

# Town of Ashburnham - 2012 Annual Report



First Annual Holiday Tree Lighting

Ashburnham held its first Annual Holiday Tree Lighting on Friday, November 30, 2012. As you can see on the cover of this report, it was a beautiful event and was very well attended, bringing the community together. The Parks & Recreation Committee did an outstanding job and should be commended. We also want to thank the DPW and the Municipal Light employees for their assistance in making this event such a success. Everyone had a wonderful time, including the “Grinch”!

Thanks to all the departments, boards, committees and commissions for compiling and submitting their reports in a timely manner. It is always appreciated!!

And thanks to all those who have submitted so many great photos for this report.

Edited by .....Sylvia Turcotte  
Cover Photo by .....Ashburnham resident - Rick Cinclair  
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# Town of Ashburnham

Annual Reports of the  
Town Officers

For Fiscal Year 2012

Please visit our website – [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov)

# 2012 Ashburnham Employee of the Year

## ***Sergeant Chris Conrad***

*Each year the Ashburnham/Westminster Rotary Club holds an Awards Dinner to recognize three individuals for their outstanding service; one employee from the Town of Ashburnham, one from the Town of Westminster and one from the Ashburnham-Westminster Regional School District. This year Sergeant Chris Conrad was recognized by the Ashburnham/Westminster Rotary Club as Ashburnham's Employee of the Year.*

**Congratulations Chris! Well deserved!!**



Sgt. Conrad and Chief Barrett.



Chief Barrett speaking at the Awards Dinner

*As Employee of the Year, Sergeant Conrad had the honor of lighting the tree at the 1<sup>st</sup> Annual Holiday Tree Lighting held on November 30, 2012.*

# WINCHESTER PARK RE-OPENING

*On May 11, 2012, Winchester Park was reopened after a five-week closure due to safety issues. The Parks and Recreation Committee worked diligently to clean, renovate and do some much needed maintenance at the Park. The Grand Re-Opening on May 11<sup>th</sup> included a Hot Dog and Ice Cream Social where over two hundred children enjoyed the festivities. It was an amazing community event!!*



## 1<sup>ST</sup> ANNUAL HOLIDAY TREE LIGHTING



DPW crew working diligently to put up the tree.



The final touch.



View from Town Hall.



The Parks & Recreation Committee – left to right – Mike Salem, “the Grinch”, Steve Gallant, Gail Dumont, (Sylvia Turcotte, Assistant to the Town Administrator), Rebecca Cinclair, Cheryl Goller and Tamara Walsh.

## 1<sup>ST</sup> ANNUAL WINTERFEST



The 1<sup>st</sup> Annual WinterFest was held at Sweeney Playground on South Main Street the evening of Friday, February 10, 2012 and all day Saturday, February 11<sup>th</sup>. It was a great success full of fun, games, sledding, music, raffles and plenty of food. Due to the inclement weather, snow had to be trucked in by our DPW crew from Cushing Academy's Iorio Ice Arena for the sledding hill which was named Mt. Sweeney. Fun was had by all and it was another great event hosted by our Parks & Recreation Committee which brought the Ashburnham community together.

# IN MEMORIAM



## **James David Whidden**

Born – June 27, 1962

Died – November 29, 2011

Jim served the Town of Ashburnham as a member of the Town Hall Renovation Committee and also served on the Historical Commission.

His passion was woodworking and restoration work and when the need arose in 2001, he was commissioned by the Town to re-roof the historic Well House on Meeting House Hill. He worked closely with the Historical Commission to ensure that the work met their standards.



## **Dorothy V. Stiles**

Born – October 14, 1925

Died – December 30, 2012

Dotty resided in Ashburnham for most of her life. She worked as a substitute teacher at Oakmont Regional High School and as an Election Poll Worker. She served as a member of the Stevens Memorial Library Board of Trustees, Ashburnham School Parent Association, and the Ashburnham Firemen's Women's Auxiliary and Muster Team.

# Volunteer Recognition

## “Service of 10 years or more on Boards/Committees/Commissions”

*The Town of Ashburnham has many Boards, Committees and Commissions that exist solely because of the selflessness and dedication of the many volunteers. The Town would like to acknowledge and thank these individuals who are currently serving and have worked countless hours to make the Town a great place to live. We thank you!*

<u>Name</u>	<u>Service</u>	<u>Years</u>
Charlotte Cramm	Election Officer	46
Carol Chenevert	Election Officer	30
Christina Sargent	Historical Commission	29
Jean Kokernak	Election Officer	28
Cheryl Anderson	Zoning Bd. of Appeals	22
Paula Boutwell	Election Officer	22
Almond Hart	Election Officer	22
	Council on Aging	18
Joseph Von Deck	Historical Commission	22
Elaine Cormier	Election Officer	20
David Perry	Zoning Bd. of Appeals	19
Althea Donahue	Election Officer	17

<u>Name</u>	<u>Service</u>	<u>Years</u>
David Berger	W/S Commission	16
Leo Collette	W/S Commission	16
Joseph Daigle	Zoning Bd. of Appeals	16
George Cornwall	W/S Commission	15
Terry Girouard	Zoning Bd. of Appeals	15
Paul Johnson	W/S Commission	15
Ronald Reed	Trust Fund Comm.	15
Art Pinsoneault	Election Officer	14
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Louise Reid	Election Officer	12
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# Volunteer Recognition

## “Service of 10 years or more to Fire Department”

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<u>Name</u>		<u>Years</u>
Raymond Page		40+
Joseph Olivari		35+
Kevin Martin	(Retired 10/31/12)	20
Valorie Daigle	(Retired 10/1/12)	20

***Thank you!***

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*The Board of Selectmen continues to search for volunteers to staff the Town’s various Boards and Committees. Serving on one of the Town’s Boards, Committees, or Commissions offers a rewarding challenge to share your talents as well as your energy to make our Town a great place to live. The commitment of our dedicated volunteers is what helps maintain the community spirit in Ashburnham and in turn makes our Town Government run smoothly.*

*If you are interested in volunteering to serve on a Town Board, Committee or Commission please complete the form on the Town’s website [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov).*



**MAKE A DIFFERENCE -  
VOLUNTEER**

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Beautiful sunset in Ashburnham!!!

**Town of Ashburnham - At a Glance**  
***Incorporated 1765***  
***(250<sup>th</sup> Anniversary in 2015)***

**Form of Government - Town Charter**

Open Town Meeting.....*First Saturday in May*  
 (Three member Board of Selectmen and Town Administrator)

Town Election.....*Last Tuesday in April*

Population.....5,906

Registered Voters.....4,174

**Tax Rate**

Residential/Commercial Tax Rate FY12.....\$18.34

Residential/Commercial Tax Rate FY13.....\$18.85

Taxes due - August 1, November 1, February 1 and May 1

**Statistics**

Elevation (Mt. Watatic).....1,832 feet

Miles of Road.....85+

Number of Parcels.....3,975

Water Customers – Ashburnham.....1,113

Water Customers – Winchendon.....238

Sewer Customers.....556

**Public Schools (Regional District)**

J. R. Briggs Elementary School – 96 Williams Road

Overlook Middle School – 10 Oakmont Drive

Oakmont Regional High School – 9 Oakmont Drive

**Private School**

Cushing Academy – 39 School Street

**Utilities**

Ashburnham Municipal Light Plant – 24 Williams Road

**Library**

Stevens Memorial Library – 20 Memorial Drive

**Churches**

Apostolic Lutheran Church – Route 12

Ashburnham Community Church – 9 Chapel Street

Peoples Church – 56 South Main Street

St. Anne’s Catholic Church – 158 Center Street

St. Denis Catholic Church – 85 Main Street

**Recreation**

Bickford Ballfield

Danny Marden Little League Field

Sweeney Memorial Playground

Whitney Ballfield

Landry Field

Winchester Park



**Cemeteries**

Fairbanks Cemetery

Meeting House Hill

New Cemetery

St. Denis Cemetery

**Transportation**

MART Van/Council on Aging

(provides door to door transport for seniors at a minimal charge)

**Scenic Roads Voted May 11, 1974**

Bush Hill Road

Corey Hill Road

East Rindge Road

Lashua Road

River Styx Road

Wilker Road

Young Road

Cashman Hill Road

Cushing Street

Hastings Road

Packard Hill Road

Russell Hill Road

Willard Road

## Town Department Address & Telephone # Listing

**EMERGENCY** 911  
**24 HOUR DISPATCH** 978-827-5714

**Police Department** 99 Central Street  
Office 978-827-4110  
Animal Control/Dispatch (24 hrs.) 978-827-5714  
Fax 978-827-5703

**Fire Department** 99 Central Street  
General Office 978-827-4021  
Dispatch (24 hrs.) 978-827-5714  
Fax 978-827-4111

**DPW W/S Department** 17 Central Street  
General Office 978-827-4120  
Dispatch (24 hrs.) 978-827-5714  
Fax 978-827-4121

**Municipal Grounds Department** Williams Road  
General Office 978-827-4122  
Dispatch (24 hrs.) 978-827-5714

**Municipal Light Plant** 24 Williams Road  
General Office 978-827-4423  
Dispatch (24 hrs.) 978-827-5714  
Fax 978-827-3370

**Senior Center/Council on Aging** 32 Main Street  
General Office 978-827-5000  
MART Van Reservations 978-827-5000  
(24 hour advance notice required)

**Stevens Memorial Library** 20 Memorial Drive  
General Office 978-827-4115  
Fax 978-827-4116

## School Address & Telephone # Listing

**School Superintendent Office** 11 Oakmont Drive  
General Office 978-827-1434  
Fax 978-827-5969

**Oakmont Regional High School** 9 Oakmont Drive  
General Office 978-827-5907

**Overlook Middle School** 10 Oakmont Drive  
General Office 978-827-1425

**J. R. Briggs Elementary School** 96 Williams Road  
General Office 978-827-5750



Town Hall – 32 Main Street

# Town Hall Offices

Main Line – 978-827-4100

# 32 Main Street

FAX – 978-827-4105

## OFFICE HOURS

Monday	7:30 a.m. to 7:00 p.m.
Tuesday	7:30 a.m. to 5:00 p.m.
Wednesday	7:30 a.m. to 5:00 p.m.
Thursday	7:30 a.m. to 5:00 p.m.
Friday	CLOSED

Department	Staff Contact	Email Address	Extension
Town Administrator/Board of Selectmen	Sylvia Turcotte	<a href="mailto:sturcotte@ashburnham-ma.gov">sturcotte@ashburnham-ma.gov</a>	109
Treasurer's Office	Paul Pollastri Barbara Brown	<a href="mailto:ppollastri@ashburnham-ma.gov">ppollastri@ashburnham-ma.gov</a> <a href="mailto:bbrown@ashburnham-ma.gov">bbrown@ashburnham-ma.gov</a>	112 110
Tax Collector	Carla Clifford	<a href="mailto:cclifford@ashburnham-ma.gov">cclifford@ashburnham-ma.gov</a>	113
Town Clerk	Linda Ramsdell	<a href="mailto:lramsdell@ashburnham-ma.gov">lramsdell@ashburnham-ma.gov</a>	114
Assessors	Donna Burton Linda Couture	<a href="mailto:dburton@ashburnham-ma.gov">dburton@ashburnham-ma.gov</a>	111 118
Town Accountant	Tanya Gaylord	<a href="mailto:tgaylord@ashburnham-ma.gov">tgaylord@ashburnham-ma.gov</a>	120
Conservation Commission	Maureen Pollock	<a href="mailto:conservation@ashburnham-ma.gov">conservation@ashburnham-ma.gov</a>	115
Board of Health	Rick Metcalf		116
Land Use Office (Building Commissioner, Electrical, Gas & Plumbing Inspectors, Zoning Board of Appeals)	Mary Ellen Kelly	<a href="mailto:mkelly@ashburnham-ma.gov">mkelly@ashburnham-ma.gov</a>	117
Planning Board	Leave voice message please.		121
Parks & Recreation Committee	Leave voice message please.		124
Town Hall Custodian	Ed Schlott	Custodian	119

**Please visit the TOWN'S WEBSITE – [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov)**

# Town Vehicle Mileage as of January 2013

## Fire Department

2012 Ford F350 Pick-up .....	493
2008 Ford F450 Brush Truck.....	13,279
2007 Ford Crown Victoria .....	112,400
2006 HME/Central 1250 Pumper.....	11,457
2003 Ford E-450 Ambulance.....	74,038
1998 Freightliner 1500 GPM Pumper .....	29,029
1997 Freightliner 1250 GMP Pumper .....	24,402
1986 Chevy Stake Bed.....	8,150
1983 Mack/LTI 106' Ladder Truck .....	104,591
1970 Kaiser Jeep 2 ½ Ton.....	7,153
1965 Kaiser Jeep Tanker.....	2,837

## DPW Department

2011 Ford F550 Pick-up .....	15,715
2011 Ford Super Duty 550 .....	13,861
2011 Volvo Loader.....	260 hrs.
2008 International 7400 2-wheel drive.....	29,509
2007 Chevy Silverado Pick-up.....	53,631
2007 Bobcat .....	393 hrs.
2006 John Deere Backhoe .....	3,934 hrs.
2006 International Dump L-7400 .....	23,997
2005 JD Brush Cutter .....	4,174 hrs.
2003 Volvo Loader.....	8,661 hrs.
2001 John Deere Backhoe .....	4,752 hrs.
1996 Elgin Sweeper.....	3,737 hrs.
1996 John Deere Grader .....	5,239 hrs.
1995 International 4-wheel drive truck.....	50,366
1993 Trackless MT .....	2,311 hrs.
1987 L-8000 35,000 GVW dump truck .....	128,308

## Municipal Grounds Department

2012 Ford F550 .....	2,354
2007 F350 Pick-up .....	49,707
2006 Ford F550 1-ton dump truck.....	33,196

## Water/Sewer Department

2012 Ford F550 .....	8,022
2004 Ford F150.....	112,000
1987 Grumman Box Truck .....	215,709

## Police Department

2013 Ford Explorer.....	7,700
2013 Ford Interceptor .....	11,491
2013 Ford Interceptor Sedan.....	8,518
2011 Ford Crown Victoria.....	52,591
2010 Emergency Lights & Generator Trailer .....	N/A
2010 Message Board Trailer .....	N/A
2009 Ford Crown Victoria.....	84,286
2007 Speed Control Trailer .....	N/A
2006 Ford Crown Victoria.....	77,630
2006 Utility Trailer.....	N/A
Boat and Trailer.....	N/A



## TOWN HALL EMPLOYEES



Town Hall employees – left to right – Linda Ramsdell, Town Clerk, Donna Burton, Administrative Assessor, Ed Schlott, Town Hall Custodian, Paul Pollastri, Treasurer, Carla Clifford, Tax Collector and Barbara Brown, Assistant Treasurer.



Land Use office – Dick Reynolds, Building Commissioner and Mary Ellen Kelly, Land Use Administrator.

## DEPARTMENT HEADS



Pictured above – front row left to right – Police Chief Larry Barrett, Light Plant Manager Stan Herriott, DPW Superintendent Steve Nims, Town Treasurer Paul Pollastri and Fire Chief Paul Zbikowski. Standing – left to right- Council on Aging Director Michelle Johnson, Town Clerk Linda Ramsdell, Town Accountant Tanya Gaylord and Assistant to the Town Administrator Sylvia Turcotte. Absent at the time this photo was taken – Tax Collector Carla Clifford and Library Director Cheryl Paul-Bradley.

## **MUNICIPAL OFFICIALS**

### **ELECTED TOWN OFFICIALS**

	<b><u>Term</u></b>
<b><i>Moderator (3 yr. term)</i></b>	
Donald J. Lawrence	2013
<b><i>Town Clerk (3 yr. term)</i></b>	
Linda A Ramsdell	2013
<b><i>Board of Selectmen (3 yr. term)</i></b>	
Leo Janssens II	2015
Edward Vitone, Jr.	2013
Duncan Phyfe	2014
Gregory Fagan (Resigned)	2014
<b><i>Board of Health (3 yr. term)</i></b>	
Patrick Durkee	2014
Thomas Flanagan	2015
Glenn Hathaway, Chair	2013
F. John McLaughlin	2015
Scott Sibley	2013
<b><i>Planning Board (5 yr. term)</i></b>	
Joseph Daigle	2014
Meredith Fagan	2013
Roger Hoyt	2016
Joseph Kalagher	2015
John MacMillan (Resigned)	2012
Joseph McPeak, Associate	2015
William J. Nolan, III, Chair	2013
Thomas Ruble (Resigned)	2012
<b><i>Library Trustees (3 yr. term)</i></b>	
Cheryl A. Audino	2013
Margaret Donovan	2014
Paula Dowd, Chair	2013
Barbara Hallowell (Resigned)	2012
Debra A. Mercier	2015
Mary Kate Romano	2014
Joseph Von Deck	2013

### ***Municipal Light Board (3 yr. term)***

Richard Ahlin	2014
Mark Carlisle	2013
Kevin Lashua	2015

### **Ash/West. Reg. School Comm.**

<b><i>Ashburnham (3 yr. term)</i></b>	
David M. Christianson, Jr.	2014
Michelle A. Gianino	2013
Keith P. Glenny	2015
Ellen Holmes	2014
Laura Weiderman	2013

### ***Westminster (3 yr. term)***

Leonard Beaton	2014
Jeff Boudreau	2015
Gwen Farley	2013
James Rheault	2013
Joshua Schonborg	2014

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### **MODERATOR APPOINTMENTS**

	<b><u>Term</u></b>
<b><i>Advisory Board (3 yr. term)</i></b>	
Belden DiVito	2014
Gail Dumont	2014
Meredith Fagan (Resigned)	2012
Francis (Bill) Johnson, Chair	2015
Joseph Oliveira	2013
Duncan Phyfe	2015
James Piedrafite	2014

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### **SELECTMEN'S APPOINTMENTS**

	<b><u>Term</u></b>
<b><i>Town Administrator (4 yr. term)</i></b>	
Douglas C. Briggs	2015
<b><i>Town Accountant (3 yr. term)</i></b>	
Tanya Gaylord	2015

### ***Constable (1 yr. term)***

Loring Barrett	2013
Ronald Laplante	2013
Todd Parsons	2013

### ***Town Counsel (1 yr. term)***

C. Deborah Phillips, Esq.	2013
---------------------------	------

### ***Special Counsel for Labor Relations (1 yr. term)***

Mirick O'Connell	2013
------------------	------

### ***Special Counsel for Tax Matters (1 yr. term)***

Coppola & Coppola	2013
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### ***Montachusett Regional Planning Commission (1 yr. term)***

Edward Vitone, Jr.	2013
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### ***MART Advisory Board (1 yr. term)***

Leo Janssens II	2013
-----------------	------

### ***Montachusett Opportunity Council (1 yr. term)***

Nicholas DeSimone	2013
-------------------	------

### ***Parking Clerk (1 yr. term)***

Donna Burton	2013
--------------	------

### ***Rep. Monty Tech Sch. Dist. Committee (5 yr. term)***

Diane Swenson	2015
---------------	------

### ***Mt. Watatic Management (1 yr. term)***

Lorraine DeSouza	2013
------------------	------

### ***Cultural Council (3 yr. term)***

Theresa Barry	2013
Rebecca Cinclair	2014
Joan Hathaway	2013
Wendy Landry Margo	2015
Rebecca Rice-Flanagan, Chair	2013

## **MUNICIPAL OFFICIALS**

### **SELECTMEN'S APPOINTMENTS (cont.)**

	<b><u>Term</u></b>
<b><i>Historical Commission (3 yr. term)</i></b>	
Sara Allen	2015
Bettyna Donelson (Resigned)	2014
Christina Sargent, Chair	2013
Allan Small	2015
David Uminski	2013
Joseph Von Deck	2013
<b><i>Water/Sewer Commissioners (3 yr. term)</i></b>	
David Berger	2015
Leo Collette	2013
George Cornwall	2013
Valorie Daigle	2015
Paul Johnson, alternate	2015
Charlie Packard	2013
<b><i>Capital Planning Committee (1 yr. term)</i></b>	
Joseph Daigle	2013
Tanya Gaylord	2013
Leo Janssens II, ex officio	2013
James Piedrafite	2013
Paul Pollastri	2013
Ronald W. Reed	2013
Edward Vitone Jr., Chair	2013
<b><i>IT Advisory Board (3 yr. term)</i></b>	
Ken Hamilton	2014
Kyle Johnson	2013
Joseph Kalagher	2013
Brian Kuehl	2014
Duncan Phyfe	2013
<b><i>Agricultural Commission (3 yr. term)</i></b>	
Christopher Picone	2013
Patricia Garland Stewart	2014
Richard H. Wright	2014

### ***250<sup>th</sup> Celebration Committee (7 yr. term)***

Donna Boucher	2016
Susan Brennan	2016
George Cornwall	2016
Steve Coswell, Chair	2016
Barbara DiVito	2016
Robert Fichtel	2016
Patricia Frederick	2016
Patricia Johnson	2016
Karen Mattus	2016
Linda Ramsdell	2016
R. Lincoln Stiles	2016

### **TOWN ADMINISTRATOR'S APPOINTMENTS**

#### ***Fire Chief, Forest Warden & Civil Defense Director (3 yr. term)***

Paul Zbikowski	2013
----------------	------

#### ***DPW and W/S Superintendent (3 yr. term)***

Stephen Nims	2015
--------------	------

#### ***Police Chief (5 yr. term)***

Loring Barrett	2016
----------------	------

#### ***Regional Animal Control Officer (1 yr. term)***

Wachusett Animal Hospital	2013
---------------------------	------

#### ***Treasurer (3 yr. term)***

Paul Pollastri	2014
----------------	------

#### ***Assistant Treasurer 3 yr. term)***

Barbara Brown	2015
---------------	------

#### ***Tax Collector (3 yr. term)***

Carla Clifford	2015
----------------	------

#### ***Building Commissioner & Zoning Officer (3 yr. term)***

Richard Reynolds	2013
------------------	------

#### ***Assistant Building Commissioner (1 yr. term)***

Richard Hanks	2013
---------------	------

#### ***Electrical Inspector (1 yr. term)***

Richard Cannavino	2013
-------------------	------

#### ***Assistant Electrical Inspector (1 yr. term)***

Joseph Olivari	2013
----------------	------

#### ***Assistant Electrical Inspector (1 yr. term)***

Loring Barrett Sr.	2013
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#### ***Gas & Plumbing Inspector (1 yr. term)***

Maurice Picard	2013
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#### ***Assistant Gas & Plumbing Inspector (1 yr. term)***

Wayne Little	2013
--------------	------

#### ***Sealer of Weights & Measures (1 yr. term)***

Steven Slocum	2013
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#### ***Veterans Agent & Burial Agent (1 yr. term)***

Phillip D. Buso	2013
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#### ***Board of Assessors (3 yr. term)***

Donna Burton	2014
--------------	------

Walter Harrington	2013
-------------------	------

Celia A. Jornet (Resigned)	2012
----------------------------	------

#### ***Board of Registrars (3 yr. term)***

Nancy Gahan	2015
-------------	------

Linda A. Ramsdell	2013
-------------------	------

Ronald W. Reed	2015
----------------	------

Elizabeth A. Rosbury	2014
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## MUNICIPAL OFFICIALS

### TOWN ADMINISTRATOR'S APPOINTMENTS (cont.)

#### Conservation Commission (3 yr. term)

Alana Archangelo	2013
Marshall Dennis, Chair	2014
Andrew Henderson	2016
Christopher Picone	2015

#### Council on Aging (3 yr. term)

Betty Bushee	2015
Althea Donahue	2014
Ginny Driscoll	2013
Lorna Fields	2014
Carol Hamel (Resigned)	2012
Almond Hart	2015
Natalie Hollowell	2013
Michelle Johnson, Director	2015
Gloria Jean Lorion	2015
Irene Parent (Resigned)	2012

#### ADA Coordinator (3 yr. term)

Richard Cannavino	2013
-------------------	------

#### Parks & Recreation Committee (3 yr. term)

Douglas Carlman	2014
Rebecca Cinclair	2014
Steven Gallant	2014
Cheryl Goller	2014
Michael Salem, Chair	2014
Tamara Walsh	2014

#### Trust Fund Commission (3 yr. term)

Paul Pollastri	2014
Ronald W. Reed	2014
James Roger	2013

#### Election Constables (1 yr. term)

Donald Ayles	2013
Michael Gallant	2013
Ronald W. Skaife	2013

#### Election Officers (1 yr. term)

Paula Boutwell	2013
Betty Bushee	2013
Ann Brodeur	2013
Carol Chenevert	2013
Elaine Cormier	2013
Charlotte Cramm	2013
Althea Donahue	2013
Margaret Donovan	2013
Ginny Driscoll	2013
Almond Hart	2013
Jean Kokernak	2013
Carol Messar	2013
Jean Mountain	2013
Arthur Pinsoneault	2013
Lynne Pinsoneault	2013
Louise Reid	2013
Sallie Thoma	2013

#### Rail Trail Committee (1 yr. term)

Dean Anderson	2013
Bernadette Hines	2013
Chris Iacobone	2013
Arthur Pinsoneault	2013
Cec Snow (ex-officio)	2013
Sherisa Sterling	2013
Sallie Thoma, Chair	2013

#### Zoning Board of Appeals (3 yr. term)

Cheryl Anderson	2015
Richard Archer	2013
Mark Carlisle, Alternate	2015
Joseph Daigle	2014
Terry Girouard	2014
David Perry, Chair	2013

## Legislative Offices

Senator Elizabeth Warren	
Russell Senate Office Building	2400 JFK Federal Building
2 Russell Courtyard	15 New Sudbury Street
Washington, DC 20510	Boston, MA 02203
Tel – 202-224-4543	Tel. 617-565-3170

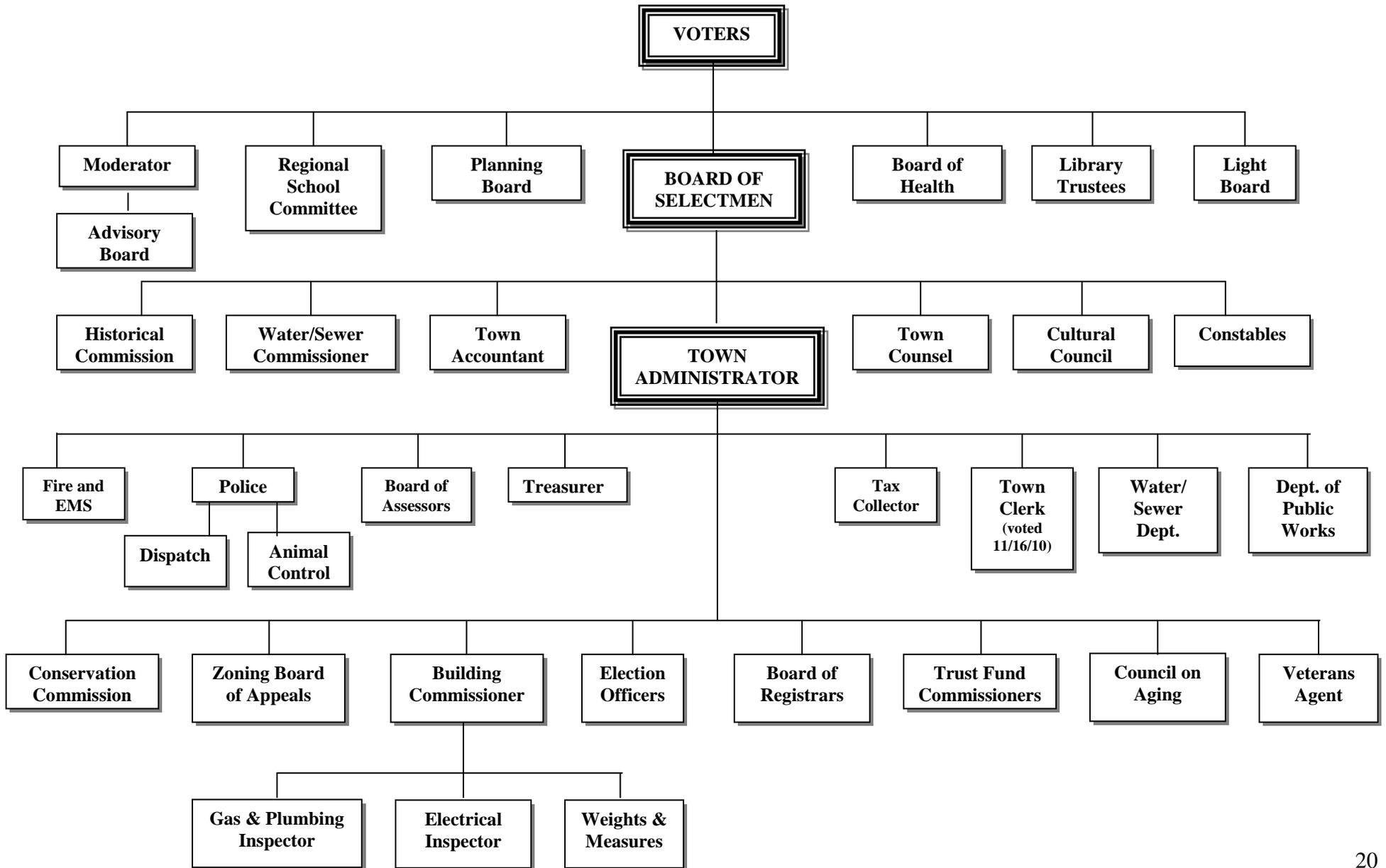
Senator Stephen M. Brewer	
Room 212, State House	Tel. 617-722-1540
Boston, MA 02133	Fax 617-722-1078

Representative Jon Zlotnik	
State House, Room 437	Tel. 617-722-2425
Boston, MA 02133	Fax 617-626-0333
Email – <a href="mailto:Jon.Zlotnik@mahouse.gov">Jon.Zlotnik@mahouse.gov</a>	

Governor Deval Patrick	
Governor's Executive Office	Tel. 617-727-4005
State House, Room 280	Fax 617-727-9727
Boston, MA 02133	



# ASHBURNHAM ORGANIZATIONAL CHART



**Employee Total Earnings  
In Excess of \$500  
January 1, 2012 to December 31, 2012**

**Board of Assessors**

Donna Burton 37,687

**Board of Selectmen**

Gregory Fagan 550  
Leo Janssens II 1,141

**Council on Aging**

Esther Bourgeois 4,970  
Bernard Conry 4,852  
Claude Daigle 3,955  
Elizabeth Dillbeck 832  
Michelle Johnson 12,474  
Jacqueline Osolin 858  
John Reilly 6,096  
Kimberly Schultz 9,908  
Edwin Wagg 15,250

**DPW/Municipal Grounds/Water and Sewer**

Paul Aho 41,002  
Mary Calandrella 10,128  
Robert Carolis 64,232  
Elaine Cormier 33,887  
Andrew Fichtel 32,464  
Philip Fischer 50,109  
Robert Fortier 46,445  
Paul Holmes 27,989  
Stephen Nims 82,951  
Mark Petersen 57,720  
Stephen Picard 10,878  
Daniel Root 4,815  
Brian Rossbach 42,784  
Michael Walker 40,585  
David Whitney 55,248  
James Whitney 56,888  
James Zarozinski 52,675

**Emergency Dispatch**

Stephanie Asbury 45,237  
Susan Brennan 68,844  
Robert Gariepy 1,906  
Lisa Hamel 55,133  
Shawn Ilinitch 4,665  
Mark Lafferty 3,573  
Christine Pierce 43,731  
Andrew Richard 6,068

**Fire Department**

Kelsi Anderholm 1,552  
Alexandra Bergeron 1,062  
Mark Boucher 1,912  
John Bresnahan 7,057  
Shauna Bresnahan 2,770  
Kenneth Chase 3,779  
Brian Coulombe 788  
Tyson David 6,037  
William Davis 952  
Jerry Descoteaux 3,965  
Michael Dufault 1,829  
Scott Florio 28,555  
Katherine Kusza 5,202  
Raymond Lashua 2,358  
Kevin Martin 3,107  
Jason McNeaney 2,340  
Karen Plant 1,802  
Robert Plant 61,675  
Sarah Plant 1,560  
Joseph Poirier 3,715  
Paul Rekos 70,807  
Paul Rekos Jr. 3,596  
Michael W. Salem 1,708  
Jeremy Salo 1,697  
Rebekah Salo 737  
Robert Salo 72,500  
Heather Sedani 1,456  
Richard Sicard 1,146  
Hilary Towne 4,476

Christopher Williams 638  
Donna Williams 3,820  
Randall Williams 3,204  
Derek Young 3,108  
Jake Zbikowski 7,443  
Paul Zbikowski 91,127

**Land Use/Inspections/ConCom**

Richard Cannavino 12,351  
Laura Dinardo 14,933  
Richard Hanks 1,120  
Mary Ellen Kelly 34,159  
Joseph Olivari 643  
Maurice Picard, Jr. 7,011  
Maureen Pollock 824  
Richard Reynolds 19,924  
Steven Slocum 2,576

**Library**

Bonnie Caouette 11,306  
Carol Cringan 3,060  
Cheryl Paul-Bradley 54,155  
Keith Penniman 16,460  
Janet Peterson 3,344  
Melissa Walker 22,613

**Municipal Light Plant**

Donald Bisbee 92,883  
Bruce Brackett 93,128  
Jane Dancause 33,422  
Amy Fischer 23,037  
Stanley Herriott 107,218  
Jeremy Holmes 96,367  
Anne Olivari 71,868  
Jeffrey Schrecke 26,799  
Matthew Wilson 84,052

**Veterans' Agent**

Phillip Buso 2,652

**Employee Total Earnings  
In Excess of \$500  
January 1, 2012 to December 31, 2012**

**Police Department**

Jonathan Augusto	4,417
Loring Barrett	115,800
John Boucher III	29,252
Jason Bourgeois	7,875
Robert Brennan	2,483
Thomas Chabot	4,455
Christopher Conrad	102,737
Nicholas Dalton	61,785
Corey Donnelly	11,220
Les Holgerson	85,109
Kevin Kaddy	88,038
Kristin Matthieu	29,196
Todd Parsons	103,459
Travis Rixford	106,694
Robert Siano	83,741
Scott Tibert	20,440
Wade Wright	95,799

**Town Administration**

Douglas Briggs	126,159
Tammy Coller	39,579
Donna Couture	6,830
Tanya Gaylord	2,611
Edward Schlott	37,822
Sylvia Turcotte	54,879

**Town Clerk**

Linda Ramsdell	40,364
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**Tax Collector**

Carla Clifford	53,655
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**Treasurer**

Barbara Brown	38,258
Paul Pollastri	36,395



A pretty sky over the Stevens  
Building at dusk.

## GENERAL GOVERNMENT

### Board of Selectmen 2012 Annual Report

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To the Citizens of Ashburnham:

Following the April Town Election, the Board welcomed Leo Janssens II to the Board. At its first meeting, the Board organized, electing Edward Vitone, Chairman, Gregory Fagan, Clerk and Leo Janssens, Member. On October 1, 2012 Mr. Fagan resigned his seat on the Board of Selectmen and at its next meeting, the Board elected Mr. Janssens as Clerk. At the recommendation of Mr. Janssens, it was later decided to hold a special election to fill the unexpired term of Mr. Fagan's seat, and on January 8, 2013, Mr. Duncan Phyfe was elected as the third member of the Board.

During the past year the Board:

- Through a State grant, repaved Route 101 North in the spring of 2012.
- Built and commissioned the new water tank and refurbished the water tank on Gardner Hill.
- Secured a State grant of \$250,000 to regionalize dispatch services with the Town of Ashby. Unfortunately, after the grant was received, Ashby reconsidered its decision to regionalize and elected not to go forward with the grant.

- Successfully negotiated the purchase of land on Williams Road as the future site of the DPW. As availability of funds dictate, the DPW will be relocated freeing up land in the Center Village District for commercialization. Monies from the Capital Fund were used for the acquisition. At the fall town meeting the funds used for the acquisition were restored to the Capital Fund as a transfer from free cash.
- The Town has approximately \$980,000 in combined free cash, capital improvement and stabilization fund accounts. This represents approximately 7.5% of the annual budget of the Town which is on the lower end of the desired 5% to 15% range.
- Sold the obsolete fire station in South Ashburnham to an abutter thereby reducing insurance costs, avoiding maintenance cost and generating additional property taxes.
- Commissioned a study staffed with volunteers from the Town to assess the future of the VMS Building. The results will be presented to the Board of Selectmen in early February.
- Commissioned a second study to recommend the most cost effective approach to improve ambulance response time.

We are fortunate to have outstanding employees who remain committed to delivering exemplary service in the face of

these financial difficulties. The Board also expresses its gratitude to the Town Boards, Committees and Commissions for their accomplishments during the year. Please take the time to read their individual reports. It should be remembered that these Boards, Committees and Commissions are composed of volunteers who give many long hours of their free time to work on issues and projects that benefit the Town of Ashburnham. The Board acknowledges the cooperation we have received from our Town Officials, Town Employees and the Townspeople. To all of these people we say: **THANKS!**

Respectfully submitted,  
Leo Janssens II  
Duncan Phyfe  
Edward Vitone



Duncan Phyfe, Member, Ed Vitone, Chair,  
Leo Janssens II, Clerk.

## **Town Administrator 2012 Annual Report**

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To the Honorable Board of Selectmen and the Citizens of the Town of Ashburnham, I submit my fourth annual report as Town Administrator.

Much has changed in the year 2012 yet much stayed the same. While the year continued to see tough economic times our goal stayed steady, "to operate within budget, remain committed to a high level of customer service, with high ethical conduct".

After several years of planning we constructed, with funds from our water users and a 45% matching grant from the USDA worth \$1,255,000, a million gallon water storage tank which was erected on the top of Meetinghouse Hill. This project became mandatory as our 400,000 gallon storage tank built in 1910 was becoming a hazard. The new tank ensures enough water capacity storage for emergency requirements as well as future potential growth within the system.

Our dream to move the DPW facility from the center of town making way for a Cultural District, took a big step forward as the Town voted to take by virtue of eminent domain a 41 acre parcel of land from the Garlick Estate on Williams Road as a future site for the DPW facility. Once the property ownership has been exchanged we will come to the Town with a plan to clear the property and start plans to build the new home of the Department of Public Works.

There was a resurgence of our Parks and Recreation Committee which for many years had no available funds to make improvements. The Committee solicited donations and received monies at town meeting to install fencing, new equipment, repair equipment, make improvements to the basketball court and bring forward the "WinterFest" and "Tree Lighting Ceremony" as added activities for the community. Through the support of the Light Department, telephone poles were removed from Main Street in front of Town Hall, and with the tree lighting, a new excitement and community value was felt in the center of Town.

Information Technology (IT) has brought new meaning to all of our lives and with the support of Town Meeting the Public Safety Building (PSB), Town Hall, DPW, and Library were all connected with Fiber. Once the project is completed, it will enable those Town buildings to work as one. With the emergency power backup at the PSB our systems will always have power and with networking technology all departments will be able to take full advantage of our systems. This will allow Town resources to be directed to the ever-changing governmental requirements of our Town.

We also had two big road projects. The first was the reclamation of Route 101 north from the center of Town to just short of Route 119. This was a two million dollar project through a grant from the Department of Transportation (DOT) coupled with monies voted at Town Meeting. The completion of this project will

save many front ends with clear sailing all the way up Route 101 north.

Our second project was the reclaiming of South Main Street. This route is heavily traveled by school buses and vehicles going to our schools or cutting over to Westminster. The Town spent \$300,000 of Chapter 90 monies to complete the much needed repairs. In the spring the project will be completed by finishing the sidewalks.

As part of our never-ending review of assets it was determined that the old fire station on South Main Street was no longer needed by the Town. By virtue of Town Meeting vote, permission was given to the Board to sell the building. This would remove any costs associated with owning the facility and increase revenue generation of new property taxes.

Looking for new revenues with the ever decreasing support from the State led us in other directions. The Town was approached by a vendor "ten-K-energy" that was looking to install photovoltaic (solar) panels and they were requesting a payment in lieu of taxes (PILOT) agreement. Since we had a template set from our first PILOT agreement it was a relatively quick negotiations. We signed a tentative agreement, subject to town meeting approval, for a 3-Mega Watt hour facility.

The projected income will be \$60,000 per year for a 20-year period in new revenue.

Public Safety was assisted this year by Cushing Academy. They, in an effort to add Police coverage to off-shifts pledged a three-

**Town Administrator (continued)**

year commitment to cover all costs associated with the addition of one patrolman. This commitment will be reviewed every year to be extended for three years.

Regionalization was a high priority of ours and sadly after a one-year agreement as Ashby's Town Administrator it came to an end. Coupled with this agreement was that the two towns would look for other opportunities for regionalization. Dispatch was a great fit, and would have ensured better overall coverage for both towns and save money. In the end, Ashby did not feel that the savings warranted possible employee displacement and/or giving up the hometown control of their operations.

With Town Meeting approval of Capital funds, we replaced all the windows of the lower level of Town Hall that were rotting out due to age and moisture. We also brought the boiler room up to code at Town Hall and we have commissioned Monty Tech to build a shed for Town Hall. The shed presently located behind Town Hall is falling apart and is used for storage of the snowblower, lawnmower and other tools for the custodian's use. We thank the voters for their approval.

In January at the MMA Annual Meeting, I accepted the second place award in Category II (population 5,000 to 12,499) for Ashburnham's 2011 Annual Town Report. This award is given out each year by the MMA in consideration of layout and design, quality and depth of information, organization, originality, and overall usefulness of the report

to residents. Sylvia Turcotte works hard each year in putting the annual report together and it is nice to see recognition for that great work.

Our goal is to look each and every day for opportunities to improve the quality of life in Ashburnham. We are here every day to work for you. My office is always open to every one of you. I want to thank the employees of the Town of Ashburnham, their dedication and commitment to the people of Ashburnham inspires me and working with them makes coming to work a pleasure.

Respectively submitted,  
Doug Briggs  
Town Administrator



Doug Briggs, Town Administrator

**Town Clerk  
2012 Vital Statistics**

The following is the breakdown of activity in the Town Clerk's Office during the past year.

TOTAL 2012 POPULATION 5,906

Births Recorded	39
Deaths Recorded	35
Burial Permits Issued	13
Marriage Intentions Recorded	22
Marriage Certificates Recorded	22
Business Certificates Filed	43
Copies of Vital Records (Births, Deaths & Marriages)	232
Raffle Permits	1
Dog Licenses	1,169

**Monies Collected**

Sale (Books, Maps, etc.)	\$ 380
Fees	\$24,755
TOTAL	\$25,135

**Breakdown of Dog Licenses Issued**

Kennels	3
Male	117
Female	89
Neutered Male	475
Spayed Female	485
TOTAL	1,169

**PROCEEDINGS OF STATE PRIMARY  
HELD ON MARCH 6, 2012**

Pursuant to the foregoing warrant, the legal voters of the Town of Ashburnham met at J.R. Briggs Elementary School Gym, 96 Williams Road, Ashburnham for the purpose of voting for the following offices.

The polls were open at 7:00 a.m. and closed at 8:00 p.m. The results were as follows:

DEMOCRATIC  
PRESIDENTIAL PREFERENCE

Barack Obama ..... 76  
No Preference ..... 17  
Blanks ..... 4  
Write-ins ..... 5

STATE COMMITTEE MAN (Worcester, Hampden, Hampshire & Middlesex District)  
William R. Shemeth III ..... 75  
Blanks ..... 25  
Write-ins ..... 2

STATE COMMITTEE WOMAN (Worcester, Hampden, Hampshire & Middlesex District)  
Laura L. Jette ..... 76  
Blanks ..... 24  
Write-ins ..... 2

TOWN COMMITTEE

Nancy M. Rosbury ..... 76  
Anne H. Driscoll ..... 69  
Elizabeth A. Rosbury ..... 72  
John F. Driscoll ..... 71  
Dorothy A. Bresnahan ..... 71  
F.R. Feen ..... 68  
Wendy M. Feen ..... 69

Raymond J. Bresnahan ..... 70  
Ann E. Bresnahan ..... 67  
Joseph D. Cormier ..... 69  
Elaine C. Cormier ..... 67  
Patricia H. Frederick ..... 68  
William P. Webber ..... 77  
Almond L. Hart ..... 78  
Blanks ..... 2,578  
Write-ins ..... 0

REPUBLICAN  
PRESIDENTIAL PREFERENCE

Ron Paul ..... 52  
Mitt Romney ..... 300  
Rick Perry ..... 1  
Rick Santorum ..... 68  
Jon Huntsman ..... 0  
Michele Bachmann ..... 2  
Newt Gingrich ..... 17  
No Preference ..... 0  
Blanks ..... 1  
Write-ins ..... 2

STATE COMMITTEE MAN (Worcester, Hampden, Hampshire & Middlesex District)  
Michael J. Valanzola ..... 66  
William J. Gillmeister ..... 138  
David P. Kopacz, Sr. .... 82  
Blanks ..... 157  
Write-ins ..... 0

STATE COMMITTEE WOMAN (Worcester, Hampden, Hampshire & Middlesex District)  
Janet E. Garon ..... 178  
Blanks ..... 265  
Write-ins ..... 0

TOWN COMMITTEE

Blanks ..... 15,487  
Write-ins ..... 18

GREEN RAINBOW  
PRESIDENTIAL PREFERENCE

Kent Mesplay ..... 0  
Jill Stein ..... 1  
Harley Mikkelson ..... 0  
No Preference ..... 0  
Blanks ..... 0  
Write-ins ..... 0

STATE COMMITTEE MAN (Worcester, Hampden, Hampshire & Middlesex District)  
Blanks ..... 1  
Write-ins ..... 0

STATE COMMITTEE WOMAN (Worcester, Hampden, Hampshire & Middlesex District)  
Blanks ..... 1  
Write-ins ..... 0

TOWN COMMITTEE

Blanks ..... 10  
Write-ins ..... 0

TOTAL REGISTERED VOTERS ..... 4,124  
Registered Democrats ..... 973  
Registered Republicans ..... 572  
Registered Green Rainbow ..... 1  
Registered Un-enrolled ..... 2,530  
TOTAL VOTED ..... 546  
TOTAL DEMOCRATS VOTED ..... 102  
TOTAL REPUBLICANS VOTED ..... 443  
TOTAL GREEN RAINBOW VOTED ..... 1

★★★★

**Annual Election Results  
Held on April 24, 2012**

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Pursuant to the foregoing warrant, the legal voters of the Town of Ashburnham met at the J.R. Briggs Elementary School Gym, 96 Williams Road, Ashburnham, for the purpose of voting for the following offices.

