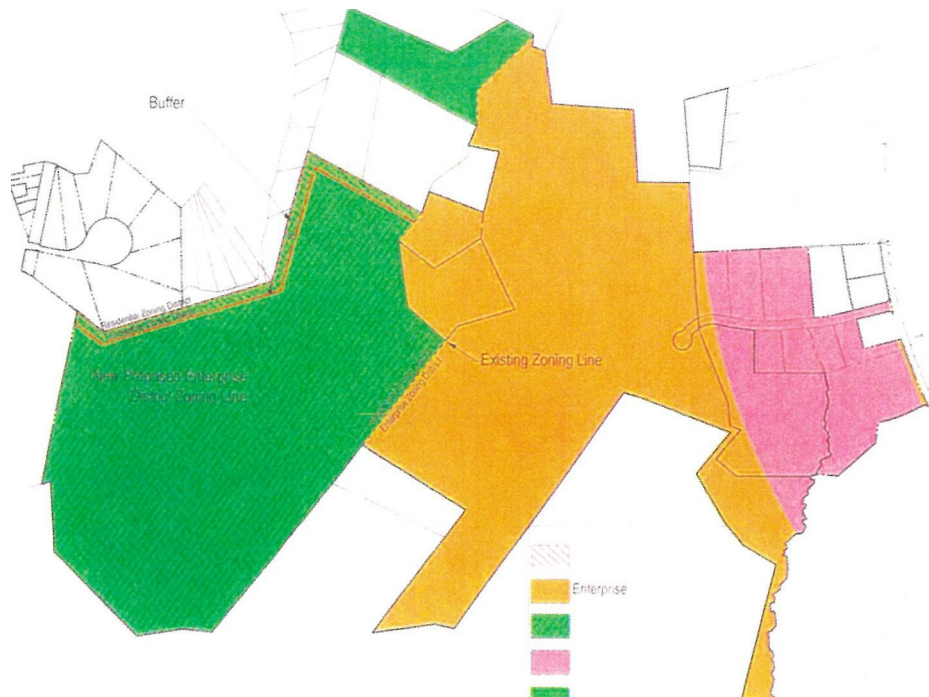
GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet at **Mary Rowlandson Elementary & Luther Burbank Middle Schools, 103 Hollywood Drive in said Lancaster on Saturday, the twenty-eighth day of January 2023, at 10:00 in the morning**, and to act on the following:

The Special Town Meeting was opened by Moderator William O'Neil at 10:00 A.M and led the pledge of allegiance. A total of nine hundred and sixty (960) registered voters attended the opening of the meeting. A total of 7 visitors attended. The moderator appointed the following registered voters as deputy moderators: David R. Carr in the MRE Gymnasium, Michelle A. Currier in the MRE Cafeteria, Mark D. Renczkowski in the LBMS gymnasium, and Jesse Tarbell in the LBMS cafeteria.

**ARTICLE 1
Enterprise
Re-Zone**

To see if the Town will vote to amend the Official Zoning Map of the Town of Lancaster, 220 Attachment 2, by rezoning a portion of the parcel identified as Assessor's Map 8, Lot 45 of Lancaster, located within the Residential District, to the Enterprise District, such that the entirety of said parcel is located within the Enterprise District, and as further shown on a plan entitled "Proposed Re-Zoning Plan, Lancaster, MA," dated 8/31/22 and on file with the Town Clerk; or act in any manner relating thereto.



A motion was made by Steve Kerrigan for Article 1 as printed and seconded by Jason Allison.

Town Administrator Kate Hodges presented her report.

Planning Board Chair, Frank Streeter read the Planning Boards report.

A motion was made by Jean Syria, Bolton Rd to move the vote. Moderator allowed the remaining standing citizens to make their comment.

A vote was take (2/3 majority needed) to move article 1 to a vote as printed.

Room A – unanimous

Room B – unanimous

Room C – 1 opposed

Room D – 3 opposed

THE MOTION CARRIES.

A vote by ballot commenced at 10:40am.

VOTED:

275 NO

674 YES

1 Abstain

TOTAL: 950

The Moderator declared a 2/3 vote. The article passes.

A motion was made by Steve Kerrigan at 11:34 to adjourn the meeting and seconded by Jason Allison.

Voted: The town voted yes with 1 opposed. The moderator declared the Special Town Meeting adjourned.

The Special Town Meeting dissolved at 11:35AM.

Respectfully submitted,

Amanda J. Cannon
Town Clerk

Annual Town Meeting – May 3, 2023

TOWN OF LANCASTER
OFFICE OF THE SELECT BOARD
PRESCOTT BUILDING LANCASTER, MA 01523



WARRANT FOR ANNUAL TOWN MEETING

MAY 3, 2023*

7:00 PM

**Meeting may be continued to 5/4/23, starting at 7 PM should business not conclude.*

MARY ROWLANDSON ELEMENTARY SCHOOL

&

LUTHER BURBANK MIDDLE SCHOOL

103 Hollywood Drive • Lancaster, MA 01523

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Insert A

Ballot Question Related to Article 1

The ballot question will read as follows:

Shall the Town of Lancaster be allowed to assess an additional \$1,200,000 in real estate and personal property taxes for the purposes of funding the operating budgets of the the Town Government and the School Departments for the fiscal year beginning July first, two thousand and twenty-three?

Yes _____ No _____

**WARRANT FOR ANNUAL TOWN MEETING
IN THE TOWN OF LANCASTER**

May 3, 2023

Mary Rowlandson Elementary & Luther Burbank Middle Schools -- 7:00 PM

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet at **Mary Rowlandson Elementary & Luther Burbank Middle Schools, 103 Hollywood Drive in said Lancaster on Wednesday, the third of May 2023, at 7:00 in the evening**, and to act on the following:

The Annual Town Meeting was opened by Moderator William O'Neil at 7:00PM who led the pledge of allegiance. A total of three hundred seventy-nine (379) registered voters attended the meeting. A total of fifteen (15) visitors attended. Jason Allison was recognized and introduced the Nashoba Regional Ice Hockey State Champions. Two senior captions as well as Coach Biggs, and Athletic Director Tania Rich were introduced. Coach Biggs delivered a speech. Housekeeping and rules of order were reviewed by the Moderator. Rules of order were addressed by the Moderator. The moderator appointed the following registered voters as deputy moderators: David Carr, MRE Gymnasium and Jesse Tarbell, MRE Cafeteria. The moderator introduced all members on the stage as well as board members in the audience.

ARTICLE 1
FY24 Operating Budget
Select Board

To see if the Town will vote to raise and appropriate by taxation, or transfer from available funds, the sum of \$27,160,000 to defray the expenses of the Town and School Department beginning in FY2024, as follows:

ITEM	AMOUNT
Municipal Services	\$ 6,570,599
Risk Mgmt., Debt, Leases	\$ 2,685,830
Minuteman Regional Technical HS	\$ 2,382,024
Nashoba Regional School District	\$ 15,285,485
Assabet Valley Regional Technical HS	\$ 87,000
State & County Assessments	\$ 49,000
TOTAL	\$ 27,010,937

provided, however, this appropriation shall be contingent upon affirmative action by the voters of the Town on the passage of a Proposition 2½, so called, ballot question to assess an additional \$1,200,000 in real estate and personal property taxes for funding the Town and School Department's operating budget; said ballot question to be voted upon by ballot at the Annual Town Election to be held on May 8, 2023 at the Town Hall from 7:00 AM to 8:00 PM. The ballot question text is set forth in Insert A of this Warrant and is incorporated herein by reference. Or take any action relative thereto.

**SELECT BOARD RECOMMENDATION:
RECOMMENDATION:**

**Affirmative Action FINANCE COMMITTEE
Affirmative Action**

Motion: Move that the Town vote to raise and appropriate by taxation, or transfer from available funds, the sum of \$27,010,938 to defray the expenses of the Town and School Department beginning in FY2024, as follows:

ITEM	AMOUNT
Municipal Services	\$ 6,570,599
Risk Mgmt., Debt, Leases	\$ 2,685,830
Minuteman Regional Technical HS	\$ 2,382,024
Nashoba Regional School District	\$ 15,285,485
Assabet Valley Regional Technical HS	\$ 87,000
TOTAL	\$ 27,010,938

provided, however, this appropriation shall be contingent upon affirmative action by the voters of the Town on the passage of a Proposition 2½, so called, ballot question to assess an additional \$1,200,000 in real estate and personal property taxes for funding the Town and School Department's operating budget.

(Majority vote unless transfers from stabilization funds included)

Steve Kerrigan moved the motion seconded by Jason Allison.

Kate Hodges Town Administrator presented the budget.

A motion was made on the floor to amend the motion, but was withdrawn.

A vote was taken to halt debate which requires a 2/3 vote. The moderator declared that carries by a 2/3rd vote.

A vote was taken to approve Article 1. No hand count was taken. Moderator declares the article passes by majority vote.

Steve Kerrigan moved to reconsider the vote taken on Article 1 and seconded by Jason Allison.

A vote to reconsider Article 1 was taken moderator declared that fails by majority.

Jeanne Rich 281 Mill St Ext made a motion to move article 21 to be heard next and seconded by Steve Kerrigan.

A vote was taken to move the motion. No count was taken. Moderator declares it passes.

ARTICLE 21
Act Increasing the Membership of the Select Board of the Town of Lancaster

To see if the Town will vote to authorize the Select Board to file a petition with the General Court to enact legislation which would provide that notwithstanding any other general law or special law to the contrary, that at the next annual town election after passage of such legislation, but not earlier than the 2024 Annual Town Election, the Lancaster Select Board shall consist of five (5) members, and which would provide, without limitation, a process for an election to fill the two (2) new positions, for no change to the term of office of then currently serving members, and for staggered terms of the five (5) members of the Select Board; provided that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition; and to act on anything relating thereto.

AN ACT increasing the membership of the Select Board of the Town of Lancaster

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1: Notwithstanding any provision of any general or special law to the contrary, the number of members of the Select Board of the Town of Lancaster shall be increased from three (3) to five (5). The Select Board shall annually elect a chairperson from among its members.

SECTION 2: At the first Annual Town Election following acceptance of this act by the voters of the Town, but in no event prior to the 2024 Annual Town Election, three (3) Select Board members shall be elected. The candidate receiving the highest number of votes in that election shall serve a three (3) year term, the candidate receiving the second highest number of votes shall serve a two (2) year term, and the candidate receiving the third highest number of votes shall serve a one (1) year term. Thereafter, as the terms of Select Board members expire, successors shall be elected for terms of three (3) years.

The terms of those members currently serving as Select Board members at the time of adoption of this act shall be unchanged by the adoption of this act.

SECTION 3: This act shall be submitted for acceptance to the voters of the Town of Lancaster at the next Annual or Special Town Election following its passage, in the form of the following question which shall be placed on the official ballot:

"Shall an act passed by the General Court entitled, 'An Act increasing the membership of the Select Board of the Town of Lancaster' be accepted?"

If a majority of the votes cast in answer to the question is in the affirmative, sections 1 and 2 of this act shall thereupon take effect, but not otherwise.

SECTION 4: Section 3 of this act shall take effect upon its passage.

SELECT BOARD RECOMMENDATION:

Negative Action.

GOVERNMENT STUDY COMMITTEE RECOMMENDATION:

Delivered at Town Meeting.

Motion: Delivered on the floor by Russ Williston and seconded.

Maura Bailey 153 Moffett St, motion to move the article to a vote. Seconded by Steve Kerrigan.
A vote to halt debate and move the article was taken. The moderator declared that carries by majority.
A vote on the article as presented was taken.

YES – 7 - gym, 12 - cafeteria, 91 – Auditorium TOTAL YES – 110

NO – 38 – gym, 10 – cafeteria, 125 - Auditorium TOTAL NO – 173

Moderator declares the Article Fails my majority.

A motion to reconsider made by Jason Allison. Seconded by audience.

A vote was taken to reconsider the article. Moderated declared it passes by majority.

Moderator took a moment to give special recognition to Mark Finnerty, long time Planning Board member and Greg Jackson long time conservation board member who passed within the last year.

Adam Trussel 46 Moffett St, motion to move Article 10 to be moved next. Seconded.

A vote was taken – moderator declared that passes.

<p style="text-align: center;">ARTICLE 10 Community Preservation Committee – FY24 Projects/Allocations <i>Community Preservation Committee</i></p>
--

To see if the Town will vote to appropriate funds from the Community Preservation Fund, in the amounts recommended by the Community Preservation Commission, for the projects listed and from the fund designations below, or to take any action relative thereto.

Community Preservation Warrant article project names and amounts Town Meeting 2023						
Project Request	Category	Amount of Project	Recreation Fund Balance	Histroic Fund Balance	Undesignated Balance	
			21,812.41	21,812.41	141,780.65	
Recreation fence	Recreation	(35,000.00)	(21,812.41)		(13,187.59)	(35,000.00)
subtotal			-		128,593.06	
Ballfield Resurfacing	Recreation	(45,000.00)			(45,000.00)	(45,000.00)
					83,593.06	
BallField Dugouts	Recreation	(20,000.00)			(20,000.00)	(20,000.00)
					63,593.06	
Historic Middle Cem	Historic	(13,500.00)		(13,500.00)		(13,500.00)
sub total				8,312.41	63,593.06	
Historic First Church	Historic	(12,700.00)		(8,312.41)	(4,387.59)	(12,700.00)
					59,205.47	
Historic Library Windows	Historic	(25,000.00)			(25,000.00)	(25,000.00)
		(151,200.00)				(151,200.00)
Total after projects			-	-	34,205.47	
Undesignated Remaining						
Amount from Undesignated/category reserve			(21,812.41)	(21,812.41)	(107,575.18)	(151,200.00)

SELECT BOARD RECOMMENDATION:

Affirmative Action

FINANCE COMMITTEE RECOMMENDATION:

Delivered at Town Meeting

Motion: Move to appropriate funds from the Community Preservation Fund as printed in Article 10 of the warrant. (Majority vote)

A motion to amend it presented by Linnea Lakin Survey as follows:

“To see if the town will vote to appropriate funds from the Community Preservation Fund in the amounts recommended by the Community Preservation Committee for the projects listed below from the fund designations listed below to be voted individually or to take any action relative thereto.”

Jason Allison moves the amendment, and it is seconded.

Town Counsel states the motion does not need to be amended as it's the moderator's discretion to vote each item separately. No vote was taken for the amendment.

Vote on item 1 Fencing was taken: passes unanimously with zero no votes.

Vote on item 2 Dugouts was taken: passes unanimously with zero no votes.

Vote on item 3 Historic Middle Cemetery passes unanimously with zero no votes.

Vote on item 4 Historic First Church passes unanimously with zero no votes.

Vote on item 5 Library Windows passes unanimously with zero no votes.

The moderator declares all items pass unanimously.

