

*A fiery sunset on a beautiful late
October afternoon seen from the
steps of Town Hall in Ashburnham.*

ASHBURNHAM

TOWN REPORT

2010

Cover photo was taken from the front steps of Town Hall in the late afternoon this past October. The sun was setting and the sky was ablaze with color. Sunsets like this are one of life's free pleasures to enjoy.



*A beautiful fall day as seen from the Town Hall steps.
The best things in life are free!!*

Edited bySylvia Turcotte
Cover Photo bySylvia Turcotte
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Town of Ashburnham



Annual Reports of the Town Officers

For the Calendar Year 2010

Please visit our website –
www.Ashburnham-ma.gov

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Events



HORSELESS CARRIAGE DISPLAY IN ASHBURNHAM

(Photos by Betsy Dillbeck)



“The Horseless Carriage Club of America has defined the Horseless Carriage as any pioneer gas, steam and electric motor vehicle built or manufactured prior to January 1, 1916.”

On Monday, June 21, 2010, Horseless Carriages were on display on Memorial Drive, behind the Town Hall. The Horseless Carriage Club of America was responsible for the display. According to Pat Frederick, one of their Massachusetts member couples, Mr. and Mrs. Don Rising, had visited the Piano Collection with a church group a few years ago and wanted to share their experience with the club. The Club was staying in Gardner as one stop on a tour of New England. They followed their tour of the Piano Collection with a luncheon at the Firehouse Pub.

The Club members were dressed in the fashion of the era which added to the fun. The display was enjoyed by many residents and car enthusiasts.

Historic Water Trough Moved to Winchester Park



In the fall of 2010, the Historic Water Trough located in front of the Victorian House Restaurant for many years was moved by the DPW to a new permanent location behind the Town Hall in Winchester Park.

The water trough had been leased to the Saccone's, who owned and operated the Victorian House Restaurant on Maple Street for approximately 30 years, as a decorative ornament. The Saccone's refurbished the water trough to a black finish and purchased a three-tiered central tower in keeping with the style.

When the Victorian House Restaurant closed its doors, the Saccone's gratefully returned the water trough along with the tower that they purchased, to the Town. The DPW worked to clean the water trough and then moved it to the perfect spot in Winchester Park behind the Town Hall where it can be enjoyed by the residents of Ashburnham.



Photo courtesy of Betsy Dillbeck – Ashburnham Hometown News.

2010 DOWNTOWN DAY

The Ashburnham Annual Downtown Day was held on Saturday, June 26, 2010 and was a great success enjoyed by all.



Photo courtesy of Betsy Dillbeck.

A unique view of
the day's fun.

As in past years, MART
graciously supplied the
trolley for the day's
festivities.



Photo courtesy of Betsy Dillbeck.

IN MEMORIAM



Margaret Close

Born – August 30, 1942

Died – November 13, 2010

Margaret worked at Stevens Library through the tax write-off program for several years.

William Cormier

Born – September 1, 1932

Died – November 27, 2010

William served as a member of the Advisory Board for a number of years.

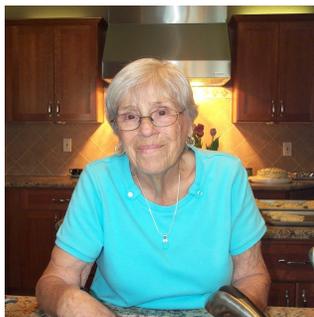
Leone D.

Gagne

Born – July 7, 1927

Died – July 27, 2010

Leone served as a member of the Planning Board for a number of years.



Ray Hickman

Born – July 13, 1932

Died – June 5, 2010

Ray served as a member of the Board of Assessors for several years.



Lawrence

"Larry" P. Leger

Born – December 9, 1948

Died – January 7, 2011

Larry was an Eagle Scout as part of Troop 28 and served as a volunteer firefighter for 20 years.



"Did ya hear the one about...?"

Robert N. Phelps

Born – August 2, 1928

Died – July 17, 2010

Robert served as the Local Historian for the Library and the Town of Ashburnham for many years.



Alyce Prentice

Born – January 7, 1907

Died – September 16, 2010

Alyce resided in Ashburnham for over 64 years, and as the oldest resident since 2007, she held the Boston Post Cane.



Joseph B. Ruth

Born – October 22, 1923

Died – September 4, 2010

Joseph served on the Board of Library Trustees for 18 years with several as Chairman.



ASHBURNHAM AT A GLANCE

Incorporated 1765

Form of Government Open Town Meeting (First Saturday in May)

Board of Selectmen
 Edward Vitone, Chair
 Margaret Whitney, Clerk
 Ronald Reed, Member

Town Administrator
 Douglas C. Briggs

Population5,781	
Registered Voters4,258	Residential/Commercial
Miles of Road85+	Tax Rate
Number of Parcels4,086	\$17.15 per \$1,000 valuation
Elevation1,832 Mt. Watatic	

Churches

St. Anne’s Catholic Church
 St. Denis Catholic Church
 Peoples Church
 Apostolic Lutheran Church
 Ashburnham Community Church

Public Schools (Regional District)

J.R. Briggs Elementary School
 Overlook Middle School
 Oakmont Regional High School

Utilities

Ashburnham Municipal Light Plant

Private School

Cushing Academy

Library

Stevens Memorial Library

Transportation

MART Van/Council on Aging
*(provides door-to-door transportation
 for seniors at a minimal charge)*

Recreation

Bickford Ballfield
 Danny Marden Little League Field
 Sweeney Memorial Playground
 Whitney Ballfield
 Landry Field
 Winchendon Park

Scenic Roads Voted May 11, 1974

Bush Hill Road
 Cashman Hill Road
 Corey Hill Road
 Cushing Street
 East Rindge Road
 Hastings Road
 Lashua Road
 Packard Hill Road
 River Styx Road
 Russell Hill Road
 Wilker Road
 Willard Road
 Young Road

Cemeteries

Fairbanks Cemetery
 Meeting House Hill
 New Cemetery
 St. Denis Cemetery

Water Customers

Ashburnham	1,101
Winchendon	238

Sewer Customers

548



TOWN OF ASHBURNHAM DEPARTMENTAL TELEPHONE LISTING

EMERGENCY (Ambulance, Fire, Police)
24 HOUR DISPATCH

911
978-827-5714

Town Hall Office Hours:
32 Main Street
Tel. 978-827-4100
Fax 978-827-4105

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.

TOWN HALL IS CLOSED ON FRIDAY

Town Hall Department	Staff Contact	978-827-4100 Extension
Town Administrator/Board of Selectmen	Sylvia Turcotte	109
Treasurer	Anne Cervantes	112
Assistant Treasurer	Barbara Brown	110
Assessor/Administrative Assistant	Donna Burton	111
Town Accountant	Nancy Haines	120
Tax Collector	Carla Clifford	113
Town Clerk	Linda Ramsdell	114
Board of Health Agent	Rick Metcalf	116
Conservation Commission		115
Land Use - Building Commissioner, Electrical, Gas & Plumbing Inspectors, Zoning Board of Appeals and DPW	Mary Ellen Kelly	117
Water & Sewer	Elaine Cormier	122
Planning Board		121
Town Hall Custodian	Ed Schlott	119

MEETING SCHEDULES

Board/Committee	When	Time	Where
A-W Regional School Committee	2 nd & 4 th Tuesday	7:00 p.m.	Team Rm., Overlook Middle School
Advisory Board	Dates to be determined		
Board of Assessors	2 nd Wednesday	6:00 p.m.	Assessors Office, Town Hall
Board of Health (by appointment)	1 st Monday	6:30 p.m.	Lower Level Rm. Town Hall
Board of Selectmen	1 st & 3 rd Monday	7:00 p.m.	Training Rm., Public Safety Complex
Building Inspector (by appointment)	Monday	5:00 p.m.	Land Use Office
Conservation Commission (by appointment)	2 nd & 4 th Monday	7:00 p.m.	Lower Level Rm. Town Hall
Council on Aging Board	2 nd Monday	1:00 p.m.	Senior Center, VMS Building
Historical Commission	4 th Monday	7:00 p.m.	Community Rm. Stevens Library
Library Trustees	1 st Monday	5:30 p.m.	Stevens Memorial Library
Light Commission	3 rd Wednesday	7:00 p.m.	Light Dept., Williams Road
Parks & Rec. Commission (by appointment)	2 nd Tuesday	7:00 p.m.	Municipal Grounds Building, Williams Road
Planning Board (by appointment)	2 nd & 4 th Thursday	6:30 p.m.	Lower Level Rm. Town Hall
Town Clerk	1 st & 3 rd Monday	5:00 p.m.	Town Clerk's Office, Town Hall
Water/Sewer Commissioners	2 nd Tuesday	7:00 p.m.	DPW Office, 17 Central St.
Zoning Board of Appeals	By appointment only		Lower Level Rm., Town Hall

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.

MUNICIPAL OFFICIALS

ELECTED TOWN OFFICIALS

	<u>Term</u>
<i>Moderator (3 yr. term)</i>	
Donald J. Lawrence	2011
<i>Town Clerk (3 yr. term)</i>	
Linda A Ramsdell	2013
<i>Board of Selectmen (3 yr. term)</i>	
Ronald W. Reed	2013
Edward Vitone	2012
Margaret Whitney	2011
<i>Board of Health (3 yr. term)</i>	
Patrick Durkee	2011
Thomas Flanagan	2012
Glenn Hathaway, Chair	2013
F. John McLaughlin	2012
Scott Sibley	2013
<i>Planning Board (5 yr. term)</i>	
Joseph Kalagher	2015
John MacMillan, Chair	2012
William J. Nolan, III	2013
Thomas Ruble, Associate	2012
Bruce Whitney	2011
Joseph Daigle	2014
<i>Library Trustees (3 yr. term)</i>	
Cheryl A. Audino	2013
Paula Dowd	2013
Margaret Donovan	2011
Theloise Ferrell	2011
Melanie Gallo, Chair	2012
Barbara Hallowell	2012
<i>Municipal Light Board (3 yr. term)</i>	
Richard Ahlin	2011
Mark Carlisle	2013
Kevin Lashua	2012
<u>Ash/West. Reg. School Comm.</u>	
<i>Ashburnham (3 yr. term)</i>	
David M. Christianson, Jr.	2011
Keith P. Glenny	2012
Ellen Holmes	2011
Michelle A. Gianino	2013
Laura Weiderman	2013
<i>Westminster (3 yr. term)</i>	
Leonard Beaton	2011
Jeff Boudreau	2012
Gwen Farley	2013
James Rheault	2013
Joshua Schonborg	2011

MODERATOR APPOINTMENTS

	<u>Term</u>
<i>Advisory Board (3 yr. term)</i>	
Belden DiVito	2011
Meredith Fagan	2012
Duncan Phyfe	2012
Leo Janssens, II	2013
Francis (Bill) Johnson, Chair	2012
James Piedrafite	2011
Joseph Oliveira	2013

SELECTMEN'S APPOINTMENTS

	<u>Term</u>
<i>Town Administrator (3 yr. term)</i>	
Douglas C. Briggs	2012
<i>Town Accountant (3 yr. term)</i>	
Nancy Haines	2011
<i>Constable (1 yr. term)</i>	
Loring Barrett	2011
Ronald Laplante	2011
<i>Town Counsel (1 yr. term)</i>	
C. Deborah Phillips, Esq.	2011
<i>Special Counsel for Labor Relations (1 yr. term)</i>	
Mirick O'Connell	2011
<i>Special Counsel for Tax Matters (1 yr. term)</i>	
Coppola & Coppola	2011
<i>Montachusett Regional Planning Commission (1 yr. term)</i>	
Margaret Whitney	2011
<i>Montachusett Opportunity Council (1 yr. term)</i>	
Louise Janhunnen (Westminster)	2011
<i>Parking Clerk (1 yr. term)</i>	
Donna Burton	2011
<i>Rep. Monty Tech Sch. Dist. Committee (5 yr. term)</i>	
Diane Swenson	2011
<i>Mt. Wataatic Management (1 yr. term)</i>	
Lorraine DeSouza	2011
<i>Cultural Council (3 yr. term)</i>	
Theresa Barry	2013
Joan Hathaway	2013
Rebecca Cinclair	2011
Wendy Landry Margo	2012
Rebecca Rice-Flanagan, Chair	2013

MUNICIPAL OFFICIALS

SELECTMEN'S APPOINTMENTS (cont.)

	<u>Term</u>
<i>Historical Commission (3 yr. term)</i>	
Bettyna Donelson	2011
Christina Sargent, Chair	2013
Joseph Von Deck	2012
Allan Small	2012
David Uminski	2013
<i>Water/Sewer Commissioners (3 yr. term)</i>	
David Berger	2012
Leo Collette	2013
George Cornwall	2012
Valorie Daigle	2012
Paul Johnson, alternate	2012
Charlie Packard	2013
<i>William J. Bresnahan Scouting & Community Center Building Committee (1 yr. term)</i>	
Brenda Brown	2011
John Comeau	2011
Joseph D. Cormier	2011
Valorie Daigle	2011
Eugene Dancause	2011
Jane Dancause	2011
Dennis Driscoll	2011
Robert Gage	2011
Mary Jane Handy	2011
Walter Handy	2011
Jack Munnis	2011
Harry Powers, Jr.	2011
Ronald W. Skaife	2011
<i>Capital Planning Committee (1 yr. term)</i>	
Anne Cervantes	2011
Gail Dumont	2011
Nancy Haines	2011
Leo Janssens II	2011
James Piedrafite	2011
Edward Vitone, Chair	2011
Bruce Whitney	2011
<i>Special Act Study Committee (1 yr. term)</i>	
Barbara Brennan	1/2011
Mark Carlisle	1/2011
Matthew Christensen	1/2011
Lorna Fields	1/2011
Leo Janssens II	1/2011
Dorothy Munroe	1/2011
Lois Somers	1/2011
Edward Vitone, Chair	1/2011
<i>IT Advisory Board (1 yr. term)</i>	
Duncan Phyfe	2013
Kyle Johnson	2013
Joseph Kalagher	2013
Nancy Haines	2013

SELECTMEN'S APPOINTMENTS (cont.)

	<u>Term</u>
<i>Agricultural Commission (3 yr. term)</i>	
Gary Howland, Associate	2011
Gretchen Lafferty	2011
Christopher Picone, Associate	2011
Cynthia Lee Rowan	2012
Patricia Garland Stewart	2011
Richard H. Wright	2011
<i>250th Celebration Committee (7 yr. term)</i>	
Susan Brennan	2016
George Cornwall	2016
Bettyna Donelson	2016
Patricia Johnson	2016
Linda Ramsdell	2016
R. Lincoln Stiles	2016
Joseph Dennis Cormier	2016
Donna Brooks	2016
Patricia Frederick	2016
Christiane Scarpino	2016
Brenda Bujnevicie	2016
Elaine Membrino	2016
Julie Olivari	2016
Donna Slocum	2016
Rachel Fowler	2016
Steve Coswell	2016
Barbara DiVito	2016
<i>Tax Title Custodian (1 yr. term)</i>	
Anne Cervantes	2011
<hr/>	
TOWN ADMINISTRATOR'S APPOINTMENTS	
<i>Fire Chief, Forest Warden & Civil Defense Director (3 yr. term)</i>	
Paul Zbikowski	2012
<i>DPW Superintendent (3 yr. term)</i>	
Stephen Nims	2012
<i>Water/Sewer Superintendent (3 yr. term)</i>	
Mark Petersen	2013
<i>Police Chief (3 yr. term)</i>	
Loring Barrett	2012
<i>Regional Animal Control Officer (1 yr. term)</i>	
Heather Eula Bradley	2011
<i>Treasurer (3 yr. term)</i>	
Anne Cervantes	2012
<i>Assistant Treasurer 3 yr. term)</i>	
Barbara Brown	2013
<i>Tax Collector (3 yr. term)</i>	
Carla Clifford	2012

MUNICIPAL OFFICIALS

TOWN ADMINISTRATOR'S APPOINTMENTS (cont.)

Building Commissioner & Zoning Officer (3 yr. term)

Michael Gallant (Resigned) 2011
Richard Reynolds 2013

Electrical Inspector (1 yr. term)

Richard Cannavino 2011

Assistant Electrical Inspector (1 yr. term)

Joseph Olivari 2011

Assistant Electrical Inspector (1 yr. term)

Loring Barrett Sr. 2011

Gas & Plumbing Inspector (1 yr. term)

Maurice Picard 2011

Assistant Gas & Plumbing Inspector (1 yr. term)

Wayne Little 2011

Sealer of Weights & Measures (1 yr. term)

Steven Slocum 2011

Veterans Agent & Burial Agent (1 yr. term)

Phillip D. Buso 2011

Board of Assessors (3 yr. term)

Donna Burton 2011
Celia A. Jorner 2013
Walter Harrington 2013

Board of Registrars (3 yr. term)

Nancy Gahan 2012
Wesley Landry, Secretary 2011
Linda A. Ramsdell 2013

Conservation Commission (3 yr. term)

Marshall Dennis, Chair 2011
Christopher Picone 2011
Alana Archangelo 2013

Council on Aging (3 yr. term)

Brian Aho 2011
Betty Bushee 2012
Christine Eddy 2012
Lorna Fields 2011
Carol Hamel 2012
Almond Hart 2012
Irene Parent 2012

ADA Coordinator (3 yr. term)

Richard Cannavino 2013

Parks & Recreation Committee (3 yr. term)

Eric Hebert 2013
Stephen Nims, Chair 2011
Daniel Roger 2011

Trust Fund Commission (3 yr. term)

Anne Cervantes 2012
Ronald W. Reed 2011
James Roger 2013

Election Constables (1 yr. term)

Theodore Caisse 2011
Paul Roger 2011
Ronald W. Skaife 2011

Election Officers (1 yr. term)

Paula Boutwell 2011
Betty Bushee 2011
Ann Boucher 2011
Carol Chenevert 2011
Elaine Cormier 2011
Charlotte Cramm 2011
Althea Donahue 2011
Margaret Donovan 2011
Almond Hart 2011
Jean Kokernak 2011
Carol Messar 2011
Jean Mountain 2011
Arthur Pinseneault 2011
Louise Reid 2011
Sallie Thoma 2011

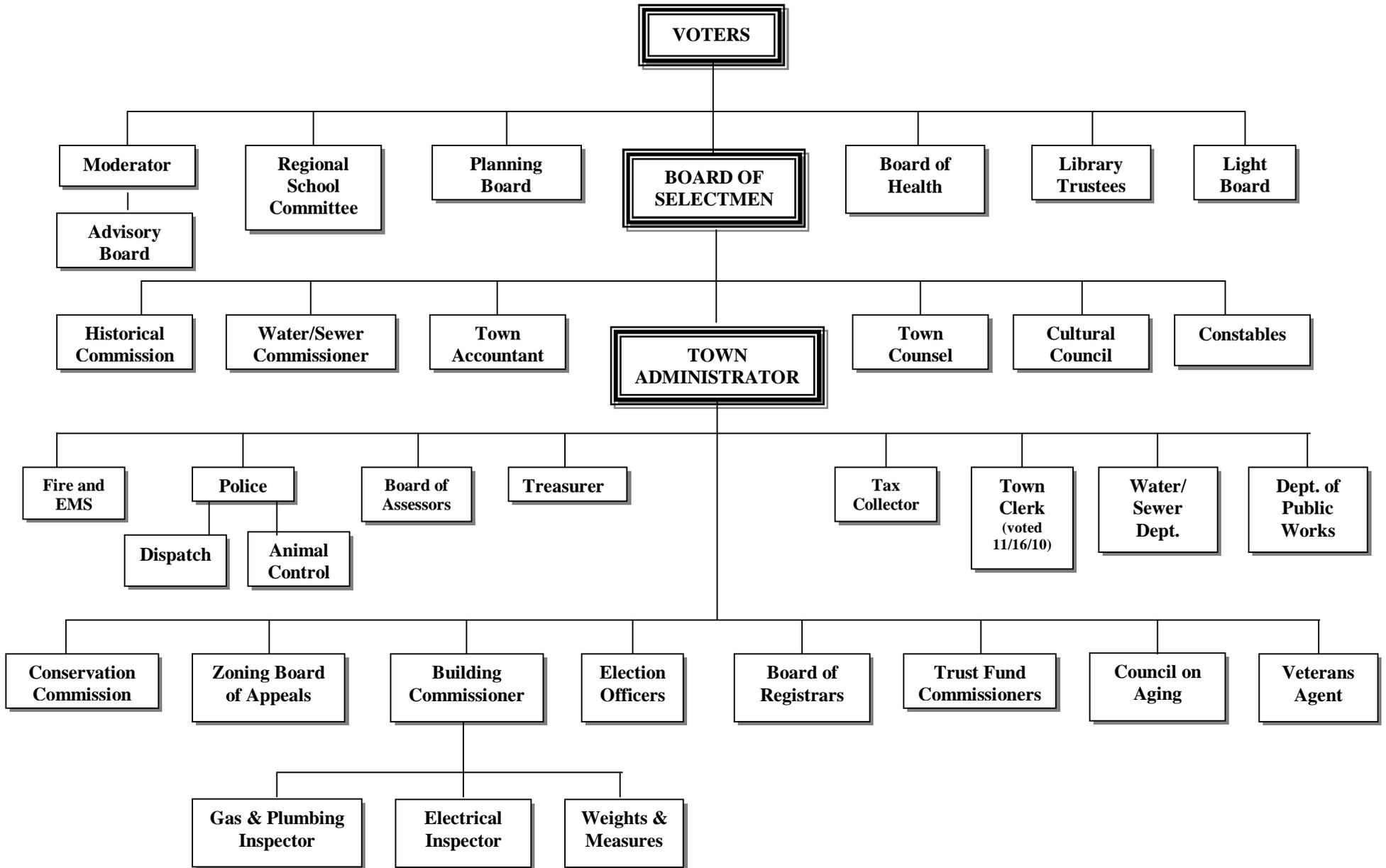
Rail Trail Committee (1 yr. term)

Dean Anderson 2011
Paula Gorrell 2011
Bernadette Hines 2011
Chris Iacobone 2011
Arthur Pinsoneault 2011
Sallie Thoma, Chair 2011
Sherisa Sterling 2011
Cec Snow (ex-officio) 2011

Zoning Board of Appeals (3 yr. term)

Cheryl Anderson 2012
Richard Archer 2013
Mark Carlisle, Alternate 2012
Joseph Daigle 2011
Terry Girouard 2011
David Perry, Chair 2013

ASHBURNHAM ORGANIZATIONAL CHART



GENERAL GOVERNMENT



Board of Selectmen 2010 Annual Report



Ron Reed, Ed Vitone and Maggie Whitney.

To the Citizens of Ashburnham:

Following the April 27, 2009 Town Election, the Board of Selectmen met and organized electing Edward J. Vitone, Jr., Chairman; Margaret Whitney, Clerk, and Ronald W. Reed, member, the newly elected person to the Board of Selectmen.

The Board continues to work closely with Town Administrator, Douglas Briggs. From day one on the job, Mr. Briggs' leadership, even-keeled management style, fiscal responsibility and vision, has resulted in over \$3 million dollars savings today. In addition, his open-door policy and transparency has created a positive environment for the Town of Ashburnham.

The Board is grateful for Assistant to the Town Administrator Sylvia Turcotte for her hard work and professionalism. She is always ready to give us a helping hand.

During the past year the Board has:

- Continued with the Board of Selectmen "Code of Conduct".
- Continued with the Board of Selectmen "Tracking Action System".
- Monitored the established goals and objectives for the Town Administrator.
- Continued to hold Board of Selectmen meetings at the Public Safety Building (PSB) which has proved to be working extremely well.
- Updated the 1986 "Act-Establishing a Selectmen-Administrator Form of Government" as well as the Town's General Bylaws and was

successfully voted at the Annual Town Meeting on May 8, 2010.

- Continued to review capital needs and updating the five-year plan with the Capital Planning Committee.
- Continued to work with the IT Advisory Board to update computer policy and review inventory of systems.
- Continued to work with the Tax Base Study Committee to find ways to bring in revenue for the Town.
- Implemented new Board of Selectmen policies: Donations & Gifts; Acceptance of Grants; and Use of Town Property.
- Continued to receive Department Head Monthly Reports.
- Worked with the Bresnahan Scout Committee to receive Town approval to designate the former Caouette site as the new location for the Scout House.
- Voted to pursue a Community Development Block Grant (CDBG) to renovate the Veteran's Memorial School which houses the Council on Aging.
- Continue to work with Accountant and Assessors to sell foreclosed/town-owned land to return these properties to the tax roll and generate revenue.
- Permanently placed the Water Trough behind Town Hall with work done by the Highway Department. Robert and Florence Saccone, former owners of the Victorian House Restaurant donated a plaque to signify the importance of the trough.
- Continued to work on "Wind Energy" initiative.
- Continue to have Selectman representative on the Montachusett Regional Planning Commission (MRPC).
- Appointed an Ashburnham 250th Committee to work on the upcoming Town's Anniversary which will be celebrated in the year 2015.
- Completed the Ethics Training required by the State of Massachusetts.
- Continued to work in a transparent manner to distribute information via the Town's website.

The fiscal year of 2010-2011 was another economically difficult year. The Town continues to receive reduced state aid.

We are expecting continued financial pressure as we work on the FY12 budget. Our state aid has been cut by 7% and the Department Heads have been asked to cut their budget by 5%. The Departments continue to do more with less and the Board realizes how painful the budget process is for the Department Heads, Boards, Committees and Commissions and we appreciate the endless hours they spend trying to be creative with financing and

Board of Selectmen 2010 Annual Report (continued)

delivering governmental services with significantly reduced funding.

Chairman Ed Vitone attended the February 16, 2011 Ashby Board of Selectmen meeting to discuss the possibility of sharing our Town Administrator Douglas Briggs. At the Ashburnham Board of Selectmen meeting on February 22, 2011, the Board voted unanimously to send a formal letter to the Ashby Board of Selectmen reiterating the possibility of sharing Ashburnham's Town Administrator. The letter stated as follows:

"The Board believes that towns such as Ashby and Ashburnham will continue to face significant economic pressure in the foreseeable future and that regionalization is one of the few untapped opportunities to help us meet such challenges.

Recognizing that Ashby is considering engaging an Interim Town Administrator (TA) we believe that this presents an ideal opportunity for the two towns to "test drive" a shared position for a three month period. If agreeable to your Board, Ashburnham would make its Town Administrator, Doug Briggs, available to serve as Ashby's Interim TA on a part-time basis. Just as is the case with the Town Accountant and Assessors positions that both Ashby and Ashburnham share, from a management perspective, each Board would supervise the activities of the TA for its town only. The two towns would enter into a three-month inter-municipal agreement to reimburse Ashburnham for Doug's services. The specific details to be defined pending a decision to move forward.

As stated in the meeting, Ashburnham's interest in a shared TA position is contingent upon the potential for a broader cooperation between the two towns where costs can be lowered and services to our citizens improved. In this regard, we suggest that we jointly task Mr. Briggs to quantify the regionalization opportunities that may exist. This assessment would be completed within the three-month interim assignment. In recognition of this study, both towns would agree to postpone regionalization discussion with other communities until a joint evaluation of the recommendations has been completed." The Ashby Board of Selectmen Chairman Peter McMurray and members Joseph Casey and Dan Meunier has taken the request under advisement.

The Board expresses their gratitude to the Department Heads, 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 with thanks, the cooperation we have received from our Town Officials, Town Employees and the Townspeople.

"There is but one straight course, and that is to seek truth and pursue it steadily." – George Washington

Respectfully submitted,
Margaret Whitney, for the Board of Selectmen

BOARD OF SELECTMEN
Edward T. Vitone, Jr., Chair
Margaret Whitney, Clerk
Ronald W. Reed, Member



Town Administrator 2010 Annual Report



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

The year 2010 represented my first full year as Town Administrator and I have been extremely fortunate in the last 12 months to have worked with such a very talented and dedicated staff. Sylvia Turcotte, the Assistant to the Town Administrator, is an integral part of the management team. Her work ethic, dedication, and continued support insured my transition into the managerial and political environment.

During 2010, many of the changes and improvements started in 2009 were incorporated to bring financial stability and cohesive management. Goals and Objectives were established for each department, and with that fresh view several

**Town Administrator
2010 Annual Report (continued)**

improvements were made as outlined below.

<u>Improvements</u>	<u>Cost Savings</u>
1. Identified school funding assessment change from Alternate to Statutory method.	\$335,000
2. Internally generated RFP for services which established a competitive environment and optimized savings while enhancing services.	
a. Insurance – MIIA for property and liability	\$60,000
b. IT Services – Guardian Technology	
c. Engineering Services (DPW, Water and Sewer) Tighe & Bond and Weston and Sampson (RFP’s for projects are only between these two companies, eliminating the costly bidding and advertising process.)	\$10,000
d. Banking Services – three firms represent different services	
e. Stevens Building Lease – Piano Museum	
g. Bresnahan property for scouting activities	
h. Sand and salt purchasing with Westminster	\$45,000
3. Hired a collection agency for uncollected ambulance services that Coastal Billing is not able to secure	TBD
4. Applied for and received in conjunction with Light Dept. and Energy Efficiency and Conservation Block Grant for \$150,000 to install photovoltaic panels to reduce electrical cost at the Public Safety Building	\$11,000
5. Applied for a CDBG Grant through MRPC for engineering for \$400,000 for the design of a Senior Center at the (VMS Bldg.) Veterans Memorial School and Housing Rehabilitation projects (7) for low income residents in the selected target area. April	

timeframe for acceptance. \$400,000

6. Applied for and received a grant for the design, construction, and installation of a new 1 million gallon water storage tank and associated improvements, and the refurbishing of the water tank on Gardner Hill. \$1,425,000

While there were improvements and cost savings of **\$500,000** and **\$2,000,000** in grants, there are also many changes that generate less tangible cost, but equally valuable benefits. This is a direct result of the teamwork environment that filters down from the Board of Selectmen, through transparency, and a willingness to work together which has brought leadership to Ashburnham.

The revitalization of the Capital Planning Committee has set forth a schedule where all Department Heads can request capital items that now will be funded through the budget and not depend on “free cash”. This has eliminated the rush of departments to try and get their share of the “money”.

The Town’s financial stability has improved. Our balance in unreserved cash was **\$207,537 in FY09**. At the end of FY10 it had grown to **\$683,794**, which is a 300% increase in our Stabilization and Capital Funds. This is about 5% of our operating budget, and will hopefully continue to grow.

The creation of a financial team (Town Administrator, Accountant, Treasurer, Collector, and Assessor – RRG) has reinforced the communication required for timely and accurate reporting.

- a. Treasurer and Accountant reconcile cash monthly
- b. Tax rate was certified in one day versus weeks.
- c. Free cash was certified in a timely fashion
- d. DOR has rescinded all of their mandates knowing Town has competent management.
- e. Received an extremely positive audit for FY10.

As the team was working on improvements they also had to deal with the financial aftermath of the Ice Storm of 2008, flooding of Town Hall, and the flooding of 2010. With the cooperation of the departments involved we are assured that we received the maximum reimbursement allowed by both government agencies and insurance companies.

Our Town’s financial strength and stability allows us to look to the future for opportunities in the form of regionalization and economic growth.

Regionalizing has proven to be a challenge as hometown feel is important, but service and value are just as important. However, there is a light at the

Town Administrator
2010 Annual Report (continued)

end of the tunnel and regardless of the opportunity we will insure that it makes sense for Ashburnham.

Economic growth looks to be in the form of renewable energy. Many exciting and diverse opportunities await us and timing is becoming a very important factor in the return on investment. I am also looking for alternative sites for the relocation of the DPW to further downtown development.

The balance of FY11 and going forward in FY12 look to be an exciting opportunity for Ashburnham and a welcome challenge for me and my team. Also, a very special debt of gratitude is owed to the residents who volunteer countless hours of their valuable time to serve on boards and committees. Their dedication is invaluable and appreciated.

I look forward with much enthusiasm to continue to serve the residents of Ashburnham in the coming year with an open door policy.

Respectfully submitted,
Doug Briggs
Town Administrator



Town Clerk
2010 Vital Statistics

The following is a breakdown of the activity that took place in the Town Clerk's office during the past year:

Births Recorded	52
Deaths Recorded	44
Burial Permits Issued	20
Marriage Intentions Recorded	15
Marriage Certificates Recorded	14
Business Certificates Filed	39
Copies of Vital Records (Births, Deaths, Marriages)	364
Raffle Permits	1
Dog Licenses	1,159
Fish & Game Licenses Issued	151
Fish & Game Stamps Sold	72

Money Collected:

Fish & Game	\$ 3,709.70
Sales (Books, Maps, etc.)	276.00
Fees	<u>19,285.00</u>
TOTAL	\$23,270.70

TOTAL 2010 POPULATION 5,781 Residents

Breakdown of Dog Licenses Issued:

Kennels	5
Male	142
Female	88
Neutered Male	441
Spayed Female	<u>483</u>
TOTAL	1,159

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk

Annual Election Results
Held on April 27, 2010

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

Moderator – for one year

Donald J. Lawrence	671
Blanks	122
Others	5

Board of Selectmen – for three years

Ronald W. Reed	546
Thomas G. VanWert	192
Blanks	58
Others	2

Town Clerk – for three years

Linda A. Ramsdell	665
Christopher J. Gagnon	128
Blanks	4
Others	1

Board of Health (2) – for three years

Glenn J. Hathaway	609
Scott M. Sibley	513
Blanks	469
Others	5

Planning Board – for five years

Joseph Kalagher	632
Blanks	162
Others	4

Planning Board – for four years

Joseph B. Daigle	604
Blanks	191
Others	3

Library Trustees (2) – for three years

Cheryl A. Audino	592
Paula M. Dowd	502
Blanks	499
Others	3

Annual Election Results
Held on April 27, 2010 (continued)

Municipal Light Board – for three years

Mark H. Carlisle	461
Valorie J. Daigle	274
Blanks	61
Others	2

Ashburnham Regional School Committee – for three years

Michelle A. Gianino	560
Laura J. Weiderman	522
Blanks	507
Others	7

Westminster Regional School Committee – for three years

Gwen E. Farley	492
James E. Rheault	475
Blanks	623
Others	6

Total Voted:	798
Total Registered Voters:	3,904

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk



Special Election Results
Held on December 16, 2010

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 questions.

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

Question #1 Debt Exclusion: Shall the Town of Ashburnham be allowed to exempt from the provisions of Proposition 2½, so called, the amounts required to pay for the bond issued in order to design and construct the new J.R. Briggs Elementary School?

YES	800
NO	413
Total Voted:	1,213
Total Registered:	4,258

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk



**PROCEEDINGS OF THE ANNUAL TOWN MEETING
HELD ON MAY 8, 2010**

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 8, 2010. MODERATOR, DONALD "JEFF" LAWRENCE PRESIDED AT THE MEETING WHICH WAS CALLED TO ORDER AT 10:14 A.M. WITH A QUORUM PRESENT. THE VETERANS PRESENT WERE RECOGNIZED. A MOMENT OF SILENCE WAS HELD FOR ALL SERVICE MEN AND WOMEN WHO ARE PROTECTING OUR COUNTRY. VETERANS, BOB MCGOWAN AND DENNIS DRISCOLL LED THE PLEDGE OF ALLEGIANCE.

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.)*

SELECTMEN RECOMMEND: YES **ADVISORY RECOMMEND:** YES **TAX RATE IMPACT:** N/A

ARTICLE 1 VOTED: On motion of Edward Vitone, it was voted to accept the reports of several town officers and all outstanding committees.

Unanimous "YES"

ARTICLE 2: To see if the Town will vote to raise and appropriate and/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, 2010 and to set the salaries of elected officials; or act in relation thereto. *(Requested by the Board of Selectmen and Advisory Board)*

SELECTMEN RECOMMEND: YES **ADVISORY RECOMMEND:** YES **TAX RATE IMPACT:** \$15.85

LINE	DEPARTMENT	FY09 ACTUAL	FY10 BUDGET	FY11 TOWN ADMINISTRATOR RECOMMEND	FY11 ADVISORY BOARD RECOMMEND
1	Moderator	100	100	100	100
2	Board of Selectmen	9,261	6,000	5,765	5,765
3	Town Administrator	150,953	138,500	164,105	164,105
4	Advisory Board	51,455	149,500	86,500	86,500
5	Town Accountant	56,278	74,750	76,622	76,622
6	Board of Assessors	68,059	65,000	97,344	97,344
7	Treasurer	146,641	83,000	85,589	85,589
8	Tax Collector	64,937	65,045	65,107	65,107
9	Town Clerk	52,599	44,500	48,590	48,590
10	Land Use	87,040	19,600	19,786	19,786
11	Town Hall	51,825	55,000	57,393	57,393
12	VMS Bldg.	11,000	13,650	13,650	13,650
13	Non-Departmental	148,083	140,313	161,867	161,867
14	Police, Emergency Dispatch & Public Safety	1,197,364	1,135,590	1,113,936	1,113,936
15	Fire	523,411	471,000	478,199	478,199
16	Inspections	33,588	39,000	40,337	40,337
17	Dog Officer	24,851	29,290	32,832	32,832
18	Monty Tech	387,776	327,607	333,715	333,715
19	Ash-West Regional School District	6,483,185	6,521,291	6,668,639	6,668,639
20	DPW	645,076	586,950	569,714	569,714
21	Snow and Ice	180,000	175,000	180,000	180,000
22	Board of Health	18,545	18,000	17,050	17,050
23	Conservation Commission	50,487	17,000	18,765	18,765
24	Council on Aging	44,318	30,000	22,084	22,084
25	Veterans' Services	10,687	10,600	12,687	12,687
26	Library	194,197	176,540	173,530	173,530
27	Historical Commission	500	100	100	100
28	Debt Service	691,122	979,635	942,493	942,493
29	Employee Ins. Benefits	948,823	1,021,000	1,064,880	1,064,880
	ARTICLE 2 TOTAL	\$14,010,698	\$12,392,561	\$12,551,379	\$12,551,379

Setting of Elected Salaries under Article 2:

- Town Moderator: \$100
- Board of Selectmen: Chairman - \$1,300; Clerk - \$1,100; Member - \$1,100
- Town Clerk: \$38,835 (Includes \$1,000 Longevity)
- Board of Health: \$140 per member

ARTICLE 2 VOTED:

On motion of Bill Johnson, it was voted to raise and appropriate the sum of \$12,550,379 for the departments and purposes noted in the warrant and to set the salary for all Elected Officials.

LINE	DEPARTMENT	FY11 TOWN ADMINISTRATOR RECOMMEND	FY11 ADVISORY BOARD RECOMMEND
1	Moderator	100	100
2	Board of Selectmen	5,765	5,765
3	Town Administrator	164,105	164,105
4	Advisory Board	86,500	86,500
5	Town Accountant	76,622	76,622
6	Board of Assessors	97,344	97,344
7	Treasurer	85,589	85,589
8	Tax Collector	65,107	65,107
9	Town Clerk	48,590	47,590
10	Land Use	19,786	19,786
11	Town Hall	57,393	57,393
12	VMS Bldg.	13,650	13,650
13	Non-Departmental	161,867	161,867
14	Police, Emergency Dispatch & Public Safety	1,113,936	1,113,936
15	Fire	478,199	478,199
16	Inspections	40,337	40,337
17	Dog Officer	32,832	32,832
18	Monty Tech	333,715	333,715
19	Ash-West Regional School District	6,668,639	6,668,639
20	DPW	569,714	569,714
21	Snow and Ice	180,000	180,000
22	Board of Health	17,050	17,050
23	Conservation Commission	18,765	18,765
24	Council on Aging	22,084	22,084
25	Veterans' Services	12,687	12,687
26	Library	173,530	173,530
27	Historical Commission	100	100
28	Debt Service	942,493	942,493
29	Employee Ins. Benefits	1,064,880	1,064,880
	ARTICLE 2 TOTAL	\$12,551,379	\$12,550,379

Setting of Elected Salaries under Article 2:

- Town Moderator: \$100
- Board of Selectmen: Chairman - \$1,300; Clerk - \$1,100; Member - \$1,100
- Town Clerk: \$37,835
- Board of Health: \$140 per member

Unanimous "YES"

ARTICLE 3:

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, 2010 , or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES

ADVISORY RECOMMEND: YES

TAX RATE IMPACT: N/A

ARTICLE 3 VOTED: On motion of Bill Johnson it was voted to raise and appropriate a sum of \$499,002 to operate the Water Department for the fiscal year beginning July 1, 2010, and that \$499,002 be raised from Water Enterprises revenues.

Unanimous “YES”

ARTICLE 4: To see if the Town will vote to raise and appropriate a sum of money to operate the Sewer Department for fiscal year beginning July 1, 2010, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 4 VOTED: On motion of Bill Johnson, it was voted to raise and appropriate the sum of \$799,460 to operate the Sewer Department for fiscal year beginning July 1, 2010, and that \$799,460 be raised as follows:

Sewer Enterprise revenues:	\$629,460
Retained earnings	\$170,000

Unanimous “YES”

ARTICLE 5: 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 2 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)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: \$.61

ARTICLE 5 VOTED: On motion of Ed Vitone, it was voted to raise and appropriate, the sum of \$155,388 to be added to the sum in line 19 of the budget approved under Article 2 for the Ashburnham-Westminster Regional School District, provided that no funds shall be spend and no bonds shall be issued unless the Town has 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.

Majority “YES”

ARTICLE 6: To see if the Town will vote to authorize the transfer of \$40,000 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 thereto. *(Requested by the Municipal Light Department)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 6 VOTED: On motion of Richard Ahlin, it was voted to authorize the transfer of \$40,000 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.

Unanimous “YES”

ARTICLE 7: 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, 2010, 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)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 7 VOTED: On motion of Ron Reed, it was voted 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, 2010, 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.

Unanimous “YES”

ARTICLE 8: To see if the Town will vote to authorize the Town Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2011 pursuant to Chapter 44, Section 53F of the General Laws, or act in relation thereto. *(Requested by the Town Treasurer)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 8 VOTED: On motion of Edward Vitone, it was voted to authorize the Town Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2011 pursuant to Chapter 44, Section 53F of the General Laws.

Unanimous “YES”

ARTICLE 9: 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)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 9 VOTED: On motion of Margaret Whitney, 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”

ARTICLE 10: To see if the Town will vote to appropriate all funds which become available in the Fiscal Year 2011 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)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 10 VOTED: On motion of Ron Reed, it was voted to appropriate the sum of \$269,946 from the Mass. Highway Department Chapter 90 bond issue proceeds to be used by the Highway Department for the repair and maintenance of town roads and for the purchase of qualifying equipment or vehicles, and to authorize the use of leasing for a period of three years, in connection with the purposes of this article, all in conformance with the Massachusetts General Laws.

Unanimous “YES”

ARTICLE 11: To see if the Town will vote to authorize the transfer of trust fund income in the amount of \$3,000 from the Cushing Academy Trust Fund to pay for the fiscal year 2011 secondary school expenses, or act in relation thereto. *(Requested by Town Administrator)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 11 VOTED: On motion of Edward Vitone, it was voted to authorize the transfer of trust fund income in the amount of \$3,000 from the Cushing Academy Trust Fund to pay for the fiscal year 2011 secondary school expenses.

Unanimous “YES”

ARTICLE 12: To see if the Town will vote to authorize a revolving fund, in accordance with M.G.L. c. 44, 53E½, to be expended by the DPW Superintendent, for the purpose of trash removal, (MSW) from the transfer station; said fund to be established from trash tag receipts; said expenditures not to exceed \$50,000 unless an increase in such limitation is approved by the Board of Selectmen, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 12 VOTED: On motion of Margaret Whitney, it was voted to authorize a revolving fund, in accordance with M.G.L. c. 44, 53E½, to be expended by the DPW Superintendent, for the purpose of trash removal, (MSW) from the transfer station; said fund to be established from trash tag receipts; said expenditures not to exceed \$50,000 unless an increase in such limitation is approved by the Board of Selectmen.

Unanimous “YES”

ARTICLE 13: To see if the Town will vote to authorize a revolving fund, in accordance with M.G.L. c. 44, Sec. 53E½, to be expended by the Agricultural Committee, for the purpose of a Farmer’s Market, said fund to be established from administrative and event fees, said expenditures not to exceed \$1,500 unless an

increase in such limitation is approved by the Board of Selectmen, or act in relation thereto. *(Requested by the Agricultural Commission)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 13 VOTED: On motion of Ron Reed, it was voted to authorize a revolving fund, in accordance with M.G.L. c. 44, Sec. 53E½, to be expended by the Agricultural Commission, for the purpose of a Farmer’s Market, said fund to be established from administrative and event fees, said expenditures not to exceed \$1,500 unless an increase in such limitation is approved by the Board of Selectmen.

Unanimous “YES”

ARTICLE 14: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to purchase testing and maintenance equipment for the operation of the Fire Alarm system and any other related equipment, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 14 VOTED: On motion of Edward Vitone, it was voted to raise and appropriate or appropriate from available funds the sum of \$10,350 for the purchase testing and maintenance equipment for the operation of the Fire Alarm system and any other related equipment.

Unanimous “YES”

ARTICLE 15: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to purchase a cruiser for the police department and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced, or act in relation thereto. *(Requested by the Capital Planning Committee)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 15 VOTED: On motion of Edward Vitone, it was voted to raise and appropriate the sum of \$35,000 to purchase a cruiser for the police department and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced.

Unanimous “YES”

ARTICLE 16: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to purchase an F550 one-ton truck for the Department of Public Works and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced, or act in relation thereto. *(Requested by the Capital Planning Committee)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 16 VOTED: On motion of Ron Reed, it was voted to raise and appropriate the sum of \$54,000 to purchase an F550 one-ton truck for the Department of Public Works and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced.

Unanimous “YES”

ARTICLE 17: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to purchase an F550 one-ton truck for the Municipal Grounds Department and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced, or act in relation thereto. *(Requested by the Capital Planning Committee)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 17 VOTED: On motion of Margaret Whitney, it was voted to raise and appropriate the sum of \$54,000 to purchase an F550 one-ton truck for the Municipal Grounds Department and to authorize the Board of Selectmen to dispose of or trade in any vehicle being replaced.

Unanimous “YES”

ARTICLE 18: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to purchase “Turn-out Gear” for the Fire Department, or act in relation thereto. *(Requested by the Capital Planning Committee)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 18 VOTED: On motion of Margaret Whitney it was voted to raise and appropriate or appropriate the sum \$6,000 to purchase “Turn-out Gear” for the Fire Department.

Unanimous “YES”

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$18,420 to be used to fund the following items in the Ashburnham-Westminster Regional School District Five Year Capital Plan:

Elevator repair at Overlook	\$ 4,830	
Servers & Switches at Oakmont	\$ 7,701	
Turf Field Groomer	<u>\$ 5,889</u>	
Total		\$18,420

Further, that said appropriation be subject to the Town of Westminster also voting to fund its share of the cost of this article, or act in relation thereto. *(Requested by the Capital Planning Committee)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 19 VOTED: On motion of Ron Reed, it was voted to raise and appropriate the sum of \$18,420 to be used to fund the following items in the Ashburnham-Westminster Regional School District Five Year Capital Plan:

Elevator repair at Overlook	\$ 4,830	
Servers & Switches at Oakmont	\$ 7,701	
Turf Field Groomer	<u>\$ 5,889</u>	
Total		\$18,420

Further, that said appropriation be subject to the Town of Westminster also voting to fund its share of the cost of this article.

Majority “YES”

ARTICLE 20: To see if the Town will vote to transfer available funds to the Capital Improvement Fund, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 20 VOTED: On motion of Edward Vitone, it was voted to raise and appropriate the sum of \$82,580 to the Capital Improvement Fund.

Unanimous “YES”

ARTICLE 21: To see if the Town will vote to transfer land shown on Assessor’s maps ; Map 58 Parcel 25 Center Street, 7,500 SF and Map 17 Parcel 12; 130,567 SF off Center Street, to the Board of Selectmen for the purpose of lease to a lawfully constituted non-profit entity that will construct a new community use facility, and further to authorize the Board of Selectmen to so convey or lease said land on such terms and conditions as are in the best interest of the Town, or act in relation thereto.

(Requested by the Town Administrator)

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 21 VOTED: On motion of Edward Vitone it was voted to transfer land shown on Assessor’s maps; Map 58 Parcel 25 Center Street, 7,500 SF and Map 17 Parcel 12; 130,567 SF off Center Street, to the Board of Selectmen for the purpose of lease to a lawfully constituted non-profit entity that will construct a new community use facility, and further to authorize the Board of Selectmen to so convey or lease said land on such terms and conditions as are in the best interest of the Town.

Majority “YES”

ARTICLE 22: To see if the Town will vote to transfer the sum of \$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)*

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 22 VOTED: On motion of Edward Vitone, it was voted to transfer the sum of \$3,500 from the Waterways Improvement Fund for the purpose of waterway improvement maintenance and safety.

Unanimous “YES”

ARTICLE 23: To see if the Town will vote to approve a Right to Farm Bylaw as listed below:

Right to Farm Bylaw for Ashburnham, Massachusetts

Section 1 – Legislative Purpose and Intent

The purpose and intent of this Bylaw is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations thereunder including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9, Chapter 111, Section 125A and Chapter 128, Section 1A. We the citizens of Ashburnham restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution ("Home Rule Amendment").

This General Bylaw encourages the pursuit of agriculture, promotes agriculturally based economic opportunities, and protects farmlands within the Town of Ashburnham. This Bylaw shall apply to all jurisdictional areas within the Town.

Section 2 – Definitions

The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of commercial agriculture, or accessory thereto. The words "farming" or "agriculture" or their derivatives shall include, but not be limited to the following:

- Farming in all its branches and the cultivation and tillage of the soil;
- Dairying;
- Production, cultivation, growing, and harvesting or any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- Growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
- The maintenance, collection and processing of maple sugar operations;
- Raising of livestock including horses;
- Keeping of horses as a commercial enterprise;
- Keeping and raising of poultry, sheep, goats, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and fur-bearing animals.

"Farming" shall encompass activities including, but not limited to, the following:

- Operation and transportation of slow-moving farm equipment over roads within the town;
- Control of pests, including, but not limited to, insects, weeds, predators and disease organism or plants and animals;
- Application of manure, fertilizers and pesticides;
- Conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;
- Processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto;
- Maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products;
- On-farm relocation of earth and the clearing of ground for farming operations;
- Operation of log trucks on or off Town roads;
- Stacking or storage of processed or unprocessed wood products;
- Operation of timber harvest machinery, including chain saw, skidder, forwarder, processor, bulldozer, or other equipment used to fell, process, and transport wood products;
- Cultivation, harvest, processing, storage and transportation of non-timber forest products such as mushrooms, medicinal plants, ornamental plants;
- Cultivation, harvest, processing, storage and transportation of Christmas trees.

Section 3 – Right to Farm Declaration

The Right to Farm is hereby recognized to exist within the Town of Ashburnham. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general.

The benefits and protections of this Bylaw are intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices. Moreover, nothing in this Right to Farm Bylaw shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

The Right to Manage and Harvest Forest and Farm Products is hereby recognized to exist within the Town of Ashburnham. The above-described activities may include the attendant incidental noise, odors, dust, and fumes associated with normally accepted harvesting and management practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture and forestry is more than offset by the benefits of forestry, and farming to the neighborhood, community, and society in general. The benefits and protections of this Bylaw are intended to apply exclusively to those reasonable forestry, agricultural, and farming operation and activities conducted in accordance with generally accepted forestry and agricultural practices that are not injurious to environmental quality and public health safety. Moreover, nothing in this Right to Farm Bylaw shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation or local zoning law.

Section 4 – Precedence

In the event of conflict between this bylaw and all other town regulations, this Bylaw shall take precedence. In the event of conflict between this Bylaw and federal or state law, federal or state law shall take precedence, respectfully.

Section 5 – Resolution of Disputes

Any person who seeks to complain about the operation of a farm may, notwithstanding pursuing any other available remedy, file a grievance with the Select Board, the Zoning Enforcement Officer, or the Board of Health, depending upon the nature of the grievance. The filing of the grievance does not suspend the time within which to pursue any other available remedies that the aggrieved may have. The Zoning Enforcement Officer or Select Board may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the referring Town authority within an agreed upon timeframe.

The Board of Health, except in cases of imminent danger or public health risk, may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance and report its recommendations to the Board of Health within an agreed upon timeframe.

Section 6 – Severability Clause

If any part of this Bylaw is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this Bylaw. The Town of Ashburnham hereby declares the provisions of this Bylaw to be severable.

or act in relation thereto. *(Requested by the Agricultural Commission)*

SELECTMEN RECOMMEND: **YES** ADVISORY RECOMMEND: **YES** TAX RATE IMPACT: **N/A**

ARTICLE 23 VOTED: On motion of Pat Stewart it was voted to approve a Right to Farm Bylaw as listed below:

Right to Farm Bylaw for Ashburnham, Massachusetts

Section 1 – Legislative Purpose and Intent

The purpose and intent of this Bylaw is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations thereunder including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9, Chapter 111, Section 125A and Chapter 128, Section 1A. We the citizens of Ashburnham restate and republish these rights pursuant to the Town’s authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution (“Home Rule Amendment”).

This General Bylaw encourages the pursuit of agriculture, promotes agriculturally based economic opportunities, and protects farmlands within the Town of Ashburnham. This Bylaw shall apply to all jurisdictional areas within the Town.

Section 2 – Definitions

The word “farm” shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of commercial agriculture, or accessory thereto. The words “farming” or “agriculture” or their derivatives shall include, but not be limited to the following:

- Farming in all its branches and the cultivation and tillage of the soil;
- Dairying;
- Production, cultivation, growing, and harvesting or any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- Growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;

- The maintenance, collection and processing of maple sugar operations;
- Raising of livestock including horses;
- Keeping of horses as a commercial enterprise;
- Keeping and raising of poultry, sheep, goats, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and fur-bearing animals.

“Farming” shall encompass activities including, but not limited to, the following:

- Operation and transportation of slow-moving farm equipment over roads within the town;
- Control of pests, including, but not limited to, insects, weeds, predators and disease organism or plants and animals;
- Application of manure, fertilizers and pesticides;
- Conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;
- Processing and packaging of the agricultural output of the farm and the operation of a farmer’s market or farm stand including signage thereto;
- Maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products;
- On-farm relocation of earth and the clearing of ground for farming operations;
- Operation of log trucks on or off Town roads;
- Stacking or storage of processed or unprocessed wood products;
- Operation of timber harvest machinery, including chain saw, skidder, forwarder, processor, bulldozer, or other equipment used to fell, process, and transport wood products;
- Cultivation, harvest, processing, storage and transportation of non-timber forest products such as mushrooms, medicinal plants, ornamental plants;
- Cultivation, harvest, processing, storage and transportation of Christmas trees.

Section 3 – Right to Farm Declaration

The Right to Farm is hereby recognized to exist within the Town of Ashburnham. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general.

The benefits and protections of this Bylaw are intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices. Moreover, nothing in this Right to Farm Bylaw shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

The Right to Manage and Harvest Forest and Farm Products is hereby recognized to exist within the Town of Ashburnham. The above-described activities may include the attendant incidental noise, odors, dust, and fumes associated with normally accepted harvesting and management practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture and forestry is more than offset by the benefits of forestry, and farming to the neighborhood, community, and society in general. The benefits and protections of this Bylaw are intended to apply exclusively to those reasonable forestry, agricultural, and farming operation and activities conducted in accordance with generally accepted forestry and agricultural practices that are not injurious to environmental quality and public health safety. Moreover, nothing in this Right to Farm Bylaw shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation or local zoning law.

Section 4 – Precedence

In the event of conflict between this bylaw and all other town regulations, this Bylaw shall take precedence. In the event of conflict between this Bylaw and federal or state law, federal or state law shall take precedence, respectfully.

Section 5 – Resolution of Disputes

Any person who seeks to complain about the operation of a farm may, notwithstanding pursuing any other available remedy, file a grievance with the Select Board, the Zoning Enforcement Officer, or the Board of Health, depending upon the nature of the grievance. The filing of the grievance does not suspend the time within which to pursue any other available remedies that the aggrieved may have. The Zoning Enforcement Officer or Select Board may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review

and facilitate the resolution of the grievance, and report its recommendations to the referring Town authority within an agreed upon timeframe.

The Board of Health, except in cases of imminent danger or public health risk, may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance and report its recommendations to the Board of Health within an agreed upon timeframe.

Section 6 – Severability Clause

If any part of this Bylaw is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this Bylaw. The Town of Ashburnham hereby declares the provisions of this Bylaw to be severable.

Majority “YES”

ARTICLE 24 : To see if the Town will vote to borrow a sum of money for up to 40 years for the purpose of financing the design, construction, and system upgrades and maintenance as recommended by the “Engineering Report” prepared by Tighe & Bond dated January 2010 including, without limitation, all costs associated with:

- Construction of a new 1,000,000 gallon pre-stressed concrete water storage tank near the intersection of Hastings Road and Cushing Street.
- Demolition of the existing 420,000 gallon High Street Tank
- Installation of approximately 1,000 linear feet of 12- inch diameter water main on Hastings Road to service the new water storage tank
- Modifications to Water Treatment Plant pumps
- Paint and refurbishing the existing 510,000 gallon Gardner Hill tank.

And that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, be authorized to borrow a sum of money and to issue bonds or notes thereof under Chapter 44, Section 8, of the General Laws, or general authority; that such bonds or notes shall be general obligations of the Town and notes and charges shall be so established as to provide sufficient funds to ensure that the entire principal and interest payable on any borrowing associated with this project will be assessed to the users of the system; that the Board of Selectmen be authorized to apply for , accept and expend, federal or state aid for the project, that the Treasurer, with approval of the Board of Selectmen, is authorized to borrow all or a portion of such amount from the United States Department of Agriculture (USDA), and otherwise to contract with the USDA with respect to any such loan; and that the Board of Selectmen is authorized to expend all funds available from the project and to take other action necessary to carry out this project; including but not limited to entering into any and all contracts on such terms and conditions as are in the best interest of the Town; provided, however, that the Board of Selectmen has determined that grants or other financial assistance are available from the Federal Government, the Commonwealth or any other source, which in the aggregate, will provide at least 30% of the project costs, or act in relation thereto.

(Requested by the Town Administrator)

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 24 VOTED: On motion of Margaret Whitney it was voted to borrow a sum of \$2.64m for up to 40 years for the purpose of financing the design, construction, and system upgrades and maintenance as recommended by the “Engineering Report” prepared by Tighe & Bond dated January 2010 including, without limitation, all costs associated with:

- Construction of a new 1,000,000 gallon pre-stressed concrete water storage tank near the intersection of Hastings Road and Cushing Street.
- Demolition of the existing 420,000 gallon High Street Tank
- Installation of approximately 1,000 linear feet of 12- inch diameter water main on Hastings Road to service the new water storage tank
- Modifications to Water Treatment Plant pumps
- Paint and refurbishing the existing 510,000 gallon Gardner Hill tank.

And that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, be authorized to borrow a sum of money and to issue bonds or notes thereof under Chapter 44, Section 8, of the General Laws, or general authority; that such bonds or notes shall be general obligations of the Town and notes and charges shall be so established as to provide sufficient funds to ensure that the entire principal and interest payable on any borrowing associated with this project will be assessed to the users of the system; that the Board of Selectmen be authorized to apply for, accept and expend, federal or state aid for the project, that the Treasurer, with approval of the Board of Selectmen, is authorized to borrow all or a portion of such amount from the United States Department of Agriculture (USDA), and otherwise to contract with the USDA with respect to any such loan; and that the Board of Selectmen is authorized to expend all funds available from the project and to take other action

necessary to carry out this project; including but not limited to entering into any and all contracts on such terms and conditions as are in the best interest of the Town; provided, however, that the Board of Selectmen has determined that grants or other financial assistance are available from the Federal Government, the Commonwealth or any other source, which in the aggregate, will provide at least 30% of the project costs.

Unanimous “YES”

ARTICLE 25: To see if the Town will vote to authorize the Board of Selectmen to dispose of a 2001 Ford Crown Victoria, and 2003 Ford Crown Victoria as excess vehicles, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES **ADVISORY RECOMMEND:** YES **TAX RATE IMPACT:** N/A

ARTICLE 25 VOTED: On motion of Ron Reed, it was voted to authorize the Board of Selectmen to dispose of a 2001 Ford Crown Victoria, and 2003 Ford Crown Victoria as excess vehicles.

Unanimous “YES”

ARTICLE 26: To see if the Town will vote transfer the following eight parcels, totaling approximately 8 acres, and currently held by the Selectmen, as conservation land and in to the care and custody of the Conservation Commission in accordance with M.G.L. Chapter 40, Section 8C. The parcels are located on Lakeshore Drive and are identified on Town Assessor maps as Map 56, Parcels 42, 43, 44, 46, 47, 48, 49 and 52. *(Requested by Citizens Petition.)*

SELECTMEN RECOMMEND: YES **ADVISORY RECOMMEND:** YES **TAX RATE IMPACT:** N/A

ARTICLE 26 VOTED: On motion of Gary Howland, it was voted transfer the following seven parcels, totaling approximately 7 acres, and currently held by the Selectmen, as conservation land and in to the care and custody of the Conservation Commission in accordance with M.G.L. Chapter 40, Section 8C. The parcels are located on Lakeshore Drive and are identified on Town Assessor maps as Map 56, Parcels 42, 43, 44, 46, 47, a portion of 48, and 49.

Unanimous “YES”

ARTICLE 27: To see if the Town will vote to transfer land identified on the Assessor’s Map

Map 20 Parcel 96	Williams Road	22,216 SF
Map 38 Parcel 28	Gibson Road	235,111 SF
Map 44 Parcel 22	Holiday Road	15,014 SF
Map 49 Parcel 8	Dunn Road	43,560 SF
Map 21 Parcel 120	Old Reservoir	16,552 SF
Map 56 Parcel 52	Lakeshore Drive	82,663 SF

to the Board of Selectmen as surplus property for the purpose of sale and further to authorize the Board of Selectmen to so convey said land on such terms and conditions as are in the best interest of the Town, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMEND: YES **ADVISORY RECOMMEND:** YES **TAX RATE IMPACT:** N/A

ARTICLE 27 VOTED: On motion of Margaret Whitney, it was voted to transfer land identified on the Assessor’s Map as printed in the warrant to the Board of Selectmen to so convey said land on such terms and conditions as are in the best interest of the Town.

Map 20 Parcel 96	Williams Road	22,216 SF
Map 38 Parcel 28	Gibson Road	235,111 SF
Map 44 Parcel 22	Holiday Road	15,014 SF
Map 49 Parcel 8	Dunn Road	43,560 SF
Map 21 Parcel 120	Old Reservoir	16,552 SF
Map 56 Parcel 52	Lakeshore Drive	82,663 SF

2/3 Majority “YES”

ARTICLE 28: To see if the Town will vote to amend Sections 5.4 and 5.5 of the Town of Ashburnham Wetland Protection Bylaw as passed at the 2006 Annual Town Meeting in the following manner:

Section 5.4: By deleting “The fee shall be deposited in a special account established pursuant to G.L. Ch. 44 §53G, from which the Commission may withdraw funds without further appropriation for use only for wetland protection activities.” and replacing it with “These fees shall be made available to and used by the Commission only for the administration and enforcement of the Town of Ashburnham Wetlands Protection Bylaw.”

Section 5.5: By adding to the beginning of the Section the words “Pursuant to G.L. Ch. 44 §53G and regulations promulgated by the Commission”.

or act in relation thereto. (*Requested by the Conservation Commission*)

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 28 VOTED: On motion of Marshall Dennis, it was voted to amend Sections 5.4 and 5.5 of the Town of Ashburnham Wetland Protection Bylaw as passed at the 2006 Annual Town Meeting in the following manner:

Section 5.4: By deleting “The fee shall be deposited in a special account established pursuant to G.L. Ch. 44 §53G, from which the Commission may withdraw funds without further appropriation for use only for wetland protection activities.” and replacing it with “These fees shall be made available to and used by the Commission only for the administration and enforcement of the Town of Ashburnham Wetlands Protection Bylaw.”

Section 5.5: By adding to the beginning of the Section the words “Pursuant to G.L. Ch. 44 §53G and regulations promulgated by the Commission”.

Unanimous “YES”

ARTICLE 29: To see if the Town will vote to rescind the following excess debt authorizations, said amounts being no longer needed, or act in relation thereto. (*Requested by the Town Treasurer*)

- Annual Town Meeting 5/1/04, Public Safety Building, \$ 34,000
- Annual Town Meeting 5/1/04, Septic Repair Program, \$ 80,000
- Annual Town Meeting 5/7/05, Septic Repair Program, \$200,000
- Annual Town Meeting 5/5/07, Public Safety Building, \$ 54,000

SELECTMEN RECOMMEND: YES ADVISORY RECOMMEND: YES TAX RATE IMPACT: N/A

ARTICLE 29 VOTED: On motion of Edward Vitone it was voted to rescind the following excess debt authorizations, said amounts being no longer needed.

- Annual Town Meeting 5/1/04, Public Safety Building, \$ 34,000
- Annual Town Meeting 5/1/04, Septic Repair Program, \$ 80,000
- Annual Town Meeting 5/7/05, Septic Repair Program, \$200,000
- Annual Town Meeting 5/5/07, Public Safety Building, \$ 54,000

Unanimous “YES”

Meeting adjourned at 1:25 P.M.

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk



PROCEEDINGS OF SPECIAL TOWN MEETING HELD ON NOVEMBER 17, 2010

PURSUANT TO THE FOREGOING WARRANT, THE LEGAL VOTERS OF THE TOWN OF ASHBURNHAM MET AT THE OAKMONT REGIONAL HIGH SCHOOL AUDITORIUM, 9 OAKMONT DRIVE ON NOVEMBER 17, 2010. MODERATOR, DONALD “JEFF” LAWRENCE PRESIDED AT THE MEETING WHICH WAS CALLED TO ORDER AT 7 P.M. WITH A QUORUM PRESENT. THE VETERANS PRESENT WERE RECOGNIZED AS WERE THOSE PRESENTLY SERVING OUR COUNTRY. MARGARET “MAGGIE” WHITNEY WAS RECOGNIZED FOR HER SERVICE ON THE BOARD OF SELECTMEN.

Article 1. To see if the Town will vote to appropriate funds from the insurance proceeds account #21000-31590 for the purpose of paying the cost associated with the April 27, 2009 Town Hall Flood Damage, or act in relation thereto. (*Requested by the Town Administrator*)

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 1 Voted: On motion of Margaret Whitney, it was voted to appropriate funds in the amount of \$110,258.66 from the insurance proceeds account #21000-31590 for the purpose of paying the cost associated with the April 27, 2009 Town Hall Flood Damage.

Unanimous “YES”

Article 2. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to offset the Town Hall flood deficit due to the April 27, 2009 flood damage, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 2 Voted: On motion of Margaret Whitney, it was voted to transfer funds from Free Cash in the amount of \$43,580.67 to offset the Town Hall deficit due to the April 27, 2009 flood damage.

Unanimous “YES”

Article 3. To see if the Town will vote to rescind the vote under Article 18 of the May 2, 2009 Annual Town Meeting to borrow such sums of money as may be necessary to defray the expenses of inspecting four Town-owned dams, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 3 Voted: On motion of Ronald Reed, it was voted to rescind the vote under Article 18 of the May 2, 2009 Annual Town Meeting to borrow such sums of money as may be necessary to defray the expenses of inspecting four Town-owned dams.

Unanimous “YES”

Article 4. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to offset the cost associated with the FY10 Dam Inspection deficit, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 4 Voted: On motion of Edward Vitone, it was voted to transfer from Free Cash the amount of \$26,250 to offset the cost associated with the FY10 dam inspection deficit.

Unanimous “YES”

Article 5. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money 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, or act in relation thereto. *(Requested by the Treasurer and Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 5 Voted: On motion of Margaret Whitney, it was voted to transfer from Free Cash the sum of \$20,000 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 6. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to offset the FY10 Snow and Ice deficit, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 6 Voted: On motion of Ronald Reed, it was voted to transfer from Free Cash the amount of \$69,559.96 to offset the FY10 Snow and Ice deficit.

Unanimous “YES”

Article 7. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money for the reconstruction of town roads, or act in relation thereto. *(Requested by the Town Administrator)*

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: **N/A**

Article 7 Voted: On motion of Edward Vitone, it was voted to transfer from Free Cash the sum of \$125,000 for the reconstruction of Town roads.

Unanimous “YES”

Article 8. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to pay a bill incurred in a prior fiscal year, or act in relation thereto. *(Requested by Town Administrator)*

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 8 Voted: On motion of Ronald Reed, it was voted to transfer from Free Cash the amount of \$734.61 to pay a bill incurred in a prior fiscal year.

Unanimous “YES”

Article 9. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to pay the interest expense associated with the BAN issued for the Briggs Feasibility Study, or act in relation thereto. *(Requested by the Treasurer and Town Administrator)*

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: .004

Article 9 Voted: On motion of Margaret Whitney, it was voted to raise and appropriate the sum of \$2,500 to pay interest expense associated with the BAN (Bond Anticipation Note) issued for the Briggs Feasibility Study.

Unanimous “YES”

Article 10. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to fund a town-wide Household Hazardous Waste Day, or act in relation thereto. *(Requested by the Fire Department.)*

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 10 Voted: On motion of Ronald Reed, it was voted to transfer from Free Cash the sum of \$15,000 to fund a Household Hazardous Waste Day.

Unanimous “YES”

Article 11. To see if the Town will vote to amend the vote under Article 2 line 9 “Town Clerk” and line 29 “Employee Insurance Benefits” of the May 8, 2010 Annual Town Meeting and further to raise and appropriate, and/or appropriate by transfer from available funds such sums of money to defray the expenses of the Town for the fiscal year commencing July 1, 2010 and to set the salary of elected officials, as noted below; or act in relation thereto.

Line	Item	May 8, 2010 ATM Vote	Amended
9	Town Clerk	\$37,835	\$38,970
29	Employee Ins. Benefits	\$1,064,880	\$1,063,745

Setting of Elected Salaries under Article 2:

- a. Town Moderator: \$100
- b. Board of Selectmen: Chairman - \$1,300; Clerk - \$1,100; Member - \$1,100
- c. Town Clerk: \$38,970
- d. Board of Health: \$140 per member

(Requested by the Advisory Board and Town Clerk)

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 11 Voted: On motion of Margaret Whitney, it was voted to amend Article 2 line 9 “Town Clerk” to \$38,970 and line 29 “Employee Insurance Benefits” \$1,063,745 of the May 8, 2010 Annual Town Meeting and to set the salary of elected officials, as follows.

- a. Town Moderator: \$100
- b. Board of Selectmen: Chairman - \$1,300; Clerk - \$1,100; Member - \$1,100
- c. Town Clerk: \$38,970
- d. Board of Health: \$140 per member

Unanimous “YES”

Article 12. To see if the Town will vote to enact a temporary Tax Amnesty Program during the remainder of this fiscal year 2011, in accordance with Chapter 188, Section 68 of the Acts of 2010 with the following terms and conditions, or take any other action thereto.

Section 1. Amnesty Period: The amnesty program shall begin on November 18, 2010 and end on June 30, 2011.

Section 2. Program Scope: A taxpayer who meets all eligibility requirements set forth in Section 3 shall receive a waiver of 50% on the aggregate of all penalties, fees, charges, and accrued interest assessed by the collector or treasurer for the failure of a certain taxpayer to timely pay a subject liability provided, however, that the covered amount shall not include the subject liability itself or any fees and charges authorized or incurred for the past due subject liability for which notice has not been issued. This program does not cover any penalties, fees, charges, and accrued interest resulting from the violation of any law.

TYPE OF LIABILITY

1. Real Estate
2. Personal Property
3. Motor Vehicle Excise
4. Boat excise

Section 3. Eligibility Requirements: To obtain the waiver set forth in Section 2, the taxpayer must meet all of the following requirements:

1. The taxpayer must apply for an amnesty waiver for FY09 taxes or prior through the Collector's Office.
2. The taxpayer must make full payment of the liability and the percentage of the amount not waived relative to interest, collection costs and penalties. Said payment may be made in a single installment or in multiple installments, provided that full payment of the liability is made before the end of the amnesty period.
3. The taxpayer must make payment in the form of cash, money order or certified check.
4. The taxpayer must pay all outstanding liabilities offered in this amnesty program in order to obtain any waiver.

(Requested by the Board of Selectmen, Advisory Board and Town Administrator.)

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: N/A

Article 12 Voted: On motion of Ronald Reed, it was voted to enact a temporary tax amnesty program during the remainder of this fiscal year 2011, in accordance with Chapter 188, Section 68 of the Acts of 2010 with the terms and conditions as noted in the warrant.

Unanimous "YES"

Article 13. To see if the Town will vote to accept Massachusetts General Laws Chapter 41 Section 41b "payment of public employees by direct bank credits", or act in relation thereto.

(Requested by the Treasurer and Town Administrator)

SELECTMEN RECOMMENDATION: **YES** ADVISORY RECOMMENDATION: **YES** TAX IMPACT: N/A

Article 13 Voted: On motion of Edward Vitone, it was voted to accept Massachusetts General Laws Chapter 41 Section 41b "payment of public employees by direct bank credits".

Unanimous "YES"

A motion was made and seconded to swap the order of Articles 14 and Article 15,

Article 14. **To see if the Town will vote to amend the General By-laws as follows, or act in relation thereto.** *(Requested by the Board of Selectmen and Advisory Board*

*PLEASE NOTE: CHANGES/ADDITIONS WILL BE IN **BOLD ITALIC** AND DELETIONS WILL BE NOTED BY A ~~STRIKETHROUGH~~.*

CHAPTER I: GENERAL PROVISIONS

Section 4. Whoever violates any provisions of these by-laws, whereby any act or thing is enjoined or prohibited, shall, unless other provision is expressly made, forfeit and pay a fine ~~not exceeding seventy-five of one hundred dollars (\$75.00)~~ **(\$100.00)** for each offense.

Section 6. ***These by-laws shall be reviewed every five (5) years under the direction of the Board of Selectmen.***

CHAPTER III: GOVERNMENT OF TOWN MEETINGS

Section 1. ~~The quorum for the annual town meeting and the quorum for special town meetings will be established at (75) seventy five registered voters whose names appear on the current official list of registered voters as posted by the Board of Registrars, provided however, that a number less than a quorum may adjourn the same to a time certain. This section shall not apply to such parts of meetings as are devoted exclusively to the~~

election of town officers. ~~(Passed by Attorney General 7/9/96)~~ ***There shall be no quorum requirement for town meetings.***

Section 2. In case of an attendance at a town meeting, which exceeds the capacity of the floor of the auditorium, the moderator shall appoint tellers who shall permit, only registered voters to enter upon the floor of the auditorium. ~~The balcony may be open to the public.~~ When the attendance at any town meeting exceeds the capacity of the floor and balcony of the auditorium, it shall be the duty of the moderator to make suitable provision so that every registered voter at the Town Hall may hear and participate in the proceedings.

CHAPTER VIII: RECORDS AND REPORTS

Section 1. All officers, boards and committees of the town shall cause minutes of their doings and of their meetings, and also accounts, to be kept in suitable books. Said books shall regularly be kept in appropriate places, except when in the custody of an authorized official. Such books shall, unless otherwise provided by law be open to public inspection at any reasonable time, but shall remain, during such inspection at any time, under the supervision of the officer, board, or committee having custody thereof. In addition, all such officers, boards and committees shall file with the Town Clerk copies of all meeting minutes ~~whether in draft or final approved form, within 45 days following each meeting. Said 45 days shall not include Saturdays, Sundays or legal holidays.~~ ***within 10 days from approval thereof.***

CHAPTER IX: LEGAL AFFAIRS

Section 1. The ~~selectmen~~ ***Town Administrator*** shall be the agent of the Town ~~to~~ ***and with approval of the Selectmen may*** institute, prosecute and defend any and all claims, actions and proceedings to which the Town is a party, in which the interests of the Town are or may be involved.

Section 2. The Selectmen may, at their discretion, compromise or settle any claim or suit to which the Town is a party, which does not require the payment by the Town of an amount in excess of ~~four thousand dollars (\$4,000)~~ ***ten thousand dollars (\$10,000)***. No settlement or claim or suit obligating the Town in an amount in excess of ~~four thousand dollars (\$4,000)~~ ***ten thousand dollars (\$10,000)***, shall be made, except as authorized by law, without the consent of the town meeting.

Section 4. The Selectmen shall annually ~~in March, after final adjournment of the annual town meeting,~~ appoint a person who is a member of the bar in good standing, ~~and preferably domiciled in the town,~~ to serve as Town Counsel for the term of one year from the first day of April following and until his ***or her*** successor is appointed and enters on the performance of his ***or her*** duties. They shall likewise fill any vacancy in said office for the unexpired term, and may employ special counsel whenever, in their judgment, necessity therefore arises.

CHAPTER X: JUNK AND SECOND HAND DEALERS AND COLLECTORS

Section 7F. Any person or entity who violates this by-law shall be liable to a fine of ~~\$20.00~~ ***fifty dollars (\$50.00)*** for each day said violation continues.

CHAPTER XI: USE OF PUBLIC WAYS AND PLACES

Section 1. Anyone who violates the provision of Chapter XI, Section 1 of the Town of Ashburnham's General Bylaw shall be punished by a fine ~~not to exceed~~ ***of*** three hundred dollars (\$300). Each day of violation shall constitute a separate offense.

- a. Road and/or Sidewalk Opening Permits shall be issued by the ~~Town Engineer or his/her designee,~~ ***Superintendent of Highway/Parks, and Grounds or his designee,*** and shall be obtained before any obstructing, cutting, digging up, or altering in any Town road or way, or sidewalk and right of way or any way the Town maintains.

The ~~Town Engineer~~ ***Superintendent of Highway/Parks, and Grounds*** or his/her designee, shall adopt, and may, from time to time, amend reasonable ***design standards and forms for Road and/or Sidewalk Openings*** to include fees and surety requirements with the approval of the Board of Selectmen.

- b. Driveway permits shall be issued by the ~~Town Engineer~~ ***Superintendent of Highway/Parks, and Grounds*** or his/her designee, and shall be obtained prior to construction of any and every new driveway, curb cut or alteration of any existing driveway at its intersection with the boundary line of any public street or way or any way the Town maintains, including sidewalks and any rights of way.

The ~~Town Engineer~~ ***Superintendent of Highway/Parks, and Grounds*** or his/her designee with assistance from the Planning Board shall adopt, and may from time to time, amend reasonable design standards and forms for driveways to include fees and surety requirements, with the approval of the Board of Selectmen.

~~Section 10.~~ In order to provide a safe area for coasting, it shall be the duty of the selectmen, when practical, to designate streets and times where and when coasting shall be permitted, and such streets shall be closed to vehicle traffic during the period coasting is permitted. Except as provided above, no person shall coast on any sidewalk or any public way of the town.

Section 12. No person, unless lawfully authorized, shall set up, take down, cut or destroy any tree, post, fence, edgestone, *stone wall* or any part thereof in or on any street, highway, square or other public place in Town, or on any property owned or controlled by the Town, without a permit from the Selectmen *In the case of scenic roads, anyone wishing to change the scenery on such a road must also obtain written permission from the Planning Board in accordance with G.L. c. 40, Section 15C. Any person or entity that violates this Section shall be liable for a fine of three hundred (\$300) dollars. Each day of violation shall constitute a separate offense.*

Section 16. No person or group of persons shall obstruct or impede the movement of traffic on any sidewalk, street or road, or prevent access to any public or private building adjacent to said sidewalk, street or road. Any person doing so and who refuses to move on the direction of a police officer shall be subject to a fine of ~~not more than (\$25.00)~~ *one hundred dollars (\$100.00).*

Section 19. No person shall drink any alcoholic beverages as defined in General Laws Chapter 138, Section 1, or have in his/her possession any opened container thereof while in any public park or on any playground or athletic field, to which the public has a right of access or on any public way. All alcoholic beverages used in violation of this by-law shall be seized and held until final adjudication of the charge against the person summoned before the Court, at which time they shall be returned to the person lawfully entitled to their possession. Any violation of this by-law shall be punished by a fine of ~~not more than~~ *fifty dollars (\$50).*

Section 20. Anyone who violates the provisions of Chapter 40, Section 15C of the Massachusetts General Laws concerning the designation and improvement of scenic roads shall be punished by a fine ~~not to exceed~~ *of three hundred dollars (\$300).* Each day of violation shall constitute a separate offense.

CHAPTER XII: NEW CONSTRUCTION

Section 1. No person shall commence any new construction whose cost is estimated to exceed ~~five hundred (\$500)~~ *thirty-five hundred (\$3,500)* dollars in value in any calendar year until such proposed construction shall have been reported to the Board of Assessors on such form as they may prescribe.

Section 3. Whoever violates the provisions of the foregoing section shall be subject to a fine ~~not exceeding twenty (\$20)~~ *of two hundred and fifty (\$250) dollars* and each day of violation shall constitute a separate offense.

Section 4. The Town Administrator shall annually ~~in March~~ appoint an inspector of gas piping and gas appliances in buildings, who shall hold office for one year or until his successor is appointed, and whose compensation shall be fixed by said Board of Selectmen. Said inspector shall be a licensed gas fitter and shall enforce the rules and regulations adopted by the Board established under Section H. of Chapter Twenty-five of the General Laws.

CHAPTER XIV: SOIL REMOVAL

~~Section 1.~~ Except as hereinafter provided, no person shall remove any soil, loam, sand or gravel from any land not in public use without a written permit from the Board of Selectmen granted after a public hearing, notice of the time and place of which shall have been given by publication in some newspaper having a circulation within the town at least seven days prior to the date thereof.

~~This by law shall not apply to the removal of any of said substances from a pit in operation at the time this by law becomes effective unless such use shall thereafter be discontinued for a period of more than one year, or to removal incidental to the construction or alteration of buildings on said land by planting, landscaping or grading or in connection with the construction of a public or private way on said land.~~

~~The Board will include in a permit any reasonable conditions, including provisions as to the distance from highways where removal operations shall be allowed, the method of removal, the re-establishment of ground levels and grades, the restoration of top soil and the planting of the area to suitable cover.~~

~~The Board will require a bond or other security to insure compliance with such conditions as it may impose, and may, after public hearing and proof of violation of the conditions of a permit, cancel, revoke or amend the same.~~

~~The penalty for any violation of any provision of this by law shall be for the first offense \$50, for the second offense \$100 and for each subsequent offense \$200.~~

CHAPTER XIV: PAID VACATIONS FOR TOWN EMPLOYEES

~~Section 1.~~ All regular full-time employees of the Town and regular part-time (20 hours or more per week) of the town on a prorated basis shall be entitled to a paid vacation as follows:

After completion of
1 year of continuous service _____ 2 weeks vacation
5 years of continuous service _____ 3 weeks vacation
10 years of continuous service _____ 4 weeks vacation

9.14 Vacation Earning Schedule

All vacation time shall be taken in the anniversary year in which it is earned. The amount of vacation earned shall be in accordance with the following schedule:

~~First year of service after completion of the probationary period(12 days/yr)~~
~~*Completion of 1 year to completion of 5 years(15 days/yr)~~
~~Completion of 5 years to completion of 10 years(21 days/yr)~~
~~Completion of 10 years to completion of 20 years(24 days/yr)~~
~~Completion of 20 years(28 days/yr)~~

~~*12 days must be taken within the last 6 months of the first year of employment.~~

* *New employees with less than one year will be eligible to accrue vacation leave upon completion of their first month of employment at a rate of one day (up to 8 hours) pro-rated by scheduled hours worked per week. Employees with less than one year of service at the end of the fiscal year will continue at one day per month until their anniversary date. They will then get pro-rated vacation leave up to June 30th of the fiscal year. On July 1st they will receive their annual vacation leave based on the earning schedule.*

CHAPTER XVI: MUNICIPAL DOG CONTROL LAW

Section 1 Licensing of Dogs: The owner or keeper of any dog shall license such animals in accordance with the provisions of General Laws, Chapter 140, Section 137-139 inclusive except that fees for such licenses shall be as follows:

For a Male Dog: _____ \$ 11.00
For a Female Dog _____ \$ 11.00
For a Female Dog which shall have been spayed _____ \$ 7.00

set by the Board of Selectmen.

For dog licenses that are not renewed by June 1st, the above fee schedule will be increased by ten dollars (\$10.00). *shall be set by the Board of Selectman.*

Section 3.

(3B) Owners are responsible to collect and properly dispose of excrement deposited by their dog on property other than the owner's.

Section 10: Alternative Procedures under General Laws, Chapter 140, Section 173A.

(10B) Any owner or keeper found in violation of the above mentioned procedures shall be subject to a fine of *twenty five dollars* (\$25.00). If the owner or keeper of a dog or dogs is a minor, the parent or guardian of such minor shall be held liable for any violation of this by-law.

Section 12: Where any owner violates, or continues to violate, any provision of this Section, resulting in legal action by the Town, the Town may recover reasonable attorney's fees, court costs, and other expenses associated with such enforcement, including the cost of any actual damages incurred by the Town.

CHAPTER XXII: WATER USE RESTRICTION

SECTION 9 – PENALTIES

Any person violating this bylaw shall be liable to the Town in the amount of *fifty dollars (\$50.00)* for the first violation and *one hundred dollars (\$100.00)* for each subsequent violation which shall inure to the Town for such uses as the Water and Sewer Commission may direct. Fines shall be recovered by indictment, or a complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the General Laws. Each day of violation shall constitute a separate offense.

CHAPTER XXIII: UNREGISTERED MOTOR VEHICLE OR TRAILER REGULATIONS

No more than two (2) unregistered motor vehicles or trailers or any parts thereof may be stored on any property in Town, except if such vehicles or parts thereof are stored inside a garage or other enclosed structure, or such vehicles are used for agricultural purposes, or such vehicles are on premises duly licensed under the provisions of Chapter 140 of the General Laws. Anyone who fails to remove or register such vehicles or parts thereof within ten (10) days of receipt of written notice by the Police Department shall be subject to a fine of one hundred dollars (\$100.00) each day or part thereof on which such vehicle or part thereof remains and continues to exist on the property shall constitute a separate offense.

CHAPTER XXV: STREET ADDRESS NUMBERING

Enforcement: Enforcement of this By-Law shall be as follows:

3. Any property owner found to be in violation of any section of this By-Law shall be notified in writing of the violation by the Building Commissioner. Any person who permits said violation to continue for a period of sixty (60) days subsequent to the receipt of a written notice from the Building Commissioner concerning said violation shall be assessed a penalty by the Board of Selectmen of ~~not more than one hundred dollars \$100.00~~ **two hundred fifty dollars (\$250.00)** for each violation. For the purposes of this By-Law, each successive day during which any violation is committed or permitted to continue after sixty (60) days of the receipt of a written notice from the Building Commissioner shall constitute a separate violation.

Penalty: ~~1st Offense~~ — \$25.00
2nd & Subsequent Offenses — \$50.00

CHAPTER XXVII: PERSONNEL

SECTION 2 – CLASSIFICATION & PAY PLAN

2.2 Position Description

A position description is a written outline of responsibilities for each job in the classification plan. Each position description includes a position title, a description of the representative duties, and the general level of responsibility and authority of the work, a statement of minimum qualification requirements for satisfactory performance of the work, and other pertinent information **and shall be dated upon issuance. In addition, any changes to any position description shall also be in writing and bear the date of such change.** The position description shall be standard for classifying individual positions and for determining when reclassification is warranted.

2.42 Compensation Changes

For other than employees who report to the Town Administrator, the Town Administrator, with input from the Department Head if appropriate, shall have the authority to make and approve changes in employee compensation resulting from such personnel actions as reclassification, promotions, demotions, and transfers, or because of abolishment, modification, or establishment of classes within the approved budget. **For employees who report to the Town Administrator, the Town Administrator may recommend to the Board of Selectmen any changes in employee compensation resulting from such personnel actions as reclassification, promotions, demotions, and transfers, or due to the abolishment, modification, or establishment of classes within the approved budget. Said recommendations require approval of the Board of Selectmen for implementation.**

2.81 Call Back Rates

There shall be a minimum of three hours paid overtime for non-exempt employees called back to work after their normal workday has ended ~~or begun.~~ **Non-exempt employees who are called to work prior to the start of their next shift and who return home prior to the start of their next shift shall be paid for the hours worked or a minimum of 3 hours paid overtime, whichever is less.**

2.82 Emergency Closing

Emergency closing procedures for Town Hall and all other facilities shall be established by written policy of the Town Administrator. **In any event where the Town Administrator orders an emergency closing which does not comply with the written policy, he or she shall attempt to notify the Chairman of the Board of Selectmen prior to exercising such a closing.**

SECTION 3 – RECRUITMENT & SELECTION

3.10 Announcements

The Town Administrator shall make known all vacancies for positions by posting announcements of such vacancies on official Town bulletin boards. When it is necessary to recruit from outside the Town government pursuant to Section 3.00, the Town Administrator shall advertise in ~~newspapers and other publications~~ **three sources (newspapers, journals, etc.), the Town web site** and other publications to the extent necessary to insure sufficient numbers of qualified candidates.

3.11 Recruitment Expenses

It is recognized that various staff, professional, and supervisory positions may require recruitment from outside the area to obtain well-qualified applicants. Accordingly, in recruiting for and filling positions of this type, the Town Administrator may authorize payment of expenses for an applicant's trip for a personal interview **as may be approved by the Board of Selectmen**. Reimbursable expenses may include an allowance for transportation, meals, and lodging.

3.61 Regular Appointment/Probationary Period

A regular appointment shall mean that an employee is to work for the Town in either a full or part-time basis. Every employee who receives this type of appointment shall serve a probationary period following the original appointment in accordance with the provisions of Section 4 of this By-Law. Upon recommendation of the Department Head that the employee has satisfactorily completed the probationary period and approved by the Town Administrator, the employee's status of employment shall be changed from probationary to regular **in accordance with Section 4**.

SECTION 4 – PROBATIONARY PERIOD

4.11 Probation Expiration

A. At least ten days prior to completion of the probationary period, the department head shall notify the Town Administrator in writing that:

- the employee's performance was satisfactory and that the individual should be retained as a regular employee in the position, or
- the employee's probationary period should be extended for another 3 months, or
- the employee's performance or conduct was unsatisfactory, and that removal is proposed as of a recommended date. The department head shall furnish reasons for the recommended removal, and may terminate the employee upon approval of the Town Administrator.

B. ***In the case of Department Heads, the Town Administrator shall notify the Board of Selectmen in writing at least thirty days prior to the completion of the probationary period that:***

- ***the employee's performance was satisfactory and that the individual should be retained as a regular employee in the position, or***
- ***the employee's probationary period should be extended for another 3 months, or***
- ***the employee's performance or conduct was unsatisfactory, and that removal is proposed as of a recommended date. The Town Administrator shall furnish reasons for the recommended removal, and may terminate the employee upon approval of the Board of Selectmen.***

SECTION 5 – RULES OF CONDUCT

5.35 Procedures for Complaint

A. Complaint: The Town has designated a Sexual Harassment Grievance Officer. The Sexual Harassment Grievance Officers are Town Administrator and ~~Administrative Assistant to the Town Administrator~~ who can be reached at the Town Hall, 32 Main Street, Ashburnham, MA 01430 telephone number ~~978-827-4104~~ **978-827-4100**.

5.40 Smoking/Tobacco Use

~~Smoking has been identified as the single most important detriment to an individual's health. For the smoker, the adverse effects of smoking contribute to a loss of personal health. Smoking also influences adversely the health of those who become innocent victims of second hand smoke. Consequently, smoking is prohibited in all public buildings or grounds.~~ **The smoking or other use of any and all tobacco products is prohibited in all Town Buildings.**

5.95 Use of Alcohol/Illegal Drugs

Use of alcohol or illegal drugs while driving Town Vehicles is prohibited.

SECTION 10 – DISCIPLINARY ACTIONS

10.26 Disciplinary Hearing

When a suspension hearing has been recommended, or in the case of a more serious incident and reduction in pay or termination is considered, the Town Administrator ~~will~~ *may* conduct a disciplinary hearing. *If an employee is terminated without a hearing, the employee may, within five (5) days of such termination, request a hearing. If a hearing is held, the employee shall* ~~will~~ be given a letter outlining the offending actions or behavior to be the subject of the hearing, the date, time and place of the hearing, the employee's right to be represented by counsel, the right to present witnesses in their own behalf and the right to cross-examine witnesses presented against them. *At least five (5) days shall be allowed between the notice of hearing and the hearing itself.* The Town Administrator shall have the authority to compel any Town employee to attend the hearing and to be questioned. Following the hearing, within 10 days the Town Administrator will decide what action is to be taken, from the following list:

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 14 Voted:

On motion of Edward Vitone, it was voted to amend the General By-laws as printed in the Warrant, except that: on page 9, Section 2.81, Call Back Rates, the last word should be more, not less.

CHAPTER I: GENERAL PROVISIONS

Section 4. Whoever violates any provisions of these by-laws, whereby any act or thing is enjoined or prohibited, shall, unless other provision is expressly made, forfeit and pay a fine ~~not exceeding seventy five of one hundred dollars (\$75.00)~~ **(\$100.00)** for each offense.

Section 6. *These by-laws shall be reviewed every five (5) years under the direction of the Board of Selectmen.*

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- ~~Completion of 10 years to completion of 20 years(24 days/yr)~~
- ~~Completion of 20 years(28 days/yr)~~

~~*12 days must be taken within the last 6 months of the first year of employment.~~

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For a Male Dog:	_____	\$ 11.00
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For a Female Dog which shall have been spayed	_____	\$ 7.00

set by the Board of Selectmen.

For dog licenses that are not renewed by June 1st, the ~~above~~ fee schedule ~~will be increased by ten dollars (\$10.00)~~: *shall be set by the Board of Selectman.*

Section 3.

(3B) Owners are responsible to collect and properly dispose of excrement deposited by their dog on property other than the owner's.

Section 10: Alternative Procedures under General Laws, Chapter 140, Section 173A.

(10B) Any owner or keeper found in violation of the above mentioned procedures shall be subject to a fine of **twenty five dollars** (\$25.00). If the owner or keeper of a dog or dogs is a minor, the parent or guardian of such minor shall be held liable for any violation of this by-law.

Section 12: Where any owner violates, or continues to violate, any provision of this Section, resulting in legal action by the Town, the Town may recover reasonable attorney's fees, court costs, and other expenses associated with such enforcement, including the cost of any actual damages incurred by the Town.

CHAPTER XXII: WATER USE RESTRICTION

SECTION 9 – PENALTIES

Any person violating this bylaw shall be liable to the Town in the amount of **fifty dollars (\$50.00)** for the first violation and **one hundred dollars (\$100.00)** for each subsequent violation which shall inure to the Town for such uses as the Water and Sewer Commission may direct. Fines shall be recovered by indictment, or a complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the General Laws. Each day of violation shall constitute a separate offense.

CHAPTER XXIII: UNREGISTERED MOTOR VEHICLE OR TRAILER REGULATIONS

No more than two (2) unregistered motor vehicles or trailers or any parts thereof may be stored on any property in Town, except if such vehicles or parts thereof are stored inside a garage or other enclosed structure, or such vehicles are used for agricultural purposes, or such vehicles are on premises duly licensed under the provisions of Chapter 140 of the General Laws. Anyone who fails to remove or register such vehicles or parts thereof within ten (10) days of receipt of written notice by the Police Department shall be subject to a fine of one hundred dollars (**\$100.00**) each day or part thereof on which such vehicle or part thereof remains and continues to exist on the property shall constitute a separate offense.

CHAPTER XXV: STREET ADDRESS NUMBERING

Enforcement: Enforcement of this By-Law shall be as follows:

- Any property owner found to be in violation of any section of this By-Law shall be notified in writing of the violation by the Building Commissioner. Any person who permits said violation to continue for a period of sixty (60) days subsequent to the receipt of a written notice from the Building Commissioner concerning said violation shall be assessed a penalty by the Board of Selectmen of ~~not more than one hundred dollars \$100.00~~ **two hundred fifty dollars (\$250.00)** for each violation. For the purposes of this By-Law, each successive day during which any violation is committed or permitted to continue after sixty (60) days of the receipt of a written notice from the Building Commissioner shall constitute a separate violation.

Penalty: ~~1st Offense~~ \$25.00
~~2nd & Subsequent Offenses~~ \$50.00

CHAPTER XXVII: PERSONNEL

SECTION 2 – CLASSIFICATION & PAY PLAN

2.2 Position Description

A position description is a written outline of responsibilities for each job in the classification plan. Each position description includes a position title, a description of the representative duties, and the general level of responsibility and authority of the work, a statement of minimum qualification requirements for satisfactory performance of the work, and other pertinent information **and shall be dated upon issuance. In addition, any changes to any position description shall also be in writing and bear the date of such change.** The position description shall be standard for classifying individual positions and for determining when reclassification is warranted.

2.42 Compensation Changes

For other than employees who report to the Town Administrator, the Town Administrator, with input from the Department Head if appropriate, shall have the authority to make and approve changes in employee compensation resulting from such personnel actions as reclassification, promotions, demotions, and transfers, or because of abolishment, modification, or establishment of classes within the approved budget. **For employees who report to the Town Administrator, the Town Administrator may recommend to the Board of Selectmen any changes in employee compensation resulting from such personnel actions as reclassification, promotions, demotions, and transfers, or due to the abolishment, modification, or establishment of classes within the approved budget. Said recommendations require approval of the Board of Selectmen for implementation.**

2.81 Call Back Rates

There shall be a minimum of three hours paid overtime for non-exempt employees called back to work after their normal workday has ended ~~or begun~~. **Non-exempt employees who are called to work prior to the start of their next shift and who return home prior to the start of their next shift shall be paid for the hours worked or a minimum of 3 hours paid overtime, whichever is more.**

2.82 Emergency Closing

Emergency closing procedures for Town Hall and all other facilities shall be established by written policy of the Town Administrator. **In any event where the Town Administrator orders an emergency closing which does not comply with the written policy, he or she shall attempt to notify the Chairman of the Board of Selectmen prior to exercising such a closing.**

SECTION 3 – RECRUITMENT & SELECTION

3.10 Announcements

The Town Administrator shall make known all vacancies for positions by posting announcements of such vacancies on official Town bulletin boards. When it is necessary to recruit from outside the Town government pursuant to Section 3.00, the Town Administrator shall advertise in ~~newspapers and other publications~~ **three sources (newspapers, journals, etc.), the Town web site** and other publications to the extent necessary to insure sufficient numbers of qualified candidates.

3.11 Recruitment Expenses

It is recognized that various staff, professional, and supervisory positions may require recruitment from outside the area to obtain well-qualified applicants. Accordingly, in recruiting for and filling positions of this type, the Town Administrator may authorize payment of expenses for an applicant's trip for a personal interview **as may be approved by the Board of Selectmen.** Reimbursable expenses may include an allowance for transportation, meals, and lodging.

3.61 Regular Appointment/Probationary Period

A regular appointment shall mean that an employee is to work for the Town in either a full or part-time basis. Every employee who receives this type of appointment shall serve a probationary period following the original appointment in accordance with the provisions of Section 4 of this By-Law. Upon recommendation of the Department Head that the employee has satisfactorily completed the probationary period and approved by the Town Administrator, the employee's status of employment shall be changed from probationary to regular **in accordance with Section 4.**

SECTION 4 – PROBATIONARY PERIOD

4.11 Probation Expiration

A. At least ten days prior to completion of the probationary period, the department head shall notify the Town Administrator in writing that:

- the employee's performance was satisfactory and that the individual should be retained as a regular employee in the position, or
- the employee's probationary period should be extended for another 3 months, or

- the employee’s performance or conduct was unsatisfactory, and that removal is proposed as of a recommended date. The department head shall furnish reasons for the recommended removal, and may terminate the employee upon approval of the Town Administrator.
- B. In the case of Department Heads, the Town Administrator shall notify the Board of Selectmen in writing at least thirty days prior to the completion of the probationary period that:**
- *the employee’s performance was satisfactory and that the individual should be retained as a regular employee in the position, or*
 - *the employee’s probationary period should be extended for another 3 months, or*
 - *the employee’s performance or conduct was unsatisfactory, and that removal is proposed as of a recommended date. The Town Administrator shall furnish reasons for the recommended removal, and may terminate the employee upon approval of the Board of Selectmen.*

SECTION 5 – RULES OF CONDUCT

5.35 Procedures for Complaint

B. Complaint: The Town has designated a Sexual Harassment Grievance Officer. The Sexual Harassment Grievance Officers are Town Administrator and ~~Administrative Assistant to the Town Administrator~~ who can be reached at the Town Hall, 32 Main Street, Ashburnham, MA 01430 telephone number ~~978-827-4104~~ **978-827-4100**.

5.40 Smoking/Tobacco Use

~~Smoking has been identified as the single most important detriment to an individual’s health. For the smoker, the adverse effects of smoking contribute to a loss of personal health. Smoking also influences adversely the health of those who become innocent victims of second hand smoke. Consequently, smoking is prohibited in all public buildings or grounds.~~ ***The smoking or other use of any and all tobacco products is prohibited in all Town Buildings.***

5.95 Use of Alcohol/Illegal Drugs

Use of alcohol or illegal drugs while driving Town Vehicles is prohibited.

SECTION 10 – DISCIPLINARY ACTIONS

10.26 Disciplinary Hearing

When a suspension hearing has been recommended, or in the case of a more serious incident and reduction in pay or termination is considered, the Town Administrator ~~will~~ ***may*** conduct a disciplinary hearing. ***If an employee is terminated without a hearing, the employee may, within five (5) days of such termination, request a hearing. If a hearing is held, the employee shall*** ~~will~~ be given a letter outlining the offending actions or behavior to be the subject of the hearing, the date, time and place of the hearing, the employee’s right to be represented by counsel, the right to present witnesses in their own behalf and the right to cross-examine witnesses presented against them. ***At least five (5) days shall be allowed between the notice of hearing and the hearing itself.*** The Town Administrator shall have the authority to compel any Town employee to attend the hearing and to be questioned. Following the hearing, within 10 days the Town Administrator will decide what action is to be taken, from the following list:

Majority “YES”

Article 15: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to amend Chapter 428 of the Acts of 1986, entitled “An Act Establishing a Selectmen Administration Form of Government for the Town of Ashburnham,” as follows: or act in relation thereto. *(Requested by the Board of Selectmen and Advisory Board)*

PLEASE NOTE: CHANGES/ADDITIONS WILL BE IN BOLD ITALIC AND DELETIONS WILL BE NOTED BY A STRIKETHROUGH.

SECTION 1: Upon the effective date of this act, the Town of Ashburnham shall be governed by the provisions of this act. To the extent that the provisions of this act modify or repeal existing general laws and special acts or that body of law which constitutes the town charter Section 9 of Article LXXXIX of the Amendments to the Constitution of the Commonwealth, this act shall govern. ***For the purposes of this act, all references to officers, employees or other personnel shall apply equally to males and females regardless of the gender or pronoun used. This act shall be cited and shall be known as the Ashburnham Governmental Act.***

SECTION 2: The Board of Selectmen of said Town of Ashburnham shall appoint the Town Accountant, the Historical Commission, the Arts Commission, the Constables, the Water ***and Sewer*** Commissioners, the

Housing Authority, *Town Counsel*, and all other boards, committees and commissions except those appointed by the Moderator or otherwise appointed in accordance with the provisions of this act. The Moderator shall continue to appoint officials heretofore appointed by the Moderator.

The executive powers of the Town shall be vested in the Board of Selectmen who shall serve as the chief policy making agency of the Town. The Board of Selectmen shall continue to have and to exercise all of the powers and duties vested in boards of selectmen by the laws of the Commonwealth or by vote of the Town, except as otherwise provided herein.

SECTION 5. The Selectmen elected as provided herein shall appoint, as soon as practicable, for a definite term to be set by the Selectmen, a Town Administrator who shall be a person especially fitted by education, training and experience to perform the duties of the office. The Town Administrator shall be appointed without regard to his political affiliations or beliefs. ***The Town Administrator shall devote full time to the office and without prior approval of the Board, shall not hold any other public office, elective or appointive, nor shall he engage in any other business, occupation or profession during the term of office which would deprive him from devoting full time to his duties during normal working hours.*** He need not be a resident of the Town or of the Commonwealth when appointed, but shall become a resident of the Town ***or reside in any Massachusetts town within a 40 mile radius of Ashburnham*** during the first year of his appointment unless otherwise provided by the Selectmen. He shall possess a college degree at the bachelor level and shall have had three years of full-time paid experience in a supervisory administrative position ***a portion of which (full time or part time) must be in the public sector.*** A Masters degree may substitute for not more than one year of said paid experience. He shall execute a bond in favor of the Town for the faithful performance of his duties in such sum and with such surety of sureties as may be fixed or approved by the Selectmen, the cost for which shall be paid by the Town. The Selectmen may enter into a formal contract with the Town Administrator ~~and~~ ***for a probationary period of six (6) months with subsequent terms of up to three (3) years.*** ***The Selectmen shall cause said contract to be reviewed by legal counsel.*** ***The Selectmen*** may set a job description for the Town Administrator which shall take precedence over any personnel by-laws.

The Town Administrator shall receive such compensation for his or her services as the Board of Selectman shall determine but it shall not exceed the amount appropriated therefore by the town.

SECTION 6. ~~Any vacancy in the office of Town Administrator shall be filled as soon as possible by the Selectmen. Pending the appointment of a Town Administrator or the filling of any vacancy, the Selectmen shall, within seven days, appoint a suitable person to perform the duties of the office. *If the office of Town Administrator is vacant, as a result of death, removal, resignation, or otherwise, or the Town Administrator is on a leave of absence exceeding 2 weeks, the Board of Selectmen by affirmative vote of a majority of its members, shall appoint a qualified individual to serve as acting Town Administrator. Any vacancy in the office of the Town Administrator shall be filled as soon as possible by the Selectmen.*~~

SECTION 7. The Town Administrator may designate, subject to approval by the Board of Selectmen, by letter filed with the Town Clerk, a qualified officer ***or individual*** of the Town to perform his duties during his temporary absence or disability. In the event of failure of the Administrator to make such designation, the Selectmen may, by resolution, designate an officer ***or individual*** of the Town to perform the duties of the Administrator until he shall return or his disability shall cease.

SECTION 8. ~~The Board of Selectmen may by a unanimous vote, remove the Town Administrator from office ***in accordance with the following procedure.*** At least thirty days before such proposed removal shall become effective, the Selectmen shall file a preliminary written resolution with the Town Clerk setting forth in detail the specific reasons for the proposed removal, a copy of which resolution shall be delivered to the Town Administrator. The Administrator may, within ten days of service of such resolution, reply in writing to the resolution and may request public hearing. Service shall be deemed to have been accomplished by leaving a copy of such resolution at the Administrator's last known abode. If the Administrator so requests, the Board of Selectmen shall hold a public hearing not earlier than twenty days nor later than thirty days after the filing of such request. After such public hearing, if any, otherwise at the expiration of thirty days following the filing of the preliminary resolution and after full consideration, the Selectmen by a unanimous vote of the full membership of the Board, may adopt a final resolution of removal. In the preliminary resolution, the Selectmen may suspend the Administrator from duty, but shall in any case cause to be paid to him forthwith any unpaid balance of his salary during the period of consideration of the preliminary resolution following the filing of the preliminary resolution. Upon the adoption of a final resolution of removal; the Selectmen shall pay the Administrator severance pay in the amount equal to one month's pay for each full year of service to the Town, but in no event more than an amount equal to three month's pay.~~

- a. The Board of Selectmen shall adopt a preliminary resolution of removal by an affirmative vote of a majority of its members. Said preliminary resolution shall be in writing. At least thirty days before such***

proposed removal shall become effective a copy of the preliminary written resolution shall be sent to the Town Administrator by certified and first class mail to his address of record with the Town. In the preliminary resolution, the Selectmen may suspend the Administrator from duty, but shall in any case cause to be paid to him forthwith any unpaid balance of his salary during the period of consideration of the preliminary resolution following the service of said preliminary resolution upon the Town Administrator.

- b. The Town Administrator may, within ten days of service of such resolution, reply in writing to the resolution and may request a public hearing. If the Town Administrator so requests, the Board of Selectmen shall hold said public hearing not earlier than twenty days no later than thirty days after the filing of such request. Following such public hearing, if any, and otherwise at the expiration of thirty days following the filing of the preliminary resolution, and after full consideration, the Selectmen by a unanimous vote of the full membership of the Board, may adopt a final resolution of removal. Upon the adoption of a final resolution of removal, the Selectmen shall pay the Administrator severance pay in the amount equal to one month's pay for each full year of service to the Town, but in no event more than an amount equal to three months pay.*

SECTION 9. ~~The town administrator shall receive such compensation for his services as the board of selectman shall determine but it shall not exceed the amount appropriated therefor by the town~~ *Annually, for the ensuing year, the Board of Selectmen in conjunction with the Town Administrator shall define goals and performance objectives which both parties determine necessary for the proper operation and welfare of the Town and in the attainment of the policy objectives of the Board. The Board of Selectmen and Town Administrator shall further establish a relative priority among those various goals and objectives. Said goals and objectives shall be reduced to writing. During the first year of employment, the Board of Selectmen and the Town Administrator will meet and set goals and objectives after six months. The Board of Selectmen shall review and evaluate the performance of the Town Administrator on a formal basis once annually under the terms and conditions of this act. Said review and evaluation shall include, but not be limited to: the Town Administrator's progress and performance on the annual goals and objectives as described in this section; budgetary and financial administration; personnel administration; supervision and leadership; staff development; public relations; employee and labor relations; policy execution; and interaction with the Board of Selectmen as well as the governmental officials, departments, boards and committees. The Town shall provide the Town Administrator with a written evaluation report after each formal review and evaluation and shall provide the Town Administrator with an opportunity to discuss his review and evaluation with the Board of Selectmen in a workshop session and submit written comments in relation thereto*

SECTION 10. In addition to specific powers and duties provided in this act, the Town Administrator shall have the general powers and duties enumerated in this section.

- a. The Town Administrator shall be responsible to the Board of Selectmen ~~supervise the head of all departments and shall supervise and direct the general administration~~ for the efficient administration of all departments, commissions, boards and offices placed in the town administrator's charge by this act, the Board of Selectmen or vote of town meetings, except the Board of Selectmen, the Regional School Committee, the Municipal Light Board, the Advisory Board, the Library Trustees, and the Moderator and other Boards, Committees, Commissions or officers whose discretionary power is vested by statute. He shall not however, exercise any control over the discretionary power vested by statute in any such board, committee, commission or office.*
- d. Notwithstanding the provisions of section one-hundred and eight of chapter forty-one of the General Laws, but subject to all applicable provisions of chapter thirty-one of the General Laws, the Town Administrator shall fix the compensation of all town officers and employees subject to appointment by him, except in the case of Department Heads and any employees under a written contract with the town. Compensation, changes in compensation or benefits, or contract renewals may be recommended by the Town Administrator and shall become effective only upon a majority vote of the Board of Selectmen.*
- f. The Town Administrator shall keep full and complete records of his office, and shall render as often as may be required by the Selectmen, but, in any case, annually, a full report of all operations during the period reported on. The members of the Board of Selectmen shall have full access to records upon request unless access is restricted by statute and shall be bound by any confidentiality or privilege required by law.*
- 1. The Town Administrator shall be the Selectmen's agent for collective bargaining and shall negotiate within parameters as may be established by the Selectmen. The Town Administrator may employ special counsel to assist him in the performance of these duties. Any grievances filed by any collective bargaining unit group shall be brought to the attention of the Board of Selectmen by the Town Administrator.*

- m. ~~The Town Administrator shall secure on or before December first of each year from all offices, boards and committees charged with equipment a list of all such equipment upon forms approved by the Advisory Board. Such lists shall be filed with the Town Accountant who shall transmit them to the clerk of the Advisory Board~~ *assist the Capital Planning Committee in the preparation of the Town's capital plan.*
- o. The Town Administrator shall be responsible for the implementation of Town Meeting votes and shall report ~~annually~~ in writing ~~to~~ at the **Annual** Town Meeting on the status of prior Town Meeting votes on which implementation is not complete.
- q. The Town Administrator shall perform such other duties, consistent with this office, as may be required of him by the by-laws *or written policies* of the Town or by vote of the Selectmen or Town Meeting.
- r. *The Town Administrator shall act as grant coordinator for the Town. He shall collect and distribute information concerning grants, establish uniform procedures for grant applications, prepare and assist in developing grant proposals and shall monitor all Town grants to ensure fiscal and program compliance. Any grant that may add personnel or increase the operating costs of the Town in the current or future years shall be approved by the Selectmen prior to submission.*
- s. *The Town Administrator shall act as the Town's insurance coordinator. He shall be responsible for ensuring that all pertinent policies are in effect, that adequate insurance coverage is provided, that claims are properly processed, conduct cost benefit analyses on existing policies and propose changes. He shall render an annual report to the Board of Selectmen on all claims made and losses sustained.*
- t. *The Town Administrator shall plan, organize and supervise the operational audits of the activities of Town departments to evaluate the efficiency of resource utilization and the effectiveness of governmental services. Audit areas may include staffing, scheduling, vehicle management, and any other area requested by the Board of Selectmen.*
- u. *The Town Administrator shall ensure that the Town maintains a professional personnel system by monitoring the effectiveness of policies, procedures and practices as required by law, in accordance with proper personnel practices. He shall ensure that the recruitment, selection, promotion, transfer, discipline, and removal of employees are conducted in accordance with applicable state and federal laws, and with personnel by-laws and policies adopted pursuant to the same.*
- v. *The Town Administrator shall facilitate crisis intervention in emergency situations working with the key officials in Town including the Chair of the Board of Selectmen, Police Chief, Fire Chief, DPW and Water/Sewer Superintendents, Superintendent of Schools and Town Counsel.*

SECTION 12. The Town Administrator shall appoint, with the approval of the Board of Selectmen, the Town Treasurer, Tax Collector, the Assessors, the Commission of Trust Funds, the Industrial Commission Energy Conservation and Fuel Allocation Board, Council on Aging, Conservation Commission, Board of Registrars, Zoning Board of Appeals, Election Officials, Parks and Recreation Commission, **Town Clerk**, and all other Town officials whose appointment or election is not specifically provided for herein. Unless otherwise specified by statute, all boards, commissions, committees and councils which are appointed by the Town Administrator shall be appointed for a specific term of office, not to exceed five years, but so that at least one term expires each year. The Town Administrator shall appoint and may remove subject to the approval of the Board of Selectmen and subject to the provisions of Chapter thirty-one of the General Laws where applicable, all Department Heads, all officers and all subordinates and employees for whom no other method of appointment is provided in this act, except persons serving under other elected agencies and appointments made by representatives of the Commonwealth. *The Town Administrator's evaluations of all Department Heads shall be approved by the Board of Selectmen.*

SECTION 13. The registered voters of the Town of Ashburnham shall, in accordance with any applicable laws, by-laws, and votes of the Town, continue to elect the following:

- a) Moderator
- b) Board of Selectmen
- c) Regional School Committee Members
- d) Planning Board
- e) Board of Health
- f) Library Trustees
- g) Municipal Light Board
- ~~h) Town Clerk~~

SECTION 16. The Town Administrator shall be the chief fiscal officer of the Town. Warrants for the payment of Town funds prepared by the Town Accountant in accordance with the provisions of Section fifty-six of Chapter

forty-one of the General Laws shall be submitted to the Town Administrator. The approval of any such warrant by the Town Administrator shall be sufficient authority to authorize payment by the Town Treasurer, but the Selectmen shall approve all warrants in the event of a vacancy in the office of the Town Administrator. ***The Town Administrator shall present all warrants to the Selectmen for review.***

Article 15 Voted: On motion of Edward Vitone, it was voted that the Board of Selectmen be authorized to petition the General Court to amend Chapter 428 of the Acts of 1986 as printed in the warrant, except under SECTION 2 delete “the Housing Authority”.

PLEASE NOTE: CHANGES/ADDITIONS WILL BE IN BOLD ITALIC AND DELETIONS WILL BE NOTED BY A STRIKETHROUGH.

SECTION 1: Upon the effective date of this act, the Town of Ashburnham shall be governed by the provisions of this act. To the extent that the provisions of this act modify or repeal existing general laws and special acts or that body of law which constitutes the town charter Section 9 of Article LXXXIX of the Amendments to the Constitution of the Commonwealth, this act shall govern. ***For the purposes of this act, all references to officers, employees or other personnel shall apply equally to males and females regardless of the gender or pronoun used. This act shall be cited and shall be known as the Ashburnham Governmental Act.***

SECTION 2: The Board of Selectmen of said Town of Ashburnham shall appoint the Town Accountant, the Historical Commission, the Arts Commission, the Constables, the Water ***and Sewer*** Commissioners, ~~the Housing Authority,~~ ***Town Counsel***, and all other boards, committees and commissions except those appointed by the Moderator or otherwise appointed in accordance with the provisions of this act. The Moderator shall continue to appoint officials heretofore appointed by the Moderator.

The executive powers of the Town shall be vested in the Board of Selectmen who shall serve as the chief policy making agency of the Town. The Board of Selectmen shall continue to have and to exercise all of the powers and duties vested in boards of selectmen by the laws of the Commonwealth or by vote of the Town, except as otherwise provided herein.

SECTION 5. The Selectmen elected as provided herein shall appoint, as soon as practicable, for a definite term to be set by the Selectmen, a Town Administrator who shall be a person especially fitted by education, training and experience to perform the duties of the office. The Town Administrator shall be appointed without regard to his political affiliations or beliefs. ***The Town Administrator shall devote full time to the office and without prior approval of the Board, shall not hold any other public office, elective or appointive, nor shall he engage in any other business, occupation or profession during the term of office which would deprive him from devoting full time to his duties during normal working hours.*** He need not be a resident of the Town or of the Commonwealth when appointed, but shall become a resident of the Town ***or reside in any Massachusetts town within a 40 mile radius of Ashburnham*** during the first year of his appointment unless otherwise provided by the Selectmen. He shall possess a college degree at the bachelor level and shall have had three years of full-time paid experience in a supervisory administrative position ***a portion of which (full time or part time) must be in the public sector.*** A Masters degree may substitute for not more than one year of said paid experience. He shall execute a bond in favor of the Town for the faithful performance of his duties in such sum and with such surety of sureties as may be fixed or approved by the Selectmen, the cost for which shall be paid by the Town. The Selectmen may enter into a formal contract with the Town Administrator ~~and~~ ***for a probationary period of six (6) months with subsequent terms of up to three (3) years.*** ***The Selectmen shall cause said contract to be reviewed by legal counsel.*** ***The Selectmen*** may set a job description for the Town Administrator which shall take precedence over any personnel by-laws.

The Town Administrator shall receive such compensation for his or her services as the Board of Selectman shall determine but it shall not exceed the amount appropriated therefor by the town.

SECTION 6. ~~Any vacancy in the office of Town Administrator shall be filled as soon as possible by the Selectmen. Pending the appointment of a Town Administrator or the filling of any vacancy, the Selectmen shall, within seven days, appoint a suitable person to perform the duties of the office.~~ ***If the office of Town Administrator is vacant, as a result of death, removal, resignation, or otherwise, or the Town Administrator is on a leave of absence exceeding 2 weeks, the Board of Selectmen by affirmative vote of a majority of it’s members, shall appoint a qualified individual to serve as acting Town Administrator. Any vacancy in the office of the Town Administrator shall be filled as soon as possible by the Selectmen.***

SECTION 7. The Town Administrator may designate, subject to approval by the Board of Selectmen, by letter filed with the Town Clerk, a qualified officer ***or individual*** of the Town to perform his duties during his temporary absence or disability. In the event of failure of the Administrator to make such designation, the Selectmen may, by resolution, designate an officer ***or individual*** of the Town to perform the duties of the Administrator until he shall return or his disability shall cease.

SECTION 8. ~~The Board of Selectmen may by a unanimous vote, remove the Town Administrator from office in accordance with the following procedure. At least thirty days before such proposed removal shall become effective, the Selectmen shall file a preliminary written resolution with the Town Clerk setting forth in detail the specific reasons for the proposed removal, a copy of which resolution shall be delivered to the Town Administrator. The Administrator may, within ten days of service of such resolution, reply in writing to the resolution and may request public hearing. Service shall be deemed to have been accomplished by leaving a copy of such resolution at the Administrator's last known abode. If the Administrator so requests, the Board of Selectmen shall hold a public hearing not earlier than twenty days nor later than thirty days after the filing of such request. After such public hearing, if any, otherwise at the expiration of thirty days following the filing of the preliminary resolution and after full consideration, the Selectmen by a unanimous vote of the full membership of the Board, may adopt a final resolution of removal. In the preliminary resolution, the Selectmen may suspend the Administrator from duty, but shall in any case cause to be paid to him forthwith any unpaid balance of his salary during the period of consideration of the preliminary resolution following the filing of the preliminary resolution. Upon the adoption of a final resolution of removal, the Selectmen shall pay the Administrator severance pay in the amount equal to one month's pay for each full year of service to the Town, but in no event more than an amount equal to three month's pay.~~

- a. *The Board of Selectmen shall adopt a preliminary resolution of removal by an affirmative vote of a majority of its members. Said preliminary resolution shall be in writing. At least thirty days before such proposed removal shall become effective a copy of the preliminary written resolution shall be sent to the Town Administrator by certified and first class mail to his address of record with the Town. In the preliminary resolution, the Selectmen may suspend the Administrator from duty, but shall in any case cause to be paid to him forthwith any unpaid balance of his salary during the period of consideration of the preliminary resolution following the service of said preliminary resolution upon the Town Administrator.*
- b. *The Town Administrator may, within ten days of service of such resolution, reply in writing to the resolution and may request a public hearing. If the Town Administrator so requests, the Board of Selectmen shall hold said public hearing not earlier than twenty days no later than thirty days after the filing of such request. Following such public hearing, if any, and otherwise at the expiration of thirty days following the filing of the preliminary resolution, and after full consideration, the Selectmen by a unanimous vote of the full membership of the Board, may adopt a final resolution of removal. Upon the adoption of a final resolution of removal, the Selectmen shall pay the Administrator severance pay in the amount equal to one month's pay for each full year of service to the Town, but in no event more than an amount equal to three months pay.*

SECTION 9. ~~The town administrator shall receive such compensation for his services as the board of selectman shall determine but it shall not exceed the amount appropriated therefor by the town. Annually, for the ensuing year, the Board of Selectmen in conjunction with the Town Administrator shall define goals and performance objectives which both parties determine necessary for the proper operation and welfare of the Town and in the attainment of the policy objectives of the Board. The Board of Selectmen and Town Administrator shall further establish a relative priority among those various goals and objectives. Said goals and objectives shall be reduced to writing. During the first year of employment, the Board of Selectmen and the Town Administrator will meet and set goals and objectives after six months. The Board of Selectmen shall review and evaluate the performance of the Town Administrator on a formal basis once annually under the terms and conditions of this act. Said review and evaluation shall include, but not be limited to: the Town Administrator's progress and performance on the annual goals and objectives as described in this section; budgetary and financial administration; personnel administration; supervision and leadership; staff development; public relations; employee and labor relations; policy execution; and interaction with the Board of Selectmen as well as the governmental officials, departments, boards and committees. The Town shall provide the Town Administrator with a written evaluation report after each formal review and evaluation and shall provide the Town Administrator with an opportunity to discuss his review and evaluation with the Board of Selectmen in a workshop session and submit written comments in relation thereto~~

SECTION 10. In addition to specific powers and duties provided in this act, the Town Administrator shall have the general powers and duties enumerated in this section.

- a. ~~The Town Administrator shall be responsible to the Board of Selectmen supervise the head of all departments and shall supervise and direct the general administration for the efficient administration of all departments, commissions, boards and offices placed in the town administrator's charge by this act, the Board of Selectmen or vote of town meetings, except the Board of Selectmen, the Regional School Committee, the Municipal Light Board, the Advisory Board, the Library Trustees, and the Moderator and other Boards, Committees, Commissions or officers whose discretionary power is vested by statute. He~~

~~shall not however, exercise any control over the discretionary power vested by statute in any such board, committee, commission or office.~~

- d. Notwithstanding the provisions of section one-hundred and eight of chapter forty-one of the General Laws, but subject to all applicable provisions of chapter thirty-one of the General Laws, the Town Administrator shall fix the compensation of all town officers and employees subject to appointment by him, *except in the case of Department Heads and any employees under a written contract with the town. Compensation, changes in compensation or benefits, or contract renewals may be recommended by the Town Administrator and shall become effective only upon a majority vote of the Board of Selectmen.*
- f. The Town Administrator shall keep full and complete records of his office, and shall render as often as may be required by the Selectmen, but, in any case, annually, a full report of all operations during the period reported on. *The members of the Board of Selectmen shall have full access to records upon request unless access is restricted by statute and shall be bound by any confidentiality or privilege required by law.*
- l. The Town Administrator shall be the Selectmen's agent for collective bargaining and *shall negotiate within parameters as may be established by the Selectmen.* The Town Administrator may employ special counsel to assist him in the performance of these duties. *Any grievances filed by any collective bargaining unit group shall be brought to the attention of the Board of Selectmen by the Town Administrator.*
- m. ~~The Town Administrator shall secure on or before December first of each year from all offices, boards and committees charged with equipment a list of all such equipment upon forms approved by the Advisory Board. Such lists shall be filed with the Town Accountant who shall transmit them to the clerk of the Advisory Board assist the Capital Planning Committee in the preparation of the Town's capital plan.~~
- o. The Town Administrator shall be responsible for the implementation of Town Meeting votes and shall report ~~annually~~ in writing to at the *Annual* Town Meeting on the status of prior Town Meeting votes on which implementation is not complete.
- q. The Town Administrator shall perform such other duties, consistent with this office, as may be required of him by the by-laws *or written policies* of the Town or by vote of the Selectmen or Town Meeting.
- r. *The Town Administrator shall act as grant coordinator for the Town. He shall collect and distribute information concerning grants, establish uniform procedures for grant applications, prepare and assist in developing grant proposals and shall monitor all Town grants to ensure fiscal and program compliance. Any grant that may add personnel or increase the operating costs of the Town in the current or future years shall be approved by the Selectmen prior to submission.*
- s. *The Town Administrator shall act as the Town's insurance coordinator. He shall be responsible for ensuring that all pertinent policies are in effect, that adequate insurance coverage is provided, that claims are properly processed, conduct cost benefit analyses on existing policies and propose changes. He shall render an annual report to the Board of Selectmen on all claims made and losses sustained.*
- t. *The Town Administrator shall plan, organize and supervise the operational audits of the activities of Town departments to evaluate the efficiency of resource utilization and the effectiveness of governmental services. Audit areas may include staffing, scheduling, vehicle management, and any other area requested by the Board of Selectmen.*
- u. *The Town Administrator shall ensure that the Town maintains a professional personnel system by monitoring the effectiveness of policies, procedures and practices as required by law, in accordance with proper personnel practices. He shall ensure that the recruitment, selection, promotion, transfer, discipline, and removal of employees are conducted in accordance with applicable state and federal laws, and with personnel by-laws and policies adopted pursuant to the same.*
- v. *The Town Administrator shall facilitate crisis intervention in emergency situations working with the key officials in Town including the Chair of the Board of Selectmen, Police Chief, Fire Chief, DPW and Water/Sewer Superintendents, Superintendent of Schools and Town Counsel.*

SECTION 12. The Town Administrator shall appoint, with the approval of the Board of Selectmen, the Town Treasurer, Tax Collector, the Assessors, the Commission of Trust Funds, the Industrial Commission Energy Conservation and Fuel Allocation Board, Council on Aging, Conservation Commission, Board of Registrars, Zoning Board of Appeals, Election Officials, Parks and Recreation Commission, *Town Clerk*, and all other Town officials whose appointment or election is not specifically provided for herein. Unless otherwise specified by statute, all boards, commissions, committees and councils which are appointed by the Town Administrator shall be appointed for a specific term of office, not to exceed five years, but so that at least one term expires each year.

The Town Administrator shall appoint and may remove subject to the approval of the Board of Selectmen and subject to the provisions of Chapter thirty-one of the General Laws where applicable, all Department Heads, all officers and all subordinates and employees for whom no other method of appointment is provided in this act, except persons serving under other elected agencies and appointments made by representatives of the Commonwealth. ***The Town Administrator's evaluations of all Department Heads shall be approved by the Board of Selectmen.***

SECTION 13. The registered voters of the Town of Ashburnham shall, in accordance with any applicable laws, by-laws, and votes of the Town, continue to elect the following:

- a. Moderator
- b. Board of Selectmen
- c. Regional School Committee Members
- d. Planning Board
- e. Board of Health
- f. Library Trustees
- g. Municipal Light Board
- h. ~~Town Clerk~~

SECTION 16. The Town Administrator shall be the chief fiscal officer of the Town. Warrants for the payment of Town funds prepared by the Town Accountant in accordance with the provisions of Section fifty-six of Chapter forty-one of the General Laws shall be submitted to the Town Administrator. The approval of any such warrant by the Town Administrator shall be sufficient authority to authorize payment by the Town Treasurer, but the Selectmen shall approve all warrants in the event of a vacancy in the office of the Town Administrator. ***The Town Administrator shall present all warrants to the Selectmen for review.***

Majority "YES"

Article 16. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to be transferred to the Stabilization Fund, or act in relation thereto. (*Requested by the Board of Selectmen, Advisory Board and Town Administrator*)

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 16 Voted: On motion of Margaret Whitney, it was voted to transfer \$141,092.76 from Free Cash to Stabilization Fund.

Unanimous "YES"

Article 17. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, such sums of money to be transferred to the Capital Improvement Fund, or act in relation thereto. (*Requested by the Board of Selectmen, Advisory Board and Town Administrator*)

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: N/A

Article 17 Voted: On motion of Ronald Reed, it was voted to transfer \$100,000 from Free Cash to the Capital Improvement Fund.

Unanimous "YES"

Article 18. To see if the Town will vote to appropriate, borrow, or appropriate by transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for the design and construction of a new J.R. Briggs Elementary School, Williams Road, Ashburnham, Massachusetts, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that Ashburnham may receive from the MSBA for the Project shall not exceed the lesser of (1) ___ percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, or act in relation thereto. (*Requested by the Board of Selectmen, Advisory Board and Town Administrator*)

SELECTMEN RECOMMENDATION: YES ADVISORY RECOMMENDATION: YES TAX IMPACT: \$1.15

Article 18 Voted: On motion of Edward Vitone, it was voted that the Town of Ashburnham appropriate the sum of \$29,661,597 dollars for the design and construction of a new J.R. Briggs Elementary School located at 96 Williams Road, Ashburnham, Massachusetts, which school facility shall have an anticipated useful life as an

educational facility for the instruction of school children for at least 50 years, this sum is in addition to the \$400,000 that the Town previously appropriated for this project on November 13, 2008 Special Town Meeting, Article 2, said sum to be expended under the direction of the School Building Committee, and to meet said appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, or any other enabling authority; that the Town of Ashburnham acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any project costs the Town of Ashburnham incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Ashburnham; provided further that any grant that the Town of Ashburnham may receive from the MSBA for the Project shall not exceed the lesser of (1) 58.46 percent (58.46%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½.); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Ashburnham and the MSBA.

2/3 Majority "YES"

Meeting adjourned at 9:10 P.M.

Respectfully submitted,
Linda A. Ramsdell-CMMC
Town Clerk

Special Election Results Held on June 15, 2010

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 question.

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

QUESTION #1 School Budget Override: Shall the Town of Ashburnham be allowed to assess an additional \$155,388 in real estate and personal property taxes for the purposes of adding such sum to line 19 of Article 2 for the operating budget approved for the Ashburnham-Westminster Regional School District for the fiscal year beginning July 1, 2010?

YES 402
NO 592

Total Voted: 994
Total Registered: 3,915

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk



STATE PRIMARY ELECTION RESULTS HELD ON SEPTEMBER 14, 2010

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

DEMOCRATIC PARTY

GOVERNOR

Deval L. Patrick	216
Blanks	68
Write-ins	9

LIEUTENANT GOVERNOR

Timothy P. Murray	240
Blanks	50
Write-ins	3

ATTORNEY GENERAL

Martha Coakley	236
Blanks	53
Write-ins	4

SECRETARY OF STATE

William Francis Galvin	227
Blanks	64
Write-ins	2

TREASURER

Steven J. Murphy	109
Steven Grossman	147
Blanks	36
Write-ins	1

AUDITOR

Suzanne M. Bump	109
Guy William Glodis	124
Mike Lake	35
Blanks	23
Write-ins	2

REPRESENTATIVE IN CONGRESS – First District

John W. Olver	246
Blanks	46
Write-ins	1

COUNCILOR – Seventh District

Francis A. Ford	205
Blanks	87
Write-ins	1

SENATOR IN GENERAL COURT – Worcester, Hampden, Hampshire & Franklin

Stephen M. Brewer	255
Blanks	37
Write-ins	1

REPRESENTATIVE IN GENERAL COURT – Second Worcester District

Amy P. Feeley-Knuuttila	124
Patrick M. Gerry	153
Blanks	15
Write-ins	1

DISTRICT ATTORNEY – Middle District

Joseph D. Early, Jr.	225
Blanks	67
Write-ins	1

SHERIFF – Worcester County

Scot J. Bove	146
Thomas J. Foley	115
Blanks	30
Write-ins	2

REPUBLICAN PARTY

GOVERNOR

Charles D. Baker	260
Blanks	13
Write-ins	7

LIEUTENANT GOVERNOR

Richard R. Tisei	237
Blanks	34
Write-ins	9

**STATE PRIMARY ELECTION RESULTS
HELD ON SEPTEMBER 14, 2010 (continued)**

REPUBLICAN PARTY (continued)

ATTORNEY GENERAL

Blanks	199
Guy Carbone	21
James McKenna	46
Write-ins	14

SECRETARY OF STATE

William C. Campbell	229
Blanks	50
Write-ins	1

TREASURER

Karyn E. Polito	240
Blanks	38
Write-ins	2

AUDITOR

Mary Z. Connaughton	221
Kamal Jain	29
Blanks	28
Write-ins	2

REPRESENTATIVE IN CONGRESS – First District

William L. Gunn, Jr.	246
Blanks	34
Write-ins	0

COUNCILOR – Seventh District

Jennie L. Caissie	220
Blanks	59
Write-ins	1

SENATOR IN GENERAL COURT – Worcester, Hampden, Hampshire & Franklin

Daniel D. Dubrule	230
Blanks	46
Write-ins	4

REPRESENTATIVE IN GENERAL COURT – Second Worcester District

Richard Bastien	241
Blanks	39
Write-ins	0

DISTRICT ATTORNEY – Middle District

Blanks	264
Write-ins	16

SHERIFF – Worcester County

Lewis G. Evangelidis	244
Blanks	30
Write-ins	6

LIBERTARIAN PARTY

GOVERNOR

Blanks	1
Write-ins	0

LIEUTENANT GOVERNOR

Blanks	1
Write-ins	0

ATTORNEY GENERAL

Blanks	1
Write-ins	0

SECRETARY OF STATE

Blanks	1
Write-ins	0

TREASURER

Blanks	1
Write-ins	0

AUDITOR

Blanks	1
Write-ins	0

REPRESENTATIVE IN CONGRESS – First District

Blanks	1
Write-ins	0

COUNCILOR – Seventh District

Blanks	1
Write-ins	0

SENATOR IN GENERAL COURT – Worcester, Hampden, Hampshire & Franklin

Blanks	1
Write-ins	0

REPRESENTATIVE IN GENERAL COURT – Second Worcester District

Blanks	1
Write-ins	0

DISTRICT ATTORNEY – Middle District

Blanks	1
Write-ins	0

SHERIFF – Worcester County

Blanks	0
Write-ins	1

TOTAL REGISTERED VOTERS: 4,204

Registered Democrats:	989
Registered Republicans:	577
Registered Libertarians:	33
Registered Un-enrolled:	2,588

TOTAL VOTED: 574

TOTAL DEMOCRATS VOTED:	293
TOTAL REPUBLICANS VOTED:	280
TOTAL LIBERTARIANS VOTED:	1

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk



**STATE ELECTION RESULTS
HELD ON NOVEMBER 2, 2010**

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

GOVERNOR & LIEUTENANT GOVERNOR

Patrick and Murray	915
Baker and Tisei	1,298
Cahill and Loscococo	233
Stein and Purcell	55
Write-ins	2
Blanks	20

ATTORNEY GENERAL

Martha Coakley	1,274
James P. McKenna	1,203
Write-ins	4
Blanks	42

SECRETARY OF STATE

William Francis Galvin	1,277
William C. Campbell	1,065
James D. Henderson	93
Write-ins	1
Blanks	87

TREASURER

Steven Grossman	996
Karyn E. Polito	1,412
Write-ins	0
Blanks	115

AUDITOR

Suzanne M. Bump	931
Mary Z. Connaughton	1,267
Nathaniel Alexander Fortune	168
Write-ins	1
Blanks	156

REPRESENTATIVE IN CONGRESS – First District

John W. Olver	1,144
William L. Gunn, Jr.	1,173
Michael Engel	136
Write-ins	1
Blanks	69

COUNCILOR – Seventh District

Jennie L. Caissie	1,390
Francis A. Ford	915
Write-ins	2
Blanks	216

SENATOR IN GENERAL COURT – Worcester, Hampden, Hampshire & Franklin District

Stephen M. Brewer	1,298
Daniel D. Dubrulle	1,103
Write-ins	2
Blanks	120

REPRESENTATIVE IN GENERAL COURT – Second Worcester District

Richard Bastien	1,117
Patrick M. Gerry	900
Carolyn A. Kamuda	179
Colleen O’Neil-Laperriere	193
Write-ins	2
Blanks	132

DISTRICT ATTORNEY – Middle District

Joseph D. Early, Jr.	1,677
Write-ins	43
Blanks	803

SHERIFF – Worcester County

Lewis G. Evangelidis	1,386
Thomas J. Foley	843
Keith E. Nicholas	149
Write-ins	0
Blanks	145

Question #1 – Sales Tax on Alcoholic Beverages

YES	1,491
NO	994
BLANKS	38

Question #2 – Comprehensive Permits for Low or Moderate Income Housing

YES	1,108
NO	1,278
BLANKS	137

Question #3 – Sales and Use Tax Rate

YES	1,210
NO	1,289
BLANKS	24

Total Voted:	2,523
Total Registered:	4,238

Respectfully submitted,
Linda A. Ramsdell, CMMC
Town Clerk

FINANCE

TOWN OF ASHBURNHAM, MASSACHUSETTS
 Combined Balance Sheet
 For the Year Ended June 30, 2010

**Town Accountant
 2010 Annual Financial Report**

	General Fund	Special Revenue	Enterprise Water	Enterprise Sewer	Municipal Light	Capital Projects	Trust Funds & Agency	Long-Term Debt Obligations	Total
Assets									
Cash and cash equivalents	\$ 523,879	\$ 613,993	\$ 119,775	\$ 502,437	\$ 1,587,360	\$ 39,368	\$ 973,870	-	\$ 4,360,683
Petty Cash	75	500	-	-	-	-	-	-	575
Receivables:		-	-	-	-	-	-	-	-
Property Taxes	231,320	-	-	-	-	-	-	-	231,320
Other Taxes	581	-	-	-	-	-	-	-	581
Tax liens and foreclosures	736,721	-	-	-	-	-	-	-	736,721
Motor vehicle excise	59,249	-	-	-	-	-	-	-	59,249
Other excise	631	-	-	-	-	-	-	-	631
Departmental	56,625	-	100,469	137,196	-	-	-	-	294,290
Liens added to tax	-	910	122,104	9,511	-	-	-	-	132,525
Assessments – not yet due	-	-	63,245	1,195,632	-	-	-	-	1,258,876
Title V Receivable	-	201,520	-	-	-	-	-	-	201,520
Amount to be provided for Long-Term Debt	-	-	-	-	-	-	-	13,253,174	13,253,174
Total Assets	\$1,609,081	816,923	405,593	1,844,776	1,587,360	39,368	973,870	13,253,174	20,530,146
Liabilities and Fund Balances									
Liabilities:									
Warrants and accounts payable	-	-	-	-	-	-	-	-	-
Performance Bond	10,831	-	-	-	-	-	18,484	-	29,316
Other accrued liabilities	87,817	-	-	-	-	-	-	-	87,817
Abandoned property	5,593	-	-	-	-	-	-	-	5,593
Deferred revenue – Property Tax	182,360	-	-	-	-	-	-	-	182,360
Deferred revenue - Other	853,808	202,430	285,817	1,342,339	-	-	-	-	2,684,394
Allowance for Abatements	48,960	-	-	-	-	-	-	-	48,960
Other liabilities	7,593	-	-	-	745	-	(17,608)	-	(9,270)
Bond Anticipation Note Payable	-	-	-	-	-	400,000	-	-	400,000
Long-term debt	-	-	-	-	-	-	-	13,253,174	13,253,174
Total Liabilities	\$1,196,961	202,430	285,817	1,342,339	745	400,000	877	13,253,174	16,682,343
Fund Balances – Reserved for:									
Encumbrances and cont. appropriations	53,999	-	11,843	-	-	-	-	-	65,842
F/B Res for Snow Ice Deficit	(69,560)	-	-	-	-	-	-	-	(69,560)
F/B Res for T. Hall Water Damage	(151,894)	-	-	-	-	-	-	-	(151,894)
F/B Res for Dam Inspections	(26,250)	-	-	-	-	-	-	-	(26,250)
F/B Res for Expenditures	-	-	-	170,000	-	-	-	-	170,000
Unreserved, reported in:									
General Fund	605,824	-	-	-	-	-	-	-	605,824
Special Purpose	-	614,493	107,933	332,437	1,586,616	(360,632)	972,994	-	3,253,840
Total fund balances	412,120	614,493	119,775	502,437	1,586,616	(360,632)	972,994	-	3,847,802
Total liabilities and fund balances	\$1,609,081	816,923	405,593	1,844,776	1,587,360	39,368	973,870	13,253,174	20,530,145

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
SCHEDULE OF ACTUAL REVENUE COMPARED TO BUDGET
Year Ended June 30, 2010

Town Accountant
2010 Annual Financial Report

	FY10 FINAL BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Real estate and personal property taxes	10,134,761	9,947,659	(187,102)
Motor vehicle excise taxes	685,000	628,762	(56,238)
Excise Taxes and Liens:			
Boat excise	2,500	2,455	(45)
Classified Forest lands	-	389	389
Tax liens		201,091	201,091
Betterment liens Transfer In	25,854	25,854	-
Light Department – in lieu of tax	40,000	40,000	-
	<u>10,888,115</u>	<u>10,846,210</u>	<u>(41,905)</u>
Interest/penalties on taxes and assessments:			
Real estate	35,000	36,890	1,890
Tax title	23,000	32,039	9,039
Motor vehicle excise	10,000	28,633	18,633
Boat excise	500	639	139
Tax Charges	16,000	13,498	(2,502)
	<u>84,500</u>	<u>111,699</u>	<u>27,199</u>
State Aid:			
Lottery	700,522	700,522	-
State-owned land	67,647	67,647	-
Veterans benefits/exemption	3,791	1,950	(1,841)
Elderly exemption	30,293	10,056	(20,237)
Police Career Incentive	6,463	6,700	237
Miscellaneous state revenue	-	1,491	1,491
MEMA Storm Reimbursement	-	52,707	52,707
	<u>808,716</u>	<u>841,073</u>	<u>32,357</u>
Parking and court fines etc:			
Parking fines	2,500	2,290	(210)
Court fines	2,000	50	(1,950)
CMVI fines	20,000	24,068	4,068
Dog violations	25	2,475	2,450
Fire – false alarm fines	-	-	-
	<u>24,525</u>	<u>28,883</u>	<u>4,358</u>
Interest income:			
Investment income	10,000	10,368	368
Licenses and permits:			
Board of Selectmen – Liquor license	5,000	5,470	470
Board of Selectmen – permits	1,000	2,364	1,364
Gas and Plumbing permits	12,000	13,230	1,230
Electric permits	12,505	10,725	(1,780)
Building permits	45,000	50,017	5,017
	<u>75,505</u>	<u>81,806</u>	<u>6,301</u>
Charges for Service:			
Ambulance changes	150,000	192,393	42,393
Internments	5,000	6,850	1,850

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
SCHEDULE OF ACTUAL REVENUE COMPARED TO BUDGET
Year Ended June 30, 2010

Town Accountant
2010 Annual Financial Report

	FY10 FINAL BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Foundations	1,000	1,866	866
Certificate of municipal liens	5,000	9,950	4,950
Building Rental	-	1,266	1,266
Fire Alarm Fee	-	12,650	12,650
	161,000	224,975	63,975
Fees:			
Fish and game fees	250	156	(94)
Dog License Fees	5,800	17,754	11,954
Board of Health fees	5,200	5,962	762
Zoning Board of Appeals fees	2,300	1,679	(621)
Police fees	2,300	1,604	(696)
Police admin fees	2,000	450	(1,550)
Planning Board fees	2,000	1,150	(850)
Board of Assessor fees	400	407	7
Cable fees	840	852	12
Town Clerk fees	-	5,240	5,240
T. Clerk Substance fee	-	300	300
Fire Department fees	17,400	14,322	(3,078)
Council on Aging fees	-	99	99
Weights and Measures fees	450	1,065	615
Conservation By-law fees	-	1,118	1,118
	38,940	52,158	13,218
Other revenue:			
Sale of Fixed Assets	-	606	606
Insurance Recovery	-	5,038	5,038
Miscellaneous	7,000	46,934	39,934
Intergo-Shared Animal Control Officer	4,439	11,925	7,486
	11,439	64,503	53,064
Other Financing Sources:			
Indirect Cost – Light Department	140,000	255,452	115,452
Indirect Cost – Water Department	120,000	120,000	-
Indirect Cost – Sewer Department	150,000	150,000	-
	410,000	525,452	115,452
Transfer from Waterways Improvement Fund	3,500	3,500	-
Transfer from Special Revenue	93,000	93,000	-
Transfer from Trust Funds	41,488	41,488	-
Transfer from over 20K Insurance Proceeds	175,913	175,913	-
	313,901	313,901	-
Total Other Revenue	735,340	903,855	168,515
TOTALS	\$12,826,641	\$13,101,026	\$ 274,385

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

**Town Accountant
2010 Annual Financial Report**

	FY10 ORIGINAL BUDGET	REVISIONS/ TRANSFERS	FINAL BUDGET	ACTUAL EXPENDITURES	AVAILABLE BUDGET
<u>ENCUMBERED FUNDS</u>					
51720 Health Insurance	-	200	200	100	100
52100 Non-Dept Energy/Utility	-	638	638	638	-
53000 Treasurer – Prof & Tech	-	275	275	141	134
54200 Collector Supplies	-	251	251	251	-
54800 Vehicular Supplies	10,100	-	10,100	10,100	-
57100 Inspectors – Prof Development	-	89	89	89	-
Total Encumbered Funds	10,100	1,453	11,553	11,319	234
Legislative and Executive:					
11114 Moderator					
51100 Salary & Wages Regular	100	-	100	100	-
Total Moderator	100	-	100	100	-
11122 Board of Selectmen					
51100 Salary & Wages Regular	3,500	(1,300)	2,200	1,833	367
53000 Prof & Tech Services	776	-	776	-	776
53210 MRPC Assessment	1,560	-	1,560	1,560	-
54010 Memorial Day	485	-	485	-	485
55800 Books	1,479	(1,479)	-	-	-
57100 Prof Dev & Travel	1,500	(521)	979	482	497
Total Board of Selectmen	9,300	(3,300)	6,000	3,875	2,125
11123 Town Administrator					
51100 Salary & Wages Regular	121,833	31,000	152,833	148,851	3,982
51300 Wages - Overtime	3,125	-	3,125	2,677	-
52400 Repairs & Maintenance	450	-	450	-	450
53000 Prof & Tech Services	10,892	-	10,892	15,613	(4,721)
53400 Communications	500	-	500	-	500
54300 Minor Equipment	200	-	200	-	200
57100 Prof Dev & Travel	3,000	(1,500)	1,500	1,253	247
Total Town Administrator	140,000	29,500	169,500	168,394	1,106
11131 Advisory Board					
57100 Prof Dev & Travel	1,455	(500)	955	311	644
Total Advisory Board	1,455	(500)	955	311	644
11132 Reserve Fund					
57800 Reserve Fund	148,545	(142,208)	6,337	-	6,337
Total Reserve Fund	148,545	(142,208)	6,337	-	6,337
11199 Non-Departmental					
52422 Trash Collection	7,413	-	7,413	6,889	524
52700 Copy Machine	5,000	5,000	10,000	8,583	1,417
53000 Prof & Tech Services	1,000	(100)	900	-	900
53011 Computer Expense	70,000	(7,450)	62,550	58,832	3,718
53150 Town Report	2,500	(500)	2,000	1,677	323
53400 Communications	36,562	(2,562)	34,000	31,044	2,956
53500 Legal Services	24,000	-	24,000	28,137	(4,137)
54200 Supplies	8,525	(1,525)	7,000	6,086	914
Total Non-Departmental	155,000	(7,137)	147,863	141,249	6,614
Total Legislative and Executive	454,400	(123,645)	330,755	313,929	16,826

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

**Town Accountant
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	FY10 ORIGINAL BUDGET	TRANSFERS	FINAL BUDGET	ACTUAL EXPENDITURES	AVAILABLE BUDGET
General Government:					
11135 Town Accountant					
51100 Salary & Wages Regular	56,560	-	56,560	50,693	5,867
53000 Prof & Tech Services	16,000	3,000	19,000	18,255	745
54200 Supplies	1,740	(250)	1,490	307	1,183
57100 Prof Dev & Travel	700	-	700	369	331
Total Town Accountant	75,000	2,750	77,750	69,624	8,126
11141 Board of Assessors					
51100 Salary & Wages Regular	54,761	(5,000)	49,761	42,758	7,003
53000 Prof & Tech Services	13,700	35,000	48,700	43,503	5,197
54200 Supplies	600	-	600	729	(129)
57100 Prof Dev & Travel	939	-	939	354	585
Total Board of Assessors	70,000	30,000	100,000	87,343	12,657
11145 Town Treasurer					
51100 Salary & Wages Regular	70,910	-	70,910	70,223	687
52400 Repairs & Maintenance	290	-	290	-	290
53000 Prof & Tech Services	13,547	(5,000)	8,547	8,543	4
54200 Supplies	2,298	-	2,298	1,744	554
57100 Prof Dev & Travel	1,455	(500)	955	599	356
Total Town Treasurer	88,500	(5,500)	83,000	81,109	1,891
11146 Tax Collector					
51100 Admin – Salary & Wages	51,910	(410)	51,500	51,396	104
52400 Repairs & Maintenance	25	(5)	20	-	20
53000 Prof & Tech Services	3,550	(50)	3,500	3,066	434
54200 Supplies	10,800	(1,000)	9,800	8,927	873
57100 Prof Dev & Travel	315	(90)	225	206	19
Total Tax Collector	66,600	(1,555)	65,045	63,595	1,450
11161 Town Clerk					
51100 Salary & Wages Regular	39,270	-	39,270	38,871	399
52400 Repairs & Maintenance	350	-	350	350	-
53000 Prof & Tech Services	200	-	200	250	(50)
53010 Election & Registration	3,620	2,900	6,520	6,160	360
54200 Supplies	460	(300)	160	162	(2)
54210 Dog License Program	500	-	500	431	69
57100 Prof Dev & Travel	900	(500)	400	380	21
Total Town Clerk	45,300	2,100	47,400	46,602	798
11178 Conservation Commission					
51100 Admin-Salary & Wages	24,753	(10,000)	14,753	14,753	-
53000 Prof & Tech Services	400	-	400	400	-
54200 Supplies	347	-	347	347	-
57100 Prof Dev & Travel	1,500	-	1,500	1,431	69
Total Conservation Commission	27,000	(10,000)	17,000	16,931	69
11179 Land Use					
51100 Salary & Wages Regular	17,667	-	17,667	17,887	(220)
53000 Prof & Tech Services	1,013	(200)	813	1,015	(202)
54200 Supplies	1,200	(180)	1,020	184	836
57100 Prof Dev & Travel	120	(20)	100	144	(44)
Total Land Use	20,000	(400)	19,600	19,230	370

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

Town Accountant
2010 Annual Financial Report

	FY10		FINAL	ACTUAL	AVAILABLE
	<u>BUDGET</u>	<u>TRANSFERS</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BUDGET</u>
11192 Town Hall					
51100 Salary & Wages Regular	36,437	-	36,437	36,119	318
51100 Wages - Overtime	300	-	300	-	300
51152 Energy & Utilities	11,900	5,000	16,900	14,784	2,116
52400 Repairs & Maintenance	5,250	30,000	35,250	5,202	30,048
54200 Supplies	1,113	-	1,113	1,085	28
Total Town Hall	55,000	35,000	90,000	57,191	32,809
11194 VMS Building					
51100 VMS Building Expenses	15,000	(1,350)	13,650	13,540	110
Total VMS Building	15,000	(1,350)	13,650	13,540	110
11198 T. Hall Water Damage Exp					
53015 T. Hall Water Damage Exp	-	-	-	151,894	(151,894)
Total T. Hall Water Damage Exp	-	-	-	151,894	(151,894)
Total General Government	462,400	51,045	513,445	607,060	(93,615)
Public Safety:					
12210 Police					
51100 Salary & Wages Regular	661,304	12,558	673,862	643,187	30,675
51150 Wages - Coverage	8,815	-	8,815	14,625	(5,810)
51152 Wages - Training	-	-	-	-	-
51300 Wages - Overtime	119,189	(48,460)	70,729	74,975	(4,246)
52400 Repairs & Maintenance	5,000	(2,500)	2,500	2,608	(108)
53000 Prof & Tech Services	15,365	1,200	16,565	16,847	(282)
53400 Communications	8,500	-	8,500	7,069	1,431
53800 Winchendon Lockup	500	-	500	113	387
54200 Supplies	6,000	(3,000)	3,000	2,948	52
54203 Public Safety Maintenance	87,720	(7,000)	80,720	76,561	4,159
54300 Minor Equipment	4,000	(1,500)	2,500	2,003	497
54500 New Vehicle	35,000	(2,950)	32,050	32,049	1
54800 Vehicular Supplies	46,000	(20,000)	26,000	25,547	453
57100 Prof Dev & Travel	6,000	-	6,000	7,205	(1,205)
Total Police	1,003,393	(71,652)	931,741	905,736	26,005
12220 Fire					
51100 Salary & Wages Regular	316,421	(53,800)	262,621	259,612	3,009
51300 Wages - Overtime	51,218	(3,000)	48,218	29,308	18,910
51410 Wages - On Call	85,561	-	85,561	93,867	(8,306)
52100 Energy & Utilities	1,100	-	1,100	733	367
52400 Repairs & Maintenance	20,500	-	20,500	25,897	(5,397)
53000 Prof & Tech Services	8,000	-	8,000	10,565	(2,565)
53400 Communications	3,700	-	3,700	3,888	(188)
54200 Supplies	16,000	(1,200)	14,800	16,585	(1,785)
54800 Vehicular Supplies	22,000	(2,000)	20,000	19,807	193
57100 Prof Dev & Travel	8,500	(2,000)	6,500	5,829	671
Total Fire	533,000	(62,000)	471,000	466,089	4,911
12235 Emergency Dispatch Center					
51100 Salary & Wages Regular	153,890	-	153,890	142,779	11,111
51150 Wages - Coverage	14,637	-	14,637	12,041	2,596
51300 Wages - Overtime	35,930	-	35,930	33,206	2,724

TOWN OF ASHBURNHAM, MASSACHUSETTS
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STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

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	FY10 ORIGINAL BUDGET	TRANSFERS	FINAL BUDGET	ACTUAL EXPENDITURES	AVAILABLE BUDGET
52100 Energy & Utilities	1,150	-	1,150	486	664
52400 Repairs & Maintenance	3,000	(1,000)	2,000	1,640	360
53000 Prof & Tech Services	4,500	-	4,500	4,232	268
54200 Supplies	2,000	(1,000)	1,000	1,106	(106)
54300 Minor Equipment	4,000	-	4,000	3,866	134
57100 Prof Dev & Travel	1,500	-	1,500	1,500	-
Total EDC	220,607	(2,000)	218,607	200,856	17,751
12249 Inspections					
51100 Salary & Wages Regular	34,607	-	34,607	28,370	6,237
53000 Prof & Tech Services	1	-	1	-	1
54200 Supplies	313	-	313	163	150
57100 Prof Dev & Travel	4,079	-	4,079	4,245	(166)
Total Inspections	39,000	-	39,000	32,778	6,222
12292 Dog Officer					
51100 Salary & Wages Regular	18,941	4,439	23,380	22,726	654
52100 Energy & Utilities	2,200	-	2,200	1,001	1,199
52400 Repairs & Maintenance	2,000	-	2,000	2,025	(25)
53000 Prof & Tech Services	1,000	-	1,000	-	1,000
54200 Supplies	210	-	210	195	15
54300 Minor Equipment	250	-	250	94	156
57100 Prof Dev & Travel	250	-	250	90	160
Total Dog Officer	24,851	4,439	29,290	26,130	3,160
Total Public Safety	1,820,851	(131,213)	1,689,638	1,631,589	58,049
Education:					
13300 Trade & Monty Tech					
53201 Contribution	332,795	(5,188)	327,607	327,607	-
13302 Ash-West Reg School Dist					
53201 Contribution	5,507,426	-	5,507,426	5,507,426	-
53203 Community Service	3,632	-	3,632	3,632	-
53204 Transportation	528,240	-	528,240	528,240	-
53206 Debt Assessment	481,993	-	481,993	481,993	-
Total Ash-West Reg School Dist	6,521,291	-	6,521,291	6,521,291	-
Total Education	6,854,086	(5,188)	6,848,898	6,848,898	-
Public Works:					
14420 Highway					
51100 Salary & Wages Regular	380,697	(23,610)	357,087	350,064	7,023
51300 Wages - Overtime	23,200	-	23,200	14,033	9,167
52100 Energy & Utilities	29,520	-	29,520	25,817	3,703
52400 Repairs & Maintenance	134,800	(7,630)	127,170	146,914	(19,744)
53000 Prof & Tech Services	14,100	(13,510)	590	1,813	(1,223)
53400 Communications	4,583	-	4,583	4,548	35
54200 Supplies	11,000	(3,000)	8,000	6,618	1,382
54300 Minor Equipment	100	(100)	-	100	(100)
54800 Vehicular Supplies	44,500	(8,000)	36,500	22,400	14,100
57100 Prof Dev & Travel	2,500	(2,200)	300	453	(153)

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

**Town Accountant
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	FY10 ORIGINAL BUDGET	TRANSFERS	FINAL BUDGET	ACTUAL EXPENDITURES	AVAILABLE BUDGET
Total Highway	645,000	(58,050)	586,950	572,757	14,193
14423 Snow & Ice					
51300 Salary & Wages Overtime	-	-	-	60,183	(60,183)
54000 Miscellaneous	175,000	5,000	180,000	189,377	(9,377)
Total Snow & Ice	175,000	5,000	180,000	249,560	(69,560)
Total Public Works	820,000	(53,050)	766,950	822,317	(55,367)
Health and Human Services:					
15510 Board of Health					
51100 Salary & Wages Regular	730	-	730	655	75
53000 Prof & Tech Services	16,820	-	16,820	16,025	795
57100 Prof Dev & Travel	450	-	450	-	450
Total Board of Health	18,000	-	18,000	16,680	1,320
15541 Council on Aging					
51100 Salary & Wages Regular	30,455	(13,000)	17,455	9,891	7,564
52400 Repairs & Maintenance	-	425	425	183	242
53000 Prof & Tech Services	-	1,110	1,110	1,501	(391)
53400 Communications	-	980	980	974	6
54200 Supplies	1,270	-	1,270	1,287	(17)
57100 Prof Dev & Travel	3,925	-	3,925	5,100	(1,175)
57150 COA Community Education	307	360	667	114	553
57190 COA Programs	4,168	-	4,168	2,136	2,032
Total Council on Aging	40,125	(10,125)	30,000	21,186	8,814
15543 Veterans Services					
51100 Salary & Wages Regular	2,652	-	2,652	2,652	-
53400 Communications	35	-	35	-	35
57100 Prof Dev & Travel	-	-	-	35	(35)
57700 Veterans Benefits	7,913	7,000	14,913	11,077	3,836
Total Veterans Services	10,600	7,000	17,600	13,764	3,836
Total Health and Human Services	68,725	(3,125)	65,600	51,630	13,970
Culture and Recreation:					
16610 Library					
51100 Salary & Wages Regular	118,966	(17,460)	101,506	105,521	(4,015)
51200 Salary & Wages Temporary	2,500	-	2,500	774	1,726
52100 Energy & Utilities	19,067	-	19,067	15,535	3,532
52400 Repairs & Maintenance	9,700	-	9,700	13,038	(3,338)
53400 Communications	1,620	-	1,620	300	1,320
54200 Supplies	4,500	-	4,500	3,599	901
55800 Books	36,897	-	36,897	36,988	(91)
57100 Prof Dev & Travel	750	-	750	785	(35)
Total Library	194,000	(17,460)	176,540	176,540	-
16691 Historical Commission					
53400 Communications	50	(25)	25	-	25
54200 Supplies	305	(255)	50	-	50
57100 Prof Dev & Travel	145	(120)	25	-	25

TOWN OF ASHBURNHAM, MASSACHUSETTS
GENERAL FUND
STATEMENT OF EXPENDITURES BUDGET VS ACTUAL FY2010

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	FY10 ORIGINAL BUDGET	TRANSFERS	FINAL BUDGET	ACTUAL EXPENDITURES	AVAILABLE BUDGET
Total Historical Commission	500	(400)	100	-	100
Total Culture and Recreation	194,500	(17,860)	176,640	176,540	100
Debt Service:					
17710 Debt Service – Principal					
59100 Debt Service - Principal	586,000	-	586,000	586,000	-
59150 Debt Service - Interest	371,771	(3,990)	367,781	352,169	15,612
59176 Septic Sys Loan Repayment	25,854	-	25,854	25,854	-
Total Debt Service	983,625	(3,990)	979,635	964,023	15,612
Total Debt Service	983,625	(3,990)	979,635	964,023	15,612
19914 Employee Benefits & Insurance					
51720 Health Insurance	424,362	-	424,362	387,787	36,575
51730 Life Insurance	844	-	844	794	50
51750 Medicare	48,719	-	48,719	41,392	7,327
51780 Worcester Cty Retirement	332,961	-	332,961	346,072	(13,111)
51790 Insurance Premiums	170,000	-	170,000	155,756	14,245
51800 Unemployment Benefits	44,114	-	44,114	45,096	(982)
Total Employee Benefits & Insurance	1,021,000	-	1,021,000	976,896	44,104
01810 State/County Assessments					
56100 County Assessments	3,592	-	3,592	3,592	-
56200 Air Pollution	1,509	-	1,509	1,509	-
56210 Montachusett Tran	15,485	-	15,485	15,485	-
56220 Regional Transit Authority	22,463	-	22,463	22,463	-
56240 RMV Vehicle Surcharge	4,840	-	4,840	7,520	(2,680)
Total State/County Assessments	47,889	-	47,889	50,569	(2,680)
01990 Transfers to Other Funds					
59020 Transfer to Special Article	-	-	-	-	-
59021 Transfer to Trust	25,000	23,752	48,752	48,752	-
59051 Transfer to Prior Year Encumb	-	-	-	-	-
Total Transfer to Other Funds	25,000	23,752	48,752	48,752	-
19999 Special Articles					
54032 A16 ATM FY10 Assessor Reval	5,000	-	5,000	-	5,000
54079 A9 STM Meeting House Study FY07	-	6,000	6,000	-	6,000
54086 A17 Open Space Consulting FY08	-	500	500	-	500
54093 A14 Tax Title Costs FY09	-	4,804	4,804	4,804	-
54094 A3 ATM Agricultural School FY10	20,000	-	20,000	20,000	-
54096 A1 STM Proctor St Easement	-	100	100	100	-
54097 A14 FY10 Waterways Improvement	3,500	-	3,500	1,497	2,003
54098 A18 Dam Inspection and Emergency	-	-	-	26,250	(26,250)
54099 A8 FY10 Tax Title Expense	-	20,000	20,000	10,344	9,656
Total Special Articles	28,500	31,404	59,904	62,994	(3,090)
GRAND TOTAL	\$12,791,076	\$(230,417)	\$12,560,659	\$12,566,517	\$(5,858)

TOWN OF ASHBURNHAM, MASSACHUSETTS

Special Revenue – Statement of Activity
For the Year Ended June 30, 2010Town Accountant
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	<u>BALANCE</u> <u>6/30/09</u>	<u>RECEIPTS</u>	<u>EXPENDED</u>	<u>INTEREST</u> <u>EARNED</u>	<u>TRANSFER</u> <u>OUT/IN</u>	<u>ENDING</u> <u>BALANCE</u> <u>6/30/10</u>
State Grants:						
Cultural Council Grant	5,148	4,000	5,018	35	-	4,165
COA Mart Tap Grant (incld rider fee)	(5,471)	53,731	53,045	-	-	(4,785)
Council on Aging Grant	(1,225)	6,640	5,415	-	-	-
State Aid to Libraries	326	5,714	5,493	-	-	547
Title V Septic Program	89,152	42,657	-	-	(25,854)	105,955
Compost Bin Grant	500	-	-	-	(500)	-
Extended Polling Hours	-	432	432	-	-	-
Senate Addl Polling Hours	-	2,410	2,410	-	-	-
Subtotal	\$ 88,430	\$115,583	\$ 71,813	\$ 35	\$(26,354)	\$105,882
State Public Safety Grants:						
Fire – State FY09 Equipment Grant	1,369	-	-	-	(1,369)	-
Police – State GHSB Traffic & Equip Grant	3,224	6,907	6,846	-	-	3,285
EDC – State E-911 Grant FY09	(4,765)	7,704	-	-	-	2,939
Police – E-911 Training Grant FY10	-	1,686	1,686	-	-	-
EDC – E-911 Incentive Grant FY10	-	17,453	17,453	-	-	-
Bullet Proof Vest Program	-	375	375	-	-	-
Subtotal	\$ (172)	\$ 34,126	\$ 26,360	\$ -	\$ (1,369)	\$ 6,224
Federal Grants:						
CDBG Grant #5206	20,811	-	-	-	-	20,811
FEMA/MEMA Dec 08 Storm	-	251,824	12,109	-	(239,715)	-
Cobra Health Insurance Subsidy	-	7,802	7,802	-	-	-
PHER H1N1 Flu Grant	-	10,685	5,378	-	-	5,307
Bullet Proof Vest Program	-	375	375	-	-	-
CDBG Program Income	-	4,779	-	-	-	4,779
ARRA EECDBG Solar Grant	-	75,000	-	22	-	75,022
Subtotal	\$ 20,811	\$350,465	\$ 25,664	\$ 22	\$(239,715)	\$105,919
Donations and Gifts:						
STM10 Russell Hill Land Purchase	21,870	-	-	-	-	21,870
Cushing Academy Pub Saf Donation	137,149	79,000	-	-	(79,000)	137,149
Fire Donations	110	-	-	-	-	110
Police Donations	465	100	163	-	-	402
Rail Trail Donations	2,717	306	-	-	-	3,023
Watatic Donations	40	-	-	-	-	40
Animal Control Donations	-	-	-	-	1,112	1,112
Subtotal	\$162,352	\$ 79,406	\$ 163	\$ -	\$ (77,888)	\$163,706
Receipts Reserved for Appropriations:						
Waterways Improvement Fund	5,801	2,455	-	-	(3,500)	4,756
Insurance Reimbursements	3,882	-	-	-	(3,882)	-
Insurance Reimbursements Over \$20k	138,000	152,459	4,287	-	(176,913)	109,259
Whitney Park 40B Receipts	44,000	-	-	-	(14,000)	30,000
Sale of Town Owned Land	15,220	-	-	-	(8,720)	6,500
<i>Revolving Funds (Chapter 53E 1/2)</i>						
Town Demolition Revolving	2,500	-	-	-	(2,500)	-
Hazardous Material Revolving	581	-	-	-	(581)	-
Landfill Sticker Revolving	4,807	43,613	41,849	-	-	6,570
Dog Officer Revolving Fund	2,288	1,015	771	-	(2,533)	-
Agricultural Comm. – Farmer’s Market	-	370	-	-	-	370
Alarm Revolving	-	-	-	-	-	-
Subtotal	\$217,079	\$199,912	\$ 46,907	\$ -	\$(212,629)	\$157,455
Other Special Revenue						
Law Enforcement Trust Fund	15,670	300	300	-	-	15,670
Solid Waste Recycling	227	-	-	-	(227)	-
Sale of Lots	16,028	1,140	-	-	-	17,168
Conservation Bylaw Fees	30	-	-	-	(30)	-
Conservation Wetland Fees	32,373	4,049	9,907	-	-	26,515

TOWN OF ASHBURNHAM, MASSACHUSETTS

Special Revenue – Statement of Activity
For the Year Ended June 30, 2010

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	<u>BALANCE</u> <u>6/30/09</u>	<u>RECEIPTS</u>	<u>EXPENDED</u>	<u>INTEREST</u> <u>EARNED</u>	<u>TRANSFER</u> <u>OUT/IN</u>	<u>ENDING</u> <u>BALANCE</u> <u>6/30/10</u>
Conservation OSC Revolving	364	-	-	-	-	364
Zoning Board OSC Revolving	856	-	-	-	-	856
Whitney Park Development	6,000	-	-	-	-	6,000
Comcast Cable Fees	21,048	67,972	80,287	-	-	8,734
Subtotal	\$ 92,597	\$ 73,461	\$ 90,493	\$ -	\$ (257)	\$75,308
Total All Special Revenue	\$581,097	\$852,951	\$261,400	\$ 57	\$(558,212)	\$614,493
Capital Project Funds						
Town Hall Renovations	1,611	-	1,058	-	-	553
Public Safety Building	8,571	-	1,603	-	-	6,968
Landfill Closure	32,379	-	-	-	-	32,379
Briggs School Feasibility Study	-	400,000	400,000	-	-	-
State Chapter 90 Grant	23	221,916	222,471	-	-	(532)
Total Capital Project Funds	\$ 42,584	\$621,916	\$625,133	\$ -	\$ -	\$ 39,368



TOWN OF ASHBURNHAM, MASSACHUSETTS

Trust Funds in Custody of Town Treasurer
For the Year Ended June 30, 2010

	<u>BEGINNING</u> <u>BALANCE</u> <u>6/30/09</u>	<u>ADDITIONS</u>	<u>INTEREST</u>	<u>EXPENDED</u>	<u>TRANSFER</u> <u>IN/OUT</u>	<u>ENDING</u> <u>BALANCE</u> <u>6/30/10</u>
Expendable Trusts:						
Stabilization	105,086	48,752	4,530	-	-	158,368
Capital Improvement	102,459	-	2,030	-	-	104,489
Cemetery General Care:						
Jacob H. Fairbanks	1,604	-	99	-	-	1,702
Ivers Adams	2,988	-	233	-	-	3,221
Lewis McIntire	2,981	-	193	-	-	3,175
McIntire	2,874	-	191	-	-	3,065
Jacob H. Fairbanks	1,854	-	110	-	-	1,965
McIntire	2,663	-	208	-	-	2,871
TOTAL	14,965	-	1,035	-	-	15,999
Cemetery Perpetual Care	82,146	-	7,262	-	-	89,407
Ashburnham Cushing Academy School Fund	42,739	-	3,464	-	(41,488)	4,715
Special Funds:						
Needham Flower	104	-	18	-	-	122
Ivers Adams Fund	1,644	-	53	-	-	1,697
School Boy Statue	12,622	-	381	-	-	13,003
Sylvia Gibson	321	-	47	-	-	368
Hoffman Flag Pole	20,173	-	657	2,044	-	18,787
Esther Oliver	17,705	-	575	-	-	18,280
Mary Abby Proctor	10,520	-	332	-	-	10,852
Town Improvement Fund	968	-	80	-	-	1,048
Hoffman 2015 AD	-	-	-	-	-	-
Sportsman's	3,803	-	187	-	-	3,990
Fuel Allocation	2,668	-	79	-	-	2,747
Taylor Flower	106	-	8	-	-	113
Conservation Land	7,844	-	265	-	-	8,109
Whitney Square	8,299	-	251	-	-	8,550

TOWN OF ASHBURNHAM, MASSACHUSETTS

Trust Funds in Custody of Town Treasurer
For the Year Ended June 30, 2010Town Accountant
2010 Annual Financial Report

	BEGINNING BALANCE <u>6/30/09</u>	<u>ADDITIONS</u>	<u>INTEREST</u>	<u>EXPENDED</u>	TRANSFER <u>IN/OUT</u>	ENDING BALANCE <u>6/30/10</u>
Ashburnham Housing Auth	8,093	-	239	-	-	8,332
Merton B. Lane	63	-	2	-	-	65
Gordon E. Erickson Memorial Fire/Rescue Fund	26,463	3,852	1,177	2,577	-	28,915
Bandstand Maintenance	2,695	-	81	-	-	2,776
Sweeney Playground	3,690	-	109	-	-	3,799
Ashburnham Athletic Area	2,726	-	80	-	-	2,806
Community Playground	7,454	-	231	-	-	7,685
Stevens Memorial Library	(131)	3,000	3	3,000	-	(128)
H. Olson Flower Fund	120	-	4	-	-	123
T. Nauvonen Flower Fund	120	-	4	-	-	123
Council on Aging	4,722	-	198	-	-	4,921
Doris L. Smith Flower Fund	36	-	31	-	-	67
Ashburnham Grange 202	-	5,021	149	-	-	5,170
TOTAL	142,827	11,873	5,240	7,621	-	152,319
Total Expendable Funds	490,221	60,624	23,560	7,621	(41,488)	525,296
Municipal Light Trust Funds						
Depreciation Fund	621,519	239,176	22,211	-	(149,617)	733,288
Meter Deposit Fund	46,837	16,300	1,501	-	(11,762)	52,877
Total Light Trust Funds	668,356	255,476	23,712	-	(161,379)	786,165
TOTAL ALL EXPENDABLE TRUSTS	1,254,291	350,773	47,522	52,626	(179,222)	1,420,738
Non Expendable Trust Funds						
Cemetery General Care:						
Jacob H. Fairbanks	1,740	-	-	-	-	1,740
Ivers Adams	4,067	-	-	-	-	4,067
Lewis McIntire	3,576	-	-	-	-	3,576
McIntire	3,618	-	-	-	-	3,618
Jacob H. Fairbanks	1,886	-	-	-	-	1,886
McIntire	4,377	-	-	-	-	4,377
Total Cemetery General	19,262	-	-	-	-	19,262
Cemetery Perpetual Care	164,061	5,760	-	-	-	169,821
Ashburnham Cushing Academy School Fund	116,391	-	-	-	-	116,391
Special Funds:						
Needham Flower	500	-	-	-	-	500
Ivers Adams Fund	1,264	-	-	-	-	1,264
School Boy Statue	300	-	-	-	-	300
Sylvia Gibson	1,258	-	-	-	-	1,258
Hoffman Flag Pole	2,060	-	-	-	-	2,060
Esther Oliver	1,816	-	-	-	-	1,816
Mary Abby Proctor	600	-	-	-	-	600
Town Improvement Fund	300	-	-	-	-	300
Hoffman 2015 AD	18,405	-	543	-	-	18,947
Sportsman's	2,550	-	-	-	-	2,550
Taylor Flower	150	-	-	-	-	150
Whitney Square	200	-	-	-	-	200
Council on Aging	2,000	-	-	-	-	2,000
Doris L. Smith Flower Fund	1,000	-	-	-	-	1,000
Total Special Funds	32,403	-	543	-	-	32,946
TOTAL NON-EXPENDABLE TRUST	327,559	5,760	543	-	-	338,420

TOWN OF ASHBURNHAM, MASSACHUSETTS

Trust Funds in Custody of Town Treasurer
For the Year Ended June 30, 2010

Town Accountant
2010 Annual Financial Report

	BEGINNING BALANCE <u>6/30/09</u>	<u>ADDITIONS</u>	<u>INTEREST</u>	<u>EXPENDED</u>	TRANSFER <u>IN/OUT</u>	ENDING BALANCE <u>6/30/10</u>
TOTAL ALL TRUST FUNDS	1,586,408	356,533	48,065	52,626	(179,222))	1,759,158
Trust funds in custody of Library Trustees					Change in Invest Value	
Library Trust – Held In Custody by Library Trustees	95,714	34,673	250	45,005	23,645	109,277

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TOWN OF ASHBURNHAM, MASSACHUSETTS

Water Enterprise Fund
STATEMENT OF EXPENDITURES AND REVENUES BUDGET VS ACTUAL FY2010

Town Accountant
2010 Annual Financial Report

	FY10 <u>ORIGINAL BUDGET</u>	<u>TRANSFERS</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>AVAILABLE BUDGET</u>
WATER REVENUE					
42100 Water Revenue	656,391	(24,705)	631,686	574,568	57,118
42101 Water Added to Taxes	-	-	-	110,755	(110,755)
48420 Tax Title Water Liens	-	-	-	2,808	(2,808)
42102 Page Beach Revenue	5,814	-	5,814	12,654	(6,840)
44230 Connection Fees	-	-	-	17,500	(17,500)
48200 Bank Interest	500	-	500	-	500
48201 Water Interest & Charges	-	-	-	13,919	(13,919)
48202 Water Misc	-	-	-	7,534	(7,534)
TOTAL WATER REVENUE	\$ 662,705	\$ (24,705)	\$ 638,000	\$ 739,738	\$ (101,738)
WATER EXPENSES					
51100 Salary & Wages Regular	142,758	(22,000)	120,758	115,244	5,514
51200 Salary & Wages Temporary	100	-	100	-	100
51300 Salary & Wages Overtime	15,000	-	15,000	16,310	(1,310)
52100 Energy & Utilities	12,000	-	12,000	5,130	6,870
52400 Repairs & Maintenance	26,452	-	26,452	22,271	4,181
52410 Hydrant Maintenance	5,000	-	5,000	1,376	3,624
52420 Outside Meter Maintenance	1,000	-	1,000	-	1,000
53000 Prof & Tech Services	14,000	-	14,000	21,690	(7,690)
53400 Communications	6,500	-	6,500	6,281	219
54200 Supplies	6,000	-	6,000	3,792	2,208
54300 Minor Equipment	1,000	-	1,000	455	545
54800 Vehicular Supplies	4,000	-	4,000	3,495	505
57100 Prof Devel & Travel	1,000	-	1,000	507	493
57300 Oper & Maint of Filtration	140,000	-	140,000	149,081	(9,081)
59170 Water Principal	129,587	-	129,587	130,571	(984)
59175 Water Interest	35,603	-	35,603	35,602	1
SUBTOTAL	540,000	(22,000)	518,000	511,805	(3,875)
WATER – SPECIAL ARTICLES & INDIRECT COSTS					
53100 Pay In-Lieu – Indirect Cost	120,000	-	120,000	120,000	-
68525 Art 37 DPW Truck FY08	-	13,316	13,316	1,473	11,843
SUBTOTAL	120,000	13,316	133,316	121,473	11,843
TOTAL WATER EXPENSES	\$ 660,000	\$ (8,684)	\$ 651,316	\$ 633,278	\$ 7,968
NET GAIN/LOSS ACTITIVY	\$ 2,705	\$(16,021)	\$ (13,316)	\$ 106,460	\$ 93,770

TOWN OF ASHBURNHAM, MASSACHUSETTS

Sewer Enterprise Fund

STATEMENT OF EXPENDITURES AND REVENUES BUDGET VS ACTUAL FY2010

**Town Accountant
2010 Annual Financial Report**

	FY10 ORIGINAL BUDGET	TRANSFERS	FINAL BUDGET	ACTUAL	AVAILABLE BUDGET
SEWER REVENUE					
42120 Sewer Usage Fees	582,531	-	582,531	457,730	124,801
42121 Sewer User Chgs Added to Tax	-	-	-	81,799	(81,799)
48420 Tax Title – Sewer Liens	-	-	-	5,773	(5,773)
48421 Tax Title – Sewer Assessments	-	-	-	1,988	(1,998)
44200 Sewer Fees/Permits	-	-	-	1,000	(1,000)
44230 Connection Fee	-	-	-	20,000	(20,000)
47600 Sewer Assessments	202,742	-	202,742	211,855	(9,113)
47601 Sewer Asst Added to Taxes	500	-	500	4,664	(4,164)
48200 Sewer Add to Tax Interest	-	-	-	-	-
48210 Assessment Interest	500	-	500	8,858	(8,358)
48410 Sewer Interest	-	-	-	578	(578)
TOTAL SEWER FUND REVENUE	786,273	-	786,273	794,244	(7,971)
SEWER EXPENSES					
51100 Salary & Wages Regular	142,758	-	142,758	115,244	27,514
51200 Salary & Wages Temporary	100	-	100	-	100
51300 Salary & Wages Overtime	16,000	-	16,000	20,079	(4,079)
52100 Energy & Utilities	43,000	-	43,000	46,237	(3,237)
52400 Repairs & Maintenance	38,000	-	38,000	22,264	15,736
53000 Prof & Tech Services	24,463	-	24,463	16,707	7,756
53400 Communications	5,000	-	5,000	3,986	1,014
54200 Supplies	4,000	-	4,000	2,900	1,100
54300 Minor Equipment	1,000	-	1,000	455	545
54800 Vehicular Supplies	3,000	-	3,000	2,828	172
56920 Service Charges/Gardner	290,000	-	290,000	271,298	18,702
59160 Sewer Principal	216,212	-	216,212	215,288	924
59165 Sewer Debt Interest	51,467	-	51,467	51,466	1
TOTAL SEWERAGE COLL & DISPOSAL	835,000	-	835,000	768,752	56,766
53100 Pay In-Lieu – Indirect Cost	150,000	-	150,000	150,000	-
TOTAL SEWER FUND EXPENSES	985,000	-	985,000	918,752	56,766
NET GAIN/LOSS ACTIVITY	\$(198,727)	-	\$(198,727)	\$(124,508)	\$(64,737)
Other Financing Sources:					
Use of Retained Earnings	198,727	-	198,727	(124,508)	74,219

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TOWN OF ASHBURNHAM, MASSACHUSETTS

Agency Fund

For the Year Ended June 30, 2010

**Town Accountant
2010 Annual Financial Report**

	BALANCE 6/30/09	RECEIPTS	EXPENDED	INTEREST EARNED	ENDING BALANCE 6/30/10
Police Outside Detail	(991)	41,735	56,605	-	(15,861)
Fire/EMS Outside Detail	(480)	2,030	3,414	-	(1,864)
Due to Light - Flashers	127	98	108	-	116
<i>Bid Deposits:</i>					
Birchwood Acres Bond Escrow	2,723	-	-	-	2,723
Fairview Subdivision Escrow	15,761	-	-	-	15,761
TOTAL AGENCY FUND	\$17,140	\$43,862	\$60,127	-	\$ 875

TOWN OF ASHBURNHAM, MASSACHUSETTS

Schedule of Debt Outstanding
 Authorized and Unissued
 Year Ended June 30, 2010

**Town Accountant
 2010 Annual Financial Report**

	<u>Outstanding July 1, 2009</u>	<u>Issued this Fiscal Year</u>	<u>MWPAT Subsidy</u>	<u>Retired this Fiscal Year</u>	<u>Outstanding June 30, 2010</u>
General Obligation Bonds:					
Purpose					
Departmental Equipment	120,000	-	-	40,000	80,000
Fire Truck	130,000	-	-	65,000	65,000
Sewer 8-25-04 Loan 95-19	3,259,500	-	90,351	211,549	2,957,600
Water DW-99-07	1,685,940	-	32,842	96,188	1,556,909
Water DW-99-07A	183,121	-	3,928	10,703	168,490
Water – Page Beach shsin 7-25-07	80,000	-	-	20,000	60,000
Septic System Title V 01-19 MWPAT 98-1019	107,959	-	-	9,834	98,125
Septic System Title V 04-22 – T5-98-1019	139,968	-	-	10,020	129,948
Septic System Title V 12-18-07 MWPAT T5-98-1019	114,000	-	-	6,000	108,000
Town Hall Renovation 2009	2,729,000	-	-	159,000	2,570,000
Public Safety Building – Debt Excluded	4,966,000	-	-	271,000	4,695,000
Public Safety Building	816,000	-	-	51,000	765,000
TOTAL LONG TERM DEBT	14,331,488	-	127,121	950,294	13,254,072

	<u>Date of Vote</u>	<u>Amount Authorized</u>	<u>Issued Retired Rescinded</u>	<u>Unissued June 30, 2010</u>
Authorized and Unissued:				
Purpose				
Public Safety Building	May 1, 2004	34,000	34,000	-
Fire Ambulance	May 3, 2003	-	-	-
Septic Repairs	May 7, 2005	200,000	200,000	-
Septic Repairs	May 1, 2004	200,000	200,000	-
Town Hall Renovation	May 7, 2005	-	-	-
Page Beach CDBG	January 19, 2006	-	-	-
Russell Hill Land Purchase	January 24, 2007	262,000	262,000	-
Public Safety Building	May 5, 2007	54,000	54,000	-
JR Briggs Feasibility Study	November 13, 2008	400,000	400,000	-
Dam Inspections	May 2, 2008	40,000	-	40,000
Water Tank – USDA Loan	May 8, 2010	-	-	2,640,000
Total Authorized and Unissued		1,190,000	1,150,000	2,680,000
Total Long Term Debt and Authorized and Unissued				\$15,934,072

TOWN OF ASHBURNHAM, MASSACHUSETTS
 TRUST FUNDS
 JUNE 30, 2010

Town Treasurer
 2010 Annual Financial Report

	<u>JUNE 30,</u> <u>2009</u>	<u>ADDITIONS</u>	<u>INTEREST</u>	<u>EXPENDED</u>	<u>JUNE 30,</u> <u>2010</u>
STABILIZATION	\$ 106,086.01	\$ 48,751.51	\$ 4,530.00	\$ 1,000.00	\$ 158,367.52
CAPITAL IMPROVEMENT	113,458.57	-	2,029.80	11,000.00	104,488.37
CEMETERY GENERAL CARE:					
Jacob H. Fairbanks	3,343.43	-	98.61	-	3,442.04
Ivers Adams	7,054.52	-	233.12	-	7,287.64
Lewis McIntire	6,557.47	-	193.41	-	6,750.88
McIntire	6,491.46	-	191.45	-	6,682.91
Jacob H. Fairbanks	3,739.98	-	110.29	-	3,850.27
McIntire	7,040.06	-	207.62	-	7,247.68
Needham Flower	604.01	-	17.80	-	621.81
Hoffman Flag Pole	22,445.43	-	657.47	2,256.28	20,846.62
Taylor Flower	255.88	-	7.55	-	263.43
H. Olson Flower	119.73	-	3.53	-	123.26
T. Nauvonen Flower	119.73	-	3.53	-	123.26
Doris L. Smith Flower	1,035.98	-	30.56	-	1,066.54
Ashburnham Grange	-	5,020.79	148.76	-	5,169.55
TOTAL	<u>58,807.68</u>	<u>5,020.79</u>	<u>1,903.70</u>	<u>2,256.28</u>	<u>63,475.89</u>
CEMETERY PERPETUAL CARE	\$ 242,526.42	\$ 3,680.00	\$ 7,261.62	\$ -	\$ 253,468.04
ASHBURNHAM CUSHING ACADEMY SCHOOL FUND	\$ 159,130.71	\$ -	\$ 3,463.83	\$ 41,488.00	\$ 121,106.54
SPECIAL FUNDS:					
Ivers Adams Fund	2,907.84	-	53.32	-	2,961.16
School Boy Statue	12,921.50	-	381.10	-	13,302.60
Sylvia Gibson	1,579.24	-	46.57	-	1,625.81
Esther Oliver	19,520.13	-	575.09	-	20,095.22
Mary Abby Proctor	12,120.41	-	332.05	1,000.00	11,452.46
Town Improvement Fund	1,267.74	-	80.16	-	1,347.90
Hoffman 2015 AD	18,404.67	-	542.80	-	18,947.47
Sportsman's	6,352.92	-	187.36	-	6,540.28
Fuel Allocation	2,668.23	-	78.70	-	2,746.93
Conservation Land	11,948.04	-	265.40	4,104.43	8,109.01
Whitney Square	8,499.13	-	250.64	-	8,749.77
Ashburnham Housing Authority	8,093.23	-	238.67	-	8,331.90
Merton B. Lane	63.12	-	1.85	-	64.97
Gordon E. Erickson Memorial Fire/Rescue Fund	39,928.74	0.80	1,177.31	2,577.00	38,529.85
Bandstand Maintenance	2,929.90	-	81.42	235.00	2,776.32
Sweeney Playground	3,690.34	-	108.84	-	3,799.18
Ashburnham Athletic Area	2,725.66	-	80.38	-	2,806.04
Community Playground	8,755.31	-	230.64	1,301.00	7,684.95
Stevens Memorial Library	118.62	-	3.48	-	122.10
Council on Aging	6,722.49	-	198.28	-	6,920.77
TOTAL	<u>\$ 171,217.26</u>	<u>\$ 0.80</u>	<u>\$ 4,914.06</u>	<u>\$ 9,217.43</u>	<u>\$ 166,914.69</u>
TOTAL ALL FUNDS	<u>\$ 851,226.65</u>	<u>\$ 57,453.10</u>	<u>\$ 24,103.01</u>	<u>\$ 64,961.71</u>	<u>\$ 867,821.05</u>
DEPRECIATION FUND	\$ 621,519.13	\$ 239,558.16	\$ 22,210.59	\$150,000.00	\$ 733,287.88
METER DEPOSIT FUND	\$ 46,836.64	\$ 16,300.00	\$ 1,501.44	\$ 12,087.21	\$ 52,550.87
GRAND TOTAL	\$1,519,582.42	\$ 313,311.26	\$ 47,815.04	\$227,048.92	\$1,653,659.80

<u>Purpose</u>	<u>Amount of Issue</u>	<u>Date of Issue</u>	<u>Payment Due</u>				
			<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
<i><u>Excluded Debt:</u></i>							
Public Safety Building	\$4,966,000	07/01/08	464,470	454,845	445,220	435,595	430,533
Town Hall Renovation	2,729,000	07/01/08	258,475	253,050	247,625	242,200	231,675
Fire Truck	325,000	11/22/05	66,593				
<i><u>Non-Excluded Debt:</u></i>							
Public Safety Building	816,000	07/01/08	75,874	74,299	72,724	71,149	69,518
Capital Equipment	200,000	06/27/07	43,760	41,880			
<i><u>Title V Septic Repair:</u></i>							
Loan #1	176,796	08/01/01	9,901	9,901	9,901	9,901	9,901
Loan #2	190,580	07/01/04	10,020	10,020	9,724	9,972	9,972
Loan #3	120,000	12/18/07	6,000	6,000	6,000	6,000	6,000
<i><u>Temporary Issues:</u></i>							
Briggs Feasibility Study	400,000	09/24/09	9,900				
<i><u>Water/Sewer:</u></i>							
Water #1	2,164,925		125,716	125,110	126,023	131,142	129,072
Water #2	233,098		13,242	13,253	13,355	12,460	11,896
Sewer	4,392,400		272,655	264,124	271,436	275,749	278,890
Page Beach	100,000	07/25/07	22,350	21,410	20,470		
TOTALS	\$16,813,799		1,378,956	1,273,892	1,222,479	1,194,168	1,177,457

Board of Assessors 2010 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 1st preceding each fiscal year.

In January, Regional Resource Group, Inc., a regional provider of assessment services, entered into a contract with the Town providing our office with staff to handle valuation related tasks including revaluations, evaluation of real estate and personal property abatements, Appellate Tax Board cases, property inspections, and Department of Revenue reporting related to the setting of the tax rate.

The Board of Assessors had a change in members in 2010. Both Dick Coswell and Paul Chute retired from the Board of Assessors in January. The Board welcomed new members Celia Jornet in March and Walter Harrington in July.

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. 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.

Respectfully submitted by the Board of Assessors

Celia Jornet, Chair
Donna Burton, Clerk/Member
Walter Harrington, Member

Staff

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



ANNUAL REPORT – 2010 TOWN OF ASHBURNHAM, ASSESSORS OFFICE

Fiscal 2010 Assessments and Revenues by Major Property Class

<u>Property Class</u>	<u>Levy Percent</u>	<u>Valuation by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	95.7080	600,605,155	16.15	9,699,773.25
Open Space	-	-	16.15	-
Commercial	2.3097	14,494,445	16.15	234,085.29
Industrial	0.7884	4,947,700	16.15	79,905.36
Personal Property	1.1939	7,492,082	16.15	120,997.12
TOTALS	100.0000	627,539,382	16.15	10,134,761.02

Valuation and Tax History

<u>Fiscal Year</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Change (%)</u>
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
2004	13.32	481,484,195	3,976	6,413,369.48	

Fiscal Year 2010 Abstract of Assessments

<u>Property Class Code/Description</u>	<u>Accts</u>	<u>Class Valuation</u>	<u>Avg. Value</u>
012 – 043 Mixed Use Properties	13	4,550,900	350,069
101 Residential Single Family	2,374	541,441,800	228,072
102 Residential Condominiums	-	-	-
104 Residential Two Family	39	8,641,400	221,574
105 Residential Three Family	5	1,276,100	255,220
Miscellaneous Residential	48	10,250,900	213,560
111 – 125 Apartments	4	1,547,300	386,825
130 – 132, 106 Vacant Land	1,089	35,383,800	32,492
300 – 393 Commercial	43	10,439,200	242,772
400 – 442 Industrial	28	4,947,700	176,074
501 – 508 Personal Property	361	7,492,082	20,754
600 – 821 Chapter 61, 61A, 61B	82	1,568,200	19,124
TOTALS	4,086	627,539,382	

Assessor's Account for Exemptions and Abatements

<u>Description</u>	<u>FY2010</u>	<u>FY2009</u>	<u>FY2008</u>	<u>FY2007</u>	<u>FY2006</u>
Assessor's Overlay	95,647.83	121,385.04	86,245.11	128,411.12	65,853.36
Overlay Deficits	-	-	-	-	2,072.91
Charges to 6/30/10	77,216.80	102,275.99	73,612.22	73,987.56	65,853.36
Amount Released	18,431.03	19,109.05	12,632.89	54,423.56	2,072.91

New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change (%)</u>
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
2004	12,135,556	13.32	187,131	66.923

LAND USE



Conservation Commission 2010 Annual Report

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

Two thousand ten was the most challenging year to date for the present membership of the Conservation Commission. In June, Conservation Agent, Lori Capone resigned to assume a full-time position as Assistant Natural Resources Director for the Town of Concord (MA). Since her arrival in February 2006, Lori executed her assigned duties with utmost professionalism and an unwavering commitment to her responsibilities as the Town's Conservation Agent. In 2009, she also assumed the duties of the Land Use Administrator due to the departure of staff in the Land Use office, again illustrating her breadth of knowledge and abilities. Lori's preparation for Commission meetings always was thorough and insightful and, during meetings/hearings too numerous to count, Lori was a valued source of guidance that served the Commission well. Her knowledge and understanding of wetland statutes and regulations were second to none, and she never failed to make herself available to townspeople in need of assistance in navigating State/municipal wetland permitting processes. The Commission was fortunate to have Lori as a partner during her years of service to the Town. Since her departure, Lori's skills, as well as her passion for environmental protection and public services, have been and will continue to be profoundly missed.

Another setback was the resignation of Lorraine DeSouza, a 10-year veteran of the Commission with a vast knowledge of past projects and proceedings. During her tenure, Lorraine was an important and, perhaps most importantly, involved member of the Commission who unselfishly devoted her time to project reviews, site inspections, etc. to ensure that Commission-issued permits/approvals contained the conditions and directives necessary to avoid, minimize and mitigate impacts to wetland resources. Lorraine's commitment to the Commission and input relative to wetland resource protection will be greatly missed, as well.

Moreover, the Commission's efforts in reviewing applications filed pursuant to the State Wetlands Protection Act, the State Rivers Protection Act, the Ashburnham Wetlands Protection Bylaw, and the Bylaw Rules and Regulations were further hindered

by only having three (3) members sitting on the Commission, instead of the allowable five (5). This has required the Commission to invoke the Rule of Necessity on multiple occasions. We welcome the opportunity to meet with any residents interested in serving on the Commission either as a member or alternate.

Despite our losses, the Commission accommodated a steady workload throughout the year, but only through the selfless and time-consuming commitments of Commission members. The Commission processed three (3) Determinations of Negligible Impact, and conducted public hearings and issued permits/approvals for one (1) Abbreviated Notice of Resource Area Delineation, five (5) Requests for Determination of Applicability, twelve (12) Notices of Intent and one (1) Amended Order of Conditions. Additionally, the Commission reviewed and approved ten (10) Extension Orders, eight (8) Certificates of Compliance and one (1) Emergency Permit related to beaver activity. The Commission also issued two (2) Enforcement Orders and reviewed several Forest Cutting Plans.

Collectively, the Commission responded to over 40 applications and related filings, and also held informal meetings with numerous prospective applicants. Due to the lack of a full-time Conservation Agent, it was necessary for the Commission Chair to perform several site inspections prior, during and subsequent to approved construction and other regulated activities, and on multiple occasions to meet with prospective contractors on properties at which work subject to Commission jurisdiction may be conducted. For this same reason, the Commission Chair also spent considerable time fulfilling the Commission's day-to-day responsibilities, namely the review of and response to e-mail and telephone inquiries; file review and research; coordination with the Land Use Administrator and Building Inspector, and assisting applicants with completing permit applications, including the determination of State/municipal filings fees and overall filing requirements.

Based on Commission reviews conducted in 2009, a program to control invasive purple loosestrife (*Lythrum salicaria*) via the release of *Galerucella* sp. Beetles was initiated along Route 119. Commission member Alana Archangelo, former Commission member Lorraine DeSouza and resident and elementary school teacher Mary Gagnon, in conjunction with staff from the Nashua River Watershed Association, played key roles and generously volunteered their time to this effort. The use of these beetles as biological control agents has yielded positive results elsewhere and it is hoped that monitoring in 2011 will confirm similar results.

The Commission also completed its oversight of Jeff Merrill, a prospective Eagle Scout, and his efforts to develop the first train system on the Russell Hill property located on Russell Hill Road. During 2009 and 2010, Jeff organized fellow students at Cushing Academy and supervised the establishment of trails that will serve the public for years to come. The Commission congratulates Jeff on a job well done.

Unfortunately, no progress was made on finalizing the long overdue update to the Open Space and Recreation Plan (OSRP), again due to the lack of a full-time Conservation Agent. The absence of staff also hampered the Commission's ability to enforce observed violations of State/municipal wetland regulations, such as illegal dock construction, land clearing and the alteration of wetland resources. As a result, the Town forfeited otherwise collectible income in the form of State/municipal filing fees.

The Conservation Commission meets on the 2nd and 4th Monday of the month. To meet or speak with the Commission, please contact the Land Use Administrator in the Land Use Office, Mondays through Thursdays at 978-827-4100 extension 117.

Respectfully submitted by the Conservation Commission,

Marshall W. Dennis, Chairman
Chris Picone
Alana Archangelo



Planning Board 2010 Annual Report

To the Honorable Board of Selectmen:

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 Bylaw 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 Laws 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 subdivision and providing access to lots therein.

Following the 2010 Annual Town Election, Joe Daigle was elected to a 4-year term and Joseph Kalagher was re-elected to a 5-year term. The five member board reorganized and John MacMillan was re-elected to the position of Chairman, Joseph Kalagher was re-elected to serve as Vice-Chairman, and Bruce Whitney was re-elected to serve as Clerk to the Board. The Planning Board regularly met on the 2nd and 4th Thursday evenings at 6:30 p.m. in the Town Hall. In calendar year 2010 the Board conducted 20 regular meetings and performed numerous on-site visits as well as meeting with other Boards and Committees.

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

During the calendar year 2010 the Board approved 12 "Approval Not Required" (ANR) plans of land as compared to 5 in 2009.

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 2010.

No new Preliminary or Definitive Subdivisions were submitted to the Board during 2010, a continuing sign of the slowdown in the housing market.

The Planning Board applied for and received three grants from the Montachusett Regional Planning Commission funded through the Commonwealth of Massachusetts "District Local Technical Assistance" Program. The grants assisted the Town in (1) re-writing the "Open Space Residential Development Bylaw to allow such proposals by right; (2) Planning assistance to create a "Cultural Plan" for the Town; and (3) to review and re-write the "Development Rate Limitation" portion of the Ashburnham Zoning Bylaws. All three projects have been completed and

Planning Board
2010 Annual Report (continued)

the Planning Board will be presenting the Cultural Plan to the Selectmen during the first quarter of 2011 and Zoning Bylaws will be recommended to the Annual Town Meeting in May 2011. A copy of the completed "Cultural Plan" may be seen on the Planning Board's page on the Town's website.

The Planning Board would like to welcome Mary Ellen Kelly as the new Land Use Administrator.

The Planning Board now has a great deal of information on the Town's website and can be viewed at www.ashburnham-ma.gov/. We welcome your comments on the website. The Board also conducts Open Discussion at the start of each meeting, and those having questions and concerns about the planning process in the Town are encouraged to attend.

Respectfully submitted,

John MacMillan, Chair
Joseph Kalagher, Vice Chair
Bruce Whitney, Clerk
William Nolan
Joseph Daigle
Thomas Ruble, Associate Member



Zoning Board of Appeals
2010 Annual Report

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

The Zoning Board of Appeals has heard the following appeals:

Appeal # - 10-01

Todd Rivers Inc., Lincoln Ave., M14/P71 – RB District

Hearing Date

April 21, 2010

Decision Date – *April 21, 2010*

Relief Sought

Seeks a variance from section 4.2 of the Ashburnham Zoning Bylaws to construct a new single family home because it does not meet the 1973 area of 45,000 sq. ft. during which time the sub-division was applied.

Action

Denied

Appeal # - 10-02

Gary & Michelle Kerins, 31 Hay Rd., M66/P3, RB District

Hearing Date

May 5, 2010

Decision Date – *May 5, 2010*

Relief Sought

Seeks a special permit from section 1.42 of the Ashburnham Zoning Bylaws to construct a 14' wide x 6' deep addition

Action

Granted Special Permit with conditions

Appeal # - 10-03

Walt & Rosemarie Meissner, 100 Main St., M21/P126, VC-R District

Hearing Date

July 21, 2010

Decision Date – *July 21, 2010*

Relief Sought

Seeks a special permit from Section 3.22(b) of the Ashburnham Zoning Bylaw to convert a single family dwelling existing prior to the adoption of this bylaw to accommodate not more than two (2) families.

Action

Granted special permit with conditions.

Appeal # - 10-04

Joseph Gallien, 6 Blue Ave., M52/P, RB District

Hearing Date

July 28, 2010

Decision Date – *July 28, 2010*

Relief Sought

For a finding from section 1.42 of the Ashburnham Zoning Bylaws to build a 20'x12' three season enclosed porch and attic.

Action

A finding was made that a special permit may be sought under Sec. (1.42) A special permit was granted.

Appeal # - 10-05

Cellco Partnership d/b/a Verizon Wireless, 87 Byfield Rd, M41/P8, RB District

Hearing Date

August 18, 2010 – Continued to September 8, 2010

Decision Date – *September 8, 2010*

Relief Sought

Seeks a special permit from section 5.5 of the Ashburnham Zoning Bylaws to add an array of panel antennas to the top of an existing 216' self-supporting lattice tower and add a 12'x30'

**Zoning Board of Appeals
2010 Annual Report (continued)**

equipment shelter and a back up generator to the property.

Action

*Granted special permit **with conditions.***

Appeal # - 10-06

George Gorrell, 99 Willard Road, M35/P10, R/A District

Hearing Date

October 27, 2010, Continued to November 19, 2010, December 8, 2010 and February 23, 2011.

Decision Date – *no decision, continued*

Relief Sought

Seeks a Special Permit from section 3.24(t) of the Ashburnham Zoning Bylaws for storage of construction equipment and building material.

Action

To be continued February 23, 2011.

Appeal # - 10-07

Kevin Broderick, 5 Birchwood Terrace, M14/P93, R/B District

Hearing Date

October 27, 2010

Decision Date – *October 27, 2010*

Relief Sought

Seeks a variance from section 4.2 schedule of Dimensional Regulations of the Ashburnham Zoning Bylaws to allow the construction of a 6' x 36' farmer's porch to the front of the home.

Action

Granted a variance as presented and shown on the plan.

Appeal # - 10-08

Ocrah Land Development, LLC, 117 South Main St., M59/P54, R/A District

Hearing Date

November 3, 2010

Decision Date – *November 3, 2010*

Relief Sought

Seeks a Special Permit from section 1.42 of the Ashburnham Zoning Bylaws to construct a non-conforming structure to replace an existing non-conforming structure.

Action

*Granted a Special Permit **with conditions.***

Respectfully submitted,
David Perry, Chair
Joseph Daigle, Clerk
Terry Girouard
Cheryl Anderson
Rich Archer
Mark Carlisle



PUBLIC SAFETY



Police Department 2010 Annual Report

To the Honorable Board of Selectmen and Residents of Ashburnham:

It gives me great pleasure to submit the 2010 Annual Report for the Police Department and Emergency Dispatch Center. Again, this year has shown to be very challenging due to the economic state of our country. Our #1 goal is and has always been to provide the best service to the community as possible. With confidence, I can assure you the Police and Dispatch Departments have done this under some very challenging times. I continue to explore every reasonable opportunity there is to cut cost without cutting services, but this is not a new practice, it is something I do even when the economy is thriving. One thing we haven't been able to do is increase services to meet the ever growing needs of our residents. Even though our budgets are shrinking, we continue to see an increase in crime and request for police services within our community. Like the trend nationwide, violent crime has increased in Ashburnham as well.

I continue to explore every grant option that will assist us in our work. Through Homeland Security we received, at no cost, a solar message board trailer valued at \$13,400 and a lighting/generator trailer valued at \$8,000. Both units are available for all Town Departments to use and will be a great tool for us at accident scenes, structure fires and water main breaks as well as other emergency and non-emergency events.

In the fall, we saw the installation of a carport with solar panels mounted on the roof at the Public Safety Building (PSB). The project was funded from grant funds and the Ashburnham Municipal Light Department (AMLD). The original plans for the PSB had a carport, but it was cut because of funding. It is estimated that the solar will produce somewhere between 10% and 20% of the building's electricity each year. I would like to thank Stan Herriott from the AMLD for his hard work, support and devotion towards this project.

Police Personnel:

A promotional process for the position of Police Sergeant was conducted for qualified candidates within the department in early 2010. This position was made available by the retirement of Sergeant Brennan at the end of 2009. We had four of our

Patrol Officers apply for the position. The process included a written exam and an interview process all based on a points system and administered by an outside resource. Although all officers did very well in the process and would have excelled in the position, Officer Chris Conrad scored the highest and was appointed to the rank of Police Sergeant in May.

In April, Officer Kevin Kaddy completed the 22 week full-time Police Academy operated by the Massachusetts Municipal Police Training Committee in Randolph. I also recommended that part-time Dispatcher Robert Gariepy be appointed as a part-time Police Officer. Robert will continue to work in the Dispatch Center while he is training to be a part-time officer. I offer my congratulations to these officers for their accomplishments.

Although our full-time staff level has stayed the same in 2010, we are far below the national and state recommendations and average for full-time police officers based on population. Based on these recommendations, calls for service and safety concerns, the Ashburnham Police Department should be staffed at a minimum level of 2 full-time officers per 1,000 residents or approximately 12 full-time officers. We are currently at 9 full-time officers, including the Chief.

There has not been an increase in the full-time staff in well over six years, but the workload has increased drastically. More importantly, I am concerned for the safety of the officers and residents because of our ability or inability to respond to calls at certain times when we only have one officer on duty or when call volume is up. Ashburnham should have moved well beyond these staffing levels years ago, it is not reasonable or safe to have one officer on duty at any given time.

I will continue to work with the Town Administrator and Board of Selectmen to address these concerns. In 2011 we will be looking at every possible way to address the inadequate staffing concerns in the most feasible way.

Training:

All Police personnel attended and completed the yearly in-service training program provided by the Massachusetts Police Training Council and/or Municipal Police Institute. Web-based training is becoming more and more available in the police world. It offers training in many areas of policing and is much more user-friendly and affordable.

Although web-based training is increasing and provides a great training tool, it does not replace the hands-on training needed to provide and maintain certain skills and efficiency.

Other training programs attended are:

1. CPR/First Responder Certification

Police Department 2010 Annual Report (continued)

2. Automatic Defibrillator Training and Certification
3. Firearms Training and Certification
4. Firearms Instructor Certification
5. Tactical Training
6. Narcotics Investigations
7. Breathalyzer Certification
8. Child Safety Restraints
9. Sexual Assault & Rape Investigation
10. Sergeant's Basic Training
11. Administrative Training

Community Policing:

The Police Department continues to maintain a Website at www.ashburnhampd.com. The site is always a work in progress and offers a variety of online services to our residents. It also allows another means to communicate with officers through email. Please visit our site and make any suggestions on how we can improve it to better serve you.

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.

Detective Report:

The role of the Detective in the Ashburnham Police Department includes criminal investigations, liaison to the courts, court prosecutor, and evidence officer and the Detective is assigned to work with the North Worcester County Drug Task Force to counter illegal narcotics and other related criminal activity that affects this area in a negative way. Many investigative hours by the Detective are focused on narcotics violations including distribution of narcotics, sexual assaults/rapes, computer crimes and financial crimes. Unfortunately, because of budget reductions and constraints, last year the Detective was reassigned to cover patrols as his primary responsibility. This has resulted in prioritizing investigations and has created delays in investigating criminal incidents.

Marine Patrol:

The Police Department continued to provide boat patrols on our lakes in Ashburnham in 2010. These patrols were funded by the Ashburnham Lakes Coalition and occurred between Memorial Day and Labor Day. Our goal is to educate and increase

safety for everyone using our lakes. The Police Department had no reported boat accidents for 2010.

Traffic:

The Ashburnham Police Department received a grant for \$4,500 from the Governor's Highway Safety Bureau to help offset overtime cost for additional traffic enforcement patrols. These patrols targeted aggressive drivers, seatbelt violations and drunk drivers.

The Ashburnham Police Department is committed to making our streets safe for all vehicles that travel within our community and the people that walk our streets.

VEHICLE VIOLATION BREAKDOWN

2010

Total Traffic Stops	1,383
Arrests as a result of stop	21
Criminal Complaints	73
Civil Fines Issued	326
Written Warnings	338
Verbal Warnings	625
Vehicle Accidents	84

Criminal Case Activity Statistics

Total Offenses Committed	622
Total Felonies	101
Total Crime Related Incidents	207
Total Arrests (On View)	45
Total Arrests (Based on Incident/Warrants)	27
Total Summons Arrests	108
Total Arrests	180
Total Juvenile Arrests	7
Total Juveniles Referred (Arrests)	7
Total Open Warrants	0
Total Restraint Orders	45

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 safe place to live and raise your children. Thank you and God Bless America!

Respectfully submitted,
Loring Barrett Jr.
Chief of Police



**Police Department
2010 Annual Report (continued)**

POLICE DEPARTMENT PERSONNEL

Loring Barrett Jr.	Chief of Police
Kristen Mathieu	Administrative Assistant
Todd Parsons	Sergeant
Chris Conrad	Sergeant
Rob Siano	Detective/Patrolman
Wade Wright	Patrolman
Nicolas Dalton	Patrolman
Mike Thomann	Patrolman
Les Holgerson	Patrolman
Kevin Kaddy	Patrolman
Brian Hart	Part-Time Patrolman
John Boucher	Part-Time Patrolman
Scott Tibert	Part-Time Patrolman
Travis Rixford	Part-Time Patrolman
Robert Brennan Jr.	Part-Time Patrolman
Robert Gariepy	Part-Time Patrolman



**Emergency Dispatch
2010 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 required to ascertain information during some very difficult and stressful situations and relay that information to the appropriate responding emergency personnel. We are fortunate to have such dedicated trained personnel working for us.

In 2010 the Dispatch Center received 10,397 calls for service, plus an additional 1,954 E-9-1-1 calls.

The Department received two grants in 2010, a training grant for \$6,000 and an incentive grant for \$18,287 both from the State E-911 Department. Because of these grant funds, we were able to send Dispatchers Sue Brennan and Christine Pierce to the 5-week full-time Dispatcher Academy. Both

completed the training and graduated in November. The Academy curriculum consisted of:

- Public Safety Telecommunicator I
- Emergency Medical Dispatch Certification
- Enhanced 9-1-1 Certification
- Fire Dispatch Certification
- Police Dispatch Certification
- Police, Fire & EMS Call Simulation
- National Information Management System (NIMS)
- Incident Command System (ICS)
- National Center for Missing & Exploited Children (Amber Alert)
- Suicide Intervention
- Domestic Violence
- E9-1-1 (Public Safety Group)
- Cardiopulmonary Resuscitation (American Red Cross)

Dispatchers also attended training coursed in dealing with calls related to missing and exploited children, customer service and administration training. During the past two years, I have focused on Dispatcher training as a priority. All our full-time dispatchers are academy certified and all dispatchers have received specialized training in various areas. Portions of these grant funds were also used to purchase new and updated recording equipment. As funding is available we will continue to maintain and increase our training for Dispatch personnel and maintain our equipment. I am very proud of the accomplishments that we have made in the communication center in recent years.

We continue to explore options to regionalize our communication center. In 2009, an independent study funded through an E-911 grant was completed regarding regionalizing our Dispatch Center with four other communities. The results of the study showed pros and cons to regionalization and that some communities were more viable than others. As we continue to speak with other communities about regionalization of our Dispatch services we must look at all the pros and cons and decide on what is best for Ashburnham and its public safety. We must look at all aspects of the services that we currently provide and what we may lose or gain and at what savings or cost. Regionalizing our Dispatch Center, especially if it is moved out of Ashburnham, would most likely result in some major changes on how we conduct business and the services that we currently provide to our residents. I caution officials not to move too quickly on a decision of such a magnitude without looking at all aspects of the services that a change like this would affect.

In closing, I would like to thank all the Emergency Dispatchers for what they do behind the scene; 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
Robert Gariepy	Part-Time Dispatcher
Jennifer Law	Part-Time Dispatcher
Shawn Ilinitch	Part-Time Dispatcher
Mark Lafferty	Part-Time Dispatcher
Alex Popko	Part-Time Dispatcher

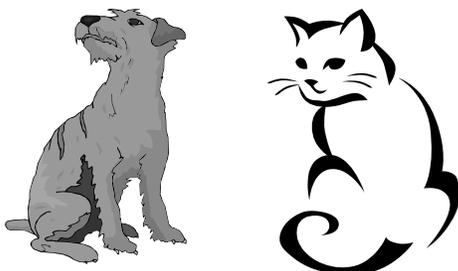


**Ashburnham Animal Control
2010 Annual Report**

To the Honorable Board of Selectmen and Residents of Ashburnham:

July 2010 represents the completion of one full year that we have regionalized our Animal Control Services with the Town of Westminster. In the fall, Chief Albert from Westminster and I began meeting to analyze the services that are provided under the agreement to determine if they meet the needs of both communities. Currently we are reevaluating the Animal Control Department to determine what, if any, changes or adjustments are needed. We expect to have a report on our findings to our superiors in early 2011.

Much work has been done at the animal shelter this year including installing new heavy gauge kennel fence, windows, doors and paint. Most material and labor was donated. I would also like to extend my thanks to Steve Nims and the employees of the Department of Public Works for their continued help and assistance at the shelter and in the duties of the Animal Control Officer.



CALLS

Type of Call	Ash	West	Total
Barking dog	11	6	17
Cats struck by vehicle	5	5	10
Dog struck by vehicle	3	2	5
Cat bite	0	1	1
Dog bite	13	10	23
Found cats	33	35	68
Found chickens	1	1	2
Found cockatiel	2	0	2
Found dogs	45	56	101
Found homing pigeon	2	1	3
Found parrot	1	0	1
Information/other	481	275	752
Loose chickens	6	3	9
Loose cows	2	0	2
Loose dogs	99	94	193
Loose goats	0	1	1
Loose horses	2	1	3
Loose sheep	1	1	2
Missing cats	28	14	42
Missing dogs	43	23	66
Missing horse	0	1	1
Neglect/cruelty	9	6	15
Wildlife	58	56	114
TOTAL	845	592	1,437

Approximate number of dogs licensed:

<u>Ashburnham</u>	<u>Westminster</u>
Year 2008 – 964	Year 2008 – 1,255
Year 2009 – 1,097	Year 2009 – 1,268
Year 2010 – 1,102	Year 2010 – 1,287

Licensing:

The owner or keeper of any dog shall license such animal. The licensing period is from April 1st to March 31st, with new licenses available on March 1st. 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 1st, 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 certification 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 require 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

Ashburnham Animal Control 2010 Annual Report (continued)

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-Hours 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 978-827-3225.

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, un-spayed 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 overpopulation 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 and 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 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 United States at: <http://www.hsus.org>.

Respectfully submitted,
Loring Barrett Jr.
Chief of Police

Eula Bradley
Animal Control Officer



Fire/EMS Department 2010 Annual Report

To the Honorable Board of Selectmen and Residents of Ashburnham:

We are committed to providing the best protection for you despite the difficult economic times we continue to face. We continue to look at new ways of providing emergency response and keeping our people trained.

Eight of our members went through a series of evaluations in our promotional exam process this fall, which included an oral examination by four visiting fire chiefs. From this evaluation our folks received valuable feedback on their strengths and weaknesses and a plan to work on these areas. Their passing the exam makes them eligible for promotion within the next two years. Now it is up to them to hone their management skills and obtain the necessary training to be recommended for promotion. Congratulations go to Richard "Rick" Sicard on his promotion to Captain. We have yet to fill open Deputy Chief, Captain and Lieutenants' positions. These positions will be filled in time as our candidates meet the requirements and needs of the Department.

On Thanksgiving Day, we held a free Thanksgiving Dinner for anyone in the community, serving about 65 dinners and delivering 10 more to people who couldn't make it out. Thank you to all the citizens and organizations who donated food and funds to help with this wonderful event.

We continue to develop our cooperative efforts within the Mid-State Mutual Aid System, the Department of Fire Services, the Fire Chief's Association of Massachusetts and Mount Wachusett Community College. We continue to look at cost effective ways to provide goods and services to our Fire/EMS and Emergency Management Departments. Through these efforts we also work to provide resources and training on a regional basis.

On behalf of all of us at the Ashburnham Fire Department, we would like to thank all of our Town Departments and you for your support, assistance and kind words throughout the past year. We wish you all well and a happy and healthy 2011.

Sincerely,
Paul J. Zbikowski
Fire Chief

FIRE

Structure	6
Vehicle	3
Brush	11
Carbon Monoxide	9
Chimney	5
Rubbish	0
Electrical	16
Illegal Burning	22
Explosions	0
Hazardous Condition	7
Service Calls	19
Good Intent	33
False Alarms	63
Bomb Scares	0
Search	4
MVA	10
Unclassified	1
Mutual Aid Given	19
*Mutual Aid Received	4
Total Fire Calls	228

EMS

Cardiac	40
Respiratory	30
Burns	1
Injury (non-MVA)	49
Sports Injuries	13
Motor Vehicle Accident Injury	18
OB/GYN	1
Drugs/Alcohol	10
Psychiatric	23
Allergic Reaction	3
Stroke	10
Seizure	15
Diabetic	3
Weakness/Syncope	43
Other Illness	50
Refusals	49
No Transport	7
No Transport MVA	16
*ALS Calls	158
*Life Flight	3
*Mutual Aid Received	45
*Mutual Aid Given	0
Total EMS Calls	381

*Not a Response Statistic

Response totals last 5 calendar years:

	2005	2006	2007	2008	2009	2010
Fire	272	253	272	254	239	228
EMS	386	362	399	358	371	381
Combined	658	615	671	612	610	609

FY10 Budget "REVISED"	\$471,000
Income from ambulance billing	177,658
Income from inspections and permits	14,432
Income from fire alarm fees	12,650
Total Income	\$204,740
	(43.5% of Fire/EMS Budget)

Building Commissioner 2010 Annual Report

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

Building Permits

Purpose	#	Value
New 1 & 2 Family Dwellings	9	\$1,194,100
Condominiums	2	\$ 228,000
Additions/Alterations	102	\$1,199,727
Accessory Buildings	10	\$ 161,601
Swimming Pools	6	\$ 34,520
Commercial, Industrial, Municipal	6	\$ 923,605
Other	4	\$ 17,047
Demolition	2	\$ 12,000
Voids	1	-
Total	142	\$3,770,600

Fees Collected 2010

Building Permits	141	\$35,915
Stove Permits	19	\$ 570
Safety Permits	72	\$ 2,701
Total	232	\$39,186

Due to the unfortunate reduction in hours for the Inspectors, they are doing their best to provide essential services within the mandated time constraints. I apologize for any inconvenience this may have caused the residents of Ashburnham.

Michael A. Gallant
Building Commissioner
Zoning Enforcement Officer



Electrical Inspector 2010 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, 2010.

Electrical Permits	128	\$9,105
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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 Permits will be issued only if a licensed electrician is performing the work.

Permits are available at the Town Hall Land Use Office during regular business hours and also available on-line at www.ashburnham-ma.gov.

I would like to thank Elaine Cormier for her service as the Land Use Administrator and welcome the new Land Use Administrator, Mary Ellen Kelly and to thank her for all her work. I would also like to thank the Assistant Inspectors, Joseph Olivari and Loring Barrett, as well as the cooperation of all the other town departments.

Respectfully submitted,
Richard Cannavino
Electrical Inspector



Plumbing and Gas Inspector 2010 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, 2010.

Plumbing Permits	49	\$6,680.00
Gas Permits	37	\$2,740.00

The law requires that a plumbing permit and/or gas permit be obtained prior to any work being performed.

Plumbing and/or gas work should be done by a duly licensed and qualified plumber.

Permits are available during regular business hours at the Town Hall Land Use Office.

I would like to thank Elaine Cormier for her service as the Town's Land Use Administrator and welcome Mary Ellen Kelly as the new Land Use Administrator. I would also like to thank Robert MacLeod, the Assistant Plumbing Inspector, for his assistance throughout the year. Lastly I would like to welcome the new Land Use Administrator, Mary Ellen Kelly and thank her for all her work.

Respectfully submitted,
Maurice Picard
Plumbing /Gas Inspector



Sealer of Weights & Measures 2010 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, 2009 to June 30, 2010.

Scales	28 Inspected
	28 Sealed
Fuel Pumps	16 Inspected
	16 Sealed
Fuel Oil Tanks	5 Inspected
	5 Sealed
Scanners	3 Verified
Salary:	\$2,500.00
Total fees collected:	\$1,320.00

Special thanks to the Town Hall staff for their assistance during the year.

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



EDUCATION



Ashburnham-Westminster Regional School District Superintendent's Report 2010

Dear Residents of Ashburnham and Westminster:

The 2010 calendar year crosses two fiscal years. The first six months of 2010 (from January 31, through June 30, 2010) represents the end of FY10 fiscal year and the last six months of the 2010 calendar year (from July 1 through December 31, 2010) represents the first six months of the new FY11 fiscal year.

For the FY10 (July 1, 2009 – June 30, 2010) the School Committee certified an operating budget in the amount of \$25,382,964. For the FY11 (July 1, 2010 – June 30, 2011) the School Committee certified a balanced operating budget in the amount of \$25,357,988. This represents a decrease of \$24,976 in operating dollars from the previous fiscal year. In preparation of the FY11 budget, during the spring of 2010, the School Department requested an operating override. On June 15, 2010 a ballot vote to raise an additional \$356,632 with a proposition 2 ½ override failed. The operating override request would have resulted in Ashburnham raising \$155,388 and Westminster raising \$201,244 in additional funds. Ashburnham residents voted, 402 yes and 592 no. Westminster residents voted yes 685 and no 607. The shortfall in the operating budget was a direct result of a decrease funding from the state. Additionally the School Committee was faced with having to use \$300,000 in excess and deficiency funds (a non-reoccurring revenue source) to balance the FY11 budget and avoid additional employee reductions.

Given the difficult fiscal times in FY10, school districts throughout the United States were fortunate to receive federal funds to support public education. These funds were in the form of grants. The American Recovery and Reinvestment Act (ARRA) grant in the amount of \$352,094 (\$338,821 ARRA IDEA) and (\$13,184 ARRA IDEA Early Education.)

As a follow-up to the John R. Briggs Elementary School comprehensive feasibility study the most cost effective recommendation was to build a new school according to the designer Lamoureux .Pagano. The Massachusetts School Building Authority (MSBA) board agreed with this recommendation. On November 17, 2010 the Town voted to appropriate \$29,661,597 subject to a proposition 2½ override vote. On December 16,

2010 a special elections was held and Town residents voted 800 yes and 413 no, to support raising the funds to build a new school. STV continued as project manager during this phase of the project.

Meetinghouse/Westminster Elementary School, John R. Briggs Elementary School and Overlook continued to implement a comprehensive school improvement action plan to better focus teaching and learning and to help all students meet adequate yearly progress expectations as defined by No Child Left Behind. Using the Massachusetts Comprehensive Assessment System (MCAS) as the sole predictor, the Department of Elementary and Secondary Education has determined that the school district has not met the gains necessary to have 100% of the students achieve passing scores by year end 2014. The following school, subject areas, improvement categories and groups are listed in the chart that follows:

J.R. Briggs	ELA	Improvement Year 2	Aggregate
Westminster	ELA	Improvement Year 2	Subgroups
Westminster	ELA	Improvement Year 2	Subgroups
Overlook	ELA	Improvement Year 1	Subgroups
Overlook	Math	Improvement Year 2	Subgroups

The state legislature voted statutory language that required each school district to implement an anti-bullying student policy. The Department of Elementary and Secondary Education (DESE) adopted regulations that provided direction to school districts to develop a comprehensive anti-bullying plan that includes written guidelines for reporting and professional development for all school employees. The AWRSD plan was approved by the School Committee on December 21, 2010 and submitted to DESE.

The Ashburnham Westminster Foundation for Academic Excellence (AWFAE) continued to provide grants to teachers and cultural groups. The Foundation is a 501(c)3 which will allow citizens to make a tax free contribution to help improve the quality of public education. The Ashburnham Westminster Foundation is a nonprofit organization dedicated to helping teachers better educate tomorrow's artists, inventors, educators, and community leaders by providing private financial support that enhances their students' academic experiences.

One final note of concern is the student school choice out population. From FY06 through FY09 students leaving the school district to attend neighboring schools was in the range of mid-thirties. During FY10 and preliminary FY11 data demonstrates that the number of students leaving the district has increased to fifty. This is clearly a troubling trend that may indicate that parents confidence in the school district is in question.

Superintendent's Report 2010 (continued)

September 2010 began my eighth year as Superintendent of Schools. On December 1, 2009 I announced my retirement effective June 30, 2010.

The School Committee and Superintendent agreed that the Superintendent would serve as the Interim Superintendent for the 2010-2011 school year. It has been a pleasure to serve the communities of Ashburnham and Westminister. As I have said many times in the past, "schools belong to the community". It is the responsibility of the communities to support the school district. Schools remain a reflection of the community within which they exist. As Superintendent of Schools, thank you for your support and the opportunity to serve the students and the community-at-large.



BUDGETS 2010-2011 ACCOUNT - FUND 01

Number General	Description	Audited Expense 09-10	Current Bu10 10-11
Function 1000	Administration	\$ 705,551	\$ 794,002
Function 2000	Instruction	14,242,788	14,145,384
Function 3000	Other School Services	2,684,960	2,566,740
Function 4000	Operation and Maint. of Plant	2,177,028	2,415,892
Function 5000	Fixed Charges	2,972,936	3,047,476
Function 6000	Miscellaneous	8,000	8,000
Function 7000	Capital Outlay	227,387	96,122
Function 8000	Debt Service: Principal	1,815,000	1,755,000
	Interest	558,971	496,009
Function 9000	Tuition and Other Costs	1,784,827	2,284,372
Grand Totals		\$27,177,448	\$27,608,997

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

"No School" or early dismissal notices will be broadcast over radio stations WEIM 1280 AM, WTAG 580 AM, WSR9 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 home when, in your judgment as a parent, conditions warrant.



SCHOOL COMMITTEE MEETINGS

The Ashburnham-Westminister Regional School Committee holds its regular business meetings Tuesdays at 7:00 p.m. at Overlook Middle School Library. You can view meeting dates, the agenda, past minutes and meeting locations on our webpage at 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 Mon-Fri from 8:00 a.m. to 4:00 p.m. You can reach us at 978-827-1434 or fax us at 978-827-5969.

You can view the Ashburnham-Westminister Regional School District's website at www.awrsd.org updated information of the schools, budget information and events. General information can be emailed to info@awrsd.org.



Ashburnham-Westminister Regional School District MONTHLY STUDENT COUNT REPORT DATE: 10/01/10

Grade	Ash	West	School Choice	Sped (i.e. day program: residential)		Other (exchange student)	Total
				Ash	West		
Pre K	14	42	0	0	0	0	56
K	81	90	0	0	0	0	171
1	80	68	0	0	0	0	148

Grade	Ash	West	School Choice	Sped (i.e. day program; residential)	Other (exchange student)	Total
2	78	102	0	0	0	180
3	71	95	1	1	1	169
4	64	94	2	0	1	161
5	83	108	1	0	0	192
6	89	108	1	0	0	198
7	111	91	0	1	2	205
8	95	103	1	0	1	200
9	63	80	9	1	0	153
10	69	86	11	2	2	170
11	84	101	7	2	3	198
12	72	87	13	2	1	175
Above Grade 12	4	3	1	2	3	13
Totals	1058	1258	47	11	14	2389
GRAND TOTAL – ALL STUDENTS						2389



**OAKMONT REGIONAL HIGH SCHOOL
2010 ANNUAL REPORT**



Oakmont Regional High School is celebrating its 50th anniversary during the 2010-11 school year. The school opened on September 7, 1960.

The Class of 2010 became the 50th class in school history to graduate. The commencement ceremony was held on June 6, 2010. That ceremony kicked off the year long 50th anniversary celebration.

Representatives from nearly all of the previous 49 graduating classes participated in the event, including William Partanen, President of the Class of 1961, and Duane Winter, President of the Class of 1962. Both men traveled from Maryland and Michigan respectively to participate in the celebration.

On August 26, 2010 newly installed solar panels began generating power at Oakmont. The panels are located on the roof above Room 419 and the music room. We are expecting a small savings with our electrical usage and we are developing curricular connections that will benefit our students. The acquisition and installation of the panels were made possible by Stan Herriott and the Ashburnham Municipal Light Plant. It is the culmination of a project that began with Oakmont alumni, Alyssa Christianson, Gretchan Carlson, Hannah Ulshen and Joanna Gustafson, while they were seniors.



Since 2006, we have been struggling with limited resources. In that time we have reduced our faculty by nearly 9 positions, not

including 2 special education paraprofessionals. We have begun to phase out the Latin program, offering only one section of Latin II. Other cuts included the loss of Science sections and a reduction of the Assistant Principal's work days. We were able to restore the Dean of Students to a .67 FTE and we added three sections mid-year as a result of the Federal Jobs Grant.

Despite the limitation of resources we have continued to make changes to our curriculum to improve student learning and meet the needs of all students. These new courses are:

- Freshmen Seminar – a course designed to improve organization and study skills.
- FIRST – a 9th Grade course designed to develop strong English Language Arts and organizational skills.
- College Prep Calculus – an advanced Math course designed to prepare students for success in challenging college Math courses.

Our students continue to excel in the classroom. In 2010, Oakmont ranked 53rd in Math, 82nd in English, and 132nd in Science on the MCAS exams as compared with 349 high schools across the state.



Oakmont students have performed above the state and national averages on SATs for more than 21 years.

In athletics, the 2009-10 ice hockey team won the Division IIIA state championship, the boys indoor track team was the Division II district champion, and the girls basketball, softball and baseball teams qualified for districts. This fall the football team qualified for their second consecutive Super Bowl, losing to Narragansett by one point.

Our cheerleaders won league and district championships, finishing second in the state competition. The field hockey, golf, and boys country teams won league championships and the girl's soccer team qualified for the District Tournament.



Oakmont students continued to demonstrate excellence in many co-curricular areas. The Marching Band won the USBA New England and MICCA state championships, traveling to the Naval Academy at Annapolis, MD, for a national competition. Our drama students performed Steven Sondheim's musical, *Into the Woods*, in the spring, being nominated for numerous TAMY Awards by the MWCC Theatre Department.

We are extremely proud of our students and their accomplishments in and out of the classroom. Their

**OAKMONT REGIONAL HIGH SCHOOL
2010 ANNUAL REPORT (continued)**

accomplishments are a credit to their teachers, their parents, and the two strong communities that nurture and support them.

Respectfully submitted,
David Uminski, Principal



**Oakmont Regional High School
School Nurse Report for 2010**

Oakmont Health Office Encounters:
(1/1/2010 – 12/31/2010)

Student Illness	2,145
Student Injury	607
Student Behavioral Health Support	220
Student Individual Health Education	152*
Medications Dispensed (including OTC and Prescription medications)	1,595
Student Scheduled Procedures (including diabetes monitoring, catheterizations, ear and lung assessments, etc.)	590
All Other Encounters (student & staff)	1,117
EMS Activations (student & staff)	6
GRAND TOTAL: HEALTH OFFICE ENCOUNTERS:	6,426
RETURN TO CLASS RATE:	89%**

** All encounters provide some degree of health education. This number reflects in-depth health education encounters.*

*** This statistic is provided to emphasize the importance of having a registered nurse present in the school building. Skilled nursing assessment and treatment of minor 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 discomfort caused by minor illness or injury.*

OTHER ACTIVITIES:

State-mandated vision, hearing and postural screenings of ninth grade students was conducted in March and April, with the assistance of a second nurse funded through the Extended School Health Services (EDHS) Grant.

State-mandated vision, hearing and postural screenings of ninth grade students was conducted in March and April, with the assistance of an ESHS Grant funded nurse.

The Health Office also hosted two senior nursing interns from Fitchburg State University, who were satisfying a school requirement in Community Health Nursing. An FSU RN-BSN student also interned here at Oakmont from September through December.

I also had the pleasure of welcoming researchers from the U.S. Department of Health and Human

Services to Oakmont this year. The Department is conducting a three-year study concerning lifestyles, behaviors, attitudes and health of today's high school-aged students. Several Grade 10 students were randomly selected to participate in this research study, which is scheduled to continue for the next three years.

Again, it is my continued pleasure to serve the community of Ashburnham as the School Nurse here at Oakmont Regional High School.

Respectfully submitted,
Susan M. Lofquist, RN (BSN)



**Overlook Middle School
2010 Annual Report**

Overlook Middle School services a population of around 575 students in the 6th, 7th and 8th grades. The middle school has undergone some significant changes this year with the

establishment of what we call "specials". These special classes have been designed to service students on a wide variety of levels. For struggling students, there is course work offered that helps to address skill deficits, especially in the areas of Math and English. For other students, classes are being offered that enrich skills that are not able to be covered in the general curriculum. Most of these classes are centered on the S.T.E.M. (Science, Technology, Engineering, and Math) initiative that has become prominent in Massachusetts.



The staff at Overlook is made up of many competent and highly qualified individuals. These staff members put every effort into creating a comfortable, yet rigorous atmosphere for student learning. This attitude permeates the entire school building and helps us to develop strong relationships with our students. Positive relationships coupled with parental support helps with the development of prepared, well rounded students.

At Overlook Middle School communication is a major priority and we welcome any comments or suggestions. 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 from the website through the Overlook tab at www.awrds.org the district website.



Overlook Middle School School Nurse Report for 2010

The goal of the Health Office at Overlook Middle School continues to be one of the primary nursing care and early intervention of health problems as they occur for the students and staff. Conditions frequently encountered by nurses today range from neurological disorders, cardiac, metabolic, and respiratory issues that require close monitoring. The school nurse often collaborates with parents on the ongoing care and treatment in acute and chronic illnesses. With the prevalence of more serious mental health issues, we often work side by side with the guidance and administration.

The Ashburnham-Westminster School District continued to receive funding from the Department of Public Health Enhanced School Health Grant. Working within this grant we are able to provide an additional part-time nurse who is utilized among the various schools in the district to complete required screenings and immunizations.

Student and staff records were updated to assure compliance with the regulations adopted by the Department of Public Health. This includes updating immunizations, postural screening on all students, vision and hearing in 7th grade.

A flu clinic was provided for any staff member who wanted to obtain the vaccine, and approximately 30 staff members participated. The Overlook Middle School's version of the highly popular "Biggest Loser" was implemented last year and great results were achieved by several staff members.

Average daily visits to the health office ranges from a low of 25 and a high of 40 during the flu season. Reasons for the visits include daily medication administration, ongoing illness and injury assessment, first aid, health related counseling and education.

Serving as a liaison with community agencies was necessary at times, especially as more mental health issues evolve in the school.

We continue to participate in the education of Fitchburg State University nursing students. Two students were at Overlook for the winter term and were introduced to ongoing public health issues etc.

I want to thank our nurse leader Marcia Sharkey, and Dr. Lisa R. Brown for their continued support and leadership.

Respectfully submitted,
Ann Lee Fredette, RN, Certified School Nurse
Overlook Middle School



John R. Briggs Elementary School 2010 Annual Report

As principal of the John R. Briggs Elementary School, I am very pleased to submit the annual report to the residents of the Ashburnham - Westminster Regional School District.

We wish to extend a thank you to the Ashburnham community for supporting the new construction of the John R. Briggs Elementary School. This is a wonderful opportunity for the students of Ashburnham as they enter one of the first elementary schools built under the new guidelines of the Massachusetts School Building Authority. Construction of the new building will begin during the 2011-2012 school year, with a completion date projected for the 2013-2014 school year. This project will be overseen by Lamoureux-Pagano Architects and STV (owner project manager).

The Massachusetts Comprehensive Assessment System continues to monitor every school's progress aligning curriculum standards and teaching practices with state directed initiatives. Each school is assessed on their progress through an Annual Yearly Progress report. Our elementary school's 2010 Adequate Yearly Progress report shows that the John R. Briggs Elementary School has not made AYP for the 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. As a result, the John R. Briggs Elementary School developed a two-year School Improvement Action Plan to address curriculum concerns in the areas of English Language Arts, Mathematics and Test Taking. This plan focuses teaching instruction to the benefit all students requiring teaching interventions in the acquisition of specific skills.

Support services are provided for our students through our Special Education Department and Title I Program. Special Education co-teachers support every 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 I Program services grades one through four providing English Language Arts support to our students who may be having difficulties in the areas of reading, writing, and/or spelling. One part-time paraprofessional works with a full-time English Language Arts Teacher to provide in-class support, as well as small group and whole class instruction in targeted classrooms.

We presently have twenty-one sections of classes in kindergarten through grade five. Our average class size is 21 students per classroom teacher; with a range of eighteen to twenty-five students. As a result of the Education Job Grant received during the

John R. Briggs Elementary School 2010 Annual Report (continued)

fall of 2010 we were able to add one classroom position to grade five to lower the student-teacher ratio. Unfortunately, this grant may not be available for the upcoming 2011-2012 school year. Students at the John R. Briggs Elementary School continue to expand their education in the areas of art, music, physical education, and technology. Through the hard work of our specialists' teachers we expose our students to a wide variety of cultural experiences, hands-on learning, new technologies, and how to live a healthy lifestyle. All students in Kindergarten through Grade Five enjoy daily exposure to one of our specials.

The John R. Briggs School Improvement Council is an advisory board to the administration of our school. Representatives of the staff and parcel 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.

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, sponsorship of author Brian Lies, snow sliding event, Girl's Dance, Boy's Event-athon, Parent's Night Out, family event at Barnes & Noble and the annual Bunny Breakfast.

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, Veteran's display, anti-bullying information, Salvation Army bell ringing, meet our seniors in the community, food drive for local food bank, random acts of kindness, and environmental issues.

Once again, I wish to thank the Extended Day Program for their 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,
Candace L. Wright
Principal – John R. Briggs Elementary School



John R. Briggs Elementary School School Nurse Report for 2010

The John R. Briggs School Health Room continues to be the site where primary nursing care as well as prevention and early interventions of health problems occur to students in Kindergarten through Grade Five. The number of times health room services were provided totaled 4,823. Four thousand six hundred twenty-one (4,621) students were seen for various illness assessments, injury and/or first aid, mental/behavioral issues, individual health education, scheduled medications or procedures, and other issues as well. One hundred ninety-six (196) staff members were seen.

All students and staff records were reviewed for compliance of the Massachusetts Board of Health regulations. Health and immunization records are updated as necessary.

New students, as well as third grade students are required to have current physical exams. At the start of the school year Pediculosis Screenings are done on all students, including staff members if deemed appropriate. Epi-pen trainings are also done with staff members. Mandated screenings were done on 442 students in Grades K-5. These screenings included Vision, Hearing for Grades K-5, BMIs for Grades 1-4, and Posture Screenings for Grade 5. Eighty (80) pre-kindergarten students were screened for hearing prior to entering Kindergarten.

Influenza Vaccines were administered to thirty (30) staff members, and appropriate information about the immunization was given to those staff members.

Monthly Activity Reports are done for the Massachusetts Department of Public Health (MDPH); Pediatric Asthma Surveys are done yearly, quality Assurance Reports, Kindergarten Immunization Surveys, Tobacco Surveys, BMI report and Status Reports are done yearly. The status report at Briggs identified 113 students with special health care needs, ranging from children with bee, food and latex allergies, asthma, cancer, cardiac conditions, blood dyscrasias, Cystic Fibrosis, Cerebral Palsy, seizure disorders, behavioral/emotional conditions, Autism, ADD/ADHD, depression and other physical/developmental conditions.

**John R. Briggs Elementary School
School Nurse Report for 2010 (continued)**

Dental Hygienists from Nashoba Board of Health and Community Health Connections came in and were screened. Students' teeth undergo a dental exam, cleaning, fluoride, sealants and some health education regarding teeth and gum care is given. One hundred nineteen (119) students were seen, and of those students thirty-two (32) were referred. In addition to the above, the school nurse mentored two senior nursing students from Fitchburg State College from September to mid-November. A student from Oakmont High School was also mentored by the school nurse. We as nurses assist these students in presenting a teaching presentation on something promoting Health and Well Being. This year a presentation was done on "Hand washing, Nutrition & Exercise". Handouts were sent home with parents and educational posters were made and distributed around the school.

Appropriate Nurse Meetings were held between the nurses of the Ashburnham/Westminster schools, as well as Professional Development Days between other nurses within the surrounding school areas.

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.

I would also like to extend my gratitude to the staff, administration, School Physician Dr. Lisa Rembetsey-Brown, Extended Day coordinator Dorene Francis, and parents for their continued support and cooperation.

Respectfully submitted,
Krista W. Penning, RN, BSN
John R. Briggs School Nurse



ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Employee Salaries 2009-2010
2010 Annual Town 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 42.0%
Ashburnham Contribution 23.4%
Westminster Contribution 29.8%
Other 4.8%

Agnir, Sharon	\$1,153	F	Bennett, Margaret	\$23,644	E/F
Aho, Marcia	\$7,993	E	Berenson, Rebecca	\$46,508	T
Alario, Susan	\$51,176	T	Berg, Troy	\$46,869	T
Allen, Kathy	\$25,911	P	Berger, Danielle	\$24,276	P
Allen, Steven	\$39,544	C	Berger, Susan	\$21,048	P
Altobelli, Dana	\$71,018	T	Bitter, Kathy	\$17,329	P
Anderholm, Seth	\$844	E	Blanchard, Stephen	\$38,260	C
Anderson, Thomas	\$77,213	L	Brillon, Mark	\$25,278	P/E
Arcangeli, James	\$6,436	F	Brogan, Sue	\$56,648	T
Archangelo, Alana	\$54,951	T	Dawley, Eric	\$51,415	T
Arsenault, Beth	\$42,920	T	Caldwell, Renee	\$20,028	P
Axelson, Robert	\$41,077	C	Caouette, Gary	\$68,315	T
Bacon, Nancy	\$62,691	T	Capone, Leslie	\$20,450	P
Badolato, Lauren	\$52,707	G	Cardillo, Monique	\$1,280	E
Baer, Jim	\$55,820	C	Carey, Ina	\$5,278	S
Banning, Anne	\$64,523	T	Cariglio, Anne	\$34,448	T
Barnard, Charles	\$48,919	K	Carlin, Kathleen	\$77,213	T
Barrett, Christine	\$5,240	F	Caron, Kenneth	\$10,000	U
Barron, Cheryl	\$33,151	P	Ciampa, Diane	\$4,901	P
Barron, Patricia	\$14,179	F	Ciuffetti, Mary	\$36,044	S
Barry, Gregory	\$68,315	T	Clabaugh, Elizabeth	\$63,080	T
Barry, Theresa	\$54,561	T	Clinton, Madeline	\$7,179	F
Bastille, Kathleen	\$64,523	T	Collins, Bruce	\$71,030	C
Beaton, Brian	\$37,230	D	Collins, Jennifer	\$53,485	T
Beaudoin, Brian	\$64,523	T	Comeau, Carlene	\$23,516	P
Bedard, Ashley	\$18,813	P	Connolly, Karen	\$21,222	P
Bedard, Diane	\$10,741	E	Contois, Steven	\$64,261	C
Beland, Sheryl	\$25,519	P	Correia, Jean	\$67,986	T
Belkin, Kristin	\$62,581	T	Costa, Tina	\$17,806	F
Bennett, Katherine	\$68,315	T	Cote, Aimee	\$59,982	T

Courtemanche, Lynne	\$52,615	T	Erickson, Thomas	\$75,060	T
Couture, Jaclyn	\$56,538	T	Ewing, Claudia	\$20,850	P
Coviello, Jennifer	\$3,334	E	Faneuff, Michelle	\$31,684	T
Cringan, Cynthia	\$68,315	T	Farley, Louise	\$19,366	P
Crowley, Donna	\$75,060	T	Farrell, Julie	\$65,181	L
Crowley, Ruth	\$71,018	T	Feinsilver, Michele	\$75,060	T
Cucchiara, Craig	\$49,305	T	Fiorentino, Diane	\$22,333	P
Cummings, Judith	\$68,315	T	Fisher, Joann	\$9,431	N
Daniels, Linda	\$68,315	T	Fitzgerald, Carol-Ann	\$68,315	T
Davis, Nancy	\$20,358	P	Fitzgerald, Edward	\$29,341	I
Davis, Tiffany	\$34,158	T	Fitzgerald, Michael	\$77,213	T
Davolio, Diane	\$58,178	T	Fleck, Debra	\$71,018	T
Gagnon, Julie	\$55,922	G	Fletcher, Heather	\$1,148	E
Deaver-Whittier,Regina	\$68,315	T	Flinkstrom, Patricia	\$21,955	P
Decicco, John	\$75,060	T	Fluet, Tracy	\$10,050	P
Decicco, Sharon	\$60,160	T	Fortin, Karen	\$63,080	T
Decosta, Lori	\$6,323	P	Foster, Elizabeth	\$77,213	T
Dehays, Eric	\$62,400	A	Foster, Russell	\$64,523	T
Della Vallee, Paul	\$41,450	T	Francis, Dorene	\$46,342	E
Demarco, Maryann	\$11,908	S	Francis, Joseph	\$39,502	C
Demoura, Kris	\$65,181	T	Franklin, Ann	\$13,229	F
Demuth, Jocelyn	\$75,060	T	Fredette, Ann-Lee	\$51,870	N
Denny, Robert	\$71,018	G	Fredette, Juliana	\$64,523	T
Deshayes, Margaret	\$35,031	S	Lamsa, Leeann	\$77,213	T
Dewick, Karen	\$9,805	P/E	Gagnon, Mary	\$68,315	T
Dewick, Michael	\$2,152	E	Gaidanowicz, Katrina	\$57,511	T
Dibattista, Joanne	\$21,051	P	Gallagher, Coraley	\$17,212	E
Disalle, Kristi	\$54,561	T	Gammell, Christine	\$6,033	P
Douglas, David	\$14,203	P	Gauvin, Kimberly	\$45,204	B
Douglas, Timothy	\$63,080	T	Gera, Nancy	\$68,315	T
Driscoll, Barbara	\$19,329	F	Giannetti, Brenda	\$57,511	T
Dubovick, Amy	\$72,028	G	Girouard, Jean	\$68,315	T
Dufour, Daniel	\$51,176	T	Gleason, Anthony	\$75,060	T
Duncan, Brett	\$55,922	T	Goodwin, Caron	\$62,691	T
Duncan, Sarah	\$51,415	T	Goodwin, Russell	\$40,268	C
Dupuis, Lorin	\$527	E	Gould, Timothy	\$38,778	C
Durkee, Jason	\$11,826	P	Gourlay, Gail	\$57,956	O
Dzwilewski, Richard	\$50,032	M	Gransewicz, Michael	\$23,602	P
Egan, Mary	\$23,821	P	Greenwood, Karen	\$25,508	P
Engman, Paul	\$58,026	C	Griffin, Shirley	\$77,213	T
Erickson, Diane	\$77,213	T	Grossman, Kathleen	\$68,315	T
Erickson, Jeanne	\$33,541	S	Gusek, Theresa	\$71,018	T

Hanno, Philip	\$71,018	T	Leblanc, Danielle	\$18,818	P
Hannula, Clara	\$31,348	S	Leblanc, Susan	\$6,865	E
Hansen, Kelly	\$7,690	P/E	Leblanc, Tanya	\$23,643	P
Harrison, Jana	\$50,065	T	Leblanc, Wendy	\$68,315	T
Hart, Kevin	\$77,213	T	Lenart, Laurie	\$53,619	T
Haschig, Lee	\$8,986	P	Levanti, Anthony	\$3,570	E
Hertel-Therrien, Heidi	\$68,315	T	Lilly, Elizabeth	\$75,060	T
Hertel-Therrien, Zachary	\$34,404	T	Litalien, Cori	\$47,290	T
Higgins, Wendy	\$34,327	S	Lofquist, Susan	\$49,401	N
Holm, Pauline	\$8,297	F	Losordo, John	\$57,511	T
Hoover, Sarah	\$22,769	P	Louney, Brenda	\$77,213	T
Humphrey, Lauren	\$4,524	F	Lucander, Kris	\$63,080	T
Hurley, Erin	\$20,330	P	Maillet, Elizabeth	\$6,097	P
Jackson, Cynthia	\$62,581	T	Maillet, Wendy	\$2,962	P
Jamison, Darcie	\$34,020	G	Malnari, Lori	\$29,991	G
Jengo, Linda	\$63,080	T	Manser, William	\$75,060	T
Jensen, Jennifer	\$54,561	T	Marion-Cox, Carrie	\$65,181	T
Jepson, Kenneth	\$68,315	T	Marlborough, April	\$30,743	P
Jepson, Randall	\$63,080	T	Marlborough, Jennifer	\$30,629	P
Jette, Tracy	\$63,080	T	Marlborough, Linda	\$18,060	P
Johnson, Jane	\$17,849	P	Marquis, Patricia	\$91,000	A
Jones, Lauren	\$43,892	T	Marshall, Barbara	\$68,315	P
Judah, Richard	\$77,213	Y	Martin, Melissa	\$75,060	T
Kalagher, Susan	\$20,762	P	Matthieu, Ashley	\$8,150	E
Kasprzak, Danielle	\$57,511	T	Matthews, Doris	\$68,315	T
Keene, Catherine	\$77,213	G	McCaffrey, Edwin	\$45,771	T
Kelley, Kathleen	\$78,000	A	McCarthy, Kathleen	\$33,974	S
Kendall, Amy	\$62,581	T	McClenahan, Linda	\$48,194	R
Kersey, Sherry	\$97,110	A	McLynch, Patricia	\$72,906	T
Killoran, Vivian	\$71,018	T	Mei, Robert	\$42,731	C
Kochan, Nancy	\$19,520	P	Mendoza, Lorraine	\$20,919	P
Koski, Virginia	\$56,989	X	Miller, Deborah	\$22,489	P
Lafferty, Gretchen	\$19,326	P	Miller, Theresa	\$68,315	T
Lambert, Ryan	\$48,968	T	Mitchell, Patricia	\$77,213	T
Myette, Robert	\$68,315	T	Miville, Kathryn	\$75,060	T
Landry, Karen	\$32,183	E	Moorman-Smith, Gretchen	\$68,315	T
Lantry, David	\$68,315	T	Moran, Charlotte	\$63,080	T
Lantry, June	\$68,315	T	Morand, Kenneth	\$41,915	C
Laroche, Mary	\$63,080	T	Morgan, Nancy	\$68,315	T
Larson, Madonna	\$68,315	T	Morin, Inga	\$24,182	S
Leamy, Jane	\$64,523	T	Mossman, Joann	\$71,018	T
Leary, Bonnie	\$68,315	T	Munnis, Sandra	\$11,487	F

Munroe, Laurie	\$60,160	T	Richard, Margret	\$71,018	T
Murphy, Ann	\$71,018	T	Richard. Roseanne	\$9,559	F
Murphy, Robin	\$68,315	T	Richards, Kathleen	\$8,124	F
Roy, Renee	\$16,684	F	Rieth, Katie	\$9,935	P
Nevard, Mark	\$68,315	T	Robbins, Cynthia	\$64,523	T
Niedermeier, Elaine	\$51,846	D	Roberts, Shiloh	\$22,887	T
Niles, Katherine	\$8,713	E	Robichaud, