

**WARRANT FOR  
MONDAY, MAY 4, 2009 at 7:00 PM  
ANNUAL TOWN MEETING  
TOWN OF LITTLETON**

**Commonwealth of Massachusetts**

**Middlesex, ss.**

To any Constable of the Town of Littleton in the County of Middlesex,

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Littleton qualified to vote in the elections and Town affairs, to meet in the **Charles Forbes Kaye Gymnasium, Littleton Middle School, 55 Russell Street in said Littleton on Monday, the fourth day of May, 2009, at 7:00 o'clock in the evening** by posting a printed copy of this warrant, by you attested, at eight meeting houses, at the Town Office Building on Shattuck Street, at the Post Office at Littleton Common, at the Post Office at Littleton Depot, at the Baptist Church, at the Unitarian Church, at the Catholic Church, at the Congregational Church, and at the Mormon Church, in said Town, seven days at least before the fourth day of May, 2009, then and there to act on the following Articles:

**ARTICLE 1  
Board of Selectmen  
Town Officers**

To choose all Town Officers and Committees necessary to be chosen at the Annual Town Meeting.

**ARTICLE 2  
Board of Selectmen  
Annual Report**

To hear and act upon the reports of the Town Officers and Committees.

**ARTICLE 3  
Board of Selectmen  
Borrowing Authorization**

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue for the fiscal year beginning July 1, 2009, in accordance with the provisions of Chapter 44, Section 4 of the General Laws, and to issue a note or notes as may be given for a period of less than one (1) year, in accordance with Chapter 44, Section 17 of the General Laws, or to take any other action in relation thereto.

**ARTICLE 4  
Board of Selectmen/Finance Committee  
FY 2010 Operating Budget**

To see if the Town will vote to raise and appropriate, transfer from available funds in the treasury or transfer from the Enterprise and Trust Funds, such sums of money to defray the expenses of the various departments of the Town and to fix the salary and compensation of all elected officials for the Fiscal Year beginning July 1, 2009, or to take any other action in relation thereto.

**ARTICLE 5**  
**Board of Electric Light Commissioners**  
**Electric Light Operating Budget**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum or sums of money, for electricity to be used for street lighting, and that the sum and income from the sale of electricity to private consumers and/or the electricity supplied to municipal buildings and from sales of appliances and jobbings during the current fiscal year, be appropriated for the Municipal Light Plant, the whole to be expended by the Manager of the Municipal Light Plant under the direction and control of the Electric Light Board for expenses of the plant for the fiscal year, as defined in Chapter 164, Section 57 of the General Laws, including out-of-state travel, and if said sum and said income shall exceed as the Electric Light Board may determine, it shall be transferred to the Construction Fund or other so designated account of said plant and appropriated for such additions thereto as may be authorized by the Electric Light Board and the balance of said excess shall be returned to the Town Treasurer, or take any other action in relation thereto.

**ARTICLE 6**  
**Board of Water Commissioners**  
**Water Enterprise Fund Operating Budget**

To see if the Town will vote to appropriate \$2,022,300 or any other sum or sums of money from the Water Enterprise Fund to finance the operation of the Water Department for the fiscal year beginning July 1, 2009 (*detail below*), or to take any other action in relation thereto.

<b>I. Water Enterprise Revenues</b>	
User Charges	\$1,922,300
Enterprise Available Funds	100,000
Investment Income	
<b>Total Revenues</b>	<b>\$2,022,300</b>
<b>II. Costs Appropriated for the Enterprise Fund</b>	
Salaries and Wages	\$585,000
Expenses	941,700
Capital Outlay – Equipment	0
Capital Outlay – Improvements	0
Reserve Fund	100,000
Debt Principal and Interest	395,600
Budgeted Surplus	0
<b>Total Costs Appropriated for Enterprise Fund</b>	<b>\$2,022,300</b>
<b>III. Costs Appropriated for General Fund to be Charged to the Enterprise Fund</b>	
Indirect Costs	\$0
Benefits	0
Pension Costs	0
<b>Total Costs Appropriated for the General Fund.</b>	<b>\$0</b>
<b>Total Costs</b>	<b>\$2,022,300</b>

