



# Town of Ayer

## ANNUAL TOWN MEETING WARRANT

Ayer Shirley Regional High School Auditorium  
141 Washington Street  
Ayer, MA 01432  
April 22, 2024 at 7:00 PM

Commonwealth of Massachusetts  
Middlesex, ss.

### GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Ayer qualified to vote in Town Elections and Affairs to meet in the Auditorium of the Ayer Shirley Regional High School located at 141 Washington Street, Ayer, Massachusetts on Monday, the twenty-second (22<sup>nd</sup>) day of April 2024, at seven o'clock (7:00 PM) in the evening then and there to act on the following articles:

Hereof fail not and make due return of this warrant with your doings thereof to the Town Clerk before the date appointed for said meeting.

Given under our hands this 2<sup>nd</sup> day of April AD 2024.

Scott A. Houde, Chair

Jannice L. Livingston, Vice Chair

Shaun C. Copeland, Clerk

**The Ayer Select Board**

Any persons needing disability related assistance (such as signing, etc.) at the Town Meeting please contact the Select Board's Office at 978-772-8220 ext. 100 before April 19, 2024. We shall make every reasonable effort to assist you. Large print version of the text of this warrant is available upon request. Please bring this warrant with you to the Town Meeting.

For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

## Table of Contents

Art.	Description	FY '25 Financial Impact	Select Board	Finance Committee
1	Salaries of Elected Officials*	\$16,848	Recommends	Recommends
2	Contract Funding: Ayer Police Patrol Officers Association (APPOA) Patrol Division*	\$63,828	Recommends	Recommends
3	Contract Funding: Ayer Police Patrol Officers Association (APPOA) Communications Division*	\$35,793	Recommends	Recommends
4	Omnibus Budget	\$18,962,257	Recommends	Recommends
5	FY '25 Ayer Shirley Regional School District Assessment	\$14,372,112	Recommends	Recommends
6	FY '25 Nashoba Valley Technical High School Assessment	\$1,074,675	Recommends	Recommends
7	Solid Waste Enterprise Fund	\$569,676	Recommends	Recommends
8	Ambulance Enterprise Fund	\$606,341	Recommends	Recommends
9	Sewer Enterprise Fund	\$3,549,607	Recommends	Recommends
10	Water Enterprise Fund	\$2,620,021	Recommends	Recommends
11	Capital Budget Requests to Borrow	\$7,635,103	Recommends	Recommends
12	Capital Budget Requests Transfer from Capital Stabilization	\$228,000	Recommends	Recommends
13	GASB-45/OPEB Fund	\$300,000	Recommends	Recommends
14	Forward Funding of the Town's Pension Assessment	\$300,000	Recommends	Recommends
15	Transfer of Free Cash into Town's Opioid Settlement Fund	\$7,924.25	Recommends	Recommends
16	Stabilization Fund	\$1,234,740.75	Recommends	Recommends
17	Revolving Funds Article	n/a	Recommends	Recommends
18	First Year's Interest on General Fund Borrowing	\$48,700	Recommends	Recommends
19	Funding for Aquatic Weed Control	\$25,000	Recommends	Recommends
20	Matching Funding for Firefighters Grant	\$7,105.23	Recommends	Recommends
21	Community Preservation Act (CPA)	See Article Text	Recommends	Recommends
22	CPA - Transfer of Unexpended Funds from Old Fire Station Project	\$190,000	Recommends	Recommends
23	Habitat for Humanity	\$150,000	Recommends	Recommends
24	Acquisition by Purchase 71 Sandy Pond Road	See Article Text	Recommends	Recommends
25	Zoning Bylaw Amendment - Update of the Town's Zoning Map	n/a	Recommends	Non-Financial
26	Zoning Bylaw Amendment - Size of Zoning Board of Appeals	n/a	Recommends	Non-Financial
27	Zoning Bylaw Amendment - Amendment to Table of Use	n/a	Recommends	Non-Financial
28	Zoning Bylaw Amendment- Inclusionary Housing	n/a	Recommends	Non-Financial
29	West Main Street Bridge Easements	n/a	Recommends	Non-Financial
30	Extension of Sewer Line on Willow Road for 254-260 Ayer Rd. in Littleton	n/a	Recommends	Non-Financial
31	Senior Tax Work-Off Program	n/a	Recommends	Non-Financial

*\*Cost of these articles is included in Article 4 the Omnibus Budget*

**ARTICLE 1: SALARIES OF ELECTED OFFICIALS**

To see if the Town will vote to fix the salary and compensation of elected officials of the Town of Ayer, as provided by Section 108, Chapter 41 of the General Laws, as amended; or take any action thereon or in relation thereto.

	<u>FY-24 SALARY</u>	<u>FY - 25 SALARY</u>	<u>% OF CHANGE</u>
Moderator	\$574	\$586	2%
Select Board: Chair	\$2,878	\$2,936	2%
Select Board: Members (2)	\$2,567	\$2,619	2%
Assessors: Chair	\$2,851	\$2,908	2%
Assessors: Members (2)	\$2,539	\$2,590	2%

Sponsor: Select Board  
Finance Committee: Recommends Simple Majority Vote Required

*Explanatory Note: This Article is required as Town Meeting sets the salaries of elected officials pursuant to Section 108, Chapter 41 of the General Laws. The two percent (2%) increase is the FY 2025 Cost of Living Adjustment was approved by the Select Board on February 20, 2024, on recommendation of the Town Manager and Benefits & Payroll Manager in accordance with the Town’s Financial Policies.*

**ARTICLE 2: CONTRACT FUNDING: AYER POLICE PATROL OFFICERS ASSOCIATION (APPOA) – PATROL DIVISION**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the first-year cost items of a collective bargaining agreement between the Town of Ayer and the Ayer Police Patrol Officers Association (APPOA) – Patrol Division for the period of July 1, 2024, through June 30, 2027; or take any action thereon or in relation thereto.