The polls were open at 9:00 a.m. and closed at 8:00 p.m. The results were as follows:

**MODERATOR – For one year**

Donald J. Lawrence	116
Blanks	8
Others	2

**BOARD OF SELECTMEN – For three years**

Leo J. Janssens II	115
Blanks	11
Others	0

**BOARD OF SELECTMEN – For one year**

Edward T. Vitone, Jr.	112
Blanks	12
Others	2

**BOARD OF HEALTH (2) – For three years**

Thomas J. Flanagan	101
Francis J. McLaughlin	97
Blanks	54

**PLANNING BOARD – For five years**

John MacMillan	3
Blanks	116
Blanks	7

**LIBRARY TRUSTEE – For three years**

Debra A. Mercier	105
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Blanks	20
Write-Ins	1

**LIBRARY TRUSTEE – For two years**

Marykate Romano	106
Blanks	20

**MUNICIPAL LIGHT BOARD – For three yrs.**

Kevin A. Lashua	97
Blanks	28
Others	1

**AWRSD**

**ASHBURNHAM REG. SCHOOL COMM. -**

**For three years**

Keith P. Glenney	102
Blanks	22
Others	2

**WESTMINSTER REG. SCHOOL COMM. –**

**For three years**

Jeffrey W. Boudreau	98
Blanks	28

TOTAL REGISTERED

VOTERS:	4,127
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TOTAL VOTED:

126

Respectfully submitted,  
Linda A. Ramsdell, CMMC  
Town Clerk

★★★★

**Proceedings of Annual Town Meeting  
Held on May 5, 2012**

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Pursuant to the foregoing warrant, the legal voters of the Town of Ashburnham met at Oakmont Regional High School Auditorium, 9 Oakmont Drive, Ashburnham on May 5, 2012. Moderator Donald “Jeff” Lawrence presided at the meeting which was called to order at 10:00 A.M. The veterans present were recognized for their service to their country with a moment of silence. The Pledge of Allegiance was led by veterans, Bob McGowan and Dennis Driscoll. John MacMillan was recognized for his 30+ years of service to the town.

**CONSENT CALENDAR:**

On motion of Edward Vitone it was moved that **Articles 1, 2, 3, 5, 6, 7 and 8** be approved by consent.

**ARTICLE 1:** To accept the reports of several town officers and all outstanding committees, or act in relation thereto. *(Requested by the Board of Selectmen)*

**ARTICLE 1 VOTED:** On motion of Edward Vitone it was moved that Articles **1, 2, 3, 5, 6, 7 and 8** be approved by consent. ***Unanimous “YES”***

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**ARTICLE 2:** To see if the Town will vote to authorize a PILOT payment of \$66,345 from any excess in the Municipal Light Plant Funds, to the town treasury, as authorized by its Light Board in accordance with Chapter 164 of the General Laws of the Commonwealth, or act in relation

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

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thereto. *(Requested by the Municipal Light Department)*

**ARTICLE 2 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. **Unanimous "YES"**

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**ARTICLE 3:** To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2012, in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and to issue a note or notes as may be given for a period of less than one year in accordance with the Massachusetts General Laws, Chapter 44, Section 17, or act in relation thereto. *(Requested by the Town Treasurer)*

**ARTICLE 3 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. **Unanimous "YES"**

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**ARTICLE 4:** To see if the Town will vote to authorize the Town Administrator to enter into a contract or contracts with the Massachusetts Highway Department for the construction and maintenance of town roads in conformance with the Massachusetts General Laws, or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 4 VOTED:** On motion of Edward Vitone it was voted to authorize the Town

Administrator to enter into a contract or contracts with the Massachusetts Highway Department for the construction and maintenance of town roads in conformance with the Massachusetts General Laws. **Unanimous "YES"**

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**ARTICLE 5:** To see if the Town will vote to appropriate all funds which become available in the Fiscal Year 2013 from the Commonwealth of Massachusetts Department of Highways, Chapter 90 Bond Issue proceeds, to be used by the DPW for the repair and maintenance of town roads in conformance with Massachusetts General Laws, or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 5 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. **Unanimous "YES"**

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**ARTICLE 6:** To see if the Town will vote to authorize the transfer of trust fund income not to exceed \$2,500 from the Cushing Academy Trust Fund to pay for the fiscal year 2013 secondary school expenses, or act in relation thereto. *(Requested by Town Administrator)*

**ARTICLE 6 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. **Unanimous "YES"**

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**ARTICLE 7:** To see if the Town will vote to transfer a sum of money from special assessments Title V Receipts Account (septic system loan program) to pay principal and interest due on notes payable to the Water

Pollution Abatement Trust, or act in relation thereto. *(Requested by the Town Administrator)*

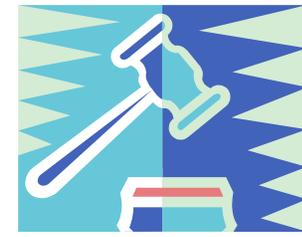
**ARTICLE 7 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. It was voted to transfer from special assessments Title 5 Receipts Account (septic loan program) the sum of \$25,625 to pay principal and interest due on notes payable to the Water Pollution Abatement Trust. **Unanimous "YES"**

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**ARTICLE 8:** To see if the Town will vote to transfer a sum of money not to exceed \$3,500 from the Waterways Improvement Fund for the purpose of waterway improvement, maintenance, and safety, or act in relation thereto. *(Requested by the Ashburnham Lakes Coalition)*

**ARTICLE 8 VOTED:** On motion of Edward Vitone it was moved that Articles 1, 2, 3, 5, 6, 7 and 8 be approved by consent. **Unanimous "YES"**

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**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

**ARTICLE 9:** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds such sums of money as may be necessary to defray the expenses of the Town for the fiscal year commencing July 1, 2012 and to set the salaries of elected officials; or act in relation thereto. *(Requested by the Board of Selectmen and Advisory Board)*

DEPARTMENT	FY11 SPENT	FY12 BUDGET	FY13 ADVISORY BOARD RECOMMEND
Moderator	100	100	100
Board of Selectmen	4,094	6,405	6,473
Town Administrator	166,667	179,645	186,527
Advisory Board	173	75,500	75,500
Town Accountant	74,959	78,438	78,438
Board of Assessors	97,873	100,402	96,275
Treasurer	85,718	86,059	81,927
Tax Collector	64,572	66,072	67,959
Information Technology		114,123	145,534
Town Clerk	50,695	49,200	52,860
Land Use	18,977	27,498	28,132
Town Hall	57,734	38,786	40,132
Town Buildings	94,273	169,641	141,072
Non-Departmental	163,202	85,505	88,187
Police	806,401	859,877	1,014,774
Emergency Dispatch	213,551	239,045	245,286
Fire	477,026	490,627	515,249
Inspections	37,873	42,451	119,506
Dog Officer	28,123	34,503	42,250
Monty Tech	331,566	329,892	380,964
AWRSD	6,668,639	6,339,404	6,277,741
DPW	578,979	606,707	632,601
Snow and Ice	248,221	180,000	180,000
Board of Health	16,765	17,050	19,311
Conservation Commission	8,853	24,336	39,865
Council on Aging	23,999	22,963	20,740

DEPARTMENT	FY11 SPENT	FY12 BUDGET	FY13 ADVISORY BOARD RECOMMEND
Veterans' Services	22,134	15,187	57,687
Library	177,055	149,256	185,045
Agricultural Commission	-	300	300
Parks & Recreation Committee	-	-	8,730
Historical Commission	64	100	2,000
Debt Service	944,993	851,635	841,911
Employee Ins. Benefits	993,812	1,066,637	1,126,097
<b>ARTICLE 9 TOTAL</b>	<b>\$12,457,091</b>	<b>\$12,347,345</b>	<b>\$12,799,173</b>

**Setting of Elected Salaries under Article 9:**

- a. Town Moderator: \$100
- b. Board of Selectmen: Chairman - \$1,300; Clerk - \$1,100; Member - \$1,100
- c. Board of Health: \$140 per member
- d. Town Clerk: \$41,140 includes a \$1,000 longevity stipend

**ARTICLE 9 VOTED:** On motion of Bill Johnson, it was voted to raise and appropriate the sum of \$12,799,173 for the Departments and purposes noted in the warrant and to set the salary for all Elected Officials as printed in the Warrant. **Unanimous "YES"**

**ARTICLE 10:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the operating budget of the Ashburnham-Westminster Regional School District, in addition to the sum voted under Article 9 for said operating budget, provided that no funds shall be expended and no bonds shall be issued unless the Town has first voted at an election to exempt this expenditure from the provisions of Proposition 2½, so called, and further provided that the

Town of Westminster also votes to approve and fund its proportional share of such additional appropriations, or act in relation thereto. *(Requested by the Board of Selectmen)*

**ARTICLE 10 VOTED:** On motion of Bill Johnson it was voted to raise and appropriate the sum of \$44,697 to be added to the sum in line 21 of the budget approved under Article 9 for the Ashburnham-Westminster Regional School District, provided that the Town of Westminster also votes to approve and fund its proportional share of such additional appropriation and that the School Committee return to each member town its proportional share of funding for the 2 additional elementary school teachers for Fiscal Year 2013. Such return to be limited to the lesser of the total of any additional chapter 70 funds, and the additional regional school transportation funds received by the school district, or \$128,116. **Unanimous "YES"**

**ARTICLE 11:** To see if the Town will vote to raise and appropriate a sum of money to operate the Water Department for the fiscal year beginning July 1, 2012, or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 11 VOTED:** On motion of Bill Johnson it was voted to raise and appropriate a sum of \$571,040; to operate the Water Department for the fiscal year beginning July 1, 2012, and that \$571,040 be raised from the Water Enterprise revenues. **Unanimous "YES"**

**ARTICLE 12:** To see if the Town will vote to raise and appropriate a sum of money to operate the Sewer Department for fiscal

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

year beginning July 1, 2012, or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 12 VOTED:** On motion of Bill Johnson it was voted to raise and appropriate a sum of \$800,268 to operate the Sewer Department for the fiscal year beginning July 1, 2012, and that \$925,268 be raised as follows:

Sewer Enterprise revenues \$755,268  
Retained earnings \$170,000

**Unanimous “YES”**

**ARTICLE 13:** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds the sum of money for the payment of bills from a prior year, or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 13 VOTED:** On motion of Gregory Fagan, it was voted to transfer from the Water Enterprise Retained Earnings the sum of \$12,449.96 for the payment of a bill from a prior year. **Unanimous “YES”**

**ARTICLE 14:** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds the sum of \$437,250 to fund the recommendation of Capital Planning Committee to include the following:

Item	Amount
Replace Medic #1, with F150 4 dr. 4 wheel drive vehicle	\$ 39,500
Replace Chevy Trailblazer with Ford Explorer	\$ 32,000
Replace Ford Expedition with Police Utility Vehicle	\$ 41,000
Replacement of Turn-out Gear	\$ 10,500
Replacement of Radio Equipment	\$ 4,000

Item	Amount
Last Yr. Payment – Lease 2012 Volvo L70D Loader	\$ 57,000
Last Yr. Payment – Lease 2012 International Dump Truck	\$ 77,000
Road paving	\$100,000
Trade-in 2001 Ford 550 Truck and Purchase new one	\$ 56,000
Municipal Buildings Repair	\$ 10,000
Computer System Upgrades	\$ 10,250

And to authorize the Board of Selectmen to sell, trade in, or dispose of any equipment being replaced or act in relation thereto. *(Requested by the Town Administrator)*

**ARTICLE 14 VOTED:** On motion of Edward Vitone, it was voted to raise and appropriate the sum of \$437,250 to fund the recommendation of the Capital Planning Committee as presented in the warrant with the exception of changing #1 to Replace Medic #1, with **F350** 4 dr. 4 wheel drive vehicle. Capital Planning Committee recommended. **Unanimous “YES”**

**ARTICLE 15:** To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$13,598 (Ashburnham’s share) to be used to fund the following items in the Ashburnham-Westminster Regional School District Five Year Capital Plan:

- \$6,675 - Riding floor scrubber at Overlook Middle School (both Towns)
- \$9,793 – Replace of 2 network controllers for HVAC system at Oakmont Regional High School (both Towns)
- \$13,354 – Repair of storm drains and parking lot pavement at Oakmont Regional High School (both Towns)

Provided that the Town of Westminster also votes to approve and fund its share of the cost of the items in the article, or act in relation

thereto. *(Requested by the Capital Planning Committee)*

**ARTICLE 15 VOTED:** On motion of Edward Vitone, it was voted to raise and appropriate a sum of \$13,598 (Ashburnham’s share) to be used to fund the following items in the Ashburnham-Westminster Regional School District Five Year Capital Plan: The Capital Planning Committee recommended.

- \$6,675 - Riding floor scrubber at Overlook Middle School (both Towns)
- \$9,793 – Replace of 2 network controllers for HVAC system at Oakmont Regional High School (both Towns)
- \$13,354 – Repair of storm drains and parking lot pavement at Oakmont Regional High School (both Towns)

Further, that said appropriation is subject to the Town of Westminster also voting to fund its share of the cost of this article. Capital Planning Committee recommended. **Unanimous “YES”**

**ARTICLE 16:** To see if the Town will vote to amend the Town’s Zoning Bylaws by deleting Section 5.13, Open Space Residential Development in its entirety and replacing with the following new Section 5.13, Open Space Residential Development and delete Section 3.36 and Section 5.15 in their entirety as follows:

**“Section 5.13 Open Space Residential Development**

5.13.1 Introduction

**“Open Space Residential Development” (OSRD) in accordance with this bylaw shall be allowed by right as a type of subdivision in the RA, RB and GB zones, on one or more parcels of land in common ownership, except for parcels located in the Flood Plain**

**Proceedings of Annual Town Meeting  
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**District. OSRD may consist of any combination of single family and two-family structures in which the buildings are clustered together in one or more groups in accordance with this by-law. Multifamily structures of not more than four (4) units may also be permitted by the Planning Board if they serve the purpose of the OSRD Bylaw, as stated in § 5.13.2. The land not included in the building lots shall be preserved as Open Space.**

**5.13.2 Purpose**

The purpose of an OSRD is to encourage the preservation of open land by providing an alternative pattern of development through which the following objectives are likely to be met:

- A. Greater flexibility and creativity in the design of residential subdivisions provided that the overall density of the development is no greater than that which is normally allowed in the district;
- B. The permanent preservation of open space, agricultural lands, forest lands, and other natural resources and to encourage a less sprawling form of development that consumes less open land;
- C. Maintain the traditional New England rural character and land use pattern in which small villages contrast with open space and farm land;

- D. The construction of street(s), utilities and public services in a more economical and efficient manner;
- E. Respect for the natural features of the land, including wetlands, watercourses, forests, prime agricultural land, steep slopes, plants, wildlife, historic sites, scenic areas, and rural character;
- F. Promote alternatives to strip residential development lining the roadsides in the town to preserve the unobstructed natural views from roadways;
- G. Promote the development of housing affordable to low and moderate-income families;
- H. Provide wildlife corridors connecting open spaces, needed by wildlife to ensure their survival;
- I. To protect and enhance the value of real property;
- J. To provide for a diversified housing stock.

**5.13.3 Definitions**

**Affordable Units** - shall mean any combination of dwelling units restricted in perpetuity as affordable to persons or families qualifying as an income eligible household. The affordable restriction shall be approved as to form by the town counsel, and a right of first refusal upon transfer of such restricted units shall be granted to the Town or its designee for a period of not less than 120 days after notice thereof.

**Basic Maximum Number** – The number of dwelling units that would be allowed under the Ashburnham Zoning Bylaw.

**Common Open Space** - shall mean any Open Space set aside, dedicated, designated or reserved for use as passive, recreation, conservation, agriculture, forestry, natural buffers, and active recreation as permitted by this by-law. Common Open Space shall be Contiguous Open Space wherever possible and shall not include roadways, parking areas or private yards.

*Income Eligible Household* – shall mean a household of one or more persons whose maximum income does not exceed 80% of the area median income, adjusted for household size, or as otherwise established by the Massachusetts Department of Housing and Community Development in guidelines.

**Open Space** - shall mean any parcel or area of land or water essentially unimproved or set aside, dedicated, designated or reserved for public or private use and enjoyment of the owners and occupants of an OSRD as permitted by this by-law.

**5.13.4 Authority**

The Planning Board shall act as the approving authority for OSRD applications. The Planning Board may adopt, and from time to time amend, Rules and Regulations consistent with the provisions of this bylaw and G.L. c. 40A and other provisions of the General Laws, including Rules and Regulations Governing the Subdivision of

## **Proceedings of Annual Town Meeting Held on May 5, 2012 (continued)**

Land, and shall file a copy of said Rules and Regulations with the Town Clerk.

### 5.13.5 Applicability

- A. An Open Space Residential Development (OSRD) may be proposed in accordance with this bylaw within the RA, RB, and GB zoning districts.
- B. Subsection A above applies only to subdivisions of land as defined in MGL Ch. 41, §81L, and not to construction of homes or businesses on individual lots that existed prior to (Town Meeting Date) or to lots created through the "Approval Not Required" process with frontage on public ways existing as of May 5, 2012 described in the Ashburnham Planning Board Rules and Regulations Governing the Subdivision of Land. However, if a subdivision approval is not required because a new roadway is not proposed; an applicant may nevertheless apply for an Open Space Residential Development under this Section 5.13. In such a case, the application shall be subject to Site Plan Review as described in Section 5.10.

### 5.13.6 Design Process

At the time of the application for an OSRD, applicants are required to demonstrate to the Planning Board that the following Design Process was performed by a multidisciplinary team of which one member must be a certified Landscape Architect and considered in determining the layout of proposed streets, house lots, unit placement

if treated as a condominium, including designation of all common areas and open space.

- A. Identifying Conservation Areas. Identify preservation land by two steps. First, Primary Conservation Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law) and Secondary Conservation Areas (including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archaeological sites and scenic views) shall be identified and delineated. Second, the Potentially Developable Area shall consist of land outside identified Primary and Secondary Conservation Areas.
- B. Locating House Sites. Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and shared amenities, so as to reflect an integrated community.
- C. Aligning the Streets and Trails. Align streets in order to access the house lots or units. Additionally, new trails should be laid out to create internal and external connections to existing and/or potential future streets, sidewalks, and trails.
- D. Lot Lines. Draw in the lot lines using assumed lot lines if the ownership is in condominium, cooperative or other similar form of common ownership.

### 5.13.7 Design Standards

The following Generic and Site Specific Design Standards shall apply to all OSRD Plans and shall govern the development and design process:

#### A. Generic Design Standards

1. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal. Any grade changes shall be in keeping with the general appearance of the neighboring developed areas. The orientation of individual building sites shall be such as to maintain maximum natural topography and cover. Topography, tree cover, surface water buffers, and natural drainage ways shall be treated as fixed determinants of road and lot configuration rather than as malleable elements that can be changed to follow a preferred development scheme.
2. Streets shall be designed and located in such a manner as to maintain and preserve natural topography, significant landmarks, and trees; to minimize cut and fill; and to preserve and enhance views and vistas on or off the subject parcel.
3. All open space (landscaped and usable) shall be designed to add to the visual amenities of the area by maximizing its visibility for persons passing the site or overlooking it from nearby properties.
4. The removal or disruption of historic, traditional or significant uses, structures, or architectural elements shall be minimized insofar as practicable, whether these exist on the site or on adjacent properties.

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**B. Site Specific Design Standards**

1. Parking. Each dwelling unit shall be served by two (2) off-street parking spaces. Parking spaces in front of garages may count in this computation. Calculations for parking spaces in these developments shall be rounded up to the nearest integer where necessary. The Planning Board may choose to modify these requirements during the review process in response to conditions specific to an individual proposal.
2. Drainage. The Planning Board shall encourage the use of Low Impact Development techniques that reduce impervious surface and enable infiltration where appropriate.
3. Screening and Landscaping. All structural surface stormwater management facilities shall be accompanied by a conceptual landscape plan.
4. On-site Pedestrian and Bicycle Circulation. Walkways, trails and bicycle paths shall be provided to link residences with recreation facilities (including parkland and open space) and adjacent land uses where appropriate.
5. Additional Criteria for Multi-family Development:
  - (a) The design and location of the structure(s) on the site shall be consistent with the visual scale and character of single-family development.

- (b) No more than three (3) bedrooms shall be permitted per multi-family dwelling unit.

**5.13.8 Design Criteria**

- A. Where the proposed development abuts a body of water, a portion of the shoreline, as well as reasonable access to it, shall be part of the common open space.
- B. Residences shall be grouped so that the greatest number of units can be designed to take advantage of solar heating opportunities; so that scenic views and long views remain unobstructed, particularly those seen from roads; so that habitat areas and species listed as endangered, threatened, or of special concern by the Massachusetts Natural Heritage Program shall be protected; and so that historic and prehistoric sites and their environs shall be protected.
- C. In areas greater than twenty (20%) percent slope or upon hilltops and ridgelines, lots shall be laid out, to the greatest extent possible, to achieve the following objectives;
  1. Building sites shall be located so that the silhouettes of structures will be below the ridgeline or hilltop or, if the site is heavily wooded, the building silhouettes shall be at least ten (10) feet lower than the average canopy height of the trees on the ridge or hilltop.

2. Where public views will be unavoidably affected by the proposed use, architectural and landscaping measures shall be employed so as to minimize significant degradation of the scenic or aesthetic qualities of the site.
3. The removal of native vegetation shall be minimized.
4. Any grading or earthmoving operation in conjunction with the proposed development shall be planned and executed in such a manner that the final contours are consistent with the existing terrain, both on and adjacent to the site.
5. Safeguards shall be employed where needed to mitigate against environmental degradation from erosion, sedimentation, water pollution, or flooding.

**5.13.9 Roads**

The principal roadway(s) serving the site shall be designed to conform to the standards of the Rules and Regulations of the Planning Board. OSRDs shall have access on a public way, a way approved by the Planning Board or a way approved under the Subdivision Control Law.

**5.13.10 Open Space Requirements**

- A. A minimum of fifty percent (50%) of the site shall be open space. The percentage of this open space that can

**Proceedings of Annual Town Meeting  
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be wetland shall not exceed the percentage of wetland for the entire site under existing conditions as shown on the OSRD Plan. Percentage is calculated by dividing the total wetland acres by the total site acres. A sample calculation is provided below:

**Sample Calculation**

Existing Conditions:

12-acre site with 3 acres of wetland  
 $3 \div 12 = 25\%$  wetland coverage

Open Space Requirements:  
50% Open Space = 6 acres

Wetland Allowance:  
6 acres \* 25% wetland coverage = 1.5 acres

Open Space can be 4.5 acres of upland and 1.5 acres of wetland

**B. Description of Restriction on Open Space**

Further subdivision of open space, or its use for other than conservation, agriculture, forestry, or non-commercial recreation shall be prohibited, and the approved plan shall be so endorsed in writing. These restrictions shall be granted in a Conservation Restriction in accordance with G.L. c. 184 Sec. 31 and 32 in perpetuity, to a grantee approved by the Planning Board, a copy of which is filed with the Massachusetts Executive Office of Environmental Affairs recorded in the Northern District Worcester County Registry of Deeds, shall be enforceable by the Town of

Ashburnham, and shall provide that such land shall be kept in an open or natural state and not built upon for residential use or developed for accessory uses including parking or roadways.

1. At least seventy (70%) percent of the Common Open Space shall be Contiguous Open Space, unless otherwise approved by the Planning Board.
2. The open space shall be used for wildlife habitat and conservation and the following additional purposes: historic preservation, outdoor education, passive recreation, aquifer protection, agriculture, horticulture, forestry, a combination of these uses, and shall be served by suitable access for such purposes. The Planning Board may permit a small portion of the open space to be paved or built upon for structures accessory to the dedicated use or uses of such open space (i.e., pedestrian walks and bike paths) so long as it supports the primary and secondary purposes of the OSRD and is consistent with state and local level environmental protections.
3. Limited access to common open space may be allowed in the form the total area of which must be no more than two (2%) percent of the total common open space area.
4. If the OSRD is located in an area currently in agricultural use or containing agricultural soils as determined by the

U.S. Soil Conservation Service, the landowner is not required to sell that part of the property, which is to become permanent agricultural open space. Said owner shall, however, convey the development rights of that open space in a Conservation Restriction pursuant to G.L. c. 184, Sec. 31 & 32, et. seq. filed with the Massachusetts Executive Office of Environmental Affairs and enforceable by the Town of Ashburnham, prohibiting future development of the property.

5. Any wastewater and stormwater management systems serving the OSRD may be located within the open space. Surface systems, such as retention and detention ponds, shall not qualify towards the minimum open space required unless approved by the Planning Board. Open space serving such systems is required to be under the control/ownership of either the developer or homeowners association to allow for maintenance.

**5.13.11 Ownership of the Open Space**

The open space shall be conveyed to:

- A. To the Town of Ashburnham, for a park or open space use if accepted by the Town; or,
- B. A nonprofit organization, the principal purpose of which is the conservation of open space; or,
- B. A corporation, trust, or association owned by the owners of the lots or

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Held on May 5, 2012 (continued)**

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residential units within the development; or,

- D. Remain under ownership of the original property owner, who has conveyed the development rights to this part of the parcel to the developer who in turn has conveyed an undivided equal interest in these rights to each new homeowner in the development; or,
- E. A new owner, subject to the conditions in §5.13.11 (D), above; or any combination of the above, subject to approval of the Planning Board.
- F. Where applicable, a nonprofit incorporated homeowner's association shall be established requiring membership of each lot owner in the OSRD. The Homeowner's Association shall be responsible for the permanent maintenance of all commonly owned water and septic systems, open space, recreational and thoroughfare facilities, including but not limited to private ways and common driveways. A Homeowner's Association agreement or covenant shall be submitted with the OSRD application guaranteeing continuing maintenance of such common land and facilities, and assessing each lot a share of maintenance expenses. Such agreement shall be subject to the review and approval of the Town Counsel and the Planning Board.

- G. In any case when the Common Open Space is not to be conveyed to the Town, the application for an OSRD shall include a description of how and when the Common Open Space shall be preserved in perpetuity. The applicant shall also provide as part of this description, a proposal agreement authorizing and empowering the Town to perform any and all maintenance of the Common Open Space, and any other facilities in common ownership in the event of a failure to comply with Common Open Space preservation plan or agreement and/or any other agreement whether a homeowner's agreement or otherwise, to maintain the Common Open Space and/or any facilities in common ownership, and providing that, if the Town is required to perform any maintenance work, the owners of the lots within the OSRD shall pay the costs thereof and that these costs shall constitute a lien upon those lots until such costs have been paid in full.

**5.13.12 Common Driveways**

- A. Common driveways serving no more than five (5) residential units may be allowed in the OSRD, provided that they meet one of the following:  
  
The provision of individual driveways to the lots to be served by the proposed common driveway would require curb cuts which are separated by less than sixty (60) feet along the exterior street line;

***The provision of individual driveways to the lots to be served by the proposed common driveway would allow no alternative but to cross a "Wetland Resource Area", as defined by G.L. c. 131 Sec. 40, and/or the Town of Ashburnham Wetlands Protection By-law, or to cross any land in the Flood Plain District as described in § 2 of the Town's Zoning By-laws;***

One or more alternate individual driveways which would be necessary in the absence of the proposed common driveway would intersect the roadway at a point of insufficient traffic sight distance, as determined by the Planning Board;

**The provision of individual driveways to the lots to be served by the proposed common driveway would adversely affect a significant natural feature or vista.**

- B. The common driveway shall access the property over the frontage of at least one of the lots being served by the driveway.
- C. The common driveway shall not be in excess of five hundred (500) feet in length.
- D. The owners of the properties to be served by the common driveway shall provide evidence to the Planning Board that they have a deeded right to the common driveway.
- E. The common driveway shall provide adequate access and turnaround for

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vehicles including moving vans, snowplows, ambulances, fire, and police vehicles. To provide such adequate access, the common driveway shall be built to meet standards as outlined in the Town of Ashburnham Planning Board Rules & Regulations, as amended.

- F. All installation of utilities shall meet the requirements as outlined in the Town of Ashburnham Planning Board Rules & Regulations, as amended.
- G. **Permanent signs indicating the street number address assigned to each lot served by the common driveway shall be installed within ten (10) feet of the intersection of the common driveway with the street, as well as within ten (10) feet of the intersection of an individual lot driveway with the common driveway. Numbered signs shall be placed in a manner that will not cause them to be blocked during heavy snow pack and/or snow removal.**
- H. Approval of a common driveway(s) in an OSRD shall be subject to a covenant by and between the developer and the Planning Board recorded in the chain of title and running with the land, on a form approved by the Planning Board, acknowledging that the common driveway approval was granted in consideration of the conditions contained within the decision of an OSRD and the grant of covenant, and

that the owner, his heirs, executors, successors and assigns, agree that the common driveway shall never be submitted to Town Meeting for a vote to have it become an accepted street. This paragraph authorizes the Planning Board to accept the covenant on behalf of the Town.

- I. A lot in an OSRD may be served by a Common Driveway only if it meets the requirements of § 5.13.13 of this by-law, and the ownership of the lot provides mandatory membership in an owners' association responsible for annual and long term maintenance, including, but not limited to, removal of ice and snow from the common drive. The plan required under § 5.13.15 shall identify all land that is to be held and administered by the mandatory owners' association. It shall bear restrictions satisfactory to the Planning Board, to run with the land, restricting the way shown to remain private property and not to be extended, and any other restrictions and easements that are required for common driveway development by these by-laws. It shall incorporate by reference the document(s), satisfactory to the Town Counsel and the Planning Board, creating the mandatory owners' association and setting forth restrictive covenants and easements binding present and future owners of all the lots served by the common driveway. Such document(s) must include, at a minimum the following:

1. Specific standards for the maintenance of all structures designed to be requirements of a common driveway, including, but not limited to the travel way, drainage system, and signage;
2. Provisions for allocating responsibility for snow removal, maintenance, repair, or reconstruction of the common driveway, drainage system, and signage;
3. Text of proposed easement including the metes and bounds description;
4. A procedure for the resolution of disagreements.

**5.13.13 Reduction of Dimensional Requirements**

Applicant may propose to modify lot size, unit placement, shape, and other dimensional requirements for lots within an OSRD, subject to the following limitations:

- A. Frontage. Lots having reduced area or frontage shall not have frontage on a street other than a street created by the OSRD; provided, however, that the Planning Board may waive this requirement where it is determined that such reduced lot(s) will further the goals of this bylaw. The minimum frontage may be reduced from the frontage otherwise required in the zoning district; provided, however, that no lot shall have less than 50 feet of frontage.

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

- B. Setbacks. Every dwelling fronting on the proposed roadways shall be set back a minimum of 20 feet from the roadway right-of-way, and 10 feet from any rear or side lot line. In no event shall structures be closer than 20 feet to each other. Where structures containing three to four dwelling units are being proposed, the side lot lines between units may be 0 feet, however the distance between structures shall be a minimum of 20 feet.

5.13.14 Increases in Permissible Density.

The Planning Board may award a density bonus to increase the number of dwelling units beyond the Basic Maximum Number for an OSRD Plan. The density bonus for the OSRD shall not, in the aggregate, exceed thirty percent (30%) of the Basic Maximum Number. Computations shall be rounded down to the next whole number. A density bonus may be awarded in the following circumstances:

- A. For each additional ten percent (10%) of the site (over and above the required 50%) set aside as open space, a bonus of one (1) additional dwelling unit beyond the Basic Maximum Number may be awarded.
- B. For every two (2) dwelling units restricted in perpetuity to occupancy by persons or families that qualify as income eligible households, one (1) dwelling unit may be added as a density bonus beyond the Basic Maximum Number. Affordable housing units may be used toward density bonuses only if they can be counted

toward the Town's affordable housing inventory as determined by the Massachusetts Department of Housing and Community Development. The applicant shall provide documentation demonstrating that the unit(s) shall count toward the community's affordable housing inventory to the satisfaction of the Planning Board.

Additional lots allowed under § 5.13.14.B will become buildable as additional dwelling unit(s) upon completion and sale of said deed-restricted home, or upon donation of, and recording of a deed to, the lot set aside for such deed-restricted home to the Town or to a public or non-profit housing agency or trust. The permanently deed-restricted affordable home or lot shall not be subject to the growth management provisions of § 5.11.

- C. For every historic structure preserved and subject to a historic preservation restriction, one (1) dwelling unit may be added to the Basic Maximum Number.

5.13.15 Administration

- A. Relation to Subdivision Control Law. To facilitate timely processing, promote better communication and avoid misunderstanding, applicants are encouraged to submit a preliminary subdivision plan. This plan should include alternative OSRD designs and must include how a non-OSRD, or conventional, subdivision design would appear. Such plan shall show the basic maximum number of dwelling units that

would be allowed under Ashburnham Zoning Bylaw via conventional residential subdivision.

B. Submission requirements

1. Each OSRD application and plan shall be prepared in accordance with the requirements of the Ashburnham Planning Board Rules and Regulations Governing the Subdivision of Land as adopted from time to time by the Planning Board.
2. Each OSRD application and plan shall provide the following additional information:
  - (a) The location and acreage of areas to be devoted to specific uses.
  - (b) The proposed location of parks, open spaces, and other public and community uses.
  - (c) Developments on municipal sewer systems: written approval certifying tie-in to municipal sewage from the Ashburnham Water and Sewer Commission.
  - (d) On-site septic development: a sanitary survey sewage feasibility report by a Registered Professional Civil Engineer licensed in Massachusetts. The purpose of the report is to evaluate the feasibility of the ground for subsurface disposal of septic tank effluents, based on soil characteristics and test borings, water table, natural drainage patterns and other observation by the engineer.

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

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- [1] The report shall take into consideration the following factors: location of deep holes, to be shown on the appropriate map; topographic and ground level conditions; natural drainage patterns; flood heights of nearby waterways; underlying soil characteristics, absorption qualities, maximum groundwater elevations and distances to bedrock; and location and dimensions of abutting off-site sewage disposal systems if within 100 feet of property lines to be shown on an appropriate map.
- [2] The report shall contain a statement by the civil engineer of why the septic system design and location is the most suitable of considered alternatives for on-site sanitary sewage disposal systems as indicated in Title V, the State Environmental Code. The Ashburnham Board of Health has final jurisdiction over all on-site septic systems.
- (e) The organization the applicant proposes to own and maintain the open space land, in accordance with Section 5.13.11.
- (f) Draft copies of all proposed covenants, agreements, and other restrictions the applicant proposes and is required to provide in accordance with this bylaw.
- (g) Proposed gross density of entire development tract, amount of open space required in accordance with Section 5.13.10, and amount of open space retained.

- (h) A Yield Plan shall also be provided showing the basic maximum number of dwelling units that could be created for residential purposes via a conventional residential subdivision.
- (i) Any and all other information from the definitive subdivision regulations of the Town of Ashburnham that the Planning Board may require to assist in determining whether the proposed OSRD meets the objectives and standards as set forth in this bylaw.

**C. Review and approval process**

Applications under this bylaw shall be processed and reviewed in accordance with the subdivision control law including but not limited to Planning Board review of the reports and recommendations of the Conservation Commission, Board of Health and Town Engineer.

**D. Fees**

See Planning Board Rules Governing Fees and Fee Schedule

- 5.13.16 No endorsement of a plan will be made until the Conservation Commission has completed an Order of Conditions and has been registered with the Northern Worcester County Registry of Deeds and made part of the plans. Any further changes required by the Conservation Commission shall meet the approval of the Planning Board's consulting engineer prior to endorsement.

- 5.13.17 The OSRD Plan shall show compliance with the requirements of this by-law and

shall show any other particular features of the OSRD as requested by the Planning Board or required by the applicable Rules and Regulations to enable the Planning Board to determine compliance with this by-law.

**5.13.18 Waiver of Compliance**

The Planning Board may waive strict compliance with such requirements of this section, where such action is in the public interest and not inconsistent with the purpose and intent of the Zoning Act or this section.

**5.13.19 Validity**

The invalidity of any section or provision of this by-law shall not invalidate any other section or provision thereof."

**Deletion of Section 3.36 in its entirety.**

**Deletion of Section 5.15 in its entirety.**

Or act in relation thereto. *(Submitted by the Planning Board)*

**ARTICLE 16 VOTED:** On motion of Leo Janssens it was voted to amend the Town's Zoning Bylaws by deleting Section 5.13, Open Space Residential Development in its entirety and replacing with the following new Section 5.13, Open Space Residential Development and delete Section 3.36 and Section 5.15 in their entirety as noted in the warrant article. Planning Board recommended. ***Unanimous "YES"***

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**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

**Article: 17:** To see if the Town will vote to amend the Town's Zoning Bylaws by adding a new Section 5.19, Planned Unit Development and amending Sections 3.1 and 5.34 as shown in ***bold italic***:

**"Section 5.19 Planned Unit Development"**

**5.19.1 Purpose and Intent/Introduction**

The purpose and intent of the Planned Unit Development (PUD) provision is to allow via Special Permit an alternative use and pattern of land development for large tracts and for redevelopment of smaller parcels in built-up areas by allowing single-family and multi-family clustered residential development along with a mix of nonresidential uses as permitted in this Section, while encouraging the conservation of open space within the PUD.

The PUD is a flexible zoning tool designed to meet the following objectives:

- A. Encourage innovation in commercial and residential development so that the growing demand for more and varied housing may be met by a greater variety in type and design of living units;
- B. Encourage a less sprawling form of community development which makes more efficient use of land, requires shorter networks of streets and utilities and which fosters more economical development and less consumption of developable land;
- C. The permanent preservation of open space, agricultural lands, forest lands, and other natural resources;

- D. Maintain the traditional New England rural character and land use pattern in which small villages contrast with open space and farm land;
- E. Respect for the natural features of the land, including wetlands, watercourses, forests, prime agricultural land, steep slopes, plants, wildlife, historic sites, scenic areas, and rural character;
- F. Encourage historic preservation, infill development and adaptive re-use of historic structures in applicable zoning districts;
- G. Provide opportunities to allow greater density and intensity of residential development than would normally be allowed provided that the land usage can be shown to be in the public good;
- H. Provide wildlife corridors connecting open spaces, needed by wildlife to ensure their survival;
- I. To protect and enhance the value of real property;

**5.19.2 Definitions**

**Developable Land:** All land located within the PUD exclusive of wetlands as said terms are defined in the Wetlands Protection Act (Chapter 131, Section 40 of Massachusetts General Laws).

**Floor Area Ratio:** As used in this Section, the floor area ratio is the ratio of the gross floor area of all buildings within a PUD to the area of developable land within the PUD provided, however, that the gross floor area of garages and attics, which are not designed to be used or occupied as living areas, shall be excluded.

**5.19.3 Applicability**

Any development under the PUD provisions of this Section of the Ashburnham Zoning Bylaw requires a Special Permit approval from the Ashburnham Planning Board.

Planned Unit Developments (PUDs) shall be allowed within parcels included in the Planned Unit Development (PUD) Overlay District subject to the issuance of a Special Permit and provided that the use complies with all requirements set forth in this Section. The minimum size of any PUD shall be a parcel or contiguous parcels of land having an area of at least four (4) acres within the PUD Overlay District. The Planning Board may allow a PUD on a parcel or contiguous parcels of land smaller than 4 acres upon a finding that the proposed development is consistent with the objectives of this section and Section 1.1 of the Zoning Bylaw.

The PUD Overlay District is established over all the zoning districts of the Town of Ashburnham, except the following parcels: Map 28 Parcels 1 & 2 and Map 29 Parcels 8-13. The PUD Zoning Overlay District is located and bounded as shown on a map entitled "Planned Unit Development Zoning Overlay District", Ashburnham, MA prepared by the Montachusett Regional Planning Commission, dated \_\_\_\_\_, and on file with the offices of the Town Clerk, Zoning Enforcement Officer and Planning Board.

**5.19.4 Permitted Uses**

- A. Any use allowed by-right (Y) or by special permit (SP) in at least one of the underlying zoning districts within which the PUD is located, shall also be allowed

## **Proceedings of Annual Town Meeting Held on May 5, 2012 (continued)**

by-right or allowable by special permit, as the case may be, in any location within that PUD, including within underlying districts where such use is not otherwise allowed, with the following exceptions:

- i. Dwelling units are allowed by right within all PUDs without limitation on form of tenure or structure type, including single-family, two-family, multi-family, Assisted Elderly, or Supportive Housing. A maximum of twenty (20) dwelling units shall be allowed in any one building.
  - ii. Retail operations with more than ten thousand (10,000) square feet of gross floor area on any individual floor shall be prohibited within any PUD.
  - iii. Hotel, motel or inn, and commercial indoor amusement or recreational place or place of assembly, are allowed uses within all PUDs.
- B. Residential uses shall comprise not less than 25% and not more than 75% of the gross floor area planned within any PUD.

### **5.19.5 Dimensional and Area Regulations**

#### **A. Applicability**

The dimensional and area regulations set forth in this Section shall apply to the total area of developable land within the PUD and shall not regulate individual lots therein.

#### **B. Maximum Allowable Density**

- i. The Planning Board shall have the discretion to reduce or suspend the

minimum requirements otherwise applicable under Section 4 (Dimensional Regulations) of the Zoning Bylaw for a Planned Unit Development, provided that the Planning Board finds that the conditions present on the site are adequate to support the proposed development, protect the surrounding neighborhood, and meet the purposes and objectives of this section, and further provided to meet the following requirements:

- (a) There shall be at least 10,000 square feet of developable land for each bedroom created in a PUD.
  - (b) Meet the Floor Area Ratio, Ground Coverage and Setback requirements as specified within this section.
  - (c) Residential uses are limited to the overall gross floor area limitations specified in Section 4(B) of this Bylaw.
- ii. Increases in Permissible Density.

The Planning Board may award a density bonus to increase the number of dwelling units beyond the base density of dwelling units based on subsection (i) above. The density bonus for the PUD shall not, in the aggregate, exceed thirty percent (30%) of the Basic Maximum Number. Computations shall be rounded down to the next whole number. A density bonus may be awarded in the following circumstances:

- (a) For each additional five percent (5%) of the site (over and above the required 25%) set aside as common open space, a bonus of one (1) additional dwelling unit beyond the base density may be awarded.

- (b) For every two (2) dwelling units restricted in perpetuity to occupancy by persons or families that qualify as income eligible households, one (1) dwelling unit may be added as a density bonus beyond the base number. Affordable housing units may be used toward density bonuses only if they can be counted toward the Town's affordable housing inventory as determined by the Massachusetts Department of Housing and Community Development. The applicant shall provide documentation demonstrating that the unit(s) shall count toward the community's affordable housing inventory to the satisfaction of the Planning Board.

Additional housing units allowed under this subsection will become buildable as additional dwelling unit(s) upon completion and sale of said deed-restricted home, or rental of such affordable housing unit, or upon donation of, and recording of a deed to, the lot set aside for such deed-restricted home to the Town or to a public or non-profit housing agency or trust.

- iii. Developments on municipal sewer systems: written approval certifying tie-in to municipal sewage from the Ashburnham Water and Sewer Commission indicating that the proposed density is feasible.
- iv. On-site septic development: a sanitary survey sewage feasibility Report by a Registered Professional Civil Engineer licensed in Massachusetts, indicating that the proposed density is feasible. The purpose of the report is to evaluate the feasibility of the ground for subsurface disposal of septic tank effluents, based on soil characteristics and test

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

borings, water table, natural drainage patterns and other observation by the engineer.

- [1] The report shall take into consideration the following factors: location of deep holes, to be shown on the appropriate map; topographic and ground level conditions; natural drainage patterns; flood heights of nearby waterways; underlying soil characteristics, absorption qualities, maximum groundwater elevations and distances to bedrock; and location and dimensions of abutting off-site sewage disposal systems if within 100 feet of property lines to be shown on an appropriate map.
- [2] The report shall contain a statement by the civil engineer of why the septic system design and location is the most suitable of considered alternatives for on-site sanitary sewage disposal systems as indicated in Title V, the State Environmental Code. The Ashburnham Board of Health has final jurisdiction over all on-site septic systems.

**C. Floor Area Ratio Requirement**

The ratio of the gross floor area of all buildings, residential and commercial, within the PUD, to the total area of developable land within the PUD shall not exceed 32% (0.32).

**D. Ground Coverage Requirement**

The ground coverage of all residential and commercial buildings, and parking lots and impervious landscaping within the PUD shall not exceed 40% of the total area of developable land within the PUD. The ground coverage of all roadway areas and associated sidewalks shall be excluded from this requirement.

**E. Setback Requirements**

Setbacks within a PUD shall conform to the following requirements; provided however that the Planning Board may reduce the setback requirements or may require greater setbacks to provide additional buffers to residences abutting the PUD or to enhance the aesthetic appearance or planning objectives of this Bylaw.

**i. Perimeter Setbacks**

All structures within a PUD shall have a minimum setback requirement of 50 feet from the PUD boundary line.

**ii. Front Setback Requirements**

All structures within a PUD shall have a minimum setback from any lot line or any street line of 20 feet.

**iii. Separation of Buildings**

All buildings within the PUD shall have a setback of at least 20 feet from any other building therein.

**F. Maximum Height Requirement**

No buildings in the PUD shall exceed the height allowed by the underlying zoning district.

**G. Solar Orientation of Buildings.**

Spacing of buildings and landscaping, wherever possible and practical, shall be oriented to optimize solar exposure for buildings located within the PUD.

**H. Flexible Design and Orientation of Buildings.**

More than one principle building shall be allowed on any lot located in the Planned Unit Development, subject to issuance of the PUD Special Permit by the Planning Board, along with a finding that such buildings would be in keeping with the purpose of the Village Center Zoning District(s), per Section 2.1 of the Zoning Bylaw, and the additional findings:

- i. No principal building shall be located in relation to another principal building on the same lot, or on adjacent lot, so as to cause danger from fire;
- ii. All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
- iii. All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.

**5.19.6 Open Land/Open Space**

**A. Basic Requirement**

Open space shall be provided within a PUD in accordance with the requirements of this section.

**B. Public Open Space**

Significant areas of land within the PUD which are not developable and are classified as wetlands in accordance with the Mass. Wetlands Protection Act

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

(M.G.L. Ch. 131 Section 40) and the DEP Regulations promulgated thereunder, including the wildlife protection regulations, shall be designated as "Public Open Space." Said areas shall be preserved as open space in perpetuity and either conveyed to the Town of Ashburnham Conservation Commission, or to a nonprofit organization, the principal purpose of which is the conservation of open space, or shall be protected as a means of a conservation restriction imposed on the land pursuant to M.G.L. Ch. 184, Section 31.

C. Common Open Space

A minimum of 25% of the total developable land within the PUD, exclusive of the land set aside for streets, shall be designated "Common Open Space." Common Open Space shall include all developable land not dedicated to roads, parking areas, buildings and structures. At least 50% of the required common open space maybe used for recreational facilities; and for passive open space and buffer areas. Common open space shall have a shape, dimension, character and location suitable to assure its use for park, recreation, conservation or agricultural purposes by residents of the PUD; and, where possible, be located such that significant areas of continuous open space are distributed throughout the PUD. There shall also be significant areas of common open space near areas

containing high concentrations of housing units.