**ARTICLE 7**  
**Board of Selectmen**  
**Emergency Medical Services Enterprise Fund**

To see if the Town will vote to appropriate \$388,375 or any other sum or sums of money, from the Emergency Medical Services (EMS) Enterprise Fund to finance the operation of the EMS Department for the fiscal year beginning July 1, 2009 (*detail below*), or to take any other action in relation thereto.

<b>I. EMS Enterprise Revenues</b>	<b>FY2010</b>
User Charges	\$305,000
Enterprise Available Funds	78,375
Investment Income	5,000
<b>Total Revenues</b>	<b>\$388,375</b>
<b>II. Costs Appropriated in the Enterprise Fund</b>	
Salaries and Wages	212,582
Expenses	86,575
Capital Outlay – Equipment	10,500
Capital Outlay – Improvements	
Reserve Fund	15,000
Debt Principal and Interest	
Budgeted Surplus	
<b>Total Costs Appropriated in E.F.</b>	<b>\$324,657</b>
<b>III. Costs Appropriated in General Fund to be Charged to the Enterprise Fund</b>	
Indirect Costs	15,999
Benefits	29,289
Pension Costs	18,430
<b>Total Costs Appropriated in G.F.</b>	<b>\$63,718</b>
<b>Total Costs</b>	<b>\$388,375</b>

**ARTICLE 8**  
**Board of Selectmen/Finance Committee**  
**Capital Items from Available Funds**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, and or borrow a sum or sums of money, to be expended by the respective Departments or Officers indicated, for the capital projects and purchases itemized and described, or to take any other action in relation thereto.

- A. Police Cruiser leases - \$54,000 to be expended by the Police Department: 3<sup>rd</sup> year (final) on 1 @ \$13,500; 2<sup>nd</sup> year payment on 3 @ \$13,500 each; 1<sup>st</sup> year payment to replace ad cruiser @ \$13,500, and to authorize the Board of Selectmen to advertise on police cruisers.
- B. Police Office Trailer lease - \$11,000 to be expended by the Police Department for the purpose of leasing an office trailer for the Police Department. Said payment will cover the final year's payment of a three-year lease.
- C. Fire Command Vehicle lease -\$6,000 to be expended by the Fire Department to lease a vehicle for Fire Department. Said payment will cover the third year's payment of a five-year lease.
- D. Fire Major Equipment Repair -\$16,000 to be expended by the Fire Department for the purpose of major equipment repairs and upkeep.

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- E. Highway Bobcat Trailer Re-furbish** - \$2,000 – to be expended by the Highway Department to refurbish a 1999 small equipment trailer.
- F. Highway 1 ton tool truck** - \$43,800 to be expended by the Highway Department for the purpose of purchasing a new 1 ton vehicle with plow as a replacement for an existing 1999 vehicle.
- G. Highway Major Equipment Repair** - \$15,000 to be expended by the Highway Department for the purpose of major equipment repairs and upkeep.
- H. Highway Sidewalk Plow lease** - \$45,000 to be expended by the Highway Department for the purpose of paying the lease on the sidewalk plow. Said payment will cover the second year's payment of a three-year lease.
- I. Shaker Lane Univents** - \$30,000 to be expended by the School Committee for the purpose of replacing univent HVAC units at the Shaker Lane School.
- J. School Technology** - \$20,000 to be expended by the School Committee for the purpose of purchasing new and replacement computer systems with printers and accessories for various school departments.
- K. High School Custodial Equipment** - \$20,000 to be expended by the School Committee for the purpose of purchasing new and replacement custodial equipment for the High School.
- L. Rooftop Units** - \$17,000 to be expended by the Board of Selectmen to replace the rooftop units located over the COA section of the Shattuck Street building.
- M. COA Freezer Replacement** - \$2,195 – to be expended by COA to replace a 1993 freezer unit.

