



Town of Otis, Massachusetts  
Annual Town Meeting Minutes  
May 21, 2024

Selectboard: Larry Southard Chair, Gary Thomas, Therese Gould

Finance Board: Jill Moretz Chair, Therese Gould, Lynn Jablonski

Moderator: David Sarnacki

Town Administrator: Brandi Page

Town Clerk: Lyn OBrien

Town Counsel: Jeremia Pollard

Board of Registrars: Marjorie Middleton, Emily Piacquadio, Jill Moretz

Total Registered Voters: 1320

Total Registered Voters in Attendance: 225

Meeting called to order by the Moderator at 7:05 pm in the Otis Town Hall.

The Pledge of Allegiance was said.

A moment of silence was held for those who have passed away.

Introductions were made.

The Moderator appointed Marjorie Middleton and Emily Piacquadio as counters.

The Moderator asked everyone to use the microphone and introduce yourself.

The Moderator confirmed with the Town Clerk a quorum was present.

A motion was made to dispense with the reading of the warrant and proceed to act on the Articles.

The motion was seconded.

The motion passed.

A motion was made to move to Article 9.

The motion was seconded.

The motion passed. (See Article 9)

**ARTICLE 1: Town Reports**

To receive the reports of the various Town Officers and act thereon.

A motion was made to accept Article 1.

The motion was seconded.

Article 1 passed.

**ARTICLE 2: General Fund Operating Budget**

To see if the Town will raise and appropriate such money as may be necessary to defray the Town’s operating expenses for this fiscal year. See appropriations list attached at end of Warrant. \$6,700,692.48

A motion was made to accept Article 2.

The motion was seconded.

Discussion regarding 2.5% wage increase for employees verses 7% wage increase for police. Larry Southard explained the Bridge Academy is required for all officers and this made police more valuable. The town wants have competitive pay. A patrol officer wage is \$31.03 per hour. Article 2 passed.

**ARTICLE 3: Revolving Funds**

There are hereby established in the Town of Otis pursuant to the provisions of G.L. Ch. 44, 53E 1/2, the following Revolving Funds:

Plumbing/Gas	Fees & Charges for Plumbing/Gas Inspections
Wire Inspector	Fees & Charges for Wire Inspections
Fire Department Inspections	Fees & Charges for Fire Inspections
Sanitation Inspector	Fees & Charges for Sanitation Inspections
Recreation Commission	Fees & Charges for Recreation Programs
Demolition Debris Removal	Fees & Charges for Transfer Station Demolition Debris
Cemetery	Fees & Charges for Cemetery Commission Expenses
Tax Title	Fees & Charges for Tax Title Expenses

Section II: Expenditures from each revolving fund set forth herein shall be subject to the limitation established by Town Meeting or any increase therein as may be authorized in accordance with G.L. Ch. 44, 53E 1/2 .

Plumbing & Gas Inspector	\$15,000.00
Wire Inspector	\$15,000.00
Fire Department Inspections	\$6,000.00
Sanitation Inspector	\$9,000.00
Recreation Commission	\$5,000.00
Demolition Debris Removal	\$50,000.00
Cemetery	\$2,000.00
Tax Title	\$30,000.00

A motion was made to accept Article 3.

The motion was seconded.

Discussion: What is demolition debris? It’s for the Transfer Station.

Article 3 passed.

**ARTICLE 4: Waste Water Enterprise Fund**

To see if the Town will vote to appropriate \$83,850.00 for the operation and maintenance of the municipal sewer system and to meet the appropriation, and further to provide for said appropriation transfer funds from the sewer user fees.

A motion was made to accept Article 4.  
The motion was seconded.  
Article 4 passed.

**ARTICLE 5: Waste Water Retained Earnings**

To see if the Town will vote to approve expending funds from the Waste Water Retained Earnings Account for unanticipated extraordinary repairs and equipment, not to exceed \$20,000.00.

A motion was made to accept Article 5.  
The motion was seconded.  
Article 5 passed.