Sponsor: Select Board  
Finance Committee: Recommends Simple Majority Vote Required

*Explanatory Note: Per Chapter 150E of the General Laws, Union Contracts are subject to the appropriation of funds by Town Meeting. The FY 2025 estimated total cost of the Contract is \$63,828. Contract Memorandum of Agreement is available on the Town’s website ([www.ayer.ma.us](http://www.ayer.ma.us)). Presentation to be made at Town Meeting.*

**ARTICLE 3: CONTRACT FUNDING: AYER POLICE PATROL OFFICERS ASSOCIATION (APPOA) – COMMUNICATIONS DIVISION**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the first-year cost items of a collective bargaining agreement between the Town of Ayer and the Ayer Police Patrol Officers Association (APPOA) – Communications Division for the period of July 1, 2024 through June 30, 2027; or take any action thereon or in relation thereto.

Sponsor: Select Board  
Finance Committee: Recommends Simple Majority Vote Required

*Explanatory Note: Per Chapter 150E of the General Laws, Union Contracts are subject to the appropriate of funds by Town Meeting. The FY 2025 estimated total cost of the Contract is \$35,793. Contract Memorandum of Agreement is available on the Town’s website ([www.ayer.ma.us](http://www.ayer.ma.us)). Presentation to be made at Town Meeting.*

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**ARTICLE 4: FY 2025 OMNIBUS BUDGET**

To see if the Town will vote to raise and appropriate a sum of money for the FY 2025 Omnibus Budget items; or take any action thereon or in relation thereto:

- Dept. 100: General Government
- Dept. 200: Finance
- Dept. 300: Public Safety
- Dept. 400: Public Works
- Dept. 500: Human Services
- Dept. 600: Management Support

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: Please see insert for the FY 2025 Omnibus Budget. Presentation on the budget to be made at Town Meeting. The FY 2025 Omnibus Budget includes a 2% Cost of Living Adjustment (COLA) for Non-Union Personnel, as recommended by the Town Manager and Benefits & Payroll Manager in accordance with the Town's Financial Policies and approved by the Select Board on February 20, 2024. All materials related to the FY 2025 Budget are available on the Town's website at [www.ayer.ma.us/budget](http://www.ayer.ma.us/budget) or by contacting the Town Manager's Office at 978-772-8220 x100 or by email at [tm@ayer.ma.us](mailto:tm@ayer.ma.us)*

**ARTICLE 5: FY 2025 AYER SHIRLEY REGIONAL SCHOOL DISTRICT ASSESSMENT**

To see if the Town will vote to raise and appropriate the sum of \$13,379,402 as required to fund the Town's FY 2025 assessment for the Ayer Shirley Regional School District and to raise and appropriate the sum of \$992,710 for the Town's portion of the ASRSD high school building project and fields project debt service; or take any action thereon or in relation thereto.

Sponsor: Ayer Shirley Regional School Committee

Select Board: Recommends

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article will fund the FY 2025 Ayer Shirley Regional School District Assessment and the Town's portion of the ASRSD high school building and fields project. Brief presentation to be made at Town Meeting.*

**ARTICLE 6: FY 2025 NASHOBA VALLEY TECHNICAL HIGH SCHOOL ASSESSMENT**

To see if the Town will vote to raise and appropriate the sum of \$1,074,675 required to fund the Town's FY 2025 assessment for the Nashoba Valley Technical High School; or take any action thereon or in relation thereto.

Sponsor: Nashoba Valley Technical High School Committee

Select Board: Recommends

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article will fund the FY 2025 Nashoba Valley Technical High School Assessment. Brief presentation to be made at Town Meeting.*