**ARTICLE 9**  
**Board of Selectmen**

**Subsurface Disposal for Town-owned Properties at 20 Foster Street, 4 Rogers Street**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money for subsurface disposal for the Town-owned properties at 20 Foster Street and 4 Rogers Street, or to take any other action in relation thereto.

**ARTICLE 10**  
**Community Preservation Committee**  
**Community Preservation FY 2010 Budget**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2010 Community Preservation Budget, to appropriate or reserve from FY 2010 Community Preservation Fund annual revenues the following amounts, as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

***Appropriations***

Administration	\$ 5,000.00
Debt service - open space	10,554.16
Debt service - historic	15,127.63
<i>Sub-total</i>	<i>\$ 30,681.79</i>

***Reserves***

Open Space	\$ 4,746.09
Historic Resources	172.62
Community Housing	15,300.25
Budgeted Reserve	102,101.75
<i>Sub-total</i>	<i>\$122,320.71</i>
<b>TOTAL</b>	<b>\$ 153,002.50</b>

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or to take any other action in relation thereto.

**ARTICLE 11**  
**Voters' Petition**  
**Track Feasibility Study**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow the sum of \$20,000 to be expended by the Permanent Municipal Building Committee, as directed by the Town Meeting, for the purpose of funding a feasibility study for a track and field facility, or to take any other action in relation thereto.

**ARTICLE 12**  
**Voters' Petition**  
**Zoning Amendment: Prohibit Granting of Use Variances**

To see if the Town will vote to amend the Littleton zoning bylaws by the deletion of the following from §173 6.B(2): “, including variances for use,” or to take any other action in relation thereto.

**ARTICLE 13**  
**Voters' Petition**  
**Zoning Amendment: Rezone Certain Parcels to Business District**

To see if the Town will vote to rezone the following parcels located in the Town of Littleton to Business: Map U5 Lot 1, Map U5 Lot 2, Map U5 Lot 2-1, Map U6 Lot 2, Map U6 Lot 3, and Map U6 Lot 2-5; or to take any other action in relation thereto.

**ARTICLE 14**  
**Voters' Petition**  
**Zoning Amendment: Crematory Prohibition**

To see if the Town will vote to amend §173 of the Town Bylaws by adding the following sections:

**ARTICLE XXIV Crematory Facilities**

§ 173-165 Purpose. The purpose of the bylaw is to prohibit the operation of a crematory to protect and promote the quality of the Town of Littleton's neighborhoods, commercial and business districts, and the general welfare, health and safety of the citizens of Littleton.

§ 173-165 Crematory Prohibition. No crematory shall be allowed in the Town of Littleton. or to take any other action in relation thereto.

**ARTICLE 15**  
**Board of Selectmen**  
**By-law Amendment – Public Consumption of Alcoholic Beverages and Marijuana**

To see if the Town will vote to amend Chapter 53 of the Town Code, Alcoholic Beverages, by striking said Chapter in its entirety and replacing it with the following:

**Chapter 53.** Public Consumption of Alcoholic Beverages and Marijuana/  
Tetrahydrocannabinol

**Section 53-1.** No person shall consume an alcoholic beverage as defined by General Laws Chapter 138, Section 1, as amended, or possess an opened container of such beverage, or smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol as defined by

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General Laws Chapter 94C, Section 1 within the limits of any park, playground, public building, schoolhouse, school grounds, cemetery, parking lot or any area owned by or under the control of the Town of Littleton nor shall any person consume an alcoholic beverage, or consume marijuana or tetrahydrocannabinol on any public way or way to which the public has a right of access as invitees or licensees, including any person in a motor vehicle while it is in, on, or upon any public way or any way to which the public has a right of access as aforesaid, within the limits of the Town of Littleton; and no person shall consume any alcoholic beverages, or consume marijuana or tetrahydrocannabinol as previously defined, in, on, or upon any private land or place without the consent of the owner or person in control of such private land or place.