<p style="text-align: center;">ARTICLE 2 Nashoba Regional School District Agreement <i>Select Board</i></p>

To see if the Town will vote to amend the Regional School District Agreement between the Towns of Bolton, Lancaster and Stow as set forth in the amendment agreement entitled the “*Nashoba Regional School District Agreement*,” on file at the Town Clerk’s Office and online at: bit.ly/3YyZBpr, or take any action relative thereto.

SELECT BOARD RECOMMENDATION:

Affirmative Action

Motion: Move to approve the Regional School District Agreement between the Towns of Bolton, Lancaster, and Stow as printed in Article 2 of the warrant. (Majority vote)

Motion made by Jason Allison and seconded by Steve Kerrigan.

A vote was taken. The moderator declared less than 5 opposed. The moderator declares the article passes by majority.

ARTICLE 3
Revolving Fund Account Budgets
Select Board

To see if the Town will vote pursuant to M.G.L. c.44 §53E1/2, to set the total amount that may be spent from the various revolving funds for the Fiscal Year beginning July 1, 2023, as follows:

FUND / PROGRAM	FY24 CAP
Health & Human Services	
<i>COA/Community Center</i>	\$ 12,000
<i>Recreation Committee</i>	\$ 80,000
<i>M.A.R.T. Services</i>	\$ 50,000
<i>Library Charges</i>	\$ 9,500
Public Works Operations	
<i>Stormwater Management</i>	\$ 3,000
<i>Duval Road Sewer</i>	\$ 5,000
<i>Recycling Center</i>	\$ 358
Other Town Departments/Operations	
<i>Planning Board</i>	\$ 25,000
<i>Community Development</i>	\$ 2,500
<i>Publications - Town Clerk</i>	\$ 2,500

Or take any other action relative thereto.

SELECT BOARD RECOMMENDATION:

Affirmation Action

FINANCE COMMITTEE RECOMMENDATION:

Delivered at Town Meeting

Motion: To establish spending limits on various revolving funds for FY2024 as printed in article 3 of the warrant.

Motion made by Alix Turner and seconded by Jason Allison.

A vote was taken and the moderator declares the article passes unanimously.

ARTICLE 4
Water Main
Replacement

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$4,000,000 for Water Department Enterprise, for the engineering design, construction, reconstruction, and installation of water mains including all costs incidental and related thereto or take any other action relative thereto.

SELECT BOARD RECOMMENDATION:

Affirmation Action

FINANCE COMMITTEE RECOMMENDATION:

Delivered at Town Meeting

Motion: Move that the Town vote to appropriate the sum of \$4,000,000 (FOUR MILLION DOLLARS) to pay the costs of the engineering design, construction, reconstruction, and installation of the water mains within Town, including the payment of all incidental or related costs, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor; and provided, further, that in order to carry out the purposes of this vote, any appropriate officials of the Town are authorized to apply for, accept and expend any federal or state grants that may be available for this project. (Two thirds vote)

Motion was made by Steve Kerrigan and seconded by Jason Allison.

A vote was taken and 3 no votes counted. The moderator declares the article passes by a 2/3 vote.

ARTICLE 5
Renewable Energy Enterprise Fund
Select Board

To see if the Town will vote to appropriate one hundred twenty-five thousand dollars (\$125,000), or any other sum of money, from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for the Fiscal Year beginning July 1, 2023, or take any other action relative thereto.

REVENUES

Sale of Solar Energy Credits	\$120,000
Qualified Energy Bond Subsidy	\$5,000

EXPENSES

Maintenance Expenses	\$20,956
Debt (P&I)	\$104,044 (scheduled pay-off in 2033)

SELECT BOARD RECOMMENDATION:

Affirmative Action

FINANCE COMMITTEE RECOMMENDATION:

Delivered at Town Meeting

Motion: Move to appropriate \$125,000 from the Renewable Energy Enterprise Fund to finance the operation of the Landfill Solar Array for Fiscal Year 2024 as printed in Article 5 of the warrant. (Majority vote)

A motion was made by Jason Allison and seconded by Steve Kerrigan.

A vote was taken and the Moderator declared the article passes unanimously.

ARTICLE 6
Water Enterprise Fund Budget
Board of Public Works

To see if the Town will vote to appropriate the sum of \$ 1,108,250 or any other sum of money, from the Water Enterprise Fund, to finance the operation of the Water Department for the Fiscal Year beginning July 1, 2023, as outlined below:

Water Enterprise Appropriations	
<i>Salaries & Wages</i>	\$ 360,645
<i>Operational Expenses</i>	\$ 457,605
<i>Reserve Fund Transfers (in/out)</i>	\$ 0
<i>Debt Payments (principal)</i>	\$ 175,000
<i>Debt Payments (interest)</i>	\$ 115,000
<i>Indirect Costs to the General Fund</i>	\$ 0

Or take any other action relative thereto.

SELECT BOARD RECOMMENDATION:

Affirmation Action

BOARD OF PUBLIC WORKS RECOMMENDATION:

Affirmative Action

FINANCE COMMITTEE RECOMMENDATION:

Delivered at Town Meeting

Motion: Move to appropriate \$1,108,250 from the Water Enterprise Fund to finance the operation of the Water Department for fiscal year 2024 as printed in Article 6 of the warrant. (Majority vote)

Motion was made by Alix Turner and seconded by Jason Allison

A vote was taken and the moderator declares the article passes unanimously.

ARTICLE 7
Creation of Town Personnel Bylaw
Select Board

To see if the Town will vote to amend Chapter 140 – Personnel of the Town General Code by deleting the chapter in its entirety and replacing it with the following:

§140-1 Purpose.

The purpose of Lancaster’s Personnel Bylaw is to establish fair and equitable personnel policies and to create a system for personnel administration which ensures the uniform, fair, and efficient application of personnel policies and procedures.

§140-2 Personnel Policies and Procedures.

The Town Administrator shall have the authority to draft and recommend Personnel Policies and Procedures to the Select Board for adoption. The Town Administrator may consult with other boards, commissions, officers, and employees in drafting such policies. The policies will be effective upon approval by the Select Board.

§140-3 The Classification and the Compensation Plans.

The Classification Plan and the Compensation Plan, as amended from time to time, shall be incorporated by reference into the Personnel By-law. Amendments to the Classification Plan or the Compensation Plan shall be approved by Town Meeting, except that in the case of urgent necessity, the Select Board may establish interim positions and temporarily classify those positions for purposes of compensation until the position is formally established by a vote to amend the Classification Plan at the next Town Meeting.

§140-4 Applicability.

All Town departments and positions shall be subject to the provisions of this bylaw and policies adopted hereunder except elected officers, elected town officials, and employees of the school department. Employees with personal contracts and employees covered by collective bargaining agreements shall be subject to the provisions of this bylaw and adopted policies to the extent that those provisions are not superseded by, or contrary to, any contractual term or condition in the collective bargaining agreements. Nothing in this bylaw shall be construed to limit any right of employees pursuant to Massachusetts General Laws.

Or take any other action relative thereto.

SELECT BOARD RECOMMENDATION: Affirmative Action

Motion: Move to amend Chapter 140 of the Town's General Bylaws as printed in Article 7 of the warrant effective June 1, 2023. (Majority vote)

Motion was made by Steve Kerrigan and seconded by Jason Allison.

A vote was taken and 3 No votes were counted. The moderator declares the article passes by majority.

ARTICLE 8 Compensation Plan *Select Board*

To see if the Town will vote to accept the Compensation Plan effective July 1, 2023, as show on the below chart, or take any other action relative thereto.

COMPENSATION PLAN

FY24 GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
1			\$15.21 \$31,754.72	\$15.51 \$32,393.65	\$16.48 \$34,416.92	\$17.16 \$35,822.56	\$17.87 \$37,313.40	\$18.60 \$38,846.82
2	\$16.32	\$16.99	\$17.69	\$18.43	\$19.19	\$19.98	\$20.82	\$21.68

	\$34,076.16	\$35,481.80	\$36,930.04	\$38,484.76	\$40,060.79	\$41,722.00	\$43,468.40	\$45,257.40
3	\$17.70	\$18.65	\$19.40	\$20.23	\$21.06	\$21.81	\$22.71	\$23.65
	\$36,957.32	\$38,933.65	\$40,514.71	\$42,244.00	\$43,973.29	\$45,529.64	\$47,419.12	\$49,387.02
4	\$19.37	\$20.17	\$21.02	\$21.89	\$22.79	\$23.72	\$24.71	\$25.73
	\$40,440.60	\$42,120.48	\$43,899.17	\$45,702.57	\$47,580.08	\$49,531.71	\$51,587.27	\$53,728.15
5	\$20.78	\$21.65	\$22.56	\$23.49	\$24.44	\$25.45	\$26.51	\$27.61
	\$43,380.39	\$45,208.49	\$47,110.71	\$49,037.63	\$51,038.66	\$53,138.50	\$55,343.75	\$57,640.52
6	\$21.50	\$22.37	\$23.33	\$24.29	\$25.28	\$26.33	\$27.42	\$28.56
	\$44,887.34	\$46,715.44	\$48,716.47	\$50,717.50	\$52,792.65	\$54,966.61	\$57,247.72	\$59,623.50
7	\$23.21	\$24.20	\$25.20	\$26.21	\$27.30	\$28.42	\$29.60	\$30.83
	\$48,469.43	\$50,519.87	\$52,619.72	\$54,724.51	\$56,992.34	\$59,339.23	\$61,801.81	\$64,366.59
8	\$24.22	\$25.22	\$26.28	\$27.35	\$28.49	\$29.66	\$30.89	\$32.17
	\$50,569.28	\$52,669.13	\$54,867.79	\$57,115.86	\$59,487.46	\$61,933.16	\$64,503.39	\$67,180.28
9	\$25.30	\$26.35	\$27.43	\$28.56	\$29.74	\$30.96	\$32.25	\$33.59
	\$52,817.35	\$55,016.02	\$57,264.09	\$59,635.68	\$62,106.09	\$64,650.61	\$67,333.61	\$70,127.96
10	\$27.61	\$28.79	\$29.98	\$31.22	\$32.50	\$33.84	\$35.24	\$36.70
	\$57,659.35	\$60,105.06	\$62,600.17	\$65,194.10	\$67,862.14	\$70,653.71	\$73,585.84	\$76,639.65
11	\$31.37	\$32.65	\$34.05	\$35.45	\$36.90	\$38.42	\$40.01	\$41.67
	\$65,490.55	\$68,183.30	\$71,098.38	\$74,013.46	\$77,052.07	\$80,214.19	\$83,543.08	\$87,010.12
12	\$32.15	\$33.46	\$34.84	\$36.32	\$37.83	\$39.38	\$41.01	\$42.71
	\$67,121.02	\$69,863.18	\$72,753.56	\$75,841.57	\$78,978.99	\$82,215.22	\$85,627.15	\$89,180.68
13	\$35.12	\$36.59	\$38.12	\$39.71	\$41.34	\$43.03	\$44.82	\$46.68
	\$73,321.75	\$76,409.76	\$79,596.59	\$82,906.94	\$86,316.10	\$89,848.79	\$93,577.51	\$97,460.98
14	\$39.26	\$40.89	\$42.62	\$44.38	\$46.20	\$48.09	\$50.09	\$52.17
	\$81,968.18	\$85,377.35	\$88,984.14	\$92,665.05	\$96,469.48	\$100,422.14	\$104,589.66	\$108,930.13
15	\$41.41	\$43.10	\$44.92	\$46.81	\$48.70	\$50.70	\$52.80	\$54.99
	\$86,464.33	\$89,997.01	\$93,801.44	\$97,729.39	\$101,682.05	\$105,857.04	\$110,250.11	\$114,825.49
16	\$43.03	\$45.05	\$46.32	\$48.65	\$50.66	\$52.74	\$54.93	\$57.21
	\$89,848.79	\$94,073.19	\$96,716.53	\$101,583.23	\$105,782.93	\$110,130.85	\$114,701.28	\$119,461.38
17	\$45.18	\$46.09	\$47.01	\$47.95	\$48.91	\$49.89	\$50.88	\$51.90
	\$94,341.23	\$96,228.05	\$98,152.61	\$100,115.67	\$102,117.98	\$104,160.34	\$106,243.54	\$108,368.42
18	\$47.44	\$48.39	\$49.36	\$50.35	\$51.35	\$52.38	\$53.43	\$54.50
	\$99,058.29	\$101,039.45	\$103,060.24	\$105,121.45	\$107,223.88	\$109,368.35	\$111,555.72	\$113,786.84
19	\$49.81	\$50.81	\$51.83	\$52.86	\$53.92	\$55.00	\$56.10	\$57.22
	\$104,011.20	\$106,091.43	\$108,213.26	\$110,377.52	\$112,585.07	\$114,836.77	\$117,133.51	\$119,476.18

SELECT BOARD RECOMMENDATION:

Affirmative Action.

FINANCE COMMITTEE RECOMMENDATION:

Affirmative Action.

Motion: Move to adopt the Classification Plan effective July 1, 2023, as printed in Article 8 of the warrant.
(Majority vote)

Motion was made by Jason Allison and seconded by Steve Kerrigan.

A motion was made to amend the table in Article 8 to delete grades 17, 18 and 19 as they are not applicable in town and seconded by Jason Allison.

A vote was taken on the amendment and the moderator declares the amendment passes unanimously.

A vote was taken on the article as amended. The moderator declares the emended article passes unanimously.

ARTICLE 9
Community Preservation Committee – FY24 Budget
Community Preservation Committee

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2024 budget, to vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses and all other necessary and proper expenses of the Community Preservation committee, with each item to be considered a separate appropriation:

Appropriations:

From FY 2024 estimated annual fund revenues for Committee Administrative Expenses	9,600
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Reserves:

From FY 2024 estimated annual fund revenues for Historic Resources Reserve	\$ 19,200
From FY 2024 estimated annual fund revenues for Community Housing Reserve	\$ 19,200
From FY 2024 estimated annual fund revenues for Open Space/Recreation Reserve	\$ 19,200
From FY 2024 estimated annual fund revenues for Undesignated Budgeted Reserve	\$ 124,800

NOTE: This budget anticipates FY24 CPA revenue of **\$160,000** from the local CPA surcharge and an estimated distribution of **\$32,000** (20%) from the statewide CPA Trust Fund, for total revenue of **\$192,000**

SELECT BOARD RECOMMENDATION:

FINANCE COMMITTEE RECOMMENDATION:

Affirmative Action

Delivered at Town Meeting.

Motion: Move to approve Article 9 as recommended by the Community Preservation Committee and as printed in the warrant. (Majority vote)

Motion was made by Alix Turner and seconded by Jason Allison.

A vote was taken and the Moderator declares the article passes unanimously.