The approximate location of major areas of Public Open Space and Common Open Space shall be identified as part of the Preliminary Development Plan. The granting of a Special Permit shall include as a condition that the large areas of open space identified on the Preliminary Development Plan be preserved approximately as shown, with the understanding that the precise definition of such open space might be altered with the submittal and approval of Definitive Development Plans.

D. Ownership of Common Open Space, Restrictions Thereon

The required open land shall be conveyed to a non-profit corporation or trust comprising a condominium or homeowner's association. In order to ensure that the association will properly maintain the land deeded to it under this section, the developer shall cause to be recorded at the Northern Worcester District Registry of Deeds a Declaration of Covenants and Restrictions which shall, at a minimum, provide for the following:

- i. Mandatory membership in an established association, as a requirement of ownership of any condominium unit, rental unit, building or lot in the tract.
- ii. Provisions for maintenance, assessments of the owners of all condominium units, rental units, buildings or lots in order to ensure that the open land is maintained in a

condition suitable for the users approved by the homeowner's association. Failure to pay assessment shall create a lien on the property assessed, enforceable by the association.

- iii. Provisions which, so far as possible under the existing law, will ensure that the restrictions place on the use of the open land will not terminate by operations of law.
- iv. Provisions for limited easements to significant areas of open space and natural resources for recreational use by residents of the Town, and to provide linkages to open space of abutting properties.

The developer shall be responsible for the maintenance of the common land and any other facilities to be held in common until such time as the association is capable of assuming such responsibility.

**5.19.7 Design Standards, Off-street  
Parking and Loading Requirements**

A. Basic Requirements

The PUD shall be designed and constructed in accordance with the Design Standards and Specifications set forth in Section 5 of the Town of Ashburnham Planning Board Rules and Regulations Governing the Subdivision of Land.

B. Off-Street Parking

Off-street parking facilities for structures and uses within a PUD shall conform to all

## **Proceedings of Annual Town Meeting Held on May 5, 2012 (continued)**

regulations and design standards as set forth in Section 5.3 of the Zoning Bylaw. However, the Planning Board is given flexibility for provision of off-street parking facilities as provided for under Section 5.34 of the Ashburnham Zoning Bylaw

Off-street parking areas within any PUD shall meet the screening standards as specified within Section 5.107.2 of the Zoning Bylaw.

### **C. Off-Street Loading**

Off-street loading facilities for structures and uses within a PUD shall conform to all regulations and design standards as set forth in Section 5.33 of the Zoning Bylaw.

### **D. Garages**

The construction of individual garages attached to or within housing units is encouraged where feasible, taking into consideration the topography, layout, type, architectural design and price of the unit. The location of such garages is encouraged where feasible to be located to the rear of townhome and/or apartment units.

## **5.19.8 Contents and Scope of Application and Review Procedure**

### **A. Pre-Application Conference**

Prior to investing in extensive professional design efforts for a Planned Unit Development, it will often prove useful to review the proposed development/use of land with the Planning Board, in order that

general approaches and potential problems can be freely explored. The Planning Board encourages Applicants to meet with the Planning Board Chairman to review their development proposals and/or Applicants are invited to submit a Pre-Application Sketch of the proposed project to the Planning Board at the Public Comment period at a regular meeting of the Planning Board. Sketches, which need not be professionally prepared, will assist the discussion and might show some but not all of the information required to be shown on a site plan.

### **B. Preliminary Plan**

The Applicant may file a preliminary plan accompanied by the form "Form B Preliminary Subdivision Application" and the "Form B Preliminary Subdivision Application Check List" to the Planning Board. The Applicant shall include any required filing fee as established in the Planning Board Rules Governing Fees and Fee Schedule. The Planning Board shall upon receipt of the complete preliminary plan application and supporting documents follow the requirements of Section 4.2 of the Planning Board Rules and Regulations Governing the Subdivision of Land related to the review and decision of such Preliminary Plan.

The Planning Board may suggest modifications and changes to the preliminary plan in anticipation of filing of the final plan. If the Planning Board fails to act within 45 days of receipt of a complete preliminary plan and application, the applicant may proceed to file a final plan.

### **C. Final Plan Application:**

- i. The application for Planned Unit Development (PUD) Special Permit shall be made in accordance with Section 5.105 of the Ashburnham Zoning Bylaw.
- ii. Coordination with Other Boards. Upon receipt of the PUD Final Plan application, the Planning Board shall transmit a copy of the Application and Plan to the Selectmen, Fire Department, Water and Sewer Commission, Board of Health, Highway Department, Conservation Commission, Building Inspector, Historical Commission, Police Department, Light Department and the Planning Board's Consulting Engineer for their written recommendation. Failure to respond to the Planning Board within 30 days shall indicate approval by said agencies. The Planning Board decision shall address any departure from the recommendations of the other town agencies.
- iii. The Applicant shall provide a narrative Development Impact Statement detailing the impact of the proposed use on municipal services and the environment. Such statement shall conform to Section 4.3.6, Development Impact Statements, of the Town of Ashburnham Planning Board Subdivision Rules and Regulations.
- iv. Public Hearing: The Planning Board shall hold a public hearing on any properly completed application within 65 days after filing of a complete application, shall properly serve notice

## **Proceedings of Annual Town Meeting Held on May 5, 2012 (continued)**

of such hearing, and shall render its decision within 90 days of the close of said hearing. The hearing and notice requirements set forth herein shall comply with the requirements of G.L. c. 40A, Sections 9 and 11.

- v. Review of applications for any use-related special permits may be consolidated into the Planned Unit Development Special Permit process, while being voted on separately.
- D. The Planning Board shall grant the Special Permit only if it finds the application satisfies the objectives of a PUD as defined in Section 1.
- E. A PUD Special Permit granted pursuant to this Section shall establish and regulate the following as conditions of approval:
  - i. Location of all primary streets and ways within the development, including access to existing public ways, with the layout, design, construction and other relevant standards for such streets and ways to confirm to the *Town of Ashburnham Planning Board Rules and Regulations Governing the Subdivision of Land*.
  - ii. Locations of significant areas of public open space and common open space.
  - iii. Boundaries of lots to be created within the development, if any.

- iv. Overall project density, including the distribution of housing units to avoid undue concentration of development, as well as maximum number of housing units that may be built within the development, including maximum number of building permits that may be issued within any twelve month period.
- v. Location and boundaries of each development phase.
- vi. Location of non-residential establishments.
- vii. Development timetable.
- viii. Off-site traffic improvements and environmental mitigation measures, if any to be performed by the Applicant, including timetables and procedures for implementation of the same.
- ix. Requirements for instruments to be executed by the owners of the land and recorded with the Registry of Deeds waiving all rights to previously issued permits and approvals for residential or non-residential buildings and uses for the land, if any, and to future uses of the land which would otherwise be otherwise permitted by the zoning district in which it is located, except as specifically allowed under this PUD Special Permit.
- x. Such other terms, conditions or restrictions as the Planning Board may deem appropriate.

### **5.19.9 Relation to Subdivision Control Law**

In the event the Applicant seeks subdivision approval for streets and lots within the PUD pursuant to the Subdivision Control Law M.G.L. Chapter 41, Section 81, the Applicant shall file an "Application for a Definitive Plan" pursuant to Section 4.3 of the *Town of Ashburnham Planning Board Rules and Regulations Governing the Subdivision of Land*. In order to facilitate the processing the Planning Board shall consider said application simultaneously with the application for a PUD Special Permit, and may adopt regulations establishing procedures for the simultaneous submission and consideration of the applications; provided however, that nothing contained herein shall be deemed to require approval of streets and ways within a PUD under the Subdivision Control Law. Any subdivision of land within the PUD shall in no way diminish the effect of any conditions, agreements or covenants imposed or made as part of the grant of the PUD Special Permit.

### **5.19.10 Administration**

- A. The Planning Board may adopt, and from time to time amend, Rules and Regulations relating to the administration of this Planned Unit Development Zoning provision consistent with the provisions of this bylaw and G.L. c. 40A and other provisions of the General Laws, including Rules and Regulations Governing the Subdivision of Land, and shall file a copy of said Rules and Regulations with the Town Clerk.

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

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B. Fees – See Town of Ashburnham Planning Board Rules Governing Fees and Fee Schedule.

C. Waiver of Compliance

The Planning Board may waive strict compliance with such requirements of this section, where such action is in the public interest and not inconsistent with the purpose and intent of the Zoning Act or this section.

D. Separability

The invalidity of one or more provisions or clauses of this Section shall not invalidate or impair the Section as a whole or any other part hereof.

And amend Section 3.1 of the Ashburnham Zoning Bylaw as shown in ***bold italics***:

“The Planning Board is designated as the Special Permit Granting Authority (SPGA) for all Special Permits requiring Site Plan Review under section 5.10 of this bylaw ***and any Special Permits being granted in conjunction with a Planned Unit Development (PUD) Special Permit under Section 5.19 of this bylaw.***”

And amend Section 5.34 of the Ashburnham Zoning Bylaw as shown in ***bold italics***:

“5.34 Parking in the Village Center Zoning District ***and in a Planned Unit Development (PUD)***

The standards of Section 5.32 must be met for the additional parking demand created by new buildings, additions or changes of use unless, in performing a Site Plan Review and Approval

under Section 5.10 ***or issuing a Special Permit under the provisions of Section 5.19, Planned Unit Development (PUD)***, the Planning Board determines that special circumstances dictate a different provision in order to meet all parking needs. In performing a Site Plan Review ***and issuing a PUD Special Permit***, the Planning Board may authorize a smaller number of parking spaces because of staggered hours of use or other circumstances. The Planning Board shall determine all parking space calculations based on information in the most recent edition of the Parking Generation manual by the Institute of Transportation Engineers (ITE), on studies and surveys done by qualified persons regarding parking, on parking requirements and use for similar facilities in the Montachusett region and/or other appropriate information.”

act in relation thereto. (*Submitted by Planning Board*)

**ARTICLE 17 VOTED:** On motion of Gregory Fagan, it was voted to amend the Town’s Zoning Bylaws by adding a new Section 5.19, Planned Unit Development and amending Sections 3.1 and 5.34 as noted in the warrant article and adding the date May 5, 2012 in Section 5.19.3 Applicability (last paragraph). Planning Board recommended. ***Unanimous “YES”***

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**ARTICLE 18:** To see if the Town will vote to rescind Article 12 of the April 3, 1999 Annual Town Meeting, Chapter 41, Section 108L (the Quinn Bill), or act in relation thereto. (*Requested by the Town Administrator.*)

**ARTICLE 18 VOTED:** On the motion of Leo Janssens, it was voted to rescind Article 12 of the April 3, 1999 Annual Town Meeting, Chapter 41, Section 108L (the Quinn Bill). ***Unanimous “YES”***

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**ARTICLE 19:** To see if the Town will vote to amend the Agreement between the Towns of Ashburnham and Westminister, Massachusetts as pertains to the Ashburnham-Westminister Regional School District, a copy of which has been placed on file with the Town Clerk, or act in relation thereto. (*Requested by the AWRSD Committee.*)

**ARTICLE 19 VOTED:** On motion of Edward Vitone, it was voted to amend the Regional Agreement between the Towns of Ashburnham and Westminister, Massachusetts as pertains to the Ashburnham-Westminister Regional School District, a copy of which has been placed on file with the Town Clerk. ***Unanimous “YES”***

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**ARTICLE 20:** To see if the Town will vote to transfer custody to the Board of Selectmen for purposes of sale or lease, and to authorize the Board of Selectmen to sell or lease the land and buildings at 39 South Main Street also known as the South Fire Station, being the same property shown on Assessors’ Map 58, Parcel 101 recorded in the Worcester Northern Registry of Deeds at Book 760, Page 250, upon such terms and conditions as are in the best interests of the Town, or act in relation thereto. (*Requested by the Town Administrator.*)

**ARTICLE 20 VOTED:** On motion of Gregory Fagan it was voted to transfer custody to the Board of Selectmen for purposes of sale or lease, and to authorize the Board of Selectmen

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

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to sell or lease the land and buildings at 39 South Main Street also known as the South Fire Station, being the same property shown on Assessors' Map 58, Parcel 101 recorded in the Worcester Northern Registry of Deeds at Book 760, Page 250, upon such terms and conditions as are in the best interests of the Town.

***Unanimous "YES"***

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**ARTICLE 21:** To see if the Town will vote to authorize the Board of Selectmen to enter into two (2) Payment In Lieu of Taxes (PILOT) Agreements pursuant to G.L. c. 59 §38H, with Investar Renewable Energy, LLC (IRE) for approximately 17.01 acres of land located at 296 Winchendon Road (Worcester Northern District Registry of Deeds Book 3387, Page 2), and for approximately 89.73 acres of land located off Gardner Road (Worcester Northern District Registry of Deeds Book 5974, Page 299), and to approve said PILOT Agreements under which IRE shall make annual payments to the Town in the amount of twenty-five thousand (\$25,000) dollars per megawatt for twenty (20) years in lieu of personal property taxes attributable to the projects, subject to calculation adjustments for any increases and decreases in the projects' capacity as may occur over time, said PILOT Agreements being on file in the Town Clerk's office, and further to authorize the Board of Selectmen to negotiate any amendments to these PILOT Agreements in compliance with the amendment provisions therein, or act in relation thereto. *(Requested by the Town Administrator.)*

**ARTICLE 21 VOTED:** On motion of Edward Vitone it was voted to authorize the Board of Selectmen to enter into two (2) Payment In Lieu of Taxes (PILOT) Agreements pursuant to G.L. c. 59 §38H, with Investar Renewable Energy, LLC (IRE) for approximately 17.01 acres of land located at 296 Winchendon Road (Worcester Northern District Registry of Deeds Book 3387, Page 2), and for approximately 89.73 acres of land located off Gardner Road (Worcester Northern District Registry of Deeds Book 5974, Page 299), and to approve said PILOT Agreements under which IRE shall make annual payments to the Town in the amount of twenty-five thousand (\$25,000) dollars per megawatt for twenty (20) years in lieu of personal property taxes attributable to the projects, subject to calculation adjustments for any increases in the projects' capacity as may occur over time, said PILOT Agreements being on file in the Town Clerk's office, and further to authorize the Board of Selectmen to negotiate any amendments to these PILOT Agreements in compliance with the amendment provisions therein. ***Unanimous "YES"***

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**ARTICLE 22:** To see if the Town will vote to acquire by purchase, eminent domain or otherwise as provided in the General Laws a parcel of land located at Williams and Platts Roads consisting of 41 acres, being the same land shown on Assessors Map 20, Parcels 49 & 50, for DPW purposes, and to raise and appropriate or transfer from available funds a sum of money to pay for any and all costs associated with such acquisition, or act in relation thereto. *(Requested by the Town Administrator.)*

**ARTICLE 22 VOTED:** On motion of Leo Janssens, it was voted to authorize the Board of Selectmen to acquire by eminent domain as provided in the General Laws a certain parcel of land located at Williams and Platts Roads consisting of 41 +/- acres, being the same land shown on Assessors Map 20, Parcels 49 and 50 and recorded in the Worcester Northern County Registry of Deeds at Book 801, Page 18 and Book 222, Page 559 (see also Worcester Probate Court Docket No. 06P2600EP1) for DPW purposes, to transfer from the Capital Fund the sum of \$210,000 to pay for any and all costs associated with such acquisition and to authorize the Board of Selectmen to execute any and all documents necessary to effect such acquisition. Capital Planning Committee recommended. ***2/3 Majority "YES"***

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**ARTICLE 23:** To see if the Town will vote to transfer custody to the Board of Selectmen for purposes of conveying, and to authorize the Board of Selectmen to convey whatever right, title or interest the Town of Ashburnham may have in a certain parcel of land located at Sherbert and Heald Roads, consisting of approximately 1,730 square feet shown as Lot 19A on a plan prepared by Michael S. Szoc Surveyor dated October 30, 1972 entitled "Revision of Lot #19 owned by Thomas J. Kymalainen Inc., Ashburnham, Mass." recorded in the Worcester Northern Registry of Deeds in Plan Book 175, Page 4, being the same land shown on Assessors Map 13, Parcel 52, also being the same land the Town voted to accept with no consideration under Article 2 of the June 18, 1972 Special Town Meeting, or act in relation thereto. *(Requested by the Town Administrator.)*

**Proceedings of Annual Town Meeting  
Held on May 5, 2012 (continued)**

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**ARTICLE 23 VOTED:** On motion of Gregory Fagan, it was voted to transfer custody to the Board of Selectmen for purposes of conveying, and to authorize the Board of Selectmen to convey whatever right, title or interest the Town of Ashburnham may have in a certain parcel of land located at Sherbert and Heald Roads, consisting of approximately 1,730 square feet shown as Lot 19A on a plan prepared by Michael S. Szoc Surveyor dated October 30, 1972 entitled "Revision of Lot #19 owned by Thomas J. Kymalainen Inc., Ashburnham, Mass." recorded in the Worcester Northern Registry of Deeds in Plan Book 175, Page 4, being the same land shown on Assessors Map 13, Parcel 52, also being the same land the Town voted to accept with no consideration under Article 2 of the June 18, 1972 Special Town Meeting. **Unanimous "YES"**

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**ARTICLE 24:** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation as follows:

"AN ACT authorizing the Town of Ashburnham to dispose of certain equipment.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

**SECTION 1.** Notwithstanding any general or special law to the contrary, the Town of Ashburnham, acting by and through its Board of Selectmen, may dispose of a 1987 Military HMMWV by transferring ownership of said vehicle to the Ashburnham Firefighters

Association, which provided the funds for its purchase.

**SECTION 2.** This act shall take effect upon its passage. Or act in relation thereto." (*Requested by the Town Administrator*)

**ARTICLE 24 VOTED:** On motion of Leo Janssens, it was voted to authorize the Board of Selectmen to petition the General Court for special legislation as follows:

"AN ACT authorizing the Town of Ashburnham to dispose of certain equipment.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

**SECTION 1.** Notwithstanding any general or special law to the contrary, the Town of Ashburnham, acting by and through its Board of Selectmen, may dispose of a 1987 Military HMMWV by transferring ownership of said vehicle to the Ashburnham Firefighters Association, which provided the funds for its purchase.

**SECTION 2.** This act shall take effect upon its passage. **Unanimous "YES"**

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The meeting was adjourned at 11:28 a.m.

Respectfully submitted,  
Linda A. Ramsdell, CMMC  
Town Clerk

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**Proceedings of State Primary  
Held on September 6, 2012**

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Pursuant to the foregoing warrant, the legal voters of the Town of Ashburnham met at J.R. Briggs Elementary School Gym, 96 Williams Road, Ashburnham for the purpose of voting for the following offices.

The polls were open at 7:00 a.m. and closed at 8:00 p.m. The results were as follows:

**DEMOCRATIC**

**SENATOR IN CONGRESS**

Elizabeth A. Warren..... 136  
Blanks ..... 14  
Write-ins..... 3

**REPRESENTATIVE IN CONGRESS**

(Third District)

Nicola S. Tsongas ..... 142  
Blanks ..... 11  
Write-ins..... 0

**COUNCILLOR (Seventh District)**

Blanks ..... 151  
Write-ins..... 2

**SENATOR IN GENERAL COURT**

(Worcester, Hampden, Hampshire & Middlesex District)

Stephen M. Brewer ..... 143  
Blanks ..... 10  
Write-ins..... 0

**REPRESENTATIVE IN GENERAL COURT**

(Second Worcester District)

Jonathan D. Zlotnik..... 133  
Blanks ..... 19  
Write-ins..... 1

**CLERK OF COURTS (Worcester County)**

Dennis P. McManus ..... 135  
Blanks ..... 18  
Write-ins..... 0

**Proceedings of State Primary  
Held on September 6, 2012 (continued)**

**REGISTER OF DEEDS**

(Worcester Northern District)

Kathleen Reynolds Daigneault..... 135  
Blanks..... 18  
Write-ins ..... 0

**REPUBLICAN**

**SENATOR IN CONGRESS**

Scott P. Brown..... 202  
Blanks..... 13  
Write-ins ..... 0

**REPRESENTATIVE IN CONGRESS**

(Third District)

Jonathan A. Golnik..... 113  
Thomas J.M. Weaver ..... 83  
Blanks..... 18  
Write-ins ..... 1

**COUNCILLOR (Seventh District)**

Jennie L. Caissie ..... 156  
Blanks..... 59  
Write-ins ..... 0

**SENATOR IN GENERAL COURT**

(Worcester, Hampden, Hampshire & Middlesex District)

Blanks..... 215  
Write-ins ..... 0

**REPRESENTATIVE IN GENERAL COURT**

(Second Worcester District)

Richard Bastien..... 152  
Scott J. Graves..... 55  
Blanks..... 7  
Write-ins ..... 1

**CLERK OF COURTS (Worcester County)**

Blanks..... 215  
Write-ins ..... 0

**REGISTER OF DEEDS (Worcester Northern District)**

Blanks ..... 215  
Write-ins..... 0

**GREEN RAINBOW**

**SENATOR IN CONGRESS**

Blanks..... 0  
Write-ins ..... 0

**REPRESENTATIVE IN CONGRESS**

(Third District)

Blanks ..... 0  
Write-ins..... 0

**COUNCILLOR (Seventh District)**

Blanks ..... 0  
Write-ins..... 0

**SENATOR IN GENERAL COURT**

(Worcester, Hampden, Hampshire & Middlesex District)

Blanks ..... 0  
Write-ins..... 0

**REPRESENTATIVE IN GENERAL COURT**

(Second Worcester District)

Blanks ..... 0  
Write-ins..... 0

**CLERK OF COURTS (Worcester County)**

Blanks ..... 0  
Write-ins..... 0

**REGISTER OF DEEDS (Worcester Northern District)**

Blanks ..... 0  
Write-ins..... 0

**TOTAL REGISTERED VOTERS ..... 4,175**

Registered Democrats ..... 973

Registered Republicans..... 580

Registered Green Rainbow ..... 5

Registered Un-enrolled ..... 2,573

TOTAL VOTED ..... 368

TOTAL DEMOCRATS VOTED ..... 153

TOTAL REPUBLICANS VOTED ..... 215

TOTAL GREEN RAINBOW VOTED..... 0

Respectfully submitted,  
Linda A. Ramsdell, CMMC  
Town Clerk

★ ★ ★ ★

**Proceedings of Special Town Meeting  
Held on October 16, 2012**

Pursuant to the foregoing warrant, the legal voters of the Town of Ashburnham met at the Oakmont Regional High School Auditorium on October 16, 2012. Moderator Donald "Jeff" Lawrence presided at the meeting which was called to order at 7:00 p.m. Veteran Joe Daigle led the Pledge of Allegiance.

**Article 1:** To see if the Town will vote to transfer from available funds, a sum of money to repair, replace or install fencing and gates at Winchester Park and Sweeney Playground, or act in relation thereto. *(Requested by Parks & Recreation Committee)*

**Article 1 Voted:** On motion of Edward Vitone it was voted to transfer from Free Cash the sum of \$9,500 to repair, replace or install fencing and gates at Winchester Park and Sweeney Playground. The Capital Planning Committee recommended. **Unanimous "YES"**

**Article 2:** To see if the Town will vote to transfer from available funds, a sum of money to pay for legal and other professional services, as well as all other reasonable related expenses, in

**Proceedings of Special Town Meeting  
Held on October 16, 2012 (continued)**

connection with the collection of certain delinquent taxes owed to the Town, or act in relation thereto. *(Requested by the Treasurer)*

**Article 2 Voted:** On motion of Leo Janssens II it was voted to transfer from Free Cash the sum of \$13,500 to pay for legal and other professional services, as well as all other reasonable related expenses, in connection with the collection of certain delinquent taxes owed to the Town. **Unanimous “YES”**

**Article 3:** To see if the Town will vote to transfer from available funds, a sum of money for the costs associated with Ashburnham’s 250<sup>th</sup> Celebration, or act in relation thereto. *(Requested by the 250<sup>th</sup> Celebration Committee)*

**Article 3 Voted:** On motion of Edward Vitone it was voted to transfer from Free Cash the sum of \$20,000 for the costs associated with Ashburnham’s 250<sup>th</sup> Celebration. **Unanimous “YES”**

**Article 4:** To see if the Town will vote to transfer from available funds, a sum of money to build and install a new shed for Town Hall, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 4 Voted:** On motion of Leo Janssens II voted to transfer from Free Cash the sum of \$3,100 to build and install a new shed for Town Hall. **Unanimous “YES”**

**Article 5:** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$16,224 to be added to the sum raised under Article 15 of the May 5, 2012 Annual Town Meeting for Ashburnham’s share of certain items for the Ashburnham-Westminster Regional School District Five-Year Capital Plan (riding floor scrubber at Overlook Middle School, replace 2 network controllers for HVAC at Oakmont Regional High School, and repair of storm drains and parking lot pavement at Oakmont Regional High School), or act in relation thereto. *(Requested by the Town Administrator)*

**Article 5 Voted:** On motion of Edward Vitone it was voted to raise and appropriate the sum of \$16,224 to be added to the sum raised under Article 15 of the May 5, 2012 Annual Town Meeting for Ashburnham’s share of certain items for the Ashburnham-Westminster Regional School District Five-Year Capital Plan (riding floor scrubber at Overlook Middle School, replace 2 network controllers for HVAC at Oakmont Regional High School and repair of storm drains and parking lot pavement at Oakmont Regional High School). Capital Planning Committee recommended. **Unanimous “YES”**

**Article 6:** To see if the Town will vote to transfer from available funds, a sum of money to repair the front steps of Town Hall, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 6 Voted:** On motion of Leo Janssens II it was voted to transfer from Free Cash the sum of \$25,700 to repair the front steps of Town

Hall. The Capital Planning Committee recommended. **Unanimous “YES”**

**Article 7:** To see if the Town will vote to transfer from available funds, a sum of money for computer and associated software for the Ashburnham Public Safety Building and associated costs, or act in relation thereto. *(Requested by the Town Administrator/IT Advisory Board)*

**Article 7 Voted:** On motion of Edward Vitone it was voted to transfer from Free Cash the sum of \$25,000 for computer and associated software for the Ashburnham Public Safety Building and associated costs. The Capital Planning Committee recommended. **Unanimous “YES”**

**Article 8:** To see if the Town will vote to transfer from available funds, a sum of money to perform a Pre-Demolition Asbestos/Hazardous Waste Inspection and Report on the Veterans Memorial Building, or act in relation thereto. *(Requested by the VMS Building Study Committee)*

**Article 8 Voted:** On motion of Leo Janssens II it was voted to transfer from Free Cash the sum of \$2,500 to perform an Asbestos/Hazardous Waste Inspection and Report on the Veterans Memorial Building. **Majority “YES”**

**Article 9:** To see if the Town pursuant to MGL Chapter 60, Section 77C, or any other enabling act, to accept a deed in lieu of foreclosure for property located off Winchendon Road, being the same property shown on Assessor’s Map 3,

**Proceedings of Special Town Meeting  
Held on October 16, 2012 (continued)**

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Parcel 14, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 9 Voted:** On motion of Edward Vitone it was voted to PASS OVER this article.

**Unanimous “YES”**

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**Article 10:** To see if the Town will vote to amend the budget approved for the Sewer Department under Article 12 of the May 5, 2012 Annual Town Meeting to change the funding sources as follows: Sewer Enterprise Revenues - \$787,268; Retained Earnings - \$138,000, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 10 Voted:** On motion of Leo Janssens II it was voted to amend the budget approved for the Sewer Department under Article 12 of the Annual Town Meeting to change the funding sources as follows: Sewer Enterprise Revenues - \$787,268; Retained Earnings - \$138,000.

**Unanimous “YES”**

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**Article 11:** To see if the Town will vote to transfer from available funds, a sum of money to the Capital Improvement Fund, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 11 Voted:** On motion of Edward Vitone it was voted to transfer from Free Cash the sum of \$179,029 to the Capital Improvement Fund. **Unanimous “YES”**

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**Article 12:** To see if the Town will vote to transfer from available funds, a sum of money to

the Stabilization Fund, or act in relation thereto. *(Requested by the Town Administrator)*

**Article 12 Voted:** On motion of Leo Janssens II it was voted to PASS OVER this article.

**Unanimous “YES”**

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Meeting was adjourned at 7:30 p.m.

Respectfully submitted,  
Linda A. Ramsdell, CMMC  
Town Clerk

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**FINANCE**

**Advisory Board  
2012 Annual Report**

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To the Citizens of Ashburnham:

The Ashburnham Advisory Board is a seven (7) member board appointed by the Town Moderator. The Advisory Board also serves as the Town's finance committee. The primary mission of the Board is to be the fiscal watchdog for town meetings reviewing all budgets to insure that funds being requested are needed. The Advisory Board also makes recommendations on all warrant articles for town meetings. The Town's Reserve Fund is also controlled by the Board.

The Town continues to make significant annual progress in the financial management area. While we see additional requests from the Department Heads to provide enhanced

services, those requests continue to surpass the available revenues. Requests continue to be prioritized by the Department Heads under the direction of the Town Administrator and we provide the best possible service with the funds available to the Town.

We are pleased with the continued progress the Town has made over the past year. The Town has a consistent budget format, adequate revenue and expense forecasts and a comprehensive Capital Plan. These tools have added significant financial stability which has been supported by our annual independent audit and annual review from the Massachusetts Department of Revenue.

I would like to thank all of the members of the Advisory Board for their tireless efforts during the past year. Collectively we continue to work on behalf of the citizens of Ashburnham to improve the level and quality of services provided which will help improve the quality of life in the Town of Ashburnham. We encourage all Town residents to get involved in the process of making Ashburnham a better place by attending meetings and volunteering for committees.

Respectfully submitted,

Bill Johnson, Chair  
Duncan Phylfe, Vice Chair  
Gail Dumont, Secretary  
Belden Divito  
James Piedrafite  
Joseph Oliveira

TOWN OF ASHBURNHAM, MASSACHUSETTS  
 Combined Balance Sheet – All Funds  
 For the Year Ended June 30, 2012

**Town Accountant  
 2012 Annual Financial Report**

	General Fund	Special Revenue Funds	Trust & Agency Funds	Enterprise Funds	Long-Term Debt Obligations	Total
<b>Assets</b>						
Cash and cash equivalents	\$ 622,165	\$ 414,384	\$1,382,298	\$2,227,544	-	\$ 4,646,391
Petty Cash	975	500				1,475
Receivables:						
Personal Property Taxes	4,580					4,580
Real Estate Taxes	283,851					283,851
Liens	664,906			10,102		675,008
Ambulance	107,854					107,854
Motor Vehicle Excise	63,940					63,940
Boat Excise	695					695
Other Accounts Receivable	2,106					2,106
Tax Foreclosures	498,669					498,669
Assessments						
Departmental				229,313		229,313
Liens Added to Tax				15,857		15,857
Assessments – Added to Tax				426		426
Assessments – Not Yet Due				800,968		800,968
Title V Loan Receivable		164,005				164,005
Amount to be provided for Long-Term Debt					11,136,236	11,136,236
Total Assets	<u>\$2,249,741</u>	<u>\$ 578,889</u>	<u>\$1,382,298</u>	<u>\$3,284,210</u>	<u>\$11,136,236</u>	<u>\$18,631,374</u>
<b>Liabilities and Fund Balances</b>						
Liabilities:						
Warrants and Accounts Payable	16,143			(7,557)		8,586
Performance Bond	10,858					10,858
Other accrued liabilities	89,210					89,210
Abandoned property	4,911			1,362		6,273
Prepaid Tax	2,106					2,106
Deferred revenue:						
Property Taxes	1,407,094					1,407,094
Excise Taxes	64,636					64,636
Other	107,854	164,005		1,056,666		1,328,525
Allowance for Abatements	44,580					44,580
Other Liabilities	331	1,394	15,933			17,658
Bond Anticipation Note Payable						
Long-term Debt					11,136,236	11,136,236
Total Liabilities	<u>\$1,747,723</u>	<u>165,399</u>	<u>15,933</u>	<u>1,050,471</u>	<u>11,136,236</u>	<u>14,115,762</u>
Fund Balances:						
Encumbrances & Continuing Appropriations	13,125			13,739		26,864
Res for Overlay Deficit	(5,663)					(5,663)
Res for Expenditures	134,618			138,014		272,632
Special Purposes		413,490	1,366,365	2,081,986		3,861,841
Undesignated	359,938					359,938
Capital Project		52,388		397,205		449,593
Total Fund Balances	502,018	465,878	1,366,365	2,630,944		4,965,205
Total Liabilities and Fund Balances	<u>\$2,249,741</u>	<u>\$ 631,277</u>	<u>\$1,382,298</u>	<u>\$3,681,415</u>	<u>\$11,136,236</u>	<u>\$19,080,967</u>

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant - 2012 Annual Financial Report

Combined Balance Sheet – Special Revenue Funds For the Year Ended June 30, 2012	Grants	Revolving	Capital Projects	Total (memorandum)
<b>Assets</b>				
Cash & Investments	65,307	349,077	52,388	315,860
Petty Cash		500		500
Receivables		164,005		183,389
Total Assets	<u>65,307</u>	<u>513,582</u>	<u>52,388</u>	<u>499,749</u>
<b>Liabilities and Fund Balances</b>				
Liabilities:				
Warrants and Accounts Payable				
Performance Bonds		1,394		1,394
Deferred Revenue		164,005		164,005
Notes Payable			<u>3,400,000</u>	<u>3,400,000</u>
Total Liabilities		<u>165,399</u>	<u>3,400,000</u>	<u>3,565,399</u>
Fund Balances:				
Special Purposes		413,490		413,490
Capital Projects			(3,347,612)	(3,347,612)
Total Fund Balances		<u>413,490</u>	<u>(3,347,612)</u>	<u>(2,934,122)</u>
<b>Total Liabilities and Fund Balances</b>		<u>578,889</u>	<u>52,388</u>	<u>631,277</u>

Combined Balance Sheet – Trust and Agency Funds For the Year Ended June 30, 2012	Trusts	Agency	Total (memorandum)
<b>Assets - Cash</b>			
Cash & Investments	1,366,365	15,933	1,382,298
Petty Cash			
Receivables			
Total Assets	<u>1,366,365</u>	<u>15,933</u>	<u>1,382,298</u>
<b>Liabilities and Fund Balances</b>			
Liabilities:			
Warrants and Accounts Payable			
Performance Bonds		15,761	15,761
Other Liabilities		172	172
Total Liabilities		<u>15,933</u>	<u>15,933</u>
Fund Balances:			
Endowments	343,105		343,105
Special Purposes	1,023,260		1,023,260
Total Fund Balances	<u>1,366,365</u>		<u>1,366,365</u>
<b>Total Liabilities &amp; Fund Balances</b>	<u>1,366,365</u>	<u>15,933</u>	<u>1,382,298</u>

Combined Balance Sheet – Enterprise Funds For the Year Ended June 30, 2012	Water	Sewer	Light	Total (memorandum)
<b>Assets</b>				
Cash and Cash Equivalents	91,493	150,815	1,985,236	2,227,544
Receivables:				
Departmental	125,324	103,989		229,313
Liens Added to Tax	10,186	15,773		25,959
Assessments Added to Tax	426			426
Assessments Not Yet Due	55,539	745,429		800,968
Title V Loan Receivable				
<b>Total Assets</b>	<u>282,968</u>	<u>1,016,006</u>	<u>1,985,236</u>	<u>3,284,210</u>
<b>Liabilities and Fund Balances</b>				
Liabilities:				
Warrants and Accounts Payable	(1,910)	(5,647)		(7,557)
Abandoned Property			1,362	1,362
Deferred Revenue	191,475	865,191		1,056,666
Bond Anticipation Note Payable				
<b>Total Liabilities</b>	<u>189,565</u>	<u>859,544</u>	<u>1,362</u>	<u>1,050,471</u>
Fund Balances:				
Encumbrances & Continuing				
Appropriations		13,739		13,739
Reserved for Expenditures		138,014		138,014
Special Purpose	93,403	4,709	1,983,874	2,081,986
Capital Project	397,205			397,205
Total Fund Balances	<u>490,608</u>	<u>156,462</u>	<u>1,983,874</u>	<u>2,630,944</u>
<b>Total Liabilities and Fund Balances</b>	<u>680,173</u>	<u>1,016,006</u>	<u>1,985,236</u>	<u>3,681,415</u>

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant - 2012 Annual Financial Report

General Fund Revenue – Budget to Actual For the Year Ended June 30, 2012	<u>Budget</u>	<u>Actual Revenue</u>	<u>Favorable (Unfavorable)</u>
<b>Taxes &amp; Excise</b>			
Personal Property Taxes	160,122	159,953	(169)
Real Estate Taxes	10,399,526	10,094,202	(305,324)
Tax Liens		75,198	75,198
Tax Foreclosures			
Motor Vehicle Excise	629,900	665,524	35,624
Boat Excise	2,500	2,528	28
Chapter 61 Rollback Taxes			
Tax Charges	7,200	7,219	19
Tax Interest	32,400	39,956	7,556
Interest Charges – Motor Vehicle	29,400	32,483	3,083
Tax Lien Interest & Fees	33,200	14,575	(18,625)
Tax Lien Charges	1,200		(1,200)
Interest Charges – Boat Excise	1,100	1,315	215
In Lieu of Taxes	40,000	66,345	26,345
Mark/Clear Registry Fees	5,500	5,440	(60)
	<u>11,342,048</u>	<u>11,164,738</u>	<u>(177,310)</u>
<b>Charges for Service</b>			
Ambulance Charges	155,000	161,310	6,310
Interments	7,800	5,300	(2,500)
Foundations	1,650	1,280	(370)
Certificate of Municipal Liens	14,000	14,150	150
Fire Alarm Fees	12,500	9,000	(3,500)
Building Rental Fees	3,750	3,453	(297)
Inter-government – Shared Animal Control	13,650	12,341	(1,309)
Inter-government – Shared Town Admin.	14,300	38,500	24,200
	<u>222,650</u>	<u>245,334</u>	<u>22,684</u>
<b>Fees</b>			
Transfer Station	44,000	43,389	(611)
Fish & Game Fees	550	21	(529)
Dog Fees	15,000	15,055	55
Board of Health Fees	5,775	5,448	(327)
Zoning Board of Appeals Fees	2,125	2,085	(40)
Police Fees	3,200	2,942	(258)
Police – P.D Admin Fee	1,500	5,021	3,521
Planning Board Fees	550	1,402	852
Board of Assessors Fee	200	157	(43)
Town Clerk Fees	4,500	4,815	315
Town Clerk Substance Fees	300	900	600
Cable Service Fees	840	5,417	4,577

General Fund Revenue – Budget to Actual For the Year Ended June 30, 2012	<u>Budget</u>	<u>Actual Revenue</u>	<u>Favorable (Unfavorable)</u>
<b>Fees (continued)</b>			
Fire Department Fees	12,000	11,585	(415)
Agricultural Commission Fees	100		(100)
Weight and Measures Fees	1,250	260	(990)
Conservation Fees	4,000	27,181	23,181
	<u>95,890</u>	<u>125,678</u>	<u>29,788</u>
<b>Licenses &amp; Permits</b>			
Bd of Selectmen – Liquor Licenses	4,200	4,860	660
Gas & Plumbing Permits	12,000	12,734	734
Bd of Selectmen Permits	1,800	1,224	(576)
Electrical Permits	10,000	23,846	13,846
Building Permits	60,000	144,074	84,074
	<u>88,000</u>	<u>186,738</u>	<u>98,738</u>
<b>State Revenue</b>			
Local Aid – Chapter 70			
Unrestricted Government Aid	672,501	672,501	
State Owned Land	59,432	59,432	
Veterans Benefit Reimbursement	7,602	12,162	4,560
Vet, Blind, Ssp. Elder Exemptions	31,451	38,232	6,781
Miscellaneous State Revenue		30,518	30,518
	<u>770,986</u>	<u>812,845</u>	<u>41,859</u>
<b>Fines &amp; Forfeits</b>			
Court Fines	3,200	25,837	22,637
Parking Fines	2,500	1,793	(707)
Unregistered MV.Trailer		100	100
Dog Fines	2,250	6,834	4,584
Court Fines - RMV	18,000	2,250	(15,750)
	<u>25,950</u>	<u>36,814</u>	<u>10,864</u>
<b>Miscellaneous Revenue</b>			
Bank Interest	6,750	13,544	6,794
Insurance Recovery		2,095	2,095
Misc Refunds		1,427	1,427
Misc Revenue		5,608	5,608
Indirect Cost - Light	190,000	183,251	(6,749)
Indirect Cost - Water	125,000	96,875	(28,125)
Indirect Cost - Sewer	125,000	125,000	
	<u>446,750</u>	<u>427,800</u>	<u>(18,950)</u>

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant – 2012 Annual Financial Report

General Fund Revenue – Budget to Actual For the Year Ended June 30, 2012	<u>Budget</u>	<u>Actual Revenue</u>	<u>Favorable (Unfavorable)</u>
<i>Other Financing Sources</i>			
Transfer from Other Spec Rev Funds			
Transfer from Special Rev Funds	74,299	74,299	
Transfer from Receipts Reserved	3,500	3,500	
Transfer from Trust Funds	25,922	25,922	
Transfer from Agency Funds	2,500	2,500	
Transfer from Water Fund		23,000	23,000
Transfer from Sewer Fund		23,000	23,000
	<u>106,221</u>	<u>152,221</u>	<u>46,000</u>
<b>GENERAL FUND TOTALS</b>	<b><u>12,875,845</u></b>	<b><u>12,906,834</u></b>	<b><u>30,989</u></b>

Enterprise Fund Revenue – Budget to Actual For the Year Ended June 30, 2012	<u>Budget</u>	<u>Actual Revenue</u>	<u>Favorable (Unfavorable)</u>
<i>Water Enterprise</i>			
Water Revenue	529,573	524,833	(4,740)
Water Added to Taxes	75,000	67,051	(7,949)
Page Beach Revenue	6,000	8,246	2,246
Water Connection Fees	10,000	5,500	(4,500)
Bank Interest	500		(500)
Water Interest & Charges	8,000	4,250	(3,750)
Water Misc	5,000	5,485	485
Tax. Title Water Lien		3,513	3,513
<b>GRAND TOTAL WATER ENTERPRISE</b>	<b><u>634,073</u></b>	<b><u>618,878</u></b>	<b><u>(15,195)</u></b>
<i>Sewer Enterprise</i>			
Sewer Usage Fees	441,588	380,027	(61,561)
Sewer User Added to Taxes	75,000	63,552	(11,448)
Sewer Fees/Permits	6,000	400	(5,600)
Sewer Connection Fee	10,000	200	(9,800)
Bank Interest Sewer	1,000		(1,000)
Sewer Assessments	200,000	47,205	(152,795)
Sewer Asst Added to Taxes		185,143	185,143
Sewer Add to Tax Interest	3,000	2,884	(116)
Assessment Interest	8,000	7,507	(493)
Sewer Interest		994	994
Tax Title – Sewer Lien		6,490	6,490
Tax Title – Sewer Assessments		1,657	1,657
<b>GRAND TOTAL SEWER ENTERPRISE</b>	<b><u>744,588</u></b>	<b><u>696,059</u></b>	<b><u>(48,529)</u></b>

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<i>Encumbered Funds</i>				
Treasurer – Prof & Tech	153		153	
Collector Supplies	165		165	
Insp – Prof Devel	73		73	
	<u>391</u>		<u>391</u>	
<i>State/County Assessments</i>				
Air Pollution	1,561		1,561	
Montachusett Transit	18,344		18,344	
MBTA Assessment	19,385		19,385	
RMV Vehicle Surcharge	5,700		6,300	(600)
	<u>44,990</u>		<u>45,590</u>	<u>(600)</u>
<i>Moderator</i>				
Salary & Wages Regular	100		100	
<i>Board of Selectmen</i>				
Salary & Wages Regular	3,500		1,650	1,850
Prof & Tech Services	780			780
MRPC Assessment	1,640		1,638	2
Memorial Day	485		397	88
	<u>6,405</u>		<u>3,685</u>	<u>2,720</u>
<i>Town Administrator</i>				
Salary & Wages Regular	174,099		169,395	4,704
Wages - Overtime	3,281		2,685	596
Repairs & Maint	450			450
Prof & Tech Services	240		110	130
Prof Devel & Travel	1,575		2,076	(501)
	<u>179,645</u>		<u>174,266</u>	<u>5,379</u>
<i>Advisory Board</i>				
Prof Devel & Travel	500		173	327
Reserve Fund	75,000	(62,400)		12,600
	<u>86,500</u>	<u>(59,606)</u>	<u>173</u>	<u>(86,327)</u>
<i>Town Accountant</i>				
Salary & Wages Regular	60,238		54,000	6,238
Prof & Tech Services	16,500		17,000	(500)
Supplies	1,000		593	407
Prof Devel & Travel	700		333	367
	<u>78,438</u>		<u>71,926</u>	<u>6,512</u>
<i>Board of Assessors</i>				
Salary & Wages Regular	25,002		23,367	1,635
Prof & Tech Services	74,600		76,911	(2,311)
Prof Devel & Travel	800		124	676
	<u>100,402</u>		<u>100,402</u>	

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant – 2012 Annual Financial Report

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<b>Assessors/Special Articles</b>				
A16 ATM FY10 Revaluation	5,000			5,000
STM 12 #2 Update Maps		3,000	3,000	
	<u>5,000</u>	<u>3,000</u>	<u>3,000</u>	<u>5,000</u>
<b>Town Treasurer</b>				
Salary & Wages Regular	81,155		76,455	4,700
Repairs & Maint	100			100
Prof & Tech Services	2,447		3,749	(1,302)
Supplies	1,400		525	875
Prof Devel & Travel	957		1,027	(70)
	<u>86,059</u>		<u>81,756</u>	<u>4,303</u>
<b>Tax Collector</b>				
Salary & Wages Regular	52,847		52,645	202
Prof & Tech Services	3,400		1,731	1,669
Supplies	9,600		9,461	139
Prof Devel & Travel	225		195	30
	<u>66,072</u>		<u>64,032</u>	<u>2,040</u>
<b>IT Data Processing</b>				
Guardian	41,690		41,626	64
Munis	28,268		28,272	(4)
Vision	4,500		4,750	(250)
IMC Service	21,690		21,818	(128)
Virtual Town Hall	2,675		2,890	(215)
Phones	15,300		12,346	2,954
	<u>114,123</u>		<u>111,702</u>	<u>2,421</u>
<b>Town Clerk</b>				
Salary & Wages Regular	39,970		39,788	182
Repairs & Maint	400		400	
Prof & Tech Services	125		125	
Election & Registration	7,045		4,576	2,469
Supplies	660		538	122
Dog License Program	600		730	(130)
Prof Devel & Travel	400		379	21
	<u>49,200</u>		<u>46,536</u>	<u>2,664</u>
<b>Conservation Commission</b>				
Salary & Wages Regular	22,089		19,916	2,173
Prof & Tech Services	400			400
Supplies	347		187	160
Prof Devel & Travel	1,500		274	1,226
	<u>24,336</u>		<u>20,377</u>	<u>3,959</u>

