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PATRICIA E. DZURIS
TOWN CLERK

SELECT BOARD MEETING AGENDA
FEBRUARY 26, 2026

**Dennis Ready Meeting Room 204
Town Offices, 50 Billerica Road
Chelmsford, MA 01824**

1. **9:00 AM CALL TO ORDER**
2. **SIGN THE WARRANT FOR THE APRIL 7TH ANNUAL TOWN ELECTION AND THE APRIL 27TH SPRING ANNUAL TOWN MEETING**
3. **ONE DAY BEER AND WINE LICENSE: ST. JOHN'S EVANGELIST CHURCH, 115 MIDDLESEX STREET, 3/14/2026**
4. **APPROVAL OF SELECT BOARD 02/09/26 MEETING MINUTES**
5. **ADJOURN**

NEXT REGULAR MEETING DATE: March 9, 2026



**TOWN OF CHELMSFORD
WARRANT FOR
APRIL 7, 2026 ANNUAL TOWN ELECTION
AND
April 27, 2026 SPRING ANNUAL TOWN MEETING**

MIDDLESEX, SS.

To the Constable, or any other suitable person of the Town of Chelmsford:

Greeting:

In the name of the Commonwealth aforesaid, you are hereby requested to notify and warn the legal voters of said Chelmsford to meet in their several polling places, VIZ:

| | |
|---------------------------------|--|
| Precincts 1 and 2. | Senior Center, 75 Groton Road |
| Precincts 3, 4, 5, 6, 7, and 8. | McCarthy Middle School, 250 North Road |
| Precincts 9, 10, and 11. | Town Offices, 50 Billerica Road |

On Tuesday, the **7th day of April, 2026**, being the first Tuesday in said month, at 7:00 a.m. until 8:00 p.m. for the following purposes:

To cast their votes for the following officers:

- One*** Select Board Member for three years;
- One*** Select Board Member for one year (unexpired term);
- Two*** School Committee Members for three years;
- One*** Town Moderator for three years;
- Two*** Planning Board Members for three years;
- One*** Board of Health Member for three years;
- Three*** Trustees of Public Library Members for three years;
- One*** Cemetery Commission Member for three years;
- One*** Housing Authority Member for five years;

and to cast their votes for the following:

Fifty-five Representative Town Meeting Members for three years in Precincts 1 through 11;

And various additional Representative Town Meeting Members, as follows:

One Representative Town Meeting Member for an unexpired one-year term in Precinct 1;

Two Representative Town Meeting Members for an unexpired two-year term in Precinct 4;

One Representative Town Meeting Member for an unexpired one-year term in Precinct 4;

One Representative Town Meeting Member for an unexpired one-year term in Precinct 5;

Two Representative Town Meeting Members for an unexpired one-year term in Precinct 6;

One Representative Town Meeting Member for an unexpired one-year term in Precinct 9;

One Representative Town Meeting Member for an unexpired two-year term in Precinct 10;

One Representative Town Meeting Member for an unexpired one-year term in Precinct 10;

One Representative Town Meeting Member for an unexpired two-year term in Precinct 11;

One Representative Town Meeting Member for an unexpired one-year term in Precinct 11;

And, further, to meet in the Senior Center, 75 Groton Road, North Chelmsford, on Monday, the *twenty-seventh day of April, at 7:30 p.m. in the evening, then and there, to act upon the following articles, VIZ:*

ARTICLE 1. To see if the Town will vote to hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: **Select Board**

ARTICLE 2. To see if the Town will vote to transfer from available funds a sum of money to amend the Fiscal Year 2026 operating budget adopted under Articles 3, 4, and 5 of the Warrant for the Spring Annual Town Meeting held on April 28, 2025; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 3. To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the Town's Fiscal Year 2027 assessment to the Nashoba Valley Technical School District; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 4. To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as may be required to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2026 through June 30, 2027; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 5. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray charges of the Town's General Government operations for the fiscal period July 1, 2026 through June 30, 2027; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 6. To see if the Town will vote to raise and appropriate and/or transfer from available funds a certain sum of money to be used to fund the cost items of the first fiscal year of employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 7. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2027, as provided in General Laws Chapter 40, Section 6; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 8. To see if the Town will vote to: (a) appropriate a certain sum of money for the following capital projects:

| FY2027 PROPOSED CAPITAL BUDGET | | | |
|---------------------------------------|---------------------------------------|--|--------------------|
| Function | Department /Location | Project | Expenditure |
| Community Services | <u>Adams Library</u> | HVAC System Replacement - Phase 3 | \$850,000 |
| | <u>MacKay Library</u> | Ramp Repl. & Rear Entrance Repairs | \$70,000 |
| | | | |
| | <i>Community Services Subtotal</i> | | \$920,000 |
| Public Safety | <u>Police</u> | HVAC System Replacement - Phase 1 | \$650,000 |
| | <u>Fire</u> | Staff Vehicle Replacement | \$90,150 |
| | | Staff Vehicle Replacement | \$95,400 |
| | <i>Public Safety Subtotal</i> | | \$835,550 |
| Public Works | <u>Highway</u> | Roadway Improvements | \$425,000 |
| | | 6-Wheel Sander Truck Replacement | \$350,000 |
| | | 10-Wheel Dump Truck Replacement | \$375,000 |
| | | Sidewalk Snow Clearing Equipment | \$195,000 |
| | | Rack Body Truck with Plow Repl. | \$135,000 |
| | | 3/4 Ton Pickup Truck with Plow | \$90,000 |
| | <u>Cemetery</u> | Backhoe Replacement | \$165,000 |
| | <i>Public Works Subtotal</i> | | \$1,735,000 |
| Public Facilities | <u>Municipal Facilities</u> | Utility Van Replacement - Plumbing | \$48,000 |
| | <u>Town Offices</u> | Elevator Replacement - Phase 2 | \$325,000 |
| | <i>Municipal Facilities Subtotal</i> | | \$373,000 |
| | <u>Harrington, McCarthy & CHS</u> | Roof Replacement Study | \$100,000 |
| | <u>Byam & South Row Schools</u> | Emergency Notification System | \$251,490 |
| | <u>Byam & Harrington Schools</u> | Security & Fire Panel Upgrades | \$400,000 |
| | <u>Byam School</u> | Parking Lot Rehabilitation | \$700,000 |
| | <u>McCarthy Middle School</u> | Bi-Directional Antenna | \$113,850 |
| | <u>High School</u> | Roof Replacement - Kitchen & Cafeteria | \$1,000,000 |
| | <i>School Facilities Subtotal</i> | | \$2,565,340 |
| CAPITAL PROJECTS TOTAL | | | \$6,428,890 |

; and (b) raise and appropriate, transfer from available funds, including the General Stabilization Fund, and/or borrow a certain sum of money to fund said projects, and to further authorize the Town Manager to enter into lease and/or purchase agreements, on such terms and conditions as the Town Manager deems appropriate in the best interests of the Town, in excess of three years; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Capital Planning Committee
Two-Thirds Vote

ARTICLE 9. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for enhancements to the PFAS remedial treatment system located at the Town’s highway yard located at 54 Richardson Road, including any incidental and related expenses; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2027 budget to operate the Sewer Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 11. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the design and construction of upgrades to the Clinton Avenue, Fair Street, and Evergreen Street sewer pump stations, including any incidental and related expenses; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2027 budget to operate the Stormwater Management Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 13. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the purchase and equipping of a rack body truck for the Department of Public Works Stormwater Division; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

ARTICLE 14. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the design and construction of drainage improvements along Rainbow Avenue, including any incidental and related expenses; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

ARTICLE 15. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2027 budget to operate the Forum Ice Rink Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 16. To see if the Town will vote to transfer from available funds a sum of money to amend the Fiscal Year 2026 budget to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise adopted under Article 13 of the Warrant for the Spring Annual Town Meeting held on April 28, 2025; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 17. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2027 budget to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 18. To see if the Town will vote to raise and appropriate and/or transfer from available funds a certain sum of money for Chelmsford Telemedia to purchase and install cable access television computer servers and equipment, including any incidental and related expenses; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 19. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2027 budget to operate the Golf Course Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 20. To see if the Town will vote to authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2027 which funds have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford, with such expenditure limitations to be applicable from fiscal year to fiscal year unless sooner revised by Town Meeting prior to July 1 in any fiscal year:

- Dog Pound & Licensing: \$10,000;
- Senior Citizen Trip Program: \$75,000;
- Senior Citizen Respite Care Program: \$150,000;
- Police Cruiser Communications Equipment: \$20,000;
- Fire Life Safety Equipment: \$20,000;
- Cemetery Wreath/Floral Decorations: \$10,000;
- Onsite Sewage Facility \$75,000;
- Public Shade Tree \$30,000;

or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 21. To see if the Town will vote to transfer a certain sum of money from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund; or act in relation thereto.