*For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)*

## FY2025 Omnibus Budget

	FY2023 Actual	FY2024 Approved	FY2025 Proposed	Difference		Notes
<b>Department 100 - General Government</b>						
01 Select Board	\$286,902.00	\$364,226.00	\$391,346.00	\$27,120.00	7.45%	Contractual increase
02 Town Counsel	\$73,392.00	\$75,000.00	\$75,000.00	\$0.00	0.00%	
03 Town Clerk	\$137,781.00	\$155,827.00	\$160,875.00	\$5,048.00	3.24%	Contractual increase
04 Moderator	\$563.00	\$674.00	\$685.00	\$11.00	1.63%	
05 Parking Tickets	\$715.00	\$1,250.00	\$1,250.00	\$0.00	0.00%	
06 Public Buildings & Property Maintenance	\$382,206.00	\$447,482.00	\$475,368.00	\$27,886.00	6.23%	Increased maintenance needs of multiple buildings
07 Registrations & Elections	\$22,750.00	\$22,500.00	\$22,500.00	\$0.00	0.00%	
08 Postage	\$22,924.00	\$30,000.00	\$35,000.00	\$5,000.00	16.67%	Increase in postage and supplies for machine
09 American Legion	\$600.00	\$600.00	\$600.00	\$0.00	0.00%	
10 Memorial Day	\$190.00	\$500.00	\$500.00	\$0.00	0.00%	
11 4th of July Celebration	\$0.00	\$15,000.00	\$10,000.00	(\$5,000.00)	-33.33%	Return to historical level
12 Holiday Lights	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	0.00%	
<b>Department 100 Total</b>	<b>\$943,023.00</b>	<b>\$1,128,059.00</b>	<b>\$1,188,124.00</b>	<b>\$60,065.00</b>	<b>5.32%</b>	
<b>Department 200 - Finance</b>						
01 Town Accountant	\$214,063.00	\$198,448.00	\$210,784.00	\$12,336.00	6.22%	Contractual increase and increase in supply costs
02 Benefits & Payroll	\$86,181.00	\$90,134.00	\$103,762.00	\$13,628.00	15.12%	Reorganize payroll expenses from Computer Support
03 Computer Support - Financial Systems	\$48,463.00	\$52,950.00	\$44,200.00	(\$8,750.00)	-16.53%	Reorganize payroll expenses to Payroll Department
04 Assessors	\$222,243.00	\$217,012.00	\$225,378.00	\$8,366.00	3.86%	
05 Treasurer/Tax Collector	\$205,957.00	\$240,840.00	\$258,271.00	\$17,431.00	7.24%	Contractual and increase supply and service costs
06 Health & Life Insurance	\$1,847,030.00	\$2,269,859.00	\$2,459,267.00	\$189,408.00	8.34%	Rate increase
07 General Insurance	\$279,734.00	\$313,682.00	\$330,050.00	\$16,368.00	5.22%	Rate increase
08 Unemployment Compensation	\$10,454.00	\$11,200.00	\$11,200.00	\$0.00	0.00%	
09 County Retirement Assessment	\$2,058,373.00	\$2,096,798.00	\$2,230,909.00	\$134,111.00	6.40%	
10 Notes & Bonds(Principal)	\$800,060.00	\$832,645.00	\$846,000.00	\$13,355.00	1.60%	
11 Interest	\$87,760.00	\$242,417.00	\$350,910.00	\$108,493.00	44.75%	First year interest on new bond issue
12 Tax Title	\$16,751.00	\$15,000.00	\$18,000.00	\$3,000.00	20.00%	Rate and registration increases
13 FICA Medicare	\$147,486.00	\$163,000.00	\$163,000.00	\$0.00	0.00%	
14 Finance Committee	\$184.00	\$500.00	\$500.00	\$0.00	0.00%	
15 Reserve Fund	\$81,200.00	\$175,000.00	\$150,000.00	(\$25,000.00)	-14.29%	Return to historical level
<b>Department 200 Total</b>	<b>\$6,105,939.00</b>	<b>\$6,919,485.00</b>	<b>\$7,402,231.00</b>	<b>\$482,746.00</b>	<b>6.98%</b>	
<b>Department 300 - Public Safety</b>						
01 Police Department	\$3,151,415.00	\$3,475,385.00	\$3,626,935.00	\$151,550.00	4.36%	Contractual increase
02 Fire Department	\$2,214,056.00	\$2,289,485.00	\$2,503,562.00	\$214,077.00	9.35%	Contractual and SAFER Grant Expiration
03 Building Department	\$139,145.00	\$190,754.00	\$205,787.00	\$15,033.00	7.88%	Contractual
04 Emergency Management	\$23,106.00	\$27,150.00	\$27,484.00	\$334.00	1.23%	
05 Animal Control Officer (Dog Officer)	\$15,837.00	\$17,956.00	\$18,292.00	\$336.00	1.87%	
06 Animal/Barn Inspector	\$2,600.00	\$2,652.00	\$2,705.00	\$53.00	2.00%	
07 Tree Warden	\$55,896.00	\$82,040.00	\$75,761.00	(\$6,279.00)	-7.65%	Reduce to actual
<b>Department 300 Total</b>	<b>\$5,602,055.00</b>	<b>\$6,085,422.00</b>	<b>\$6,460,526.00</b>	<b>\$375,104.00</b>	<b>6.16%</b>	
<b>Department 400 - Public Works</b>						
01 Public Works	\$1,299,557.00	\$1,386,216.00	\$1,348,031.00	(\$38,185.00)	-2.75%	
02 Snow & Ice Removal	\$305,891.00	\$358,660.00	\$360,660.00	\$2,000.00	0.56%	
03 Public Works - Street Lighting	\$37,491.00	\$45,000.00	\$45,000.00	\$0.00	0.00%	
04 Care of Graves	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%	St. Mary's
05 Woodlawn Cemetery	\$36,964.00	\$43,700.00	\$50,000.00	\$6,300.00	14.42%	
<b>Department 400 Total</b>	<b>\$1,681,103.00</b>	<b>\$1,834,776.00</b>	<b>\$1,804,891.00</b>	<b>(\$29,885.00)</b>	<b>-1.63%</b>	
<b>Department 500 - Human Services</b>						
01 Council on Aging	\$164,900.00	\$221,474.00	\$240,976.00	\$19,502.00	8.81%	Increased services including meals and exercise programs
02 Board of Health	\$2,698.00	\$7,300.00	\$7,300.00	\$0.00	0.00%	
03 Nashoba Assoc., Board of Health	\$38,579.00	\$41,665.00	\$45,835.00	\$4,170.00	10.01%	Increase in Assessment
04 Social Worker	\$0.00	\$67,500.00	\$73,237.00	\$5,737.00	8.50%	
05 Parks Department	\$191,890.00	\$201,883.00	\$202,401.00	\$518.00	0.26%	
06 Ayer/Shirley Youth Football & Cheerleading	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	
07 Little League	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	
08 Veterans Agent	\$20,408.00	\$21,407.00	\$21,407.00	\$0.00	0.00%	
09 Veterans Benefits	\$60,220.00	\$100,000.00	\$80,000.00	(\$20,000.00)	-20.00%	Per Veterans Agent
10 Library	\$654,562.00	\$709,024.00	\$718,948.00	\$9,924.00	1.40%	
11 Disabilities Comm.	\$0.00	\$3,000.00	\$3,000.00	\$0.00	0.00%	
<b>Department 500 Total</b>	<b>\$1,141,257.00</b>	<b>\$1,381,253.00</b>	<b>\$1,401,104.00</b>	<b>\$19,851.00</b>	<b>1.44%</b>	
<b>Department 600 - Management Support</b>						
01 Conservation Commission	\$69,005.00	\$82,648.00	\$87,363.00	\$4,715.00	5.70%	Contractual
02 Economic & Community Development	\$77,055.00	\$86,695.00	\$89,423.00	\$2,728.00	3.15%	Contractual
03 Town Planner	\$86,988.00	\$92,388.00	\$92,519.00	\$131.00	0.14%	
04 Historical Commission	\$0.00	\$750.00	\$750.00	\$0.00	0.00%	
05 Montachusett Reg. Plan. Comm.	\$2,889.00	\$2,961.00	\$3,035.00	\$74.00	2.50%	
06 Management Support (printing & reporting)	\$94,757.00	\$117,820.00	\$131,500.00	\$13,680.00	11.61%	Additional Services
07 Information Technology	\$215,024.00	\$183,074.00	\$299,491.00	\$116,417.00	63.59%	New security requirements; department transition
08 Zoning Board	\$0.00	\$0.00	\$1,300.00	\$1,300.00	100.00%	New department budget
<b>Department 600 Total</b>	<b>\$545,718.00</b>	<b>\$566,336.00</b>	<b>\$705,381.00</b>	<b>\$139,045.00</b>	<b>24.55%</b>	
<b>Total Summary by Department</b>						
Dept 100 - General Government	\$943,023.00	\$1,128,059.00	\$1,188,124.00	\$60,065.00	5.32%	
Dept 200 - Finance	\$6,105,939.00	\$6,919,485.00	\$7,402,231.00	\$482,746.00	6.98%	
Dept 300 - Public Safety	\$5,602,055.00	\$6,085,422.00	\$6,460,526.00	\$375,104.00	6.16%	
Dept 400 - Public Works	\$1,681,103.00	\$1,834,776.00	\$1,804,891.00	(\$29,885.00)	-1.63%	
Dept 500 - Human Services	\$1,141,257.00	\$1,381,253.00	\$1,401,104.00	\$19,851.00	1.44%	
Dept 600 - Management Support	\$545,718.00	\$566,336.00	\$705,381.00	\$139,045.00	24.55%	
<b>Total Operating Budget</b>	<b>\$16,019,095.00</b>	<b>\$17,915,331.00</b>	<b>\$18,962,257.00</b>	<b>\$1,046,926.00</b>	<b>5.84%</b>	