ARTICLE 11
Amendments to Zoning Bylaw – Accessory Apartments
Planning Board

To see if the Town will vote to amend the following Section of the Zoning Bylaw:

1. Section 220-9.G, Accessory Apartments, so that the section reads as follows:

G. Accessory apartments

- (1) Either the primary single-family detached dwelling or the proposed accessory apartment must be and remain owner-occupied, except for temporary absences of no more than 12 consecutive months. The property owner shall record a deed restriction in their chain of title memorializing this condition in a form approved by Town Counsel.
- (2) The habitable floor area of the accessory apartment, whether located in a detached accessory structure or in the principal single-family dwelling shall be up to 1,500 s.f. maximum, but not greater than 50% of the Gross Floor Area of the primary dwelling.
- (3) The accessory apartment shall have its own separate entrance from the outside.
- (4) The accessory apartment unit shall conform to the Massachusetts Department of Public Health Minimum Standards for Human Habitation and all other applicable state codes for such occupancy.
- (5) If the dwelling is not to be served by both Town water and Town sewerage, then the applicant must document that the Board of Health has determined that provisions for water and sewage disposal will upon occupancy be adequate for the anticipated number of inhabitants.
- (6) At least three parking spaces must be provided to service the primary dwelling plus the accessory apartment.
- (7) Applicants must submit plans and calculations to demonstrate compliance with the above requirements.

2. Section 220-8.1. AB, Use Regulation Schedule, so that the line reads as follows:

ITEM	USE	R	NB	LI	LI2	GI	EZ	NOTES
AB.	Accessory apartment in a single-family dwelling with no change in the principal use of the premises	P	P	P	P	P	P	

Or take any other action relative thereto.

SELECT BOARD RECOMMENDATION: **Affirmative Action**
PLANNING BOARD RECOMMENDATION: **Affirmative Action**

Motion: Make no motion.

The moderator stated that this zoning bylaw is not moving forward.

ARTICLE 12
Amendments to Zoning Bylaw – Inclusion of Affordable
Housing

To see if the Town will vote to amend Section 220-8.8 of the Zoning Bylaw, Inclusion of Affordable Housing, as follows:

1. Insert the following definitions in alphabetical order into Section 220-8.8B, Definitions:

AREA, BUILDING

The are included within surrounding exterior walls (or exterior walls and fire walls) exclusive of vent shafts and courts. Areas of the building not provided with surrounding walls shall be included in the building if such areas are included within the horizontal projection of the roof or floor above.

WORK AREA

That portion or portions of a building consisting of all reconfigured spaces as indicated on the construction documents. Work Area excludes other portions of the building where incidental work entailed by the intended work must be performed and portions of the building where work not initially intended by the owner is specifically required by this code.

2. Insert a new subpart (5) into Section 220-8.8C to read as follows:

(5) Renovation. This bylaw shall apply when the total work area exceeds 50% of the building area as identified on the plans and application for permit(s) or as deemed by municipal Inspectional Services agent(s) to exceed 50% of the building area. When a building undergoes multiple renovations over time, all work areas subject to a permit and started or completed within 5 years of the date of application, even if no permit was obtained, shall be counted towards the total work area. The building inspector shall inspect such buildings prior to issuance of a permit to verify compliance with this section.

3. Renumber the existing 220-8.8C(5)-(8) accordingly; Or take any other action relative thereto.

SELECT BOARD RECOMMENDATION: Affirmative Action

PLANNING BOARD RECOMMENDATION: Affirmative Action

The Moderator stated that this zoning bylaw is not moving forward.

ARTICLE 13
Establishment of an Abutter Lot Sales Program
Select Board

To see if the Town will vote to direct the Select Board to establish an *Abutter Lot Sales Program* to facilitate the sale of certain smaller Town owned properties to abutting property owners; or take any other action relative thereto.

SELECT BOARD RECOMMENDATION: **Affirmative Action**
FINANCE COMMITTEE RECOMMENDATION: **Delivered at Town Meeting**

Motion: Move to authorize the Select Board to establish an Abutter Lot Sales Program as printed in Article 13 of the warrant. (Majority vote)

A motion was made by Steve Kerrigan and seconded by Jason Allison.

A vote was taken and 1 no vote was counted. The Moderator declares the article passes by majority.

David Murphy Vincent Ave makes a motion to move article 20 to be heard next.

A vote was taken and 3 no votes were counted. The moderator declares the motion to move article 20 up passes by majority.

ARTICLE 20
Abutter Lot Sales Program
CITIZENS' PETITION

Petition to the Town of Lancaster and the Lancaster Board of Selectmen to establish an ABUTTER LOT SALES PROGRAM.

The ABUTTER LOT SALES PROGRAM has been established in many Massachusetts communities and is allowed by the state to permit this town to sell small parcel of land (without going through the auction process).

The ABUTTER LOT SALES PROGRAM has been established to facilitate the sale of town-owned parcels of land, acquired by foreclosure, to property owners with a home or building directly abutting the parcel. The goal would be to allow property owners a chance to acquire a vacant parcel, improve their current parcel and encourage private ownership and maintenance of land not suitable for development.

This petition recommends using the TOWN OF LITTLETON PLAN called "THE ABUTTER LOTS SALES PROGRAM" as a template for the TOWN OF LANCASTER PROGRAM. This plan has been vetted and is in us in the COMMONWEALTH OF MASSACHUSETTS in other communities.

This plan used by LITTLETON is attached and is available online at littletonma.org "abutter lots sales program"

SELECT BOARD RECOMMENDATION: **No Action**
FINANCE COMMITTEE RECOMMENDATION: **Delivered at Town Meeting**

Motion: To move the article as printed in the warrant.

Motion was made by Dave Murphy and seconded.

A vote was taken YES 39 - Auditorium, 5 – Gymnasium, 1 – Cafeteria. 45 TOTAL YES VOTES

NO 79 – Auditorium, 5- Gymnasium, 11 – Cafeteria 95 TOTAL NO VOTES

The moderator declares the article fails.

A motion was made by Jason Allison and seconded by Steve Kerrigan to reconsider the article.

A vote was taken and the moderator declares the motion to reconsider fails.

ARTICLE 14
Zoning Use Regulation Table Amendments
Planning Board

To see if the Town will vote to amend the 220 Attachment 1, the Use Regulation Schedule of the Zoning Bylaw as follows:

- (1) Amend Section 220-8.3.C, “Recreational and Amusement Uses”, by inserting the bold text and deleting the strike through text, signifying that the use will not be allowed in that zoning district, as follows:

Section 220-8.3. Recreational and Amusement Uses - Principal Uses

ITEM	USE	R	NB	LI	LI2	GI	EZ
C.	Facilities for active outdoor recreation utilizing motorized equipment	SP	SP	SP	SP	N	PB N

- (2) Amend Section 220-8.4.B, “Public Health, Educational and Institutional Uses”, by inserting the bold text and deleting the strike through text, signifying the use will require Planning Board approval in those zones, as follows.

Section 220-8.4. Public, Health, Educational and Institutional Uses - Principal Uses

ITEM	USE	R	NB	LI	LI2	GI	EZ	NOTES
B.	Religious and educational uses	SP PB	SP PB	SP PB	SP PB	SP PB	PB	If not regulated under Article XI, and provided by other than a public service corporation or governmental agency
		P PB	P PB	P PB	P PB	P PB	P PB	If exempt from prohibition under MGL c. 40A Section 3
		SP PB	P PB	N PB	N PB	N PB	P PB	If a use, such as a commercial school, not exempt from prohibition under MGL c 40A Section 3

- (3) Amend Section 220-8.5.D, “Retail, Service and Office Uses”, by inserting the bold text and deleting the strike through text, signifying the use will require Planning Board approval in those zones, as follows.

Section 220-8.5 Retail, Service and Office Uses - Principal Uses

ITEM	USE	R	NB	LI	LI2	GI	EZ
D.	Sales, rental, and repairs of motor vehicles, mobile homes, farm implements or boats	N	N	P PB	P PB	N	P PB

- (4) Amend Section 220-8.6., “Industrial Uses”, by inserting the bold text and deleting the strike through text, signifying the use will require Planning Board approval in those zones, as follows:

Section 220-8.6 Industrial Uses

Principal uses								
A.	Printing, publishing, and assembly, finishing, or packaging of products	N	N	P B	P PB	P PB	P PB	See § 220-9E.
B.	Other general industrial uses, including manufacturing and processing	N	N	S PB	S P B	P PB	PB	See § 220-9E. All buildings or structures to be at least 100 feet from any R District, or from any dwelling existing prior to adoption of this provision.
C.	Structures for storage and distribution of goods, supplies, equipment and machinery	N	N	P PB	P PB	P PB	P PB	
D.	Garages for all types of repairs of motorized equipment	N	N	N	N	P PB	N	No vehicle in an inoperative condition shall remain outdoors on the site in excess of 60 days; no more than five inoperative vehicles to be stored outdoors at any one time.
E.	Open storage facilities for lumber, stone, brick, gravel, cement or other bulk materials and contractor's yards	N	N	P PB	P PB	P PB	PB	All outdoor storage to be separated from any district line and from any lot line of a dwelling existing prior to adoption of this bylaw either by a screen or by a strip of at least 100 feet of dense natural vegetation.
F.	Earth products removal	As regulated by Article IX of Ch. 220.						See Article IX.

G.	Junkyards, 3rd class car license premises, private dumps, whether as principal or accessory use	N	N	N	N	N	N	
H.	Research and development, engineering, assembly and construction of models, prototypes, samples, and experimental products in connection with research, engineering, or development activities	N	N	P PB	P PB	P PB	PB	
I.	Solar energy facility	PB	PB	P PB	P PB	P PB	P PB	As regulated by Article XVII of Ch. 220.
Accessory Uses								
AA.	One-family dwelling for personnel required for the safe operation or maintenance of a permitted use	N	N	N	N	P PB	PB	

BB.	Outdoor storage accessory to a principal use	N	N	N	N	P PB	PB	
CC.	Retail outlets for products of the principal industrial use	N	N	P PB	P PB	P PB	PB	(1) Off-street parking is provided in accordance with the standards for retail given in § 220-23;
								(2) The floor space devoted to retail equals no more than 1/4 the floor space devoted to the principal use.
DD.	Activities accessory to activities permitted in other districts as a matter of right, whether or not on the same parcel as the principal permitted use, which are necessary in connection with scientific research or scientific development or related production	SP PB	SP PB	SP PB	SP PB	SP PB	PB	The accessory use must not substantially derogate from the public good, per MGL c. 40A, § 9.
EE.	Heliports	N	N	PB	PB	PB	PB	

Or any other action relative thereto.

SELECT BOARD RECOMMENDATION: Affirmative Action

PLANNING BOARD RECOMMENDATION: Affirmative Action

Motion: Make no motion.

The Moderator states Article 14 is not moving forward.

ARTICLE 15

Special Legislation – DCAMM Parcel Conveyance

To see if the Town will vote to Authorize the Select Board to:

(a) Petition the General Court for special legislation permitting the Commissioner of the Division of Capital Asset Management and Maintenance (DCAMM) to convey a parcel or parcels of land located in the Town of Lancaster and owned by the Commonwealth of Massachusetts, including, but not limited to, 0 Old Common Road (Assessor's Parcel 039-0004), as set forth below; provided however, that the General Court may make clerical or editorial changes of form only to the bill, as written herein, unless the Select Board approve said amendments to the bill, as written, before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; and

AN ACT AUTHORIZING THE COMMISSIONER OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE TO CONVEY A CERTAIN PARCEL OF LAND IN THE TOWN OF LANCASTER.

Whereas, The deferred operation of this act would tend to defeat its purpose, which is to forthwith authorize the transfer of a certain parcel of land in the town of Lancaster, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding sections 33 to 37, inclusive, of chapter 7C of the General Laws or any other general or special law to the contrary, the commissioner of capital asset management and maintenance may convey certain parcels of land in the town of Lancaster owned by the commonwealth to the town of Lancaster subject to the provisions of this act. The parcels are shown on plans on file with the division of capital asset management and maintenance. The exact location and boundaries of the parcels to be conveyed shall be determined by the commissioner of capital asset management and maintenance based upon a survey.

The use of the parcels to be conveyed to the town shall not be restricted to use for municipal or other specific purposes; provided, however, that the town may so restrict the use of one or more of the parcels at a later date, in accordance with any applicable general and special laws. The parcels shall be conveyed by deed without warranties or representations by the commonwealth.

SECTION 2. As consideration for the conveyance of the parcels described in section 1, the town of Lancaster shall pay the commonwealth \$1.

SECTION 3. If the town of Lancaster sells or leases any portion of the parcels described in section 1, the net proceeds from such sale or lease as determined by the town of Lancaster and agreed to by the commissioner of capital asset management and maintenance shall be allocated between the town of Lancaster and the commonwealth in equal shares; provided, however, that the commissioner may agree to reduce the commonwealth's share of net proceeds to not less than 40 per cent in order to provide certain

incentives to the town to sell or lease the parcels expeditiously. If the net proceeds, as so determined, is a negative amount, the commonwealth shall not be required to make any payments to the town of Lancaster.

SECTION 4. If the town of Lancaster decides to retain all, or any portion, of the parcels described in section 1 for municipal purposes, the town shall give written notice of such decision to the commissioner of capital asset management and maintenance and shall pay the Commonwealth additional consideration for the portion or portions of the parcels retained by the town of Lancaster for municipal purposes. Such additional consideration shall be the fair market value of the portion, or portions of the parcels retained by the town of Lancaster for municipal purposes as determined by the commissioner of capital asset management and maintenance based upon an independent professional appraisal, taking into consideration the restriction on the use of the portion or portions of the parcels to be retained by the town of Lancaster pursuant to this section. The inspector general shall review and approve the appraisal. The inspector general shall prepare a report of such review of the methodology utilized for the appraisal and shall file the report with the commissioner of capital asset management and maintenance, the house and senate committees on ways and means and the joint committee on state administration and regulatory oversight.

In addition, the town of Lancaster shall agree, in a written document to be recorded with the Worcester registry of deeds, that the portion or portions of the parcels to be retained by the town of Lancaster pursuant to this section shall be used solely for municipal purposes, which document shall include a reversionary clause that stipulates that if the portion or portions of the parcels to be retained by the town of Lancaster for municipal purposes cease at any time to be used for municipal purposes, title to the portion or portions which is, or are, no longer used for municipal purposes shall, at the election of the commonwealth, revert to the commonwealth. Said reversionary clause shall contain provisions requiring that the town of Lancaster receive reasonable notice of and a reasonable time to cure any allegation that the parcel is not being used for the purposes set forth in this section.

SECTION 5. Notwithstanding any general or special law to the contrary, the town of Lancaster shall pay for all costs and expenses of the sale of the parcels to the town of Lancaster pursuant to this act as determined by the commissioner of capital asset management and maintenance including, but not limited to, the costs of any recording fees and deed preparation related to the conveyance and all costs, liabilities and expenses of any nature and kind related to the town's ownership of the parcel; provided, however, that such costs shall be included for the purposes of determining the net proceeds of the town's sale or lease of any portion of the parcels described in section 1. The town of Lancaster shall also pay for any appraisal undertaken pursuant to section 4, the cost of which shall not be included for the purposes of determining net proceeds.