**ARTICLE 6: Debt Service**

To see if the Town will vote to appropriate the sum of \$76,710.05 for the purpose of paying the principal and interest due in fiscal 2025 for the final payment on the John Deere Grader and the sum of \$109,583.91 for the purpose of paying the principal and interest due in fiscal 2025 for the third payment on the KME Fire Truck, and further to provide for said appropriations, take said sum from Free Cash.

A motion was made to accept Article 6.  
The motion was seconded.  
Article 6 passed.

**ARTICLE 7: Wind Debt Service**

To see if the Town will vote to appropriate the sum of \$434,747.52 in fiscal 2025 for paying the principal and interest for the Wind Project Bond; funds to be transferred from the Wind Municipal Light Plant.

A motion was made to accept Article 7.  
The motion was seconded.  
Article 7 passed.

**ARTICLE 8: Broadband Debt Service**

To see if the Town will vote to appropriate the sum of \$211,125.00 for paying the principal and interest due in fiscal 2025 on funds borrowed for the Otis Fiber Bond; funds to be transferred from the Wind Municipal Light Plant.

A motion was made to accept Article 8.  
The motion was seconded.

Discussion: When will we own the internet infrastructure? It was a 20-year capital project.  
Article 8 passed.

**ARTICLE 9: Annex Borrowing Approval**

To see if the Town will vote to appropriate the sum of \$4,500,000.00 to pay costs for designing, constructing and furnishing the Annex, including the payment of all other costs incidental and related thereto, and further, that to raise said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

**2/3 VOTE REQUIRED**

A motion was made to accept Article 9.

The motion was seconded.

A motion was made to pass over Article 9.

The motion was seconded.

Town Counsel explained the motion means to continue indefinitely and take no action. He explained it can come back again at a future meeting.

Article 9 was passed over by majority vote.

**ARTICLE 10: Heavy Duty Truck Borrowing Approval**

To see if the Town will vote to appropriate the sum of \$450,000.00 to purchase a new heavy duty 4wd truck including equipment and wing plow for the Highway Department, and further, to raise said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority.

**2/3 VOTE REQUIRED**

A motion was made to accept Article 10.

The motion was seconded.

The moderator declared the 2/3rds vote as passed.

**ARTICLE 11: Grant Funds**

To see if the Town will vote to authorize the Select Board to apply for Federal or State grants and to expend any monies received and in anticipation of being received, as set forth by the appropriate grant application, and to follow the appropriate procedures.

A motion was made to accept Article 11.

The motion was seconded.

Article 11 passed.

**ARTICLE 12: Town Ways and Bridges-CH90**

To see if the Town will vote to accept any and all funds being provided by the Commonwealth of Massachusetts Division of Transportation (Mass DOT), under provisions of Chapter 90 of the Massachusetts General Laws, to pay for such costs as allowed by appropriate legislation in connection with the maintenance, repair and construction of Town ways and bridges.

A motion was made to accept Article 12.

The motion was seconded.

Article 12 passed.

(Town Clerk note for page 4 of the tax recap sheet: Chapter 90 funds FY25 \$177,000, Fair Share \$ 114,172, and Rural Roadways \$111,185.)

**ARTICLE 13: Road Repair and Paving**

To see if the Town will vote to appropriate the sum of \$300,000.00 for the purpose of repairing and paving the final portion of Algeria Road including costs incidental and related thereto, and further to provide for said appropriation, take said sum from Free Cash.

A motion was made to accept Article 13.

The motion was seconded.

Discussion: Is a design in place so it better supports truck traffic? The existing road is being resurfaced.

Article 13 passed.

**ARTICLE 14: Invoices from Prior Fiscal Year**

To see if the Town will vote to appropriate the sum of \$978.65 to pay an invoice to Amazon from the prior fiscal year, and further to provide for said appropriations, take said sum from Free Cash.

4/5 vote required

A motion was made to accept Article 14.

The motion was seconded.

Article 14 passed unanimous.

**ARTICLE 15: Demolition 45 North Ridge Street**

To see if the Town will vote to appropriate the sum of \$30,000.00 for the purpose of demolishing a vacant structure on town owned property at 45 North Ridge St., and further to provide for said appropriation, take said sum from Free Cash.