**ENTERPRISE FUND ARTICLES**

**Additional information on the Enterprise Funds can be found in the Digital Budget Book  
located at [www.ayer.ma.us/budget](http://www.ayer.ma.us/budget)**

**ARTICLE 7:           SOLID WASTE**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the solid waste department:

Direct costs of \$435,018 of which \$352,680 is to come from solid waste revenue, \$36,996 is to come from solid waste retained earnings and \$45,342 is to come from the tax levy, and indirect costs of \$134,658 is to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

**ARTICLE 8:           AMBULANCE**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the ambulance department:

Direct costs of \$193,720 is to come from ambulance revenue, and indirect costs of \$412,621 of which \$296,280 is to come from ambulance revenue, \$79,115 is to come from ambulance retained earnings and \$37,226 is to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

**ARTICLE 9:           SEWER**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the sewer department:

Direct costs of \$3,079,602 to come from sewer revenue and indirect costs of \$470,005 is to come from sewer revenue; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

**ARTICLE 10:        WATER**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the water department:

Direct costs of \$2,257,239 to come from water revenue and indirect costs of \$362,782 to come from water revenue; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)*

**BORROW ARTICLE**

**ARTICLE 11: CAPITAL BUDGET REQUESTS - BORROW**

To see if the Town will vote to authorize the Treasurer, with the approval of the Select Board, to borrow the sums set out in the Warrant and hereby listed for the purposes of funding the following equipment, services, and public works projects, and all costs incidental or related thereto, as contained in the Capital Budget; or take any action thereon or in relation thereto.

<b><u>Department</u></b>	<b><u>Item</u></b>	<b><u>Amount</u></b>
DPW	Municipal Tractor/Sidewalk Snowblower	\$190,000
DPW	Road Paving	\$95,000
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DPW – Stormwater	Stormwater Drain Upgrades	\$230,000
	Stormwater Culvert Improvements	\$130,000
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DPW – Wastewater	Wastewater Treatment Plant Upgrades	\$4,000,000
	Inflow/Infiltration Repairs	\$750,000
	Wastewater Pump Station Upgrades (Wright Way & Bennett’s Brook)	\$500,000
	Wastewater Pump Station Generator Connections	\$80,000
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DPW – Water	Spectacle Pond Well #3 Pumping Station and Transmission Main	\$350,000
	Annual Water Main Rehabilitation	\$300,000
	Grove Pond GAC Media Replacement	\$100,000
	6-Wheel Dump Truck	\$95,000
	Spectacle Pond Plant Chlorine Chemical Skid	\$75,000
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Ambulance	Replace Ambulance #2	\$550,000
	Cardiac Monitor	\$55,600
	IV Pump	\$12,700
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Fire	Fire Alarm Receiver	\$57,803
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Police	Chief/Deputy/Administration Furniture	\$64,000
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<b>Total:</b>		<b>\$7,635,103</b>