SECTION 6. If the town of Lancaster does not complete the purchase of the parcels described in section 1 on or before June 30, 2024, or such date thereafter as agreed to by the town of Lancaster and the commissioner of capital asset management and maintenance, then notwithstanding sections 33 to 37, inclusive, of chapter 7C of the General Laws or any other general or special law to the contrary, the commissioner may sell, lease for terms of up to 99 years, including all renewals and extensions, or otherwise grant, convey or transfer to purchasers or lessees an interest in the parcels described in section 1 or portions thereof, subject to this section and on such terms and conditions that the commissioner considers appropriate.

The commissioner of capital asset management and maintenance shall dispose of the parcels or portions thereof pursuant to this section using appropriate competitive bidding processes and procedures. Not less than 30 days before the date on which bids, proposals or other offers to purchase or lease the parcels or portions thereof are due, the commissioner shall place a notice in the central register published by the state secretary pursuant to section 20A of chapter 9 of the General Laws stating the availability of the parcels or portions thereof, the nature of the competitive bidding process and other information that the commissioner considers relevant, including the time, place and manner for the submission of bids and proposals and the opening of the bids or proposals.

Notwithstanding any general or special law to the contrary, the grantee or lessee of the parcels described in section 1 or any portions thereof pursuant to this section, shall be responsible for costs and expenses of such sale or lease of the parcels or portions thereof to such grantee or lessee, including, but not limited to, costs associated with deed preparation and recording fees related to the conveyances and transfers authorized in this section as such costs may be determined by the commissioner of capital asset management and maintenance.

(b) Acquire, by gift, purchase, or eminent domain, on such terms and conditions as acceptable to the Select Board, said parcel or parcels of land subject to such special legislation.

Or any other action relative thereto.

SELECT BOARD RECOMMENDATION: Affirmative Action

Motion: Move to authorize the Select Board to petition the General Court as printed in Section (a) of Article 15 of the warrant. (Majority vote)

Motion was made by Jason Allison and seconded by Steve Kerrigan.

A vote was taken and the Moderator declares the article passes unanimously.

<p style="text-align: center;">ARTICLE 16 Establishment of a Tax Fairness Committee in Lancaster <i>Select Board</i></p>
--

To see if the Town will vote to direct the Select Board to create an Ad Hoc Committee entitled the Tax Fairness Committee, duly appointed by the Select Board, to (1) consider and review (a) the fair allocation of property tax burdens in Lancaster, and (b) the impacts of Lancaster's property taxes with respect to those residents and persons over the age of 65, and (2) explore the creation of a Senior Means-Tested Property Tax Exemption program; or any other action relative thereto.

SELECT BOARD RECOMMENDATION: Affirmative Action FINANCE COMMITTEE
RECOMMENDATION: Delivered at Town Meeting

Motion: Move to authorize the Select Board to create the Tax Fairness Committee, an Ad Hoc Committee, as printed in Article 16 of the warrant. (Majority vote).

Motion made by Alix Turner and seconded by Jason Allison.

A vote was taken. 3 No votes were counted.

The moderator declares the article passes by majority vote.

ARTICLE 17
Special Legislation – Firefighter Age Exemption
Select Board

To see if the Town will vote to authorize the Select Board to petition the General Court to enact special legislation substantially as set forth below; provided however, that the General Court may make clerical or editorial changes of form only to the bill, as written herein, unless the Select Board approve said amendments to the bill, as written, before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or any other action relative thereto.

AN ACT AUTHORIZING THE CONTINUED EMPLOYMENT OF STEVEN A. HILLIGER,
FIRE FIGHTER OF THE TOWN OF LANCASTER

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding chapter 32 of the General Laws or any general or special law to the contrary, Steven A. Hilliger, Firefighter of the fire department of the town of Lancaster, may continue to serve in that position until the date of his retirement or until the date he is relieved of his duties by the Fire Chief, whichever occurs first; provided, however, that he is mentally and physically capable of performing the duties of his office. The Select Board of the town of Lancaster, at its own expense, may require Steven A. Hilliger to be examined by an impartial physician designated by the board to determine his mental and physical capability. No further deductions shall be made from regular compensation of Steven A. Hilliger under chapter 32 of the General Laws for any service performed subsequent to reaching the age of 65. Upon his retirement, he shall receive a superannuation retirement allowance equal to that which he would have been entitled had he retired upon reaching the age of 65, if any.

SECTION 2. This act shall take effect upon passage.

SELECT BOARD RECOMMENDATION: Affirmative Action

Motion: Move to authorize the Select Board to petition the General Court as printed in Article 17 of the warrant.

(Majority vote).

Motion was made by Steve Kerrigan and seconded by Jason Allison.

A vote was taken and the moderator declares the article passes unanimously.

ARTICLE 18
Amend Conservation Commission Article
Conservation Commission/Select Board

To see if the Town will vote to amend Article V of the Town of Lancaster General Bylaws, Chapter 17, §17-8 by inserting the bold and italics text and deleting the strike through test, as follows:

ARTICLE V

Conservation Commission

§17-8. Membership.

The Select Board shall appoint a Conservation Commission comprised of ~~seven~~ ***five*** members, pursuant to the provisions of MGL c.40, § 8C.

Or any other action relative thereto.

SELECT BOARD RECOMMENDATION:

Affirmative Action

CONSERVATION COMMISSION RECOMMENDATION: Affirmative Action

Motion: Move to amend Chapter 17-8 of the General Bylaws as printed in Article 18 of the warrant. (Majority vote).

Motion was made by Jason Allison and seconded by Steve Kerrigan.

A vote was taken and the Moderator declares the article passes unanimously.

ARTICLE 19
Amendment to Lancaster Recall Bylaw
CITIZENS' PETITION

Petition the Great and General Court to amend Chapter 137 of the Acts of the 2014, existing Town RECALL BYLAW language SECTION 1 in substantially the form set forth below and to allow the Legislature to make any necessary clerical changes supportive of the amendment language below:

AT ACT PROVIDING FOR THE RECALL ELECTIONS IN THE TOWN OF LANCASTER Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows: SECTION 1: Any holder of an elective office in the Town of Lancaster may be recalled from office for any reason by the registered voters of the Town as provided in this act.

With the following modification language for Section 1:

SECTION 1. Any holder of an elected or appointed office in the Town of Lancaster who has been indicted for a felony, convicted of a misdemeanor, or against whom a finding of reasonable cause of violation of the code of ethics has been made by the Massachusetts State Ethics commission, or in a case whereby there was willful misuse, converted, or misappropriated, without authority, public property or public funds entrusted to or associated with the elected or appointed office to which the official is/has been elected or appointed may be recalled from office by the registered voters of the town provided in this act.

SECTION 2 through SECTION 9 remain as is – unchanged – no modification to language.

SELECT BOARD RECOMMENDATION:

Affirmative Action.

Motion: Motion to be made on the floor.

A motion was made by Susan Smiley 183 Packard St to move Article 19 as written and seconded.

John Schumacher Hardy – 90 Redstone Hill Rd made a motion that was seconded to amend the petition to read:

“SECTION 1. Any holder of an elected or appointed office in the Town of Lancaster who, during their current term, has been indicted for a felony, convicted of a misdemeanor, or against whom a finding of reasonable cause of violation of the code of ethics that has been made by the Massachusetts State Ethics Commission, or in a case whereby there was willful misuse, converted, or misappropriated, without authority, public property or public funds entrusted to or associated with the elected or appointed office to which the official is/has been elected or appointed may be recalled from office by the registered voters of the town provided in this act.

SECTION 2 through SECTION 9 remain as is – unchanged – no modification to language.”

A vote was taken to amend the article as Mr. Schumacher outlined. The moderator declares that the amendment to the article fails by a majority.

Ann Ogilvie – 4 Turner Lane made a motion that was seconded to amend the petition to read:

“SECTION 1. Any holder of an elected or appointed office in the Town of Lancaster who, during their current term, has been indicted for a felony, convicted of a misdemeanor, or against whom a finding of reasonable cause of violation of the code of ethics that has been made by the Massachusetts State Ethics Commission, may be recalled from office by the registered voters of the town provided in this act.

SECTION 2 through SECTION 9 remain as is – unchanged – no modification to language.”

A vote was taken to amend the article as Ms. Ogilvie outlined.

49 YES Votes

75 NO Votes

The amendment to the article fails by majority vote.

Legal issues with the petition were pointed out by Kate Hodges.

A motion was made by Susan Smiley 183 Packard St and seconded to remove any mention of an “appointed official” from the article as printed to read:

“SECTION 1. Any holder of an elected office in the Town of Lancaster who has been indicted for a felony, convicted of a misdemeanor, or against whom a finding of reasonable cause of violation of the code of ethics has been made by the Massachusetts State Ethics commission, or in a case whereby there was willful misuse, converted, or misappropriated, without authority, public property or public funds entrusted to or associated with the elected office to which the official is/has been elected may be recalled from office by the registered voters of the town provided in this act.

SECTION 2 through SECTION 9 remain as is – unchanged – no modification to language.”

Susan Sussman 64 Nicholas Drive moves to have this article withdrawn. Seconded.
Susan Smiley 183 Packard St withdraws her citizen petition.

A motion was made to adjourn the meeting and seconded.
The meeting was adjourned at 10:47PM

Respectfully submitted,

Amanda J Cannon
Town Clerk

A true Copy Attest

And you are directed to serve this Warrant by posting up attested copies thereof at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building, in said Town seven days at least before the time for holding said meeting. Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.

SELECT BOARD OF LANCASTER



Stephen Kerrigan, Chair



Jason Allison, Member

Alexandra Turner, Clerk

CONSTABLE'S CERTIFICATION

I hereby certify under the pains and penalties of perjury that I posted an attested a copy of this Warrant at the South Lancaster Post Office, the Center Post Office, the Fifth Meeting House, and the Prescott Building on the date attested. I further certify that this Warrant was posted in accordance with the By-laws of the Town of Lancaster and the provisions of

M.G.L. c. 39 § 10



Constable Signature



Print

Date:

3/31/23

The full text of the Warrant is available in the Prescott Building and Thayer Memorial Library.

The Warrant will also be available in limited print at the Annual Town Meeting

Annual Town Election – May 8, 2023

8-May-23
Annual Town Election
STATISTICS—TOWN OF LANCASTER

PRECINCT	1	2	TOTAL
TOTAL REGISTERED VOTERS	2316	2969	5285
BALLOTS CAST	513	701	1214
PERCENTAGE	22%	23.60%	23%

The Town upon receipt of the returns forthwith canvassed the same and announced the results at 9:30PM. At the May 8, 2023 Annual Town Election, the Town of Lancaster had the following number of early and absentee ballots.

PRECINCT	1	2	TOTAL
BALLOTS CAST	37	37	74

Of the total ballots cast, thirty-five (35) were cast during the Early Voting hours at the Prescott Building and thirty nine (39) were cast by mail.

Two(2) voters who requested early/absentee ballots chose to cast ballots at the precinct on Election Day.

The Early/Absentee ballots were counted with the ballots cast in the precincts.

Amanda J. Cannon
Town Clerk

ANNUAL TOWN ELECTION 05/08/2023

SELECT BOARD			
	P1	P2	Total
Jason A. Allison	267	417	684
Ralph A. Gifford III	225	255	480
Write -Ins		0	
Bob Connor	1		1
Blanks	20	29	49
TOTAL	513	701	1214

PLANNING BOARD 5YR			
	P1	P2	Total
Frank S. Streeter	324	497	821
Write -Ins			
Russ Williston	4		4
Ann Ogilvie	2		2
Carl Fawcett	1		1
Denise Hurley		1	1
Phil Lawler		1	1
Blanks	182	202	384
TOTAL	513	701	1214

PLANNING BOARD 2 YR			
	P1	P2	Total
Regina E. Brown	244	398	642
Carl G. Fawcett	206	215	421
Write -Ins	0	0	0
Blanks	63	88	151
TOTAL	513	701	1214

BOARD OF HEALTH			
	P1	P2	Total
Melinda B. Apgar	266	424	690
Lisa R. Engel	171	180	351
Write -Ins	0	0	0
Blanks	76	97	173
TOTAL	513	701	1214

PLANNING BOARD 3YR			
	P1	P2	Total
George C. Frantz	317	477	794
Write -Ins			
Jean Syria		1	1
Jeanne Rich	1	1	2
RussWilliston	4		4
Ann Ogilvie	2		2
Carl Fawcett	1		1
Blanks	188	222	410
TOTAL	513	701	1214

PLANNING BOARD 1 YR			
	P1	P2	Total
Michael P. Favreau	279	470	749
Rebecca Young-Jones	192	167	359
Write -Ins	0	0	0
Blanks	42	64	106
TOTAL	513	701	1214

Annual Town Election 05/08/2023

LIBRARY TRUSTEES			
	P1	P2	Total
Emily J. Rose	358	495	853
Adam A. Zand	197	298	495
Write -Ins			
David McNally	1		1
Beth Mohler	1		1
John Schumacher	1	1	2
Blanks	468	608	1076
TOTAL	1026	1402	2428

FINANCE COMMITTEE			
	P1	P2	Total
Richard S. Trussell	256	413	669
Denise Hurley	73	95	168
Roy Rezac	169	172	341
Stanley B. Starr Jr.	193	307	500
Sara D. Williston	127	101	228
Write - Ins	0	0	0
Blanks	208	314	522
TOTAL	1026	1402	2428

NRSD SCHOOL COMM 1YR			
	P1	P2	Total
Shandor A. Simon	315	455	770
Write - Ins		0	0
Jason Noterman	1		1
Michael King	1		1
Blanks	196	246	442
TOTAL	513	701	1214

DEPARTMENT OF PUBLIC WORKS			
	P1	P2	Total
Walter F. Sendrowski	345	471	816
Write -Ins			
James Haite	1		1
Jean Syria		3	3
John Smith		1	1
Blanks	167	226	393
TOTAL	513	701	1214

NRSD SCHOOL COMM 3YR			
	P1	P2	Total
Sharon B. Carlson Poch	223	309	532
Michael King	147	228	375
Jacquelyn M. Reinert	312	385	697
Write - Ins			
Shawn Winsor	1		1
Blanks	343	480	823
TOTAL	1026	1402	2428

MODERATOR			
	P1	P2	Total
William E. O'Neil Jr	358	501	859
Write -Ins			
John Schumacher	1		1
Blanks	154	200	354
TOTAL	513	701	1214

Annual Town Election 05/08/2023

PROPOSITION 2 1/2			
	P1	P2	Total
YES	232	417	649
NO	269	267	536
BLANK	12	17	29
TOTAL	513	701	1214

Special Town Election – Sep 25, 2023

25-Sep-23
Special Town Election
STATISTICS—TOWN OF LANCASTER

PRECINCT	1	2	TOTAL
TOTAL REGISTERED VOTERS	2362	3008	5370
BALLOTS CAST	342	515	857
PERCENTAGE	16%		

announced the results at 8:10pm. At the September 25, 2023 Special Town Election, the Town of Lancaster had the following number of early and absentee ballots.