A motion was made to accept Article 15.

The motion was seconded.

Discussion: What is the issue? It is on town land and it is a liability to the town. Why can't it be burned by the Fire Department? It is a tight area and it is better to demolish it.

Article 15 passed.

**ARTICLE 16: Maintenance Truck 350 4wd**

To see if the Town will vote to appropriate the sum of \$75,000.00 for the purpose of purchasing a new 4wd 350 pickup truck with sander and plow for the Maintenance Department, and further to provide for said appropriation, take said sum from Free Cash.

A motion was made to accept Article 16.

The motion was seconded.

Discussion: Is this enough money? Yes

Article 16 passed.

**ARTICLE 17: Fire Department Air Packs**

To see if the Town will vote to appropriate the sum of \$150,000.00 for the purpose of purchasing new air packs for the Fire Department, and further to provide for said appropriation, take said sum from Free Cash.

A motion was made to accept Article 17.

The motion was seconded.

Discussion: How many air packs are needed. Enough air packs to outfit 17 firefighters.

Article 17 passed.

**ARTICLE 18: Stabilization**

To see if the Town will vote to appropriate the sum of \$220,000.00 for the purpose of adding to the Town's general stabilization account, and further to provide for said appropriation, take said sum from Free Cash.

A motion was made to accept Article 18.

The motion was seconded.  
Article 18 passed.

**ARTICLE 19: Property Tax Work Programs**

To see if the Town will vote to accept the provisions of M.G.L. Ch. 59 Sec 5K and 5N allowing the Town to reduce a person's tax liability in exchange for volunteer services. Persons qualified to volunteer are persons over the age of 60 for an amount not to exceed \$2,000 in a given year and veterans for an amount not to exceed \$1,500 in a given year.

A motion was made to accept Article 19.  
The motion was seconded.  
Article 19 passed.

**ARTICLE 20: Tailings Policy**

To see if the Town will vote to accept the provisions of M.G.L. c. 200A Sec 9A allowing the Town to manage and expedite the handling of uncashed checks.

A motion was made to accept Article 20.  
The motion was seconded.  
Article 20 passed.

**ARTICLE 21: Mass Historic Grant Matching Funds**

To see if the Town will vote to raise and appropriate the sum of \$100,000.00 contingent upon and for the purpose of matching the Massachusetts Preservation Projects Fund Grant award for the East Otis School House in the amount of \$100,000.00.

A motion was made to accept Article 21.  
The motion was seconded.  
Article 21 passed.

**ARTICLE 22: Mass Historic Grant Cash Flow**

To see if the Town will vote to raise and appropriate an additional 25% of the East Otis School House Project in the amount of \$50,000.00 for the purpose of ensuring cash flow and to meet the requirements set forth in the Massachusetts Preservation Projects Fund Grant application through the Massachusetts Historical Commission. Approval is contingent upon an award of grant and the reimbursement of \$50,000.00 to the general fund at the close out of the grant.

A motion was made to accept Article 22.  
The motion was seconded.  
Article 22 passed.

**ARTICLE 23: Library Construction Grant**

To see if the Town will vote to raise and appropriate the sum of \$150,000.00 to pay costs of planning and design for a new public library, and further, that no appropriation shall take place until such time as the Town receives written notification, that it has been awarded a small population construction grant from The Commonwealth of Massachusetts Board of Library Commissioners, and that the Board of Selectmen has received and executed a Library Construction Grant Agreement with the Commonwealth.

A motion was made to accept Article 23.

The motion was seconded.  
Article 23 passed.

## **ARTICLE 24: Short Term Rental Bylaw**

To see if the Town will vote to adopt the following bylaw; or take any other action relative thereto.

### **1. Purpose:**

The Town of Otis Short-Term Rental (STR) regulation is intended to preserve and promote the character, history, health and safety of the community at large and individual neighborhoods in the Town of Otis by permitting and licensing short-term rentals that are habitable and safe for occupants and neighbors alike. STR licensing will locate and identify STR's in the community protecting our visitors, residents and neighborhoods. This regulation provides guidance for permitted STR operation.