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<b>Land Use</b>				
Salary & Wages Regular	25,178		23,512	1,666
Prof & Tech Services	1,000		320	680
Supplies	1,200		1,662	(462)
Prof Devel & Travel	120			120
	<u>27,498</u>		<u>25,494</u>	<u>2,004</u>
<b>Town Buildings</b>				
Town Hall	20,164		26,241	(6,077)
Public Safety Building	81,900		75,027	6,873
DPW	20,610		17,984	2,626
Library	28,317		28,319	(2)
VMS Building	13,800		15,015	(1,215)
Dog Pound/Transfer Station	3,100		330	2,770
South Station	600		692	(92)
Radio Shack	1,150		488	662
	<u>169,641</u>		<u>164,096</u>	<u>5,545</u>
<b>Non-Departmental</b>				
Trash Collection	5,400		6,723	(1,323)
Copy Machine	10,143		7,769	2,374
Town Report	1,600		998	602
Communications	13,087		12,651	436
Legal Services	19,000	15,000	32,351	1,649
Supplies	5,125		4,781	344
Sewer Assessment	31,150		30,808	342
	<u>85,505</u>	<u>15,000</u>	<u>96,081</u>	<u>4,424</u>
<b>Police Department</b>				
Salary & Wages Regular	703,120		652,259	50,861
Wages - Coverage	9,075		4,781	4,294
Wages - Overtime	88,506		119,436	(30,930)
Repairs & Maint	2,500		2,098	402
Prof & Tech Services			433	(433)
Communications	6,000		6,408	(408)
Winchendon Lockup	500		616	(116)
Supplies	5,000		4,164	836
Minor Equipment	3,500		3,851	(351)
Vehicular Supplies	35,676		38,125	(2,449)
Prof Devel & Travel	6,000		10,055	(4,055)
	<u>859,877</u>		<u>842,226</u>	<u>17,651</u>

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant - 2012 Annual Financial Report

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<b>Police/Special Articles</b>				
STM 12 #3 Police Equipment		15,322	13,739	1,583
ATM 15 Quinn Bill Payment	45,000	(45,000)		
ATM 16 Police Cruiser	37,000		33,610	3,390
	<u>82,000</u>	<u>(29,678)</u>	<u>47,349</u>	<u>4,973</u>
<b>Fire Department</b>				
Salary & Wages Regular	298,516	9,350	292,847	15,019
Salary & Wages Overtime	21,724		24,391	(2,667)
Salary & Wages Paid On-call	85,000		91,151	(6,151)
Repairs & Maintenance	16,500		14,772	1,728
Prof & Tech Services	25,400		22,652	2,748
Communications	4,000		5,954	(1,954)
Supplies	13,000		16,437	(3,437)
Vehicular Supplies	19,487		23,335	(3,848)
Prof Devel & Travel	7,000		7,981	(981)
	<u>490,627</u>	<u>9,350</u>	<u>499,520</u>	<u>457</u>
<b>Fire Dept/Special Articles</b>				
A14 Fire Alarm Equipment	10,350		6,786	3,564
A16 IMC SW HW	51,000		38,352	12,648
A16 Fire Turnout Gear	10,350		10,350	
A16 Fire Radio Equip	4,130		4,130	
	<u>75,830</u>		<u>59,618</u>	<u>16,212</u>
<b>EDC</b>				
Salary & Wages Regular	170,771		163,719	7,052
Wages - Coverage	15,600		10,592	5,008
Wages - Overtime	40,824		28,655	12,169
Repairs & Maint	2,000		1,115	885
Supplies	2,000		915	1,085
Minor Equipment	6,350		7,576	(1,226)
Prof Devel & Travel	1,500		1,264	236
	<u>239,045</u>		<u>213,836</u>	<u>25,209</u>
<b>Inspections</b>				
Salary & Wages Regular	36,372		37,742	(1,370)
Wages -Briggs		1,000		1,000
Prof & Tech Services	1,700		869	831
Supplies	300		516	(216)
Prof Devel & Travel	4,079		4,285	(206)
	<u>42,451</u>	<u>1,000</u>	<u>43,412</u>	<u>39</u>
<b>Dog Officer</b>				
Salary & Wages Regular	27,803		27,490	313
Prof & Tech Services	4,500		4,756	(256)
Supplies	700			700
Minor Equipment	500		302	198
Prof Devel & Travel	1,000		337	663
	<u>34,503</u>		<u>32,885</u>	<u>1,618</u>

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<b>Schools</b>				
Vocational School Contribution	329,892		329,892	
AWRSD				
School Assessments	4,509,390		4,509,390	
Contribution	844,503		844,503	
Community Service	3,653		3,653	
Transportation	548,142		548,142	
Debt Assessment	433,717		433,717	
	<u>6,669,297</u>		<u>6,669,297</u>	
<b>Highway Special Articles</b>				
ATM 16 DPW Truck 2 yr. lease	77,000		76,408	592
ATM 16 Loader 2 yr. lease	57,000		53,789	3,211
ATM 16 Road Improvements	125,000		125,000	
ATM 17 W/S Platform Truck	46,000		46,000	
STM 12 #5 Road Reconstruction		125,000	125,000	
	<u>305,000</u>	<u>125,000</u>	<u>426,197</u>	<u>3,803</u>
<b>Highway</b>				
Salary & Wages Regular	361,649		360,646	1,003
Salary & Wages Overtime	22,248		16,283	5,965
Energy & Utilities	11,910		10,229	1,681
Repairs & Maint	122,090	19,500	140,571	1,019
Transfer Station Expense	43,000	10,050	51,366	1,684
Prof & Tech Services	1,100		2,194	(1,094)
Communications	4,583		4,959	(376)
Supplies	9,000		20,198	(11,198)
Vehicular Supplies	30,000		29,083	917
Prof Devel & Travel	1,127		630	497
	<u>606,707</u>	<u>29,550</u>	<u>636,160</u>	<u>97</u>
<b>Highway Snow &amp; Ice</b>				
Salary & Wages Overtime			41,452	(41,452)
Miscellaneous	180,000	7,500	145,976	41,524
	<u>180,000</u>	<u>7,500</u>	<u>187,428</u>	<u>72</u>
<b>Board of Health</b>				
Salary & Wages Regular	725			725
Prof & Tech Services	16,025		16,025	
Prof Devel & Travel	300			300
	<u>17,050</u>		<u>16,025</u>	<u>1,025</u>
<b>Council on Aging</b>				
Salary & Wages Regular	18,053		17,496	557
Repairs & Maint			326	(326)
Communications	900		1,048	(148)
Supplies	600		592	8
Prof Devel & Travel	3,350		3,456	(106)
COA Programs	60		20	40
	<u>22,963</u>		<u>22,937</u>	<u>26</u>

TOWN OF ASHBURNHAM, MASSACHUSETTS

Town Accountant - 2012 Annual Financial Report

General Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
<b>Veterans Services</b>				
Salary & Wages Regular	2,652		2,652	
Prof Devel & Travel	35		35	
Veterans Benefits`	12,500	40,000	47,715	4,785
	<u>15,187</u>	<u>40,000</u>	<u>50,402</u>	<u>4,785</u>
<b>Library</b>				
Salary & Wages Regular	105,406		110,616	(5,210)
Salary & Wages Temporary	2,983		3,640	(657)
Repairs & Maint	450		8,563	(8,113)
Communications	1,620		281	1,339
Supplies	4,500		3,780	720
Books	33,547		21,614	11,934
Prof Devel & Travel	750		763	(13)
	<u>149,256</u>		<u>149,256</u>	
<b>Historical Commission</b>				
Communications	25			25
Supplies	50			50
Prof Devel & Travel	25			25
	<u>100</u>			<u>100</u>
<b>Debt Service</b>				
Excl Debt Service - Principal	709,534	(279,534)	430,000	
Excl Debt Service - Interest		279,534	279,534	
Non-Excluded Debt - Principal	116,179	(30,239)	85,940	
Non-Excluded Debt - Interest		30,239	30,239	
Septic Systems Loan Repayment	25,922		25,921	1
	<u>942,493</u>	<u>2,500</u>	<u>944,992</u>	<u>1</u>
<b>Employee Insurance Benefits</b>				
Health Insurance	438,643		428,094	10,549
Life Insurance	821		849	(28)
Medicare	49,500		43,110	6,390
Worcester Cty Retirement	425,842		425,842	
Insurance Premiums	141,831		130,112	11,719
Unemployment Benefits	10,000		11,077	(1,077)
	<u>1,066,637</u>		<u>1,039,084</u>	<u>27,553</u>
<b>Special Articles</b>				
STM 9 Mtg Hse Study FY07	6,000			6,000
A17 Open Space Cons FY08	500			500
A19 Ash-West Capital Items	18,420			18,420
A22 FY10 Water Improv/Safety	1,575		1,575	
A5 STM Tax Title Exp	4,631		4,631	
A14 Prior Unpaid Bills	1,805		1,805	
A19 STM Hazardous Waste Day	14,898		4,320	10,578
A17 STM Transfer to Cap Imp		33,001	33,001	
A9-Tax Title Exp FY12	20,000		13,052	6,948
A16 Town Hall Repair	12,000		7,154	4,846
A16 Library Improvements	10,000		10,000	

Enterprise Fund Expenses – Budget to Actual For the Year Ended June 30, 2012	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Actual Expenditures</u>	<u>Closed to Surplus</u>
A16 Phase 1 IT Infrastructure	36,000		13,096	22,904
A18 AWRSD Capital	33,813			33,813
A21 Waterway Improv FY12	3,500		1,500	2,000
A23 FY12 250 <sup>th</sup> Celebration	5,000		1,380	3,620
	<u>168,142</u>	<u>33,001</u>	<u>91,513</u>	<u>109,630</u>
<b>GENERAL FUND GRAND TOTALS</b>	<b><u>13,028,698</u></b>	<b><u>171,322</u></b>	<b><u>12,931,624</u></b>	<b><u>268,396</u></b>
<b>WATER ENTERPRISE</b>				
<b>General Operating Costs:</b>				
Salary & Wages Regular	117,227		117,494	(267)
Salary & Wages Overtime	11,197		11,387	(190)
Energy & Utilities	7,000		5,146	1,854
Repairs & Maint	21,950		15,117	6,833
Hydrant Maintenance	1,500			1,500
Prof & Tech Services	14,000		11,285	2,715
Communications	5,500		6,481	(981)
Supplies	4,000		2,985	1,015
Minor Equipment	1,000		260	740
Vehicular Supplies	4,000		4,615	(615)
Prof Devel & Travel	1,000		500	500
Operation & Maint of Filtration	145,000		152,666	(7,666)
Water Principal	132,752		130,757	1,995
Water Interest	42,947	14,917	57,863	1
Transfer to General Fund	23,000		23,000	
<b>Special Articles:</b>				
Pay in Lieu of Indirect Costs	125,000		103,000	22,000
Prior Year Bill		12,450	12,450	
<b>Grand Total Water Enterprise</b>	<b><u>657,073</u></b>	<b><u>27,367</u></b>	<b><u>655,007</u></b>	<b><u>29,433</u></b>
<b>SEWER ENTERPRISE</b>				
<b>General Operating Costs:</b>				
Salary & Wages Regular	117,739		117,494	245
Salary & Wages Overtime	10,570		33,774	(23,204)
Energy & Utilities	43,000		31,092	11,908
Repairs & Maint	30,000		24,800	5,200
Prof & Tech Services	15,000		6,746	8,254
Communications	5,000		3,618	1,382
Supplies	4,000		2,148	1,852
Minor Equipment	500		260	240
Vehicular Supplies	1,500		2,632	(1,132)
Service Charges/Gardner	300,000		234,854	65,146
Sewer Principal	224,659		227,574	(2,915)
Sewer Debt Interest	37,620		37,620	
Transfer to General Fund	23,000		23,000	
<b>Special Articles:</b>				
Pay in Lieu of Indirect Costs	125,000		125,000	
<b>Grand Total Sewer Enterprise</b>	<b><u>937,588</u></b>		<b><u>870,611</u></b>	<b><u>66,977</u></b>

**TOWN OF ASHBURNHAM, MASSACHUSETTS**

**Treasurer – Trust Funds as of June 30, 2012**

	June 30, 2011	Additions	Interest	Expended	June 30, 2012
<b>STABILIZATION</b>	303,341.79	-	5,167.57	-	303,509.36
<b>CAPITAL IMPROVEMENT</b>	289,728.01	33,000.50	5,382.70	800.00	327,311.21
<b>CEMETERY GENERAL CARE:</b>					
Jacob H. Fairbanks	3,485.98	-	59.40	-	3,545.38
Ivers Adams	8,239.88	-	132.45	583.49	7,788.84
Lewis McIntire	6,835.64	-	109.66	500.00	6,445.30
McIntire	6,766.98	-	108.49	500.00	6,375.47
Jacob H. Fairbanks	3,898.72	-	66.42	-	3,965.14
McIntire	7,338.64	-	125.02	-	7,463.66
Needham Flower	629.52	-	10.72	-	640.24
Hoffman Flag Pole	19,322.64	-	316.28	2,012.53	17,626.39
Taylor Flower	266.75	-	4.54	-	271.29
H. Olson Flower	124.81	-	2.13	-	126.94
T. Nauvonen Flower	124.81	-	2.13	-	126.94
Doris L. Smith Flower	1,079.64	-	18.40	-	1,098.04
Ashburnham Grange	5,233.01	-	89.15	-	5,322.16
<b>TOTAL</b>	<b>63,347.02</b>	<b>-</b>	<b>1,044.79</b>	<b>3,596.02</b>	<b>60,795.79</b>
<b>CEMETERY PERPETUAL CARE</b>	<b>265,653.32</b>	<b>2,000.00</b>	<b>4,556.86</b>	<b>-</b>	<b>272,210.18</b>
<b>ASHBURNHAM CUSHING ACADEMY SCHOOL FUND</b>	<b>119,597.89</b>	<b>-</b>	<b>2,037.38</b>	<b>-</b>	<b>121,635.27</b>
<b>SPECIAL FUNDS:</b>					
Ivers Adams Fund	1,898.41	-	32.10	-	1,930.51
School Boy Statue	13,470.50	-	229.50	-	13,700.00
Sylvia Gibson	1,646.53	-	28.04	-	1,674.57
Esther Oliver	20,237.90	-	346.33	-	20,674.23
Mary Abby Proctor	11,191.10	-	190.64	-	11,381.74
Town Improvement Fund	2,819.29	-	48.28	-	2,867.57
Hoffman 2015 AD	19,185.88	-	326.86	-	19,512.74
Sportsman's	6,622.53	-	112.79	-	6,735.32
Fuel Allocation	2,781.50	-	47.38	-	2,828.88
Conservation Land	8,212.04	-	139.90	-	8,351.94
Whitney Square	8,859.83	-	150.93	-	9,010.76
Ashburnham Housing Authority	8,436.74	-	143.74	-	8,580.48
Merton B. Lane	65.82	-	1.13	-	66.95
G. Erickson Fire/Rescue Fund	13,435.93	6,205.02	211.50	12,783.86	7,068.59
Bandstand Maintenance	2,811.36	-	47.91	-	2,859.27
Sweeney Playground	3,846.94	674.87	65.10	850.00	3,736.91
Ashburnham Athletic Area	2,841.35	-	48.40	-	2,889.75

	June 30, 2011	Additions	Interest	Expended	June 30, 2012
Community Playground	7,782.03	100.00	123.14	2,743.00	5,262.17
Stevens Memorial Library	123.67	-	2.10	-	125.77
Council on Aging	7,008.05	500.00	48.61	5,340.00	2,216.66
<b>TOTAL</b>	<b>143,367.40</b>	<b>7,479.89</b>	<b>2,344.38</b>	<b>21,716.86</b>	<b>131,474.81</b>
<b>TOTAL ALL FUNDS</b>	<b>1,185,035.43</b>	<b>42,480.39</b>	<b>20,533.68</b>	<b>26,112.88</b>	<b>1,221,936.62</b>



## BOARD OF ASSESSORS 2012 Annual Report

The Board of Assessors is responsible for the valuation of real estate and personal property subject to taxation. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills. Assessed values for all three are based on “full and fair cash value” as of the January 1<sup>st</sup> preceding each fiscal year.

As always, if you have any questions regarding any assessing issues, please feel free to contact Donna Burton, Administrative Assessor, at 978-827-4100 extension 111 or by email at [dburton@ashburnham-ma.gov](mailto:dburton@ashburnham-ma.gov). Office hours are Monday 1:00 p.m. to 5:00 p.m., Tuesday through Thursday 12:30 p.m. to 5:00 p.m. or by appointment. The Board normally meets at 6:00 p.m. on the second Wednesday of the month. Additional information is available on the Town website at [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov).

Respectfully submitted by the Board of Assessors,  
Donna Burton, Chair  
Walter Harrington, Member

Staff Harald Scheid, Regional Tax Assessor  
Linda Couture, Associate Assessor  
Donna Burton, Administrative Assessor

### Fiscal 2012 Assessments & Revenues by Major Property Class

Property Class	Levy Percent	Valuation by Class	Tax Rate	Tax Levy
Residential	95.2739	548,559,790	18.34	10,060,586.55
Open Space	-0-	-0-	18.34	-0-
Commercial	2.3809	13,708,810	18.34	251,419.58
Industrial	0.8288	4,772,100	18.34	87,520.31
Personal Property	1.5164	8,730,728	18.34	160,121.55
<b>TOTALS</b>	<b>100.0000</b>	<b>575,771,428</b>	<b>18.34</b>	<b>10,559,647.99</b>

### Assessor’s Account for Exemptions and Abatements

Description	FY2012	FY2011	FY2010
Assessor’s Overlay	93,909.24	70,909.24	95,647.83
Overlay Deficits	-0-	15,632.03	-0-
Charges to 6/30/12	93,909.24	86,541.27	79,890.15
Balance	-0-	-0-	15,757.68

### Valuation and Tax History

Fiscal Year	Tax Rate	Total Valuation	Accounts	Tax Levy	Change %
2012	18.34	575,771,428	4,087	10,559,647.99	1.4744
2011	17.15	606,776,865	4,116	10,406,223.24	2.6785
2010	16.15	627,539,382	4,086	10,134,761.02	5.6661
2009	13.88	691,016,094	4,089	9,591,303.39	10.7831
2008	12.93	669,584,735	4,099	8,657,730.62	.8685
2007	13.00	660,244,905	4,061	8,583,183.77	7.5566
2006	12.76	625,403,918	3,000	7,980,153.99	5.1509
2005	13.56	559,678,668	3,952	7,589,242.74	18.3347

### Fiscal Year 2012 Abstract of Assessments

Property Class Code/Description	Accts	Class Valuation	Avg. Value
012-043 Mixed Use Properties	14	4,100,900	292,921
101 Residential Single Family	2,391	489,817,400	204,859
102 Residential Condominiums	22	985,100	44,777
104 Residential Two Family	37	7,323,800	197,941
105 Residential Three Family	5	1,182,800	236,560
Miscellaneous Residential	45	8,612,800	191,396
111-125 Apartments	4	1,476,200	369,050
130-132, 106 Vacant Land	1,059	37,239,300	35,165
300-393 Commercial	43	9,980,100	232,095
400-442 Industrial	28	4,772,100	170,432
501-508 Personal Property	357	8,730,728	24,456
600-821 Chapter 61, 61A, 61B	82	1,550,200	18,905
<b>TOTALS</b>	<b>4,087</b>	<b>575,771,428</b>	

### New Growth Revenue

Fiscal Year	Added Valuation	Tax Rate	New Revenues	Change (%)
2012	1,160,968	18.34	19,911	-80.302
2011	6,258,814	17.15	101,080	26.098
2010	5,775,213	16.15	80,160	-47.619
2009	11,835,670	13.88	153,035	-19.886
2008	14,694,021	12.93	191,023	58.753
2007	9,430,067	13.00	120,327	-34.192
2006	13,484,161	12.76	182,846	24,238
2005	10,399,884	13.56	138,527	-25.973

## LAND USE

### Conservation Commission 2012 Annual Report

To the Honorable Board of Selectmen and the residents of the Town of Ashburnham:

Old challenges once again were renewed in 2012. In October, Conservation Agent Laura (DiNardo) Morrison resigned and moved to Arizona with her newlywed husband. Upon her arrival in May 2011, Laura adapted quickly to the Commission's administrative and professional responsibilities. She always stayed one step ahead by anticipating, preparing and coordinating agendas, legal notices, permit applications, filing fees and numerous other tasks. Laura also was committed and adept at addressing the needs of prospective applicants, and providing assistance in negotiating the challenges presented by State and municipal regulations. Her talents and friendly smile will be greatly missed, and the Commission wishes Laura the best in all her future endeavors.

Fortunately, in December, the Commission was pleased to welcome Maureen Pollock as the Town's new part-time Conservation Agent. While she only is in the office 16 hours a week, Maureen has been a great help to the Commission in managing their time. However, as in past years, the Commission and the residents of Ashburnham will continue to face certain challenges and time restraints due to the Agent's part-time status and the sitting of only three Commission members, instead of the allowable five.

During the 2012 calendar year, the Commission reviewed approximately 46 applications, and worked with numerous potential applicants, lake associations,

land trusts and State agencies. Our steady workload included the processing of thirteen (13) Determinations of Negligible Impact, eight (8) Determinations of Applicability, eleven (11) Notices of Intent/ Orders of Conditions, two (2) Amended Orders of Conditions and twelve (12) Certificates of Compliance. The Commission also reviewed several Forest Cutting Plans.

The Commission continued to work with the Ashburnham-Westminster Regional School District with respect to the ongoing construction of the new J.R. Briggs Elementary School. Since the start of construction, the Commission has made site visits verifying compliance with the MA Wetlands Protection Act/Regulations, the Town Wetlands Protection Bylaw/Rules and Regulations and the Order of Conditions issued to the District relative to project construction.

The Commission and its Agent also continued preparing much needed updates to the Town's Open Space and Recreation Plan (OSRP). The Commission hopes to have the OSRP update completed by the end of 2013.

In addition to administering the State's Wetlands Protection Act, the River's Act and the Ashburnham Wetlands Protection Bylaw, the Conservation Commission participated in new land conservation initiatives. The Commission agreed to hold a conservation restriction (CR) on an 80 acre historic parcel located on Willard Road. Funding for the project came from a US Forest Service Forest Legacy grant organized by the North Quabbin Regional Landscape Partnership. Gary Howland, Ashburnham Conservation Trust (ACT) President, negotiated the details of the project on behalf of ACT and the Nashua River Watershed Association. Mount Grace Land Conservation Trust joined with ACT to provide upfront transaction costs. Christopher Picone,

Commission Member, will conduct annual CR monitoring for the property.

Noah Smith, an Ashburnham resident and Eagle Scout candidate, volunteered his time during the summer to expand an existing trail on the Bush Hill Town Forest, on which the Commission holds a CR. The Commission provided guidance relative to a potential stream/wetland crossing and purchased 50 reflective blue trail markers for the project.

The expanded trail project was completed at the end of September and now provides a loop trail through the Bush Hill property.

The enforcement of State/Municipal wetlands regulations continues to be a difficult task due to time management and only part-time staffing. Regardless, the Commission continues to enforce observed violations, such as illegal dock construction, land clearing and the alteration of wetland resource areas. Such actions especially are a concern from a wetland conservation/ protection perspective. Consequently, when considering the development or disturbance near a wetland, lake or stream, property owners are encouraged to contact the Conservation Office to determine the need for prior Commission approval.



## **Conservation Commission (continued)**

The Conservation Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month. To meet or speak with the Commission, please contact the Conservation Agent in the Land Use Office on Mondays and Wednesdays at 978-827-4100 extension 115.

Respectfully submitted by the Conservation Commission,  
Marshall Dennis, Chair  
Chris Picone  
Alana Archangelo  
Maureen Pollock, Conservation Agent

## **Planning Board 2012 Annual Report**

To the Honorable Board of Selectmen and residents of Ashburnham:

The Ashburnham Planning Board consists of five (5) elected members and one (1) appointed associate member. The Board has the responsibility of reviewing proposed development projects (residential subdivisions, business/commercial and industrial site plans, common driveway special permits, open space residential developments, accessory dwelling unit special permits and scenic road permits) and makes decisions on them in accordance with state/local bylaws and regulations. The Zoning Bylaws also allows the Board to review major residential developments to preserve the natural and cultural resources of Ashburnham by insuring the larger-scale of conversion of land to residential use does not consume all of the Town's woodlands, fields, farmlands, historic structures and landscapes, cart paths, stone walls, geologic formations, water courses, wetlands, riparian zones, groundwater recharge areas,

hilltops, scenic vistas, and other significant open spaces as well as providing a public voice and public authority in consideration of alternative approaches to conventional residential developments.

The Planning Board's official powers and responsibilities are provided through the Ashburnham Subdivision Regulations, Zoning Bylaws and as prescribed under the authority of the Subdivision Control Law enacted under Chapter 41, Section 81A-81GG of the Massachusetts General Laws. These rules and regulations have been enacted for the purpose of protecting the safety, convenience and welfare of the inhabitants of Ashburnham by regulating the laying out and construction of ways in subdivisions and providing access to lots therein. Following the 2012 Annual Town election, John MacMillan was elected to a 5-year term as a write-in candidate. John did not seek re-election to the Board due to the fact that after many years as an Ashburnham resident, he and his wife decided to build a home in Westminster. He graciously agreed to serve until construction was completed. The five-member Board reorganized and William Nolan was elected to the position of Chairman, Joseph Kalagher was elected to serve as Vice-Chairman, and Roger Hoyt was elected to serve as Clerk to the Board.

The Planning Board regularly meets on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month at 6:30 p.m. in the Lower Level Meeting Room at Town Hall.

On October 1, 2012 the Planning Board in conjunction with the Board of Selectmen appointed Meredith Fagan to fill the position vacated by John MacMillan, when he moved from Town, until the next election. Joseph McPeak was appointed to fill the position of Associate Member.

In calendar year 2012, the Board conducted 20 regular meetings, 2 special meetings, 3 public hearings, and performed several on-site visits as well.

The Board is also responsible for preparing careful studies pertaining to planning issues in the Town and recommending zoning amendments for Town Meeting approval.

The Board presented two Zoning Bylaw changes at the Annual Town Meeting on May 5, 2012. The two Bylaws were a rewrite of the Open Space Residential Development Bylaw, and the introduction of a Planned Unit Development (PUD) Bylaw. Both of the proposed bylaws were approved at Town Meeting and subsequently approved by the Attorney General.

The Board applied for and was awarded a "DLTA" grant by the Montachusett Regional Planning Committee for assistance in developing a Large Scale Solar Development Bylaw to be presented at the Annual Town Meeting in 2013.

During the 2012 calendar year the Board approved three "Approval Not Required" (ANR) plans of land, and one Open Space Residential Development (OSRD).

The Board conducted two Special Permit Public Hearings; one for an accessory dwelling unit, and one for live entertainment. The Board voted in favor to approve the Special Permits with conditions.

The Board continues to monitor previously approved Lakeview Estates, Cashman Hill Estates, Bray Avenue subdivisions and Lakeside Village Condominiums during the construction process. Current market conditions have slowed or stopped activity on these subdivisions during 2012.

**Planning Board (continued)**

No new Preliminary or Definitive Subdivisions were submitted to the Board during 2012, a continued sign of the slowdown in the housing market.

The Board would like to thank the unsung hero who helps with all the day-to-day aspects of the Board, Land Use Administrator Mary Ellen Kelly.

The Planning Board continues to have a great deal of information on the Town’s new website and it can be viewed at [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov). The Planning Board may also be contacted by email at [planningbd@ashburnham-ma.gov](mailto:planningbd@ashburnham-ma.gov). We welcome your comments on the website. The Board also conducts Open Discussion at the start of each meeting, those having questions and concerns about the planning process in the Town are encouraged to attend.

Respectfully submitted,  
 William Nolan, Chair  
 Joseph Kalagher, Vice Chair  
 Roger Hoyt, Clerk  
 Joseph Daigle  
 Meredith Fagan  
 Joseph McPeak, Associate Member



Sunrise in Ashburnham.

**Sealer of Weights & Measures  
 2012 Annual Report**

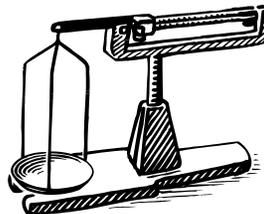
To the Honorable Board of Selectmen, Town Administrator and Citizens of Ashburnham, as Inspector of Weights & Measures, I submit the following activity report for the fiscal year beginning July 1, 2011 to June 30, 2012.

Scales	15 Inspected 15 Sealed
Fuel Pumps	0 Inspected 0 Sealed
Fuel Oil Trucks	0 Inspected 0 Sealed
Scanners	3 Verified
Salary	2,652.00
Total Fees Collected	335.00

Due to my deployment to Afghanistan from July 23, 2011 thru April 20, 2012, many devices located within Ashburnham were certified prior to my departure which were accounted for in the FY10 Annual Report.

Special thanks to the Town Hall staff for their assistance during the year and to the Sealer of Weights & Measures from Gardner for covering for me during my absence.

Respectfully submitted:  
 Steven E. Slocum  
 Sealer of Weights & Measures

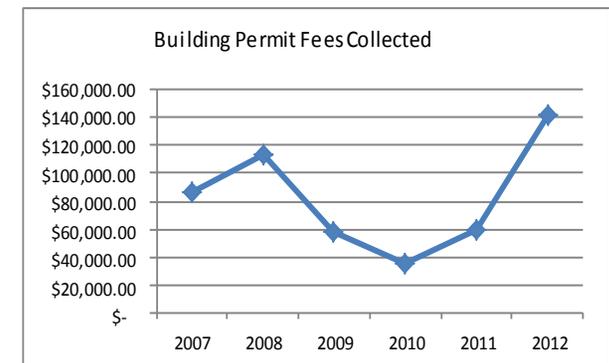


**Building Commissioner  
 2012 Annual Report**

To the Honorable Board of Selectmen and the Citizens of Ashburnham, I submit to you the following report for 2012:

Purpose of Building Permit	No. of Permits	Value
New 1 & 2 Family Dwellings	6	\$ 1,712,950.00
Townhouses	-	-
Additions/Alterations	116	1,701,137.33
Accessory Buildings	11	330,133.00
Swimming Pools	5	44,100.00
Commercial, Industrial, Municipal	13	22,173,328.00
Other	18	270,255.00
Demolition	12	73,500.00
Voided (#12.21)	-1	-241,800.00
<b>TOTAL</b>	<b>180</b>	<b>\$26,063,603.33</b>

Fees Collected - 2012	No. of Permits	Values
Building Permits	180	\$141,170.57
Stove Permits	24	720.00
Safety Permits	64	5,120.00
Voided (#12-21)	-1	-1,842.00
<b>TOTAL</b>	<b>267</b>	<b>\$145,168.57</b>



\* FY12 upswing includes the Briggs School Project on both graphs.

**Building Commissioner (continued)**



\* FY12 upswing includes the Briggs School Project on both graphs.

Respectfully submitted,  
Richard C. Reynolds,  
Building Commissioner  
Zoning Enforcement Officer

**Electrical Inspector  
2012 Annual Report**

To the Honorable Board of Selectmen and residents of the Town of Ashburnham:

As Inspector of Wires I submit the following report of activity for the year ending December 31, 2012.

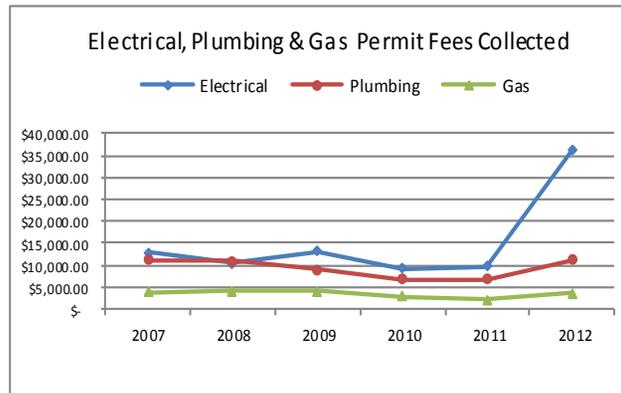
Electrical Permits            158            \$36,126.58

It is required that prior to the performance of any electrical work, an Electrical Permit must be obtained as required by law and must be performed by a licensed and qualified electrician. An Electrical Permit will be issued only if a licensed electrician is performing the work.

Permits are available at the Town Hall in the Land Use Office during regular business hours and also available on-line at [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov).

I would like to thank Mary Ellen Kelly for her service as the Land Use Administrator. I would also like to thank the Assistant Inspectors, Joseph Olivari, Loring Barrett and Harry Parviainen, as well as the cooperation of all the other Town departments.

Respectfully submitted,  
Richard Cannavino  
Electrical Inspector



\* FY12 upswing includes the Briggs School Project on the above graph.

**Plumbing & Gas Inspector  
2012 Annual Report**

To the Honorable Board of Selectmen and the Citizens of the Town of Ashburnham:

The following report of the Inspector of Plumbing and Gas is submitted for your approval for the year ending December 31, 2012.

Plumbing Permits	50	\$11,010
Gas Permits	39	\$ 3,420

The law requires that a Plumbing and/or Gas Permit be obtained prior to any work being performed. Plumbing and/or gas should be done by a duly licensed and qualified plumber. Permits are available during regular business hours at the Town Hall Land Use Office and also available on-line at [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov).

I would like to thank Mary Ellen Kelly for her service as the Town's Land Use Administrator. Additionally, I thank Wayne Little, the Assistant Plumbing Inspector, for his assistance throughout the year.

Respectfully submitted,  
Maurice Picard  
Plumbing/Gas Inspector

**Zoning Board of Appeals  
2012 Annual Report**

To the Honorable Board of Selectmen and the Citizens of Ashburnham: The Zoning Board of Appeals has heard the following:

Appeal #	10-06	11-08	12-01	12-02	12-03
<b>Applicant/Address</b>	George Gorrell - 99 Willard Rd. (M35/P10) RA Zoning District	Daniel J. Kelly III - 73 Fitchburg Rd. (M34/P26) RA Zoning District	Daniel J. Kelly III - 73 Fitchburg Rd. (M34/P26) RA Zoning District	Michael S. Saucier - 23 Westminster St. (M19/P31) RA Zoning District	Patrick Fisher - 59 South Main St. (M59/P43) RA Zoning District
<b>Hearing Date</b>	10/27/10, 11/9/10, 12/8/10, 2/23/11, 3/9/11, 6/1/11, 9/7/11	1/18/12	4/25/12	5/23/12	6/27/12
<b>Decision Date</b>	6/2/11, 9/7/11 Pending	1/18/12	4/25/12	5/23/12	6/27/12
<b>Relief Sought</b>	Seeks a Special Permit from Section 3.24(t) of the Ashburnham Zoning Bylaws for storage of construction equipment and building material and all other necessary zoning relief on the property.	Seeks a variance from Section 3.24(k) of the Ashburnham Zoning Bylaws to operate a sales facility for motor vehicles and all other necessary zoning relief on the property. <b>Note:</b> The applicant no longer wishes to exercise the variance as he received a Special Permit #12-01.	Seeks a Special Permit and a finding from Section 1.33 of the Ashburnham Zoning Bylaws to operate a sales facility for motor vehicles and all other necessary zoning relief on the property. <b>Note:</b> The Plaintiff's motion to amend is DENIED 10/17/12 (see Court's Decision)	Seeks a special permit and a finding from Section 1.4 of the Ashburnham Zoning Bylaws and Section 6, page 6.1 of the Zoning Act Chapter 40A. The request is to operate an internet retail business and a retail store. "A Change of Use"	Seeks a special permit and a finding from Section 1.4, 1.42 and 3.22 of the Ashburnham Zoning Bylaws. The request is to convert a single family residence into a two family home.
<b>Action</b>	Special Permit granted with conditions to be reviewed on 9/7/11. The 9/7/11 decision was appealed before 20 days and is pending court decision.	Variance granted with conditions. Was appealed before 20 days were up.	Special Permit with conditions was granted. Proposed amended complaint from hearing #11-08 (see above)	A finding was made that a Special Permit may be sought. A Special Permit was granted for a change of use with conditions.	A finding was made that a Special Permit may be sought. A Special Permit was granted per plans and application.

**Zoning Board of Appeals - 2012 Annual Report (continued)**

<b>Appeal #</b>	<b>12-04</b>	<b>12-05</b>	<b>12-06</b>	<b>12-07</b>	<b>12-08</b>	<b>12-09</b>
<b>Applicant/ Address</b>	Robert & Linda McCarthy 76 Lincoln Ave. (M14/P65) RB Zoning District	Edgewater Construction, Inc. –Chris & Deborah Berube – 10 Highland Ave. (M60/P6) RA Zoning District	Ronald Day & Brenda Mildish – 16 Indian Point Dr. (M46/P58) RB Zoning District	Harold & Elissa Dandy -44 Hilltop Dr. (M56/P78) RB Zoning District	Kenneth Mullen – 30 Lakeshore Dr. (M55/P64) RB Zoning District	Paul Janell – 62 Winding Cove Dr. (M48/P56) RB Zoning District
<b>Hearing Date</b>	6/27/12	7/18/12	10/3/12	10/3/12 & 10/24/12	10/24/12	1/16/13
<b>Decision Date</b>	6/27/12	7/18/12	10/3/12	10/24/12	10/24/12	1/16/13
<b>Relief Sought</b>	Seeks a special permit and a finding from Section 3.22(d) of the Ashburnham Zoning Bylaws. The request is to convert a single family residence into a two family home.	Seeks a special permit and a finding from Section 1.4, 1.42 and 3.22(b) of the Ashburnham Zoning Bylaws. The request is to convert a single family residence into a two family home and all other necessary zoning relief on the property.	Seeks a variance from Section 4.2 the schedule of Dimensional Regulations of the Ashburnham Zoning Bylaws. The request is to build a 16'x20' garage that does not meet the front yard setback requirements and all other necessary zoning relief on the property.	The request is to lift and reposition two encroaching accessory structures from their abutter's property and place them onto their own property but that they do not meet the side yard setback requirements and all other necessary zoning relief on the property.	Seeks a finding and a special permit from Section 1.42 Alteration and Enlargement of the Ashburnham Zoning Bylaws. The request is to replace a portion of an existing deck with a 4'x 8' bathroom and all other necessary zoning relief on the property.	Seeks a finding and a special permit from Section 1 Non-Conforming Buildings and Structures and Section 1.42 Alteration and Enlargement of the Ashburnham Zoning Bylaws. The request is to demolish existing structure; build a single family dwelling and all other necessary zoning relief on the property.
<b>Action</b>	A finding was made that a Special Permit may be sought. A Special Permit was granted per plans and application.	Granted Special Permit with conditions per plans and application presented at hearing.	Granted variance under Section 4.2 and Sec. 5.1 per plans and application presented at the hearing with conditions.	A finding was made that Section 1.42 applies and a Special Permit may be sought. Special Permit approved with conditions.	A finding was made that Section 1.42 applies and a Special Permit may be sought. Special Permit granted with conditions per plans and application presented	A finding was made that Section 1.42 applies and a Special Permit may be sought. Special Permit was granted with conditions per plans and application presented.

Respectfully submitted,

David Perry, Chairman  
Joseph Daigle, Clerk  
Rich Archer  
Leo Janssens II (alternate)

Terry Girouard  
Cheryl Anderson  
Mark Carlisle (alternate)  
John MacMillan (alternate)

## PUBLIC SAFETY

### Police Department 2012 Annual Report

To the Honorable Board of Selectmen and Residents of Ashburnham:

It gives me great pleasure to submit the 2012 Annual Report for the Ashburnham Police Department. Although times continue to be financially challenging we have made adjustments, changes and improvements through the support of the community and the dedication of our personnel. In 2012, we have seen the previous year's increase in crime and service requests level off and in some cases we have seen a reduction. I believe the improving economy and the hard work of our personnel have a direct correlation with these improvements. We have seen some positive changes within the Police Department in 2012. First and foremost, through a generous donation from Cushing Academy, we have finally been able to reach the goal of having 2 police officers scheduled on duty per shift. Cushing has committed at least 3 years of funding to cover the full cost of 1 full-time officer's salary and benefits. ***Thank you Dr. James Tracy and Cushing Academy for your support; you have made Ashburnham a safer place and have provided a safer environment for our police officers.***

Two promotions from within the Department have also solidified our rank structure. On July 1<sup>st</sup> Sergeant Todd Parsons was promoted to Lieutenant and Officer Wade Wright was promoted to Sergeant.



Along with the installation of the new water tank, the Town was also able to install a new radio tower on the same site using federal funding. The increase in tower height and the installation of better equipment has eliminated almost all of our radio dead spots in Town and has drastically increased our radio range for all public safety departments. With the support of the voters at the town meeting, the police department also updated equipment that included bullet resistant vests, patrol rifles and portable radios.

#### Police Personnel:

As noted, a number of changes occurred within the personnel structure of the Police Department in 2012. Part-time officer John Boucher was appointed to full-time in July and completed 21 weeks of basic police training at the Boylston Police Academy graduating on December 7<sup>th</sup> in the top 4 of his class of over 40 police recruits. This position is fully funded by Cushing Academy and now provides 2 officers scheduled on duty on all shifts.



Pictured above – Chief Barrett, Officer Dalton, Sgt. Conrad with Officer John Boucher at his academy graduation.

The rank of lieutenant was created in July and Sergeant Todd Parsons was promoted to fill that position. Officer Wade Wright was promoted to fill the vacant sergeant's position. Also in July, Thomas

Chabot, Corey Donnelly, Jason Bourgeois and Jonathan Augusto were appointed as part-time officers. Congratulations to the above on their promotions and appointments. These changes and additions have been included in the five-year plan that I have presented every year for the last six years during the budget process. I felt that these changes were needed to provide the community with the best service possible and I am thrilled that with the support of the community and elected officials we have reached this milestone.

With regret I have accepted the resignation of part-time officer Brian Hart. Brian was a committed 15 year veteran of the Ashburnham Police Department and has moved out of state. We thank him for his service and dedication.

Sergeant Chris Conrad was recognized this year by the Ashburnham/Westminster Rotary Club as the Town's Employee of the Year. Chris is a great asset to the Police Department and the Town and is certainly deserving of this award – congratulations!

#### Training:

The State continues to reduce the already underfunded Municipal Police Training Committee's (MPTC) budget and has pushed the financial burden on the cities and towns to provide this training for their police officers. In FY13, the Massachusetts Legislators have budgeted \$187.00 per municipal police officer to provide them their yearly in-service



## Police Department (continued)

training. This is by far the lowest of all the 50 states and does not cover nearly what is needed or required to keep our officers trained and up to date in this profession. In comparison, Vermont provides \$1,525 in funding per officer. Ashburnham will continue to train its police officers at a level that exceeds state standards. We will do this by utilizing our own certified trainers, web-based training and sharing training resources with other area departments to keep the cost as low as possible. Some of the training programs provided are:

1. CPR/First Responder Certification
2. Automatic Defibrillator Training and Certification
3. Firearms Training and Certification
4. Firearms Instructor Certification
5. Tactical Training
6. Taser Training & Certification
7. Narcotics Investigations
8. Breathalyzer Certification
9. Child Safety Restraints
10. Sexual Assault & Rape Investigation
11. Administrative Training
12. Pepper Spray/Baton Certification
13. A.L.I.C.E. – Active Shooter Certification

### Community Policing:

The Police Department continues to maintain a website at [www.ashburnhampd.com](http://www.ashburnhampd.com) and we are active on Facebook and Twitter. We provide a mobile App to our residents to download onto their smart phone at no cost. All of these sites are maintained to provide a positive and affective communication tool between the Police Department and the public. We are in the process of making changes and updates to our website that will feature

new pages that are easier to use and provide additional information.



Pictured above – Car 4 – Ford Interceptor

Officer Nick Dalton is certified as a child safety car seat technician. Officer Dalton will be holding periodic weekend child safety seat programs throughout the year or if time is of the essence please contact Officer Dalton at the Police Department to schedule an appointment to install your child seat. Too many child car seats are installed improperly and directly result in infant and child injuries that could have been avoided.

The Town has contracted with Emergency Communications Network (NEC) or also known as **Code Red**. This system allows the Town to contact those who choose to sign up for the program via home telephone, cell phone, text or e-mail with important emergency and non-emergency information. I urge you to go to <http://cne.coderedweb.com> and sign up or you can go to [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov) and click on Code Red. Your information remains private and will only be used for this purpose.

### School Safety:

Violence in schools and public places is becoming more and more common. December 14<sup>th</sup> was another reminder of how vulnerable we are when a single shooter entered an elementary school in Newtown, CT and caused such death and destruction among those so innocent. Many questions arise from these events, like why? How do we stop it from happening? Can it happen in our schools or our community? The Ashburnham and Westminster Police Departments have and continue to work very closely with the School District on a regular basis to discuss, develop and update our safety and security plans. Without a doubt more needs to be done, this was recognized even before the tragic events in Newtown. In November, staff from Cushing Academy and 2 officers from our Department were trained as instructors in the A.L.I.C.E. (alert, lockdown, inform, counter and evacuate) program. The A.L.I.C.E. training deals with responding to and preparing for an active shooter situation. Our officers will train our staff in this program and it will be taught and instituted at Cushing Academy in early 2013. We have and will continue to meet with school officials to discuss what appropriate measures we can take to make our schools safer.

### Detective Report:

The Detective continues to fill many roles, because of budget constraints, to include patrol, court and investigations. As our calls have continued to increase, so have our investigative needs. Much time is spent investigating crimes such as rapes, sexual assaults, larcenies, house breaks, fraud cases and narcotic violations, which in turn reduces our patrol hours. As this trend continues we will need to reevaluate the need to have a detective's position for the sole purpose of investigations.

**Police Department (continued)**



Pictured above – Car 5 – Ford Utility Interceptor

**Traffic:**

The Ashburnham Police Department continues to target aggressive drivers, seatbelt violations and drunk drivers.

We are committed to making our streets safe for all vehicles that travel within our community and the people that walk our streets. In 2012 we have seen a reduction in civil infraction and motor vehicle accidents.

