TOWN OF SHREWSBURY
Board of Selectmen Meeting
Board of Selectmen's Meeting Room
Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

Tuesday, May 12, 2020 - 7:00 PM
Amended Agenda: Originally Posted May 8, 2020 at 1:53 PM

MINUTES

Important Notice: Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Shrewsbury Board of Selectmen will be conducted via remote participation to the greatest extent possible. All meetings and hearings listed in the agenda will also be done so through remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town’s website, at www.shrewsburyma.gov/coronavirus. For this meeting, members of the public who wish to listen or watch the meeting may do so by visiting https://www.shrewsburymediaconnection.org/. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. To participate in the public comment portion of this meeting, dial [1 484-469-7540] and enter the following pin: [618 935 103#]. Please mute your device until the Chair of the Board of Selectmen addresses your agenda item or opens the meeting to public comment.

Present: Mr. Maurice DePalo, Chairman, Ms. Beth Casavant, Vice Chairman, Mr. John Lebeaux, Clerk, Mr. James Kane, Selectman, Mr. John Samia, Selectman
Also Present: Mr. Kevin Mizikar, Town Manager, Mr. Jeffrey Howland, DPW Director, Mr. Dan Rowley, Water & Sewer Superintendent, Mr. Nick Repekta, Highway Division Manager

Mr. DePalo called the meeting to order at 7:00 PM and read the remote participation script verbatim. John Bradley was present instead of Stephen Puppo for NITCO.

Preliminaries:
1. Approve bills, payrolls and warrants
On a motion by Mr. Lebeaux, seconded by Ms. Casavant, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to approve warrants 2088ME, 2090, and 2092 as presented.

2. Approve Minutes of April 28, 2020
On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to approve the minutes as written.

3. Announcements/Reports
Mr. DePalo announced that Memorial Day events are cancelled and that the Town is producing a pre-recorded video to air on social media and public access, sanitary sewer investigations are continuing, Route 20 sewer upgrades will
begin on May 18th, Central MA Mosquito Control announced their spray schedule, and yard waste is continuing next week.

4. Town Manager’s Report
Mr. Mizikar stated that over 350 have requested absentee ballots for the upcoming Annual Town Election.

Special Reports/Actions/Updates:
5. Coronavirus/COVID-19 from Town Manager
Mr. Mizikar stated that as of today May 12, 2020 current cases are 232 with 22 occurring over the last 7 days averaging at 3.142 cases per day. Since the first case on March 19 the Town has averaged 4.218 cases per day. The prior 7 day period, April 29 - May 5, we averaged exactly 7 cases per day. Mr. Mizikar shared PowerPoint slides regarding death data. The Town's reopening task force has made great progress and is now awaiting the State Advisory Committee's final details to complete their plan. Given that we need that information, which will not be published before May 18th, all Town buildings will remain closed to the public until at least May 26. Mr. Mizikar discussed the impressive productivity of employees in the current remote settings.

Meetings/Hearings:
6. 7:05 pm: Public Hearing with Stephen Puppo, NITCO, LLC d/b/a NITCO Material Handling Solutions, 230 Cherry Street, for a Class I License
John Bradley, has been employed at 230 Cherry Street for many years. The previous owner retired at end of 2019. They have had a Class 1 license since 2011, and they are now applying under the new legal name to allow NITCO to apply for dealer plates through the registry for their primary business for the sale of industrial street sweepers. Operations are continuing as normal, there are no changes in business operations.

The Board noted that there were not any previous violations noted in the department head memos however the certificate of insurance that was submitted with the application is outdated and needs to be resubmitted to the office before issuing the license.

Chris Lund, abutter at 235 Cherry Street, spoke about his concerns with the license. His concerns included the certificate of insurance, the selling of used and new vehicles, storage of vehicles on the grass, the need for a garage license, their bond submitted, and the manufacturer they are a recognized agent of and are representing.

The Board allowed Mr. Bradley to respond to some of the concerns and the Board also responded. The vehicles are moved on the grass when they need a large vehicle to come through. Mr. DePalo responded that they are not required to have a garage license because they are not doing work for the public. A Class 1 license covers the sale of primarily new, but also used vehicles and they are not required to be held to one specific brand. A bond is only required for Class 2 licenses. Mr. Bradley stated that the site plan is the same plan used for the past license held and the majority of the used equipment on site is from trade-ins. They do hold a special permit and the vehicles are moved onto the grass if there is a tractor trailer that needs to come in. The Board further discussed agreements with manufacturers for a Class 2 license. The Board was comfortable moving forward with the application contingent upon the receipt of an active insurance policy certificate since there were no issues from other department heads.

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to close the hearing.

On a motion by Mr. Kane, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to approve the license application.

7. 7:10 pm: Public Hearing with Waldemar Gramajo Lopez, Owner, Gracar Auto Center Repair & Towing, Inc. d/b/a Gracar, 47 Hartford Turnpike, for a Class II License and Garage License
Mr. Lopez stated that the proposed business would be for buying, selling, and repairing vehicles. The hours are Monday-Saturday 8-8pm, Sunday 9-4pm, and he is asking for 15 vehicles for sale.

Mr. DePalo stated that there is a variance that states that there are restrictions on that property. 15 vehicles are to be displayed OR stored, and there can only be 15 total. The hours of operation for Monday through Friday are fine, however Saturday hours are only allowed until 6 pm however changes could be made through the ZBA. Spiro Giannopoulos, property owner spoke in favor of the license.

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to close the hearing.

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to approve the license.

8. 7:15 pm: Continued Public Hearing with Victor DeOliveira, Owner, ICar Auto, Inc. 306 Boston Turnpike, for a Class II License

This hearing was continued to the meeting of May 26, 2020.

9. 7:20 pm: Continued Public Hearing with Keith Lindem, Proposed Manager, 81 Clinton Pub, LLC, d/b/a Billy’s Pub, 81 Clinton Street, for an All Alcoholic Beverages Pouring License and Entertainment License.

   Hours of Operation Sunday through Saturday 11:00am-2:00am. Hours of Entertainment Friday and Saturday 7:00pm-11:00pm

This hearing was continued to the meeting of May 26, 2020.

10. 7:25 pm: Public Hearing to consider laying out a portion of Nelson Point Road and Point Road as public ways pursuant to MGL c.82, section 22. Presentation by the Engineering Division. Public comment to be received.

The street acceptance is ready to be approved by Town Meeting as shown on the as-built plans and road acceptance plans with legal description. Mr. Howland reviewed the contents of the plan and what is needed for the final touches as far as street sweeping and cleaning. The Board asked about an abutter’s request, Lawrence Flynn Jr. at 9 Nelson Point Road to tie in to the Town water main. Mr. Howland advised that he would look into the request and contact the abutter. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to sign the reports and lay out a portion of Nelson Point Road and Point Road as public ways pursuant to MGL c.82, section 22.

11. 7:35 pm: Presentation by Jeff Howland, DPW Director, and Nick Repekta, Highway Division Manager, regarding a FY21 Snow & Ice Operations Recap

Mr. Repekta, Highway Division Manager, reviewed a PowerPoint presentation, and read an end of season report for 2019-2020 report verbatim. Mr. Repekta and Mr. Howland discussed the partnership with City of Worcester as it pertains to salt brine. The Board thanked Mr. Repekta and the highway division for their continued hard work especially during the winter season.

New Business:

12. Review and act on the Water Policy Lead & Copper Testing Program Participation Abatement Incentive

Mr. Rowley discussed the need to now collect 60 water samples twice a year and the proposed incentive in order to get participation from residents. Only homes built between 1983 and 1985 qualify. Mr. Rowley suggested a $25 incentive for those that successfully submit a sample and discussed the consequence of non-compliance should the Town not receive the required amount of samples. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll
call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to approve the Water Policy Lead & Copper Testing Program participation abatement incentive of $25.

13. **Discuss Formation of the Police and Municipal Campus Building Committee**
Mr. Mizikar stated that typically after a feasibility study, a building committee is formed. Normally it is created through Town meeting, however given extraordinary circumstances and the delay of town meeting, Mr. Mizikar is asking the Board of Selectmen to take this uncommon step in appointing the building committee directly. Mr. Mizikar reviewed the charge of the committee. The Board discussed their support and will advertise the positions and act on appointment at their next meeting on May 26th.

14. **Review and discuss the draft Donation Bin Bylaw**
Mr. DePalo discussed the contents in the draft bylaw. Mr. DePalo allowed a resident to ask about the differences between the pink bag textile program and donation bins. They are two separate entities. The Board discussed their support in adding this draft bylaw to the annual town meeting warrant and discussed the eye-sore of the bins around town.