**Section 53-2.** All alcoholic beverages, marijuana or tetrahydrocannabinol being used in violation of this section may be seized and held until final adjudication of the charge against any such person or persons has been made by the court. Upon final adjudication all alcoholic beverage and marijuana/THC evidence will be destroyed.

**Section 53-3.** This by-law may be enforced through any lawful means in law or in equity including, but not limited to, enforcement by criminal indictment or complaint pursuant to G.L. c. 40, § 21, or by non-criminal disposition pursuant to G.L. c. 40, § 21D, by the Board of Selectmen, the Town Administrator, or their duly authorized agents, or any police officer. The fine for violation of this by-law shall be three hundred dollars (\$300) for each offense. Any penalty imposed under this by-law shall be in addition to any civil penalty imposed under G.L. c. 94C, § 32L.

or take any other action in relation thereto.

**ARTICLE 16**  
**Board of Selectmen/Personnel Board**  
**Personnel By-law Amendments**

To see if the Town will vote to amend Chapter 33 of the Town Code, Personnel, by deleting Schedules A and B thereof and replacing it with the following Schedules A, B, and C:

**TOWN OF LITTLETON, MASSACHUSETTS**  
**FY 2010 CLASSIFICATION & COMPENSATION PLAN**

**SCHEDULE A:**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
<b>1</b> <i>hourly annual</i>	\$8.73 18,228.24	\$9.04 18,875.52	\$9.35 19,522.80	\$9.69 20,232.72	\$10.01 20,900.88	\$10.37 21,652.56	\$10.74 22,425.12
<b>2</b> <i>hourly annual</i>	10.86 22,675.68	11.24 23,469.12	11.65 24,325.20	12.05 25,160.40	12.47 26,037.36	12.91 26,956.08	13.36 27,895.68
<b>3</b> <i>hourly annual</i>	13.65 28,501.20	14.13 29,503.44	14.62 30,526.56	15.15 31,633.20	15.67 32,718.96	16.22 33,867.36	16.78 35,036.64
<b>4</b> <i>hourly annual</i>	15.71 32,802.48	16.25 33,930.00	16.81 35,099.28	17.41 36,352.08	18.02 37,625.76	18.65 38,941.20	19.31 40,319.28
<b>5</b> <i>hourly annual</i>	16.49 34,431.12	17.05 35,600.40	17.64 36,832.32	18.28 38,168.64	18.93 39,525.84	19.57 40,862.16	20.26 42,302.88
<b>6</b> <i>hourly annual</i>	17.31 36,143.28	17.92 37,416.96	18.53 38,690.64	19.18 40,047.84	19.87 41,488.56	20.55 42,908.40	21.27 44,411.76

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<b>7</b>	<i>hourly</i> <i>annual</i>	18.17 37,938.96	18.82 39,296.16	19.47 40,653.36	20.15 42,073.20	20.85 43,534.80	21.59 45,079.92	22.33 46,625.04
<b>8</b>	<i>hourly</i> <i>annual</i>	19.09 39,859.92	19.75 41,238.00	20.45 42,699.60	21.16 44,182.08	21.89 45,706.32	22.66 47,314.08	23.46 48,984.48
<b>9</b>	<i>hourly</i> <i>annual</i>	20.04 41,843.52	20.74 43,305.12	21.45 44,787.60	22.21 46,374.48	22.99 48,003.12	23.81 49,715.28	24.63 51,427.44
<b>10</b>	<i>hourly</i> <i>annual</i>	21.04 43,931.52	21.78 45,476.64	22.53 47,042.64	23.32 48,692.16	24.15 50,425.20	24.99 52,179.12	25.88 54,037.44
<b>11</b>	<i>hourly</i> <i>annual</i>	26.30 54,914.40	27.23 56,856.24	28.17 58,818.96	29.15 60,865.20	30.19 63,036.72	31.23 65,208.24	32.33 67,505.04
<b>12</b>	<i>hourly</i> <i>annual</i>	32.88 68,653.44	34.03 71,054.64	35.23 73,560.24	36.44 76,086.72	37.71 78,738.48	39.06 81,557.28	40.42 84,396.96
<b>13</b>	<i>hourly</i> <i>annual</i>	37.81 78,947.28	39.14 81,724.32	40.50 84,564.00	41.92 87,528.96	43.38 90,577.44	44.89 93,730.32	46.47 97,029.36