### **2. Definitions:**

**AHJ, Authority Having Jurisdiction:** Zoning Enforcement Officer, Building Inspections Department,

**Booking Agent:** Any person or entity that applies for a permit to license an STR; facilitates reservations, collects payments or is listed as the Emergency Contact for an STR on behalf of or for an Operator. (see Operator's Agent.)

**Emergency Contact:** An Operator/Owner, Trustee or designee or Booking Agent that is available twenty-four hours/seven days per week and has contact with the Occupant for Fire, Police, Building Inspector, Otis Board of Health.

**License for STR:** A processed permit to license a dwelling located in Otis MA as an STR for monetary or in-kind gain. The STR license is accompanied by a fee (see Schedule) from the AHJ. The license term runs for one year from January 1 to December 31. A license is terminated upon the sale of a property and must be reapplied for.

**Non-conforming waste-water disposal system:** MGL 310.CMR 15.000. A Cesspool or cesspit.

**Non-Owner Occupied STR:** A dwelling that is not occupied by an operator/owner, operator/owner adjacent

**Occupant:** Any person or persons occupying a dwelling unit, a bedroom or bedrooms within a dwelling unit, functioning as a STR for a duration of less than thirty-one (31) consecutive days - that is counted in the calculation for adult occupancy per assessed bedroom.

**Operator's Agent:** Any person or entity that applies for a permit to license an STR; facilitates reservations, collects payments or is listed as the Emergency Contact for an STR on behalf of or for an Operator. (see Booking Agent.)

**Operator/Owner:** The natural person who is the owner of the residence that he/she seeks to offer as a STR. Only one owner may be registered as an Operator on the Application for Permit or Provisional Permit to license the STR. No other person may be listed as Operator even if that person is an owner or Trustee and meets the qualifications of primary resident.

**Operator/Owner-Adjacent STR:** A dwelling unit that is not the primary residence of the Operator/Owner but is located within an owner-occupied residential building (e.g. condominiums or multi-family dwelling) or the Operator/Owner is on the same Town Assessed plat or an abutting plat with at least one contiguous property line and the Operator/Owner actively lives in the condominium complex, the multi-family dwelling or the adjacent dwelling sharing a contiguous property line.

**Operator/Owner Occupied STR:** A single family dwelling unit of two or more individual bedrooms as verified by the Town of Otis Assessor that is the primary residence of its Operator/Owner and a minimum of one bedroom is occupied by the Operator/Owner. The Operator/Owner actively lives in the dwelling unit during the rental period. A two-family or multi-family dwelling unit where one unit is occupied as the primary residence of the Operator/Owner and the additional unit(s) offered for STR.

**Parking:** Off-street parking required. The minimum number of off-street parking spaces provided shall be, one (1) parking space per registered bedroom plus one additional space.

**Partially Exempt Properties:** A STR property which meets the requirements of Operator/Owner Occupied STR, Operator/Owner Adjacent STR or Resident Operator/Owner Non-adjacent STR.

**Provisional Permit:** A permit for a dwelling with a non-conforming waste water disposal system to be used as STR. A provisional permit will be issued only once and will expire at the end of two years. A STR with a Provisional Permit that wishes to continue renting in any capacity, whether short-term or long-term will have the two-year period prior to expiration to become compliant with MGL 310.CMR 15.000 Title 5. The process for obtaining a STR license after the expiration of a Provisional Permit will be through an expedited hearing with the BOH.

**Resident Operator/Owner Non-adjacent STR:** A permanent resident of the Town of Otis who may qualify for partially exempt status for a single (1) Non-adjacent property, short-term rental. This may be in addition to an Operator/Owner Occupied STR and an Operator/Owner Adjacent STR.

**Short-Term Rental, STR or STRs:** Any rental of a residential dwelling unit, or bedroom or bedrooms within a dwelling unit, in exchange for monetary payment or in-kind non-monetary barter, as residential accommodations for a duration of less than thirty-one (31) consecutive days and rented or exchanged for rental for a period greater than 14 days total within a calendar year.

### **3. Registration**



A Short-term Rental license term is twelve months, from January 1 to December 31 and renewable between December 1 and February 1. New applications or sales of STR registered properties must provide new registrations prior to start of, or re-start of STR. Information to be submitted to the AHJ on the forms provided and must include but is not limited to the information below. Prior to issuance or during the term, an inspection by the AHJ may be conducted to verify the information provided.

- a. **Owner's Name:** As recorded by the Collector with mailing address.
- b. **Operator's Name:** The name and contact information of the local responsible party listed as the emergency contact for the STR. This may be the Owner or the Booking Agent / Hosting Platform.
- c. **Operator's Agent / Booking Agent:** Hosting platform, realtor or other entity.
- d. **MA DOR certificate of registration.** A copy of the Certification of Registration with the Massachusetts Department of Revenue.
- e. **Health & Safety Compliance:** Applicants shall attest under penalties of perjury that a dwelling unit or bedroom offered for STR shall comply with all state and local requirements for health and safety and the Standards of Fitness for Human Habitation as stated in the Massachusetts State Sanitary Code-Chapter ii-105 CMR 410.000 by including at a minimum the following:
  - a. Compliance with residential smoke and CO detector law pursuant to
    - i. MGL c 148 s.26F
    - ii. A fire extinguisher shall be mounted in (or near) kitchens used for the
    - iii. STR in a clearly visible location, or if the unit offers no kitchen, a fire extinguisher will be mounted in a location easily accessible to occupants.
- f. **Septic or Municipal Sewer Compliance:** A signed attestation as to the number of bedrooms permitted in the Board of Health records. For sewer users a copy of a quarterly sewer user's tax bill to verify current status.
- g. **Number of Bedrooms:** As listed in BOH records.
- h. **Water Supply:** Well water used for drinking or cooking (potable) purposes must be tested prior to initial registration and every subsequent 5 years for attachment to the registration form to ensure that it is safe to use for personal consumption.
- i. **Parking:** Number of off-street parking spaces provided.
- j. **Recycling:** Recycling of household waste is required. Any outside waste containers must be secured. They must be weather proof and animal/rodent proof. Waste and recycling is the responsibility of the owner. Purchase of commercial compactor permit required.

#### **4. Regulations; Safety / Health / Licensing:**

- a. **Registration and licensing:** All STR operations shall register and be licensed prior to beginning operation. Owners, Operators or Operators Agents may file the application for registration to the AHJ. All documents and fees required must be paid before a license will be issued. Proof of registration with the Commonwealth of Mass Department of Revenue and compliance with Commonwealth insurance requirements must be provided. A registration or license number of the STR will be issued. This number must be used in any advertising, listing or marketing for the STR to identify the unit and occupancy.

- b. **STR Code Compliance:** Owners shall provide, install, and maintain in operable condition smoke detectors and carbon monoxide alarms in every dwelling that is required to be equipped with smoke detectors and carbon monoxide alarms in accordance with any provision of the Massachusetts General Laws and any applicable regulations of the State Board of Fire Prevention (527 CMR), State Board of Building Regulations (780 CMR), or the Board of Examiners of Plumbers and Gas Fitters (248 CMR). A fire extinguisher shall be mounted in an accessible location in the normal path of travel in or near the kitchen. If there is more than one habitable level, a fire extinguisher shall be mounted on each level in an easily accessible location. In a STR without a kitchen, a fire extinguisher shall be mounted in an easily accessible location to occupants.
- b. **Inspection, Non Owner Occupied STR:** Non Owner occupied STR's require an inspection by the Zoning Enforcement Officer prior to issuance of a STR license and an inspection during the renewal period of each year after to maintain the STR license.
- c. **Inspection, Partially Exempt Properties:** Owner occupied, Owner adjacent and Resident Operator/Owner Non-adjacent STR's require an inspection by the Zoning Enforcement Officer prior to issuance of a STR license. These properties are exempt from continuing renewal inspections.
- d. **Inspection, Complaints:** STR's may be subject to inspection by the Zoning Enforcement Officer and may include, The Board of Health (BOH), Fire Department and or the Building Inspections Department. Inspections scheduled due to complaints from renters, abutting property owners or other aggrieved parties will be scheduled by the Zoning Enforcement Officer and the Operator/Owner as listed on the registration form. Inspections will be scheduled to the best of the Zoning Enforcement Officer's ability to accommodate a timely process. Information on the registration provided by the Operator /Owner that is not current or accurate may result in additional violations of the license. Failure to respond or failure to submit current information may result in additional violations and or revocation of the STR license.