Sponsor: Select Board

Finance Committee: Recommends

Two-Thirds Majority Vote Required

*Explanatory Note: All of the above Capital Budget requests and amounts were reviewed by and recommended by the Town’s Capital Planning Committee. All materials related to these Capital Budget requests are available on the Town’s website at [www.ayer.ma.us/budget](http://www.ayer.ma.us/budget) or by contacting the Town Manager’s Office at 978-772-8220 x100 or by email at [tm@ayer.ma.us](mailto:tm@ayer.ma.us).*

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**TRANSFER ARTICLES**

**ARTICLE 12: CAPITAL BUDGET REQUESTS – CAPITAL STABILIZATION**

To see if the Town will vote to transfer from Capital Stabilization the following sums hereby listed for the purpose of funding the following equipment, services and public works projects, including all costs incidental or related thereto, as contained in the Capital Budget; or take any action thereon or in relation thereto:

<b><u>Department</u></b>	<b><u>Item</u></b>	<b><u>Amount</u></b>
DPW – Stormwater	Stormwater Biofiltration/Outfall Improvements	\$50,000
Facilities	Town Hall Building Repairs & Panic System	\$45,000
	Parking Lot Repairs for Fire and Police	\$43,000
	Green Community Grant Match Funding	\$40,000
Library	Sidewalk and Exterior Repairs	\$25,000
Parks	Utility Vehicle	\$25,000
<b>Total:</b>		<b>\$228,000</b>

Sponsor: Select Board

Finance Committee: Recommends

Two-Thirds Majority Vote Required

*Explanatory Note: All of the above Capital Budget requests and amounts were reviewed by and recommended by the Town’s Capital Planning Committee. All materials related to these Capital Budget requests are available on the Town’s website at [www.ayer.ma.us/budget](http://www.ayer.ma.us/budget) or by contacting the Town Manager’s Office at 978-772-8220 x100 or by email at [tm@ayer.ma.us](mailto:tm@ayer.ma.us)*

**ARTICLE 13: GASB-45/OPEB (Other Post-Employment Benefits) FUND**

To see if the Town will vote to raise and appropriate \$165,000 and transfer \$135,000 from Free Cash, totaling the sum of \$300,000, to meet the Town’s obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town’s future obligation for the cost of other post-employment benefits (OPEB); or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article funds the Town’s GASB-45/OPEB, Post-Employment Benefits in the total sum of \$300,000 with \$165,000 derived from the Town’s Local Meals Tax and \$135,000 from Free Cash as recommended by the Town’s Financial Policies.*

*For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)*



**ARTICLE 14: FORWARD FUNDING OF THE TOWN'S PENSION ASSESSMENT**

To see if the Town will vote to transfer the sum of \$300,000 from Free Cash for the purposes of forward funding the Town's pension assessment from the Middlesex County Retirement System; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article would forward fund the Town's pension assessment from the Middlesex County Retirement System in the amount of \$300,000 for the purposes of realizing estimated future savings.*

**ARTICLE 15: TRANSFER OF FREE CASH INTO THE TOWN'S SPECIAL REVENUE FUND FOR OPIOID SETTLEMENT FUNDS IN ACCORDANCE WITH CHAPTER 77 OF THE ACTS OF 2023**

To see if the Town will vote in accordance with the provisions of Chapter 77 of the Acts of 2023 to transfer the sum of \$7,924.25 from Free Cash, such amount equivalent to that received by the Town for settlements of the nationwide opioid litigation matters, to a special opioid settlement revenue fund approved by the Director of Accounts pursuant to said Chapter 77, which fund may be expended without further appropriation for all of the purposes allowed by law, including those outlined in applicable opioid litigation settlement documents; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article would transfer the sum of \$7,924.25 from Free Cash into the Town's Special Revenue Fund for Opioid Settlement Funds because of the various Nationwide Opioid Class Action Lawsuits the Town of Ayer is party to. The amount of \$7,924.25 represents the amount of settlement funds the Town has received to date which are currently being held in the General Fund. These funds can only be used for specific purposes per the Settlement Agreements for the purposes of opioid use prevention; harm reduction; and relief.*

**ARTICLE 16: STABILIZATION FUND**

To see if the Town will vote to transfer \$1,234,740.75 from Free Cash or such other sum or sums of money, with \$584,740.75 to be credited to the Stabilization Fund under the provisions of Chapter 40, Section 5B of the General Laws, and \$650,000 to be credited to the Capital Stabilization Fund per the Town's Financial Policies; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article transfers \$584,740.75 from Free Cash into the Town's Stabilization Fund and transfers \$650,000 into the Town's Capital Stabilization Fund for a total transfer of \$1,234,740.75. Stabilization and Capital Stabilization funds can be used for any lawful purposes subject to Town Meeting approval.*

For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**REVOLVING FUNDS ARTICLE**

**ARTICLE 17: REVOLVING FUNDS ARTICLE – AMENDED BYLAW AND ESTABLISHING FY 2025 SPENDING LIMITS**

To see if the Town will vote to establish the following fiscal year spending limit for such funds as follows:

Authorized Revolving Funds	Fiscal Year Expenditure Limit
<b>FIRE ALARM FUND</b>	\$ 75,000
<b>HAZARDOUS MATERIALS FUND</b>	\$ 10,000
<b>FOURTH OF JULY FUND</b>	\$ 30,000
<b>DPW INSPECTION FEES FUND</b>	\$100,000
<b>TOWN HALL RENTAL FUND</b>	\$ 10,000
<b>SENIOR ACTIVITIES FUND</b>	\$5,000
<b>SENIOR STORE FUND</b>	\$5,000
<b>RECYCLING FUND</b>	\$10,000
<b>PARKS FUND</b>	\$ 75,000
<b>YOUTH WORKS FUND</b>	\$ 20,000

Or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article is an annual requirement for Town Meeting to authorize the fiscal year spending limit for the Town’s various Revolving Funds as contained in the Article.*

**RAISE & APPROPRIATE ARTICLES**

**ARTICLE 18: FIRST YEAR’S INTEREST– GENERAL FUND BORROWING**

To see if the Town will vote to raise and appropriate the sum of \$48,700 required to provide for the first year’s interest charges and associated administrative expenses on all General Fund borrowing/bonding authorized by this Town Meeting; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article will fund the first-year interest charges in the amount of \$48,700 associated with the administrative expenses on all General Fund borrowing/bonding authorized by this Town Meeting.*

**ARTICLE 19: FUNDING FOR AQUATIC WEED CONTROL FOR TOWN PONDS**

To see if the Town will vote to raise and appropriate the sum of \$25,000 for the purpose of funding the aquatic weed control program for the Town’s ponds, and any incidental and related costs and

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

expenses; or take any action thereon or in relation thereto. Funds are to be spent by June 30, 2027; unexpended funds on June 30, 2027, to close and revert to General Fund balance.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: Funding from this Article will be used by the Conservation Commission for the purposes of the aquatic weed control in the Town's ponds.*

**ARTICLE 20: MATCHING FUNDING FOR FIREFIGHTERS GRANT**

To see if the Town will vote to raise and appropriate the sum of \$7,105.23 as matching funds for a Federal Assistance to Firefighters Grant; or take any action thereon or in relation thereto.

Sponsor: Select Board

Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article would fund the required \$7,105.23 in matching funds for a FY 2025 Federal Assistance to Firefighters Grant for portable radios totaling \$149,209.80. These funds will only be required if the grant submission is successful.*

**COMMUNITY PRESERVATION ACT ARTICLES**

**ARTICLE 21: COMMUNITY PRESERVATION ACT**

To see if the Town will hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Act budget, and appropriate from the estimated FY 2025 Community Preservation Fund revenues:

- A sum of money equal to five percent (5%), and not to exceed \$48,454 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025.

And further, to reserve for future appropriation from the estimated FY 2024 Community Preservation Fund revenues the following sums of money, as recommended by the Community Preservation Committee, for each of the following purposes:

- A sum of money equal to \$96,909 (10%), more or less, for acquisition, creation, and preservation of open space excluding land for recreational use, and
- A sum of money equal to \$96,909 (10%), more or less, for acquisition, preservation, restoration, and rehabilitation of historic resources, and
- A sum of money equal to \$96,909 (10%), more or less, for acquisition, creation and preservation and support of community housing.

And the remainder sum of \$629,907 (70% less administrative expenses) for the Undesignated Fund Balance; or take any action thereon or in relation thereto.

*For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)*

Sponsor: Community Preservation Committee  
Select Board: Recommends  
Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: Disbursement required by the Commonwealth of Massachusetts under M.G.L. Chapter 44B for the estimated FY 2025 Community Preservation Fund revenues.*

**ARTICLE 22: COMMUNITY PRESERVATION FUND – TRANSFER OF UNEXPENDED FUNDS FROM OLD FIRE STATION PROJECT**

To see if the Town will vote to transfer the unexpended sum of \$190,000 from the Community Preservation Fund Project for the Old Central Fire Station Project as originally appropriated by Article 27 of the 2019 Annual Town Meeting to the following CPA Reserve Funds as follows:

\$150,000	to CPA Community Housing Reserve Fund
\$40,000	to CPA Historic Resources Fund
<hr/>	
Total:	\$190,000

Or take any action thereon or in relation thereto.

Sponsor: Community Preservation Committee  
Select Board: Recommends  
Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article would transfer back the total amount of \$190,000 which was originally appropriated by Article 27 of the 2019 Annual Town Meeting for the Old Fire Station Project which was not completed. \$150,000 will revert to the CPA Community Housing Reserve Fund and \$40,000 will revert back to the CPA Historic Resources Fund for a total of \$190,000.*

**ARTICLE 23: COMMUNITY PRESERVATION FUND - HABITAT FOR HUMANITY**

To see if the Town will vote to transfer from the Community Preservation Fund (FY 2025) Balance Reserve from the Community Housing Category the sum of \$150,000 to support the construction of a Habitat for Humanity Duplex Style Home to be located at 12 Newton Street in Ayer; or take any action thereon or in relation thereto.

Sponsor: Community Preservation Committee  
Select Board: Recommends  
Finance Committee: Recommends

Simple Majority Vote Required

*Explanatory Note: This Article would authorize \$150,000 from the CPA Housing Category toward the construction of a Habitat for Humanity Duplex Style Home at 12 Newton Street in Ayer. The Community Preservation Committee held a Public Hearing on March 6, 2024.*

For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**ARTICLE 24: ACQUISITION BY PURCHASE OF 71 SANDY POND ROAD**

To see if the Town will vote to authorize the Select Board to acquire by gift, purchase or eminent domain a parcel of land, with any improvements thereon, located at 71 Sandy Pond Road, Ayer, containing 2.29 acres, more or less, being Tax ID Map 29-0-1, being those premises described in a deed recorded with the Middlesex South District Registry of Deeds in Book 81572, Page 347, for open space and recreation purposes, and to accept a deed for said property; and, as funding for such acquisition and costs related thereto, transfer from the Community Preservation Fund (FY 2025) Balance Reserve from the Open Space Category the sum of Three Hundred Fifty Thousand Dollars (\$350,000.00), with additional funding of Three Hundred Fifty Thousand Dollars (\$350,000.00) to be provided as determined by the Select Board from UDAG Unrestricted Grant Funds and ARPA Funds, for a total acquisition cost of Seven Hundred Thousand Dollars (\$700,000.00); and further to authorize the Select Board to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article; or take any action thereon or in relation thereto.