**GRADE 1**

Library Assistant

**GRADE 2**

*No positions assigned*

**GRADE 3**

Cemetery Laborer

Crossing Guard

Library Technician

**GRADE 4**

Building Custodian

Finance Technician

**GRADE 5**

Administrative Clerk

Assessment Clerk

Cemetery Groundskeeper

Outreach Coordinator

PRCE Program Specialist

Senior Library Technician

**GRADE 6**

Administrative Assistant

Communications Officer (part-time)

Program Coordinator/Social Day

Program

**GRADE 7**

Assessment Analyst

Assistant Accountant

Assistant Treasurer/Payroll & Benefits

Coordinator

PRCE Assistant Director

Reserve Police Officer

**GRADE 8**

Conservation Coordinator/Administrator

Maintenance Supervisor

Senior Librarian

**GRADE 9**

Cemetery Administrator

Council on Aging Director

Executive Assistant to the Town

Administrator

**GRADE 10**

Tax Collector

**GRADE 11**

Building Commissioner

Chief Assessor

PRCE Director

Planning Administrator/Permit

Coordinator

Town Treasurer

**GRADE 12**

Highway Operations Manager

Information Systems Manager

**GRADE 13**

*No positions assigned*

**SCHEDULE B:**

COA Dispatcher, \$10.00 per hour

COA Van Driver, \$15.00 per hour

**SCHEDULE C Temporary/Seasonal Park & Recreation Department positions**

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<b>1</b>	<i>hourly</i>	8.75	9.63	10.59	11.65	12.81
<b>2</b>	<i>hourly</i>	9.00	9.90	10.89	11.98	13.18
<b>3</b>	<i>hourly</i>	10.00	11.00	12.10	13.31	14.64
<b>4</b>	<i>hourly</i>	11.50	12.65	13.92	15.31	16.84
<b>5</b>	<i>hourly</i>	13.00	14.30	15.73	17.30	19.03
<b>6</b>	<i>hourly</i>	15.00	16.50	18.15	19.97	21.96
<b>7</b>	<i>hourly</i>	17.00	18.70	20.57	22.63	24.89
<b>8</b>	<i>hourly</i>	17.50	19.25	21.18	23.29	25.62
<b>9</b>	<i>hourly</i>	19.00	20.90	22.99	25.29	27.82

**Grade 1**

Special Activities  
Snack Hut Attendant  
Boat Rental Attendant  
Camp Tahattawan Junior Counselor

**Grade 2**

Counselor Camp Tahattawan  
Intern

**Grade 3**

Lifeguard  
Counselor Camp Prouty

**Grade 4**

Sailing Instructor  
Water Safety Instructor  
Camp Specialist-Sports

**Grade 5**

or to take any other action in relation thereto.

Camp Specialist-Music

Camp Specialist-Art

**Grade 6**

Camp Specialist-Science and Nature

Head Guard

Sailing Coordinator

Preschool Teacher

Camp Tahattawan Asst. Dir.