SUBMITTED BY: **Cemetery Commission**

ARTICLE 22. To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund property valuation services to maintain certification by the Massachusetts Department of Revenue; or act in relation thereto.

SUBMITTED BY: **Town Manager**

ARTICLE 23. To see if the Town will vote to:

- A. Hear and act on the report of the Community Preservation Committee on the Fiscal Year 2027 Community Preservation budget;
- B. Appropriate a certain sum of money from Fiscal Year 2027 Community Preservation Fund revenues and/or from Community Preservation Fund reserves for the payment of Fiscal Year 2027 debt service;
- C. Appropriate from Fiscal Year 2027 Community Preservation Fund revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2027; and
- D. Reserve for future appropriation amounts from Fiscal Year 2027 Community Preservation Fund revenues as recommended by the Community Preservation Committee:
 - (1) a sum of money for the acquisition, creation and preservation of open space,
 - (2) a sum of money for the acquisition and preservation of historic resources,
 - (3) a sum of money for the creation, preservation and support of community housing; and
 - (4) a sum of money for the Community Preservation Fund Fiscal Year 2027 Budgeted Reserve

; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

ARTICLE 24. To see if the Town will vote to amend the vote taken under Article 23 of the April 29, 2024 Spring Annual Town Meeting appropriating \$8,000 for the preservation of headstones at Forefathers Cemetery to also authorize such appropriation to be used for the preservation of headstones at all Chelmsford historic cemetery locations; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

ARTICLE 25. To see if the Town will vote to appropriate and/or transfer from the Community Preservation Fund a certain sum of money for the purchase and installation of new handicapped-accessible playground equipment at Varney Playground, including any incidental and related expenses; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

ARTICLE 26. To see if the Town will vote to overturn the adopted 2025 Fall Town Meeting Warrant Article 29 Zoning Bylaw Amendment Definition of Family, changing the Definition of Family in Zoning Article XX, Terminology, from the pre-existing Relationship Based Definition of Family to a Zoning Terminology Based Definition of Family and restore the pre-existing Relationship Based Definition of Family.

; or act in relation thereto.

SUBMITTED BY: **Brian Latina**
Citizen Petition
Two-Thirds Vote

ARTICLE 27. To see if the Town will vote to adopt the following as a General Bylaw, in the following form, to be inserted as Chapter 108 of the Town Code:

CHAPTER 108 **Outdoor Lighting**

§108-1. Purpose

This Bylaw recognizes that the welfare and enjoyment of Chelmsford are associated with its character, including its nighttime ambience. Therefore this Bylaw seeks to (1) provide adequate, well-designed lighting for the safety and security for all Chelmsford residents and for the safe performance of outdoor tasks at night; (2) control *glare* to ensure safe navigation for motorists, bicyclists, and pedestrians at night; (3) protect residents from *light trespass*, which negatively affects the enjoyment of property; (4) minimize *light pollution* to the greatest extent possible, especially blue light, which can cause negative effects on human health and nocturnal organisms; (5) minimize *skyglow*, to preserve Chelmsford residents' ability to see the stars against a dark sky; and (6) promote efficient lighting to conserve energy and thus reduce atmospheric carbon emissions.

§108-2. Definitions and Figures

BUG rating system: A lighting classification system (IES TM-15-20 standard or its successor) by the Illuminating Engineering Society (IES) and DarkSky International to describe the light-pollution contributions from outdoor luminaires, including for street and parking-lot lighting. Each letter is attached to a number ranging from 0 (ideal) to 5 (unacceptable).

B describes backlight that often contributes to *light trespass*. **U** describes uplight, which contributes to skyglow, which limits a person's ability to see the stars. **G** describes glare, which makes it difficult for people to see and thus makes roadways more dangerous and security lighting less effective.

Café lighting: A string of multiple lights hung between two points and used to decorate outdoor spaces in ways and at times not associated with holidays. Also known as party lighting or festoon lighting.

Correlated color temperature (CCT): A specification of the color appearance of the light emitted by a light source, measured in Kelvin (K). CCT values are typically provided in lighting-manufacturer data sheets. For example, high-pressure-sodium (HPS) streetlights are approximately 2000 K and "warm-white" lamps are typically 2700 K.

Environmentally sensitive area: Light-sensitive areas that include: any land subject to a conservation restriction, legally recognized wetlands, agricultural land, or any land that contains threatened or endangered-species habitats.

Foot-candle: A measurement of *illuminance*, which is the intensity of light incident on a surface. One (1) foot-candle (fc) is defined as enough light to uniformly illuminate one square foot (1 ft²) with one (1) lumen. One foot-candle corresponds to 10.764 lux (lx), which is the SI (International System of Units) unit of illuminance.

Fully shielded: An outdoor *luminaire* constructed so that, in its installed position, all of the light emitted by the *luminaire* is projected below the horizontal plane that passes through the lowest light emitting part of the *luminaire*. See Figure 1.

Glare: Intense and harsh light emitted by a *luminaire* that reduces visibility and creates visual discomfort and/or momentary visual impairment. *Discomfort Glare* causes a nuisance due to overly bright light sources in the field of view. *Disability Glare* causes interference in the visual process and impairs the viewer's vision.

Holiday lighting: Decorative lighting temporarily installed on or near homes, businesses, and public spaces to celebrate holidays and seasonal events.

Illuminance: The intensity of light incident on a surface, often measured on horizontal or vertical surfaces in foot-candles (fc or lumens/ft²). Example: the full Moon illuminates the ground with an *illuminance* of 0.01 fc.

IES: Illuminating Engineering Society, the recognized authoritative body on the science and application of lighting, which publishes and promotes recommended practices for a variety of specific lighting applications.

Lamp: The bulb or other light-emitting portion of a *luminaire*, not inclusive of any reflective or refractive optics used to direct light.

Light pollution: An adverse and/or obtrusive effect of the use of outdoor light at night.

Light trespass: Light emitted by a *luminaire* or from an adjacent reflective surface that shines beyond the property boundary on which the *luminaire* is installed.

Lumen: A unit of luminous flux; the flux emitted within a unit solid angle by a point source with a uniform luminous intensity of one candela (the SI unit of luminous intensity).

Luminaire: A complete lighting assembly, consisting of a lamp or lamps, housing, optic(s), and other structural elements, but not including any mounting pole or surface.

Luminance: The amount of light that passes through, is emitted by, or reflected from a particular area, and falls within a specified solid angle. The SI unit of luminance is candela per square meter (cd/m²), also known as a nit.

Nuisance: The unreasonable, unwarranted and/or unlawful use of outdoor lighting, which causes inconvenience, disruption of enjoyment, or damage to others, either to individuals and/or to the general public.

Skyglow: A measurable glow in the night sky deriving from an artificial source.

Wall sconce: A decorative *luminaire* affixed to a vertical exterior wall.

Walkway lighting: One or more outdoor *luminaires* installed adjacent to a walkway to provide wayfinding and safe movement for pedestrians and/or personal-mobility devices.

Figure 1: Example of a fully shielded *luminaire*. No light is emitted above horizontal.

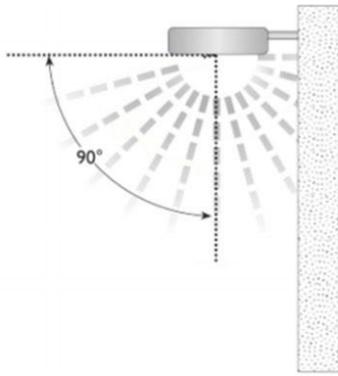


Figure 2: Fully-shielded lighting that is not causing light trespass, glare or skyglow for adjacent property. In the absence of a barrier between properties, the *luminaire* can simply be pointed more toward the ground to satisfy the requirements of the Bylaw.