**Old Business:**
15. **Budget Discussion**
Mr. Mizikar reviewed a PowerPoint presentation on the update of the budget redevelopment due to COVID-19. There are three reduction scenarios that are being developed, 3.5%, 5.15%, and 6.75%. Mr. Mizikar discussed potential reductions including reduced staffing, state budget process and state aid. There remains a level of uncertainty in the state budget process and Mr. Mizikar does not recommend that the Board move forward with adopting a full annual budget until there is more solid info from the State. Guidance was received from DOR on a 1/12th budget. Mr. Mizikar suggested a continuing appropriation be reviewed at next meeting or special meeting thereafter. Board discussed their support for this approach and the need to act on reductions and would like to act on a 1/12th budget at next meeting. The 1/12th budget approach can continue until the Town Meeting occurs with a full budget accepted.

16. **Review the draft 2020 Annual Town Meeting warrant**
Mr. Mizikar reviewed PowerPoint slides and suggested that the Board set the date for the latest date possible as June 30th is the last day allowed under Chapter 53 of the acts of 2020. The Moderator can also reschedule the meeting up to 30 days depending on conditions. The Town is also considering holding the meeting at the high school at the field house where it appears staff and Town Meeting members can be spaced and seated 6 feet apart with adequate aisles. Mr. Mizikar reviewed a summary of draft articles separated by different criteria. 17 are critical, 24 are not critical. Mr Mizikar discussed the order of the warrant articles.

17. **Review and act on one (1) Associate Member appointment to the Zoning Board of Appeals for a one year term to expire on March 31, 2021**
On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Kane-yes, Mr. Samia-yes, Mr. Lebeaux-yes, Mr. DePalo-yes, the Board unanimously voted to appoint Patrick Fullen as an associate member to the ZBA for a one year term to expire on March 31, 2021.

**Correspondence: The Board of Selectmen will review and possibly act on the following:**
18. Email, dated April 24, 2020, from Joanne Helstowski, 4 Birch Brish Road, re: Dissatisfaction with efficiency and lack of effort by Waste Management- so noted
19. Email, dated April 27, 2020, from Kevin Krasnecky, CMRPC, 1 Mercantile Street, Suite 520, Worcester, re: Public Meeting Notice May 6, 2020- so noted
20. Email, dated April 27, 2020, from State Representative Hannah Kane, re: Formal House Session Remote Guidelines- so noted
21. Email, dated April 27, 2020, from State Representative Hannah Kane, re: Moody's Sees Positives in Muni Cash, Fiscal Flexibility Law - so noted
22. Email, dated April 28, 2020, from State Representative Hannah Kane, re: Baker-Polito Administration Extends Non-Essential Business Closures to May 18th, Announces Reopening Advisory Board - so noted
23. Email, dated April 28, 2020, from William Gooley, 696 Main Street, re: Junk Cars - so noted
24. Memo, dated April 29, 2020, from Joseph Sawyer, Superintendent of Schools, to School Committee, re: Pay continuity for staff during the COVID-19 pandemic school closure - so noted
25. Email, dated May 1, 2020, from Dave Kennerly, 2123 Arbor Drive, re: Water Shortage Determination - so noted
26. Letter, dated May 1, 2020, from the Town of Shrewsbury Scholarship Committee, re: 2020 Scholarship Recipients - so noted
27. Email, dated May 4, 2020, from State Representative Hannah Kane, re: S2673, Municipal Governance Legislation - so noted
28. Letter, dated May 5, 2020, from Jane & Ed Hedberg, 34 Patriot Lane, re: Nuisance Dogs at 47 Memorial Drive - so noted
29. Letter, dated May 5, 2020, from Rob & Deb Luke, 28 Patriot Lane, re: Nuisance Dogs at 47 Memorial Drive - so noted
30. Email, dated May 6, 2020, from Kevin Mizikar, Town Manager, re: H.4547, An Act authorizing and accelerating transportation investment - so noted
31. Letter, dated May 8, 2020, from Nick Repekta, Highway Division Manager, to Kevin Mizikar, Town Manager, re: Street Sweeping Report - so noted

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant - yes, Mr. Kane - yes, Mr. Samia - yes, Mr. Lebeaux - yes, Mr. DePalo - yes, the Board unanimously voted to adjourn at 9:33 pm.

Respectfully Submitted,

Valerie B. Clemmey
Administrative Assistant to the Board of Selectmen

Referenced Materials
Nelson Point and Point Road Street Acceptance Legal Description & Plans
PowerPoint Slides from Town Manager 5/12/2020
Draft Charge of Police Municipal Building Committee
Draft Donation Bin Bylaw
DOR Guidance Document
Draft Town Meeting Warrant 5/12/2020
FY21 Snow & Ice Operations Report
FY21 Snow & Ice Operations PowerPoint
5/8/2020 Letter from Dan Rowley re: Request to offer a $25 incentive for homeowners who participate in the lead and copper sampling program.
DRAFT SCRIPT FOR REMOTELY CONDUCTED OPEN MEETINGS
Effective March 23, 2020

Confirming Member Access:
As a preliminary matter, this is Maurice DePalo, Chairman of the Board of Selectmen. Please permit me to confirm that all members and persons anticipated on the agenda are present and can hear me.

● Members, when I call your name, please respond in the affirmative.
  o Beth Casavant
  o John Lebeaux
  o Jim Kane
  o John Samia

● Staff, when I call your name, please respond in the affirmative.
  o Kevin Mizikar
  o Jeffrey Howland
  o Nick Repekta
  o Dan Rowley
  o Valerie Clemmey

● Anticipated Speakers on the Agenda, please respond in the affirmative.
  o Stephen Puppo
  o Waldemar Gramajo Lopez

Introduction to Remote Meeting:
Good morning/afternoon/evening. This Open Meeting of the Board of Selectmen is being conducted remotely consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.”
In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor’s Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment.

For this meeting, the Board of Selectmen is convening by Google Hangouts as posted on the Town’s Website identifying how the public may join.

For “Zoom” or “Google Hangout” Meetings
Please note that this meeting is being recorded, and that some attendees are participating by video conference.

Accordingly, please be aware that other folks may be able to see you, and that take care not to “screen share” your computer unless asked by the chairperson or the staff person. Anything that you broadcast may be captured by the recording.

Meeting Business Ground Rules
We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

● I, Maurice DePalo, will introduce each Board Member or Staff Member who has the lead role for this particulate item or guest/speaker associated with this item on the agenda. After they conclude their remarks, the Chair will go down the line of Members first and then to staff members, inviting each by name to provide any comment or questions. I will then call upon the members to offer a motion and then for a second. Please hold until your name is called. Further,

  o Please remember to mute your phone or computer when you are not speaking; remember that unless a document is being shared, your camera feed is triggered by your speaking or background noise;
For others in attendance that are expected to present:

- Please remember to speak clearly and in a way that helps generate accurate minutes
- Please hold until your name is called to present
- Please remember to mute your phone or computer when you are not speaking; remember that unless a document is being shared, your camera feed is triggered by your speaking or background noise;
- Please remember to speak clearly and in a way that helps generate accurate minutes
- After your presentation, members of the Board/Committee will be given the opportunity to ask questions

- For Items with Public Comment (Public Hearings):

  After members have spoken, the Chair will afford public comment as follows:

  - The Chair will first ask members of the public who wish to speak to identify their names and addresses only;
  
  - Once the Chair has a list of all public commentators, I will call on each by name and afford 3 minutes for any comments.

- For any response, please wait until the Chair yields the floor to you, and state your name before speaking.

- If members wish to engage in colloquy with other members, please do so through the Chair, taking care to identify yourself.