**Grade 7**

Camp Director Tahattawan

**Grade 8**

Camp Director Prouty  
Aquatics Director

**Grade 9**

none listed

**ARTICLE 17**  
**Board of Selectmen**  
**Revolving Funds**

To see if the Town will vote to authorize the following Fiscal Year 2010 Revolving Funds, in accordance with Chapter 44, section 53E½ of the General Laws, or to take any other action in relation thereto.

- (1) Wiring/Plumbing/Gas Inspections: to allow receipts from wiring and plumbing fees to be segregated into a special account; and with funds therefrom, up to a limit of \$75,000 annually, to be expended to compensate the Wiring, Plumbing and Gas Inspectors, under the direction of the Building Commissioner, with the prior year's fund balance to be available for expenditure;
- (2) Dog By-law Enforcement: to allow receipts from dog license fees and fines to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for costs associated with by-law enforcement, under the direction of the Town Clerk, with the prior year's fund balance to be available for expenditure;

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(3) Cemetery Lots: to allow receipts from the sale of lots and grave opening fees to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for associated administrative costs, under the direction of the Cemetery Commission, with the prior year's fund balance to be available for expenditure;

(4) Alarm Box Repairs: to allow receipts from alarm box fees to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for repairs to alarm boxes, under the direction of the Fire Department, with the prior year's fund balance to be available for expenditure;

(5) CPR Courses: to allow receipts from CPR course fees to be segregated into a special account; and with funds therefrom, up to a limit of \$2,000 annually, to be expended for CPR course costs, under the direction of the Fire Department, with the prior year's fund balance to be available for expenditure;

(6) Sealer of Weights and Measures: to allow receipts from sealer fees to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended to compensate the Sealer, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure;

(7) Fire Safety Act Compliance: to allow receipts from Fire Safety Act fees and fines to be segregated into a special account; and with funds therefrom, up to a limit of \$3,000 annually, to be expended for associated administrative costs, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure;

(8) M.A.R.T.: to allow receipts from reimbursement from M.A.R.T. bus fees to be segregated into a special account; and with funds therefrom, up to a limit of \$68,000 annually, to be expended for wages and expenses for senior van operation, under the direction of the Council on Aging, with the prior year's fund balance to be available for expenditure;

(9) Pet Cemetery: to allow receipts from pet cemetery fees to be segregated into a special account; and with funds therefrom, up to a limit of \$20,000 annually, to be expended for associated administrative costs, under the direction of the Cemetery Commission, with the prior year's fund balance to be available for expenditure;

(10) Community Education: to allow receipts from community education fees to be segregated into a special account; and with funds therefrom, up to a limit of \$80,000 annually, to be expended for wages and associated administrative costs, under the direction of the Park & Recreation Commission, with the prior year's fund balance to be available for expenditure;

(11) Spectacle Pond Cell Tower: to allow receipts from the Spectacle Pond Cell Tower rent to be segregated into a special account; and with funds therefrom, up to a limit of \$40,000 annually, to be expended for debt service for the Clean Lakes program, under the direction of the Board of Selectmen, with the prior year's fund balance to be available for expenditure; and

(12) Legal Advertisements: to allow receipts paid by applicants for advertising costs to be segregated into a special account; and with funds therefrom, up to a limit of \$5,000 annually, to be expended for legal advertising costs, under the direction of the Board of Appeals, with the prior year's fund balance to be available for expenditure.

**ARTICLE 18**  
**Board of Selectmen**  
**Chapter 90 Road Improvements**

To see if the Town will vote to transfer from available funds or authorize the Treasurer to borrow in anticipation of reimbursements, a sum of money for authorized road improvements and other

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projects provided for under Chapter 90 of the General Laws; or to take any other action in relation thereto.

**ARTICLE 19**  
**Board of Selectmen**  
**Demand Charges for Delinquent Taxes**

To see if the Town will vote that the Town charge for each written demand issued by the collector a fee of \$30 to be added to and collected as part of the tax, as authorized by Chapter 60, Section 15 of the General Laws, effective as of July 1, 2009, or to take any other action in relation thereto.