PRECINCT	1	2	TOTAL
BALLOTS CAST	17	20	37

Of the total ballots cast, 25 were cast during the Early Voting hours at the Prescott Building, and 12 were cast by mail.

2 voters who requested early/absentee ballots chose to cast ballots at the precinct on Election Day.

The Early/Absentee ballots were counted with the ballots cast in the precincts.

Amanda J. Cannon
Town Clerk

SPECIAL TOWN ELECTION 09/25/2023

BALLOT QUESTION

	P1	P2	Total
Yes	181	303	484
NO	160	212	372
Blank	1		1
TOTAL	342	515	857

Special Town Meeting Sep 28, 2023

WARRANT FOR SPECIAL TOWN MEETING IN THE TOWN OF LANCASTER

September 18, 2023

Worcester, ss.

To any Constable of the Town of Lancaster in the County of Worcester.

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lancaster qualified to vote in the elections and Town affairs, to meet at Mary Rowlandson Elementary & Luther Burbank Middle Schools, 103 Hollywood Drive in said Lancaster on Monday, the eighteenth of September 2023, at 7:00 in the evening, and to act on the following:

ARTICLE 1

Nashoba Regional High School New Building

Select Board

To see if the Town will approve the \$241,714,926 borrowing authorized by the Nashoba Regional School District, for the purpose of paying costs of a new Nashoba Regional High School, 12 Green Road, Bolton, MA 01740 including site work and athletic fields, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Nashoba Regional School District's Project School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and 09/100 percent (55.09%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

Motion: Move that the Town hereby approves the \$241,714,926 borrowing authorized by the Nashoba Regional School District, for the purpose of paying costs of a new Nashoba Regional High School, 12 Green Road, Bolton, MA 01740 including site work and athletic fields, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School

Building Authority (“MSBA”), said amount to be expended at the direction of the Nashoba Regional School District’s Project School Building Committee; that the Town acknowledges that the MSBA’s grant program is a non- entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and 09/100 percent (55.09%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that the approval of the District’s borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 21/2); and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. (Majority Vote)

NASHOBA REGIONAL SCHOOL COMMITTEE RECOMMENDATION: AFFIRMATIVE ACTION
 HIGH SCHOOL BUILDING COMMITTEE RECOMMENDATION: AFFIRMATIVE ACTION
 FINANCE COMMITTEE RECOMMENDATION: DELIVERED AT TOWN MEETING

The town voted via poll clicker: 233 – YES 78 – No

The moderator declared the article passes by majority 9/18/2023

A motion to reconsider the vote was moved and seconded

A show of hands vote to reconsider was taken. The moderator declared the motion fails.

<p align="center">ARTICLE 2 Amend Water Enterprise Fund <i>Board of Public Works</i></p>
--

To see if the Town will vote to amend the vote taken under Article 6 of the May 3, 2023, Annual Town Meeting to appropriate the sum of \$ 1,142,165 from the Water Enterprise Fund, to finance the operation of the Water Department for the Fiscal Year beginning July 1, 2023, as outlined below, or act in any manner relating thereto. The operating expenses for the Water Enterprise are entirely funded by water revenue.

Water Enterprise Appropriations	
<i>Salaries & Wages</i>	\$ 371,760
<i>Operational Expenses</i>	\$ 429,905
<i>Reserve Fund Transfers (in/out)</i>	\$ 50,000
<i>Debt Payments (principal)</i>	\$ 175,000
<i>Debt Payments (interest)</i>	\$ 115,000
<i>Indirect Costs to the General Fund</i>	\$ 0
<i>Total Costs to the Water Enterprise Fund</i>	\$ 1,142,165

Or take any other action relative thereto.

Motion: Move to amend the vote taken under Article 6 of the May 3, 2023 Annual Town Meeting to appropriate \$1, 142, 165 from the Water Enterprise Fund to finance the operation of the Water Department for fiscal year 2024 as printed in Article 2 of the warrant. (Majority vote)

BOARD OF PUBLIC WORKS RECOMMENDATION:

AFFIRMATIVE ACTION

FINANCE COMMITTEE RECOMMENDATION:
MEETING

DELIVERED AT TOWN

The town voted by show of hands

The Moderator declared the article passes by majority. 1 no vote noted.

9/18/2023

ARTICLE 3
Supplemental Classification Plan for Emergency
Services
Select Board

To see if the Town will vote amend the Classification and Compensation Plan by accepting the temporary classification schedule entitled “PS: Public Safety Officials”, a copy of which can be seen below, which was adopted by the Select Board in accordance with §140-3 at its meeting on August 7, 2023, or take any other action relative thereto.

Public Safety Wage Scale									
<i>differential</i>	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Firefighter	PS1	\$ 20.10	\$ 20.70	\$ 21.32	\$ 21.96	\$ 22.62	\$ 23.30	\$ 24.00	\$ 24.72
EMT									
Firefighter/EMT	PS2	\$ 23.83	\$ 24.54	\$ 25.28	\$ 26.04	\$ 26.82	\$ 27.63	\$ 28.45	\$ 29.31
Reserve Police Officer									
Fire LT	PS3	\$ 24.75	\$ 25.49	\$ 26.26	\$ 27.04	\$ 27.86	\$ 28.69	\$ 29.55	\$ 30.44
Fire Capt.	PS4	\$ 27.05	\$ 27.86	\$ 28.70	\$ 29.56	\$ 30.45	\$ 31.36	\$ 32.30	\$ 33.27
Deputy Fire Chief	PS5	\$ 27.46	\$ 28.28	\$ 29.13	\$ 30.01	\$ 30.91	\$ 31.83	\$ 32.79	\$ 33.77

Fire Stipends*	Annual		Police Stipends	Annual				
Firefighter 1/2 Certificate	\$250.00		Uniform Allowance	\$500.00				
EMS Coordinator	\$1,000.00		Detail Rates	<i>Consistent with Union Contract</i>				
Fire Prevention Officer 1	\$250.00							
Fire Prevention Officer 2	\$250.00							

Motion: Move to amend the Classification and Compensation Plan, as printed in the Article 3 of the warrant. (Majority vote)

SELECT BOARD RECOMMENDATION: AFFIRMATIVE ACTION

The town voted by a show of hands

The moderator declared the article passes by majority. 9/18/2023

<p align="center">ARTICLE 4 Amendments to Zoning Bylaw – Accessory Apartments <i>Planning Board</i></p>

To see if the Town will vote to amend the following Section of the Zoning Bylaw:

1. Section 220-9.G, Accessory Apartments, so that the section reads as follows:

G. Accessory apartments

- (1) Either the primary single-family detached dwelling or the proposed accessory apartment must be and remain owner-occupied, except for temporary absences of no more than 12 consecutive months.
- (2) The habitable floor area of the accessory apartment, whether located in a detached accessory structure or in the principal single-family dwelling, shall not exceed 1,500 s.f. or 50% of the Gross Floor Area of the primary dwelling, whichever is less.
- (3) The accessory apartment shall have its own separate entrance from the outside.
- (4) The accessory apartment unit shall conform to the Massachusetts Department of Public Health Minimum Standards for Human Habitation and all other applicable state codes for such occupancy.
- (5) If the dwelling is not to be served by both Town water and Town sewerage, then the applicant must document that the Board of Health has determined that provisions for water and sewage disposal will upon occupancy be adequate for the anticipated number of inhabitants.
- (6) At least three parking spaces must be provided to service the primary dwelling and the accessory apartment.

2. Section 220-8.1. AB, Use Regulation Schedule, so that the line reads as follows:

ITEM	USE	R	NB	LI	LI2	GI	EZ	NOTES
AB.	Accessory apartment in a single-family dwelling with no change in the principal use of the premises	p	p	p	p	p	p	

Or take any other action relative thereto.

*Motion: Move to amend the Zoning Bylaw, as printed in the article 4 of the warrant
(Majority vote)*

PLANNING BOARD RECOMMENDATION:

AFFIRMATIVE ACTION

The town voted by a show of hands

The moderator declared the article passes unanimously. 9/18/2023

A True Copy Attest

**Amanda Cannon
Town Clerk**

Finance Reports



FINANCIAL REPORTS

Assessors

BOARD OF ASSESSORS

Michael Burke Sr, Chairman
Debra A. Sanders, Member
Kristen Fox, Member

Bobbi-Jo Williams, M.A.A., Principal Assessor
Adam Quigley, Assistant Assessor

The Assessors Department operates under the authority of the Department of Revenue (DOR). It has a full-time Principal Assessor, an Assistant Assessor and a Board that includes three members appointed by the Select Board. The Board of Assessors is responsible for administering Massachusetts property tax laws equitably by estimating the fair market value of all real and personal property in Lancaster. They are responsible for the calculation of the annual tax rate necessary to raise the tax dollars, in accordance with Proposition 2 ½, to fund the Town's annual operating budget. The Assessing staff and Board members annually set the tax rate, administer the State's RMV Motor Vehicle Excise tax program as well as acts on abatement, exemption and appeal applications.

The office is responsible for adhering to strict certification requirements of the Department of Revenue. To meet these requirements, under Chapter 40, Section 56 of the Massachusetts General Laws (MGL), the Assessors are obligated to revalue all properties yearly and, once every five years, undergo a full certification by the Department of Revenue. An analysis of market trends and current economic conditions, along with assessment level and uniformity must be done annually whether for an interim year adjustment or for quinquennial certification.

The Assessors are statutorily obligated to assess all property at its full and fair cash value as of January 1st of each year (MGL, Chapter 59, Section 38). Assessments must be maintained at or near their market valuation as per DOR guidelines. Properties are not individually valued or appraised, but are assessed through the use of a CAMA, Computer Assisted Mass Appraisal, system. In Massachusetts, the fiscal year begins on July 1st and ends the following June 30th. The fiscal year tax bill is based on the value of the property as of the previous January 1st. It is the ownership, condition and value of the property on January 1st that determines an assessment and to whom the tax bill is assessed. Assessors determine the physical status of taxable real and personal property, its ownership, fair cash value and usage classification as of that date. The Town of Lancaster accepted Chapter 653, Section 40, a provision that allowed cities and towns to assess new buildings, additions, demolitions, improvements and alterations that occur between January 2nd and June 30th for the fiscal year beginning on July 1st. However, the taxable unit, ownership and value of real estate parcels will still be determined as of January 1st.

The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills several times throughout the year.

The Assessors office is also responsible for maintaining files related to all chapter lands, charitable organizations and senior tax work programs. The Assessors are responsible for maintaining all property tax related records and ensuring public access to those records. GIS Tax Maps and Property Record Cards which contain real estate property data are available online. They can be accessed through the link on the town website at www.lancasterma.net. Taxpayers are encouraged to view property assessment data for accuracy annually.

Fiscal Year (FY) 2024, July 1, 2023 to June 30, 2024, was an interim adjustment year for Lancaster. A market value (sales) analysis was performed, using calendar year 2022 arms-length sales, to provide the DOR with the necessary data required to certify that property assessments are uniform throughout the Town and are representative of the real estate market. The residential market continues its upward trend of higher sales prices, reflected in the final valuations for FY 2024, which are based on an assessment date of January 1, 2023. The Town's total taxable property value increased 7.35% from FY2023 to FY2024 and the new average assessment of a single-family home is \$488,800.

On December 4, 2023, following a public hearing, a uniform tax rate of \$17.46 per \$1,000 of assessed value, was adopted by the Select Board for FY2024. The Fiscal Year 2024 property tax rate was certified by the Department of Revenue on December 12, 2023. For FY2024, the average residential tax bill increased 8.83% based on approved spending at the Annual Town Meeting as well as the passing of a Proposition 2 ½ override at the Annual Town Election, allowing the operating budgets of the Town Government and School Departments to be funded.

Seniors on fixed incomes can be particularly vulnerable in the current economy. The Town offers various exemptions, deferrals, and other programs designed to help with taxes. The 41C tax exemption of up to \$1,000 is available for those over the age of 65 that qualify with limited income and assets. Other exemptions are also available including disabled veterans, surviving spouses, minor children and the blind. Please visit our webpage or check in with the Assessors Office to see if you qualify for any of these programs.

From time to time, you may see the staff or a sub-contractor collecting data on property in Lancaster. Property inspections are conducted for abatement reviews, building permits, property sales, and cyclical data inspections as required by the Department of Revenue. Staff and contractors always carry proper identification. We hope you will allow these representatives of the Assessors office to do their job as our property assessments are reliant on accurate data collection. If no one is home, an exterior inspection will be done, and a notice will be left asking the homeowner to call the Assessors office.

Please visit the Assessors webpage at <https://www.ci.lancaster.ma.us/assessors-department> for additional information, including valuation data and the GIS tools through our online public portals or, if you have any questions regarding any assessing issues, please contact the Assessing Office at 978-365-2196 x 1000 or at assessors@lancasterma.gov. The assessing staff is currently available Monday through Friday, and we are located on the first floor in the Prescott Building.

Respectfully
submitted:
Bobbi-Jo
Williams,
M.A.A.
Principal
Assessor

Finance Director & Town Accountant

An audit of the Town's financial records for FY23 by Powers & Sullivan, Certified Public Accountants has been completed and the results of that audit are available for public inspection on the town's website under the department of [Finance & Budget/Financial Documents/Financial Statements](#).

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and results of its operations.

The report is based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue.

I would like to thank Heidi Lamb and Dawn Foster for their dedicated service to the Finance Departments. Finally, thank you to all the boards, commissions, committees, and departments for their cooperation during the year. It is an honor to work with all of you.

Cheryl Gariepy

Finance Director and Town Accountant

Combined Balance Sheet - Assets

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2023
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	3,415,800.07	3,235,763.51	1,558,203.24	3,229,819.82		6,380,892.88		17,820,479.52
Investments								0.00
Receivables:								
Personal property taxes	7,902.73							7,902.73
Real estate taxes	167,030.04	1,248.28						168,278.32
Deferred taxes	12,795.44							12,795.44
Allowance for abatements and exemptions	(469,141.02)							(469,141.02)
Special assessments		30,632.68						30,632.68
Tax liens	298,605.83	10,229.09		7,068.71				315,903.63
Tax foreclosures	474,654.67							474,654.67
Motor vehicle excise	215,304.76							215,304.76
Other excises								0.00
User fees				152,255.45				152,255.45
Utility liens added to taxes								0.00
Departmental	436,298.37							436,298.37
Other receivables								0.00
Due from other governments								0.00
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation				2,814,709.00				2,814,709.00
Amounts to be provided - payment of bonds							5,961,700.00	5,961,700.00
Amounts to be provided - vacation/sick leave								0.00
Total Assets	4,559,250.89	3,277,873.56	1,558,203.24	6,203,852.98	0.00	6,380,892.88	5,961,700.00	27,941,773.55

Combined Balance Sheet - Liabilities

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2023
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
<u>LIABILITIES AND FUND EQUITY</u>								
Liabilities:								
Accounts payable								0.00
Warrants payable								0.00
Accrued payroll and withholdings								0.00
Accrued claims payable								0.00
IBNR								0.00
Other liabilities	742.85			2,814,709.00				2,815,451.85
Agency Funds								0.00
Deferred revenue:								
Real and personal property taxes	(294,208.18)	1,248.28						(292,959.90)
Deferred taxes	12,795.44							12,795.44
Prepaid taxes/fees								0.00
Special assessments		30,632.68						30,632.68
Tax liens	298,605.83	10,229.09		7,068.71				315,903.63
Tax foreclosures	474,654.67							474,654.67
Motor vehicle excise	215,304.76							215,304.76
Other excises								0.00
User fees		0.00		152,255.45				152,255.45
Utility liens added to taxes								0.00
Departmental	436,298.37							436,298.37
Deposits receivable								0.00
Other receivables								0.00
Due from other governments								0.00
Due to other governments								0.00
Due to/from other funds								0.00
Bonds payable							5,961,700.00	5,961,700.00
Notes payable								0.00
Vacation and sick leave liability								0.00
Total Liabilities	1,144,193.74	42,110.05	0.00	2,974,033.16	0.00	0.00	5,961,700.00	10,122,036.95

Combined Balance Sheet -Fund Equity

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2023
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	
Fund Equity:								
Reserved for encumbrances	15,899.94							15,899.94
Reserved for expenditures		3,235,763.51	1,558,203.24			6,380,892.88		11,174,859.63
BP Excluded, Not expended								0.00
Reserved for petty cash								0.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for COVID-19 deficit								0.00
Reserved for debt service								0.00
Reserved for premiums								0.00
Reserved for working deposit								0.00
Undesignated fund balance	3,399,157.21			3,229,819.82				6,628,977.03
Unreserved retained earnings								0.00
Investment in capital assets								0.00
Total Fund Equity	3,415,057.15	3,235,763.51	1,558,203.24	3,229,819.82	0.00	6,380,892.88	0.00	17,819,736.60
Total Liabilities and Fund Equity	4,559,250.89	3,277,873.56	1,558,203.24	6,203,852.98	0.00	6,380,892.88	5,961,700.00	27,941,773.55

PROOF BALANCE SHEET IS IN BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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PROOF FUND BALANCE DETAIL AGREES TO THE BALANCE SHEET	0.00	(0.50)	0.00	0.00	0.00	0.00
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PROOF RECEIVABLES DETAIL AGREES TO THE BALANCE SHEET	0.00	0.00	0.00	0.00	0.00
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General Fund Expenditures

DEPARTMENT	FY22 ENCUMB	ATM 6/22 BIDGET	STM 10/22 Article/Trans	COMP RESERVE	RSRV FUND/ YR END TRANS	EXPENDED	FY23 ENCUMBERED	CLOSED TO FUND BALANCE
113 TOWN MEETING								
Expenses		4,500.00			0.00	11,987.90		(7,488)
122 SELECTMEN								
Personal Srvc		266,859.00			828.48	259,443.16		8,244
Expenses		17,400.00			0.00	14,973.98		2,426
131 FINANCE COMM								
Expenses		1,380.00			0.00	1,960.25		(580)
Comp Rsrv		100,000.00		(7,706.00)	0.00	13,993.30		78,301
Reserve Fund		145,000.00			0.00	0.00		145,000
135 ACCOUNTANT								
Personal Srvc		166,788.00			416.24	167,138.51		66
Expenses		2,145.00			0.00	2,346.54		(202)
Audit		30,500.00			0.00	30,850.70		(351)
141 ASSESSORS								
Personal Srvc		105,950.00			11,885.03	118,335.03		(500)
Expenses		38,994.00			0.00	50,702.91		(11,709)
147 TREAS/COLLECTOR								
Personal Srvc		193,080.00			6,990.91	200,546.43		(476)
Expenses		15,588.00			0.00	33,421.48		(17,833)
151 TOWN COUNSEL								
Expenses		145,000.00	59,000.00		0.00	128,474.04		75,526
152 HUMAN RES Wage		65,000.00			(55,368.94)	0.00		9,631
HR Expenses					0.00	3,010.00		(3,010)
155 TECHNOLOGY								
Personal Srvc		90,501.00			4,085.00	94,586.40		(0)
Expenses		193,083.00			0.00	181,143.66		11,939
161 TOWN CLERK								
Personal Srvc		127,752.00			(11,784.46)	97,279.37		18,688
Expenses		2,625.00			0.00	3,362.17		(737)
164 ELECTIONS								
Personal Srvc		5,000.00			11,784.00	16,784.46		(0)
Expenses		9,350.00			0.00	14,168.94		(4,819)
179 COMM DEV PLANNING								
Personal Srvc		187,066.00			0.00	159,160.01		27,906
Expenses		4,778.00			0.00	8,957.64		(4,180)
199 BUILDING MAINTENANCE								
Personal Srvc		87,688.00			0.00	78,853.54		8,834
Expenses		293,700.00	85,975.00		0.00	352,621.36	1,986.39	25,067
GENERAL GOVERNMENT								
Personal Srvc	0.00	1,395,684.00	0.00	-7,706.00	-31,163.74	1,206,120.21	0.00	150,694
Expenses	0.00	904,043.00	144,975.00	0.00	0.00	837,981.57	1,986.39	209,050

DEPARTMENT	FY22 ENCUMB	ATM 6/22 BIDGET	STM 10/22 Article/Trans	COMP RESERVE	RSRV FUND/ YR END TRANS	EXPENDED	FY23 ENCUMBERED	CLOSED TO FUND BALANCE
210 POLICE								
Personal Srvc		1,142,215.00		0.00		1,033,199.00		109,016
Expenses		71,762.00		0.00		53,763.56	701.65	17,297
220 FIRE								
Personal Srvc		585,348.00		0.00		504,751.45		80,597
Expenses		212,648.00		0.00		204,013.28		8,635
240 INSPECTIONAL SRVCS								
Personal Srvc		125,901.00		0.00		111,349.26		14,552
Expenses		3,170.00		0.00		712.05		2,458
290 ANIMAL CONTROL								
Personal Srvc		16,000.00		0.00		15,999.96		0
Expenses		1,600.00		0.00		2,222.31		(622)
296 COMMUNICATIONS								
Expenses		213,000.00		0.00		204,606.00		8,394
PUBLIC SAFETY								
Personal Srvc	0.00	1,869,464.00	0.00	0.00	0.00	1,665,299.67	0.00	204,164
Expenses	0.00	502,180.00	0.00	0.00	0.00	465,317.20	701.65	36,161
340 EDUCATION								
MINUTEMAN	0.00	2,285,510.00	0.00	0.00	0.00	2,185,510.00	0.00	100,000
NASHOBA REGIONAL	0.00	14,591,571.00	0.00	0.00	0.00	14,591,571.00	0.00	0
ASSABET VALLEY	0.00	55,000.00	0.00	0.00	0.00	79,548.80	5,421.90	(19,127)
422 DPW - HIGHWAY								
Personal Srvc		297,245.00		0.00		263,591.57		33,653
Expenses		87,400.00		0.00		61,122.16		26,278
423 DPW - SNOW & ICE								
Personal Srvc		52,500.00		0.00		39,025.02		13,475
Expenses		90,000.00	83,865.00	0.00		215,900.32		(42,035)
424 DPW - STREET LIGHTS								
Expenses		7,500.00	2,500.00	0.00		8,058.58		1,941
429 DPW - HIGHWAY SAFETY								
Expenses		47,000.00		0.00		28,586.65		18,413
491 DPW - CEMETERY								
Personal Srvc		156,526.00		0.00		133,504.40		23,022
Expenses		32,500.00		0.00		21,574.54		10,925
PUBLIC WORKS								
Personal Srvc	0.00	506,271.00	0.00	0.00	0.00	436,120.99	0.00	70,150
Expenses	0.00	264,400.00	86,365.00	0.00	0.00	335,242.25	0.00	15,523

DEPARTMENT	FY22 ENCUMB	ATM 6/22 BIDGET	STM 10/22 Article/Trans	COMP RESERVE	RSRV FUND/ YR END TRANS	FY23 EXPENDED	FY23 ENCUMBERED	CLOSED TO FUND BALANCE
510 BOARD OF HEALTH								
Personal Srvc		7,988.00		0.00		435.90		7,552
Expenses		50,818.00		0.00		47,903.24		2,915
541 COA								
Personal Srvc		121,612.00		0.00	(116,677.35)	0.00		4,935
Expenses		17,700.00		0.00	(5,600.00)			12,100
529 HEALTH & HUMAN SERVICES								
Personal Srvc		0.00		0.00	113,608.01	116,721.85		(3,114)
Expenses		0.00		0.00	5,600.00	1,560.07		4,040
543 VETERAN'S SERVICES								
Personal Srvc		20,000.00		0.00		20,000.00		0
Expenses		22,000.00		0.00		10,521.57		11,478
HEALTH & HUMAN SERVICES								
Personal Srvc	0.00	149,600.00	0.00	0.00	-3,069.34	137,157.75	0.00	9,372.91
Expenses	0.00	90,518.00	0.00	0.00	0.00	59,984.88	0.00	30,533.12
610 LIBRARY								
Personal Srvc		313,324.00		7,706.00	(35.60)	321,862.84		(868)
Expenses		75,100.00		0.00		75,363.00		(263)
630 RECREATION								
Personal Srvc		25,500.00		0.00	34,268.68	59,735.13		34
Expenses		5,350.00		0.00		2,484.61		2,865
CULTURAL & RECREATION								
Personal Srvc	0.00	338,824.00	0.00	7,706.00	34,233.08	381,597.97	0.00	(835)
Expenses	0.00	80,450.00	0.00	0.00	0.00	77,847.61	0.00	2,602
EMPLOYEE BENEFITS	0.00	1,858,947.00	0.00	0.00	0.00	1,572,036.45	0.00	286,911
TOWN INSURANCES	0.00	210,000.00	0.00	0.00	0.00	187,276.66	7,790.00	14,933
DEBT								
PRINCIPAL	0.00	296,000.00	0.00	0.00	0.00	295,800.00	0.00	200
INTEREST	0.00	104,025.00	0.00	0.00	0.00	104,025.00	0.00	0
TRANSFER OUT CAPITAL FIRE LEA	0	174,282.00	0.00	0.00	0.00	170,967.81	0.00	3,314
LOCAL AID ASSESSMENTS								
Expenses		144,867.00		0.00		149,022.00	0.00	(4,155)
OPERATING BUDGETS								
Personal Srvc		4,259,843.00	0.00	0.00	0.00	3,826,296.59	0.00	433,546
Expenses		1,986,458.00	231,340.00	0.00	0.00	1,925,395.51	2,688.04	289,714
PRINCIPAL		296,000.00	0.00	0.00	0.00	295,800.00	0.00	200
INTEREST		104,025.00	0.00	0.00	0.00	104,025.00	0.00	0
SCHOOLS		16,932,081.00	0.00	0.00	0.00	16,856,629.80	5,421.90	70,029
EMPLOYEE BENEFITS		1,858,947.00	0.00	0.00	0.00	1,572,036.45	0.00	286,911
TOWN INSURANCEES		210,000.00	0.00	0.00	0.00	187,276.66	7,790.00	14,933
		25,647,354.00	231,340.00	0.00	0.00	24,767,460.01	15,899.94	1,095,334
TRANSFER TO CAPITAL/STAB		174,282.00				170,967.81	0.00	3,314
TOTAL OPERATING BUDGET		25,821,636.00	231,340.00	0.00	0.00	24,938,427.82	15,899.94	1,098,648

Water Fund Expenditures

DEPARTMENT	FY22 ENCUMB	ATM 6/22 BIDGET	STM 10/22 Article/Trans	COMP RESERVE	RSRV FUND/ YR END TRANS	EXPENDED	FY23 ENCUMBERED	CLOSED TO FUND BALANCE
450 WATER								
Personal Svc		321,337.00			0.00	322,577.63		(1,241)
Expenses		398,163.00	20,000.00			407,671.00		10,492
Principal		175,000.00				175,000.00		0
Interest		115,500.00				115,500.00		0
GENERAL GOVERNMENT								
Personal Svc	0.00	321,337.00	0.00	0.00	0.00	322,577.63	0.00	-1,240.63
Expenses	0.00	688,663.00	20,000.00	0.00	0.00	698,171.00	0.00	10,492.00

Special Revenues

FUND 23 CHAPTER 90		July 1, 2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
23	FUND BALANCE CHAPTER 90	-285,063.47	795,462.20	512,503.09			-2,104.36
FUND 24 COMMUNITY PRESERVATION ACT							
24	FUND BALANCE CPA	156,745.16	287,242.55	55,735.82			388,251.89
FUND 25 FEDERAL/ STATE GRANTS							
25-F	FUND BALANCE C.D.B.G.	74,859.56	34,835.52	17,410.20			92,284.88
25-F	FUND BALANCE COVID STATE	-48,766.76	44,636.00	4,291.88			-8,422.64
25-F	FUND BALANCE FEDERAL ARPA FUNDS	1,169,118.38	1,207,882.50	439,953.76			1,937,047.12
25-S	FUND BALANCE SEPTIC LOAN APPORTIONED BETTER	0.00	10,000.41	10,000.41			0.00
25-S	FUND BALANCE IT COMPACT GRANT	554.70	0.00	0.00			554.70
25-S	FUND BALANCE GREEN COMMUNITIES	931.26	0.00	931.26			0.00
25-S	FUND BALANCE MED-PROJECT STATE REVENUE	4,550.00	1,300.00	0.00			5,850.00
25-S	FUND BALANCE FIRE SAFE GRANT	16,662.92	3,781.00	1,790.32			18,653.60
25-S	FUND BALANCE SENIOR SAFE GRANT	7,683.00	2,077.00	0.00			9,760.00
25-S	FUND BALANCE TOWN FORREST LAND ACQ	-39,198.75	13,760.13	0.00			-25,438.62
25-S	FUND BALANCE FORMULA GRANT	0.00	30,033.94	30,033.94			0.00
25-S	FUND BALANCE LIBRARY STATE AID	35,081.11	21,451.94	13,062.60			43,470.45
25-S	FUND BALANCE LIB SRVC AND TECH ART	1,184.46	0.00	1,184.46			0.00
25-S	FUND BALANCE LIB PRESERVATION STATE REVENUE	4,200.00	0.00	4,200.00			0.00
25-S	FUND BALANCE ARTS CULTURAL COUNCIL	2,689.59	7,905.22	900.00	1,050.00		10,744.81
25-S	FUND BALANCE WRAP 118098-118448	0.00	210,954.49	48,159.17			162,795.32
25-S	FUND BALANCE EXTENDED POLLING HOURS	3,482.90	9,303.12	675.12			12,110.90
25-S	FUND BALANCE HEALTHY FOOD	1,719.97	0.00	901.77			818.20
25-S	FUND BALANCE FIRE ACT	0.00	14,688.00	25,082.38			-10,394.38
25-S	FUND BALANCE TECHNICAL ASSISTANCE	647.75	0.00	0.00			647.75
25-S	FUND BALANCE COMMUNITY POLICING	3,842.39	0.00	0.00			3,842.39
25-S	FUND BALANCE COPS MOBILE	2,308.28	0.00	0.00			2,308.28