## 5. Additional STR Requirements

- a. **Maximum Occupancy:** The maximum occupancy is 2 adult persons per bedroom plus one (1). Ex: a 2 bedroom STR equals 5 persons occupancy. The Title 5 system design room count may be used to set the maximum occupancy.
- b. **Bedrooms Available:** The maximum number of bedrooms in a STR cannot exceed the number specified in the septic system design specification or the property.
- c. **Rental Duration:** renting for an hourly rate or periods less than eighteen (18) hours is prohibited.
- d. **Extra Commercial Use:** Commercial meetings or group events that exceed the occupancy capacity of the STR license are prohibited.
- e. **Household Waste:** Recycling of household waste is required. Any outside waste containers must be secured. They must be weather proof and animal/rodent proof. Waste and recycling is the responsibility of the owner. Purchase of commercial compactor permit required.

## 6. Record Keeping:

The operator or Operator's Agent shall keep either paper or electronic records of rental activity of the STR. Information shall include but is not limited to, the dates of rental and the number of occupants. Records shall be kept for the duration of the STR operation and for two (2) years after. These records must be produced on demand by the AHJ.

#### **7. Fees:**

The fees for application submission, issuance of license, annual renewal fee for non-exempt properties and additional required inspection are subject to change at the request of the AHJ to the Select Board.

1. Fee to submit an application for registration is: \$150.00. This includes the pre-license inspection.
2. Fee for License issue is: \$500.00.
3. Annual renewal fee for nonexempt property STR. \$500.00.

#### **8. Penalties:**

If any Owner, Operator / Operator's Agent or Occupant violates any provision of this by-law the Owner and or the Operator may be subject to civil penalties in accordance with the following.

1. First offense: \$100.00
2. Second Offense: \$200.00
3. Third Offense: \$300.00 and each subsequent offense. Each day a violation occurs constitutes a separate offense.

Violations may result in suspension or revocation of the license.

#### **9. Appeals:**

Any person aggrieved by a decision of the Zoning Enforcement Officer may appeal the decision to the Board of Appeals within ten (10) business days of the receipt of the grievance. A Public Hearing will be advertised and notice given as prescribed by the laws of the Commonwealth.

#### **10. Severability:**

If any provision of this by-law is found to be illegal or unenforceable the remaining sections and all other regulations shall continue in full force.

#### **2/3 VOTE REQUIRED**

A motion was made to accept Article 24.

The motion was seconded.

Discussion: Currently there are no regulations or policies. There was concern regarding the age of renters and corporations buying properties that isn't mentioned in the bylaws. Exemptions were also discussed and how the \$500.00 fee is determined. Debate continued about passing or failing the bylaw. What is the process to contest penalties? Fines go to the Zoning Board and you would also contest them through the Zoning Board.

A motion was made to call the vote.

The motion was seconded.

The Moderator declared the motion passed to call the vote.  
A hand count was completed. Yes 127; No 47  
Article 24 passed.

**ARTICLE 25: Citizen 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; that the amount of such surcharge on real property shall be 1% of the annual real estate tax levy against real property commencing in fiscal year 2026; and that the Town hereby accepts the following exemptions from such surcharge permitted under Section 3(e) of said Act: (1) property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town, as defined in Section 2 of said Act; (2) \$100,000 of the value of each taxable parcel of residential real property; (3) \$100,000 of the value of each taxable parcel of class three, commercial property, and class four, industrial property as defined in section 2A of said Chapter 59.

A motion was made to accept Article 25.