**ARTICLE 20**  
**Board of Selectmen**  
**Compensating Balance Agreement**

To see if the Town will vote to authorize the Treasurer to enter into a Compensating Balance Agreement(s) for FY 2010, pursuant to Chapter 44, Section 53F of the General Laws, or to take any other action in relation thereto.

**ARTICLE 21**  
**Board of Selectmen**  
**Senior Work Program**

To see if the Town will vote to request the Board of Assessors to commit \$50,000, or any other sum or sums of money, from the FY 2010 Overlay Account for Abatements to fund the Senior Citizen Tax Work-off Abatement Program, or to take any other action in relation thereto.

**ARTICLE 22**  
**Board of Selectmen**  
**Tax Increment Financing – 151 Taylor Street**

To see if the Town will vote to authorize the Board of Selectmen to adopt a Tax Increment Financing Plan designating the land at 151 Taylor Street, Littleton, MA, containing approximately 28.8 acres, more or less, as shown on Assessors Map R10, Parcel 14, as a Tax Increment Financing Zone under chapter 40, section 59 of the General Laws, or to take any other action in relation thereto.

**ARTICLE 23**  
**Board of Selectmen**  
**By-law Amendment – Procurements**

To see if the Town will vote to amend section 18-7 of the Town Code, Advertisement for certain proposals, by deleting “\$10,000” therefrom and replacing it with “\$25,000” so that the first sentence of said section reads as follows:

No contract for the purchase of equipment, supplies, or materials, the actual or estimated cost of which amounts to \$25,000 or more, except in cases of special emergency involving the health or safety of the people or their property, shall be awarded unless proposals for the same have been invited by advertisement in at least one newspaper published in the Town or, if there is no such newspaper, in a newspaper published in the county, such publication to be at least one week before the time specified for the opening of said proposals.

or to take any other action in relation thereto.

**ARTICLE 24**  
**Board of Selectmen**  
**By-law Amendment – Finance and Budget**

To see if the Town will vote to amend Chapter 17 of the Town Code, Finance And Budget, Department Of, by:

(1) adding the phrase “for a term of up to three years,” to the end of the second sentence of Section 1 thereof, so that said Section reads as follows:

There is hereby established in the Town of Littleton a Department of Finance and Budget (“Department”). The Department shall be managed by an Assistant Town Administrator for Finance and Budget (“AAFB”) who shall be appointed by, and may be removed by, the Town Administrator, subject to the approval of the Board of Selectmen, *for a term of up to three years*. The Assistant Town Administrator for Finance and Budget shall report to the Town Administrator.

(2) deleting Section 2 in its entirety and replacing it with the following:

The AAFB ~~may~~ *shall* also serve in the capacity of and have all the powers and duties presently vested in one of the following positions, *as determined by the Town Administrator subject to approval of the Board of Selectmen*: Town Accountant, Treasurer ~~(if appointed)~~, or Tax Collector ~~(if appointed)~~. The following positions, ~~if appointed~~, and the respective staff shall become part of the Department and report to the AAFB: Town Accountant, Town Treasurer, Tax Collector, and Chief Assessor.

And further by deleting from the Town Code Sections 29-1 and 29-3 relative to terms of an elected Town Treasurer and elected Town Tax Collector, since those positions both became appointed by voter approval of Questions 11 and 12 of the May 12, 2007 Annual Town Election ballot, or to take any other action in relation thereto.