		July 1, 2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
25-S	FUND BALANCE 911 STATE GRANT	6,105.13	0.00	5,699.57			405.56
25-S	FUND BALANCE FIRE NASHUA RIVER	653.94	0.00	0.00			653.94
25-S	FUND BALANCE FIRE EMP GRANT	2,650.00	0.00	1,895.00			755.00
25-S	FUND BALANCE GEORGIA PACIFIC	80.00	0.00	0.00			80.00
25-S	FUND BALANCE FALLON CARES	1,000.00	0.00	0.00			1,000.00
25-S	FUND BALANCE COA CARES ACT	470.05	0.00	0.00			470.05
25-S	FUND BALANCE MASS HOUSING	6,446.04	0.00	0.00			6,446.04
25-S	FUND BALANCE ENERGY EFFICIENCY BLOCK	330.59	0.00	0.00			330.59
25-S	FUND BALANCE COMPLETE STREET	6,310.16	0.00	0.00			6,310.16
25-S	FUND BALANCE FY18 TRAFFIC	1,380.00	0.00	0.00			1,380.00
25-S	FUND BALANCE THE WONDERS AROUND US	1,050.00	0.00	0.00		1,050.00	0.00
25-S	FUND BALANCE COMPACT GRANT	6,300.00	0.00	0.00			6,300.00
25-S	FUND BALANCE FORMULA GRANT	21,834.34	18,564.53	10,311.94			30,086.93
25-S	FUND BALANCE ACCENT GRANT	310.54	0.00	0.00			310.54
25-S	FUND BALANCE MUNICIPAL TRAFFIC SAFETY GRANT	0.00	10,741.43	10,174.07			567.36
25-S	FUND BALANCE IT COMPACT GRANT 2023	0.00	98,000.00	80,412.48			17,587.52
25-S	FUND BALANCE MIIA WELLNESS GRANT	0.00	0.00	4,469.23			-4,469.23
25-S	FUND BALANCE BODY CAMERA GRANT	0.00	0.00	31,730.00			-31,730.00
							2,338,224.22
FUND 26	SPECIAL REVENUE						
26	FUND BALANCE INSURANCE RECOVERY	5,117.73	17,882.78	9,458.69			13,541.82
26	FUND BALANCE DUVAL RD REVOLVING SEWER	0.00	0.00	5,414.59			-5,414.59
26	FUND BALANCE SEWER COLLECTION	34,031.13	15,038.35	9,221.75			39,847.73
26	FUND BALANCE 438 OLD UNION TURNPIKE EXP	1,706.07	0.00	0.00			1,706.07
26	FUND BALANCE 702 LLC CAPITAL GROUP	2,426.44	0.00	0.00			2,426.44
26	FUND BALANCE UHAUL 90 DUVAL ROAD	0.00	0.00	2,515.74			-2,515.74
26	FUND BALANCE 201 HILL TOP	1,700.00	0.00	0.00			1,700.00
26	FUND BALANCE POLICE GIFT	4,289.57	1,280.00	2,944.83			2,624.74
26	FUND BALANCE FIREARMS RECORD	50,694.57	10,775.00	8,825.00			52,644.57
26	FUND BALANCE FIRE GIFT	8,261.31	4,319.00	6,522.39			6,057.92
26	FUND BALANCE BOH GIFT MISC	2,500.00	0.00	299.67			2,200.33

		July 1,2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
26	FUND BALANCE COA GIFT	3,164.35	5,000.00	5,000.00			3,164.35
26	FUND BALANCE LIBRARY GIFT FUND	17,884.38	28,745.85	36,458.31			10,171.92
26	FUND BALANCE HISTORIC GIFTS	1,795.54	171.65	0.00			1,967.19
26	FUND BALANCE MC COTTAGE RENTALS	5,392.50	110.08	6,433.88			-931.30
26	FUND BALANCE P.J. KEATING PEER REVIEW	-13,885.82	13,940.00	4,053.75			-3,999.57
26	FUND BALANCE FORM-UP FOUNDATIONS LLC	0.00	11,370.00	11,054.06			315.94
26	FUND BALANCE ZERO OLD UNION TURNPIKE	2,013.34	0.00	1,840.80			172.54
26	FUND BALANCE NATIONAL OPIOID SETTLEMENT	0.00	2,600.09	0.00			2,600.09
26	FUND BALANCE 2038 LUNNENBURG ROAD	352.00	4,170.00	4,522.50			-0.50
26	FUND BALANCE 7TH DAY ADVENTIST	140.00	0.00	0.00			140.00
26	FUND BALANCE HAWTHORNE HILL ESTATES	9.60	0.00	0.00			9.60
26	FUND BALANCE PEER REVIEW MCGOVERN BLVD CH	0.00	10,920.00	4,640.00			6,280.00
26	FUND BALANCE DISABILITY GIFT	99.72	0.00	0.00			99.72
26	FUND BALANCE CRE ACQUISITION LLC	0.00	7,800.00	0.00			7,800.00
26	FUND BALANCE POLICE DRUG ENFORCEMENT	39,729.84	90.00	45.00			39,774.84
26	FUND BALANCE UNITED AG & TURF NE LLC	0.00	1,700.00	1,412.60			287.40
26	FUND BALANCE VETERANS MEMORIAL	4,633.00	0.00	0.00			4,633.00
26	FUND BALANCE AMBULANCE GIFT	819.88	0.00	0.00			819.88
26	FUND BALANCE TOWN FOREST GIFT	666.28	0.00	0.00			666.28
26	FUND BALANCE ANN COMASKEY CONSERVATION	672.88	0.00	0.00			672.88
26	FUND BALANCE FARNSWORTH MEMORIAL	10.00	0.00	0.00			10.00
26	FUND BALANCE SELECT BOARD CABLE	1,095.00	0.00	0.00			1,095.00
26	FUND BALANCE BLUE HERON MITIGATION	19,707.00	0.00	0.00			19,707.00
26	FUND BALANCE AGRICULTURE GIFT	3,482.22	0.00	0.00			3,482.22
26	FUND BALANCE AGRICULTURE SCHOLARSHIP	4,500.00	0.00	0.00			4,500.00
26	FUND BALANCE PERKINS SCHOOL	805.00	0.00	0.00			805.00
26	FUND BALANCE BESTWAY OF NE	993.75	0.00	0.00			993.75
26	FUND BALANCE RECREATION ED	20.50	0.00	0.00			20.50
26	FUND BALANCE PORAS REALTY	147.65	0.00	0.00			147.65
26	FUND BALANCE COLONY LAND	1.04	0.00	0.00			1.04
26	FUND BALANCE BROCKELMAN ROAD SOLAR	1,100.00	0.00	0.00			1,100.00

		July 1,2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
26	FUND BALANCE MOBILE MART	6,000.00	0.00	0.00			6,000.00
26	FUND BALANCE 696 FORT POND ROAD 53G1/2	0.00	24,750.00	19,827.66			4,922.34
26	FUND BALANCE ZPB - 267 BROCKELMAN ROAD	0.00	6,400.00	0.00			6,400.00
							328,862.05
FUND 27 REVOLVING							
27	FUND BALANCE CLERK PUBLICATIONS	3,422.42	145.00	903.00			2,664.42
27	FUND BALANCE PLANNING BOARD REVOLVING	48,352.45	13,500.00	4,323.26			57,529.19
27	FUND BALANCE CDP ADVERTISING REVOLVING	890.75	2,296.24	2,728.26			458.73
27	FUND BALANCE STORMWATER MANAGEMENT	0.00	500.00	500.00			0.00
27	FUND BALANCE RECYCLING REVOLVING	3,950.56	2,739.07	6,431.58			258.05
27	FUND BALANCE MART REVOLVING	-4,961.32	35,882.79	33,760.70			-2,839.23
27	FUND BALANCE HEALTH & HUMAN SERVICES REVOLVING	8,861.31	10,256.65	8,595.68			10,522.28
27	FUND BALANCE LIBRARY REVOLVING	9,369.61	1,577.00	4,171.93			6,774.68
27	FUND BALANCE RECREATION REVOLVING	72,180.47	46,938.17	54,120.94			64,997.70
27	FUND BALANCE BUILDING RENTAL DEPOSIT	1,205.00	7,060.00	0.00			8,265.00
27	FUND BALANCE CRUISER OUTSIDE DETAIL	3,667.50	0.00	0.00			3,667.50
27	FUND BALANCE STORMWATER MANAGEMENT	20,170.00	1,000.00	0.00			21,170.00
							173,468.32
FUND 28 SEWER BETTERMENTS/ LIENS							
28	FUND BALANCE SEWER BETTERMENT/INT	16,633.67	161,975.16	153,311.53			25,297.30
FUND 29 RECEIPTS RESERVED							
29	FUND BALANCE TOWN OWNED LAND	80,278.20	0.00	0.00			80,278.20
29	FUND BALANCE WETLANDS REVOLVING	49,448.97	8,660.00	4,759.40			53,349.57
29	FUND BALANCE CEMETERY SALE LOTS	30,147.87	3,500.00	0.00			33,647.87
							167,275.64
FUND 30 CAPITAL							
30	FUND BALANCE ROUTE 117/70 CAPITAL EXPENSE	7,787.50	21,300.00	15,700.00			13,387.50
30	FUND BALANCE BOS TREE FIELD UPGRADE EXPENSE	3,119.74	0.00	0.00			3,119.74

		July 1,2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
30	FUND BALANCE RTE 117 BRIDGE EXPENSE	22,197.00	0.00	0.00			22,197.00
30	FUND BALANCE POLICE CRUISERS	6,008.36	0.00	4,771.00			1,237.36
30	FUND BALANCE FIRE CUSTOM PUMPER	262.21	0.00	172,359.35	174,282.00		2,184.86
30	FUND BALANCE LCC RENOVATIONS	25,000.00	305.79	25,812.17			-506.38
30	FUND BALANCE LIBRARY ARCHITECT/ENGINEERING F	0.00	0.00	13,996.76			-13,996.76
30	FUND BALANCE VETERANS MEMORIAL	9,580.39	0.00	0.00			9,580.39
30	FUND BALANCE LIBRARY MATCHING GRANT	50,000.00	0.00	0.00			50,000.00
30	FUND BALANCE OFFICE MOLD	13,457.40	0.00	0.00			13,457.40
30	FUND BALANCE DPW DRAINAGE	15,296.24	0.00	0.00			15,296.24
30	FUND BALANCE ASSESSORS CYCLICAL	30,152.89	0.00	0.00			30,152.89
30	FUND BALANCE FIRE CHIEF VEHICLE	372.85	0.00	0.00			372.85
30	FUND BALANCE MRE/LBM BOILER	1,843.86	0.00	0.00			1,843.86
30	FUND BALANCE POLICE COMPRESSOR	10,000.00	0.00	10,000.00			0.00
30	FUND BALANCE RADIO BOXES	35,000.00	0.00	6,570.00			28,430.00
30	FUND BALANCE LIBRARY HVAC	41,165.61	0.00	0.00			41,165.61
30	FUND BALANCE MRE/LBM SECURITY CAMERAS	325.00	0.00	0.00			325.00
30	FUND BALANCE SELECT BOARD TREE CUTTING	15,000.00	0.00	0.00			15,000.00
30	FUND BALANCE VADAR CONVERSION	1,999.30	0.00	1,999.30			0.00
30	FUND BALANCE SURVEY MEMORIAL SCHOOL	11,039.00	0.00	0.00			11,039.00
30	FUND BALANCE FIRE DEPT WINDOWS	19,000.00	0.00	17,322.38			1,677.62
30	FUND BALANCE BARTLETT POND DAM	129,500.00	0.00	0.00			129,500.00
	FUND 62 WATER CAPITAL						
62	FUND BALANCE NEW WATER SOURCE	37,132.27	0.00	0.00			37,132.27
62	FUND BALANCE CLEAN & RELINE MAIN STREET	206,332.09	0.00	0.00			206,332.09
62	FUND BALANCE MAPPING & MODELING SERVICES	46,000.00	0.00	0.00			46,000.00
62	FUND BALANCE DESIGN & ENGINEER NEW WATER	30,000.00	0.00	0.00			30,000.00
62	FUND BALANCE DESIGN & ENG NEW WATER TO BE R	1,128,989.53	0.00	263,610.47			865,379.06
							1,184,843.42
	FUND 65 SOLAR ARRAY ENTERPRISE						
65	FUND BALANCE SOLAR FIELD	654,332.80	97,196.77	116,946.58			634,582.99