- Finally, *each vote taken in this meeting will be conducted by roll call vote.*
Town Manager & COVID-19 Report

Positive Case Update

- March 19 – May 12, 2020
  - 232 Positive Cases
  - 55 Days
  - 4.218 Cases Per Day
- April 19 – May 5, 2020
  - 49 Positive Cases
  - 7 Cases Per Day
- May 6 – May 12, 2020
  - 22 Positive Cases
  - 3.142 Cases Per Day
Town Manager & COVID-19 Report

Deaths

- March 19 – May 7, 2020
  - 28 COVID-19 Identified
    - 22 Clustered
  - 70 Total (COVID-19 Identified and Other)
Status of Town Buildings/Staffing & Reopening

- **Updated**: Town Buildings Closed to Public until at least May 26
- State Reopening Advisory Committee
  - Four Phases
  - Employers Self-Certify
  - Town
    - Management and Enforcement Roll
    - As an employer...
    - Tough decisions ahead on Recreation Programming and Summer Camps
Fiscal Year 2021 Budget

Three Scenarios Currently Under Development

- **Reduction levels**
  - 3.5%
  - 5.15%
  - 6.75%

- **Narrative of Impacts**

- **State Budget Process**
  - *State Aid*
    - Second Largest Revenue Source
    - Fiscal Projection One: $27,535,981
    - Modeled Range: (5.5%) to (8.5%)
Fiscal Year 2021 Budget

Continuing Appropriation Option

- Chapter 53 of the Acts of 2020
- 1/12th Budget
- Estimate of Actual Expenditures for July 2020
- Board of Selectmen Approval
  - No action required by Town Meeting
  - Once Town Meeting Occurs 1/12th budget is eliminated
- Submit no later than June 5, 2020
  - May 26 or Special Meeting of BOS
Draft Town Meeting Warrant

Date, Time, Location

- June 22, 2020
- June 30, 2020, placeholder
- 7:00PM
- High School
## Draft Town Meeting Warrant

### Summary of Categories

<table>
<thead>
<tr>
<th>Category</th>
<th>No. of Articles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial</td>
<td>20</td>
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<tr>
<td>Bylaw Amendments</td>
<td>9</td>
</tr>
<tr>
<td>Land Disposal/Acquisition</td>
<td>6</td>
</tr>
<tr>
<td>Misc.</td>
<td>4</td>
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<tr>
<td>Funding of Outside Entity</td>
<td>2</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>41</strong></td>
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### Impact on Town Operations

<table>
<thead>
<tr>
<th>Impact on Operations</th>
<th>No. of Articles</th>
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</thead>
<tbody>
<tr>
<td>Critical</td>
<td>17</td>
</tr>
<tr>
<td>Not Critical</td>
<td>24</td>
</tr>
<tr>
<td>Article No.</td>
<td>Article Title/Subject</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>Receive Reports of Town Officers/Committees</td>
</tr>
<tr>
<td>2</td>
<td>Wright and Harlow Charitable Fund</td>
</tr>
<tr>
<td>3</td>
<td>Amend Personnel Bylaw</td>
</tr>
<tr>
<td>4</td>
<td>Medical expenses of retired disabled police officers and firefighters</td>
</tr>
<tr>
<td>5</td>
<td>Chapter 90 local transportation aid</td>
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<tr>
<td>6</td>
<td>Prior Fiscal Year Bills</td>
</tr>
<tr>
<td>7</td>
<td>Fiscal Year 2020 Transfers</td>
</tr>
<tr>
<td>8</td>
<td>Fiscal Year 2021 Operating Budget</td>
</tr>
<tr>
<td>9</td>
<td>Fiscal Year 2021 Capital Budget</td>
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<tr>
<td>10</td>
<td>Fiscal Year 2021 Solid Waste Operating Budget</td>
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<td>11</td>
<td>Fiscal Year 2021 Sewer Operating Budget</td>
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<td>12</td>
<td>Fiscal Year 2021 Sewer Capital Budget</td>
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<tr>
<td>13</td>
<td>Fiscal Year 2021 Water Operating Budget</td>
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<tr>
<td>14</td>
<td>Fiscal Year 2021 Water Capital Budget</td>
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## Draft Town Meeting Warrant

<table>
<thead>
<tr>
<th>Article No.</th>
<th>Article Title/Subject</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>Purchase 268 North Quinsigamond Ave - Water Purposes</td>
<td>Land Disposal/Acquisition</td>
</tr>
<tr>
<td>16</td>
<td>Purchase 274 North Quinsigamond Ave - Water Purposes</td>
<td>Land Disposal/Acquisition</td>
</tr>
<tr>
<td>17</td>
<td>Fiscal Year 2021 Stormwater Operating Budget</td>
<td>Financial</td>
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<td>18</td>
<td>Fiscal Year 2021 Stormwater Capital Budget</td>
<td>Financial</td>
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<tr>
<td>19</td>
<td>Fiscal Year 2021 CATV PEG Access Operating Budget</td>
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<tr>
<td>20</td>
<td>SELCO Borrowing Authorization</td>
<td>Financial</td>
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<tr>
<td>21</td>
<td>SELCO Purchase Several Parcels of Land</td>
<td>Land Disposal/Acquisition</td>
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<tr>
<td>22</td>
<td>Authorize MOU with Commonwealth for Foster Care Remibursement</td>
<td>Misc.</td>
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<tr>
<td>23</td>
<td>Transfer Funds Sale of Cemetery Lots</td>
<td>Financial</td>
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<tr>
<td>24</td>
<td>Dispose of Town-owned Land at 1 - 7 Maple Avenue</td>
<td>Land Disposal/Acquisition</td>
</tr>
<tr>
<td>25</td>
<td>Citizen Petition - Community Preservation Act</td>
<td>Misc.</td>
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<tr>
<td>26</td>
<td>Authorize Easements Lake Street/Hylair Drive</td>
<td>Land Disposal/Acquisition</td>
</tr>
<tr>
<td>27</td>
<td>Layout and Make Public Certain Private Streets</td>
<td>Land Disposal/Acquisition</td>
</tr>
<tr>
<td>28</td>
<td>Zoning Bylaw - Establish Town Center District</td>
<td>Bylaw Amendment</td>
</tr>
</tbody>
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<thead>
<tr>
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<tbody>
<tr>
<td>29</td>
<td>Zoning Bylaw - Insert Town Center into Procedures and Standards</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>30</td>
<td>Zoning Bylaw - Insert Town Center into Development of Sites...</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>31</td>
<td>Zoning Map - Amend to include Town Center District</td>
<td>Bylaw Amendment</td>
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<tr>
<td>32</td>
<td>Zoning Bylaw - Amend for Marijuana Cultivation</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>33</td>
<td>Zoning Map - Amend Aspects of CB to LI - WS&amp;G</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>34</td>
<td>Adopt MGL 148 Sec. 26H - Requiring Sprinklers in Boarding Houses</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>35</td>
<td>General Bylaw - Add Section to Regulate Donation Containers</td>
<td>Bylaw Amendment</td>
</tr>
<tr>
<td>36</td>
<td>Funding for Counseling and Education Services to Families</td>
<td>Funding for Outside Entity</td>
</tr>
<tr>
<td>37</td>
<td>Funding for Lake Quinsigamond Commission</td>
<td>Funding for Outside Entity</td>
</tr>
<tr>
<td>38</td>
<td>Set Spending Limits for Revolving Accounts</td>
<td>Financial</td>
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<tr>
<td>39</td>
<td>Offset Levy - CATV Funds</td>
<td>Financial</td>
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<tr>
<td>40</td>
<td>Offset Levy - Light Funds</td>
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<tr>
<td>41</td>
<td>Offset Levy - Free Cash</td>
<td>Financial</td>
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</tbody>
</table>
## Draft Town Meeting Warrant

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<thead>
<tr>
<th>Category</th>
<th>No. of Articles</th>
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<tbody>
<tr>
<td>Financial</td>
<td>20</td>
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<tr>
<td>Bylaw Amendments</td>
<td>9</td>
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<tr>
<td>Land Disposal/Acquisition</td>
<td>6</td>
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<tr>
<td>Misc.</td>
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<tr>
<td>Funding of Outside Entity</td>
<td>2</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>41</strong></td>
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### Impact on Town Operations

<table>
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<tr>
<th>Impact on Operations</th>
<th>No. of Articles</th>
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<tr>
<td>Critical</td>
<td>17</td>
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<tr>
<td>Not Critical</td>
<td>24</td>
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</table>
Point Road
Shrewsbury, MA

Legal Description

A certain roadway and easements located in the Commonwealth of Massachusetts, County of Worcester, Town of Shrewsbury, situated on the northwesterly sideline of Nelson Point Road, and is shown as Point Road on "Street Acceptance Plan, Nelson Point Road & Point Road," by Precision Land Surveying, Inc. dated February, 2020, more particularly bounded and described as follows:

BEGINNING at a granite bound on the northwesterly sideline of the 2020 Public Layout of Nelson Point Road, said point being the most southeasterly corner of the roadway;

- THENCE Southwesterly 14.09’ along the northwesterly sideline of Nelson Point Road by a curve to the left having a radius of 340.00’ being a point of tangency;
- THENCE S 48°22'35" W 76.75’ continuing along said northwesterly sideline of Nelson Point Road to a granite bound to a point of non-tangency;
- THENCE Northerly 27.53’ by a curve to the left having a radius of 20.00’ to a granite bound being a point of tangency;
- THENCE N 30°29'26" W 276.28’ to a granite bound being a point of curvature;
- THENCE Northwesterly 166.95’ by a curve to the left having a radius of 575.00’ to a granite bound being a point of compound curvature;
- THENCE Westerly 35.76’ by a curve to the left having a radius of 40.00’ to a granite bound being a point of reverse curvature;
- THENCE Westerly, Northerly, Easterly, and Southerly 292.04’ by a curve to the right having a radius of 60.00’ along a cul-de-sac to a granite bound being a point of reverse curvature;
- THENCE Southeasterly 33.51’ by a curve to the left having a radius of 40.00’ to a granite bound being a point of reverse curvature;
- THENCE Southeasterly 185.28’ by a curve to the right having a radius of 625.00’ to a granite bound being a point of tangency;
- THENCE S 30°29'26" E 258.88’ to a granite bound being a point of curvature;
- THENCE Northeasterly 34.47’ by a curve to the left having a radius of 20.00’ to a granite bound being the POINT OF BEGINNING.