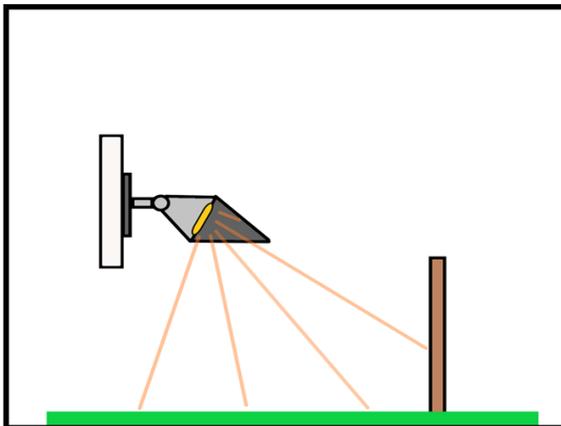


Figure 3: Examples of acceptable and unacceptable *luminaires* (lighting fixtures). The intent of this figure is to demonstrate that “acceptable” lighting eliminates or reduces glare by hiding the light emitting portion of the bulb or lamp, not that the general style of fixture is prohibited.



§108-3. Standards for Commercial and Industrial Properties and for Multi-family Dwellings

- 3.1 Scope and Applicability. This section applies to commercial and industrial properties, the common areas of condominium complexes and homeowner associations, and other properties with dwellings for more than two families.
- 3.2 Priority of Bylaw Provisions. In case of conflict between any of the provisions of this Bylaw or any other state or federal regulation, and if such state or federal regulation allows for more restrictive local regulation, the most restrictive shall apply.
- 3.3 New Lighting. All outdoor *luminaires* installed after the effective date of this Bylaw shall comply with the requirements established by this Bylaw.
- 3.4 Existing Lighting. All outdoor *luminaires* installed prior to the effective date of this Bylaw that do not comply with the requirements of this Bylaw are declared to be non-conforming. All non-conforming *luminaires* may continue to be used and maintained after the effective date of this Bylaw but shall be brought into compliance with the requirements herein within ten (10) years of the effective date of this Bylaw or upon the first to occur of any of the following:
 - 3.4.1 A determination by the Zoning Enforcement Officer (Section 10.1) that the *luminaire* or its installation constitutes a hazard to public safety or otherwise constitutes a *nuisance* (Section 5).
 - 3.4.2 The replacement of more than twenty-five percent (25%) of the existing system of *luminaires* intended to illuminate a specific area.
 - 3.4.3 Expansions exceeding twenty-five percent (25%) of the gross floor area, the number of dwelling units, or the number of parking spaces. This requirement may be reduced by permit issued by the Planning Board upon a simple majority finding that such reduction will not detract from the objectives of this bylaw.
- 3.5 Shielding.
 - 3.5.1 Unless exempted elsewhere in this Bylaw, all single-lamp outdoor *luminaires* exceeding two thousand (2,000 lumens) shall be *fully shielded*.
 - 3.5.2 Lighting of building façades, landscaping, monuments, plaques, flagpoles, and similar installations are exempted from the shielding requirements of this bylaw, but shall be focused directly at the target so that the light does not create a *nuisance*. It is the Town's preference that such lighting be turned off or dimmed between 12 a.m. and 6 a.m. or within one (1) hour of the posted closing time for that facility, whichever occurs later.
- 3.6 Light Output.
 - 3.6.1 The output of any outdoor *luminaire* installed at a height below twenty (20) feet shall not exceed five thousand (5,000) *lumens*, except as permitted in Section 3.6.2.
 - 3.6.2 An outdoor *luminaire* may exceed five thousand (5,000) *lumens* if its output does not exceed the ground-level *luminance* values recommended by the *Illuminating Engineering Society (IES)* for the specific application by more than fifty percent (50%).
 - 3.6.3 An outdoor *luminaire* exceeding the lumen values in Sections 3.6.1 and 3.6.2 may be installed by permit issued by the Planning Board upon a simple majority finding that extenuating circumstances related to safety and security justify an exception.

- 3.7 Correlated color temperature. The *correlated color temperature (CCT)* of the light emitted by an outdoor *luminaire* shall not exceed 2700 K. An outdoor *luminaire* may exceed this CCT value by permit issued by the Planning Board upon a simple majority finding that extenuating circumstances related to safety and security justify an exception.
- 3.8 Height. The maximum height of an outdoor *luminaire* shall not exceed 25 feet. A maximum *luminaire* height of thirty-five (35) feet is allowed by permit issued by the Planning Board upon a simple majority finding that the increase in *luminaire* height will not negatively impact abutting properties, particularly property used or zoned for residential purposes.

§108-4. Standards for Residential Properties

- 4.1 Scope and Applicability. This section applies to single- and two-family residential dwellings, accessory dwelling units (ADUs), and individually-owned dwellings that are part of a condominium complex or homeowner association.
- 4.2 Priority of Bylaw Provisions. In case of conflict between any of the provisions of this Bylaw or any other state or federal regulation, and if such state or federal regulation allows for more restrictive local regulation, the most restrictive shall apply.
- 4.3 It is the Town's preference that the following standards for residential properties are met:
- 4.3.1 All single-lamp outdoor luminaires exceeding eight hundred (800) lumens and multiple-lamp outdoor luminaires exceeding two thousand (2,000 lumens) shall be fully shielded.
- 4.3.2 The output of any single- or multi-lamp outdoor *luminaire* shall not exceed four thousand (4,000) *lumens*.
- 4.3.3 The correlated color temperature (CCT) of the light emitted by an outdoor *luminaire* shall not exceed 2700 K. If a suitable outdoor *luminaire* with a CCT of 2700 K or lower is unavailable, then one with a CCT no greater than 4000 K may be used.

§108-5. Nuisance. No outdoor *luminaire* shall create a lighting *nuisance* in the form of excessive *light trespass* or *glare*, as defined below.

5.1 Light trespass.

- 5.1.1 The maximum vertical *illuminance* created by one or more outdoor *luminaires* shall not exceed 0.1 *foot-candle* when measured fifteen (15) feet inside the property line of an adjacent residential property or at the exterior wall of a dwelling on the adjacent property, whichever is closer to the outdoor *luminaire(s)*, at a point five (5) feet above grade.
- 5.1.2 The maximum vertical *illuminance* shall not exceed 0.05 *foot-candle* when measured at the property line of an *environmentally sensitive area*.
- 5.1.3 The Zoning Enforcement Officer may grant exceptions due to extenuating circumstances related to safety and security.
- 5.2 Glare. *Glare* is declared to be a lighting *nuisance* when it constitutes a hazard to public safety along a public way or causes intense discomfort to occupants of adjacent properties.
- 5.3 A motion-activated *luminaire* that causes a *nuisance* but otherwise complies with this Bylaw is permitted as long as its output remains on for no more than 10 minutes, does not flicker intermittently, and is not

triggered by right-of-way traffic in any form.

- 5.4 The determination of *light trespass* and/or *glare* will be made by the Zoning Enforcement Officer or another Town employee after a site visit and a visual inspection.

§108-6. Lighting in a Public Right of Way. For outdoor *luminaires* used for streetlighting or area lighting installed on poles or structures within a public right of way and whose output is two thousand (2,000) lumens or greater, each such luminaire shall conform to the following requirements:

- 6.1 The *luminaire* as installed must not exceed the *BUG rating* (as provided by the manufacturer) of B2, U0, and G2.
- 6.2 The luminaire may not be installed at heights greater than twenty-five (25) feet in residential zones or thirty-five (35) feet in commercial zones.
- 6.3 Exceptions may be granted by the Department of Public Works for installation or replacement of existing decorative or historically designed streetlighting or when necessary to keep the public ways safe and convenient for travel (M.G.L. c. 84, s.1). All other requirements of this Bylaw will still apply.
- 6.4 If a utility company serving the Town or a private developer proposes the installation or replacement of ten (10) or more luminaires emitting at least two thousand (2000) lumens per luminaire, the project proponent must provide a demonstration installation of at least three (3) luminaire options and include at least one option with a correlated color temperature of less than 2700 K and at least one option with a BUG rating of 1/0/1. The Select Board will then seek public comment prior to the full installation to identify unforeseen negative impacts.

§108-7. Prohibitions

The use of searchlights, sky beams, or any outdoor *luminaire* that dynamically varies its output by intermittently fading, flashing, blinking, or rotating is prohibited, except for holiday lighting or as required by public-safety personnel in temporary situations.