The motion was seconded.

Discussion: The petitioner explained what the CPA was and gave examples of projects other towns have done. A citizen explained this is an extra tax. The Selectboard stated this has been brought up twice and failed.

If accepted and the town doesn't like it when can we drop out? The petitioner answered 5 years but no town has dropped out.

A motion was made to call the vote.

A motion was seconded.

The Moderator declared the motion passed to call the vote.

Article 25 failed.

A motion was made to dissolve the meeting.

The motion was seconded.

The motion to dissolve the meeting passed.

The meeting adjourned at 8:40 pm.

Respectfully submitted,

Lyn OBrien  
Town Clerk

Town of Otis  
FY25 Operating Budget

Account number	Description	Done	Payroll	Approved Amount
122	Board of Selectmen	X	\$ 17,500.00	\$ 21,365.00
123	Town Administrator	X	\$ 141,844.00	\$ 145,344.00
131	Finance	X	\$ 1,700.00	\$ 2,042.00
132	Reserve Fund	X		\$ 13,000.00
135	Accountant	X	\$ 23,633.00	\$ 25,233.00
136	Audit	X		\$ 18,000.00
141	Assessors	X	\$ 38,251.00	\$ 101,751.00
145	Treasurer		\$ 46,405.00	\$ 72,105.00
146	Town Collector	X	\$ 54,362.00	\$ 78,687.00
150	Office Supplies	X		\$ 9,500.00
151	Legal	X		\$ 36,500.00
155	Technology	X		\$ 65,180.00
161	Town Clerk	X	\$ 54,392.00	\$ 57,867.00
162	Elections	X	\$ 11,100.00	\$ 19,425.00
171	Conservation	X	\$ 14,000.00	\$ 16,300.00
175	Planning Board	X	\$ 5,000.00	\$ 7,200.00
176	Zoning Board	X	\$ 4,000.00	\$ 6,500.00
190	Safety	X	\$ 6,000.00	\$ 9,500.00
192	Town Hall	X		\$ 22,538.00
195	Town Report	X		\$ 2,000.00
210	Police	X	\$ 382,216.80	\$ 421,316.80
215	Emergency Services	X		\$ 220,000.00
220	Fire	X	\$ 21,000.00	\$ 84,850.00
241	Building Inspector	X	\$ 75,479.00	\$ 77,169.00
291	Emergency	X	\$ 3,500.00	\$ 35,650.00
292	Animal Control	X	\$ 6,000.00	\$ 7,200.00
294	Tree Warden	X	\$ 500.00	\$ 500.00
300	Schools		\$ 2,600.00	\$ 2,588,118.98
422	Highway	X	\$ 227,596.00	\$ 550,000.00
423	Snow & Ice	X	\$ 88,500.00	\$ 202,500.00
425	Gas & Diesel	X		\$ 51,700.00
429	Maintenance	X	\$ 290,228.00	\$ 497,353.00
433	Health & Sanitation	X	\$ 115,965.00	\$ 315,070.00
440	WWTP	X	\$ 23,500.00	
491	Cemetery	X	\$ 1,000.00	\$ 11,700.00
520	Community Health	X		\$ 1,000.00
522	Visiting Nurse	X		\$ 6,000.00
523	Construct	X		\$ 800.00
541	Council on Aging	X	\$ 30,304.00	\$ 55,474.00
543	Veterans	X		\$ 54,453.84
610	Library	X		\$ 75,612.00
630	Recreation	X	\$ 3,300.00	\$ 11,525.00
691	Historical	X		\$ 11,000.00
692	Celebrations	X		\$ 8,000.00
699	Cultural Council	X		\$ 5,000.00
820	Berkshire Regional Plan	X		\$ 1,425.86
911	Berkshire County Retirement	X		\$ 233,237.00
912	Unemployment	X		\$ 10,000.00
914	Health Insurance	X		\$ 283,500.00
916	Medicare	X		\$ 20,000.00
945	Insurance	X		\$ 130,500.00
			\$ 1,689,875.80	\$ 6,700,692.48
				\$ 6,784,542.48