Said parcel contains 35,704 square feet or 0.820 acres of land, more or less, as shown on a "Acceptance Plan of Point Road and a Portion of Nelson Point Road," dated February 2020, to be recorded herewith.

Together with a 10’ Utility Easement over Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16 and 17.
Together with a Drainage Easement DE-2 over Lots 5, 6, & 7, on said plan, more particularly bounded and described as follows:

BEGINNING at a concrete bound on the southwesterly sideline of Point Road, said point being the most northerly corner of the easement as shown on said plan;

- THENCE Southeasterly 6.86' by the southwesterly sideline of Point Road, by a curve to the right having a radius of 575.00' to a granite bound;
- THENCE S 30°29'26" E 18.45' to a concrete bound;
- THENCE S 50°34'03" W 136.04' to a concrete bound;
- THENCE S 45°27'43" W 64.40' to a concrete bound;
- THENCE S 44°19'42" W 46.61' to a concrete bound;
- THENCE S 69°09'43" W 53.81' to a concrete bound;
- THENCE N 20°50'17" W 138.15' to a concrete bound;
- THENCE S 69°16'27" E 129.47' to a concrete bound;
- THENCE N 50°34'03" E 192.94' to a concrete bound being the POINT OF BEGINNING.

Said drainage easement DE-2 contains 13,848 square feet or 0.318 acres of land, more or less, and is shown on said plan.

Together with a Drainage Easement DE-1 over Lots 14, 15, & 16, on said plan, more particularly bounded and described as follows:

BEGINNING at a concrete bound on the northeasterly sideline of Point Road, said point being the most southerly corner of the easement as shown on said plan;

- THENCE Northwesterly 25.00' by a curve to the left having a radius of 625.00' to a spike;
- THENCE N 58°06'32" E 129.70' to a concrete bound;
- THENCE S 77°26'38" E 71.57' to a concrete bound;
- THENCE N 59°30'34" E 95.66' to an iron pin;
- THENCE S 30°29'26" E 75.46' to a concrete bound;
- THENCE S 69°09'43" W 106.72' to a drill hole;
- THENCE N 36°19'31" W 57.33' to a concrete bound;
- THENCE N 77°26'38" W 61.59' to a concrete bound;
- THENCE S 58°06'32" W 119.54' to a concrete bound being the POINT OF BEGINNING.
Said drainage easement DE-1 contains 12,949 square feet or 0.297 acres of land, more or less, and is shown on said plan.
A Portion of Nelson Point Road  
Shrewsbury, MA  

Legal Description  
A certain roadway and easements located in the Commonwealth of Massachusetts, County of  
Worcester, Town of Shrewsbury, situated on the westerly sideline of Lake Street, and is shown as  
A Portion of Nelson Point Road on "Street Acceptance Plan, A Portion of Nelson Point Road &  
Point Road," by Precision Land Surveying, Inc. dated February, 2020, more particularly bounded  
and described as follows:  

Beginning at a granite bound on the westerly sideline of the 1972 public layout of Lake Street,  
said point being N43°30'08"W 57.63' from a granite bound on said 1972 layout, said point also  
being the most northerly corner of the roadway;  

- THENCE S 16°41'15"W 28.65' along the westerly sideline of Lake Street being a point of  
curvature;  
- THENCE Southerly 55.29' by a curve to the left having a radius of 525.00' to a granite  
bound being a point of non-tangency;  
- THENCE Northwesterly 20.73' by a curve to the left having a radius of 20.00' to a granite  
bound being a point of compound curvature;  
- THENCE Southwesterly 178.24' by a curve to the left having a radius of 180.00' to a  
granite bound being a point of tangency;  
- THENCE S 74°32'15"W 59.92' to a granite bound being a point of curvature;  
- THENCE Southwesterly 136.98' by a curve to the left having a radius of 300.00' to a  
granite bound being a point of tangency;  
- THENCE S 48°22'35"W 119.66' to a granite bound being a point of curvature;  
- THENCE Northwesterly 259.41' by a curve to the right having a radius of 342.40' to a  
granite bound being a point of tangency;  
- THENCE N 88°12'55"W 103.53' at most westerly terminus of said roadway to a granite  
bound;  
- THENCE N 01°47'05"E 40.00' to the northerly sideline of said roadway to a granite bound;  
- THENCE S 88°12'55"E 103.53' to a granite bound being a point of curvature;  
- THENCE Northeasterly 229.10' by a curve to the left having a radius of 302.40' to a  
granite bound being a point of tangency;  
- THENCE N 48°22'35"E 119.66'to a point being a point of curvature;  
- THENCE Northeasterly 155.24' by a curve to the right having a radius of 340.00' to a  
granite bound being a point of tangency;  
- THENCE N 74°32'15"E 59.92' being a granite bound at a point of curvature;
THENCE Easterly 182.40’ by a curve to the right having a radius of 220.00’ to a granite bound being a point of reverse curvature;

THENCE Northeasterly 36.78’ by a curve to the left having a radius of 20.00’ to a granite bound being the POINT OF BEGINNING.

Said parcel contains 35,094 square feet or 0.806 acres, more or less

Together with a Grading Easement GE-1 over Lot 19, on said plan, more particularly bounded and described as follows:

BEGINNING at a concrete bound on the northerly sideline of Nelson Point Road, said point being the most southerly corner of the easement as shown on said plan;

THENCE N 46°26'52"E 43.89' to a concrete bound;

THENCE S 43°33'08"E 25.00’ to a concrete bound;

THENCE S 46°26'52"W 23.96’ to a concrete bound at the northerly sideline of Nelson Point Road;

THENCE Southwesterly 32.00’ along said sideline by a curve to the left having a radius of 220.00’ to a concrete bound being the POINT OF BEGINNING.

Said grading easement GE-1 contains 836 square feet or 0.019 acres, more or less

Together with a Drain and Grading Easement over Lot 18, on said plan, more particularly bounded and described as follows:

BEGINNING at a concrete bound on the northerly sideline of Nelson Point Road, said point being the most southerly corner of the easement as shown on said plan;

THENCE N 08°54'55"W 21.88’ to a concrete bound;

THENCE N 81°05'05"E 40.31’ to a concrete bound;

THENCE S 15°27'45"E 18.87’ to a concrete bound;

THENCE Westerly 27.56’ by a curve to the left having a radius of 220.00’ to a granite bound on the northerly sideline of Nelson Point Road;

THENCE S 74°32'15"W 15.05’ to the concrete bound at the POINT OF BEGINNING

Said drain and grading easement contains 822 square feet or 0.019 acres, more or less.
Police and Municipal Campus Building Committee Charge  
May 2020

The Police and Municipal Campus Building Committee is established to oversee the repair, renovation, expansion and/or replacement of the Police Station and further to oversee the repair, renovation and/or expansion of the Town Hall, Senior Center and the related grounds owned by the Town of Shrewsbury located at and adjacent to 100 Maple Ave including the authority to employ professional assistants, to obtain bids, and to enter into contracts on behalf of the Town for preparation of plans and specifications, and for the construction, remodeling, alteration or renovation, including equipping and furnishing, of these buildings and grounds and advise the Board of Selectmen on the financial requirements for such improvements. The Committee shall consist of nine members as follows; a member of the Board of Selectmen designated by the Board of Selectmen, the Town Manager or designee, the Chief of Police or designee, the Council on Aging Director or designee, the Superintendent of Schools or designee, the Superintendent of Public Facilities or designee, and three residents appointed by the Board of Selectmen.
Purpose and Intent.
This bylaw is enacted to promote public safety, health and welfare, of the residents of the Town of Shrewsbury, and to ensure a clean and attractive condition of the Town by regulating the location, method of maintenance, frequency of disposal and registration of "Donation Collection Bins."

Definitions.
A. Donation Collection Bin: A closed receptacle or container made of metal, wood, steel, fiberglass or similar material designed or intended for the donation, collection and temporary storage of clothing, shoes, textiles, books or other goods or materials, which is accessible to and allows the public to deposit said items without assistance, and which is owned, operated or controlled by an entity other than the owner or lessee of the property on which it is located.

B. Property Owner: The person or entity having legal title to real property and/or the person shown as the owner on the current assessment rolls of the Town.

C. Person of Lawful Possession of Property: Party that has express or implied authority through employment, by contract or apparent authority to act for the Property Owner so as to bring the Owner into contractual relationships with other parties.

D. Operator: Any person or legal entity that owns, operates or is otherwise in control of a Donation Collection Bin and that receives a permit to operate a Donation Collection Bin in the Town of Shrewsbury.

Permits, Standards and Prohibitions.
A. It shall be unlawful for any person, firm or corporation to erect, place, maintain or operate a Donation Collection Bin within the Town of Shrewsbury without first obtaining an annual permit from the Board of Selectmen.

B. A permit issued under this Bylaw shall be valid for one year and will be renewable for one-year periods. An application for license shall be provided on a yearly basis to the Board of Selectmen.

C. Donation Collection Bins shall not be allowed in all Residential zones. Donation Collection Bins are not allowed in vacant lots.

D. The Donation Collection Bin shall be appropriately located so as to not interfere with sight triangles, on-site circulation, required setbacks, landscaping, parking or any requirement of Chapter 282 regarding setbacks from property lines for the district in which it is located, and shall be placed on a concrete or other paved surface. The Donation Collection Bin shall be placed such that there is safe and convenient pedestrian and vehicular access to it. The Town shall not grant a permit to place, use or employ a Donation Collection Bin if it determines that the placement of the Donation Collection Bin is in violation hereof or notwithstanding compliance, would constitute a public safety hazard.

E. The Donation Collection Bin shall be of the type that is enclosed by use of a receiving door and locked so that the contents may not be accessed by anyone other than those responsible for the retrieval of the contents.

F. The front of every Donation Collection Bin shall display the name, address and telephone number of the Owner and Operator of the bin. Lettering must be a minimum of 2 inches.

G. Permittee must maintain the aesthetic presentation of the Donation Collection Bin in a neat and clean condition including fresh paint, readable signage and general state of good repair, free of trash, debris, refuse or like material. The area around the Donation Collection Bin must be kept free of debris and trash, and cleaned weekly or more frequently if required.

H. Each Donation Collection Bin must be regularly (minimum of once per week) emptied of its contents so that it does not overflow. Used clothing or other donated goods and materials may not be placed on the surrounding area and if they are must be removed immediately.

I. Permittee must provide the Property Owner or Owner's agent with a telephone number for requests to respond to Donation Collection Bin maintenance complaints. Permittee must respond to Donation Collection Bin maintenance complaints within 24 hours of receiving notification during regular business hours.

J. If a Donation Collection Bin becomes damaged or vandalized, it shall be repaired, replaced or removed within 5 days of notice of such condition, unless the damage is such as to constitute a danger to persons or property in which case it shall be made safe within 24 hours of notice of such condition.
Application for License.
A. Any person or entity desiring a Donation Collection Bin license under this Bylaw shall file an application with the Board of Selectmen.

1. The application shall provide the following information:

2. Name, address, telephone number and name of contact person or persons of the organization applying for the permit and responsible for maintaining each Donation Collection Bin.

3. Proof that the applicant is a registered charitable 501(C) (3) organization and information pertaining to the applicant’s status with the Commonwealth of Massachusetts. Or if applicant is a for-profit entity, information pertaining to the applicant's status with the Commonwealth of Massachusetts.

4. A description of the Donation Collection Bin, the address where the bin will be located, including a site plan showing the proposed location of the bin on the property as well as existing conditions on the property.

5. Written consent from the Property Owner or Owner's agent or person of lawful possession (lessee) of the property where each such Donation Collection Bin shall be placed.

6. The regular interval schedule at which the Operator or person identified on the application collects the items donated and performs regular maintenance shall not exceed 7 days.

B. The Board of Selectmen shall deny a license application which does not comply with the requirements of this Bylaw or which she/he determines that the placement of the Donation Collection Bin, notwithstanding compliance herewith, would constitute a public safety hazard. Said denial shall be in writing and set forth the reasons for said denial.

Fees Required.
A. The application fee for a Donation Collection Bin shall be $25.00 for each bin. The license period for each Donation Collection Bin shall be January 1 through December 31 of each year.

B. The renewal application fee for a Donation Collection Bin shall be $25.00 for each bin.

C. Upon the granting of a license, a permit (sticker) issued to the applicant shall be affixed to the Donation Collection Bin. The permit (sticker) shall be clearly placed on the same side as the chute used to deposit donated items.

Applicability.
A. The provisions of the Bylaw shall apply to both existing and future Donation Collection Bins within the Town of Shrewsbury. Property owners with existing Donation Collection Bins prior to the effective date of this Bylaw shall come into compliance as follows:

i. Within sixty (60) days of the effective date of this Bylaw, the Operator shall file an application for a license as required for each Donation Collection Bin. The application shall demonstrate how the existing bin complies with this Bylaw or show the proposed changes that shall be completed to achieve compliance. Within ninety (90) days after the effective date of this Bylaw, each existing Donation Collection Bin shall be brought into compliance with this Bylaw or removed by the by the Owner/Operator.

Violations, Penalties and Enforcement.
A. Any person or entity who violates any provision of this Bylaw shall be subject to a penalty (fine) of $50.00 for the first offense and $100.00 for each subsequent offense.

B. Each violation shall be deemed and taken to be separate and distinct violations. For every day which the Donation Collection Bin is not in compliance shall be considered a separate violation.

C. The Property Owner or owner's agent or person of lawful possession (lessee) in control of the property where the Donation Collection Bins being maintained and the Operator of the Donation Collection Bin in violation of this Bylaw shall be jointly and severally liable for each violation.

D. The Board of Selectmen or its designee shall be responsible for enforcement of this bylaw.
This Bulletin provides guidance to local officials regarding the procedures for obtaining deficit spending authority for continued operation beginning July 1, 2020 as authorized by section 5 of An Act to Address Challenges Faced by Municipalities and State Authorities Resulting From COVID-19, Chapter 53 of the Acts of 2020, (the Act). Section 5 provides an option for towns and districts for expenditure without appropriation if the town’s or district’s annual budget is delayed beyond June 30, 2020 due to the current COVID-19 emergency (“emergency”).

Section 5 authorizes the Division of Local Services’ Director of Accounts (director) to approve expenditure from any appropriate fund or account of an amount necessary to continue uninterrupted government operations of not less than 1/12th of the town’s or special purpose district’s FY2020 approved budget. The director’s authority continues provided the emergency prevents budget adoption by a town or special purpose district meeting. Once the FY2021 budget is adopted, the deficit expenditure authority approved by the director terminates and spending authority thereafter will be pursuant to the budget approved by the town or district meeting.

Towns and districts may not spend beginning July 1, 2020 without either a FY2021 budget approved by the town or district meeting or approval of monthly deficit spending by the director under section 5 through the procedures described in this Bulletin. If it is possible that a scheduled town or district meeting may not be held by June 30, we strongly encourage that a monthly expenditure plan under this Bulletin be submitted as soon as possible to ensure spending authorization starting July 1.
I. Process to Receive Deficit Expenditure Approval by the Director

A. Delay of Town or Special Purpose District Meeting

Section 5 applies to a town or district where the adoption of its annual budget is delayed beyond June 30, 2020 due to the current COVID-19 emergency (“emergency”).

Bulletin 2020-02 explains sections 1 through 4 of Chapter 53 of the Acts of 2020. These provisions grant authority to boards of selectmen and town councils to delay town meetings beyond June 30 and to moderators to recess and continue scheduled meetings due to the emergency. Towns are advised to consult with their local counsel regarding the responsibilities of the board or council and the form of vote to delay the meeting. Districts are advised to post their annual meeting warrants and have the moderator recess and delay the meeting if necessary.

B. Develop a Monthly Expenditure Plan

Section 5 requires that the selectboard, town council or board of commissioners approve an expenditure plan for the month of July for submission to the director that provides sufficient expenditure authority necessary to achieve uninterrupted government operations and prudent fiscal restraint. The plan development and approval process will continue for each successive month while the emergency continues and prevents the adoption of a budget by the town or district meeting.

The monthly expenditure plan should include:

- an expenditure estimate for operations in the general fund and enterprise fund (estimates should consider that a reduction in estimated revenues may be required during the FY2021 tax rate setting process);
- amounts sufficient to cover regional school district, pension or other similar assessments; and
- debt service payments.

The monthly budget plan should not include:

- any activities which you have reason to believe will not be supported by the relevant appropriations (once adopted);
- increases in salaries called for in collective bargaining agreements that have not previously been approved by the legislative body;
- appropriations such as reserved premiums, overlay surplus, free cash, stabilization or other similar funds balances;
- capital or other items that ordinarily require special purpose appropriation by town or district meeting; and
• estimated FY2020 COVID-19 emergency expenditure deficits or other emergency expenditure deficits given authorization by the director under G.L. c. 44, § 31.

FY2020 encumbrances, borrowing proceeds, gifts, grants, final judgments of courts or other adjudicatory agencies and other similar expenditures that do not require town or special purpose district appropriation for expenditure may be spent as usual without the director's authority.

Questions as to specific expenditures which can or cannot be added to the plan may be sent to the director for a decision.

C. Approve the Monthly Expenditure Plan

The monthly expenditure plan must be approved by the selectboard, town council or board of commissioners by majority vote pursuant to the open meeting law, as revised per Governor Baker’s Executive Order on March 12, 2020. The vote need only indicate that the board or council approves the plan being submitted. The clerk of each board or council must certify that a vote to approve the plan was properly taken.

D. Submit the Monthly Request for Deficit Expenditure Authority

Towns and districts are required to complete and submit in Gateway for each month the Deficit Expenditure Approval form found in the “Misc Forms” Module along with these additional requirements:

• the uploaded monthly expenditure plan approved by the selectboard, town council or board of commissioners;
• completion of the summary of expenditures section of the form;
• an uploaded Clerk’s certificate of vote stating the submitted plan was approved by the selectboard, town council or board of commissioners, the date and time of the meeting and vote results; and
• the Clerk’s electronic signature.

Spending is not allowed beginning July 1 without a FY2021 budget approved by the town or district meeting or approval of monthly deficit spending by the director under this Bulletin. If it is possible that a scheduled town or district meeting may not be held by June 30, we strongly encourage that a monthly expenditure plan under this Bulletin be submitted as soon as possible to ensure spending authorization starting July 1.

II. Director’s Approval

Section 5 authorizes the director to allow deficit expenditures for continued operations beginning July 1, 2020 of not less than 1/12th of the town’s or district’s FY2020 budget. For non-tax rate setting special purpose districts, the director will rely on FY2020 budget information received from the district’s board of commissioners.
The director will approve monthly expenditures for July if the submittal is in compliance with section 5 and the instructions contained in this Bulletin. If the emergency continues to prevent budget adoption by a town or special purpose district meeting, the process described above will continue as long as necessary.

III. Accounting for Approved Expenditures

Once the town or special purpose district receives expenditure approval by the director, local officials must use best practices to manage spending so as not to exceed the director’s expenditure allowance. When the annual budget is approved by the town or district meeting, the director’s expenditure approval terminates and spending authority for the town or district is then pursuant to its adopted budget.

All expenditures made under the director’s approval must be fully raised or otherwise funded on the FY2021 Tax Rate Recap.
<table>
<thead>
<tr>
<th>Article No.</th>
<th>Article Title/Subject</th>
<th>Category</th>
<th>Summary of Categories</th>
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<td>Medical expenses of retired disabled police officers and firefighters</td>
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<td>Fiscal Year 2021 Capital Budget</td>
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<td>10</td>
<td>Fiscal Year 2021 Solid Waste Operating Budget</td>
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<td>Fiscal Year 2021 Stormwater Operating Budget</td>
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<td>Fiscal Year 2021 Stormwater Capital Budget</td>
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<td>Fiscal Year 2021 CATV PEG Access Operating Budget</td>
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<td>Zoning Bylaw - Insert Town Center into Procedures and Standards</td>
<td>Bylaw Amendment</td>
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<td>Zoning Bylaw - Insert Town Center into Development of Sites...</td>
<td>Bylaw Amendment</td>
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<td>31</td>
<td>Zoning Map - Amend to include Town Center District</td>
<td>Bylaw Amendment</td>
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<td>32</td>
<td>Zoning Bylaw - Amend for Marijuana Cultivation</td>
<td>Bylaw Amendment</td>
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<td>33</td>
<td>Zoning Map - Amend Aspects of CB to LI - WS&amp;G</td>
<td>Bylaw Amendment</td>
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<td>34</td>
<td>Adopt MGL 148 Sec. 26H - Requiring Sprinklers in Boarding Houses</td>
<td>Bylaw Amendment</td>
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<td>35</td>
<td>General Bylaw - Add Section to Regulate Donation Containers</td>
<td>Bylaw Amendment</td>
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<td>36</td>
<td>Funding for Counseling and Education Services to Families</td>
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<td>Funding for Lake Quinsigamond Commission</td>
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<td>38</td>
<td>Set Spending Limits for Revolving Accounts</td>
<td>Financial</td>
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<td>Offset Levy - CATV Funds</td>
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<td>Offset Levy - Light Funds</td>
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<td>41</td>
<td>Offset Levy - Free Cash</td>
<td>Financial</td>
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Removed General Stabilization Funding
COMMONWEALTH OF MASSACHUSETTS

Worcester, ss.

To a Constable of the Town of Shrewsbury in the County of Worcester

GREETINGS:

You are hereby directed to notify and warn the said inhabitants of the Town of Shrewsbury to meet at the Oak Middle School Auditorium or on the grounds there of located at 45 Oak Street, in said Shrewsbury on Monday, the twenty second day of June, A.D., 2020 at seven o’clock post meridian, at which time and place the following articles will be acted upon and determined exclusively by Town Meeting members, in accordance with the provisions of Chapter 553 of the Acts of 1953 and subject to the referendum provided for by section sixteen of said Act.

ARTICLE 1

To see if the Town will vote to receive the reports of Town officers and committees and to act thereon.

ARTICLE 2

To see if the Town will vote to choose the trustees of the Wright and Harlow Charitable Fund.

ARTICLE 3

To see if the Town will vote to amend the consolidated Personnel Bylaw in Section 1 through Section 17, or take any other action in relation thereto.
ARTICLE 4
To see if the Town will vote to raise and appropriate a sum of money to pay the medical expenses of retired disabled police officers and firefighters, or take any other action in relation thereto.

ARTICLE 5
To see if the Town will vote to accept a sum of money from the Commonwealth of Massachusetts in accordance with the provisions of the Chapter 90 local transportation aid funding program and transfer said funds to the Highway Department for the purposes of maintaining, repairing, improving and constructing town ways, sidewalks and drains and related eligible expenses, or take any other action in relation thereto.

ARTICLE 6
To see if the Town will vote to transfer a sum of money from available funds in the Treasury and appropriate said sum to various departmental appropriations for a prior fiscal year, or take any other action in relation thereto.

ARTICLE 7
To see if the Town will vote to transfer a sum of money from available funds in the Treasury and appropriate said sum to various departmental appropriations for Fiscal Year 2020, or take any other action in relation thereto.

ARTICLE 8
To see if the Town will vote to raise such sums of money by tax as may be deemed necessary to pay Town debts and charges and appropriate the same as they may see fit, or take any other action in relation thereto.
ARTICLE 9
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with the adoption of a General Capital Budget for the fiscal period beginning July 1, 2020, or take any other action in relation thereto.

ARTICLE 10
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to operate the Municipal and Residential Solid Waste Collection, Processing and Disposal Services Enterprise, or take any other action in relation thereto.

ARTICLE 11
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to fund the operation of the Sewer system, or take any other action in relation thereto.

ARTICLE 12
To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund a Sewer Capital Budget to provide, for the inspection, testing, permitting, maintenance, repairs, construction, reconstruction, replacement and other improvements of the municipal sewer system, including engineering and all other related professional fees and expenses associated with the design of these improvements or repairs and any costs associated with the acquisition of land or easements and further to authorize the application, acceptance and expenditure of a grant or grants from the Commonwealth and/or Federal Government for this purpose and to authorize the Board of Sewer Commissioners, acting for and on behalf of the Town, to layout and construct, reconstruct or make other improvements to main drains, surface drains, common sewers, sub-drains, pump stations, control systems, connections and related appurtenances,
and to acquire land or easements in connection therewith, which may be authorized by Chapter 502 of the Acts of 1954, as amended, or take any other action in relation thereto.