§108-8. Exemptions

The following are exempt from compliance with all provisions of this Bylaw, except as noted:

- 8.1 Temporary emergency lighting needed by the Police, Fire, and Public Works departments; Water District personnel; or other law-enforcement and emergency services, as well as all vehicle-mounted *luminaires*.
- 8.2 Lighting employed during repairs of roads, utilities, and similar infrastructure, including unshielded lighting, provided that such lighting is deployed, positioned, and aimed such that to the extent possible the resulting *glare* and *light trespass* do not extend beyond the work area.
- 8.3 Any form of lighting whose use is mandated or otherwise governed by any legal jurisdiction with broader authority than that of the Town of Chelmsford.
- 8.4 Temporary lighting for events sponsored by the Town of Chelmsford or for which a license or other approval has been issued, such as concerts, fairs, and festivals.
- 8.5 *Holiday lighting, walkway lighting, and café lighting.* However, it is the Town's preference that the outdoor *luminaires* used for these purposes be aimed so as to minimize *light trespass* on adjacent properties and be turned off between 12 a.m. and 6 a.m.
- 8.6 *Luminaires* used to illuminate athletic fields or recreational facilities shall, to the greatest extent possible, satisfy the on-field *illuminance* values in the latest version of [*ANSI/IES RP-6, Recommended Practice: Lighting Sports and Recreational Areas*](#). Further, such *luminaires* must be aimed so as to minimize *light*

trespass on adjacent properties and must be turned off within one (1) hour after the end of play or by 10 p.m., whichever occurs later.

§108-9. Enforcement

- 9.1 Violations and Penalties. The Zoning Enforcement Officer may issue orders to enforce the terms of this bylaw, and may seek injunctive relief and utilize any other appropriate remedy to compel compliance, including the issuance of fines and penalties and the use of non-criminal disposition as provided in M.G.L. c. 40D, §21D.
- 9.2 Demonstration of Compliance. In the event an enforcement action is initiated, the owner of any lot, dwelling, commercial, or industrial property on which an outdoor *luminaire* subject to this Bylaw is located or proposed to be located shall have the burden of demonstrating that the existing or proposed outdoor *luminaire* complies with the requirements of this Bylaw.
- 9.3. Submission. The applicant for any permit or exception under this Bylaw shall submit evidence that the proposed work will comply with this Bylaw. Any costs associated with such proof of compliance will be paid by the applicant. The submission shall contain, but shall not necessarily be limited to, the following:
- 9.3.1. Plans indicating the location on the premises of each outdoor luminaire, both existing and proposed.
 - 9.3.2. Description of all luminaires, fixtures, lamps, supports, reflectors, both existing and proposed. The description may include, but is not limited to, specification data and illustrations by manufacturers (including sections where required).
 - 9.3.3. Photometric data, such as that supplied by manufacturers, photometric site drawings, and/or on-site calibrated light meter light level readings.
- 9.4. Violations and Penalties. The Zoning Enforcement Officer may issue orders to enforce the terms of this bylaw, and may seek injunctive relief and utilize any other appropriate remedy to compel compliance, including the issuance of fines and penalties and the use of non-criminal disposition as provided in M.G.L. c. 40D, § 21D.

; or act in relation thereto.

SUBMITTED BY: **Kelly Beatty**
Planning Board

ARTICLE 28. To see if the Town will vote to amend the Town Code, Chapter 195 Zoning, by deleting the text of Section 195-34 Outdoor illumination in its entirety and replacing it as follows:

195-34 Outdoor Illumination

- A. See General Bylaw, Chapter 108, for applicable Outdoor Lighting standards and provisions.

; or act in relation thereto.

SUBMITTED BY: **Kelly Beatty**
Planning Board
Two-Thirds Vote

ARTICLE 29. To see if the Town will vote to amend the Official Zoning Map, as adopted and referenced in the Town Code, Chapter 195 Zoning, Article II Districts, Section 195-3 Official Zoning Map, to amend existing zoning districts as follows:

Rezone the following parcels from IA to RM: Assessors Parcels 13-36-2 & 13-36-4;

Rezone the following parcels to RC: Assessors Parcels 13-19-15, 13-19-16, 13-19-17, 13-19-18, 13-19-19, 13-19-21, 13-19-22, 13-19-23, 13-35-1, 14-19-6, 14-19-9, 14-19-13;

Rezone Assessors Parcel 14-19-8 to CB;

Rezone the following parcels from IA to CBLT: Assessors Parcels 13-19-20, 13-36-1, 13-36-3, 13-36-5, 13-36-8, 13-36-10, 14-19-1, 14-19-2, 14-19-3, 14-19-4 and 14-19-5.

; or act in relation thereto.

SUBMITTED BY: Planning Board
Two-Thirds Vote

ARTICLE 30. To see if the Town will vote to amend the Town Code, Chapter 195 Zoning, Article XXI Community Enhancement and Investment Overlay District (CEIOD) by deleting the ~~strikethrough~~ text and inserting the underlined text, renumbering accordingly, all as set forth below:

195-111 Applicability

C. CEIOD projects allowed by right. A CEIOD project is by right if it meets all of the following criteria (as applicable):

(2) If the project involves a change of use from one use category to another, the gross square footage and the square footage of the building footprint of the use does not exceed the original use.

195-112 Use regulations

The existing Use Regulation Schedule (Chapter 195, Attachment 1) of the Zoning Bylaw shall be applicable to CEIOD projects within the underlying zoning districts. Where a CEIOD requires a special permit under the Use Regulation Schedule, the Planning Board shall be the special permit granting authority. Any combination of primary uses otherwise allowed by right or by special permit shall require a special permit, whereby the Planning Board shall be the special permit granting authority.

195-118 Performance Standards

A. General. All CEIOD projects shall be consistent with the following general performance standards: The Board may require, at the applicant's expense, such technical evidence as is necessary to ensure that the standards established for environmental protection standards (in Article VIII Environmental Protection Standards) are met.

B. Specific. All CEIOD projects requiring special permits shall be consistent with the following specific performance standards, as applicable: A CEIOD project requiring a special permit under criteria 1, 2 or 4 of Section 195-111D containing commercial or industrial use and abutting residential use shall in addition to the following standards demonstrate compliance with the environmental protection standards in Section 195-39, and the Board may require, at the applicant's expense, such technical evidence as is necessary to ensure that such standards are met.

195-119 Application Review Procedures

A. General requirements.

(6) Any project that includes a building or structure over 75 years of age shall be referred to the Chelmsford Historical Commission for review and comment.

B. Finding of applicability and preliminary concept plan review and approval.

(2) Preliminary submission elements. A CEIOD preliminary submission shall include:

(a) A vicinity map adequately depicting the proposed development in context with the surrounding area.

(b) A base map at a scale no smaller than one inch equals 200 feet showing property lines and names of adjacent owners; general topography, including steep slopes over 15% in grade; flood hazard areas, designated inland wetlands and watercourses; existing public utility lines and public facilities; and existing street widths and general layout.

(c) A concept layout of existing and proposed buildings and their proposed uses, streets, parking areas, open spaces, landscaping and screening, as well as any proposed improvements to existing facilities.

(d) Project narrative: evidence supporting a by-right or special-permit project and applicability of the CEIOD project type. This narrative shall address how the proposed project complies with all relevant items of the Purpose and Intent (195-109), the Type of Overlay District (195-110), the by right (195-111C) or special permit (195-111D) criteria, and the Performance Standards (195-118). The narrative shall also itemize the relief being sought under the CEIOD Overlay District.

D. Modifications to approvals. A public hearing shall be required when a modification to an approved project falls into one or more of the following categories:

(1) Substantial changes to the alignment of arterial or collector streets and/or their off-site connection points;

(2) Substantial changes in the composition of the various uses, such that the proportion of any element such as retail or residential increases or decreases by 10% or more;

(3) Substantial changes to approved architectural design, building types, or construction materials;

(4) Substantial changes to the transportation system;

(5) Substantial changes to the stormwater system or site elevation;

(5~~6~~) Substantial changes to an approved phasing plan that have the potential to negatively impact the provision of public services; or

(6~~7~~) Any other substantial changes to the character or intensity of an approved application that the Community Development Director, Building Commissioner, or Town Engineer cannot otherwise interpret or approve.

; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

ARTICLE 31. To see if the Town will vote to amend the Town Code, Chapter 195 Zoning, Section 195-108 to revise the definition of “Boarding House” by deleting the ~~striketrough~~ text and inserting the underlined text as follows:

**Current
BOARDINGHOUSE**

~~A building, whether residential or commercial or any part thereof in which lodging is provided by the owner or operator to more than four boarders. The boardinghouse must provide for shared/common facilities consisting of either bathing or cooking and therefore shall not contain individual dwelling units consisting of complete living facilities. Meals may or may not be provided. A dwelling unit where more than four unrelated individuals rent shall be considered a boardinghouse. A boardinghouse shall not be deemed a multifamily dwelling.
[Amended 4-30-2012 ATM by Art. 25; 10-15-2012 ATM by Art. 17]~~

Proposed

A facility licensed under M.G.L. c.140 §§22–31 and all facilities in which temporary or semi-permanent lodging is provided for rent to four or more lodgers who do not live together as a single housekeeping unit and who occupy individual rooms. Occupants may share bathroom or kitchen facilities, but such shared use does not constitute a single housekeeping unit. Occupancy is on an individual-room basis, with separate agreements or fees. The building does not contain self-contained dwelling units and is not considered a single-family, two-family, or multifamily dwelling.

; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

ARTICLE 32. To see if the Town will vote to amend the Town Code, Chapter 108 Zoning, Section 195-108 to add a new definition for “Bed and Breakfast”, and to amend 195 Attachment 1, Use Regulation Schedule, to add a new use D.39, “Bed and Breakfast”, by inserting the underlined text, as follows:

Bed and Breakfast

A private dwelling that provides transient overnight accommodations in not more than three (3) guest rooms, as defined in M.G.L. c.64G §1, and that is owner-occupied or used as the owner’s primary residence. Only breakfast may be served, and shall be limited to registered overnight guests. Guest rooms shall not contain individual cooking facilities. A Bed and Breakfast Establishment is not a Boarding House, Motel or Hotel, or a Dwelling Unit occupied by a Family or Single Housekeeping Unit.

New

| Sec. | I | S | Description | RA | RB | RC | RM | CA | CB | CBLT | CC | CD | CV | IA | IS | RMH | CX | P | OS |
|------|---|-----------|--------------------------|----------|----------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|----------|----------|----------|----------|----------|
| | | | D. Commercial | | | | | | | | | | | | | | | | |
| | | <u>39</u> | <u>Bed and Breakfast</u> | <u>N</u> | <u>N</u> | <u>PB</u> | <u>N</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>N</u> | <u>N</u> | <u>N</u> | <u>N</u> | <u>N</u> | <u>N</u> |

; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

ARTICLE 33. To see if the Town will vote to amend the Town Code, Chapter 195 Zoning, Section 195 Attachment 1, Use Table, line D.16 by deleting the ~~strike through~~ text and inserting the underlined text, as follows:

Current

| Sec. | I | S | Description | RA | RB | RC | RM | CA | CB | CBLT | CC | CD | CV | IA | IS | RMH | CX | P | OS |
|----------------------|---|---|--------------------------|----|----|----|----|----|-----------|------|-----------|-----------|-----------|-----------|-----------|-----|----|---|----|
| D. Commercial | | | | | | | | | | | | | | | | | | | |
| 16 | | | Parking garage/structure | N | N | N | N | N | <u>BA</u> | PB | <u>BA</u> | <u>BA</u> | <u>BA</u> | <u>BA</u> | <u>BA</u> | N | N | N | N |

New

| Sec. | I | S | Description | RA | RB | RC | RM | CA | CB | CBLT | CC | CD | CV | IA | IS | RMH | CX | P | OS |
|----------------------|---|---|--------------------------|----|----|----|----|----|-----------|------|-----------|-----------|-----------|-----------|-----------|-----|----|---|----|
| D. Commercial | | | | | | | | | | | | | | | | | | | |
| 16 | | | Parking garage/structure | N | N | N | N | N | <u>PB</u> | PB | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | <u>PB</u> | N | N | N | N |

; or act in relation thereto.

SUBMITTED BY: Planning Board
Two-Thirds Vote

ARTICLE 34. To see if the Town will vote to amend dimensional standards in various sections of the Town Code, Chapter 195 Zoning, by deleting the ~~strike through~~ text and inserting the underlined text, as follows:

1. Table of Dimensional Requirements (195 Attachment 2)

Current

| | Districts | | | | | | | | | | | | | | |
|--------------------------|-----------|-----|-----|-----|-----|----------|------|-----|----------|-----|-----|-----|----------|-----|-----|
| Dimensional Requirements | RA | RB | RC | RM | CA | CB | CBLT | CC | CD | IA | IS | RMH | CX | P | OS |
| Minimum Lot Requirements | | | | | | | | | | | | | | | |
| Depth (feet) | 150 | 150 | 125 | 150 | 125 | <u>0</u> | N/A | 200 | <u>0</u> | 150 | 150 | | <u>0</u> | 125 | 125 |

New

| | Districts | | | | | | | | | | | | | | |
|--------------------------|-----------|-----|-----|-----|-----|------------|------|-----|------------|-----|-----|-----|------------|-----|-----|
| Dimensional Requirements | RA | RB | RC | RM | CA | CB | CBLT | CC | CD | IA | IS | RMH | CX | P | OS |
| Minimum Lot Requirements | | | | | | | | | | | | | | | |
| Depth (feet) | 150 | 150 | 125 | 150 | 125 | <u>N/A</u> | N/A | 200 | <u>N/A</u> | 150 | 150 | | <u>N/A</u> | 125 | 125 |

2. CEIOD Site and Bldg Requirements Table (195 Attachment 3)

Current

| Dimensional Requirements | Districts | | | | | |
|------------------------------|-----------|----|------|-----|----|-----|
| | CA | CB | CBLT | CC | CD | IA |
| Minimum Lot Requirements (1) | | | | | | |
| Depth (feet) | 125 | 0 | N/A | 200 | 0 | 150 |
| In CEIODs by by-right | 100 | 0 | N/A | 160 | 0 | 120 |
| In CEIODs by special permit | 75 | 0 | N/A | 100 | 0 | 100 |

New

| Dimensional Requirements | Districts | | | | | |
|------------------------------|-----------|-----|------|-----|-----|-----|
| | CA | CB | CBLT | CC | CD | IA |
| Minimum Lot Requirements (1) | | | | | | |
| Depth (feet) | 125 | N/A | N/A | 200 | N/A | 150 |
| In CEIODs by by-right | 100 | N/A | N/A | 160 | N/A | 120 |
| In CEIODs by special permit | 75 | N/A | N/A | 100 | N/A | 100 |

3. Dimensional requirements for facilitated and independent senior living facilities (Section 195-88)

Current

| | RM | CA | CB | CC | CD | CV | IA |
|--------------------------|-----|-----|----|-----|----|----|-----|
| Minimum lot depth (feet) | 150 | 125 | 0 | 200 | 0 | 0 | 150 |

New

| | RM | CA | CB | CC | CD | CV | IA |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|
| Minimum lot depth (feet) | 150 | 125 | N/A | 200 | N/A | N/A | 150 |

4. Dimensional standards for Center Village Zoning (Section 195-98.2)

Current

| | | |
|--------------------------------------|--|---|
| Minimum Lot Requirements Area | | |
| (x 1,000 square feet) | | |
| Depth (feet) | | 0 |

New

| | | |
|--------------------------------------|--|-----|
| Minimum Lot Requirements Area | | |
| (x 1,000 square feet) | | |
| Depth (feet) | | N/A |

; or act in relation thereto.

SUBMITTED BY: **Planning Board**
Two-Thirds Vote

ARTICLE 35. To see if the Town will vote to authorize the Select Board to grant, upon such terms and conditions as the Select Board may determine, easements to public utilities in the following Town properties for the purpose of obtaining new or additional electrical service: 1) 260 Old Westford Road, Assessors Parcel ID 58-276-1; and 2) 295 Acton Road, Assessors Parcel ID 117-421-6 and Assessors Parcel ID 117-421-8, as more or less depicted on documents placed on file and available for review in the Offices of the Town Clerk and the Department of Public Works; and to authorize the Select Board to seek such approvals under Article 97 of the Massachusetts Constitution or otherwise, if any, as may be required to allow for such grants, and to execute any and all documents, enter into all agreements, and take such action as may be necessary or convenient in the furtherance of the objectives of this article; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

ARTICLE 36. To see if the Town will vote to: a) accept as a public way Proctor Road, as laid out by the Select Board and shown by reports and plans which are on file in the office of the Town Clerk; b) authorize the Select Board to acquire, by gift, purchase, eminent domain, or otherwise and upon such terms and conditions as it may determine, any and all interests in land, including easements or fee simple interest, with the trees thereon, within said layout and abutting lands as may be necessary for the purpose of completing such acceptance, making traffic safety and road improvements incidental to such acceptance, and otherwise providing for the use and maintenance of said way and drainage facilities incidental thereto for all purposes for which public ways are used in the Town of Chelmsford; c) raise and appropriate and/or transfer from available funds a certain sum of money to defray all necessary costs, fees and expenses in connection with the acquisition of said land and for payment of any damages which may be awarded as a result of any such taking; and d) authorize the Select Board to negotiate and execute all necessary and proper contracts and agreements thereto; or act in relation thereto.

SUBMITTED BY: **Select Board**
Two-Thirds Vote

Hereof fail not and make return of this warrant with your doings at the time and place of said meeting.

Given under our hands this 26th day of February, 2026

SELECT BOARD OF THE TOWN OF CHELMSFORD:

Patrick J. Maloney, Chair

Patricia Wojtas, Vice Chair

Aaron D. Cunningham, Clerk

Jeffrey A. Hardy

NOTICE OF PROPOSED DATES
AND TIMES FOR CONTINUED SESSIONS OF THE
SPRING ANNUAL TOWN MEETING

The Select Board shall propose the following dates and times for continued sessions of the Town Meeting of April 27, 2026:

Thursday, April 30, 2026 at 7:30 p.m.

Monday, May 4, 2026 at 7:30 p.m.

Thursday, May 7, 2026 at 7:30 p.m.

If additional continued sessions are necessary, they shall take place on the Monday and Thursday of the next consecutive week until the meetings are concluded.

Pursuant to Town of Chelmsford Code Chapter 154-9, these dates and times are proposed and are subject to change by vote of the Town Meeting Representatives.

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS. _____, 2026

Pursuant to the within warrant, I have notified and warned the Inhabitants of the Town of Chelmsford by posting up attested copies of same at the following places, to wit: Senior Center, 75 Groton Road; North Chelmsford Fire Station, 35 Princeton Street; McCarthy Middle School, 250 North Road; Parker Middle School, 75 Graniteville Road; West Chelmsford Fire Station, 260 Old Westford Road; Westlands School, 171 Dalton Road; Byam Elementary School, 25 Maple Road; Town Offices Building, 50 Billerica Road; South Row Elementary School, 250 Boston Road; East Chelmsford Fire Station, 115 Riverneck Road; and South Chelmsford Fire Station, 295 Acton Road.

Signed:

Edwin Paul Eriksen, Constable

A True Copy Attest:

Edwin Paul Eriksen, Constable



**SELECT BOARD
Town Offices
50 Billerica Road
Chelmsford, MA 01824-2777
(978) 250-5202**

February 17, 2026

Jane Sockey
5 Jefferson Dr
Tyngsboro MA, 01879

VIA E-MAIL

Dear Jane Sockey:

Please be advised that this office is in receipt of your request to for a One Day Beer and Wine Licenses for The St Patrick's Diner being held on March 14, 2026 at Sts. John the Evangelist Church at 115 Middlesex St.

The Select Board will review your applications at their February 23, 2026, meeting. This meeting will be held at Town Offices, 50 Billerica Road, in Room 204 at 6:00 p.m. You may participate in this meeting in person or virtually via Zoom. If you would like to attend remotely, please email TMOffice@Chelmsfordma.gov by 12:00 PM (Noon) on February 23rd.

If you have any questions, please feel free to reach out to me at 978-244-3302 or at JGeraghty@Chelmsfordma.gov.

Sincerely,

James Geraghty
Operations Assistant



Town of Chelmsford

One Day Special Alcohol License Application

For the Sale of Alcoholic Beverages to be Consumed on the Premises
Complete all sections and submit this form with required documents to the Town of Chelmsford Select Board Office **no less than 30 Days prior to your event.**

Please note: A special license may be issued only to a natural person, although the licensee may be a responsible manager acting on behalf of a corporation, partnership, or other entity. Therefore, the license will be issued in the name of the responsible manager. (Per 204 CMR 7.02)

License Type (check one):

- BEER & WINE (for profit or non-profit)
- ALL ALCOHOLIC BEVERAGES (nonprofit organizations only)

Responsible Manager

- Full Name: JANE SOCKEY
- Manager's Address: 5 JEFFERSON DR., TYNGSBORO, MA 01879
- Manager's Phone Number: 978-649-3404
- Manager's Email: JM SOCKEY @ AOL.COM

TIPS Certification Expiration Date: 5/28/2028 FOR NEASHAN HUSCATO

Organization Information

- Name of Organization: ST JOHN THE EVANGELIST CHURCH
- Organization Address: 115 MIDDLESEX ST., N. CHELMSFORD, MA 01863
- Organization Phone Number: 978-256-2371

Event Details

- Date of Event: MARCH 14, 2026
- Location / Address of Event: 115 MIDDLESEX ST., N. CHELMSFORD MA
- Type of Event: ST. PATRICKS DINNER
- Number of People Attending: 160
- Hours Alcohol Will Be Served: 5:00 PM to 11:00 PM
- Hours Alcohol will be on Premises: 5:00 PM to 11:00 PM



Alcohol Procurement

- Where will alcohol be obtained/purchased from? (Per 204 CMR 7.05 & M.G.L. ch. 138 sec 14)
DINERS PROVIDE THEIR OWN BOTTLE OF WINE/BEER

Additional Questions

- Has the Responsible Manager been issued similar licenses in Chelmsford within the past 12 months?
Yes No
If so, please provide all the dates:
ST. PATRICK'S DINNER MARCH 16, 2025
- Does the License Manager have an Annual Alcoholic Beverages License pending before the Town of Chelmsford and ABCC? Yes No

Property Owner Information

- Are you the property owner or MINISTRY HEAD FOR CHURCH authorized representative? Yes No
- If not, submit written permission, signed by the property owner or authorized representative, confirming authorization for the serving of alcohol at the event.

Additional Documents

Attach the following documents to this application:

- TIPS Certificate
- Floor Plan for Event Space (showing the layout of the event and where alcohol will be stored and served.)
- Signed Written Permission from Property Owner (If applicable)

Signature

The manager hereby states that the manager has received a copy of the Licensing Authority's regulations pertaining to Special and One Day Liquor Licenses and is aware of and shall comply with all applicable statutes, by-laws and regulations.

Manager Signature: Jane M Sockey Date: 2-16-2026
 Name: JANE SOCKEY Title CHAIRMAN - HOSPITALITY MINISTRY
 (If on behalf of an organization)



A 360TRAINING COMPANY

CERTIFICATE OF COMPLETION

This certifies that

Meaghan Muscato

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
05/29/2025



Expiration Date
05/28/2028



Certificate #
ON-000037586206

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

(CUT HERE)

(CUT HERE)



Issued: 05/29/2025
Certificate #: ON-000037586206

Meaghan Muscato
92 Bayberry Lane, Londonderry, NH, USA
Londonderry NH 03053

CERTIFIED

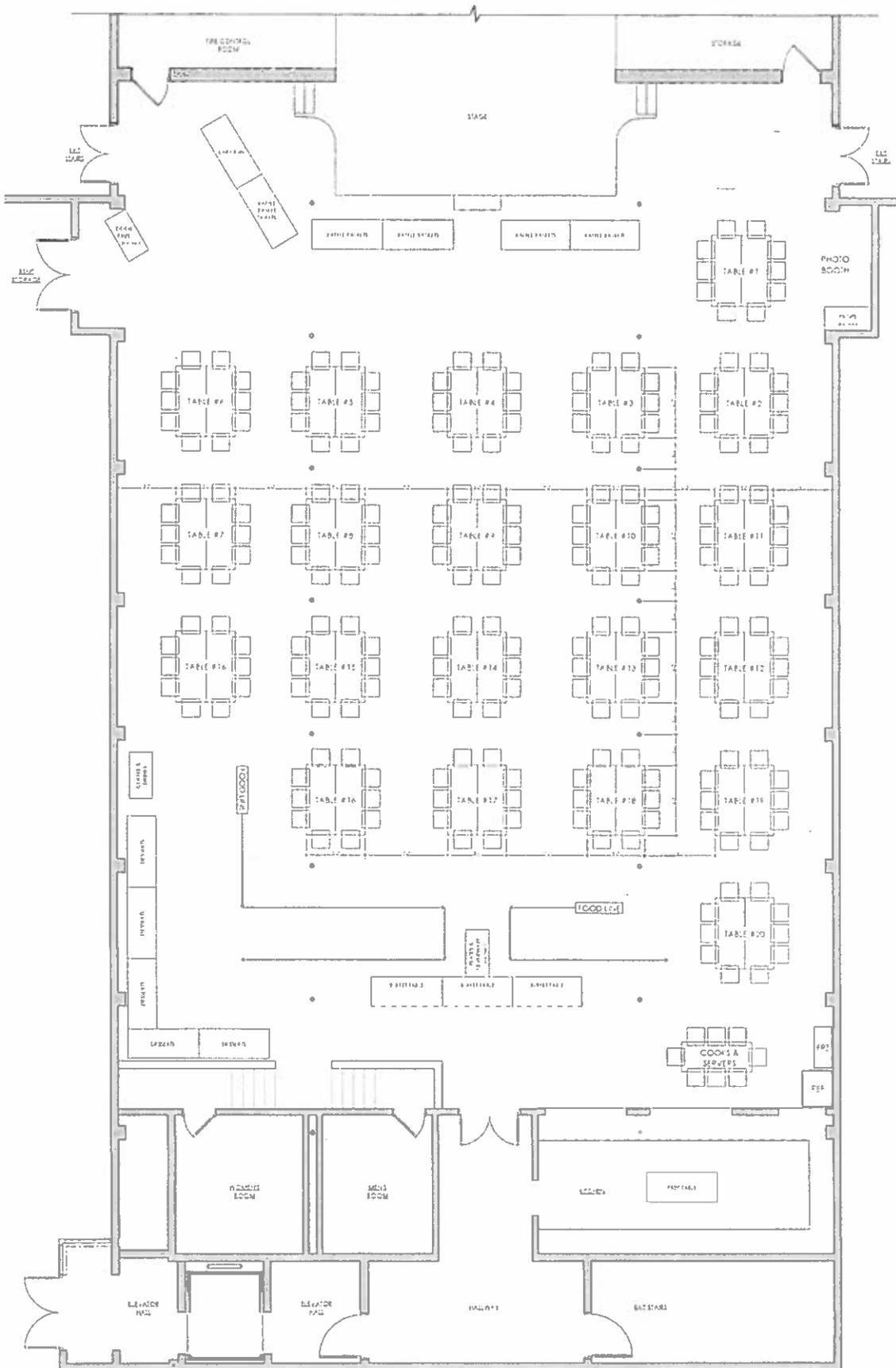
Expires: 05/28/2028



Phone: 800-438-8477
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature _____



Town of Chelmsford Select Board Minutes
50 Billerica Rd., Room 204
Chelmsford, MA 01824

Select Board Regular Meeting MINUTES
February 9, 2026

Attending:

Patrick Maloney, Chair
Patricia Wojtas, Vice Chair
Aaron Cunningham, Clerk

Paul Cohen, Town Manager

Absent:

Jeffrey Hardy, Board Member

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass.

CALL TO ORDER – NOTIFICATION OF LIVE BROADCAST

Chair Maloney called the regular meeting of the Board to order at 6:00PM.

PUBLIC SERVICE ANNOUNCEMENTS

Vice Chair Wojtas read the following announcements:

New Sharps Disposal Schedule

Medical sharps waste drop-off days: March 12, June 11, September 10, December 10 at the Health Department between 9:00AM-4:00PM only. Registration no longer required.

2026 Dog Licensing

Every 2025 dog license expired on December 31st. Licensing for 2026 began on December 1st. Information is available at www.chelmsfordma.gov/249/Dog-Licenses.

2026 Annual Town Census

The 2026 annual town census was mailed to all households in January. Please return your census to keep active on the voting list, and if not a registered voter, returning it ensures that the Clerk's office can provide you with proof of residency. An accurate count of residents assists in providing better municipal services.

Nomination Papers Available for the April 7 Spring Annual Town Election

Nomination papers for various town offices are available at the Town Clerk's office for open seats. For further information contact the Clerk's office at 978-250-5205. Deadline is February 12, 2026 at 5:00PM to obtain papers and must be returned by February 17, 2026 at 5:00PM.

GENERAL PUBLIC INPUT

In accordance with Select Board Policies Section 1-2.B, speakers will be limited to no more than three (3) minutes. Speakers may not cede their time to others unless required as a reasonable accommodation because of a disability. Total time for General Public Input is limited to no more than thirty (30) minutes.

There was no public input.

COMMITTEE VACANCIES

Vice Chair Wojtas read the list of current vacancies. Interested applicants can apply online at <http://www.chelmsfordma.gov> or through the Town Manager’s office.

PUBLIC HEARINGS

National Grid and Verizon Pole Petition – North Rd.

Vaz Eng of National Grid appeared before the Board in support of its application to install a pole on North Rd.

Chair Maloney asked for public input. There was none.

MOTION: by Vice Chair Wojtas to close this public hearing. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

MOTION: by Vice Chair Wojtas to approve pole petition 31344236 to install a new pole, as presented. Seconded by Board Clerk Cunningham. **Motion carries 3-0, unanimous.**

All Alcoholic Beverages Restaurant License – House of Charoen, LLC, DBA Udomsuk Thai Kitchen and Bar – 313 Littleton Rd. Unit 2

Apitchaya Boonawong of the House of Charoen appeared virtually before the Board in support of her application for an all alcoholic beverages restaurant license for the House of Charoen, LLC, DBA Udomsuk Thai Kitchen and Bar on the premises located at 313 Littleton Rd., Unit 2.

Vice Chair Wojtas noted that the ABCC application stated that at least 50% of on premises managers had to be U.S. citizens. Ms. Boonawong is listed as the sole manager, and she clicked on “no” as a U.S. citizen. Ms. Boonawong stated she has a green card. Insofar as the form is generated by the ABCC and the license is contingent on ABCC approval, it was decided that the Board would go forward with its approval.

There was no public input.

MOTION: by Vice Chair Wojtas to close the public hearing. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

MOTION: by Vice Chair Wojtas that we approve an all alcohol restaurant license for the House of Charoen DBA Udomsuk Thai Kitchen and Bar at 313 Littleton Rd. as presented. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

All Alcoholic Beverages License Amendment – Alteration of Premises and Pledge of License – Kanissa Inc. DBA Chelmsford Wine and Spirits – 133 Princeton St.

Attorney David Keele appeared before the Board in support of his client’s application for an alteration of premises and pledge of license for Kanissa Inc. DBA Chelmsford Wine and Spirits on the premises located at 133 Princeton St.

In response to Vice Chair Wojtas request for clarification on the pledge of license, Town Manager Cohen stated that the value of the license acts as collateral and is required by the applicant’s lender. Clerk Cunningham noted the unusual square footage of the building with a top floor proposed as a wine tasting area that anticipates the risk of carrying a high inventory. He also expressed concern to approve the application while there were still a number of open departmental items to be resolved. Attorney Keele

stated that there were no plans for an upper floor wine tasting area at the present time. He also noted that the business can offer the best prices because of the leverage of bulk wholesale purchasing.

There was no public input.

MOTION: by Vice Chair Wojtas to close the public hearing for this alcohol license. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

MOTION: by Vice Chair Wojtas that to approve the application for the alteration of premises and pledge of license on an all alcohol package store license for Kanissa Inc. DBA Chelmsford Wine and Spirits contingent on completing all of the department sign-offs on inputs received on the premises at 133 Princeton St. as presented. Seconded by Clerk Cunningham.
Motion carries 3-0, unanimous.

REQUESTS FOR MONUMENTS/MEMORIALS – RENAMING THE FOOD PANTRY IN HONOR OF SANDY DONOVAN

Vice Chair Wojtas presented the petition for the naming of the food pantry in honor of Sandy Donovan, who founded the Chelmsford Food Pantry and served as Director for twenty-seven years. The food pantry board of directors is in full support. Chair Maloney also expressed his full support.

MOTION: by Vice Chair Wojtas to approve the naming of the food pantry in honor of Sandy Donovan as presented. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

DISCUSSION – EARMARK REQUESTS FOR STATE DELEGATION

Town Manager Cohen presented the following three earmark requests from last year. He noted that some may be continued this year, and/or others could be included in requests for the upcoming state budget.