**Vehicle Violation Breakdown**

Total traffic stops	1,591
Arrests as a result of stop	27
Criminal complaints	61
Civil fines issued	425
Written warnings	370
Verbal warnings	796
Vehicle accidents	73

**Criminal Case Activity Statistics**

Total offenses committed	571
Total felonies	64
Total crime related incidents	165
Total arrests (on view)	36
Total arrests (based on incidents/warrants)	25
Total summons arrests	137
Total arrests	198
Total juvenile arrests	7
Total juvenile referred (arrests)	7
Total open warrants	0
Total restraint orders	52

In closing, I would like to thank the other Town departments, committees and public officials for their continued support and dedication. Most importantly, I would like to thank the men and women who work with me. Without their endless dedication and support, my job would be impossible. I would also like to thank the citizens of Ashburnham for their continued support and you can be assured that the Ashburnham Police Department will continue to improve its services to make Ashburnham a better and safer place to live and raise your children. Thank you and God Bless America!

Respectfully submitted,  
Loring Barrett, Jr.  
Chief of Police

**POLICE DEPARTMENT PERSONNEL**

Loring Barrett, Jr.....	Chief of Police
Kristen Mathieu .....	Administrative Assistant
Todd Parsons.....	Lieutenant
Chris Conrad.....	Sergeant
Wade Wright.....	Sergeant
Rob Siano.....	Detective/Patrolman
Nicholas Dalton .....	Patrolman
Les Holgerson.....	Patrolman

Kevin Kaddy.....	Patrolman
Travis Rixford .....	Patrolman
John Boucher.....	Patrolman (Promoted to full-time 7/1/12)
Scott Tibert.....	Part-Time Patrolman
Robert Brennan, Jr.....	Part-Time Patrolman
Robert Gariepy .....	Part-Time Patrolman
Thomas Chabot.....	Part-Time Patrolman
Corey Donnelly .....	Part-Time Patrolman
Jason Bourgeois.....	Part-Time Patrolman
Jonathan Augusto .....	Part-Time Patrolman
Brian Hart.....	Part-Time Patrolman
	(Resigned 6/30/12)



**Emergency Dispatch Center  
2012 Annual Report**

To the Honorable Board of Selectmen and Residents of Ashburnham:

The Ashburnham Emergency Dispatch Center is responsible for taking all incoming emergency and non-emergency calls for Police and Fire services and walk-ins. Dispatchers are a vital part of the service that we provide to you as public safety departments. Dispatchers are required to ascertain information during some very difficult and stressful situations and

## Emergency Dispatch Department (continued)

relay that information to the appropriate responding emergency personnel. We are fortunate to have such dedicated, trained personnel working for us.



Ashburnham's Emergency Communication Center Console  
#1 Primary

In 2012, the Dispatch Center received 14,241 calls for service, plus an additional 1,629 E-911 calls.

The Department received two grants in 2012, a training grant for \$10,000 and an incentive grant for \$18,390 both from the State E-911 Department. These grants are primarily used to help the operations of the communications by way of training, overtime coverage and equipment.

All Emergency 911 Dispatch Centers in Massachusetts were required to meet strict training standards and to have in place a quality assurance program by July 1, 2012. The Ashburnham Communication Center met those requirements well before that deadline and continues to look at ways to improve our services.



Dispatcher Stephanie Asbury

Ashburnham was one of the first departments in the State to have the new Criminal Justice Information Services (CJIS) program updated and installed. The new system allows for information between police departments, courts, and state and federal agencies to be disseminated faster and more accurately. The system is far advanced over the previous system, is much more user-friendly and is funded and maintained by the State.

In closing, I would like to thank all the Emergency Dispatchers for what they do behind the scenes; you are the lifeline for the residents of Ashburnham and all its public safety personnel. It is often a thankless position that does not receive the credit it deserves. Thank you and keep up the good work!

Respectfully submitted,  
Loring Barrett, Jr.  
Chief of Police

## **EMERGENCY DISPATCH PERSONNEL**

Sue Brennan .....Head Dispatcher  
Christine Pierce .....Full-Time Dispatcher  
Stephanie Asbury.....Full-Time Dispatcher  
Lisa Hamel .....Full-Time Dispatcher  
Shawn Ilinitch.....Part-Time Dispatcher  
Mark Lafferty .....Part-Time Dispatcher  
Andrew Richard .....Part-Time Dispatcher

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### **Animal Control 2012 Annual Report**

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To the Honorable Board of Selectmen and Residents of Ashburnham:

We continue to provide animal control services on a regional basis with the Town of Westminster. Chief Albert and I looked at ways to improve the level of services currently provided. We contracted, on a temporary/ trial basis, with the Wachusett Animal Hospital for their services to our communities. They have provided excellent service and an immediate response for emergencies that require urgent medical care. We continued to evaluate these services in 2012 and look for a more permanent solution in early 2013. At year's end we have issued an RFP (Request for Proposal) for animal control services to include Ashburnham, Westminster and Winchendon. This process will give others an opportunity to submit a proposal to provide services to the Towns and assure the towns involved that we are getting the best price for those services.

The Police Department and Animal Control Officer(s) work in partnership to address violations and investigations of various complaints. Again this year much effort has been made to notify residents of the importance and requirement to license their

**Animal Control (continued)**

dog(s). After several notifications, strict enforcement was taken and will continue to be taken to assure that all dogs are properly vaccinated and licensed in Ashburnham. In 2012, \$5,395 in fines was collected primarily for unlicensed dogs including late fees and from owners for letting their dogs run at large.

Approximate number of dogs licensed in Ashburnham:

Year 2010	1,102
Year 2011	1,130
Year 2012	1,156

**Licensing**

The owner or keeper of any dog shall license such animal. The licensing period is from April 1<sup>st</sup> to March 31<sup>st</sup>, with new licenses available on March 1<sup>st</sup>. The following fee structure applies:

Males	\$15.00	Males (neutered)	\$10.00
Females	\$15.00	Females (spayed)	\$10.00

For dog licenses that are not renewed by June 1<sup>st</sup>, the above fee schedule will be increased by \$10.00. The owner or keeper may also be subject to a fine between \$25.00 and \$75.00 for not having a dog properly licensed.

You may obtain a dog license from the Ashburnham Town Clerk’s Office by furnishing a certificate of rabies vaccination and paying the license fees. No tag will be issued unless there is proof that a licensed veterinarian has vaccinated the dog against rabies.

**Leash Law**

Chapter XVI Section 3 of the Town’s Bylaws requires that no owner or keeper of a dog shall permit

such dog, whether licensed or unlicensed, to run at large within the Town of Ashburnham, except that a dog may, for the purpose of sporting events, (such as hunting, field trials or training purposes) or for agricultural assistance, or while working a canine guard of mercantile, commercial or industrial establishment, be exempt from the restraining order during such period of time as the dog is actually engaged in the event, sport, agriculture function, or guard work. Dogs may be taken from the owner’s premises provided that such dogs are on a leash.

This Bylaw will be enforced for the safety of your dog as well as the safety and quality of life our residents have grown to enjoy. Violating the leash law can result in a fine of \$25.00 to \$75.00 and/or an appearance in Winchendon District Court.

**Emergency and After Hour Calls**

Animal Control responds to calls after hours for emergencies only. It is an emergency if a domestic, farm or wild animal is threatening the life or safety of a human. If an animal is injured and the owner can be located, then the care of the animal is the owner’s responsibility. To report emergencies during or after hours please call the Ashburnham Police Department at 978-827-4413 or 911. For non-emergencies the ACO can be reached or a message can be left at 978-827-4413 ext. 301.

**Why is it Important to Spay or Neuter Your Pet**

The answer is simple. Every year there are about 30 million puppies and kittens born in the United States. Unfortunately, 4 to 6 million of those adoptable animals are euthanized every year because no one will give them a good home. Many unwanted animals suffer terribly without shelter, good food, and worst of all – a loving human companion. Nationwide, animal shelters report that they take in

over 10 MILLION animals every year – far more than they can possibly adopt out to good owners.

Did you know that a single, unsprayed female cat, her mate and all their offspring can produce, on average, over 1.5 MILLION kittens in as little as 9 years? The good news is that pet over-population is a problem that YOU can do something about if you want to end this tragedy. Talk to your vet about spaying and neutering your pet. Prevent a litter and be a part of the solution to the problem.

**Spaying & Neutering is Good for Your Pet**

It is a fact that spayed and neutered pets live longer, healthier lives. In fact, spaying and neutering can eliminate or reduce the incidence of a number of health problems that can be difficult to treat once they occur. Such health problems include uterine or ovarian cancer, animal breast cancer, testicular cancer, and prostate disease. Spaying a female eliminates its heat cycle and thereby reduces nervous behavior in the female. It is very common for the pet to become a more affectionate companion following spaying or neutering. Bad behavior (such as biting, fighting, or running away) and temperament problems are less likely to occur.

Pet Population Control is a Community Responsibility, communities spend millions of tax dollars every year to control unwanted animals. Animal control officers commonly have to deal with irresponsible breeding, which contributes to the problem of dog bites and attacks on people and other animals. Stray pets get into trash containers, defecate in public areas or on private lawns, and frighten or anger people who have no understanding of their misery or needs. Some stray animals also scare away or kill birds and wildlife. A responsible community teaches children the true meaning of responsible pet ownership and love by making sure that all dog and

**Animal Control (continued)**

cat pets are sterilized to prevent the birth of more homeless animals.

There is one more thing that you can do as a concerned citizen in your community: *adopt a homeless pet*. Adoptable pets at your local animal shelter make the best companions you can ever imagine and will likely bring much joy to your life.

**When Should a Pet be Spayed or Neutered?**

Pets can become capable of reproduction as early as 6 months of age. That is why pets should be spayed or neutered by age 6 months. Sterilization can safely be done before that age, as endorsed by the American Veterinary Medical Association. The chief veterinarian of the Humane Society of the United States recommends 4 months as ideal. Older pets can safely be sterilized as well. It should be emphasized that animal sterilization is a routine procedure and does not cause the pet pain or stress. Most pets recover from the procedure within a day.

For more information about spaying and neutering pets you can visit the Humane Society of the U. S. at: <http://www.hsus.org>.

Respectfully submitted,  
Loring Barrett, Jr.  
Chief of Police

**Fire/EMS Department  
2012 Annual Report**

Citizens of Ashburnham:

It is my great privilege to submit this, my 20<sup>th</sup> Annual Report of the Ashburnham Fire Department. Over the years we have seen a change in the availability and commitment of On-Call/Volunteer personnel. Having lost a full-time position in 2008, we have tried several options to provide the needed and expected level of care and service to you. We are at a crossroads where we are going to have to hire additional full-time personnel to provide services. Our goal has been to provide Paramedic level of care to every citizen and visitor to our community 24 hours a day, 365 days a year. Our belief is that whether someone has a heart attack, diabetic emergency, or is involved in an accident, they should receive the highest level of care to assure the most positive outcome. We will continue on our mission to be “Always Ready to Serve and Protect.”



***Thank you to the Gordon E. Erickson Memorial Fire/Rescue Fund Committee for their hard work and efforts which resulted in the following purchases in 2012:***

Base Radio	\$5,476.71
24' Extension Ladder	\$1,102.00
<b>TOTAL</b>	<b>\$6,578.71</b>

**Grants received this calendar year are as follows:**

EMPG Emergency Operations Room	
Computer.....	\$2,000
EMPG 4 Tablet Computers.....	\$3,000
C.E.R.T. Multi-Jurisdictional Interoperable	
Radio.....	\$2,500
S.A.F.E. Fire Prevention Materials.....	\$1,500
<b>TOTAL</b>	<b>\$9,000</b>

***Our thanks also to the Ashburnham Firefighters Association for their generosity as follows:***

Hydraulic Rescue Tool Mounting Bracket	\$ 420.00
2 Defibrillator Trainers	\$ 348.69
Command Boards	\$ 338.40
Fire Prevention Materials	\$ 422.50
Chaplain Uniform	\$ 340.00
Open House	\$ 527.11
Freezer	\$ 199.00
Tony Fisher Day	\$ 82.13
Food for Stand-by Crew	\$ 56.10
Retirement Party for B.C. Martin & Aux. Daigle	\$ 479.70
<b>TOTAL</b>	<b>\$3,213.63</b>

This year we had six people attend the Firefighter Recruit Training Program at the Massachusetts Firefighting Academy in Stow. This training was two nights a week and every Saturday for almost six months. After 322 hours of classroom and practical skills work, our six recruits passed the National Professional Board examination and were promoted to Firefighter. Congratulations to Firefighters Kenneth Chase, Katherine Kusza, Joseph Poirier, Paul Rekos, Jr., Donna Williams and Randall Williams.

We also had two members receive their permanent Officer appointment. Congratulations to Lieutenant John Bresnahan and Lieutenant Jake Zbikowski.

## Fire/EMS Department (continued)

The following are the current members of the Ashburnham Fire/EMS/Emergency Management Department:

### Battalion 1 – Crew A

Lieutenant/Paramedic John Bresnahan  
FF/EMT Dr. Shauna Bresnahan  
EMT Mark Boucher  
EMT Josiah David  
FF/EMT Tyson David  
Lieutenant/EMT Michael Dufault  
EMT Karen Plant  
Firefighter/EMT Paul Rekos, Jr.  
\* Captain/Paramedic Paul Rekos  
FF Michael Salem  
Engineer/EMT Jeremy Salo  
EMT Ryan States  
Firefighter/EMT Donna Williams  
Firefighter Randy Williams

### Battalion 2 – Crew B

EMT Kelsi Anderholm  
+ FF/EMT Kenneth Chase  
+ FF/EMT John Girouard  
EMT Katherine Kusza  
\* Engineer/Paramedic Robert Plant  
FF/Paramedic Sarah Plant  
Firefighter Joseph Poirier  
EMT Michele Poirier  
FF/EMT Rebekah Salo  
\* Battalion Chief/EMT Robert Salo  
EMT Heather Sedani  
Captain/EMT Richard Sicard  
FF/EMT Christopher Williams  
FF/EMT Derek Young  
Lieutenant/EMT Jake Zbikowski  
+ Deputy Chief Jerry Descoteaux  
\* Chief/EMT Paul Zbikowski

Chaplain Daniel Allen  
Photographer Kevin MacLean

### Auxiliary Members

+ John Enright  
Timothy Hill  
+ Raymond Page  
Ashley Salem  
John Swick

### Per-Diem Paramedics

Paramedic Alexandra Bergeron  
+ Paramedic Jason Bergeron  
FF/Paramedic William Davis  
FF/Paramedic Scott Florio  
+ FF/Paramedic Raymond Lashua  
FF/Paramedic Jason McNeaney  
FF/Paramedic Hilary Towne  
\* Designates Full-Time  
+ Designates Military Veteran

## Fire Prevention and Public Education

The Fire Prevention Division conducts a wide variety of inspections, code enforcement, fire drills, and public education classes throughout the year. This past year we held an Open House which featured the Regional SAFE Trailer and a Home Fire Sprinkler Demonstration. We also participated in Downtown Day at the end of June.

As a reminder, when you change your clocks, change your smoke detector batteries. Also, it is a good idea to check your smoke detectors and carbon monoxide detectors monthly for proper operation. In addition, you should vacuum them out at least once a month to avoid dust build-up.

Should you have any questions regarding fire prevention or public education, feel free to contact the Fire Department during regular business hours.

## Fire Prevention Statistics 2012

Smoke/Carbon Monoxide Detector	101
Oil Burner	40
Underground Storage Tank Removal	2
Underground Storage Tank Installation	4
LP Gas	45
Plan Reviews	8
Re-Inspections	0
Cannon Firing	1
Tank Truck	3
Commercial	6
School & Dormitory	20
Blasting	2
Dumpster	2
Fire Protection System Inspection	0
Special Permits	0
Fire Drills	12
Brush Burning Permits	215
<b>Total Permits &amp; Inspections</b>	<b>461</b>

**Change your clocks –  
Change your batteries**

### Safety Concerns

There has been an increase in the use of solid fuel burning appliances (i.e. wood stoves, pellet stoves, etc.) in the past few years. This has caused an increase in fire emergencies involving these appliances. Make sure there are working smoke detectors and carbon monoxide detectors on every level of your home, including outside every bedroom. Have an escape plan and practice it.

Space heater use has also increased. Use them only as a secondary heat source. Keep anything that can burn at least 3 feet away. Always turn it off when going to bed or leaving your home. Portable kerosene heaters are illegal in Massachusetts for home use.

**Fire Prevention and Public Education  
(continued)**

**Tips for Safe Use of Wood, Coal  
and Pellet Stoves**

Before you purchase a heating stove make sure that it has the approval from an independent testing lab, such as Underwriter’s Laboratories.

**Installation:**

A building permit must be obtained prior to the installation of fireplaces, wood, pellet or coal burning stoves. They must be inspected by the local building inspector prior to their initial use as required by the Massachusetts State Building Code.

Allow at least 36 inches of clearance around the appliance to prevent combustibles from coming into contact with a heat source. This is the 3-foot circle of safety.

Solid fuel heating appliances cannot share a common flue with chimney flues utilized by another solid fuel, fossil fuel or gas fired appliances.

A qualified mason should inspect the chimney and flue before the stove is used. Cracks in the flue or mortar joints can allow flames and heated gases to extend into the structure.

**Fires from Ashes:**

To prevent fires from ashes, ashes that are cleaned out from the stove or fireplace should be shoveled into a metal bucket with a metal lid and placed outside on the ground away from the building. There have been many recent fires from ashes stored underneath a deck or porch or inside the garage or from ashes stored in cardboard boxes. A live ember can continue to smolder unnoticed for quite some time.

**Emergency Response Statistics**

Last 10 calendar years:

	<b>Fire</b>	<b>EMS</b>	<b>Combined</b>
2003	352	358	710
2004	302	430	732
2005	272	386	658
2006	253	362	615
2007	272	399	671
2008	254	358	612
2009	239	371	610
2010	228	381	609
2011	229	376	605
2012	211	360	571

*Some of the factors that have led to the reduced number of calls are:*

- The loss of 3 Rest Homes – reduced medical calls.
- New Radio Fire Alarm System – reduced false alarms.
- Very quiet brush fire seasons the last couple of years.
- Fire Prevention Classes and Inspections – reduced accidental, “malicious” incidents and false alarms.
- We do not get dispatched to car accidents as often as we had in years past.

<b>FY12 Budget</b>	<b>\$490,627</b>
Net income from ambulance billing	\$161,311
Income from inspections and permits	\$ 11,585
Income from fire alarm fees	\$ 9,000
<b>Total Income</b>	<b>\$181,896</b>
	<b>(37% of Fire/EMS Budget)</b>
Reserve Fund transfer – wages	-
Reserve Fund transfer – expenses	-

Unexpended wages	\$ 6,202
Unexpended expenses	(5,745)
<b>Actual cost to operate department</b>	<b>\$308,275</b>

Special recognition was given to two members this past October, Battalion Chief Kevin Martin and Auxiliary Valorie Daigle, who retired after 20 years of dedicated service to the department and our community. These folks gave countless hours to the betterment of our department and the protection of you, our citizens. Chief Martin deserves extra accolades for his efforts as an officer of the department. Kevin was a key part of developing our programs and a dedicated responder day and night. Thank you both!!

Thank you to the members of the department for their dedication. Thank you to all Town departments for the continued efforts to work together throughout the year. Thank you to our members, town employees and citizens who serve and have served in the armed forces. You are our heroes!!

Respectfully submitted,

Paul J. Zbikowski      Robert W. Salo  
Fire Chief              Battalion Chief-Fire Prevention



# PUBLIC WORKS

## Department of Public Works 2012 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham:

Our team of skilled personnel responds to all weather emergencies including: snow, ice, flooding and wind related damage. We accomplished a great deal this last year and we appreciate the dedication and hard work of the entire staff.

Some of the major functions of the DPW include the following: maintenance of the roads, grounds, cemeteries, vehicles and equipment, building/structures, and operation of the transfer station. The DPW also provides support for other Town Departments, committees, civic organizations and the general public.



Routine maintenance was performed throughout the year on public roads which included: tree/ brush removal and trimming, roadside mowing, pothole patching, asphalt repair, street sweeping, catch basin cleaning, grading dirt roads and fabrication and installation of street signs and roadway and parking lot line painting.

Many old, illegible and non-reflective street signs continue to be replaced with Manual of Uniform Traffic Control Devices (MUTCD) compliant signs that are clear with larger fronts and are reflective at night.



The Highway Department received \$348,000 in Chapter 90 Funds from the State. The Town funded \$100,000 for roads and MASS Department of Transportation (DOT) spent \$2,000,000 on Ashby Road.

Work completed on Ashby Road consisted of all new drainage, structure adjustments, loam, seed and lines painted.

The Town reclaimed and paved Oakmont Drive for \$88,371. South Main Street work consisted of reclaiming and paving, adjusting structures for a total of \$240,762. Upon completion of the paving, these locations are loamed and seeded, and pavement line painting is scheduled.

The DPW continues to assist various committees and groups with their endeavors. These include:

- Bringing snow to the site of WinterFest.
- Cutting and placing the holiday tree for the Tree Lighting Ceremony.
- Applying new safety surfacing material at both Sweeney Playground and Winchester Park.
- Dug hole for new equipment at Sweeney.
- Assisted with new parking area at Sweeney.
- Picked up new playground equipment donated from the Framingham Parks Department.
- Helped with the set-up of the donor sign at Winchester Park.
- Supplied equipment and manpower for Brian's Road Race, Run for Cody Race, and Walk to School Day.
- Transported a donated playing organ for the Senior Center.
- Sponsored a United Way Project Day where 10 volunteers helped out in one of our cemeteries.

The DPW worked with Oakmont Regional High School Soccer by allowing them to use Landry Field for practices and games when the EEE threat made it impossible to play any games after 5:00 p.m. This situation occurred because Oakmont didn't have enough athletic fields to hold all the games and practices in that limited timeframe.

**Department of Public Works (continued)**



Landry Field

The Grounds Department was featured at the August 2012 New England Sports Turf Managers Association on how to have quality turf with a limited budget.

The Pavement Management Program has been completed by our engineering firm, Weston & Sampson. The road analysis now gives the Town a complete rating of every Town road and what it will cost to fix them. Now with a complete road analysis and water analysis we will be able to generate a plan that will incorporate both departments into one complete capital improvement plan.

The DPW is pleased to welcome two new employees to the Department. Mary Calandrella as the Administrative Assistant joins us with 7 years of experience in the Chelmsford Sewer Department where she was part of a \$164 million dollar sewer project. Steve Picard as Equipment Operator joins us with over 9 years of experience with LL&S

Development where he performed site work, road work, excavation and residential landscaping and maintenance.

We strive to cooperate and coordinate with all Town departments, committees and individual citizens to provide the most effective accomplishment of community goals and objectives. If you have any questions and/or comments please let us know by calling the DPW office at 978-827-4120.

Respectfully submitted,  
Stephen Nims  
DPW Superintendent



**Cemetery Department  
2012 Annual Report**

**Burials – 2012**

April 4.....Earl Myntti  
April 14.....Jeannette Adams  
April 26.....Madeline Crumley  
May 9.....Lila Keating

June 12.....Lempi Beaudoin  
June 14.....Ryan Mawhinney  
June 18.....Ruth Munro  
July 3.....Evelyn Fletcher  
July 3.....Mary Day  
July 6.....Stephen Sharron  
July 7.....Thelma Neuvonen  
August 22.....Harriet Corsiglia  
September 8.....Sandra Dufour  
September 8.....Margaret Weeks  
September 15.....Helene Peeler  
September 29.....Theodore Caisse  
October 5.....Jeffrey St. Cyr  
November 2.....Kathy Bitter  
November 16.....John Spuria  
November 16.....Mary Spuria  
December 27.....Michael Thomas



**Water/Sewer Department  
2012 Annual Report**

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To the Honorable Board of Selectmen and Citizens of Ashburnham:

Your Water/Sewer Commissioners are pleased to submit the following report for the year ending 2012.

In 2012 the Water Department saw the completion of the new water tank on Cushing Street. The tank went on-line completely in August. The Gardner Hill water tank was also completely rehabilitated. Both projects, at a cost of 2 million dollars combined, improved the water infrastructure for the Town.

With the completion of the new water tank we saw an increase in water pressure by 20 pounds, which created some breaks in our AC pipes due to deteriorating water mains. These breaks were repaired with little impact to the community. Going forward, most of the problems due to the increased pressure have been corrected.

The Water/Sewer Department currently services a little over 1,100 customers which are billed on a quarterly basis with rates based on consumption and are adjusted annually.

We currently service 53 miles of water lines and 25 miles of sewer lines throughout the Town.

Our engineering firm, Tighe & Bond, has completed an hydraulic model of the Ashburnham water distribution system based on geographic information system (GIS) data, operating data, billing system data, and production data provided by the Town.

Tables 1-1 and 1-2 summarize the pipes in the hydraulic model by diameter and material. There are 624 individual pipe segments in the hydraulic model. Pipes in the system range from <4 to 12 inches in

diameter. The majority of the pipes in the system are cast iron, ductile iron or asbestos cement.

**Table 1-1**  
Pipes in Ashburnham System by Diameter (includes private mains)

Diameter (in)	Length (ft)	Length (miles)	Percent of Total
<=4	24,421	4.63	12.08%
6	37,998	7.20	18.80%
8	100,343	19.00	49.65%
10	3,140	0.59	1.55%
12	36,181	6.85	17.90%
Total	202,083	38.00	100%

**Table 1-2**  
Pipes in Ashburnham System by Material (includes private mains)

Material	Length (ft)	Length (miles)	Percent of Total
Cast Iron	77,917	14.76	38.56%
Ductile Iron	43,116	8.17	21.34%
Asbestos Cement	47,411	8.98	23.46%
Poly	17,668	3.35	8.74%
Unknown	15,971	3.02	7.90%

This report now gives the Town a comprehensive analysis for our water/sewer system which, going forward, provides recommendations on water main replacement projects prioritized based on the probability of a water main break and water main criticality.

Probability of failure was quantified based on water main material, age, break history, and maximum model-predicted pressure.

A high-risk candidate water main list was developed based on the total benefit score. High risk water

mains have high probability of failure and/or significant consequences associated with failure. The top 15 water mains with the highest total benefit score are recommended for replacement. The top 3 water mains are Lashua Road, Corey Hill Road and Williams Road.

The Town should consider budgeting an annual water main replacement program. This equates to an annual replacement of approximately 2,000 to 4,000 feet of pipe.

With the remaining money left over from the Water Tank Project, the Town has agreed to purchase the following items:

- Security Camera System at both water tanks
- Digital Transmission System to monitor tank levels
- Tank Mixing System for the Gardner Hill Tank
- Pressure Transmitter on discharge line for the Treatment Plant
- Variable Speed Drive Pumps at the Treatment Plant

Respectfully submitted,  
Leo Collette, Chairman  
David Berger, Member  
George Cornwall, Member  
Valorie Daigle, Member  
Charlie Packard, Member  
Stephen Nims, DPW Superintendent

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## Ashburnham Municipal Light Plant 2012 Annual Report

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To the Honorable Board of Selectmen and Citizens of Ashburnham, we submit for your consideration and approval the 104<sup>th</sup> Annual Report of the Ashburnham Municipal Light Plant.



The Municipal Light Commission consists of three members elected by the voters of Ashburnham for three-year terms that alternate annually. They are the policy-makers, and they authorize and approve the expenditures of the Light Plant. They meet in public session at the Municipal Light Plant Office at 24 Williams Road on the 3<sup>rd</sup> Wednesday of every month. We welcome any citizen or person having business with the Light Plant to attend and participate.

<u>Commissioners</u>	<u>Position</u>	<u>Term</u>
Richard Ahlin	Chairman	April 2014
Kevin Lashua	Member	April 2015
Mark Carlisle	Secretary	April 2013

In this the one-hundredth and fourth year of the Ashburnham Municipal Light Plant, we again experienced the safe and reliable operation of Ashburnham's Municipal electrical system. Probably the most noteworthy event is that we have sought out a new solar provider to work with to develop a 3 megawatt solar facility in Ashburnham. The hope is that this system will be up and running by the end of the summer of 2013. It should produce about 10% of the Town's electrical needs or about 4,000,000 kilowatt hours annually, thereby continuing the reduction of our reliance on fossil fuels.

We were also confronted with an Atlantic hurricane called "Sandy". This storm presented us with high winds and very heavy rain. The employees worked through the storm restoring power outages as they presented themselves. The duration of the main storm was about 8 hours and all reported outages were repaired that night. We are pleased to report that the system held up well when confronted with these conditions.

Ashburnham Municipal Light was requested to provide mutual assistance to NSTAR. We put together a crew that was sent to assist. They worked about 7 days and went as far south as Greenwich, Connecticut. I would like to thank Jeremy Holmes and Jeff Schrecke for volunteering to help restore power to customers in harder hit areas along the east coast. They represented the Ashburnham Municipal Light Plant very well.

The largest factor that is applying upward pressure to the electrical rates in New England remains transmission costs. In 2011 AMLP paid to National Grid approximately \$13,500, but in 2012 we will pay very close to \$70,000. We expect that as more and more transmission projects are approved by ISO New England, we will continue to see this type of increase for several years to come. Costs associated with upgrades to the transmission system will be socialized over the entire New England customer base. States having larger populations will pay a larger portion of the costs regardless of whether they receive a direct benefit from the upgrades or not.

Regardless of the continued upward pressure on transmission rates and the government's ever increasing regulations, the Ashburnham Municipal Light Plant has been able to keep the rates reasonable. We believe, barring some unexpected circumstances, we will be able to avoid any rate increase for 2013. We have worked very hard with

our electrical suppliers to insure that we are getting the best wholesale rates we possibly can. By doing this we believe that we have been able to mitigate the increasing cost and to keep the electrical rates stable. Our ability to put forth this exceptional service remains a direct result of the unwavering dedication of the Ashburnham Municipal Light Plant employees remaining diligent when attending to their daily work activities. Our elected Commissioners would like to thank the employees of the Ashburnham Municipal Light Plant for their exemplary service, as well as you, the consumers/ owners of Ashburnham Municipal Light Plant, for your continued confidence in our ability to provide this valuable service for you.

### Personnel Highlights:

Ashburnham Light was able to hire a new employee to replace David Goodall who was unable to return to work because of an injury. Our new employee, Jeff Schrecke, started in mid-summer and has successfully completed his Ground Worker and 3<sup>rd</sup> Class training at the National Grid training facility. We wish Jeff a long and successful career here in Ashburnham.

### Company Highlights:

The Ashburnham Municipal Light Plant is a joint-owner in the Berkshire Wind Project located on Brodie Mountain in the Town of Hancock. The Project has been performing well throughout this year, and we are on track to receive two million kilowatt hours of energy from our ownership interest in this Project.

Ashburnham continues to pursue building a large solar array here in Ashburnham. We continue to work aggressively with providers to develop a project that will result in reasonable pricing for our customers as well as reduce our dependence on fossil fuels.

## Ashburnham Municipal Light Plant (continued)

Finally, we continue to work with Flo-design, a Massachusetts wind turbine company, who is working to develop a 5 turbine wind project in Ashburnham. They have been completing their preliminary studies here in Ashburnham throughout 2012 with the anticipation that we will sign the necessary agreements for land and power sales early 2013 and begin construction in early 2014.

### Ashburnham Municipal Light Plant Contributions:

We have annually paid to the Town of Ashburnham an in-lieu of tax payment of \$40,000 for many years. In 2011 the Commissioners agreed to base this contribution on a quantifiable formula based on kilowatt hour sales. This will result in a more stable process for determining the annual contribution the Light Plant makes to the Town. In 2012 the Light Plant implemented this new process and paid an in-lieu of tax payment of \$66,345. This is an amount that will cover the old in-lieu of tax payment as well as all other services provided to the Light Plant by the Town.

We continue to provide the Town with discounted street lighting, reduced electrical rates, traffic signal and school signal maintenance, generator maintenance, radio tower maintenance, and tree chipper service at no additional cost to the Town.

### Reliability:

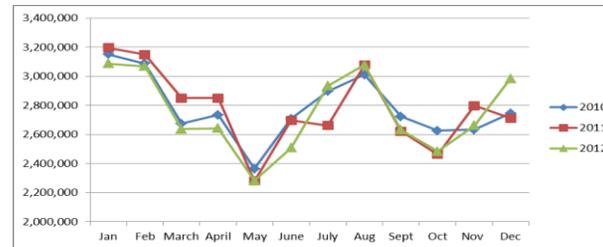
Average relatively 99.985%

Month	Cause	# of Customers Affected	Duration
November	Squirrel	1,380	2.5 hours
October	Hurricane	583	5 hours
August	Lighting	52	2 hours

### Kilowatt Hour Peaks:

The Ashburnham Municipal Light Plant provides power to approximately 2,976 customers in the Towns of Ashburnham, Winchendon, Westminster and Gardner. The peak electrical usage reached 6.7 million watts on January 18<sup>th</sup> 2012 at 7:00 p.m. In the last couple of years, Ashburnham has bounced back and forth between being a winter peaking system or a summer peaking electrical system. Peaking refers to the time when the consumers here in Ashburnham use the most electricity. The majority of towns in New England are summer peaking systems, and as we become more dependent on air conditioning here in Ashburnham, it is likely that we will also begin to use more energy in the summer as opposed to winter.

The following chart represents monthly kilowatt-hour sales for 2010, 2011 and 2012.



Ashburnham Municipal Light Plant has several rate classifications under which we provide service and derive income. These classifications are: Residential, Commercial, Industrial and Municipal. The following charts will indicate how each rate class contributed in 2011 and 2012 to the total consumption of electricity and revenue. The overall average cost per kilowatt-hour is 14.79 cents for all rate classes.

### Kilowatt Hour Sales:

Rate Classification	2011 Kilowatt Sales	2012 Kilowatt Sales
Residential Sales	21,191,381	20,667,593
Commercial Sales	1,023,010	1,028,323
Industrial Sales	10,740,792	11,042,374
Municipal Sales	217,454	203,738
<b>Total Sales</b>	<b>33,172,637</b>	<b>32,942,028</b>

### Revenue from the Sale of Electricity:

Rate Classification	2011 Revenue	2012 Revenue
Residential Sales	\$3,453,641.73	\$3,254,313.77
Commercial Sales	166,170.74	171,936.86
Industrial Sales	1,435,005.08	1,418,240.30
Municipal Sales	28,675.57	36,398.24
<b>Total Sales</b>	<b>\$5,009,990.41</b>	<b>\$5,086,493.12</b>

### System Improvements:

The Light Plant is planning a major pole replacement program beginning in late winter of 2013. Poles will be assessed and a list of those poles needing replacement will be developed. This program will replace in excess of 100 poles in 2013. Continually assessing and replacing poles improves the system's ability to handle weather related events and thereby increases reliability.

The Light Plant will also be installing new capacitor banks to help us meet the efficiency standards required of electrical distribution systems across New England.

### Tree Trimming Program:

We continue our tree-trimming program to maintain control over the growth of the trees, which have the potential to damage lines and poles. This is an ongoing program and is expected to remain on a five-year trimming cycle. We are somewhat aggressive in our tree and roadside mowing program, however, the

**Ashburnham Municipal Light Plant  
(continued)**

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residents of Ashburnham understand the need for tree removal, and we have great support from them for the program.

**Equipment Upgrades:**

We took delivery of our new 55 foot bucket truck made by the Altec Company in June of 2012. We expect to get 10 years of service from this piece of equipment. The next piece of equipment we expect to replace is the digger/ derrick truck by taking delivery of it in 2014.

**Pole Replacement:**

We continue upgrading our pole plan with the installation of new poles to provide service to the new homes, as well as replace older poles in our system. The total new poles set this year were 44. This total is slightly down from last year due to less building activity.

**New Services to Homes:**

We installed the necessary equipment to serve 11 additional homes built in Ashburnham in 2012. We also have 50 properties shut off due to foreclosure or being abandoned.

**Power Costs:**

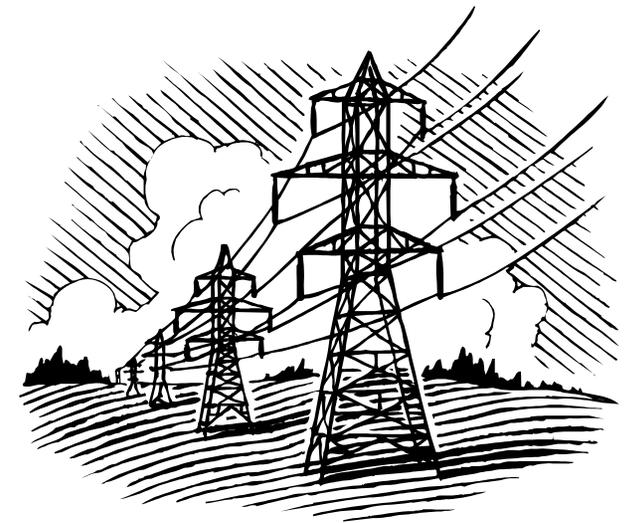
Bulk Power Cost Projections – ISO Energy Market

	<b>2012</b>	<b>2013</b>
Fixed Cost	1,517,776	1,444,743
Transmission	536,825	547,702
Energy	1,333,240	1,189,164
Total Costs	3,387,841	3,181,609
MWH	35,947	35,305
\$/MWH	94.2	90.1

As is represented by the example above, our projected electrical cost for 2013 is trending downward slightly when compared to 2012. Transmission costs are expected to increase while energy costs will decline slightly. The decline in energy costs is due to the abundance and low cost of natural gas, which is one of the principal sources of fuel for electric generation in New England. Transmission costs are expected to continue to add upward pressure to the long term cost of electricity. Also government regulators are establishing more and more regulations and regulatory agencies, which will ultimately cause increased cost to consumers. The Municipal Electric Systems in New England will continue to work to insure that costs are justifiable, and customers are getting the best possible value.

***Cost Comparisons***

Residential Bill	12 Month Average Oct 2011 – Sept 2012			
	250kWh	500kWh	750kWh	1000kWh
Com Electric	47.22	90.71	134.19	177.68
Cambridge Elec.	42.07	77.27	112.46	147.66
WMECO	42.60	79.19	117.29	156.38
National Grid	37.13	70.25	104.37	139.15
Fitchburg G&E				
Unitil	51.97	98.53	145.70	193.26
Boston Edison	44.57	82.71	120.84	158.88
Ashburnham	39.85	75.20	110.55	145.90



Respectfully submitted,  
Stanley W. Herriott, Manager  
Ashburnham Municipal Light Commissioners

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# EDUCATION

## Ashburnham-Westminster Regional School District 2012 Annual Report

### Report of the Superintendent of Schools

Dear Residents of Ashburnham and Westminster:



Our MCAS scores continue to be among the best in the area. Three of our schools' Progress and Performance Index are at Level 2 while Oakmont Regional High School scored in the top Level 1, meeting their proficiency gap narrowing goals for both the aggregate and high needs students. (PPI levels 1-5) At Level 2, John R. Briggs Elementary School, Westminster Elementary School and Overlook Middle School were slightly below, meeting their target to narrowing these goals and are working to also attain Level 1 status.

The addition of two elementary teachers (Grade 3 at Westminster Elementary School and Kindergarten at the John R. Briggs Elementary School) helps us to continue to bridge the gap to success in these schools. Furthermore, we are working jointly with the Ashburnham-Westminster Teachers Association in developing a new teacher evaluation instrument and process, which is mandated by law that will help our teachers to improve their teaching skills. We are also busy working to transfer our curriculum over to the Common Core Curriculum that will eventually be taught in 46 of the 50 states.

We also reinstated the four core subject department heads at Oakmont Regional High School. This has been most helpful as we transfer our curriculum over to the Common Core Curriculum. With the high school facing a full reaccreditation visit within the next two years these positions have proven most valuable.

Progress on the construction of the John R. Briggs Elementary School continues. Consigli Construction of Milford, MA is the general contractor joining our architects. Lamoureux and Pagano Associates of Worcester and STV Construction, a nationally known construction management firm, who serves as the district's Owner's Project Manager (OPM) rounding out the "professional team" which is heavily involved in this important project. The project is presently on time and on

budget. The project is to be completed in time for the opening of the 2013-2014 school year.

In conclusion, I would like to take a moment to remember Michael Zapantis. Dr. Zapantis was Superintendent of Schools for the Ashburnham-Westminster Regional School District for eight years prior to my arrival. In November 2012 he passed away unexpectedly. He was dedicated to public education and the children of Ashburnham and Westminster.