ARTICLE 13

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to operate the Water Services Enterprise, or take any other action in relation thereto.

ARTICLE 14

To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with the adoption of a Water Capital Budget to provide for the inspection, testing, permitting, maintenance, repairs, construction, reconstruction, replacement and other improvements of the municipal water system, including engineering and all other related professional fees and expenses associated with the design of these improvements or repairs and any costs associated with the acquisition of land or easements and further to authorize the application, acceptance and expenditure of a grant or grants from the Commonwealth and/or Federal Government for this purpose and authorize the Board of Selectmen to acquire land or easements in connection therewith, or to take any other action in relation thereto.

ARTICLE 15

To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with the acquisition of land at 268 N. Quinsigamond Avenue and authorize the Board of Selectmen to enter into such agreement for the purchase, and further to authorize the application, acceptance and expenditure of a grant or grants from the Commonwealth and/or Federal Government for this purpose, or take any other action in relation thereto.
ARTICLE 16

To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with the acquisition of land at 274 N. Quinsigamond Avenue and authorize the Board of Selectmen to enter into such agreement for the purchase, and further to authorize the application, acceptance and expenditure of a grant or grants from the Commonwealth and/or Federal Government for this purpose or take any other action in relation thereto.

ARTICLE 17

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to operate the Stormwater Services Enterprise, or take any other action in relation thereto.

ARTICLE 18

To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with the adoption of a Stormwater Capital Budget to provide for the inspection, testing, permitting, maintenance, repairs, construction, reconstruction, replacement and other improvements of the municipal stormwater system, including engineering and all other related professional fees and expenses associated with the design of such improvements or repairs and any costs associated with the acquisition of land or easements, and to further authorize the application, acceptance and expenditure of a grant or grants from the Commonwealth and/or Federal Government for this purpose and to authorize the Board of Sewer Commissioners, acting for and on behalf of the Town, to layout and construct, reconstruct or make other improvements to said storm drains, connections and related appurtenances, acquire land or easements in connection therewith, which may be authorized by Chapter 502 of the Acts of 1954 and the General Laws as amended, or take any other action in relation thereto.
ARTICLE 19
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to operate the Cable Television Public, Educational and Governmental Access Services Enterprise, or take any other action in relation thereto.

ARTICLE 20
To see if the Town will appropriate a sum of money to upgrade the Shrewsbury Electric and Cable Operations Broadband Plant, including engineering, design, materials and installation and related work and to determine how such sum is to be raised whether by appropriation, transfer from available Electric and Cable Funds and/or by borrowing under the provisions of General Laws, Chapter 44, Section 8, or to take any other action in relation thereto.

ARTICLE 21
To see if the Town will vote authorize the Shrewsbury Electric and Cable Operations Commission to purchase three parcels of land located at and known as 234 Boston Turnpike (Route 9), 2-4 Worthington Avenue, and 6-8 Worthington Avenue, for municipal light plant purposes, or to take any other action in relation thereto.

ARTICLE 22
To see if the Town will vote to authorize the School Department, with the approval of the Town Manager, to enter into a Memorandum of Understanding with agencies of the Commonwealth in accordance with the provisions of MGL c. 44, section 70, relative to reporting and receiving federal reimbursement for costs incurred in transporting children in foster care to and from their foster placement and their School of Origin, as such costs may be eligible for reimbursement under Title IV-E of the Social Security Act, or to take any other action in relation thereto.
ARTICLE 23
To see if the Town will vote to transfer a sum of money from the Sale of Cemetery Lots account to the Cemetery Department for the care, improvement, embellishment or enlargement of the Cemetery, or to take any other action in relation thereto.

ARTICLE 24
To see if the Town will vote to dispose of the property at 1-7 Maple Avenue and allow the Board of Selectmen to enter into an agreement for the disposition, or to take any other action in relation thereto.

ARTICLE 25
(By Petition)
To see if the Town will accept Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing, and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said Act; to determine the amount of such surcharge on real property as a percentage of the annual real estate tax levy against real property and the fiscal year in which such surcharge shall commence; to determine whether the Town will accept any of the exemptions from such surcharge permitted under Section 3(e) of said Act; or to take any other action relative thereto.

ARTICLE 26
To see if the Town will vote to authorize the Selectmen to acquire by gift, purchase or taking by eminent domain an easement therein for all the purposes of a Town way proximate to Lake Street and Hylair Drive, or take any action thereto.
ARTICLE 27

To hear and act upon the report of the Board of Selectmen in layout out and making public the following streets, in whole or in part, as shown on the plans filed in the office of the Town Clerk, and to authorize the Selectmen to acquire by gift, purchase or taking by eminent domain an easement therein for all the purposes of a Town way and all necessary easements:

STREET
Nelson Point Road (portion of)
Point Road

or to take any action in relation thereto.

ARTICLE 28

To see if the Town will vote to amend the Zoning By-Law of the Town of Shrewsbury Section II – Definitions; Section III.A – Establishment of Districts; Section III.B – District Intent, Section VI, Table I – Use Regulation Schedule, by establishing the Town Center as a new district, inserting new definitions and new uses for the Town Center District, and inserting the Town Center District into the Use Regulation Schedule, or to take any action in relation thereto.

ARTICLE 29

To see if the Town will vote to amend the Zoning By-Law of the Town of Shrewsbury relative to Section VII.B – Area, Frontages, Yard and Lot Coverage Requirements; Section VII.D – Off-Street Parking and Loading Areas; Section VII.E – Signs; Section VII.F – Site Plan, by inserting the Town Center District into the procedures and standards of the zoning bylaw as it relates to parking, signage, dimensions, and site plan review and approval, or to take any other action in relation thereto.

ARTICLE 30

To see if the Town will vote to amend the Zoning By-Law of the Town of Shrewsbury relative to Section VII – Development of Sites and Location of Buildings and Structures, by
ARTICLE 31
To see if the Town will vote to amend the Zoning Map of the Town of Shrewsbury by creating and establishing the boundaries for a new Town Center District, or to take any other action in relation thereto.

ARTICLE 32
To see if the Town will vote to amend the Zoning By-Law of the Town of Shrewsbury Section VI, Table I – Use Regulation Schedule, to allow for marijuana cultivator and craft marijuana cultivator cooperative in the Limited Industrial Zoning District, or to take any action in relation thereto.

ARTICLE 33
To see if the Town will vote to amend the Zoning Map of the Town of Shrewsbury by creating and establishing the boundaries for a new Town Center District, or to take any other action in relation thereto.

ARTICLE 34
To see if the Town will amend the Zoning Map for the Town of Shrewsbury by changing the zoning designation of that portion of the property shown on Assessors Map xx, as Parcel xx, which is currently zoned Commercial Business to be zoned Limited Industrial as shown on the Exhibit plan as on file with the Office of the Town Clerk, or take any other action in relation thereto.

ARTICLE 35
To see if the Town will vote to adopt Chapter 148, Sec. 26H of the General Laws MGL 148 Section 26H requiring sprinklers in Boarding Houses, or take any other action in relation thereto.
ARTICLE 36
To see if the Town will vote to amend the General Bylaw to add a section that regulates donation containers and the process for such uses, or take any other action in relation thereto.

ARTICLE 37
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money for counseling and educational services to families, or take any other action in relation thereto.

ARTICLE 38
To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to be paid to the Lake Quinsigamond Commission to fund the expenses associated with the management of Lake Quinsigamond, or to take any other action in relation thereto.

ARTICLE 39
To see if the Town will transfer from available funds in the Treasury a sum of money to the General Stabilization Account, or take any other action in relation thereto.

ARTICLE 40
To see if the Town will vote to set the annual spending limits for the revolving accounts established and set forth in Article 22 of the General Bylaws, or take any other action in relation thereto.

ARTICLE 41
To see if the Town will accept a sum of money from the Municipal Light Department CATV division and appropriate said sum for use of the Board of Assessors in offsetting the tax rate for the fiscal year beginning July 1, 2020.
ARTICLE 42

To see if the Town will accept a sum of money received from the Municipal Light Department in lieu of taxes, and appropriate said sum for use of the Board of Assessors in offsetting the tax rate for the fiscal year beginning July 1, 2020.

ARTICLE 43

To see if the Town will transfer from available funds in the Treasury a sum of money for use of the Board of Assessors in offsetting the tax rate for the fiscal year beginning July 1, 2020.
And you are directed to serve this Warrant by posting an attested copy thereof at the Municipal Office Building on Maple Avenue and at the Post Office in said Shrewsbury seven days at least before the time of holding said meeting. Fail not and make due return on this Warrant with your doing thereon to the Town Clerk of Shrewsbury before the meeting aforesaid.

Given under our hands this 26th day of May, 2020.

__________________________________
__________________________________
__________________________________
__________________________________
__________________________________

BOARD OF SELECTMEN

Worcester, ss

Shrewsbury, Massachusetts

This is to certify that I have served the foregoing Warrant by posting an attested copy thereof at the Municipal Office Building on Maple Avenue and at the Post Office, in said Shrewsbury, as therein directed, seven days before the time of holding said meeting.

______________________________
Constable
Highway Division
End of Season Report 2019-2020

- Total Lane Miles: 320 Miles
- Total Snow Accumulation: 36.5 inches
- Total Cost for Rental of equipment: $177,761
- Total Liquid De-icer: 9,207 gallons
- Total Salt Used: 2,438.5 Tons
- Total Spent on De-icing Chemicals: $123,015
- Total Overtime for DPW: $115,356
Highway Division
End of Season Report 2019-2020

Sidewalk Snow Removal
Questions?
TOWN OF SHREWSBURY
Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

The 2019-2020 snow season was somewhat of a typical or average season. Our largest event was 17” at the beginning of December. There were long duration ice events that were problematic. Also, what we would consider textbook regular plowing events that go according to plan. Other small events include what we call “one and done” treatments of roads where black ice or very minor snowfall occurs and we make our way through the town one time.

The total snowfall was 36.5 inches. The total for equipment rental or snow plow contractors was $177,761. The total for DPW overtime was $ 115,356. The total tonnage of salt used was 2,438.5 tons. The total liquid deicer used was 9,207 gallons.

During de-icing events, the Highway Division typically uses 8 trucks covering 8 sections of the town and each truck covers particular public facilities that are on or near their individual route. We normally staff one loader operator at the salt shed and 2 mechanics at the garage.

The Highway Division has undertaken an all salt on paved roads and we utilized computerized ground speed controllers and calibrated all salt spreaders to 250 lbs. per lane mile. We are using less salt per lane mile, than we have in the past, and achieving the same results. The average amount of salt to treat all of the paved roads and parking lots one time is approximately 65 ton. The trucks are using 1-2 loads of salt per route as opposed to 3-4 loads when we used a sand salt mix. This change has resulted in a significant decrease in the sweeping in the spring. In 2018, 780 tons of material was picked up by sweepers in the spring. In 2019, 472 tons of material was picked up by sweepers. The same applies to storm drain cleaning. In 2018, 464 tons was cleaned out and in 2019, 315 tons was cleaned out.

The Highway Division utilized all DPW staff that totaled approximately 24 vehicles and on average 30 pieces of contracted equipment for plowing events. While all routes are covered by equipment, one breakdown or one piece not being available is detrimental to the operation. There were times that we had to have myself and our Foreman plow a route, and times, one of the mechanics had to leave the garage to operate a plow.

Sidewalks are also a challenge to complete. We utilize seasonal staff to complete this task. Although they are reliable, they are not familiar with the roads and layout of the town to accurately complete this task without incurring some lawn damage or missed areas. There has been an increase in calls for sidewalk prioritization. With the limited staff and only 2 machines, we address the areas to the best of our ability. I have requested MA DOT to take over the portion of sidewalks on Rt. 9 in the Lakeway
Business District for the past 2 seasons to no avail. With the current staff and miles of sidewalk that we plow, the request for adding additional sidewalks to our route is not feasible at this time.

Our Mechanics staff every snow and ice event while our drivers are on the road. Led by Joel Kimball, they are tasked with keeping our fleet moving during the worst events. Sometimes they assist our contractors to make basic repairs to keep them on the road as well. Some of the issues that arise are: wipers, lights, missing or broken cutting edges, missing bolts, blown hydraulic hoses, flat tires, and stuck equipment, just to name a few. Some of the larger repairs that have taken place during this season were: and alternator and water pump in truck 17, a steering box in truck 12, a steering box and a conveyor motor in truck 22. An exhaust burner for the regeneration system in truck 20. A conveyor chain was replaced in truck 5. A trip edge on truck 17’s plow. These larger repairs generally take place after the event is concluded.

Highway has continued to test the use of salt brine pretreatment applications approximately 24 hours prior to snow events. This has been in partnership with the City of Worcester. We have identified several main roads and sprayed several times with positive results. This could be another tool in our toolbox to limit the bonding of snow and ice to our pavements and buying time on the front end of a storm when deploying of equipment could be challenging. Acquiring our own salt brine generator would be advantageous at this time as the cost is upwards of $90,000 for a full installation.

We are always looking to advance our operation of snow and ice management. We have purchased segmented cutting edges for the underbody scrapers to follow the contours of the road and achieve a clearer road surface. We have tried a different type of liquid de-icing product that has a molasses base with calcium chloride. That product sprayed on the salt as it is discharged out of the spreader. The molasses allows the salt to stick to the road and reduces the bounce and scatter of salt applied. The computerized ground speed controllers automatically download to a computer at the Highway Garage and report on salt usage and liquid usage for cost and re-ordering purposes. A real time road and air temperature sensor was installed into Truck 1 to monitor pavement temps and monitor changing conditions to better manage snow and ice events.

I would like to recognize the on-going cooperation with the Public Facilities Division to coordinate the clearing and de-icing of all of the parking lots. Superintendent of Schools, Joe Sawyer, for his communication with school closing and delays. Finally, I would like to thank all of our contractors, Water, Sewer, Parks Divisions, and our part time drivers for their continued assistance managing winter storms. I would especially like to thank Ed, Nancy, Joel, John, Chad, Mike, Bigs, Tim, Ben, Billy, A.J., Tony, and Jeff, (the Highway team), for their dedication and hard work throughout the winter.

At this time, I am available to answer any questions that you may have.

Nick Repekta
Highway Division Manager
May 8, 2020

Mr. Maurice DePalo, Chairman
Shrewsbury Board of Selectmen
100 Maple Avenue
Shrewsbury, MA 01545

Re: Request to offer a $25 incentive for homeowners who participate in the lead and copper sampling program.

Dear Mr. DePalo,

I am writing with a special request for consideration by the Board of Selectmen serving as the Town’s Water Commissioners. Even during these unprecedented times, the regulations and requirements that must be met to ensure safe and reliable water do not waiver. Through the Town’s strategic approach to planning during this pandemic, we have been able to deliver consistent and reliable water and sewer services that have met all necessary guidelines.

The Town of Shrewsbury has been required to participate in the United States Environmental Protection Agency’s (EPA) Lead and Copper Rule for decades. This program monitors the presence of lead and copper in drinking water samples taken within homes. Through the years, the samples collected by the Town of Shrewsbury have met the requirements of this program, which allowed the Town to be on a reduced sampling program. With the construction of the Home Farm Treatment Plant, our sampling requirement no longer qualified for the reduced sampling program. Rather than being required to collect 30 samples every three years, we are now required to collect 60 samples twice a year, which requires significant time and resources. The change in sampling requirements will allow us to ensure lead and copper levels remain low, as we do not expect to see any significant change because of the new water treatment facility. We are optimistic that with several years of favorable and consistent results, we will be allowed to return to a reduced program in the future.
The number homes that qualify for this program is very limited, as samples must be collected from homes built between 1982 and 1985 that do not have a water filtration system. One of the biggest challenges with this program is that the sample must be taken after the water has not been used in the home for at least six hours. We all know how often we rely on water in our own homes so it is very easy to forget to take the sample before using the water. This could prove to be especially challenging during these unprecedented times when everyone is staying home more than ever.

We are grateful to the residents who have assisted with this program through the years. We are currently finalizing our protocols for delivering and collecting the required sample bottles to ensure everyone’s safety. In recognition of any inconvenience this program may cause and to ensure continued support, I would like to offer an incentive of $25 off the participant’s water bill if the sample is collected and meets the requirements of this program. Similar incentive programs are offered in the City of Marlborough and the Town of Auburn and both water systems have reported good results.

I appreciate your consideration of this incentive program and am happy to answer any questions.

Sincerely,

Daniel Rowley
Superintendent of Water & Sewer