Sponsor (For Acquisition Authorization): Select Board  
Sponsor (For CPA Funding): Community Preservation Committee

Finance Committee: Recommends Two-Thirds Majority Vote Required

*Explanatory Note: This Article would authorize the Select Board to acquire 71 Sandy Pond Road by purchase in the amount of \$700,000 for future municipal open space, park and recreation purposes. With \$350,000 being authorized from Community Preservation Act Funds – Open Space Category and \$350,000 to be provided as determined by the Select Board from UDAG Unrestricted Grant Funds and ARPA Funds, for a total acquisition cost of \$700,000. The Select Board entered into a Purchase and Sale Agreement on January 2, 2024 which is available at [www.ayer.ma](http://www.ayer.ma) and the Community Preservation Committee held a Public Hearing for the \$350,000 requested in CPA Funds on March 6, 2024. Presentation to be made at Town Meeting.*

**ZONING BY-LAW AMENDMENT ARTICLES**

**ARTICLE 25: ZONING BYLAW AMENDMENT – UPDATE OF THE TOWN’S ZONING MAP**

To see if the Town will vote to approve the revised Town of Ayer Zoning Map available on the Town’s website at [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting) and on file in the Town Clerk’s Office showing the rezoning of 27 and 29 Harvard Road from General Residence to General Business; or take any other action thereon or in relation thereto.

Sponsor: Planning Board to Report at Town Meeting  
Select Board: Recommends Two-Thirds Majority Vote Required

*Explanatory Note: This Article would revise and update the Town of Ayer Zoning Map to properly enshrine the rezoning of 27 and 29 Harvard Road that was approved at a previous Town Meeting, from General Residence to General Business. Since the Zoning Map was never updated to show the rezoning and was not part of the approval at Town Meeting, the rezoning was not properly completed. The Zoning Map must be approved by Town Meeting when a rezoning occurs. Brief presentation to be made at Town Meeting.*

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**ARTICLE 26: ZONING BYLAW AMENDMENT – AMENDMENT TO SECTION 320-3.2.A OF THE AYER ZONING BYLAW: SIZE OF THE ZONING BOARD OF APPEALS (ZBA) IN ACCORDANCE WITH MGL CHAPTER 40A, SECTION 21**

To see if the Town will vote to amend the Ayer Bylaws, Chapter 320, Zoning, Article 3, Administration and Enforcement, Section 320-3.2, Board of Appeals, A. Establishment, by inserting therein the **underlined bold text** as follows:

There is hereby established a Board of Appeals. Memberships, appointments and terms of regular and associate members shall be made in accordance with Chapter 40A of the Massachusetts General Laws. **The Board of Appeals, consisting of five (5) members and two (2) alternate members who shall be residents of the Town of Ayer, shall be appointed as provided by MGL c. 40A, Section 12.**

Or take any other action thereon or in relation thereto.

Sponsor: Planning Board to Report at Town Meeting

Select Board: Recommends

Two-Thirds Majority Vote Required

*Explanatory Note: This Article would amend the Ayer Zoning Bylaw Section 320-3.2.A to properly state the number of members of the Zoning Board of Appeals. The Planning Board held a Public Hearing on March 12, 2024 and issued a positive recommendation. Planning Board to report at Town Meeting.*

**ARTICLE 27: ZONING BYLAW AMENDMENT – AMENDMENT TO SECTION 320-5.2 TABLE OF USE REGULATIONS – ZONING DISTRICTS**

To see if the Town will vote to amend the Ayer Bylaws, Chapter 320, Zoning, Article 5, Use Regulations, Section 320-5.2, Table of Use Regulations, A, Attachment 1 by deleting the strikethrough text and inserting the **underlined bold text** as follows:

SECTION 5.2 TABLE OF USE REGULATIONS (1)										
CLASS OF USE	Zoning Districts									
	A1	A2	GR	DAPSFBC	WAVFBC	MUT	GB	LI	I	HCS
<b>1.0 RESIDENTIAL USES</b>										
1.1 Detached single-family dwelling	P	P	P	P	SPB	P	SPZ	N	N	N
1.2 Two-family dwelling	<b><u>P</u></b>	<b><u>P</u></b>	P	P	P	P	P	N	N	N
1.3 Townhouse or multi-family dwelling	<b><u>SPB</u></b>	<b><u>SPB</u></b>	P	P	P	P	<b><u>SPB</u></b>	N	N	N
1.4 Conversion of an existing single-family dwelling to a three- or four-family dwelling, provided that (a) there shall be no change to the building footprint and (b) one unit shall be an affordable housing unit. All applicable provisions of Section 10.3 shall apply.	N	N	N	SPB	N	SPZ	N	N	N	N
1.5 Conversion of a non-residential or mixed-use building to a multi-family dwelling	N	N	N	SPB	SPB	SPZ	N	N	N	N
1.6 Apartments <b><u>Dwelling units</u></b> above the ground floor of a commercial building	N	N	N	P	P	P	P	N	N	N
1.7 Dwelling units at grade in a commercial building, provided that the entrance shall be on the side or rear of the building; the units shall have direct access to parking on the lot; the units shall be accessible to persons with disabilities; <b><u>the ground floor of the building the elevation of the building at street level,</u></b> facing the street, shall be used for commercial uses.	N	N	N	<b><u>P</u></b>	P	P	N	N	N	N

Or take any action thereon or in relation thereto.