Respectfully submitted,  
Ralph E. Hicks, Ed. D.  
Superintendent of Schools

## Ashburnham-Westminster Regional School District 2013 Budget

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
<b>1000 Administration</b>				
1110	School Committee			
	Clerical Salaries	\$ 13,500	\$ 12,876	\$ 13,500
	Contracted Services	34,000	45,250	35,000
	Other Expenses	21,350	9,130	21,550
		\$ 68,850	\$ 67,256	\$ 70,050
1210	Superintendent			
	Professional Salaries	\$ 142,985	\$ 151,568	\$ 149,800
	Clerical Salaries	54,246	54,201	56,285
	Supplies & Materials	5,750	3,112	6,000
	Other Expenses	134,228	13,250	43,644
		\$ 337,209	\$ 222,130	\$ 255,729
1410	Business & Finance			
	Professional Salaries	\$ 100,995	\$ 101,479	\$ 105,035
	Other Expenses	4,490	5,015	5,325
		\$ 105,485	\$ 106,494	\$ 110,360
1420	Human Resource & Benefits			
	Professional Salaries	\$ 158,897	\$ 153,877	\$ 159,879
	Supplies & Materials	1,400	85	1,500
	Other Expenses	250	1,324	250
		\$ 160,547	\$ 155,286	\$ 161,629
1430	Legal Services			
	Contracted Services	\$ 30,000	\$ 29,265	\$ 30,000
		\$ 30,000	\$ 29,265	\$ 30,000

**AWRSD - 2013 Budget (continued)**

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
1450	District-Wide Information Services			
	Professional Salaries	\$ 64,500	\$ 64,500	\$ 66,919
	Clerical Salaries	38,533	38,533	36,499
	Contracted Services	-	-	-
	Supplies & Materials	32,625	27,151	40,225
		\$ 135,658	\$ 130,184	\$ 143,643
<b>Subtotal Administration</b>		\$ 837,749	\$ 710,615	\$ 771,411
<b>2000 Instruction</b>				
2110	District-Wide Directors			
	Professional Salaries	\$ 94,425	\$ 90,366	\$ 92,700
	Clerical Salaries	51,286	56,611	50,770
	Other Salaries	34,158	57,405	84,194
	Contracted Services	2,500	-	1,000
	Supplies & Materials	5,250	2,362	5,250
	Other Expenses	10,740	13,428	11,150
		\$ 198,359	\$ 220,172	\$ 245,064
2120	District-Wide Department Heads			
	Professional Salaries	\$ 236,826	\$ 235,793	\$ 297,261
	Clerical Salaries	3,000	3,000	3,000
	Supplies & Materials	470	822	470
		\$ 240,296	\$ 239,616	\$ 300,731
2210	Principals & Vice Principals			
	Professional Salaries	\$ 721,688	\$ 711,148	\$ 740,161
	Clerical Salaries	268,592	271,270	285,097
	Supplies & Materials	4,890	3,531	4,790
	Other Expenses	19,230	15,858	17,605
		\$ 1,014,400	\$ 1,001,807	\$ 1,047,653
2250	Principal Technology			
	Contracted Services	\$ -	\$ -	\$ 1,500
	Supplies & Materials	1,800	979	2,300
	Other Expenses	6,800	6,188	7,200
		\$ 8,600	\$ 7,167	\$ 11,000
2305	Instructional Teachers			
	Professional Salaries	\$ 9,180,350	\$ 9,395,747	\$ 9,748,087
		\$ 9,180,350	\$ 9,395,747	\$ 9,748,087
2310	Teachers/Specialist			
	Professional Salaries	\$ -	\$ 12,780	\$ -
		\$ -	\$ 12,780	\$ -
2315	Instructional Coordinators/Team Leaders			
	Professional Salaries	\$ -	\$ -	\$ 14,602
		\$ -	\$ -	\$ 14,602

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
2320	Medical/Therapeutic Services			
	Professional Salaries	\$ 271,198	\$ 270,948	\$ 312,265
	Other Salaries	79,279	81,472	52,198
	Contracted Services	65,810	50,338	66,000
		\$ 416,287	\$ 402,758	\$ 430,463
2325	Substitutes			
	Other Salaries	\$ 153,000	\$ 148,313	\$ 153,000
		\$ 153,000	\$ 148,313	\$ 153,000
2330	Paraprofessionals			
	Other Salaries	\$ 1,153,110	\$ 1,243,488	\$ 1,368,933
	Contracted Services	10,000	1,744	10,000
		\$ 1,163,110	\$ 1,245,232	\$ 1,378,933
2340	Librarian and Media			
	Professional Salaries	\$ 142,394	\$ 175,097	\$ 134,908
	Other Salaries	36,794	44,036	49,029
		\$ 179,188	\$ 219,133	\$ 183,937
2351	Professional Development Leadership			
	Professional Salaries	\$ 35,000	\$ 36,767	\$ -
		\$ 35,000	\$ 36,767	\$ -
2353	Teacher Professional Days			
	Professional Salaries	\$ 15,500	\$ 113,402	\$ -
		\$ 15,500	\$ 113,402	\$ -
2355	Professional Development - Subs			
	Other Salaries	\$ 15,000	\$ 723	\$ 15,500
		\$ 15,000	\$ 723	\$ 15,500
2357	Professional Development - Other			
	Professional Salaries	\$ 20,000	\$ 22,227	\$ 25,000
	Supplies & Materials	-	3,076	500
	Other Expenses	113,592	81,445	126,152
		\$ 133,592	\$ 106,748	\$ 151,652
2410	Textbooks			
	Supplies & Materials	\$ 27,270	\$ 25,863	\$ 60,514
		\$ 27,270	\$ 25,863	\$ 60,514
2415	Other Instructional Material			
	Supplies & Materials	\$ 8,715	\$ 7,648	\$ 8,672
		\$ 8,715	\$ 7,648	\$ 8,672
2420	Instructional Equipment			
	Other Expenses	\$ 57,771	\$ 72,432	\$ 96,600
		\$ 57,771	\$ 72,432	\$ 96,600
2430	General Supplies			
	Supplies & Materials	\$ 148,136	\$ 139,898	\$ 150,367
		\$ 148,136	\$ 139,898	\$ 150,367

**AWRSD - 2013 Budget (Continued)**

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
2440	Instructional Other Services			
	Contracted Services	\$ 3,300	\$ 3,090	\$ 5,850
	Other Expenses	9,750	12,247	10,950
		\$ 13,050	\$ 15,337	\$ 16,800
2451	Classroom Instruct. Technology			
	Contracted Services	\$ 19,000	\$ -	\$ 20,200
	Supplies & Materials	11,450	12,899	11,950
	Other Expenses	42,785	53,652	56,275
		\$ 73,235	\$ 66,551	\$ 88,425
2455	Instructional Software			
	Supplies & Materials	\$ 9,020	\$ 8,051	\$ 10,680
		\$ 9,020	\$ 8,051	\$ 10,680
2710	Guidance/Adjustment Counselors			
	Professional Salaries	\$ 519,864	\$ 590,697	\$ 552,135
	Clerical Salaries	35,870	37,323	36,776
	Other Salaries	-	14,214	-
	Contracted Services	19,500	-	-
	Supplies & Materials	1,551	1,457	2,300
	Other Expenses	1,499	565	1,500
		\$ 578,284	\$ 644,256	\$ 592,711
2800	Psychological Services			
	Contracted Services	\$ 147,000	\$ 152,888	\$ 147,000
		\$ 147,000	\$ 152,888	\$ 147,000
		<b>\$13,815,163</b>	<b>\$14,283,289</b>	<b>\$14,837,789</b>
<b>3000</b>	<b>Other School Services</b>			
3200	Medical/Health Services			
	Professional Salaries	\$ 257,226	\$ 256,184	\$ 266,207
	Contracted Services	5,000	2,864	5,000
	Supplies & Materials	7,100	7,135	6,980
	Other Expenses	-	750	300
		\$ 269,326	\$ 266,934	\$ 278,487
3300	Transportation Services			
	Contracted Services	\$ 1,884,375	\$ 1,880,035	\$ 1,979,651
		\$ 1,884,375	\$ 1,880,035	\$ 1,979,651
3510	Athletic Programs			
	Professional Salaries	\$ 20,508	\$ 20,508	\$ 20,764
	Contracted Services	251,155	248,345	249,453
	Other Expenses	91,311	91,770	115,014
		\$ 362,974	\$ 360,623	\$ 385,231

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
3520	Student Activities			
	Professional Salaries	\$ 128,371	\$ 136,331	\$ 146,514
	Contracted Services	6,000	6,000	6,500
	Supplies & Materials	2,500	2,416	3,500
	Other Expenses	21,930	21,685	24,000
		\$ 158,801	\$ 166,432	\$ 180,514
3600	School Security			
	Clerical Salaries	\$ 29,346	\$ 29,341	\$ 30,221
		\$ 29,346	\$ 29,341	\$ 30,221
		<b>\$ 2,704,822</b>	<b>\$ 2,703,365</b>	<b>\$ 2,854,104</b>
<b>4000</b>	<b>Operations and Maintenance</b>			
4110	Custodial Services			
	Other Salaries	\$ 529,455	\$ 587,126	\$ 550,820
	Supplies & Materials	84,000	89,673	85,000
	Other Expenses	5,250	5,109	6,240
		\$ 618,705	\$ 681,908	\$ 642,060
4120	Heating			
	Contracted Services	\$ 13,000	\$ 6,185	\$ 13,000
	Other Expenses	596,435	557,812	512,875
		\$ 609,435	\$ 563,997	\$ 525,875
4130	Utilities			
	Contracted Services	\$ 47,945	\$ 50,611	\$ 51,405
	Other Expenses	470,470	430,310	469,315
		\$ 518,415	\$ 480,920	\$ 520,720
4210	Maintenance of Grounds			
	Other Salaries	\$ 58,148	\$ 60,756	\$ 61,115
	Contracted Services	35,360	17,550	36,000
	Supplies & Materials	21,900	13,020	24,900
	Other Expenses	5,460	5,479	5,800
		\$ 120,868	\$ 96,805	\$ 127,815
4220	Building Maintenance			
	Other Salaries	\$ 259,280	\$ 248,117	\$ 264,801
	Contracted Services	175,000	182,887	96,500
	Supplies & Materials	37,000	48,616	44,800
	Other Expenses	32,950	36,573	35,000
		\$ 504,230	\$ 516,192	\$ 441,101
4230	Equipment Maintenance			
	Contracted Services	\$ 16,300	\$ 7,556	\$ 16,300
		\$ 16,300	\$ 7,556	\$ 16,300
4300	Extraordinary Maintenance			
	Contracted Services	\$ 14,000	\$ 32,983	\$ 14,000
		\$ 14,000	\$ 32,983	\$ 14,000

**AWRSD - 2013 Budget (Continued)**

Function	Description	FY2011-2012 Budget	FY2011-2012 Expenditures	FY2012-2013 Budget
4400	Networking & Telecommunication			
	Contracted Services	\$ 17,500	\$ 30,990	\$ 19,000
	Supplies & Materials	51,977	45,752	38,500
	Other Expenses	17,700	27,234	54,495
		\$ 87,177	\$ 103,975	\$ 111,995
		<b>\$ 2,489,130</b>	<b>\$ 2,484,336</b>	<b>\$ 2,399,866</b>
<b>5000 Employee Benefits &amp; Insurance</b>				
5100	Employer Retirement Contributions	\$ 607,986	\$ 615,083	\$ 608,127
5200	Insurance for Active Employees	2,474,723	1,996,408	2,598,214
5250	Insurance for Retired Employees	229,093	246,806	274,600
5260	Non-Employee Insurance	110,100	95,386	110,600
		\$ 3,421,902	\$ 2,953,684	\$ 3,591,541
<b>6000 Community Services</b>				
6200	Community Service	\$ 8,000	\$ 8,000	\$ 8,000
<b>7000 Asset Acquisition &amp; Improvement</b>				
7100/7200	Purchase Land & Buildings	\$ 34,000	\$ 74,820	\$ 30,000
7300/7400	New Equipment	-	9,191	40,200
7350	Capital Technology	115,835	131,381	136,065
		\$ 149,835	\$ 215,392	\$ 206,265
<b>8000 Debt Retirement of Debt Services</b>				
8100	Principal - Long Term	\$ 1,790,000	\$ 1,790,000	\$ 1,440,000
8200	Interest - Long Term	429,878	429,878	368,496
		\$ 2,219,878	\$ 2,219,878	\$ 1,808,496
<b>9000 Payments to Other Districts</b>				
9100	Public School Tuition	\$ 87,800	\$ 171,128	\$ 79,060
9110	School Choice Tuition	440,000	307,548	435,000
9120	Tuition to Charter Schools	-	117,617	-
9200	Out of State Tuitions	213,266	77,948	-
9300	Non-Public School Tuition	941,259	397,397	696,241
9400	Collaborative Tuitions	362,486	280,898	293,696
		\$ 2,044,811	\$ 1,352,535	\$ 1,503,997
	<b>GRAND TOTAL</b>	<b>\$27,691,290</b>	<b>\$26,931,093</b>	<b>\$27,996,071</b>
	(includes warrant articles)			

**Ashburnham-Westminster Regional School District**

	<b>Revenue</b>		
<b>Local Receipts</b>	<b>2012 Budget</b>	<b>2012 Actual</b>	<b>2013 Budget</b>
Ashburnham – Foundation Budget	\$ 5,311,142	\$ 5,311,142	\$ 5,421,881
Ashburnham - Transportation	590,893	590,893	609,185
Ashburnham – Debt Service	433,717	433,717	287,786
Ashburnham – Community Service	3,653	3,653	3,586
Westminster – Foundation Budget	7,121,374	7,121,374	7,369,775
Westminster - Transportation	703,222	703,222	749,692
Westminster – Debt Service	897,014	897,014	876,498
Westminster – Community Service	4,347	4,347	4,414
	<b>\$15,065,362</b>	<b>\$15,065,362</b>	<b>\$15,322,817</b>
<b>State Revenue Sources</b>			
Chapter 70	\$ 9,935,704	\$ 9,935,704	\$ 9,935,704
School Building Authority	889,147	889,149	644,212
Transportation – Chapter 71B	590,260	675,391	614,798
Special Ed Tuition Assessment	(9,333)	-	-
	<b>\$11,405,778</b>	<b>\$11,500,244</b>	<b>\$11,194,714</b>
<b>Other Revenue Sources</b>			
Special Ed-Tuition In	\$ -	\$ 3,700	\$ -
School Choice Transfer	340,000	340,000	540,000
Extended Day Assessment	35,000	35,000	36,750
Food Service Assessment	10,000	10,000	10,000
Preschool Tuition	16,000	39,608	24,000
Interest on Investments	25,000	17,931	20,000
Athletic Admissions	37,500	36,967	25,000
Student Fees	157,650	138,818	181,790
Building Use Fees	-	1,500	-
Medicaid Reimbursement	100,000	92,775	100,000
Miscellaneous Receipts	25,000	32,325	25,000
Excess & Deficiency Appropriation	317,452	317,452	450,000
Capital Warrant Articles - Ashburnham	30,070	30,069	29,821
Capital Warrant Articles - Westminster	33,830	33,831	36,179
	<b>\$ 1,127,502</b>	<b>\$ 1,129,976</b>	<b>\$ 1,478,540</b>
<b>TOTAL REVENUE</b>	<b>\$27,598,642</b>	<b>\$27,695,582</b>	<b>\$27,996,071</b>

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT  
FISCAL YEAR 2013 ANTICIPATED REVENUES**

Source	# Students or Percentage	Description	Amount	Totals
<b>LOCAL RECEIPTS</b>				
<i>Town of Ashburnham</i>	1014 Students	Net Minimum Required	\$ 4,584,376	
	44.83%	Above Minimum Required	\$ 837,505	
	44.83%	Regional Transportation	\$ 609,185	
	44.83%	Debt Service	\$ 287,786	
	44.83%	Community Service	\$ 3,586	
<b>TOTAL</b>				<b>\$ 6,322,438</b>
<i>Town of Westminster</i>	1248 Students	Net Minimum Required	\$ 6,339,100	
	55.17%	Above Minimum Required	\$ 1,030,675	
	55.17%	Regional Transportation (net reimbursement)	\$ 749,692	
	55.17%	Debt Service (net reimbursement)	\$ 876,498	
	55.17%	Community Service	\$ 4,414	
<b>TOTAL</b>				<b>\$ 9,000,379</b>
<b>STATE REVENUE SOURCES</b>		Chapter 70	\$ 9,935,704	
		School Building Authority	\$ 644,212	
		Transportation – Chapter 71B	\$ 614,798	
		Special Ed Tuition Assessment	\$ -	
<b>TOTAL</b>				<b>\$ 11,194,714</b>
<b>OTHER REVENUE SOURCES</b>		School Choice Transfer	\$ 540,000	
		Extended Day Assessment	\$ 36,750	
		Food Service Assessment	\$ 10,000	
		Preschool Tuition	\$ 24,000	
		Interest on Investments	\$ 20,000	
		Athletic Admissions	\$ 25,000	
		Student Fees	\$ 181,790	
		Medicaid Reimbursement	\$ 100,000	
		Miscellaneous Receipts	\$ 25,000	
		Excess & Deficiency Appropriation	\$ 450,000	
		Capital Warrant Articles - Ashburnham	\$ 29,821	
		Capital Warrant Articles - Westminster	\$ 36,179	
<b>TOTAL</b>				<b>\$ 1,478,540</b>
<b>TOTAL REVENUE</b>				<b>\$27,996,071</b>

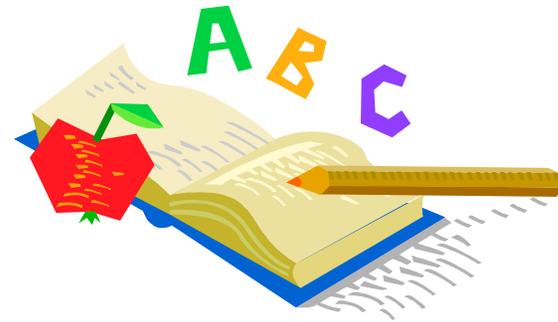
**Ashburnham-Westminster Regional School District  
Employee Salaries 2011-2012  
2012 Annual Report**

*Note: The operating budget for the Ashburnham-Westminster Regional School District is supported by funding from the Commonwealth of Massachusetts, the Town of Ashburnham and the Town of Westminster. The percent of payment is: State Contribution – 43.0%; Ashburnham Contribution – 23.1%; Westminster Contribution – 31.7%; Other – 2.2%.*

Andrea Mcgrath	\$89,000.00	A	Patricia Flinkstrom	\$34,869.60	D	Debra Sargent	\$37,124.64	D	Lucinda Racine	\$19,428.27	E
David Uminski	\$106,862.00	A	Wendy Higgins	\$36,393.84	D	Elaine Niedermeier	\$54,246.24	D	Mandie Sullivan-Flynn	\$3,702.60	E
Eric Dehays	\$64,500.00	A	Anika Hertel-Therrien	\$2,346.00	E	Elizabeth Maillet	\$12,230.40	D	Marc Theriault	\$6,591.84	E
Kathleen Taylor	\$81,120.00	A	Ann Wetzonis	\$2,100.00	E	Ina Carey	\$14,187.50	D	Marcia Aho	\$18,402.50	E
Kathleen Veroude	\$90,000.00	A	Ashley Erskine	\$2,036.00	E	Inga Morin	\$34,869.60	D	Margaret Bennett	\$20,776.27	E
Marah Ruble	\$82,400.00	A	Ashley Mathieu	\$4,941.90	E	Jeanne Erickson	\$34,869.60	D	Mark Brillon	\$31,824.00	E
Patricia Marquis	\$95,000.00	A	Ashley White	\$905.76	E	Kathi Theriault	\$35,663.04	D	Marykate Erickson	\$1,890.00	E
Paul Gregory Smith	\$84,534.00	A	Ashley Zierle	\$2,668.00	E	Kathleen Mccarthy	\$34,869.60	D	Michael Dewick	\$4,602.10	E
Phillip Saisa	\$99,000.00	A	Barron Hiltz	\$6,340.32	E	Margaret Deshayes	\$37,124.64	D	Miranda Hamel	\$5,387.27	E
Ralph Hicks	\$140,000.00	A	Brian Murphy	\$7,428.15	E	Michele St. Cyr	\$17,048.52	D	Patrick O'Connell	\$1,730.00	E
Sandra Rehler	\$85,490.00	A	Candy Savoie	\$6,859.00	E	Ryan Monaghan	\$8,501.70	E	Ashley Mcdonald	\$18,803.00	P
Sherry Kersey	\$100,995.00	A	Cody Woodward-Wallace	\$832.32	E	Sherri Toomey	\$13,415.38	E	Becky Pilsbury	\$10,330.80	P
Kimberly Gauvin	\$47,460.24	B	Cole Theriault	\$1,776.60	E	Susan Leblanc	\$6,696.30	E	Beth Wojnas	\$21,296.00	P
Donna Swaney	\$38,732.40	C	Coraley Gallagher	\$19,208.55	E	Zachary Marquis	\$7,341.08	E	Brenda Brown	\$19,707.00	P
Francisco Robles	\$41,683.20	C	Danielle Leblanc	\$2,351.10	E	Zachary Mcdermott	\$1,594.00	E	Carlene Comeau	\$25,873.00	P
James Parenteau	\$50,205.60	C	Diane Bedard	\$11,812.60	E	Ann Franklin	\$13,854.65	F	Cathy Kane	\$18,691.00	P
Jim Baer	\$49,109.76	C	Dorene Francis	\$47,278.40	E	Christine Visconti	\$8,077.13	F	Cheryl Barron	\$28,804.00	P
Joseph Francis	\$41,683.20	C	Elizabeth Spencer	\$1,151.87	E	Cynthia Pawelski	\$5,674.35	F	Christina Sicard	\$9,736.00	P
Karl Lahtinen	\$38,376.00	C	Jamie Whitney-Deaver	\$4,906.00	E	Diane Cook	\$6,706.05	F	Christine Gauthier	\$5,768.92	P
Paul Engman	\$48,713.04	C	Jennifer Coviello	\$9,429.82	E	Janet Peterson	\$13,509.84	F	Claudia Ewing	\$21,678.00	P
Robert Axelson	\$43,388.80	C	Julia Padilla	\$1,842.12	E	Kathleen Richards	\$7,868.07	F	Cynthia Ruschioni	\$25,226.00	P
Robert Mei	\$44,241.60	C	Karen Dewick	\$7,744.35	E	Madeline Clinton	\$7,711.96	F	Danielle Berger	\$26,169.00	P
Russell Goodwin	\$41,522.88	C	Karen Landry	\$34,320.00	E	Margaret Bennett	\$7,275.38	F	Danielle Leblanc	\$25,793.00	P
Stephen Blanchard	\$40,257.60	C	Katelyn Duffy	\$2,345.08	E	Michelle Phyfe	\$6,190.20	F	David Douglas	\$17,218.00	P
Steven Allen	\$41,724.80	C	Katherine Niles	\$2,661.69	E	Patricia Barron	\$14,466.43	F	Deborah Miller	\$28,841.00	P
Steven Bennett	\$36,900.00	C	Kelly Hansen	\$433.50	E	Rachel Pikkarainen	\$633.42	F	Diane Fiorentino	\$23,181.00	P
Steven Contois	\$50,571.36	C	Kelly Maclachlan	\$1,258.00	E	Roseanne Richard	\$9,231.00	F	Donielle Thompson	\$8,919.50	P
Timothy Gould	\$40,123.20	C	Kristen Farley	\$2,482.68	E	Sandra Munnis	\$12,115.69	F	Elizabeth Dolan	\$17,827.87	P
Brian Beaton	\$38,533.00	D	Louise Farley	\$423.08	E	Sharon Tufts	\$8,077.13	F	Erin Hurley	\$21,095.00	P
						Thea Hanks	\$3,884.26	F	Gretchen Lafferty	\$21,296.00	P
						Tina Costa	\$18,558.38	F	Gretchen Schlier	\$5,126.83	P
						Tracey Wessels	\$6,190.20	F	Guerlain Bayard	\$8,162.35	P
						Amy Dubovick	\$75,811.00	G	Heather Marsh	\$275.00	P
						Catherine Keene	\$77,985.00	G	Jane Johnson	\$19,707.00	P
						Danielle Pinkes	\$23,136.75	G	Janelly Osborne	\$4,541.87	P

Julie Gagnon	\$60,207.00	G	Jeanne Fleming	\$22,994.00	P	Michele St. Cyr	\$12,375.50	P	Debra Fleck	\$71,728.00	T
Katherine Mariani	\$50,674.00	G	Jennifer Klahre	\$7,496.26	P	Michelle Robichaud	\$5,592.90	P	Debra Perrett	\$68,998.00	T
Lauren Badolato	\$64,244.00	G	Jennifer Landine	\$19,993.00	P	Nancy Davis	\$21,095.00	P	Diane Davolio	\$60,079.00	T
Lori Malnati	\$31,290.50	G	Jennifer Marlborough	\$24,420.39	P	Nancy Kochan	\$20,328.00	P	Diane Erickson	\$77,985.00	T
Robert Denny	\$71,728.00	G	Jennifer Warren	\$800.00	P	Nicole Perko	\$17,003.12	P	Donna Crowley	\$75,811.00	T
Robin Ewell	\$75,811.00	G	Joann Reed	\$5,599.69	P	Peter Werner	\$621.00	P	Doris Matthews	\$71,728.00	T
Robin Peirce	\$35,864.00	G	Joanne Dibattista	\$21,402.00	P	Richard Terrio	\$15,865.97	P	Douglas Potter	\$48,968.00	T
Sandra Thibodeau	\$12,481.18	GR	Joanne Stowell	\$14,603.01	P	Samuel Parker	\$1,489.99	P	Edwin Mccaffrey	\$46,228.66	T
Chris Lapointe	\$68,998.00	H	Juana Stone	\$19,707.00	P	Sandra Svenson	\$5,768.92	P	Elizabeth Clabaugh	\$63,711.00	T
Kathleen Carlin	\$77,985.00	H	Juliet O'Brien	\$27,476.00	P	Sarah Burks	\$26,169.00	P	Elizabeth Foster	\$77,985.00	T
Kimberly Bubnowicz	\$55,198.40	H	Juneanne O'Donovan	\$17,999.00	P	Sarah Hoover	\$26,889.00	P	Elizabeth Lilly	\$75,811.00	T
Michele Rogacz	\$71,728.00	H	Karen Dewick	\$5,705.61	P	Sheryl Beland	\$26,668.00	P	Elizabeth Woollacott	\$55,922.00	T
Edward Fitzgerald	\$29,341.00	I	Karen Greenwood	\$3,170.48	P	Susan Berger	\$21,091.00	P	Eric Dawley	\$75,391.00	T
Charles Barnard	\$50,648.00	K	Katelyn Baron	\$19,759.00	P	Susan Kalagher	\$22,807.00	P	Eric Sifert	\$68,998.00	T
Jeffrey Aubuchon	\$39,669.79	L	Katharine Sparks	\$26,169.00	P	Talia Baril	\$18,430.00	P	Erynn Mcdavitt	\$31,087.50	T
Julie Farrell	\$68,998.00	L	Kathryn Pioli	\$22,807.00	P	Tanya Leblanc	\$20,469.06	P	Gerard Jones	\$63,711.00	T
Thomas Anderson	\$77,985.00	L	Kathy Allen	\$28,841.00	P	Wendy Maillet	\$18,202.00	P	Gregory Barry	\$75,811.00	T
Richard Dzwilewski	\$42,304.21	M	Kathy Bitter	\$2,968.46	P	Wendy Wilder	\$24,237.00	P	Gregory Secino	\$65,181.00	T
Ann-Lee Fredette	\$53,234.00	N	Kayla Robillard	\$477.00	P	Zachary Marquis	\$5,126.83	P	Gretchen Moorman-Smith	\$68,998.00	T
Krista Penning	\$47,809.00	N	Kelly Hansen	\$16,936.00	P	Linda Mcclenahan	\$50,634.00	R	Heather Marsh	\$41,450.00	T
Marcia Sharkey	\$66,234.00	N	Kristina Sylvester	\$25,489.00	P	Aimee Vera	\$62,581.00	T	Heidi Hertel-Therrien	\$68,998.00	T
Nancy Taylor	\$43,744.50	N	Krystina Fleck	\$4,491.00	P	Alana Archangelo	\$56,538.00	T	Jaelyn Couture	\$59,021.00	T
Susan Lofquist	\$50,198.00	N	Lavaun O'Connell	\$19,707.00	P	Amy Kendall	\$65,181.00	T	Jana Harrison	\$60,693.13	T
Susan Quigley-Belliveau	\$51,034.00	N	Lee Haschig	\$10,625.37	P	Amy Phillips	\$65,168.00	T	Jane Leamy	\$65,168.00	T
Gail Gourlay	\$60,802.56	O	Leslie Capone	\$21,262.00	P	Amy Stukuls	\$68,998.00	T	Jane Stafford	\$68,998.00	T
Andrea Arsenault	\$20,571.90	P	Linda Marlborough	\$20,795.00	P	Ann Thornburg	\$42,920.00	T	Jared Quinn	\$68,998.00	T
April Marlborough	\$26,776.00	P	Lori Decosta	\$3,795.55	P	Anne Banning	\$65,168.00	T	Jason Young	\$68,998.00	T
Ashley Mathieu	\$15,052.31	P	Lorraine Mendoza	\$21,402.00	P	Anne Cariglia	\$53,619.00	T	Jean Correia	\$71,728.00	T
Louise Farley	\$19,868.00	P	Cynthia Robbins	\$65,168.00	T	Anthony Gleason	\$75,811.00	T	Jean Girouard	\$68,998.00	T
Maria Robles	\$21,402.00	P	Dana Altobelli	\$71,728.00	T	Audrey Phelps	\$71,728.00	T	Jennifer Collins	\$54,561.00	T
Mary Egan	\$26,169.00	P	Daniel Dufour	\$53,485.00	T	Beth Campagna	\$46,163.00	T	Jennifer Jensen	\$59,982.00	T
Meghan Coullahan	\$2,241.00	P	Danielle Kasprzak	\$59,982.00	T	Bonnie Leary	\$68,998.00	T	Jennifer Perkins-Cote	\$46,228.66	T
Meghan Wallace	\$16,516.50	P	David Lantry	\$68,998.00	T	Brenda Giannetti	\$59,982.00	T	Joann Mossman	\$71,728.00	T
Melinda Perez	\$24,236.00	P	David Laroche	\$12,193.76	T	Brett Duncan	\$57,511.00	T	John Decicco	\$75,811.00	T
Melissa King	\$19,759.00	P	Dayna Mongelli	\$53,619.00	T	Brian Beaudoin	\$65,168.00	T	John Losordo	\$59,982.00	T

Brian Sargent	\$82,768.40	T	Joy Weiss	\$65,278.00	T	Mark Nevard	\$68,998.00	T	Theresa Miller	\$68,998.00	T
Brittany Smeltekop	\$43,892.00	T	Judith Cummings	\$68,998.00	T	Mary Gagnon	\$71,728.00	T	Thomas Erickson	\$75,811.00	T
Carol-Ann Fitzgerald	\$71,728.00	T	June Lantry	\$68,998.00	T	Mary Laroche	\$63,711.00	T	Tiffany Davis	\$72,020.45	T
Carolyn Tobia	\$68,998.00	T	Karen Fortin	\$63,711.00	T	Mary Romano	\$68,998.00	T	Timothy Douglas	\$63,711.00	T
Caron Goodwin	\$64,244.00	T	Karen Perrett	\$63,711.00	T	Maureen Vanderhoof	\$65,168.00	T	Tracy Fluet	\$20,725.00	T
Carrie Marion-Cox	\$68,998.00	T	Karsa Hiron	\$47,290.00	T	Melissa Martin	\$75,811.00	T	Tracy Jette	\$63,711.00	T
Charlotte Moran	\$63,711.00	T	Katherine Bennett	\$71,728.00	T	Michael Fitzgerald	\$77,985.00	T	Troy Berg	\$48,968.00	T
Cori Litalien	\$49,305.00	T	Kathleen Grossman	\$68,998.00	T	Michele Feinsilver	\$75,811.00	T	Wendy Leblanc	\$68,998.00	T
Craig Cucchiara	\$51,415.00	T	Kathryn Miville	\$75,811.00	T	Michelle Faneuff	\$49,305.00	T	Wendy Thomas	\$71,728.00	T
Cynthia Cringan	\$68,998.00	T	Katrina Sinclair	\$59,982.00	T	Michelle Rogalski	\$42,920.00	T	William Manser	\$12,428.03	T
Cynthia Jackson	\$65,181.00	T	Kellie Robichaud	\$68,998.00	T	Nancy Bacon	\$49,769.05	T	Kenneth Caron	\$10,500.00	U
Kelly Lamberto	\$35,623.60	T	Paula Parker	\$71,728.00	T	Nancy Gera	\$71,728.00	T	Virginia Koski	\$59,448.00	X
Kelly Seager	\$68,998.00	T	Paula Stefanakos	\$68,998.00	T	Nancy Morgan	\$24,507.49	T	Frank Vargo	\$77,985.00	Y
Kenneth Jepson	\$68,998.00	T	Peter Romano	\$68,998.00	T	Pamela Terry	\$55,198.40	T	Richard Judah	\$77,985.00	Y
Kerry Volke	\$53,619.00	T	Philip Hanno	\$71,728.00	T	Patricia O'Brien	\$65,168.00	T			
Kevin Hart	\$77,985.00	T	R Lincoln Stiles	\$75,811.00	T						
Kimberly Normile	\$67,986.00	T	Randall Jepson	\$65,168.00	T	A=Administrator	G=Guidance	M=Maintenance	T=Teacher		
Kris Demoura	\$68,998.00	T	Rebecca Brogna	\$48,123.00	T	B=Payroll/Benefits	GR=Grants Assistant	N=Nurse	U=Treasurer		
			Regina Deaver-Whittier	\$68,998.00	T	C=Custodial	H=Speech Pathologist	O=Accountant	X=Registrar		
Kris Lucander	\$63,711.00	T	Renee Caldwell	\$42,917.00	T	D=Admin. Assistant	I=In-House Supervisor	P=Paraprofessional	Y=Psychologist		
Kristi Disalle	\$59,982.00	T	Robert Myette	\$68,998.00	T	E=Extended Day	K=Groundskeeper	R=Personnel/Grants			
Kristin Belkin	\$65,181.00	T	Robin Murphy	\$68,998.00	T	F=Cafeteria	L=Librarian				
Kristin Burke	\$68,998.00	T	Robyn Foster	\$65,168.00	T						
Laura Rainville	\$68,998.00	T	Ruth Crowley	\$71,728.00	T						
Lauren Jones	\$49,127.00	T	Ryan Lambert	\$51,176.00	T						
Laurie Lenart	\$55,922.00	T	Samuel Parker	\$7,007.99	T						
Laurie Munroe	\$63,711.00	T	Sandra Fowke	\$44,859.00	T						
Laurie Rheault	\$68,998.00	T	Sarah Duncan	\$53,619.00	T						
Lawrence Szalay	\$55,922.00	T	Sharon Decicco	\$63,711.00	T						
Leanne Roy	\$66,724.00	T	Shirley Griffin	\$14,000.00	T						
Leeann Lamsa	\$77,985.00	T	Stacie Brown	\$72,331.02	T						
Linda Daniels	\$68,998.00	T	Sue Brogan	\$60,207.00	T						
Linda Perla-Mullins	\$77,985.00	T	Susan Alario	\$53,485.00	T						
Lori Shattuck	\$68,998.00	T	Theresa Barry	\$59,982.00	T						
Lynne Courtemanche	\$67,986.00	T	Theresa Gusek	\$71,728.00	T						
Madonna Larson	\$68,998.00	T									



**BUDGETS - 2012-2013**

Number	Description	Audited Expense 2010-2011	Current Budget 2011-2012
<b>Fund 01 General Totals</b>			
Function 1000	Administration	\$ 710,614	\$ 770,811
Function 2000	Instruction	\$14,283,287	\$14,718,298
Function 3000	Other School Services	\$ 2,703,364	\$ 2,854,104
Function 4000	Operation & Maintenance of Plant	\$ 2,484,291	\$ 2,399,866
Function 5000	Fixed Charges	\$ 2,953,684	\$ 3,707,409
Function 6000	Miscellaneous	\$ 8,000	\$ 8,000
Function 7000	Capital Outlay	\$ 215,391	\$ 206,265
Function 8000	Debt Service: Principal	\$ 1,790,000	\$ 1,440,000
	Debt Service: Interest	\$ 429,878	\$ 368,496
Function 9000	Tuition and Other Costs	\$ 1,352,536	\$ 1,522,822
<b>GRAND TOTALS</b>		<b>\$26,934,045</b>	<b>\$27,996,071</b>

**~~PLACE OF ATTENDANCE; DISCRIMINATION~~**

Every person shall have the right to attend the public schools of the town where he/she actually resides, subject to the following section. No person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and courses or study of such public school on account of race, color, sex, religion, national origin or sexual orientation.

*Mass. General Law Chapter 76, Section 5*

*Amended by St. 1971, c.622, c.1.; St. 1973, c.925, s.9A; St. 1993, c.282*

**~~HOURS OF SCHOOL SESSIONS~~**

Meetinghouse School	8:30 AM – 2:55 PM
Westminster Elementary School	8:30 AM – 2:55 PM
John R. Briggs Elementary School	8:30 AM – 2:55 PM
Overlook Middle School	7:45 AM – 1:50 PM
Oakmont Regional High School	7:30 AM – 1:55 PM

The “No School” signal for Oakmont Regional High School and Overlook Middle School will be sounded on the Fire Alarm at 7:00 AM.

The “No School” signal for elementary schools will be sounded on the Fire Alarm at 7:30 AM.

The “No Afternoon School” signal will be sounded on the Fire Alarm System at 11:30 AM.

“No School” or early dismissal notices will be broadcasted over radio stations WEIM 1280 AM, WTAG 580 AM, WSRS 96.1 FM, WBZ 1030 AM, CBS Channel 4 TV, WXLO 104.5 FM, WGAW 1340 AM, WCVB Channel 5 TV, WRKO 680 AM, Fox 25 and Channel 7 TV.

School openings may be delayed two hours on occasion. The radio stations will air this notice.

Safeguard the health and welfare of your child by keeping him/her at home when, in your judgment as a parent, conditions warrant.

**~~SCHOOL COMMITTEE MEETINGS~~**

The Ashburnham-Westminster Regional School Committee holds its regular business meetings Tuesdays at 7:00 PM at Overlook Middle School Library. You can view meeting dates, the agenda, past minutes and meeting locations on our webpage at [www.awrsd.org](http://www.awrsd.org). School Committee meetings.

**~~SUPERINTENDENT/BUSINESS OFFICE AND WEBSITE~~**

The Superintendent/Business Office is located at Oakmont Regional High School between the cafeteria and new gym. Our address is 11 Oakmont Drive, Ashburnham, MA 01430. We are open Monday-Friday from 8:00 AM – 4:00 PM. You can reach us at 978-827-1434 or fax us at 978-827-5969.

You can view the Ashburnham-Westminster Regional School District’s website at [www.awrsd.org](http://www.awrsd.org) for updated information of the schools, budget information and events.

General information can be emailed to [info@awrsd.org](mailto:info@awrsd.org).

**Ashburnham-Westminster Regional School District  
Monthly Student Count Report - DATE – 10/01/12**

Grade	Ashburnham	Westminster	School Choice	Sped (i.e. day program; residential)		Other (exchange students)	Total
				Ash.	West.		
Pre-K	26	37			1		64
K	79	73					152
1	58	104	3				165
2	86	88					174
3	88	63					151
4	79	106	1	1			187
5	75	92	2	1	1		171
6	70	97	13		1		181
7	89	107	12				208
8	90	114	5				209
9	86	73	19		1		179
10	77	90	8		2		177
11	61	69	12	2			144
12	59	89	12		1		161
Students above grade 12		4		2	1		7
Totals	1,023	1,206	87	6	8		2,330
<b>GRAND TOTAL – ALL STUDENTS</b>							<b>2,330</b>

## Oakmont Regional High School 2012 Annual Report

Oakmont Regional High School is a comprehensive high school, meant to serve the needs of all the students, to prepare them for whatever they choose to do after graduation. We have a tremendously dedicated and professional faculty and staff. Our students and parents are committed to success and have made academic growth a priority.



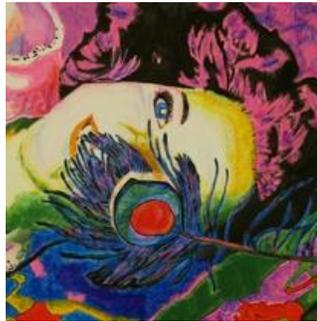
We are extremely proud of our accomplishments in many areas of our school. We were ranked a Top Ten school by *GoLocalWorcester.com*. The criteria considered each school's MCAS scores, SAT scores, student/teacher ratio, per pupil spending, and graduation rate. They cited our proficiency rate in English, our strong graduation rate, and SAT scores which are above the state average. In addition, they cited our successful co-curricular programs.

Our 2012 MCAS results were among the best in the region. In English Language Arts, 93% of our students reached the Proficient or Advanced standard, which is 5% higher than the state average. Oakmont's Advanced and



Proficient percentage has increased 6% since 2009. Perhaps more importantly, 55% of our students scored at the Advanced level, which represents a 5% increase from last year's results. Ninety-four percent of our students scored Advanced or Proficient in Math. This is a 2% increase from last year and exceeds the state average by 16%. Our Advanced and Proficient Math scores have improved by 5% since 2009. The *Boston Globe* ranked Oakmont as the 44<sup>th</sup> top school in the state for MCAS Math performance, out of a field of 348 high schools. In Science and Technology, 84% of our students scored at the Advanced or Proficient level, which tops the state average by 15%. Since 2009 the number of Oakmont students scoring at Advanced and Proficient has improved by 16%. Our percentage of students scoring Advanced in Science and Technology increased to 30%, which is 6% better than last year.

A number of our students were recognized for academic and artistic achievement. One of our seniors was named as a National Merit Scholarship Finalist and another student was presented the College Board's National Hispanic Recognition Program Award for her performance on the PSAT. Our students fared well in the **Fitchburg State Writing Contest and Boston Globe's prestigious Will McDonough Writing Contest.**



Our students were also recognized for their excellence in the visual and performing arts. The art work of our art students was showcased at the Fitchburg Art Museum, the Black Diamond Restaurant at the Wachusett Village Inn and at the Anna Maria College Art Center Gallery in Paxton. The Marble Collection, a Massachusetts High School Magazine of the Arts, published a dozen pieces of art, prose and poetry created by our students. Two of our

students were invited to perform at the 2012 Senior High Concert Festival at Mechanics Hall in Worcester and two others won TAMY Awards for their performance in last year's spring musical. The Marching Band and Winter Percussion ensembles also had successful competition seasons.

Last summer we adopted a new summer reading program: One Book, One School Summer Reading. On Friday, September 14<sup>th</sup>, school-wide discussions and activities were centered on the summer reading assignment of Robert Cormier's *I Am the Cheese*.

Our athletic teams and athletes continued Oakmont's tradition of excellence. Last spring, the Baseball, Softball, Boys and Girls Lacrosse, and Boys and Girls Tennis teams qualified for district tournaments, the first time all six teams

qualified during the same season. The Girls Tennis Team 2012 was also awarded the Mid-Wach C. Sportsmanship Award. The Girls Basketball Team qualified for districts. The



Field Hockey and Girls Soccer both won their league championships. The Field Hockey team also won their second consecutive District Championship and advanced to the State Final. Individually, one of our students qualified for the State Swim Meet competing for the Gardner HS Coop Team, a football player was selected to play in Shrine Chowder Bowl Classic, and a female track and field athlete qualified for the state track meet in the javelin.

In other co-curricular activities, the Oakmont Bowling Team qualified for the State Bowling Championship and two of our bowlers competed in the State Singles

**Oakmont Regional High School (continued)**

Tournament. The Oakmont Environmental Association ranked sixth in the State Singles Tournament. The Oakmont Environmental Association ranked sixth in the state in the Recycle Bowl. They were presented the 2012 Secretary’s Award for Excellence in Energy and Environmental Education, a Certificate of Achievement from Bag2School, and a Certificate of Recognition from the Massachusetts Department of Environmental Protection. They also were the Starter Award Recipient from the Alliance for Climate Education for Biggest Loser Energy Competition. OEA also won the Great ACE Race from the Alliance for Climate Education and the State of Massachusetts Award for Education in Environmental Excellence.

The theme of Harmony Week 2012 was Building a Community. It occurred, April 30<sup>th</sup> – May 4<sup>th</sup>. Our student leaders from the Student Advisory Council, Student Council, Peer Leaders, National Honor Society and SADD planned a week of activities designed to break down barriers that separate us and appreciate the value of diversity. Peer leaders raised over \$550 for UNICEF, the funds went toward the purchase of a water filtration system for an African school, and organized the annual Toys for Tots campaign.

We also hosted a number of great speakers and special programs. Noted author and speaker Ed Gerrety spoke to our students about gratitude and kindness. Worcester County Sheriff Lew Evangelidis spoke to Oakmont students about the dangers of drug abuse. Congresswoman Niki Tsongas spoke to students and guests at Oakmont Regional High School. She was the first sitting member of Congress to visit Oakmont. Students were trained in suicide signs recognition and prevention as part of the SOS (Signs of Suicide) program. A replica statue of Oakmont alumnus, Mike Kuszewski, was presented to the school and is displayed in the Nims library. Lt. Col. Kuszewski was killed in a helicopter accident in 1996. The Marine Corps has named an award for him given to the Intelligence

Officer of the Year annually and the statue was erected in Quantico, VA. We established monthly Focus Groups: Topics have included the dangers of texting and driving and the new nutrition regulations and food services.

Phil Hanno (Science), Bob Denny (Guidance), and Russ Goodwin (Custodial) retired. We were saddened by the death of our longtime librarian, Tom Anderson, and former Superintendent, Dr. Michael Zapantis.

We are extremely proud of our students and their accomplishments in and out of the classroom. They are clearly a reflection of their parents, with the help and support of the professional faculty and staff at Oakmont.

Respectfully submitted,  
David Uminski, Principal



**Oakmont Regional High School – School Nurse  
2012 Annual Report**

*Oakmont Health Office Encounters: 1/1/12-12/31/12*

Student: Health Maintenance Activities*	4,541
Student: Injury and First Aid	631
Student: Behavioral Health Support	241
Student: Miscellaneous**	2,032
Staff Visits	371
EMS Activations	4

**Grand Total Health Office Encounters in 2012 – 7,820  
Calculated Return to Class Rate – 94% \*\*\***

Health Maintenance Activities include the following professional nursing activities: illness and injury assessment, planning and intervention; medications

dispensed (to include over-the-counter, both scheduled and “as needed” prescription medications); scheduled procedures (to include diabetes monitoring and pump care, catheterizations, ear, eye, throat and lung assessments and blood pressure monitoring). All students and staff encounters with the nurse also include a significant degree of health-related teaching.

Miscellaneous activities refers to nursing case management, such as the development of detailed care plans for students with serious chronic health issues; communication with parents, health care providers, external agencies/clinics and internal communications with OHS teaching staff, guidance staff, special education department and administration. This category also includes maintaining and auditing student health records for compliance with State immunization and health screening requirements.

This statistic is provided to emphasize the importance of having a professional registered nurse present in the school building. Skilled nursing assessment, treatment and case management of illnesses and injuries in the school setting increases a student’s potential for educational success by decreasing the amount of class time lost to treatable causes.

State-mandated vision, hearing and postural screenings were conducted in March and April with the assistance of a nurse funded by the Essential School Health Services (ESHS) grant.

It is my continued pleasure to serve the communities of Ashburnham as the School Nurse here at Oakmont Regional High School.

Respectfully submitted,  
Susan M. Lofquist, RN (BSN), NCSN

## Overlook Middle School 2012 Annual Report

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Overlook Middle School services a population of around 600 students in the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades. Overlook academics include the disciplines of Math, English, Science, and Social Studies with enrichment classes that cover Art, Music, Language, Technology, Health, Careers, and Physical Education. The school also offers “specials” that are aimed at improving students’ skills regardless of their ability level. Some of these specials include math lab, writing lab, robotics, computers, careers, engineering, historical perspectives, Spanish, and others. Overlook also offers an afterschool homework workshop that students may attend.



Along with the rigorous academic schedule, students are also exposed to a wide variety of extracurricular and co-curricular activities. Athletic offerings include winter track and football for grade 8 students, soccer, basketball, spring track, cross-country, baseball, field hockey and softball. Some of our clubs include drama, intramurals, student council, marching band, jazz band, project write, yearbook, and S.O.A.R. School-wide activities are also held on a regular basis supported by individual teachers, teams or groups.

Communication is an area that we are constantly trying to improve. Parents can receive communications through our website or via our OneCall automated messaging system. New this school year families will also receive copies of our student run newspaper. The school’s PTO also plays a critical role in parent communication and hosts a Facebook page with information about our school.

As always, we strongly encourage feedback about our performance. The phone number for the school is 978-827-1425 and the office hours are from 7:00 a.m. to

3:00 p.m., Monday through Friday. Interested persons may also find information about the school at <http://oms.awrsd.org/>.

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## Overlook Middle School – School Nurse 2012 Annual Report

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The Overlook Middle School Health Room is the site where primary nursing care, preventive care and education of health problems occur for students grades six through eight.

Postural screenings were done on 456 students in grades six through eight. In the seventh grade, 195 students were tested for vision and hearing difficulties. 195 seventh grade students were also measured for height and weight growth – BMI (Body Mass Index).

Overlook Middle School hosted a Signs of Suicide “S.O.S.” program for seventh grade students this year. The program was led by the guidance office and the health office. The seventh grade students were educated on signs of depression and high risk behaviors to watch for to identify friends in need.

72 students participated in the Caring for Kids Dental Program and were provided dental screenings, cleanings and fluoride treatments.

Each year several student nurses from Fitchburg State University are hosted at the Overlook Middle School. These students present a health related topic to the entire population under the school nurse guidance, assistance and mentoring.

The number of times health room services were provided totaled 4,138 for the 2012 calendar year. This number indicates when students and staff were seen for first aid, health status evaluations, medication administration and daily procedures. 3,809 of these visits resulted in the student or staff returning to the

classroom which is a return to class rate of 92.05%. The recommended state return to class rate is 92-93%.

Respectfully submitted,  
Heidi Williams, RN, BSN

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## John R. Briggs Elementary School 2012 Annual Report

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As principal of the John R. Briggs Elementary School, I am happy to submit the annual report to the residents of the Ashburnham-Westminster Regional School District.

The construction has gone very well since the first day in March 2011. The students, staff, parents and community have enjoyed watching the new school rise from the ground. Our official groundbreaking day was in April 2012 and it was a celebration the entire school enjoyed; the children wore yellow construction hats to show their support for the construction crew. This project is over-seen by Lamoureux-Pagano Architects and STV (owner project manager). They have done a tremendous job ensuring everything is done according to design/plans and focused on the established budget. Consigli Construction has been working non-stop to honor the established timeline so we can all enter the new school in September 2013. The Briggs Building Committee continues to meet to stay informed about the progress of the project.

The Massachusetts Comprehensive Assessment System continues to monitor every school’s progress aligning curriculum standards and teaching practices with state directed initiatives. Our elementary school’s Yearly Progress report shows that the John R. Briggs Elementary School did not make the projected growth for English Language Arts or Mathematics areas. Our performance level in each of these areas continues to improve, but has not met the state defined target score.

## **John R. Briggs Elementary School (continued)**

We continue to use John R. Briggs Elementary School two-year School Improvement Action Plan to address curriculum concerns in the areas of English Language Arts, Mathematics, and Test Taking. Also, the staff has started to adjust their classroom instruction to meet the needs of their students based on the MCAS data and other forms of assessment. We were able to use Title 1 funds from the federal government to offer “before school math tutoring” for students in the third, fourth and fifth grade. The students in this program received additional instruction on grade level math curriculum along with instruction to prepare for the MCAS test.

We had nineteen sections of classes in kindergarten through grade five. Our average class size is 23 students per classroom teacher; with a range of eighteen to twenty-six students. We offer a comprehensive education for all students that include art, music, physical education, technology and library/media. All students in Kindergarten through Grade Five enjoy daily exposure to one of our specials.

Support services are provided for our students through our Special Education Department and Title 1 Program. Special Education co-teachers support every grade level at the John R. Briggs Elementary School. Individualized and small group instruction is provided in the least restrictive environment in areas of academic support, speech and language service, occupational therapy, and physical therapy. This year our Title 1 Program services grades one through five providing English Language Arts support to our students who may be having difficulty in the areas of reading, writing, and/or spelling. Also, through funding through Title 1 and the Special Education Department, we were able to utilize this computer-based program title Lexia, a program designed to support developing literacy skills.

The John R. Briggs School Improvement Council is an advisory board to the administration of our school. Representatives of the staff and parent community work

together to develop the School Improvement Plan, Student Handbook, and prioritize input into the budget development. Yearly elections conducted by the PTA identify school community members wishing to serve for a two-year term on the School Improvement Council. We wish to invite a community member to serve on this board; letters of interest should be addressed to the school principal, Andrea McGrath.

The J.R. Briggs PTA is a driving force within our school. Through their efforts our students benefit from fundraising events, as well as family oriented activities. Projects this year included Halloween Event, Scholastic Book Fair, Girls Dance, Boys Dance, family event at Barnes & Noble, the annual Bunny Breakfast and the first school-wide Math-athon. The countless hours and dedication from the PTA enhances the quality of education provided to each student and it strengthens the home-to-school partnership.

The John R. Briggs School in Ashburnham is so fortunate to have a tremendous parent volunteer program. There are close to 100 parents in the database who are willing to support their child’s school and teacher. Throughout the day, the teachers’ room is filled with parents at the copy machine, assembling projects, organizing the leveled book library, creating bulletin board displays and completing many other activities that support classroom instruction. Also, parents can be seen in the classrooms working with small groups of students, organizing a learning center activity, helping a student with his/her writing journal, working on the iPads or listening to a child read. For those parents who are unable to help during the day, they are taking projects home at night to help their child’s teacher prepare classroom lessons. A strong home-to-school connection will only enhance a child’s educational experience. The Briggs School values the active parent community and recognizes that their support enriches the lives of our students. Also, an active parent community allows for a strong bond between parents and teachers where open

communication is welcomed and valued so the best educational experience is provided to all the students.

The Fifth Grade Student Council is comprised of members from the current fifth grade. Each fifth grade student serves on this council for a one month term. This year the Student Council supported our local community through a number of events: welcome to our new students, organized our “Massachusetts Blackout Bullying” activity, sponsored a bottle/can drive for MSPCA, sent holiday cards to Heroes, organized an Alopecia Awareness Day and ran the school-wide Memorial Day Program.

Once again, I wish to thank the Extended Day Program for its outstanding commitment to the students and parents of our school community. This program provides day-care for students of working parents; 6:30 a.m. – 6:00 p.m. during the school year, as well as a summer day care program. The Extended Day Program is fee-based and serves over 50% of our student population. Interested parents should contact the Extended Day Director for further details regarding this program.

Thank you for the opportunity to share our accomplishments and concerns with the Ashburnham community.

Respectfully submitted,  
Andrea McGrath, Principal

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## **John R. Briggs Elementary School Nurse 2012 Annual Report**

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The John R. Briggs School Health Office continues to be the site where primary nursing care as well as prevention and early intervention of health problems is provided to students in Kindergarten through Grade Five.

## **John R. Briggs Elementary School Nurse (continued)**

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Mandated screenings were done on 453 students in Grades K-5. These screenings included Vision K-5, Hearing K-3, BMI for Grades 1 and 4, and Postural Screening for Grade 5. Pediculosis screenings were done on 453 students in the fall and continue throughout the school year as needed.

Dental hygienists from the Nashoba Board of Health and Gardner Community Health Connections provided dental screenings, cleanings and fluoride treatments to our students throughout the school year. Services were provided to 119 students and 30 were referred to a dentist.

The number of times health room services were provided totaled 5,299 for students and 129 for staff. These numbers indicate when students and staff were seen for first aid, health status evaluations, medication administration and daily procedures. 5,143 students were able to return to the classroom at a return rate of 97% which is above the 92% recommended by the DPH/DESE.

Thank you to – the St. Vincent de Paul Society of St. Denis Church, the Ashburnham Community Church, and the People’s Church, the Lion’s Club, the Ashburnham American Legion and the J.R. Briggs Elementary School staff and families who provided help to those in our community who needed food, heat, clothing, glasses and Christmas gifts. Also, a special thank you to Dr. Lisa Rembetsy-Brown, our school physician.

In August of 2012, I became a new employee of the AWRSD. However, I have been a school nurse for over 14 years and bring a lot of experience and enthusiasm to my new position as the John R. Briggs school nurse. I look forward to maintaining and promoting the health and well-being of the students of this school.

Respectfully submitted,  
Jane Flis, RN, BSN, NCSN, J.R. Briggs School Nurse

## **District-Wide School Nurse Report for 2012**

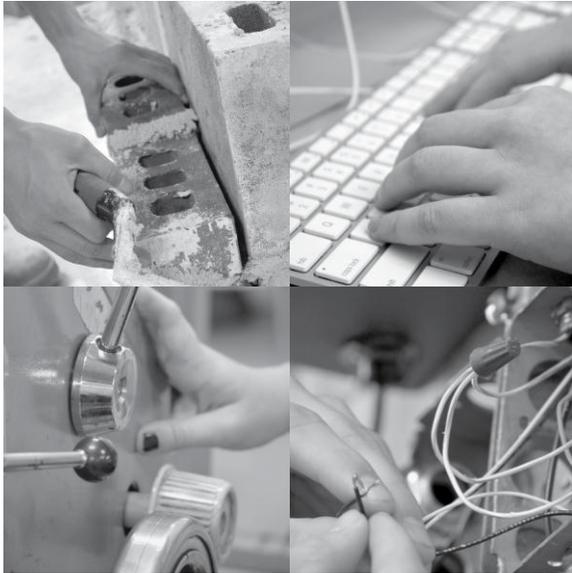
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- ✓ All student and staff records were received for compliance of the Massachusetts Board of Health regulations.
- ✓ As members of the School Health Advisory Committee (SHAC), the nurses attend quarterly meetings to discuss any health concerns/issues in our school district as well as to promote health education/physical education in all grades. Implementation of programs according to the results of our district’s yearly Youth Risk Behavior Survey (given to middle and high school students) continue to be discussed and done. Important topics under discussion this year include the School Nutrition Law and Emergency Response Planning.
- ✓ Collaboration with the Caring for Kids Dental Program provided dental screenings, cleanings and fluoride treatments for some of our children who do not have access to those services.
- ✓ CPR and First Aid classes were offered to staff members in the entire district, certifying them using the American Red Cross standards.
- ✓ Dr. Lisa Rembetsy-Brown continues to serve as our school physician and consultant whenever needed.
- ✓ Flu clinics were hosted by the district working in conjunction with the Westminster Board of Health and the Nashoba Board of Health and over 500 children and adults were vaccinated.
- ✓ Pediculosis screenings were done on several students throughout the school year.
- ✓ Our district is still involved with the Massachusetts Department of Public Health Essential School Health Services and receives grant funds. We have

begun working within the frameworks of this grant. We will be developing a portfolio of work and goals to define my career path as a school health nurse. Besides monthly activity reports and a yearly status report that are submitted to the Department of Public Health, we have continually updated protocols and policies as needed per the demands of student needs, staff needs or the ever changing recommendations of the American Academy of Pediatrics.

- ✓ During the school year, senior nursing students from Fitchburg State University and high school seniors from Oakmont interested in a nursing major interned in the health office. The students from FSU were here as part of their community health rotation and participated in direct student health care under the supervision of the school nurse. Each student also did a lesson in the classroom on various healthcare topics.
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## MONTY TECH 2012 Annual Report

### Overview

The year 2011-2012 was an exciting one at Monty Tech, marked by student achievement, faculty and staff distinctions, and leadership development. I am honored to serve as Superintendent-Director of Monty Tech, a school that continues to transform secondary education in North Central Massachusetts, bringing to life lessons learned in a classroom, at the workplace, and in the community. This school exemplifies what I believe good education is all about.

A Monty Tech education is grounded in workforce preparedness, balanced by a rigorous academic curriculum. Our students are prepared not only to enter the workforce, but to also continue their education by

enrolling in college. Each year Monty Tech conducts a *One-Year-Out Survey*, measuring “positive placements,” as defined by the Carl D. Perkins Vocational and Technical Education Act. By tracking students who have enrolled in post-secondary education programs, secured employment aligned to their vocational training, or are serving our country in the United States military, we are better able to inform potential students, advise current students, and deliver vocational-technical programs that are relevant to today’s workforce trends and labor market needs. One year after leaving Monty Tech, the graduates of 2011 reported the following:

- 33% are currently employed in a field related to their Monty Tech trade
- 12% are employed in a field unrelated to their vocational education
- 45% are currently pursuing a higher education, and
- 8% have elected to serve in the United States military.

Compiling information for the Annual Report has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. I am fortunate to work closely with a talented leadership team, many of whom have contributed to this report, and given great insight into some of the more notable highlights of the 2011-2012 academic year, including:

- 95% of our students scored Advanced or Proficient in the state’s English Language Arts exam, up from 87% in 2010-2011..
- 88% of our students scored Advanced or Proficient in the state’s mathematics exam, up from 87% in 2010-2011.
- Class of 2012 graduate Victoria Holbert served as the National SkillsUSA President, traveling across the country and abroad to advocate for vocational-technical education. She participated in the “Education Nation Summit,” engaging in high-level

discussions on the state of the American Education system.

- Seven students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri. The Monty Tech national delegation was awarded four gold medals and two bronze medals.
- For the third consecutive year, the Monty Tech Marine Corps JROTC program was awarded the distinction of “Naval Honor School.” in recognition of exemplary community service.
- One outstanding JROTC Cadet was awarded the Naval Reserve Officers Training Corps Scholarship, receiving full tuition, fees, books, uniforms, summer experiences, as well as monthly stipends. She is now attending Norwich University.
- Monty Tech continues to participate in the highly selective Student Spaceflight Experiment Program, representing the only vocational school in the nation to have a student science experiment launch into space, and providing students with an opportunity to study the effects of gravity on their science project.

Much like districts across the state, Monty Tech has been affected by the nationwide economic recession. Maintaining high standards of fiscal responsibility, with an eye on our over-arching mission of increasing student achievement, this school has been able to maintain our high standards of academic success, while presenting a budget that is fiscally conservative. Our FY12 Annual Budget was unanimously accepted by each of the eighteen member communities, and reflected a 2.4% increase over the 2010-2011 Educational Plan. We deeply appreciate the public’s support for Monty Tech. We recognize that we are in the midst of some of the most difficult economic times faced by residents of our member cities and towns. As a result, we will continue to strive to seek creative ways to keep down costs to our 18 member communities.

## Monty Tech (continued)

### Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge and abilities to be a productive and effective member of an ever-changing society.

### Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

### Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

*Nicholas DeSimone, Principal*

*Francine Duncan, Director of Technology*

*Christina Favreau, Director of Academic Programs*

*James Hachey, Dean of Admissions*

*Richard Ikonen, Director of Facilities*

*Tammy Lajoie, Business Manager*

*Richard Nutt, Director of Vocational Programs*

*Steven C. Sharek, Superintendent-Director*

*Katy Whitaker, Development Coordinator*

*Victoria Zarozinski, Director of Student Support Services*

## Enrollment

On October 1, 2011, student enrollment at Monty Tech included 1,435 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (58), Ashby (37), Athol (110), Barre (39), Fitchburg (376), Gardner (173), Harvard (4), Holden (60), Hubbardston (56), Lunenburg (72), Petersham (8), Phillipston (17), Princeton (14), Royalston (24), Sterling (58), Templeton (110), Westminster (70), and Winchendon (127).

Throughout 2011-2012, Monty Tech offered a variety of opportunities for students, parents and community members to learn about and visit the school. In October 2011, approximately 1,000 district eight graders participated in the annual "Tour Day" event. Students toured our twenty vocational/technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2011-2012 proved to be an exceptionally busy year for him, as the school received a record 823 applications for admission. Of those, 773 were from students hoping to enter our incoming freshman class.

The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 380 freshmen and 24 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to

attract a large number of students during the 2011-2012 school year, serving approximately 675 area students.

### Class of 2012 Awards

Members of the Class of 2012 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$21,000 in scholarships to graduating seniors, ranging in amounts of \$100 to \$1,500. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Just over 70% of the graduating class of 2012 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/ trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

### Financial Report

Numerous challenges were faced during the development of the fiscal year 2011-2012 budget, including rising health insurance and student transportation costs. Considerable effort was put forth by the School Committee, administration, and staff to develop a cost-effective budget. The final fiscal year 2011-2012 Educational Plan totaled \$22,744,779, which represents a \$2.4% increase over the 2010-2011 Educational Plan.

The District was audited in August 2012 as part of the yearly financial audit by the accounting firm of

## Monty Tech (continued)

Melanson, Heath and Co. from Greenfield, MA and an “excellent” report is anticipated.

### Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2012, state and federal grant sources provided the school with \$1,407,959. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Drug Free Schools, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$20,918. For Fiscal Year 2012, Monty Tech received \$13,251 in grant funds from the Community Foundation of North Central Massachusetts, to support the Student Spaceflight Experiment Program. The Massachusetts Space Grant Consortium and Nypro also contributed to this ground-breaking program, by adding an additional \$7,667 in grant funds.

Grants totaled \$1,428,877 for fiscal year 2012.

### Academic Achievement

Montachusett Regional Vocational Technical School continued to see significant improvement in MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech’s passing rate on the English Language Arts exam was 100%, Mathematics 99% and Biology 98%.

English Language Arts	2010	2011	2012
Students Tested	351	358	361
Passing	99.9%	100%	100%
Advanced/Proficient	83%	87%	95%
Needs Improvement	17%	13%	5%
Failing	.0001%	0%	0%

Mathematics	2010	2011	2012
Students Tested	351	358	360
Passing	97%	98%	99%
Advanced/Proficient	80%	86%	87%
Needs Improvement	17%	12%	12%
Failing	3%	2%	1%

Biology	2010	2011	2012
Students Tested	383	362	361
Passing	95%	97%	98%
Advanced/Proficient	68%	71%	73%
Needs Improvement	27%	27%	24%
Failing	5%	3%	2%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, moving the school into a Level 1 Status.

Student Group	Performance	Progress
All Students	85	Met Target
High Needs	75	Met Target
Low Income	79	Met Target
ELL and Former ELL	-	-
Students with Disabilities	76	Met Target
American Indian/Alaska Native	-	-
Asian	-	-
African/American/Black	-	-
Hispanic/Latino	84	Met Target
Multi-Race, Non-Hispanic/Latino	-	-
Native Hawaiian/Pacific Islander	-	-
White	91	Met Target

## Vocational Projects in the District Communities

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational technical education programs are building homes, reconstruction damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2011-2012 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

### Auto Body - Collision Repair Technology:

During 2011-2012 the program was fortunate to receive equipment upgrades including new tool boards and hand tools. The program also introduced students to a virtual 3-D spray system, designed to provide students with the opportunity to practice the technique of painting without using any materials. The program’s waterborne paint spray booth continues to provide students with training with more efficient waterborne paint systems. Throughout the year, the program received over one hundred requests for service and repair work, including a number of requests from local school, police and fire departments. Students and instructors refinished a Fitchburg police cruiser and two bumper covers, repaired for Fitchburg Firefighter’s Association Mack fire truck, and repaired the back of a damaged Cushing Academy student bus. (Total enrollment: 63; 44 males, 19 females)

Automotive Technology: Two of our top students were asked to compete in the underclass division at the state level in the Mass Tech Competition. Juniors Hunter Manley and Mike Pauplis (Class of 2013) represented Monty Tech, and placed 2<sup>nd</sup> in the state. Hunter Manley was also recognized for receiving the

## **Monty Tech (continued)**

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highest written score in the state. The program also supported three students in the Co-Operative Education program. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. The program performed over four hundred services, and was fortunate to receive a new air conditioning station, providing students with an opportunity to be trained in this updated equipment/technology. Total enrollment: 63; 52 males, 11 females)

**Business Technology:** Students and instructors in the Business Technology continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' office, front office and greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization and marketing. (Total enrollment: 76; 17 males, 59 females)

**Cabinetmaking:** Cabinetmaking students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district. During the 2011-2012 school year, students and instructors were particularly busy renovating the Gardner Mayor's office. Using quarter sewn red oak, students carefully tried to match the architectural details of the building with the new cabinetry, creating a beautiful wall unit for the office. Work continued in Gardner at the Fire Station, where solid cherry cabinetry was built and installed to update the facility. Building podiums, storage units, and all of the gifts for the annual Superintendent's Dinner kept the students and

instructors extremely busy throughout the remainder of the year. Finally, the program was also fortunate to receive a dovetailing machine, capable of dovetailing a drawer box in under one minute. Monty Tech is the only vocational school in the state to provide education and training on such technology. (Total enrollment: 73; 44 males, 29 females)

**Cosmetology:** Providing students with educational space that closely reflects industry trends and a typical workplace environment are paramount in the cosmetology program. In September 2011 students returned from summer vacation to find their shop space renovated to more accurately reflect industry. The clinic floor was remodeled, twenty-three stations were replaced, sound tiles were recovered, and the shop area was reconstructed to increase the visibility of the students and provide an "open concept" layout. Each of the twenty-two graduating seniors successfully obtained their cosmetology license before graduation, the largest number of licensed cosmetologists per graduating class in Monty Tech's history! In April the students gained invaluable experience, traveling with the instructors to New York City to attend the International Beauty Show. Monty Tech cosmetology instructors continued to promote community service, encouraging all students to participate in meaningful activities at the Gardner High Rise. Students provide free hair and nail services to the elderly once a month, a program that began in 1998. (Total enrollment: 91; 1 male, 90 females)

**Culinary Arts:** Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Wachusett Chamber of Commerce "Taste of Wachusett" at Wachusett Mountain, and continue to showcase their talents at similar trade shows and events throughout the year. The program provided breakfast, luncheon and dinner, as well as support staff, for a number of events for public organizations, including the Fitchburg Rotary Club, Nashua River

Watershed Association, Senate Ways and Means Committee, and the Fitchburg City Council. (Total enrollment: 100; 36 males, 64 females)

**Dental Assistant:** 2011-2012 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported four students who competed at the district level for SkillsUSA. One went on to compete at the state level, where she earned a silver medal. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, approximately thirty-nine students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the program received new equipment, including a model trimmer, whip mix, an X-ray developer, and instrument cassettes. (Total enrollment: 57; 4 males, 53 females)

**Drafting Technology:** The Drafting program is proud to announce that out of ten seniors, seven were offered (and accepted) full-time employment in the drafting and design trade prior to high school graduation. We expect these students will be extremely successful applying skills they acquired through their vocational training at local companies, including the following: Aubuchon, Process Cooling, Nypro, Inc., and Essco Manufacturing. 2011-2012 brought new equipment and technology to the program, and students particularly enjoyed working with the new Dimension Elite Printer. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for the 2011-2012 year came in the form of developing plans

## **Monty Tech (continued)**

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for a much-needed school reconfiguration. The Student Support Services Department was relocated, centralizing all offices the public visits frequently. Students and instructors worked closely with administration, instructors, and officials to design a more efficient and modernized space. (Total enrollment: 41; 28 males, 13 females)

**Early Childhood Education:** The Early Childhood Education program at Monty Tech proudly graduated sixteen students, all college bound, from the program in June. The program continues to be a popular trade, with an emphasis on community service and continued education. During 2011-2012, Early Childhood Education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children's books. Four students from the program represented Monty Tech at the SkillsUSA National Skills and Leadership Conference in Kansas City, MO. Whether the students were competing, singing the national anthem, or receiving a volunteer service award, each of these young ladies represented the school and the Early Childhood Education program very well. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for fall placement. (Total enrollment: 66; 4 males, 62 females)

**Electrical:** The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2011-2012 year, students and instructors completed in excess of two hundred projects that required repair or installation. Some of the more notable accomplishments from this shop include: all electrical work (including wiring and installation) at the

Ashburnham Bresnahan Scouting Center, all electrical work (including wiring and installation) for the Mayor's Office in the City of Gardner, and work in Winchendon Public Schools, including installing new outside lighting, installing new hand dryers in bathrooms, installing and wiring new stage lighting, and performing a number of energy saving upgrades to benefit our local partners in education. The Electrical program is particularly proud to have trained a top student included in the Team Works competition for SkillsUSA. The Monty Tech Team Works unit won a gold medal at the state level and then travelled to Kansas City, MO to compete with other teams from across the country. There, the Monty Tech Team Works unit was awarded the gold medal, receiving the highest honor in the country for their outstanding building and teamwork skill. (Total enrollment: 86; 81 males, 5 females)

**Engineering Technology:** The Monty Tech Engineering program has undergone a great transformation over the course of the past four years. During the 2010-2011 exploratory process, the process was changed to attract the interest of more students, and the exploratory project was changed from a robot to an IPOD stereo amplifier. The exploratory project for 2011-2012 remained the same, and as a result, eighteen listed this program as their top choice. Seven of the eight graduating seniors report positive placements; six graduates enrolled at 2 or 4 year institutions, while one graduate is now serving in the U. S. Coast Guard. The instructors were pleased with the addition of new equipment, including scopes, signal generators, and computers, aiding students as they continue to complete numerous repairs for faculty, staff and students, including: in excess of one hundred fifty headphones, video game systems, iPods, phones and other electronic devices. (Total enrollment: 52; 43 males, 9 females)

**Graphic Communications:** The Monty Tech Graphic Communications program is pleased to have graduated twenty-two students, all of whom were accepted at a variety of colleges, including 2-year, 4-

year, public, and private institutions. Throughout the 2011-2012 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred forty projects, billing in excess of \$15,000. This may be calculated as a savings of up to \$65,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints were completed. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: booklet maker, spiral binder, wide format printer, color proofing machine, folding/perforating machine, computer-to-plate system, paper cutter, shrinkwrap machine, automatic creaser, four new Macintosh computers, and new student chairs. (Total enrollment: 93; 27 males, 66 females)

**Health Occupations:** The Health Occupations program at Monty Tech continues to incorporate the EMT curriculum into the program, providing students with a wide range of medical knowledge and exposure to a variety of health-related career options. In an effort to increase opportunities for hands-on application and deeper understanding, the number of program affiliation sites has been increased. Instructors have also approached offices at Heywood Hospital, to discuss expanded opportunities for students to gain more acute care experience. The program, which boasts an enrollment of over one hundred students, continues to participate in community service programs, including the annual Red Cross Blood Drive, Pediatric Day (in conjunction with students from Early Childhood Education program), and a "baby shower" for women living in a local battered women's shelter. The program was also instrumental in bringing a powerful guest speaker, Chris Herren, to the school to discuss drug

## Monty Tech (continued)

addiction and recovery. (Total enrollment: 101; 6 males, 95 females)

**House Carpentry:** Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2011-2012 school year include: beginning work on the Bresnahan Scouting Center (Ashburnham), leading renovation efforts at the offices of the Mayor of the City of Gardner, constructing and installing kiosks for the Ashburnham Conservation Trust, constructing and installing a set of exterior stairs to train dogs to walk with blind individuals (Fitchburg), constructing, painting and installing eight flower boxes for the Fitchburg Rotary Club (Fitchburg) and building a number of sheds on location. (Total enrollment: 68; 51 males, 17 females)

**Industrial Technology:** Students and instructors in the Monty Tech Industrial Technology program are called on for “a little bit of everything”. Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2011-2012, some of the more notable accomplishments include: stripping and shingling 6,000 square feet of roofing at the Princeton Light and Power Company, the installation of storage sheds at the Briggs Elementary School (Ashburnham), and working closely with the school’s House Carpentry program to construct the Bresnahan Scouting Center (Ashburnham). In-house projects included the creation and construction of décor for the annual Superintendent’s dinner and countless repairs, maintenance and troubleshooting efforts throughout the school. The co-operative education program continues to be a highlight for students in the Industrial Technology program, as seven students were awarded co-op placements during the year. Student experience in the program was enhanced with the

purchase of two pieces of equipment, a power equipment lift and heavy-duty band saw. (Total enrollment: 58; 48 males, 10 females)

**Information Technology:** While 2011-2012 proved to be a year marked by many changes for the Information Technology program, including large-scale relocation efforts, curriculum and instruction remained steady. As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of two hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Thirty-one students earned Internet Computing Core (IC3) certification, and eighteen students completed the Occupational Safety & Health Administration 10-hour training and certification course. Students in Information Technology competed in the Fall and Spring Programming competition at Fitchburg State University, as well as the local, district and state levels of the SkillsUSA competitions. Eight students travelled to the Massachusetts SkillsUSA state competition to compete in three categories: Internetworking, Mobile Robotics, and 3-D Animation. Monty Tech Information Technology students were awarded bronze medals in all three categories. (Total enrollment: 68; 59 males, 9 females)

**Machine Technology:** The Monty Tech Machine Technology program saw several key improvements during the 2011-2012 school year. The program benefited from new technology, including: a surface grinder, three tabletop CNC simulators, and a CNC laser engraver. Two students advanced from the SkillsUSA district competition to compete in the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in CNC Milling at the state SkillsUSA competition, where Monty Tech students placed 1<sup>st</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup>! Three students were offered co-op employment, and were able to put their vocational education into practice at area

machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving over three hundred Superintendent’s Dinner gifts, laser engraving over three hundred eighty ball markers for the school’s annual golf tournament, laser engraving the town seal on a podium built by Cabinetmaking (Town of Holden), laser engraving plaques for the school’s annual car show, and machining parts for the school’s maintenance department including pins for the backhoe, shafts for the rooftop hearing system, and rebuilding the sander unit. (Total enrollment: 60; 51 males, 9 females)

**Masonry:** Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2011-2012 school year. Community services included: designing and installing the stone patio at Coggs Hill Park (Fitchburg), restoring a local cemetery garage (Fitchburg), brick restoration at a local senior center (Fitchburg), tiling the bathroom in the Mayor’s Office (Gardner), tiling the kitchen at the fire station (Gardner), ensuring handicap accessibility by installing ramps and new sidewalks at Lunenburg High School, repointing the brick work on Pearl Street, Cross Street, and Ipswich Street for the Winchendon Housing Authority, and repointing the brick basement at an area senior center (Winchendon). When students weren’t busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where our students placed 1<sup>st</sup> in Hardscape, were recognized with the following distinctions: Seniors-1<sup>st</sup> place, Juniors-2<sup>nd</sup> place and 3<sup>rd</sup> place, Sophomores-1<sup>st</sup> place and 3<sup>rd</sup> place. Students and instructors also worked to beautify our own campus by installing a rainwater recovery system and waterfall, constructing three planters in front of the school, and pouring concrete for the school’s new MART bus station. (Total enrollment: 58; 50 males, 8 females)

## **Monty Tech (continued)**

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**Plumbing:** The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2011-2012 school year, students and instructors participated in the construction of a new community function center for the William T. Bresnahan Scouting and Community Center, Inc. in Ashburnham. Students and instructors also worked to complete rough plumbing, radiant floor heating, and radon mitigation systems in a new commercial building in Ashburnham. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Plumbing program is particularly proud to have trained one student included in the Team Works competition for SkillsUSA. The Monty Tech Team Works unit won a gold medal at the state level and then traveled to Kansas City, MO to compete with other teams from across the country. There, the Monty Tech Team Works unit was awarded the gold medal, receiving the highest honor in the country for their outstanding building and teamwork skill. The Monty Tech Plumbing program proudly graduated seventeen students in the Class of 2012. Two students, in particular, received prestigious trade awards/ recognitions: Jon Sweeney of Ashby won the Central Massachusetts Plumbing & Gasfitting Inspectors Association scholarship, and Vinny Acito of Petersham won the New England Plumbing, Gas and Mechanical Inspectors Association scholarship. Several graduates of the class of 2012 have been hired as plumbing apprentices at local plumbing companies. (Total enrollment: 70; 65 males, 5 females)

**Welding/Metal Fabrication:** The Welding/ Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful

completion of many of the school's capstone projects. Their contributions include: fabricating and installing one hundred twenty feet of guard rail for Barre Municipal Building, repairing an antique handrail for Barre Municipal Building, fabricating and installing over one hundred feet of handicap railing for Lunenburg High School, and fabricating a stainless steel backsplash for the Gardner Fire House. The program benefited from the addition of new equipment, including a Millermatic® 211 Auto-Set Mig Welder and a four foot box and pan brake. The program was pleased to place three top students in Co-Operative Education work experiences across the district. (Total enrollment: 55; 52 males, 2 females)

### **Special Services**

During the 2011-2012 school year, Montachusett Regional Vocational Technical School District provided special services to over three hundred students – measuring progress of approximately two hundred students on Individual Education Plans (IEPs) and just over one hundred students adhering to individualized 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department is fortunate to be able to support a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students

and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. This comprehensive review and evaluation is done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

### **Technology**

In the area of technology, Montachusett Regional Vocational Technical School continues to move forward. iPads are being used by students utilizing ASSISTments, a software program designed to identify student strengths and weaknesses and to improve student achievement in mathematics. SmartBoards have been added to the Information Technology program, and computers have been replaced in accordance with the district's computer replacement plan.

Monty Tech launched a new website in January 2012. The website includes many new features designed to improve communication with Monty Tech students and parents, as well as the public. Web pages can be translated into several languages, and content has been added to provide more information about the school. School Committee and Subcommittee meeting notices and agendas have also been added to the school website.

In an effort to promote effective communication with parents of our students, school administration has encouraged the teaching staff to use the student information system online gradebook, which provides up-to-date information about student grades,

## Monty Tech (continued)

attendance, and conduct. Participation on the part of staff and parents continues to increase.

### SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, Monty Tech students develop job skills, leadership and professional skills, as well as provide community service.

The 2011-2012 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of district competitions, performed well at the state level, and took back to Monty Tech five national medals. Another first for the Monty Tech SkillsUSA chapter-class of 2012 graduate, Victoria Holbert, was elected National SkillsUSA President, representing the school and the Commonwealth of Massachusetts respectfully at a number of high profile engagements. Serving as advisors for the 2011-2012 school year Timothy Gately (English Instructor), Anne Marie Cataldo (Early Childhood Education Instructor), and Dan Starr (Graphic Communications Instructor). Highlights of the year included:

- Victoria Holbert served as National SkillsUSA President.
- In the fall of 2011, the Monty Tech SkillsUSA chapter led a "Change for Children" campaign to benefit a Holiday Party for disadvantaged children. Throughout the year, the chapter continued to focus their efforts on disadvantaged children, raising over \$500 for the Doug Flutie Foundation for Autism.
- In November thirteen students traveled to the three-day Annual Fall State Leadership Conference where they developed leadership skills and performed community service at an area YMCA Day Camp.

- In March 2012, a total of fifty-seven medals were captured at the District Competition hosted by Bay Path Regional Vocational Technical School: 20 gold medals, 15 silver medals, and 22 bronze medals. Also, two students qualified to run for the State Executive Council.
- Class of 2013 student, Russell Holbert, was selected to serve on the State Advisory Committee to aid in the planning of the State Conference.
- In April 2012 more than seventy students traveled to Blackstone Valley Regional Vocational Technical High School to participate in the State Leadership and Skills Conference, where seventeen students were awarded medals for their outstanding achievements. Among the medalists were seven students who earned gold medals in their competition, qualifying them for the annual National Leadership & Skills Conference held in Kansas City, Missouri, in late June.
- Several students were invited to participate in the National Leadership conference for outstanding personal achievements. Suzanne Sanford was recognized for winning the State Pin Design Contest, Shawna Babineau was selected to sing the National Anthem at the Opening General Session and at the Kansas City Royals Game, and Jessica Shattuck was presented with the President's Volunteer Service Award.
- Six students returned from the annual National Leadership & Skills Conference with awards.  
*TeamWorks:* consisting of James Grenier (Carpentry), Aaron Beals (Plumbing), Max Hitchcock (Electrical), and Allen Bourgouis (Masonry), earned a gold medal. In *Power Equipment Technology:* Troy Jollimore (Industrial Technology) earned a bronze medal and in *CNC Milling Technology:* Jeremy LeBlanc (Machine Technology) earned a bronze medal.

### Marine Corps Junior ROTC

The 2011-2012 school year was a strong, effective and rewarding year for the Monty Tech Marine Corps Junior ROTC program. The year started with our July 4<sup>th</sup> parades, where our Color Guard detail was in high demand. The Color Guard remained busy throughout the year, presenting Colors at more than fifty ceremonies that varied in size and location, from small town ceremonies, professional sporting events, and even within the Senate chambers at the Massachusetts State House.

In addition to leadership exercises, the Cadets were actively engaged in community service activities, raising funds for deserving charitable organizations in the area. The Cadet Corps selected "Canine's For Combat Veterans" from Princeton, Massachusetts as its primary recipient for their fundraising efforts. Efforts led by 1<sup>st</sup> Sgt. Paul Jornet, the Cadet Corps, and a few friends, resulted in a record donation of just over \$21,000 dollars to support this very worthy cause.

For the third consecutive year, the Monty Tech MCJROTC Cadet Corps was awarded the distinction of Naval Honor School, in recognition of exemplary performance. Other notable highlights for the year include:

- Ten-mile March-A-Thon to support "Canine's for Combat Veterans".
- Annual raffle to support leadership trips.
- Veterans' Day Ceremonies hosted by Monty Tech.
- National High School Cyber Defense Competition, 4<sup>th</sup> place overall.
- National High School Cyber Defense Competition, Best Marine Corps Team.
- Military airlift to Camp Shelby, Mississippi, for a seven day training package.
- One deserving Cadet awarded a full National Reserve Officers Training Corps Scholarship.
- Memorial Day Observation in five sending communities.

## Monty Tech (continued)

- Five Cadets attended advance leadership training in Boswell, Pennsylvania.
- Unit conducted in excess of six thousand hours of community service.

### Women in Technology

This year, the Women in Technology Program (WIT) observed its 10<sup>th</sup> anniversary of providing opportunities for young women from high schools located throughout the district to learn firsthand about careers in high-tech and business. Qualified applicants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products, subsidiaries of Tyco International, a Fortune 500 company.

Students from six area high schools—Monty Tech, Leominster’s Center for Technical Education, Oakmont, Quabbin, Gardner and Narragansett—participated in the program, working on a wide variety of projects. Their projects are unveiled at an annual end-of-the-year presentation held in Monty Tech’s Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program and skills acquired through participation in the Women in Technology program will open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

A number of Monty Tech students who have completed the program have gone on to rewarding and well-paying careers, made possible by this unique experience.

## Student Athletics

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In the fall of 2011, Monty Tech was well-represented by eighteen teams. In the winter months, there were twelve teams, and wrapping up the year, spring saw nine teams come together at Monty Tech.

Last fall, the Varsity Football team was 3-8, but they lost three very close games. The team produced five Colonial Athletic League All-Stars. The Freshman Football team was 3-8, but they lost three very close games. The team produced five Colonial Athletic League All-Stars. The Freshman Football team was 3-3 and had twenty-seven players finish the season. The Varsity Boys Soccer team finished at 10-6-1, qualifying for the post-season tournament, where they lost to Blackstone Valley Tech, 2-1, in a very tight game. They had two players named to the Colonial Athletic League All-Star team. The JV Boys Soccer team was 4-5-2, an improvement over the last year. The Varsity Golf team was 8-8 overall, playing in the Central Mass Division 3 Tournament. They also played in the State Vocational Tournament and finished 3<sup>rd</sup> in the CAL Tournament. Three Monty Tech golfers were named to the Colonial Athletic League All-Star team. The Field Hockey team was 9-5-1, qualifying for the Central Mass Tournament for only the third time in the program’s history. There they lost to Auburn 3-1. The JV Field Hockey team finished at 4-2-1. The Boy’s Cross Country team was 7-3 and finished 2<sup>nd</sup> in the CAL with a 6-1 record.

The Varsity Girls Volleyball team went 4-16, but continued to play hard throughout the season. They organized their annual Bump-Set-Spike competition, to fight Breast Cancer, in October and raised a large sum of money. Two players were named to the Colonial Athletic League All-Star team. The JV Girls Volleyball team was 6-8 and the Freshmen Girls team continued to improve each match. The Varsity Girls Soccer team

was 7-7-1, and qualified for a post-season berth. While the team lost to Oakmont High School, 4-1 to finish the season, two stand-outs were named to Colonial Athletic League All-Star team. The JV Girls Soccer team finished at 5-7-1. With most of the girls moving up next fall, our girls program looks very promising.

The Girls Varsity Basketball finished at 8-12 on the season. With only two seniors on the team, they look to improve next year. They had two players name to the Colonial Athletic League All-Star team. The JV Girls were 10-11 and the Freshmen Girls were 9-5, as they prepared to move up to the JV and Varsity programs next year. The Varsity Boys Basketball team finished at 7-13. Two players represented Monty Tech on the Colonial Athletic League All-Star team. The JV Boys Basketball team was 14-8 and played with a lot of desire and pride. The Freshmen Boys were 6-10. The Co-Op Wrestling team participated in many dual meets and tournaments finishing at 2-10. The Co-Op Ice Hockey team did very well again as they won the Central Mass Coughlan Conference and participated in the District Tournament losing to Auburn. The JV Ice Hockey team played very well, as the younger players look to improve their skills. Monty Tech also participated in a Co-Op Swim team with Leominster and North Middlesex and again it went very well. The program benefits from area facilities, swimming at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament with an 11-9 record, losing to Uxbridge. The JV Softball team was 4-4, due to a very wet May. The Varsity Boys Volleyball team was 7-10 and the new JV Boys Volleyball team was 6-6. The Varsity Baseball team finished at 7-13. The JV Baseball team was 10-5 and the Freshmen Baseball team was 1-10. Due to a wet season, the Monty Tech baseball program proved to be flexible, traveling to the Westminster Babe Ruth field for many of their home games. The Boys Track & Field team was 7-3, placing second in the Colonial Athletic League with a 5-2

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## Monty Tech (continued)

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record. The Girls Track & Field team finished with an overall 5-5- record, 3-3 in the Colonial Athletic League.

### Congratulations to the Outstanding Male and Female athletes for 2011-2012 –

**Korey Wilson and Meredith Carrier.**

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### Postgraduate and Continuing Studies

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence through the provision of affordable, quality, and enjoyable educational experiences.

For the fall of 2011 there were 108 postgraduate and continuing education courses offered, with approximately 954 seats sold. There were 106 courses offered during the spring 2012 semester, with over 960 seats sold.

In March 2012 the postgraduate program successfully graduated our first class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

### Practical Nursing Program

The Practical Nursing Program is a post-secondary licensure program, offered through the Postgraduate & Continuing Studies Department. The widely popular program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who

are experiencing common variations in health status in diverse health care settings.

In October 2010, Monty Tech's Practical Nursing Program was reviewed by the Massachusetts Board of Nursing and received full approval status. The program has since maintained that accreditation, and in June 2011 the program became a candidate for accreditation by the Council on Occupational Education (COE). The Practical Nursing Program is scheduled for a full review and site visit by COE in November 2012.

In June 2012, the Practical Nursing Program graduated twenty-eight students bound for the nursing profession. Upon completion of the program, the cohort achieved an initial NCLEX pass rate of 94%, up from 87.5% in 2011. The program is pleased to announce that over one third of our graduates have elected to continue their education, in pursuit of a bachelor's degree in nursing through the LPN to BSN Bridge program at Fitchburg State University.

### The Monty Tech School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the School Committee for their outstanding service.

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*Diane Swenson, Ashburnham*  
*Eric Olson, Phillipston*  
*Terri Hillman, Winchendon*  
*Norman J. LeBlanc*

*Chair*  
*Vice Chair*  
*Secretary*  
*District Treasurer*

*Warren Landry, Ashby*  
*Toni L. Phillips, Athol*  
*John Scott, Barre*  
*Brian J. Walker, Fitchburg*  
*Robert H. Campbell, Fitchburg*  
*LeRoy Clark, Fitchburg*

*James Cournoyer, Holden*  
*Kathleen Airolodi, Hubbardston*  
*Barbara Reynolds, Lunenburg*  
*Edward Simms, Petersham*  
*John P. Mollica, Princeton*  
*Mary C. Barclay, Royalston*

*Thomas J. Conry, Jr., Fitchburg*  
*Helen Lepkowski, Gardner*  
*Eric D. Commodore, Gardner*  
*Joann Sueltenfuss, Harvard*

*Dr. Kenneth I.H. Williams, Sterling*  
*James M. Gilbert, Templeton*  
*Gary Candelet, Westminster*  
*Burton E. Gould, Jr., Winchendon*

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### Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we remain ever-focused on improvement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

#### Increasing Collaboration with Area Colleges

In recent years, Monty Tech has enjoyed increased collaboration with post-secondary partner, Mount Wachusett Community College. The college has been instrumental in our efforts to ensure students are college and career ready, and our students have benefited from this partnership by participating to early college placement testing, early intervention strategies to ensure college preparedness, and dual enrollment courses for only \$30. In the coming years, we expect to expand our dual enrollment offerings, to include courses such as Introduction to Sociology, Introduction to Psychology, Introduction to Criminal Justice, and Introduction to Biotechnology, making a college education more affordable and attainable.

#### Implementing the Recently Revised Curriculum Frameworks

During the summer of 2012, Monty Tech led statewide efforts to revise some thirty-four career vocational technical education frameworks. Working with educators from across the state, Monty Tech instructors were instrumental in designing curriculum frameworks that will define Chapter 74 educational programs for years to come. We look forward to implementing the new frameworks.

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## Monty Tech (continued)

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### Collecting Data on Our Advanced Placement (AP) Pilot Program

Monty Tech launched our first Advanced Placement courses in September 2012. Today's vocational programs are rigorous, technical and complex; such programs, then, must be balanced by academic programs that are defined by rigor and relevance. Monty Tech will continue to examine best practices in academic offerings. As the first year of the AP Pilot Program comes to an end, district educators and administrators will collect and analyze achievement data to determine program effectiveness, and if/when to roll out additional Advanced Placement offerings.

### Undertaking a Performance Contracting Project

In light of pending federal and state budget cuts, it is imperative that we continue to seek creative ways to pay for large capital expenses, such as the replacement of the roof and rooftop HVAC units. After a great deal of research and data collection, Monty Tech has elected to pursue performance contracting measures that would allow the school to perform much-needed updates to the school facility. After selecting an approved Energy Service Company (ESCO), the school will undergo a comprehensive audit, identifying energy and conservation projects. We are hopeful that in the coming months, performance contracting will prove to be a viable tool to fund capital improvements, minimizing up-front costs, while improving operational efficiencies.

### Renovating the School's Library

In my view, a school is not truly a school without a vibrant, well-utilized library, and so the school's administration, faculty, and staff have come together to develop plans to update our existing facility. This library renovation project will be undertaken by Monty Tech students and staff, thus savings thousands of dollars for taxpayers of the district. We look forward to the library's grand re-opening in the fall of 2013,

providing the Monty Tech educational community with a library that reflects the learning and research needs of today's 21<sup>st</sup> Century vocational-technical student. Monty Tech students will have access to a wide range of electronic and audio books as the library undergoes this major transformation and renovation.

### Implementing the New Educator Evaluation System

Because Montachusett Regional Vocational Technical School District is not a Race to the Top district, district officials have been given until the Fall of 2013 to negotiate and implement a new educator evaluation system. Throughout the 2013-2013 school year, district administrators were scheduled to participate in workshops and professional development coursework to develop a broad understanding of the scope of the state's new model evaluation system. When an evaluation system has been agreed upon, teachers and administrators will work collaboratively to implement it. The new system will be designed to promote personal growth, improve professional practice, and increase student achievement. Implementing this new system effectively will be a huge undertaking, but I am confident that we can do it successfully, working together.

Respectfully submitted,  
Steven C. Sharek  
Superintendent-Director  
Montachusett Regional Vocational  
Technical School

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## HUMAN SERVICES

### Board of Health 2012 Annual Report

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To the Honorable Board of Selectmen and the Citizens of Ashburnham:

The Board of Health meets the first Monday of every month. Meetings are open to the public and are held in the Lower Level Meeting Room at Town Hall. If any resident would like to discuss a matter dealing with a public health issue, they may contact the Land Use Office at 978-827-4100 ext 117 to schedule a hearing or request a Board member to return their call. You can also contact the Health Agent on Tuesdays and Thursdays from 8:30 a.m. to 10:00 a.m. at 978-827-4100 ext 116.

We continue to monitor all regulations within the jurisdiction of the Board of Health. The Nashoba Associated Boards of Health annual report outlines what the Board has permitted for 2011. The Board, with the help of the Nashoba Associated Boards of Health, also held successful seasonal flu clinics in Town.

The Board has also been working to complete their Emergency Operations Plan, which outlines the procedure for opening and operating an Emergency Dispensing Site, should it become necessary. The Board is always looking for volunteers to assist with this operation, should it need to be opened and staffed. Please contact the Board if you are interested in becoming a volunteer.

As a reminder to citizens, if you have your garbage picked up, please make sure the company you choose holds a license from the Ashburnham Board of Health. The license allows the company to collect and transport residential and commercial solid waste in Town. Waste generated by ones own household and construction and

demolition debris are exempt from the requirement to hold a license.

Respectfully submitted,  
Glenn Hathaway, Chairman  
Dr. F. John McLaughlin  
Scott Sibley  
Patrick Durkee  
Thomas Flanagan



Board of Health members Scott Sibley, Dr. F. John McLaughlin and Patrick Durkee. Absent – Glenn Hathaway and Tom Flanagan.

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### Nashoba Associated Boards of Health 2012 Annual Report

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The Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Ashburnham. In addition to the day to day public health work we conduct for Ashburnham we also provide the following services.

- Maintaining Nashoba's internet website to provide information for the public. (See [nashoba.org](http://nashoba.org))

- Through our involvement in the Bioterrorism Regional Coalition, we are keeping the Ashburnham Board of Health up to date on matters of emergency preparedness planning. We are currently working on the Emergency Dispensing Site Plan for the Town.
- Nashoba assisted the Board with providing a school-located seasonal flu clinic at Oakmont Regional High School.
- Response to health-related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state-mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with Ashburnham's Board of Health. Included in the day to day work of Nashoba in 2012 were the following:

- Through membership in the Association, Ashburnham benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licenses Social Workers, Certified Home Health Aides, and Registered Dental Hygienists.
- Provided health education programs in collaboration with the Ashburnham Council on Aging.
- Collaborated with Montachusett Home Care concerning elders at risk and other safety issues.
- Reviewed 43 Title 5 state-mandated private Septic System Inspections for Ashburnham Board of Health. Received, reviewed, and filed these state-mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Ashburnham Board of Health for enforcement action.

## Nashoba Associated Boards of Health

By the Ashburnham Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

### TOWN OF ASHBURNHAM

#### Environmental Health Department

##### Environmental Information Responses

Ashburnham Office (days) ..... 112

The Nashoba sanitarian is available for the public at least twice a week on Tuesdays and Thursdays mornings at the Ashburnham Board of Health office. (Ashburnham residents can also reach their sanitarian through the Nashoba office in Ayer, Monday-Friday 8:00 a.m. to 4:30 p.m.)