Senior Center Food and Nutrition Programs (\$25,000). This will continue to enhance the quality and quantity of food that the Town provides to our senior citizens, especially through the Meals on Wheels program. This would include purchasing high-quality proteins that are no longer available on the commodities list, as well as covering the increased costs of food and packaging.

Freeman Lake Management (\$80,000). Reduce or eliminate nuisance species and prevent the introduction of new aquatic invasive species; improve water quality for swimming, secondary recreation, and aquatic life; and maintain or improve fish and wildlife habitat.

Tree Canopy Restoration and Invasive Species Management (\$50,000). This would enable the Town to plant shade trees along the Town's right of ways and reduce invasive species. This would result in improved air quality, reduce the urban heat island effect, and beautify neighborhoods.

Following discussion, it was agreed to table this agenda item to the next meeting for consideration of other potential projects including those identified by Ms. Clancy. Town Manager Cohen will provide a three-year historical lookback on approved projects.

TOWN MANAGER BID AWARDS

Town Offices and Senior Center Elevator Modernization Project

MOTION: by Vice Chair Wojtas to approve the Town Manager's bid award for the Town offices and senior center elevator project to Enterprise Equipment Company in the amount of \$897,210. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

TOWN MANAGER REPORTS

Town Manager Cohen presented the following reports:

Massachusetts Attorney General's Office Approval of 2025 Fall Annual Town Meeting General and Zoning Warrant Articles

The general and zoning warrant articles for the fall annual town meeting were approved by the Attorney General's office with the exception of Article 16, where several conflicts with other zoning bylaws were noted.

Draft Warrant for 2026 Spring Town Meeting

Town Manager Cohen presented the thirty-six warrant articles for the 2026 spring town meeting. The warrant is now under legal review for signature by the Board at its next meeting.

Town Manager's Proposed Fiscal Year 2027 Operating and Capital Budgets

Town Manager Cohen reviewed his PowerPoint presentation on the FY2027 operating and capital budgets, including the following highlights:

FY27 budget overview.

- General government operating budget increases.
- General government operating budget omissions.
- Budget impact from health insurance premiums and retirement assessment.
- Capital improvements plan highlights.
- Chelmsford Public Schools.
 - Per pupil expenditure.
- Nashoba Tech.
 - Enrollment.
 - Per pupil expenditure.
- Town of Chelmsford Full-time equivalent employees.
 - General government – full-time equivalent employees.
- FY27 budget drivers.
- Available FY27 new revenue sources.
- Five fiscal-year revenue comparison.
- Ten fiscal-year revenue comparison.
- Property tax revenue.
- FY26 \$9,219 average single-family tax bill allocation.
- Property tax valuation.
- Average single-family property tax bill.
- Property tax comparison.
- Inflation.

Proposed FY27 capital plan.

Town Manager Cohen noted the actions taken to address the previous budget deficit. Health insurance premiums were initially expected to increase by 13%. However, by eliminating GLP-1 drugs for non-diabetic patients, healthcare was cut by 5% resulting instead in an 8% increase. State group insurance is expected to follow suit. Also, the school budget request was decreased from \$3.5M to \$2.5M. Town Manager Cohen noted that, insofar as these decreases are not sustainable, budget pressures are expected for subsequent years. With 40% of the state budget going to healthcare and continued federal pressures, the Governor has appointed a task force to control healthcare costs.

Discussion ensued on the continued pressures on the Town and taxpayer to maintain level services in the face of runaway inflation.

Massachusetts Department of Environmental Protections Superseding Order of Conditions for Freeman Lake Aquatic Management

Town Manager Cohen reviewed Mass DEP's superseding order of conditions for the Freeman Lake aquatic management project to commence in the spring.

Southwell Boat Ramp Replacement Project State Bid Results

Town Manager Cohen reviewed the bid results received by the Department of Fish and Game for the Southwell boat ramp replacement project, to be completed by the end of this year.

Employee and Retiree Health Insurance Claims Update

Town Manager Cohen reviewed his PowerPoint presentation on MIIA health benefits trust detail of claims, premiums and loss ratios for the period 12/1/2023-11/30/2025, particularly noting increases in GLP-1 costs.

Double Pole Report

Town Manager Cohen reviewed the double pole report dated February 1st submitted by Verizon.

Police Chief Retirement

Town Manager Cohen reported that he had received a letter from Police Chief Spence notifying the Board of his intention to retire from his position as Police Chief effective June 1, 2026. The Town Manager will commence the interview process with an internal candidate expected to be brought to the Board in a few months.

TOWN MANAGER APPOINTMENTS

Bicycle and Pedestrian Committee: Kevin Baxter – Unexpired three-year term ending 6/30/2026

Community Preservation Fund Committee: David Hamilton – Three-Year term ending 6/30/2028

Council on Aging Board: Mindy Rosen – Three-year term ending 6/30/2028

Historic District Commission Alternate Member: Marie Cumming – Unexpired three-year term ending 6/30/2027

Holiday Decorating Committee Re-appointment: John Floria – One-year term ending 12/31/2026

Vinal Square Strategic Action Plan Committee: Adam McCusker – Unexpired three-year term ending 6/30/2026

MOTION: by Vice Chair Wojtas that we approve the Town Manager's appointments as presented. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

Other

In response to Chair Maloney's question, Town Manager Cohen stated that the \$1.2M snow and ice budget has been exceeded because of the repeated storms.

MEETING MINUTES

Select Board Regular Meeting Minutes – January 12, 2026

MOTION: by Vice Chair Wojtas to approve the meeting minutes of January 12, 2026. Seconded by Clerk Cunningham. **Motion carries 3-0, unanimous.**

SELECT BOARD MEMBER LIAISON REPORTS AND REFERRALS

Board Member Wojtas

- Chelmsford Library's "One Book" this year is *The History of Sound* by Ben Shattuck, who will review his book on April 16th. Books are available at the library.
- The MIAA has granted the Town a wellness award for the most innovative wellness champion. Lisa Marone was honored for expanding wellness and doubling participation in eighteen months.
- Congratulations to new patrol officer Gabe Murphy.

Clerk Cunningham

- The Vinal Square Strategic Planning Committee is planning a spring revival event in early May.
- Planning Board held public hearing on the Riverneck Rd. water treatment plant which was well attended.
- Board of Health has approved a new regulation with regard to inspections and maintenance of sewer systems.
- Best wishes to the two Chelmsford residents, Jack Eichel and Chevonne Forgan, participating in the winter Olympics.
- Congratulations to the MassCar race team for placing in the top ten.

Vice Chair Maloney

- Congratulations to Polce Chief Spence on his impending retirement.
- School Building Committee approved submission of preliminary design proposal for Parker Middle School for MSBA approval.

ADJOURNMENT

MOTION: by Vice Chair Wojtas to adjourn at 7:38PM. Seconded by Clerk Cunningham.
Motion carries 3-0, unanimous.

Respectfully submitted,

Christine Martin Barraford
 Recording Secretary

Supporting documents:

- 2026 Sharps flyer
- Dog license PSA
- 2026 Town census PSA
- Run for local office 2026
- Committee vacancies as of 2026-2-09
- Pole petition – North Rd.
- House of Charoen – alcohol license
- Kanissa Inc. – license amendment
- Memorial request – Sandy Donovan
- House earmark requests FY26
- 1-22-26 bid award memo
- TO and SC elev general bid tab
- Chelmsford12065FA app
- 2026 spring ATM list of warrant articles
- 2026 spring annual town meeting warrant
- FY27 budget presentation 02-05-26
- FY27 Town Manager budget – February 5, 2025
- FY27 Town Manager sewer enterprise budget – February 5, 2025
- FY27 Town Manager stormwater enterprise budget – February 5, 2025
- FY27 Town Manager PEG access enterprise budget – February 5, 2025
- Chelmsford LRB 1223-1125 detail final
- Chelmsford GLP-1 drugs utilization 2025

- SOC 129-0967 Freeman Lake dep superseding OOC January 2026
- Bid summary – Chelmsford
- FEB double pole report spreadsheet
- February 2026 double pole report
- Retirement of Police Chief
- BPAC – Baxter
- CPC – Hamilton
- Council on aging – Rosen
- Hist Dist – Cumming
- Holiday – Floria
- Vinal Square – Mccusker
- 01-12-2026 SB minutes draft2

Draft Only