Sponsor: Planning Board to Report at Town Meeting

Select Board: Recommends

Two-Thirds Majority Vote Required

*Explanatory Note: This Article would amend the Ayer Zoning Bylaw Section 5.2 Table of Use Regulations as indicated in the table in the Article above. This Article will allow for more diverse types of housing to be built in the Town of Ayer. It will increase the amount of inventory and diverse housing stock within the Town of Ayer which will lead to more affordable units over time. The Planning Board held a Public Hearing on March 12, 2024 and issued a positive recommendation. Planning Board to report at Town Meeting.*

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)

**ARTICLE 28: ZONING BYLAW AMENDMENT – AMENDMENT TO SECTION 320-10.3.3 FOR INCLUSIONARY HOUSING**

To see if the Town will vote to amend the Ayer Bylaws, Chapter 320, Zoning, Article 10, Special Regulations, Section 320-10.3.3, Basic Requirements by inserting the **underlined bold text** as follows:

**H. For design guidelines of preferred affordable multifamily new construction, refer to the “Massachusetts Multifamily New Construction Design Requirements & Guidelines” developed by BHDC, DND, MassHousing, and MHP and as may be amended from time to time.**

**1. The Planning Board shall have the authority to allow new construction of multifamily housing under Section 320-10.3.3 of the Ayer Zoning Bylaws to allow for the construction of new units to meet the Target Units Sizes referenced in Section 4.B “Design Guidelines for Units Layouts and Interior Dimensions dated April 2022.**

Or take any other action thereon or in relation thereto.

Sponsor: Planning Board to Report at Town Meeting

Select Board: Recommends

Two-Thirds Majority Vote Required

*Explanatory Note: This Article will give new construction that triggers Section 320-10.3.3, Inclusionary Housing, preferred design guidelines for affordable housing. The Article would also give the Planning Board the authority to allow new construction of multifamily housing under the Inclusionary Housing Bylaw to be built to meet the unit target sizes referred to within the reference guidelines. This Article would allow units to be built under the 750 square foot minimum for a dwelling unit if the project triggers Inclusionary Housing. The Planning Board held a Public Hearing on March 12, 2024 and issued a positive recommendation. Planning Board to report at Town Meeting.*

**ARTICLE 29: WEST MAIN STREET BRIDGE EASEMENTS**

To see if the Town will vote to authorize the Select Board to acquire by gift, purchase or eminent domain, permanent and/or temporary easements on properties on or near West Main Street, in the locations as approximately shown on a sketch plan, said plan available on the Town’s website at [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting) and on file with the Town Clerk’s Office, for the purpose of undertaking the West Main Street Bridge Project; and, further, to authorize the Select Board to enter into any and all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article or take any action thereon or in relation thereto.

Sponsor: Select Board

Two-Thirds Majority Vote Required

*Explanatory Note: This Article would authorize the Select Board to acquire two easements on private property on or near West Main Street as shown on a plan on file with the Town Clerk’s Office for the purposes of undertaking the West Main Street Bridge Project. Brief presentation to be made at Town Meeting.*

For more information, please visit the Town’s website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)



**ARTICLE 30: EXTENSION OF SEWER LINE ON WILLOW ROAD FOR BENEFIT OF 254-260 AYER ROAD IN LITTLETON**

To see if the Town will vote to authorize property located at 254-260 Ayer Road, Littleton, to extend a sewer service line across Ayer Road to a sewer line located at 0 Littleton Road, Ayer (Map 30, Lot 16), said authorization required by Ayer General Bylaw §295-1, for the purpose of providing sewer for a private commercial site in Littleton; or take any action thereon or in relation thereto.

Sponsor: Select Board

Simple Majority Required

*Explanatory Note: This Article would authorize the extension of the Town's sewer system to 254-260 Ayer Road at the owner's expense to include the owner paying the premium rate for any sewer flow used. The Select Board held a Public Hearing on April 16, 2024. Brief presentation at Town Meeting.*

**ARTICLE 31: SENIOR TAX WORK-OFF PROGRAM – MGL CHAPTER 59, SECTION 5K**

To see if the Town will vote to accept the provisions of MGL Chapter 59, Section 5K to establish a Senior Work-Off Abatement Program, administered by the Town Manager, where Seniors provide services to the community at an hourly rate no higher than the State Minimum Wage, and their earning are credited to reduce their property tax bills, said program to become effective July 1, 2024; and to adjust the exemption by:

(1) allowing an approved representative, for persons physically unable, to provide such services to the Town; or

(2) allowing the maximum reduction of the real property tax bill in a given tax year, as provided in MGL Chapter 59, Section 5K, as may be amended from time to time;

or take any action thereon or in relation thereto.

Sponsor: Select Board

Simple Majority Vote Required

*Explanatory Note: The Ayer Town Meeting of May 2012 originally adopted MGL Chapter 59, Section 5K. This Article will amend the Town's Senior Tax Work-Off Program by increasing the maximum reduction of the real property bill in a given tax year from \$1,500 to \$2,000.*

A True Copy Attest:

  
\_\_\_\_\_  
Susan E. Copeland  
Town Clerk

Date: April 5, 2024

As directed in the foregoing warrant, I have this day posted three attested copies in three public places, one of which was the Town Hall at least seven (7) days before said meeting, all as herein directed.

  
\_\_\_\_\_  
Constable

Date: April 5, 2024

For more information, please visit the Town's website: [www.ayer.ma.us/townmeeting](http://www.ayer.ma.us/townmeeting)



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