		July 1,2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
FUND 81	NON EXPENDABLE PRINCIPLE						
81	FUND BALANCE SELECTMEN NON-EXP PRINC	18,017.58	0.00	0.00			18,017.58
81	FUND BALANCE CEMETERY PERPETUAL CARE CH114	262,487.31	0.00	0.00	58,675.91		321,163.22
81	FB LIBRARY UNRESTRICTED NON-EXP PRINC	63,173.74	0.00	0.00			63,173.74
81	FB LIBRARY TRUSTEES NON-EXP PRINC	22,079.21	0.00	0.00			22,079.21
81	FB LIBRARY SPEC COLL NON-EXP PRINC	32,359.15	0.00	0.00			32,359.15
81	FUND BALANCE Library - Memorial NonExp Prin	1,254.04	0.00	0.00			1,254.04
81	FUND BALANCE Library - Books NonExp Princ	159,205.96	0.00	0.00			159,205.96
81	FUND BALANCE JOHN ELIOT THAYER NON-EXP PRINC	25,360.13	0.00	0.00			25,360.13
81	FUND BALANCE SELECTMEN NON-EXP INTEREST	32,977.21	1,015.58	0.00			33,992.79
81	FUND BALANCE CEMETERY PERP CARE NON-EXP INT	87,736.16	21,179.13	0.00			108,915.29
81	FB LIBRARY UNRESTRICTED NON-EXP INT	7,813.64	1,372.79	0.00			9,186.43
81	FB LIBRARY TRUSTEES NON-EXP INT	794.08	442.34	0.00			1,236.42
81	FB LIBRARY SPEC COLL NON-EXP INT	1,426.32	1,156.31	0.00			2,582.63
81	FUND BALANCE LIBRARY MEMORIAL NON-EXP INT	447.20	25.13	0.00			472.33
81	FUND BALANCE LIBRARY BOOKS NON-EXP INT	24,475.29	3,570.05	0.00			28,045.34
81	FB LIBRARY JOHN ELIOT THAYER NON-EXP INT	1,505.03	0.00	0.00			1,505.03
							828,549.29
FUND 82	EXPENDABLE INTEREST						
82	FUND BALANCE LIB SPEC COLLECTIONS EXPEND INT	1,028.12	77.62	0.00			1,105.74
82	FUND BALANCE LIB MEMORIAL INTEREST	25.28	0.00	0.00			25.28
82	FUND BALANCE LIBRARY UNRESTRICTED EXP INTERE	2,378.09	4,217.96	0.00			6,596.05
82	FUND BALANCE LIBRARY TRUSTEES EXP INTEREST	568.42	1,172.88	0.00			1,741.30
82	FUND BALANCE LIBRARY BOOKS EXP INTEREST	4,109.57	0.00	0.00			4,109.57
82	FUND BALANCE WHITNEY LECTURE EXPENDABLE INT	4,711.59	0.00	0.00			4,711.59
82	FUND BALANCE HENRY FITZGERALD EXP INT	517.05	0.00	0.00			517.05
82	FUND BALANCE BILLINGS EXP INTEREST	8,168.23	0.00	0.00			8,168.23
82	FUND BALANCE MCGUIRE EXP INTEREST	1,722.00	0.00	0.00			1,722.00
82	FUND BALANCE CEMETERY EXP INTEREST	53,154.84	0.00	0.00			53,154.84
82	FUND BALANCE WELFARE EXP INTEREST	12,610.68	0.00	0.00			12,610.68
82	FUND BALANCE PERP CARE EXP INTEREST	58,675.91	0.00	0.00		58,675.91	0.00
							94,462.33

		July 1,2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
FUND 83	TRUST FUNDS						
83	FUND BALANCE LAND PURCHASE	13,749.25	14.33	13,760.13			3.45
83	FUND BALANCE NO LANC MUNICIPAL WATER	0.00	1.61	0.00			1.61
83	FUND BALANCE DIGITAL LANC TECH PARK	639.06	0.40	0.00			639.46
83	FUND BALANCE PUB SAFETY OFFICERS SURV	3,275.34	5.10	0.00			3,280.44
83	FUND BALANCE LOCAL EDUCATION	247.37	0.16	0.00			247.53
83	FUND BALANCE POLICE LAW ENFORCEMENT	589.71	0.37	0.00			590.08
83	FUND BALANCE ELDERLY DISABLE TAX	7,279.29	516.65	0.00			7,795.94
83	FUND BALANCE CEMETERY FLOWER	1,537.92	3.48	698.03			843.37
83	FUND BALANCE 61A LAND PURCHASE	0.00	8.80	8.80			0.00
83	FUND BALANCE CONSERVATION TRUST	14,008.71	368.37	742.50			13,634.58
83	FUND BALANCE 61A LAND PURCHASE	44,863.39	25.69	0.00			44,889.08
83	FUND BALANCE CONSERVATION GREENWAY	21.97	0.00	0.00			21.97
							71,947.51
FUND 84	STABILIZATION						
84	FUND BALANCE STABILIZATION	1,862,235.04	30,288.78	0.00			1,892,523.82
FUND 85	CAPITAL STABILIZATION						
85	FUND BALANCE CAPITAL STAB	277,079.73	2,298.35	0.00			279,378.08
FUND 86	OTHER POST EMPLOYMENT BENEFITS						
86	FUND BALANCE OPEB	3,018,291.14	531,331.76	358,739.37			3,190,883.53
FUND 89	AGENCY/ WITHHOLDINGS						
89	FUND BALANCE Federal Tax WITHHOLDINGS	0.00	537,916.58	537,916.58			0.00
89	FUND BALANCE State Tax Withholdings	0.00	198,208.97	195,355.87			2,853.10
89	FUND BALANCE Medicare Withholdings	76.56	64,567.43	66,874.39			-2,230.40
89	FUND BALANCE Deferred Compensation WH	-12,000.00	99,844.99	99,845.04			-12,000.05
89	FUND BALANCE County Retirement Tax WH	-0.03	334,263.83	327,835.20			6,428.60
89	FUND BALANCE OBRA Mandatory	0.20	54,301.24	54,301.24			0.20
89	FUND BALANCE OBRA Voluntary	0.00	16,311.76	16,311.76			0.00

		July 1, 2022	Receipts	Expenditures	Transfer In	Transfer Out	June 30, 2023
89	FUND BALANCE Group Health Insurance WH	10,365.60	185,257.93	196,749.20			-1,125.67
89	FUND BALANCE Employee FSA	0.00	25,882.86	27,300.00			-1,417.14
89	FUND BALANCE Disability Pretax 125 WH	2,316.94	19,457.91	20,660.35			1,114.50
89	FUND BALANCE Life Insurance Pretax 125 WH	265.94	9,280.20	9,280.77			265.37
89	FUND BALANCE Levy	269.77	21,048.00	20,780.00			537.77
89	FUND BALANCE Dental Ins WH	3,471.65	29,139.52	30,854.58			1,756.59
89	FUND BALANCE Police Union Dues Withholdings	23.00	7,112.00	6,972.00			163.00
89	FUND BALANCE Dept Public Works Union Dues	228.88	10,430.72	10,209.36			450.24
89	FUND BALANCE Fire Union Dues WH	276.87	3,780.00	3,780.00			276.87
89	FUND BALANCE SENIOR TAX WORK-OFF PROGRAM	0.00	9,085.02	9,085.02			0.00
89	FUND BALANCE RETIREE HEALTH LIFE INSURANCE	43,367.25	99,677.54	108,250.39			34,794.40
89	FUND BALANCE POLICE DETAILS REV	-163,631.47	678,577.73	630,637.61			-115,691.35
89	FUND BALANCE FIRE DETAILS REV	-976.59	26,737.50	25,760.91			0.00
							-38,716.97
FUND 90	ESCROW						
90	FUND BALANCE ERP KANIS	-49.20	765.00	765.00			-49.20
90	FUND BALANCE ERP CENTRAL MA	1,946.56	2,694.01	2,694.01			1,946.56
90	FUND BALANCE ERP KEATING	-816.75	6,451.51	6,451.51			-816.75
90	FUND BALANCE ERP LLEC	4,286.11	0.00	0.00			4,286.11
90	FUND BALANCE FORT POND LLC	56,031.85	5,065.70	3,858.36			57,239.19
90	FUND BALANCE DUVAL RD SEWER	32,985.92	27.34	0.00			33,013.26
90	FUND BALANCE NO LANCASTER LLC	-725.46	0.00	0.00			-725.46
90	FUND BALANCE 580 FORT POND LLC	0.00	12,000.00	10,429.81			1,570.19
90	FUND BALANCE ERP MOUNTAIN LAUREL	4.26	596.50	596.50			4.26
90	FUND BALANCE J. B. HUNT	1,667.00	0.00	0.00			1,667.00
90	FUND BALANCE CONSERVATION SHORELINE	613.12	0.00	0.00			613.12
90	FUND BALANCE EAGLE RIDGE	9,959.92	0.00	0.00			9,959.92
90	FUND BALANCE MI BOX ESCROW	556.00	0.00	0.00			556.00
90	FUND BALANCE SHIRLEY ROAD LANDSCAPING	4,710.00	0.00	0.00			4,710.00
90	FUND BALANCE F. C. STARS	2,934.00	0.00	0.00			2,934.00
90	FUND BALANCE ERP BALDARELLI	1,001.01	0.00	0.00			1,001.01
							117,909.21

Debt

EXCLUDED DEBT			
YEAR	PRINCIPAL AMOUNT	INTEREST AMOUNT	PRESCOTT BUILDING OUTSTANDING TOTAL
6/30/2016			3,973,725.00
2017	160,000.00	92,725.00	3,721,000.00
2018	160,000.00	87,925.00	3,473,075.00
2019	160,000.00	83,125.00	3,229,950.00
2020	160,000.00	78,325.00	2,991,625.00
2021	160,000.00	75,125.00	2,756,500.00
2022	160,000.00	70,325.00	2,526,175.00
2023	160,000.00	65,525.00	2,300,650.00
2024	160,000.00	60,725.00	2,079,925.00
2025	160,000.00	55,925.00	1,864,000.00
2026	160,000.00	51,125.00	1,652,875.00
2027	160,000.00	46,325.00	1,446,550.00
2028	160,000.00	41,525.00	1,245,025.00
2029	160,000.00	36,725.00	1,048,300.00
2030	160,000.00	31,925.00	856,375.00
2031	155,000.00	27,125.00	674,250.00
2032	155,000.00	21,700.00	497,550.00
2033	155,000.00	16,275.00	326,275.00
2034	155,000.00	10,850.00	160,425.00
2035	155,000.00	5,425.00	0.00
INSIDE LEVY LIMIT			
FISCAL YEAR	FIRE LEASE	TOTAL	FIRE LADDER OUTSTANDING
6/30/2016			400,000.00
2017		50,000.00	350,000.00
2018		50,000.00	300,000.00
2019		50,000.00	250,000.00
2020		50,000.00	200,000.00
2021		50,000.00	150,000.00
2022		50,000.00	100,000.00
2023		50,000.00	50,000.00
2024		50,000.00	0.00

FISCAL YEAR	PRINCIPAL AMOUNT	INTEREST AMOUNT	TOTAL	FIRE ENGINE 2 OUTSTANDING
				1,168,536.65
2020	10,881.09	39,118.91	50,000.00	1,118,536.65
2021	87,326.34	36,955.51	124,281.85	994,254.80
2022	90,818.52	33,463.33	124,281.85	869,972.95
2023	94,450.35	29,831.50	124,281.85	745,691.10
2024	98,227.42	26,054.43	124,281.85	621,409.25
2025	102,155.54	22,126.31	124,281.85	497,127.40
2026	106,240.73	18,041.12	124,281.85	372,845.55
2027	110,489.30	13,792.55	124,281.85	248,563.70
2028	114,907.77	9,374.08	124,281.85	124,281.85
2029	119,502.94	4,778.91	124,281.85	0.00
FICAL YEAR	INTEREST FREE		TOTAL	BARTLETT POND OUTSTANDING
6/30/2016				104,400.00
2017			6,000.00	98,400.00
2018			6,000.00	92,400.00
2019			6,000.00	86,400.00
2020			6,000.00	80,400.00
2021			6,000.00	74,400.00
2022			6,000.00	68,400.00
2023			6,000.00	62,400.00
2024			6,000.00	56,400.00
2025			6,000.00	50,400.00
2026			6,000.00	44,400.00
2027			6,000.00	38,400.00
2028			6,000.00	32,400.00
2029			6,000.00	26,400.00
2030			6,000.00	20,400.00
2031			6,000.00	14,400.00
2032			6,000.00	8,400.00
2033			6,000.00	2,400.00
2034			2,400.00	0.00

SOLAR ENTERPRISE DEBT				
FISCAL YEAR	PRINCIPLE AMOUNT	INTEREST AMOUNT	TOTAL	SOLAR OUTSTANDING
6/30/2016				1,684,771.89
2017	75,000.00	44,728.13	119,728.13	1,565,043.76
2018	75,000.00	43,200.00	118,200.00	1,446,843.76
2019	75,000.00	41,400.00	116,400.00	1,330,443.76
2020	75,000.00	39,356.25	114,356.25	1,216,087.51
2021	75,000.00	37,087.50	112,087.50	1,104,000.01
2022	75,000.00	34,575.00	109,575.00	994,425.01
2023	75,000.00	31,856.25	106,856.25	887,568.76
2024	75,000.00	29,043.75	104,043.75	783,525.01
2025	75,000.00	26,100.00	101,100.00	682,425.01
2026	75,000.00	23,025.00	98,025.00	584,400.01
2027	75,000.00	19,940.63	94,940.63	489,459.38
2028	75,000.00	16,846.88	91,846.88	397,612.50
2029	75,000.00	13,706.25	88,706.25	308,906.25
2030	75,000.00	10,518.75	85,518.75	223,387.50
2031	70,000.00	7,437.50	77,437.50	145,950.00
2032	70,000.00	4,462.50	74,462.50	71,487.50
2033	70,000.00	1,487.50	71,487.50	0.00

YEAR	PRINCIPAL AMOUNT	INTEREST AMOUNT	TOTAL	PRESCOTT2 BUILDING OUTSTANDING
				1,645,181.67
2019	133,000.00	63,931.67	196,931.67	1,448,250.00
2020	130,000.00	58,000.00	188,000.00	1,260,250.00
2021	130,000.00	51,500.00	181,500.00	1,078,750.00
2022	130,000.00	45,000.00	175,000.00	903,750.00
2023	130,000.00	38,500.00	168,500.00	735,250.00
2024	130,000.00	32,000.00	162,000.00	573,250.00
2025	130,000.00	25,500.00	155,500.00	417,750.00
2026	130,000.00	19,000.00	149,000.00	268,750.00
2027	125,000.00	12,500.00	137,500.00	131,250.00
2028	125,000.00	6,250.00	131,250.00	0.00

YEAR	PRINCIPAL AMOUNT	INTEREST AMOUNT	TOTAL	WATER BUILDING OUTSTANDING
6/21/2018				4,956,991.67
2019	175,000.00	147,991.67	322,991.67	4,634,000.00
2020	175,000.00	141,750.00	316,750.00	4,317,250.00
2021	175,000.00	133,000.00	308,000.00	4,009,250.00
2022	175,000.00	124,250.00	299,250.00	3,710,000.00
2023	175,000.00	115,500.00	290,500.00	3,419,500.00
2024	175,000.00	106,750.00	281,750.00	3,137,750.00
2025	175,000.00	98,000.00	273,000.00	2,864,750.00
2026	175,000.00	89,250.00	264,250.00	2,600,500.00
2027	175,000.00	80,500.00	255,500.00	2,345,000.00
2028	175,000.00	71,750.00	246,750.00	2,098,250.00
2029	175,000.00	63,000.00	238,000.00	1,860,250.00
2030	175,000.00	56,875.00	231,875.00	1,628,375.00
2031	175,000.00	50,750.00	225,750.00	1,402,625.00
2032	175,000.00	44,625.00	219,625.00	1,183,000.00
2033	175,000.00	38,500.00	213,500.00	969,500.00
2034	175,000.00	32,375.00	207,375.00	762,125.00
2035	175,000.00	25,375.00	200,375.00	561,750.00
2036	175,000.00	18,375.00	193,375.00	368,375.00
2037	175,000.00	12,250.00	187,250.00	181,125.00
2038	175,000.00	6,125.00	181,125.00	0.00

School Debt FY23

NRSD	167,557.00
Minuteman	517,900.00
TOTAL	685,457.00