**ARTICLE 25**  
**Board of Selectmen**  
**By-law Amendment – Appointment of Employees in Town Administrator Departments**

To see if the Town will vote to amend Chapter 3 of the Town Code, Town Administrator, by adding to the end of Section 3 thereof the following sentence: “Employees of the heads of said departments shall be appointed by the department head subject to approval of the Town Administrator”; so that said section reads as follows:

**Section 3.** The Town Administrator shall directly supervise and conduct performance reviews for the following current and future department heads unless otherwise specified by statute: Assistant Town Administrator for Finance and Budget; Head of the Highway Department; Facilities Manager; Head of Information Technology; Building Commissioner; and Human Resources. The department heads shall be appointed by, and can be removed by, the Town Administrator subject to the approval of the BOS. *Employees of the heads of said departments shall be appointed by the department head subject to approval of the Town Administrator.* And further to authorize the Board of Selectmen to file home rule legislation to carry out the purposes of this article; or to take any other action in relation thereto.

**ARTICLE 26**  
**Board of Electric Light Commissioners**  
**Home Rule Petition – LELD – Rubber Gloves**

To see if the Town will vote to instruct its representative in the General Court to file a home rule petition for a special act entitled, "An Act Relative to the Town of Littleton Electric Light Department," to read substantially as provided below. The General Court may make clerical or editorial changes in form only to the bill, unless the Board of Electric Light Commissioners approves amendments to the bill before enactment by the General Court. The Board of Electric Light Commissioners is hereby authorized to approve amendments that are within the scope of the general public objectives of this petition:

**SECTION 1.** Notwithstanding section 129C of Chapter 149 of the General Laws, Lineworkers and Qualified Persons employed by the Town of Littleton Electric Light Department may work on live wires, electrical equipment or other energized conductors up to 25,000 volts phase-to-phase or 14,400 volts phase-to-ground directly with rubber gloves, when de-energizing is not feasible and only when following the applicable provisions of the *American Public Power Association Safety Manual* (2008, or latest edition), concerning proper safe work practices, personal protective equipment and clothing.

**SECTION 2.** This act shall take effect upon passage.  
or take any other action in relation thereto.

**ARTICLE 27**  
**Board of Selectmen**  
**Gift of Land in Lieu of Taxes Owed – Whitcomb Road/Porter Road**

To see if the Town will vote to amend its vote under Article 34 of the May 7, 2007 Annual Town Meeting to specify that the land so acquired thereunder by gift to the Water Department shall be in lieu of taxes owed, said parcel of land located on the southeasterly side of Whitcomb Avenue, in Littleton, Middlesex County, Massachusetts being shown as Parcel "A" on a plan of land entitled "Plan of Land in Littleton, Mass., prepared for The Jackson Family Trust, David A. Jackson, Jr., Trustee, dated June, 2004, Scale 1" = 60', David E. Ross Associates, Inc., Civil Engineers and Land Surveyors, Landscape Architects, Environmental Consultants, P.O. Box 368, Ayer, MA 01432" which plan is recorded with the Middlesex South District Registry of Deeds as Plan Number 842 of 2004, to which plan reference may be made for a more particular description of said premises; said Parcel A containing 5.2 acres more or less, according to said plan; or take any other action in relation thereto.

TOWN OF LITTLETON, MASSACHUSETTS

**Hereof fail not and make due return of the Warrant with your doings thereon to the Town Clerk at the time and place of meeting aforesaid.**

***SELECTMEN OF LITTLETON***

***Chairman***

***Clerk***

***Member***

***Member***

***Member***

***Date of Execution***

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A TRUE COPY ATTEST:

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John M. Kelly, Constable  
Town of Littleton

***CONSTABLE'S CERTIFICATION***

I hereby certify under the pains and penalties of perjury that I posted an attested copy of this Warrant at the Town Office Building on Shattuck Street, at the Post Office at Littleton Common, at the Post Office at Littleton Depot, at the Baptist Church, at the Unitarian Church, at the Catholic Church, at the Congregational Church, and at the Mormon Church, in said Town, on the date attested. I further certify that this Warrant was posted in accordance with the Code of the Town of Littleton and the provisions of M.G.L. c.39, §10.

Attest: \_\_\_\_\_  
Constable  
*Date:* \_\_\_\_\_