Food Service Licenses & Inspections..... 15

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers are also investigated, and where appropriate, medical consultation and laboratory testing may be required.

Beach/Camp Inspections .....31

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

Housing & Nuisance Investigations .....48

Nashoba, as agent for the Ashburnham Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspects for compliance. Similarly, complaints from

residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications .....25

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicant's engineer.

Septic System Lot Tests .....109

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and usually on a separate date, percolation tests by the applicant's engineer which serve as the basis of the design of the septic system..

Septic System Plan Applications.....22

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews .....35

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications (new lots) .....5

Septic System Permit Applications (upgrades) .....21

Applicants approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections.....55

Nashoba sanitarian is called to construction site at various phases of construction to witness and verify that system is built according to plans.

Septic System Consultations .....63

During all phases of application, design, and construction the Nashoba sanitarian is called upon for legal details and interpretation.

Well Permits.....5

Water Quality/Well Consultations .....22

Private wells are regulated solely by local Board of Health regulations. The Nashoba sanitarian assists the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics–Animal Immunized.....4

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic, Nashoba has arranged for deliver of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

#### Nashoba Nursing Service & Hospice

##### Home Health

Nursing Visits.....61

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Rehabilitative Therapy Visit .....37

Nashoba therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

##### Clinics

Local Well Adult, Support Groups & Other Clinic Visits ..... 407

Visits include well adult clinics and immunization, cholesterol exercise, mental health and bereavement clinics

Number of patients that attended

Flu Clinics held in Ashburnham ..... 289

**Nashoba Associated Boards of Health**

Number of patients that attended  
Well Clinics from Ashburnham ..... 108

Number of patients  
That received Mantoux test ..... 1

**Communicable Disease**

**Communicable Disease Reporting & Control**

Nashoba’s Nursing Service & Environmental Health Department work together to meet the local Board of Health’s responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within Ashburnham (MGL Chap 111, Sec 6, 7 and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases “dangerous to the public health” as defined by MDPH (MGL Chap 111, Sec 6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case “dangerous to the public health”.
- Receive reports and undertake follow-up as necessary regarding certain food borne and water borne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease Cases Investigated  
Confirmed..... 18

**Communicable Disease – Number of Cases**

Giardia	1
Hepatitis C	1
Influenza	14
Lyme Disease (suspected)	1
Salmonella	1

**Dental Health Department**

**Examinations, Cleaning & Fluoride – Grades K, 2 and 4**

Nashoba’s Registered Dental Hygienists, operating out of the school nurse’s office and records, provide these

services to those children whose parents have given written consent.

Students Eligible	206
Students Participating	83
Referred to Dentist	17

**Instruction – Grades K, 1 & 5**

Nashoba’s Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining healthy teeth to all children in these grades.

Number of Programs..... 10

**Council on Aging  
2012 Annual Report**

To the Board of Selectmen and the Citizens of Ashburnham:

It has been a full year since the Seniors have relocated to the second floor of the Town Hall, after moving from the Veterans Memorial School in September of 2011. The Seniors have adjusted well with the move and still enjoy having lunch and other activities in their new location.

**The Council on Aging (COA)**

The Council on Aging is a Town Department officially established at the 1994 Town Meeting.

***Mission Statement:*** *The Ashburnham Council on Aging supports a healthy and enriched lifestyle for our Seniors by identifying their needs and advocating on their behalf; designing and implementing services to fill these needs; assisting Seniors to maintain their independence to be active members of our community and by enlisting the community’s support and participation.*

**The Senior Center is open from 9:00 a.m. to 2:00 p.m. – Monday through Thursday. Closed on Friday. Phone – 978-827-5000.**

The COA Director reports to the Town Administrator and the COA Board to see that the interests of the Town’s Seniors are met. The role of the COA Board and the COA Director is to work together to provide services and programs, set policies and oversee the budget to meet the needs of the Seniors. The Council on Aging Board meets the second Monday of the month.

**Ashburnham Senior Center Activities**

- ✓ Line Dancing – Monday & Thursday at 10:00 a.m.
- ✓ Bingo – Every Wednesday at 1:00 p.m.
- ✓ Pizza & Bingo – Last Wednesday of every month
- ✓ Needlecraft group meets every Tuesday and Wednesday at 9:00 a.m.
- ✓ Watercolor painting classes – every Thursday at 12:00 noon.



*Seniors enjoying Pizza and Bingo.*

We want to express our thanks to the volunteer Council on Aging Board members -

- Betty Bushee – Chairperson
- Althea Donahue – Secretary
- Lorna Fields – Treasurer
- Almond Hart – Member
- Carol Hamel – Member
- Irene Parent – Member
- Ginny Driscoll – Member
- Natalie Hollowell – Member

**Council on Aging (continued)**

**Montachusett Opportunity Council (MOC)**

*Congregate & Meals-on-Wheels Program*

The Montachusett Opportunity Council (MOC) provides congregate meals at the Senior Center on Monday, Tuesday and Wednesday at 12:00 noon. The donation is \$2.25 per meal. Please call the day before to reserve the meal.

The Meals-on-Wheels program, designed for the homebound, is also a safety net. Volunteers become familiar with the people on their route and report concerns to the COA Director. The donation is \$2.25 per meal and the meals are delivered 5 days a week.

***Congregate Meals at Senior Center served –  
1,093 meals served.***

***Meals-on-Wheels/Home Delivery –  
1,976 meals delivered.***

Thank you to the MOC Site Manager, Helen Hulecki who has been with the COA Senior Center for 26 years and retired in April of 2011. Since Helen retired from MOC, her position was not re-filled. A BIG thank you to Betty Bushee for volunteering to take over for Helen since her retirement.

**Montachusett Regional Transit Authority (MART) – The Ashburnham Council on Aging - Mobility Assistance Program FY12**

Call the Senior Center at 978-827-5000 to reserve the van and long distance medical van for appointments. To avoid a scheduling conflict, Seniors are asked to call the Senior Center prior to making their appointment to obtain available dates and times before the actual reservation is made. There is a minimal cost for van use.

**MART VAN (Local Service)**

Number of hours in operation	1,915.75
Number of days in operation	245

Number of miles traveled	29,701
Number of non-duplicated riders	141

TRIPS	
Medical	1,333
Nutrition	294
Social/Recreational	242
Shopping	545
Other	572

**COA VAN (Long Distance Service)**

Number of hours in operation	619.75
Number of days in operation	107
Number of miles traveled	11,021
Number of non-duplicated riders	106

TRIPS	
Medical	102
Social/Recreational	144

The van day trips are popular with the Seniors. The Seniors enjoyed the following day trips.

- Mohegan Sun & Foxwoods
- Christmas Tree Shops
- Holyoke Mall & Bright Lights
- Pawtucket Red Sox
- Old Mystic Village
- Yankee Candle
- Worcester County Deputy Sheriff's Annual Senior Picnic
- The Big E
- Turkey Train Ride in New Hampshire
- Hampton Beach Sand Castles
- Topsfield Fair

Van day trips continued:

- Newport Playhouse & Dinner
- Twin River Casino
- Shriner's Circus
- Stratton Playhouse "Nonsense"

Thank you to Betty Bushee for coordinating these trips and arranging future trips for the upcoming year.

The Seniors of Ashburnham also had their first town-wide Health Fair at their new site in October of 2012. Seventeen healthcare vendors were there and flu shots were given by Nashoba Board of Health. Wachusett Manor supplied a light lunch as well.

Once a year in the fall, the Seniors get together with area Council on Aging Centers for a cook-out held at the PACC in Gardner. The Ashburnham Seniors also attended a Health Fair in April of 2012 at the Westminster Senior Center.

**Grants**

The COA Senior Center received a copier from the "Mass DOT and MART Tap Helping Hand Mini Grant" to update the Dispatch office equipment.

The Senior Center also received a Wii Game system and it's available for any senior who would like to come try it out possibly for a game of bowling or many other games. This was a generous donation made by the Gardner Lodge of Elks.

**Nashoba Board of Health**

A flu clinic is held each year and coordinated by the Nashoba Visiting Nurses Association.

A Nashoba Health Nurse is available at the COA Senior Center on the second Tuesday of the month at 11:00 a.m. for blood pressure check and occasionally blood sugar test.

**Property Tax Work-Off Program**

The State Tax Work-Off Program is available to Ashburnham residents who are 56 and over and meet the economic guidelines. The participants may earn up to \$750 (figure set by the state) reduction in their property tax by working for a Town department. Contact the Town Hall Assessor's office at 978-827-4100 ext. 111.

## Council on Aging (continued)

### Christmas Party Sponsored by the Friends of the Ashburnham Senior Center

A special THANK YOU to the "Friends" for the wonderful Christmas Party which was held at the Senior Center on December 18, 2012. A delicious home-made meal, raffle prizes and a visit from Santa made it a festive day for the Seniors. A special THANK YOU also to the Overlook Middle School Chorus for singing at the Christmas Party.



*Overlook Middle School Chorus*



*Seniors enjoying the Overlook Chorus.*

A special Thanks to the Council on Aging Staff.  
Newly hired Dispatchers –

Elizabeth Dillbeck  
Jacqueline Osolin

Both hired in October of 2012. Welcome!!

### Dispatchers – (who will be missed)

Esther Bourgeois (retired in October 2012)

John Reilly (passed away in December of 2012 – was also bookkeeper)

Claude Daigle (retired in March 2012 – was also transportation coordinator and van driver)

### Van Drivers –

Bernie Conry  
Kimberly Schultz  
Ed Wagg

### Meals-on-Wheels Drivers –

Ramona Congdon  
Mable (Dolly) Boudreau  
Heather Sikora  
Richard (Dick) Nyman

### COA Director – Michelle Johnson

Our thanks to Maggie Whitney who served as volunteer Interim COA Director until February of 2012. She made it a smooth transition for the new COA Director who started in March of 2012.

The Council on Aging Department consists of dedicated Town employees, volunteers, and outside organizations. These folks have made the Council on Aging the successful organization as it stands today. Thank you everyone for your sincere dedication.

Respectfully submitted,  
Michelle Johnson, COA Director

## Veterans Services 2012 Annual Report

As the Veterans Agent for the Town of Ashburnham, I hereby submit the following report for Fiscal Year 2012.

As the full time Veterans Agent for Gardner as well as Ashburnham, I can be reached Monday thru Thursday between 8:00 a.m. and 4:00 p.m. and Friday from 8:00 a.m. to 1:00 p.m. My phone number is 978-630-4017 and my office is located at 95 Pleasant Street, City Hall, Room 13, Gardner, MA 01440.

The Department of Veterans Services can assist Veterans, their dependents and widows with finding military documentation, request for medals and ribbons, filing for Veterans Affairs pensions and compensations. We also provide assistance with many other Veterans Affairs forms.

For Veterans, their dependents and widows who find themselves in financial difficulties, the Department of Veterans Services may be able to provide additional financial assistance and assist with medical expenses. An application is required and supporting documentation will be needed to support a claim. We have applications for burial at the Massachusetts Veterans Memorial Cemetery in Winchendon.

During fiscal year 2012 the following expenditures were made through the Veterans Service Office.

Salary –	\$ 2,652.00
Dues -	\$ 35.00
Veterans Benefits – Cash Allowance	\$47,100.34
Flags for Veterans Graves	\$ 254.88
Total Veterans Benefits	\$49,355.22

Respectfully submitted,  
Phillip D. Buso, Veterans Agent

## CULTURE, RECREATION AND SPECIAL COMMITTEES AND BOARDS

### Historical Commission 2012 Annual Report

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To the Honorable Board of Selectmen and the Citizens of Ashburnham:

The year began with the selection of Lisa Mausolf as the Preservation Consultant to prepare the National Register nomination for Meetinghouse Hill. It was decided to include Lane Village as part of the project and Joe von Deck contributed significant historical research.

The new water tank on Meetinghouse Hill was completed and the Commission was dismayed to see that a communications tower was added to the project – the original plans had not shown that antenna. The old water tank dating from 1912 was torn down, and the plaque commemorating the original gift by the benefactor and native son Ivers Adams to the Town of a complete water system (with Upper Naukeag as its source) will be installed on that vacant corner lot.

The Commission was approached by the Board of Library Trustees about a proposal for solar panels being installed on the roof of the Dolly Whitney Adams Building. It was unanimously agreed that we could not support any proposal for solar panels on the roof at this time for such an historic building that had been restored in 1985 with \$750,000 of the Town's money. In addition, any such decision would need to come before the Town at a Town Meeting since the building is owned by the Town.

Various projects came up for our review. The monument in South Ashburnham commemorating the Emeline Jewell Whitney School is still in need of completion. The front steps of the Fairbanks Town Hall are in need of repair for safety reasons, but the work will

preserve the original granite steps and the decorative red tiles on the loggia. We were asked to look into design guidelines that would be incorporated into existing requirements for the Village Center District so that new construction in the center would be compatible with the historic character of the downtown. The future of the Veterans Memorial School is being examined as its usefulness has come into question.

One of the signs for the Ashburnham Center National Register Historic District disappeared in the summer without a trace. This is most unfortunate since it will be costly to replace and the insurance through the Town has a \$500 deductible. If anyone can recover this sign it would be most cost effective to do so.

Steve Coswell is heading up the 250<sup>th</sup> Anniversary Committee for the celebration in 2015 – he gave the Commission an overview of activities and plans for the coming year. The Commission will look forward to supporting and working with that Committee.

There were quite a number of demolitions in this year: 29 Lake Shore Drive, 6 Brideau Road, 60 School Street, 42 Hilltop Drive, 16 Wyman Road, 4 Central Street, 40 Westminster Street, 20 Fitchburg Road, 20 Westminster Road, and 287 Russell Hill Road where the barn was removed without a permit and a \$300 fine was imposed.

Respectfully submitted,  
Christina Sargent, Chairman  
Allen Small  
David Uminski  
Joseph von Deck  
Sara Allen – *Welcomed as a New Member*

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### Ashburnham Cultural Council 2012 Annual Report

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The Ashburnham Cultural Council (ACC) is a local non-profit organization that provides financial support, services or other programs for arts organization and

individual artists in the community or region. ACC runs under the auspices of the Massachusetts Cultural Council.

For the year 2012 the Ashburnham Cultural Council focused on meeting as often as possible to continue the mission of bringing more substantial arts to the Ashburnham community as well as to brainstorm ways to invigorate the cultural life of the Town. Members of the Committee supported and attended the local concerts and art openings as often as possible happening within the community.

The ACC continued to celebrate technology by maintaining a *facebook* page and an online *Ning* network. The networks began as a means to organize and connect local artists to the ACC directory as well as to present their work to the public to encourage more dialogue, interaction and to build a localized artistic community spirit.

Facebook is an open page for informational purposes and the online *.Ning* network is a membership-only internet site open to area artists, arts groups and educators within the Fine & Performing Arts. The general public can browse the network and contact individual artists for commission, hire and/or purchase of original art or service.

The *Ning* network address is <http://accarts.ning.com/>.

The Ashburnham Cultural Council Facebook Page is <http://www.facebook.com#!/pages/Ashburnham-Cultural-Council-ACC-Arts/142047009161668>.

The Ashburnham Cultural Council (ACC) is comprised of volunteers who review applications from individuals, schools, and organizations for arts, humanities, and interpretive science projects. The members of the ACC are appointed by the Board of Selectmen to allocate grants funded by the Massachusetts Cultural Council (MCC), a state agency. Funding is based on the town census.

## Ashburnham Cultural Council (continued)

In 2012 the ACC received \$4,550 from the MCC. It was distributed as follows:

\$ 425	Ashburnham-Westminster Community Partnerships "Music and Movement for Young Children"
\$1,236	Paul Bouchard, Swing Concert (a collaboration with Ashburnham Parks & Recreation Dept.)
\$ 300	Pete Cormier – Midstate Trail Art Project
\$1,150	Elizabeth Dillbeck "Ashburnham Revisited – 250 Years"
\$ 150	Fitchburg Art Museum – 78 <sup>th</sup> Arts and Crafts Exhibit
\$ 300	Henry Lappen – "Henry the Juggler" (an Ashburnham Parks & Recreation Dept. collaboration)
\$ 200	Oakmont Regional High School – "Playwriting and Theater Workshop"
\$ 470	Overlook Middle School – Afro-Brazilian Ensemble
\$ 319	Overlook Middle School – "Eth-Noh-Tec"

The ACC membership is encouraged by the positive support and favorable response from the community regarding the programs that have been funded. As the ACC moves forward, the membership strives to bring artistic and varied educational cultural experiences to the local community.

In 2012 we added a new member to our Board, Tammy Ricker, a local painter and artist, recently moved from Dover, Massachusetts. We are happy to have her on board and look forward to her continued participation.

<u>Members</u>	<u>Term</u>
Rebecca Rice Flanagan	2014
Theresa Barry	2013
Wendy Landry Margo	2014
Rebecca Cinclair	2014
Joan Hathaway	2014
Tammy Ricker	2017

Respectfully submitted,  
Rebecca Rice Flanagan, Chairperson  
[ashburnhamculturalcouncil@gmail.com](mailto:ashburnhamculturalcouncil@gmail.com)

## Stevens Memorial Library 2012 Annual Report



Stevens Memorial Library  
20 Memorial Drive  
Ashburnham, MA 01430  
(978)827-4115 Fax (978)827-4116  
[ashlibrary@net1plus.com](mailto:ashlibrary@net1plus.com)

[www.ashburnhamlibrary.org](http://www.ashburnhamlibrary.org)

*"Libraries are community treasure chests, loaded with a wealth of information available to everyone equally, and the key to that treasure chest is the library card."* **First Lady Laura Bush**

To the Honorable Board of Selectmen and the Citizens of Ashburnham:

Once again, we would like to WELCOME all the residents of Ashburnham who have not yet experienced the wonders of the Stevens Memorial Library.

Our collection consists of the latest New York Times list as well as the classics. Along with these magnificent books, we have an extensive assortment of non-fiction and entertaining DVD's and TV shows.

We were fortunate this past year to receive Memorial donations and Foundation grants to enhance our Large Print collection and Audio CDs. We are very humbled by these gifts and would once again like to THANK all those who have contributed.

The Library offers a wide variety of museum passes, to be enjoyed by our patrons.

The Director, staff and dedicated volunteers continue to serve the needs of the Library patrons. We would like to thank all for their time and commitment.



Janet Peterson, Staff Assistant



Keith Penniman, Senior Library Assistant

The Community Room and Activity Room remain a busy component for Town and local organizations.

The attendance for this year's art exhibits, poetry readings, craft hours, story hours, and summer reading were stupendous.

We are grateful for the strong support this community has shown for its library. Library hours are:

Monday and Wednesday	10:00 a.m. to 8:00 p.m.
Tuesday and Thursday	10:00 a.m. to 5:00 p.m.
Friday	10:00 a.m. to 4:00 p.m.

Respectfully submitted,  
Cheryl Paul-Bradley, Director

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## Stevens Memorial Library Trust Fund 2012 Annual Report

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Joe von Deck and Mary Kate Romano, trustees, Cheryl Paul-Bradley, Director and Paula Dowd, trustee. Missing are Margaret Donovan, Debra Mercier and Cheryl Audino.

To the Honorable Board of Selectmen and the Citizens of Ashburnham:

The Trust Funds of the Stevens Memorial Library have been in an Investment Management Account with Edward Jones of Fitchburg. The income generated from such an account is higher than that from one or more individual accounts.

The income generated from this account in accordance with the terms of the original trust has been used to increase the Library material collection, underwrite programs for the Library patrons and the community, pay for equipment and furnishings and to make necessary repairs to the Library building.



### Stevens Memorial Trust Fund Balance January 1, 2012 – December 31, 2012

Beginning Balance	\$155,772.58
Ending Balance	\$189,075.12
Income Generated	\$ 34,525.20
Monies Spent	\$ 26,036.86
Fees Paid	\$ 40.00

Respectfully submitted,  
Cheryl Audino  
Treasurer of Trust Funds

#### Library Staff

Cheryl Paul-Bradley  
Keith Penniman  
Janet Peterson

#### Trustees

Paula Dowd, Chair  
Cheryl Audino, Treasurer  
Margaret Donovan, Secretary  
Debra Mercier  
Mary Kate Romano  
Joseph von Deck

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## Rail Trail Committee 2012 Annual Report

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### HELP WANTED!!

*Do we have any engineers or anyone out there, who would be willing to volunteer some time to serve on our Rail Trail Committee?*



We have an incredible asset in our Town, of which no one seems to be aware! Believe it or not, our trail, which originates at the Town Barn located downtown, could connect to the North Central Pathway in Winchendon, which eventually ends up in Vermont. Imagine what a Tri-State Trail could mean to our economy and the Town of Ashburnham.

Right now, the Rail Trail Committee is still working toward our goal of a safe, non-motorized route between Ashburnham Center and South Ashburnham with a link to the J.R. Briggs Elementary School. We are also

striving towards the goal to connect the Ashburnham Rail Trail to the North Central Pathway via the Cheshire Branch of the Fitchburg Railroad.

The Bresnahan Group is proceeding with work on the Community Center at 151 Center Street. We are confident that we can re-establish the section of trail from there to Whitney Pond once the project is completed. Possibly, with their help, we could get the Whitney Pond Bridge resurfaced.

With the slow rebound of the economy, Mark Dymek's development may move forward, and we can work on that piece of the rail trail. Our hopes for connecting that section to the Whitney Pond Recreation Area may become a reality. With greater awareness of the incredible asset we have in our town, we could possibly increase the number of volunteers to keep our dream of a Tri-State Rail Trail alive.

Wouldn't you like to be a part of putting Ashburnham on the statewide Rail Trail Map?

Anyone is welcome at our meetings, which are held at the Stevens Memorial Library on the second Monday of each month at 6:30 p.m., except during the winter.

Respectfully submitted,  
Sallie Thoma, Chair  
Dean Anderson  
Bernadette Hines  
Christine Iacobone  
Sherisa Sterling  
Cec Snow, Ashburnham Conservation Trust

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## Ashburnham 250<sup>th</sup> Celebration Committee 2012 Annual Report

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To the Honorable Selectmen and citizens of Ashburnham, the 250<sup>th</sup> Celebration Committee is pleased to report on the progress and plans the Committee has made during the past year.

The Committee would like to thank the people of Ashburnham for the \$20,000 appropriation voted at the October 2012 Special Town Meeting, to be used by the Committee in completing its mission to provide a grand celebration year, it is our hope that fundraisers held by the Committee will be well attended and enjoyed by all. The Committee looks forward to seeing everyone at these events; our fundraisers to date have included two Blueberry Pancake Breakfasts, held at the Cushing Academy Dining Hall, that have included raffles and live musical entertainment. A Spring Equinox Bonfire was held at the Turnpike Rod and Gun Club where we also had raffles, food and beverages, a D.J. and of course the bonfire.



For the past two years the 250<sup>th</sup> Committee has participated in the Ashburnham Business Council's Downtown Day Celebration, getting the word out about the 250<sup>th</sup> Celebration and selling novelty items such as ball caps, tutus and the "Ashburnham Magnet". At Downtown Day this year we will be kicking off our sales of the 250<sup>th</sup> Celebration light pole banners and "School Boy of 1850" statues. At the 250<sup>th</sup> Celebration booth a prototype banner will be on display, showing the dimensions, artwork and print for that piece. These banners will be attached to light poles along Main Street from River Styx Road to the top of Main Street hill. We hope to sell more and will find additional spaces/poles to accommodate additional sales. The 250<sup>th</sup> Celebration Committee is also considering taking a larger role at the

ABC's Downtown Day in 2015 by sponsoring the trolley ride and creating a tour beginning at the Old Cemetery to describe Ashburnham's rich history of industry, personalities and lore.

The price tag for hosting such a celebration will be costly. The 250<sup>th</sup> Committee is planning four major events to take place throughout 2015. One will be an historical exposition in February to coincide with the date of incorporation. This event is intended to chronicle Ashburnham's history, from its colonial beginnings through the Civil War, the Industrial Revolution, and through the 20<sup>th</sup> century into the 21<sup>st</sup>. In June the celebration will, as mentioned, include the trolley ride sponsorship. The evening of Downtown Day, we plan to hold a fireworks display at Oakmont Regional, preceded by a chicken barbecue, fun and games, vendors and perhaps live music. At the end of September a parade is planned to celebrate Ashburnham's 250<sup>th</sup> anniversary with bands, floats and expected regalia. The Celebration Committee is also planning a gala "Evening Out" with drinks and hors d'oeuvres, live entertainment and more. Currently the Committee is discussing whether this event should kick off, or close out, the year of celebration.

We hope to surround these "main events" with programs provided by other community-based organizations. The Committee's 2013 Annual Report will have more information related to these organizations and their collective contribution to our celebrations. We will be reaching out to all these groups in hope of creating a diverse and rich program including art, theatre and music, faith, business, industry, the environment and health. The 250<sup>th</sup> Celebration Committee is eager to work with others and is looking forward to hearing from everyone.

Our mission as a Committee is to create an inclusive celebration for all the residents of our fine town. We hope to see you all at the programs and events that are scheduled and are now being planned. We only ask for

your participation in, and enjoyment of, this special time for all of us. Thank you.

Stephen P. Coswell, Co-Chair  
George Cornwall, Co-Chair  
Patricia Frederick, Secretary  
Patricia Johnson, Treasurer

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## Ashburnham Parks & Recreation Committee 2012 Annual Report

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*Mission Statement: The Ashburnham Parks and Recreation Committee mission statement is two-fold: (1) to create and manage recreational events and activities that bring the community together and (2) to maintain our parks and playgrounds in the best possible condition.*

The purpose of this Annual Report is to reflect upon the accomplishments this young committee has achieved this past year.

Our leading event, WinterFest 2012, held the evening of February 10<sup>th</sup> and all day February 11<sup>th</sup>, proved to be a tremendous success - a two-day event for sledding, skating, games, music, raffles and food. The Committee made a decision to postpone from the previous weekend and use our blizzard date in the hopes of *Mother Nature* providing winter weather to freeze the skating rink and provide snow for a sledding hill, our two main attractions. Due to unseasonably warm weather and a lack of snow, there was no ice for skating, but snow was



## Ashburnham Parks & Recreation Committee (continued)

trucked in from Cushing Academy's Iorio Ice Arena to form a sledding hill dubbed "Mount Sweeney". The community came out, the children had fun and the Committee was pleased with the outcome of our first event.

After an inspection of Winchester Playground was done and was determined unsafe, on April 6<sup>th</sup>, the Committee made a recommendation to the Town Administrator to close Winchester Playground for safety issues.

During the five week timeframe, cleaning and maintenance of play equipment and renovations were made. The Advisory Board made an emergency transfer of five thousand dollars, and along with a very generous donation, to purchase the proper playground mulch to the depth required by law for the safety of municipal playgrounds. We worked many weekends to ensure the structures were repaired, broken structures removed and new equipment was installed. On April 19<sup>th</sup>, Cushing Academy students participated in Tony Fisher Day of Service and helped the Committee with the ongoing work, painting, cleaning, raking, etc. Kudos to the Cushing students for their much appreciated help! On May 11<sup>th</sup>, we presented the Grand-Reopening of Winchester Playground with a Hot Dog and Ice Cream Social! Over two hundred children christened the playground, breaking through the streamers and balloons, running, yelling and laughing. There were smiles and excitement, young and old, as we came together as a community.

A couple of our Committee members attended a "Public Playground Safety Course" in Worcester on May 22<sup>nd</sup>. Some of the materials covered were surfacing materials and the depths required, fall zones and distances between pieces of equipment, entrapment/entanglement issues and yearly maintenance and inspection of

playgrounds. This course and the materials covered will help with our plans for yearly cleaning and inspections.

This summer the Committee spent much time at Sweeney Park. After removing and repairing the Merry-go-Round from Winchester, it was installed at a new home – Sweeney. A crawl tube was added and swings were replaced. An additional slide was added, but is still not complete at this time. Two replacement basketball backboards were added and all four were repainted to brighten up the park. A "mini" backboard was added for the little ones! There is still much to be done at Sweeney and work will resume sometime in the spring.

Also this summer, Teddy Dancause constructed three picnic tables for the parks as part of his Eagle Scout Project requirement for Boy Scouts. We appreciate his hard work and willingness to donate them to the playground/park areas for the enjoyment of others. *Thank you Teddy!*

At the Special Town Meeting on October 16<sup>th</sup>, a Parks and Recreation warrant article asked if the Town would vote to transfer from available funds, a sum of money to repair, replace or install fencing and gates at Winchester Park and Sweeney Playground. With the voters' approval and continued support, work will be done as soon as we get on the schedule. Winchester will be replaced with a higher fence, completely enclosed with three gates. Sweeney will have gates added along South Main Street, the parking area will be fenced off and gates to keep vehicles off the basketball courts and an open section near the stream will be closed. The upgrading and maintaining of our playgrounds perimeter will ensure the safety for our children.

Also during the month of October, on the 17<sup>th</sup>, work was done to the basketball court at Sweeney. In order to save this court for as long as possible, hot crack fill and seal coating was applied to the surface.



**Basketball courts at Sweeney Playground after seal coating.**

Four days later, the line striping was done to the proper specs for tournaments as well as pick-up games, for the enjoyment of all.

Our last event for the year was our 1<sup>st</sup> Annual Tree Lighting and Toy Drive held on November 30<sup>th</sup> on Town Hall Common. The turnout was wonderful and the generosity that was displayed with the toy donations was phenomenal! There was a special appearance by the "Grinch", children were able to decorate a pinecone ornament with glitter to hang on the tree while enjoying cookies and cocoa and listening to music. Our Employee of the Year, Sergeant Conrad, had the honors of turning on the lights. The children were caroling around the tree while the Grinch mingled with the crowd handing out candy canes. Representatives from our local churches, Peoples Church, St. Anne Parish, St. Denis Parish and Ashburnham Community Church attended the next Parks and Recreation Committee meeting to divide and disperse all one hundred twenty-one donated toys to those with the greatest need and bring smiles to many young faces in our town.

The Committee does its best to check the Town's and School's calendar of events and does realize some events have conflicted with others. Unfortunately, sometimes circumstances are beyond our control, like the weather! Decisions need to be made in a timely manner and we apologize for any inconvenience our

## Ashburnham Parks & Recreation Committee (continued)

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decisions have caused. It is nice to see multiple events happening around Town and having choices for the families.

Thank you to all the Town departments and organizations for your continued support and involvement. Without these groups, many events would not have been possible. Thank you to our donors for your generous giving of time and materials. Thank you to the citizens of Ashburnham, we are most grateful for your support in helping us rebuild our parks and playgrounds for the children of our community.



Smiles all around!!

Addressing security issues is still a priority. We continue to seek out the possibility of security cameras for the benefit of playground safety and to lessen the vandalism and loitering in our parks. Our goal remains and will always be to ensure our playgrounds are safe and to promote as many programs and recreational activities our budget will allow.

Volunteerism has dwindled over the years, but our dedicated, energetic group of individuals has generously offered their time, expecting nothing in return except the

gratification of the smiles on the children's faces and the benefits recreational activities have on the community. We are constantly looking for volunteers to involve themselves in the planning of events and programs, the Parks & Recreation Committee invites the public to attend our meetings and any input from the community is welcome. We look forward to the year ahead with more community events. If you would like to contact the Parks & Recreation Committee please call 978-827-4100 extension 124.

Respectfully submitted,  
Ashburnham Parks and Recreation Committee  
*Michael Salem, Chair*  
*Rebecca Cinclair, Co-Chair*  
*Doug Carlman/Tamara Walsh, Treasurer*  
*Cheryl Goller, Secretary*  
*Gail Dumont*  
*Steve Gallant*

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## IT Advisory Board 2012 Annual Report

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The Ashburnham IT Advisory Board is a five (5) member board directly appointed by the Board of Selectmen.

Our primary mission is to provide consulting services to the Town (and by extension its individual departments) on matters of technology. Specifically we deal with the current hardware and software currently used in Ashburnham's day to day operations. This is accomplished with the assistance of the contracted IT support company Guardian Information Technology, Inc. Additionally the Board serves as the steering committee for the long term (5-10 years) planning for the Town's technological infrastructure.

Over the past year we have continued to work with Town leadership to ensure the best utilization of taxpayer monies and whenever possible, leveraging

existing technology to improve internal communication and interoperability between departments.

In the past year the Town has begun to take steps to leverage technology to see a unified approach to communications. The final steps of this process will see the utilization of the fiber-optic line that has been run from Town Hall to the Public Safety Building. Included in that infrastructure upgrade the Library and the DPW barn were connected.

We work with our IT consultant Guardian (Leominster based company) to see the development of a Technology Plan looking out over 5 to 10 years. Over the past year this plan has started to capture more of the Town's resources by including the Fire and Police Departments. The Board would like to thank both groups for their cooperation in this learning process.

Our team has also reached out and has begun conversations with the Briggs Building Committee providing insights into security and surveillance based on our team expertise in that area. Again, it has been well received and the Building Committee has welcomed the support.

Along the same lines at the start of 2013 our insurance company has provided a grant for security at our park. The scope of that work is only in its infancy but as 2013 continues expect to see efforts continue in that arena as well. We look forward to working with Parks and Recreation to make things happen.

The open discussions with town officials continue and we hope to hear more from the public as well. We have an open door to hear from all.

Respectfully submitted,  
Duncan Phyfe, Chairman  
Kyle Johnson, Secretary  
Brian Kuehl  
Ken Hamilton  
Joe Kalagher

**Capital Planning Committee  
2012 Annual Report**

The Capital Planning Committee met in February 2013 to review the five year plan and prepare recommendations for capital expenditures in the Annual Town Meeting. The major changes to last year's plan are:

- Moving out ambulance two years
  - Ambulance is in very good condition and passed a state inspection last fall. Approximately \$12,000 of maintenance funds will be added to postpone for two years a \$175,000 disbursement for the new ambulance.
- With the new DPW trucks purchased last year, one truck will be rolled out one year.
- AWRSD plans to fund their capital needs from their capital stabilization fund so no additional Town funds are needed the year.
- Now that the fiber-optic cable lines are installed that connect the major Town buildings, the second step of the IT integration plan will be moved in one year to make the Public Safety Building the communication hub for the Town.

The Board of Selectmen asked that a VMS Building Study Committee be formed to recommend what should be done with this empty Town building. The Committee presented its recommendation to the Selectmen on February 4<sup>th</sup> which advocated that the building be demolished. Regardless of the ultimate disposition of the building (demolish or rehab), the Committee noted two environmental issues that need to be addressed: asbestos removal and removal of the now empty underground oil storage tank. The longer these issues remain, the higher the cost of remediation. The Committee asked that these remediation steps be added to the Capital Plan.

Subject to changes after the printing of the Town Report, the following is the tentative capital plan to be presented at the Annual Town Meeting.

Dept	Age of Asset	Nomenclature	Dept Priority	Moved	Cost
EMS	2003	Ford E450 Ambulance (200)	1	\$175,000	\$ 12,000
Fire	2012	Turnout Gear (5)	2		\$ 10,500
Fire	2004	All Radio Equipment	5		\$ 2,000
Fire	1983	Mack Fire Truck (L1) Upgrades	6		\$ 13,000
Roads		Roads Repair and Maintenance			\$125,000
TH	1913	Town Hall - Maintenance	1		\$ 10,000
Library	1987	Library Building Maintenance	2		\$ 12,000
IT		Complete IT Project connecting town buildings			\$125,000
Police	2009	Ford Crown Victoria - Car #1	3		\$ 40,000
School		AWRSD	Various	\$ 20,000	
Hwy	1987	Ford Dump Truck	9	\$154,000	
VMS	1950	Asbestos abatement and removal of oil tank			\$100,000
<b>Total</b>					<b>\$449,500</b>
<b>Estimate</b>					<b>\$450,000</b>



Well House on Meetinghouse Hill

Respectfully submitted,  
Ed Vitone, Chair  
Bill Johnson  
Jamie Piedrafite  
Ronald W. Reed  
Joseph Daigle  
Tanya Gaylord, ex officio  
Paul Pollastri, ex officio

## VOTER'S GUIDE

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1. **Excess and Deficiency (E&D)** – Surplus Revenue – The amount by which the cash accounts receivable and other floating assets exceed liabilities and reserve funds.
2. **Free Cash or Available Funds** – Surplus revenue less outstanding taxes from prior years.
3. **Overlay Fund** – Amount raised by the Assessors by setting the tax rate, creating a fund to cover abatements granted.
4. **Overlay Reserve or Surplus** – Unused accumulated amount of the overlay for various years, which may be VOTED BY the Town for extraordinary or unforeseen purposes.
5. **Reserve Fund** – Amount transferred from overlay surplus or appropriated for unforeseen or emergency purposes. Controlled exclusively by the Advisory (Finance Committee) Board.
6. **Available Funds** – Free cash reserves and unexpected balances from other years available for appropriation. This affects the tax rate indirectly as any money spent other than that reimbursed by the County, State or Federal government must be raised by taxes and fees.
7. **Estimated Receipts** – Estimate of miscellaneous receipts based on previous years' receipts deducted by the Assessors from the gross amount to be raised by taxation.
8. **Matching Funds** – Amounts made available by special State and Federal acts to supplement appropriations for specific types of projects.
9. **Cherry Sheet** – Details of State and County charges and reimbursements used in determining the tax rate. Name comes from the color of paper used.
10. **Override Vote** – An override vote becomes a permanent increase in the levy limit (the amount the community can raise through the property tax). Override requests must be presented in dollar terms and specify the purpose. A majority vote of approval by the electorate is required.
11. **Debt Exclusion and Capital Outlay Expenditures Exclusion**  
A community can vote to assess taxes in excess of its levy limit or levy ceiling for the payment of certain capital projects, a capital outlay expenditure exclusion; or for the payment of specified debt service costs, a debt exclusion. The additional amount for the payment of the debt service or capital project cost is added to the levy limit for the life of the debt only. Unlike overrides, exclusions do not become part of the base upon which the levy limit is calculated for future years. A majority vote of approval by the electorate is required for both types of exclusions.

## ASHBURNHAM TRANSFER STATION

*Hours of operation – Saturday – 8:00 a.m. to 1:30 p.m.*

To use the Ashburnham Transfer Station you must be a resident and have a Town purchased sticker placed on the trash bags, normal size of 55 gallons. For bulky items such as tires, appliances, etc., a large sticker will be required. Please see the following list for fees for any bulky items. **Bulky item stickers must be purchased at Town Hall.** Yard waste can be dropped off for free. The yard waste must be yard waste and only yard waste. **No construction debris is allowed.** Recycling can still be dropped off at the Transfer Station and also requires a sticker.

**Stickers for trash bags and recycling are available at the Town Hall or at the Ashburnham Marketplace.**

### FEE SCHEDULE

Household solid waste (trash)	\$5.00 per 55 gal. bag
Resident recycling	\$5.00 per trip
Car tires no rim	\$5.00 per tire
Truck tires no rim	\$10.00 per tire
CRT, TV's, computer screens, microwaves	\$50.00
Propane tank (empty)	\$15.00
Sofa, love seat	\$30.00
Upholstered chairs	\$20.00
Sleeper sofa	\$45.00
Chairs to desk or table	\$5.00
AC units, refrigerator, any unit containing CFC	\$65.00
Grills	\$20.00
White goods/metal (no CFC's)	\$20.00
Dishwasher	\$25.00
Toilet or sink	\$25.00
Mattress	\$35.00
Box spring	\$35.00
Carpet	\$20.00 per roll
Floor lamps	\$5.00
Car batteries	\$25.00

**Any questions – please contact the DPW Office at 978-827-4120.**

## RECYCLING CHART

WHAT TO RECYCLE		DO NOT INCLUDE <i>Any items contaminated by food are not acceptable for recycling.</i>
Mixed Paper	Examples include: <ul style="list-style-type: none"> <li>• Mail and envelopes (windows are OK)</li> <li>• Magazines and catalogs</li> <li>• Writing or ledger paper</li> <li>• Paperback books</li> <li>• Paper bags</li> <li>• Greeting cards</li> <li>• Wrapping paper</li> <li>• Shredded paper (place in paper bag)</li> <li>• Fax paper</li> <li>• Computer paper</li> </ul>	Mixed items <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Paper towels, facial tissues, napkins</li> <li>• Cigarette packs</li> <li>• Candy wrappers</li> <li>• Waxed or plastic-coated paper</li> <li>• Wrapping tissue paper</li> <li>• Foil wrapping paper</li> </ul>
Thin Cardboard  Newspapers (including all ads and inserts)	Examples include: <ul style="list-style-type: none"> <li>• Shoe boxes</li> <li>• Cereal boxes</li> <li>• Pasta boxes</li> <li>• Toilet paper rolls</li> <li>• Frozen food boxes</li> <li>• Gift boxes</li> <li>• Cake mix boxes</li> <li>• Toothpaste boxes</li> <li>• Tissue boxes</li> <li>• Paper egg cartons</li> <li>• Soda or beer packaging</li> <li>• Soap or laundry detergent boxes</li> </ul>	Thin cardboard items <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Boxes with silver or foil coatings</li> <li>• Anything dirty, greasy or plastic-coated</li> </ul>
Corrugated Cardboard	Examples include: <ul style="list-style-type: none"> <li>• Boxes and other corrugated cardboard should be flattened and folded so they fit in the cart.</li> <li>• Pizza boxes (with greasy liner removed)</li> </ul>	Corrugated cardboard items <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Dirty or greasy cardboard</li> </ul>
Tin/Aluminum, Scrap Metal	Examples include <ul style="list-style-type: none"> <li>• Aluminum and tin cans</li> <li>• Foil and pie plates</li> <li>• Wire clothes hangers</li> <li>• Empty steel aerosol cans:</li> </ul>	Tin/aluminum, scrap metal items <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Scrap metal</li> <li>• Paint cans</li> <li>• Hypodermic needles (Please contact the Health Department for proper disposal information.)</li> </ul>

## RECYCLING CHART (continued)

WHAT TO RECYCLE		DO NOT INCLUDE <b>Any items contaminated by food are not acceptable for recycling.</b>
Glass Bottles and Jars	Examples include: <ul style="list-style-type: none"> <li>• Mayonnaise jars</li> <li>• Wine bottles</li> <li>• Beer bottles</li> <li>• Applesauce jars</li> <li>• Spaghetti sauce jars</li> <li>• Salsa jars</li> <li>• Vinegar bottles</li> <li>• Baby food jars</li> </ul>	Glass bottles and jars <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Broken glass</li> <li>• Cups, dishes, glass windows, plates, Pyrex, ceramics, mirrors, light bulbs, crystal</li> </ul>
Plastic Bottles, Jars and Containers	This includes all rigid plastic containers with symbols $\Delta$ with numbers 1 through 7 in the symbol on the bottom; examples include: <ul style="list-style-type: none"> <li>• Soda and juice bottles</li> <li>• Salad dressing bottles</li> <li>• Milk jugs</li> <li>• Detergent bottles</li> <li>• Shampoo bottles</li> <li>• Window cleaner</li> <li>• Saline solution bottles</li> <li>• Fabric softener or bleach bottles</li> </ul>	Plastic bottles, jugs <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Plastic shopping bags</li> <li>• Plastic food wrap, potato chip and sandwich bags</li> <li>• Styrofoam</li> <li>• Automotive fluid bottles (oil, antifreeze, brake fluid)</li> </ul>
Milk Cartons, Drink Boxes	Examples include: <ul style="list-style-type: none"> <li>• Milk and juice cartons</li> <li>• Juice boxes</li> <li>• Flavored milk boxes</li> <li>• Cream and creamer containers</li> </ul>	Milk cartons, drink boxes items <b>not acceptable</b> include: <ul style="list-style-type: none"> <li>• Ice cream boxes</li> <li>• TV dinner containers</li> <li>• Margarine boxes</li> <li>• Cream cheese boxes</li> </ul>

### Container Preparation

<ul style="list-style-type: none"> <li>• Remove all plastic bags.</li> <li>• Remove any non-acceptable items.</li> <li>• Corrugated cardboard should be broken down so it fits inside the container without jamming, so the cart will empty completely.</li> </ul>	<ul style="list-style-type: none"> <li>• All containers (jars, bottles, cartons, etc.) must be rinsed and free of all contaminants.</li> <li>• Remove and discard all corks, tops, rings, metal bottleneck wraps, and unacceptable items.</li> <li>• Flatten containers whenever possible.</li> </ul>
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## MEETING SCHEDULE

Board/Committee	When	Time	Location
A-W Regional School Committee	2 <sup>nd</sup> & 4 <sup>th</sup> Tuesday	7:00 p.m.	Team Room, Overlook Middle School
Advisory Board	Dates to be determined		
Board of Assessors	2 <sup>nd</sup> Wednesday	6:00 p.m.	Assessors Office, Town Hall
Board of Health (by appointment)	1 <sup>st</sup> Monday	6:30 p.m.	Lower Level Room, Town Hall
Board of Selectmen	1 <sup>st</sup> & 3 <sup>rd</sup> Monday	6:30 p.m.	Training Rm., Public Safety Bldg.
Building Inspector (by appointment)	Monday	5:00 p.m.	Land Use Office, Town Hall
Conservation Commission (by appointment)	2 <sup>nd</sup> & 4 <sup>th</sup> Monday	6:30 p.m.	Lower Level Room, Town Hall
Council on Aging Board	2 <sup>nd</sup> Monday	10:00 a.m.	Lower Level Room, Town Hall
Historical Commission	4 <sup>th</sup> Monday	7:00 p.m.	Community Room, Stevens Library
Library Trustees	1 <sup>st</sup> Monday	5:30 p.m.	Stevens Memorial Library
Municipal Light Board	3 <sup>rd</sup> Wednesday	7:00 p.m.	Light Dept., Williams Road
Parks & Recreation Committee	2 <sup>nd</sup> Thursday	7:00 p.m.	Fire Conf. Rm., Public Safety Bldg.
Planning Board (by appointment)	2 <sup>nd</sup> & 4 <sup>th</sup> Thursday	6:30 p.m.	Lower Level Room, Town Hall
Town Clerk	1 <sup>st</sup> & 3 <sup>rd</sup> Monday	5:00 p.m.	Town Clerk's Office, Town Hall
Water/Sewer Commissioners	2 <sup>nd</sup> Tuesday	7:00 p.m.	Lower Level Room, Town Hall
Zoning Board of Appeals	By appointment only		Lower Level Room, Town Hall
250 <sup>th</sup> Celebration Committee	3 <sup>rd</sup> Thursday	7:00 p.m.	As posted

All other board, committee and commission meetings are posted on the Bulletin Board at Town Hall at least 48 hours (not including Sundays or legal holidays) prior to the time and date of the meeting. Meetings are also posted on the Town's website – [www.ashburnham-ma.gov](http://www.ashburnham-ma.gov).

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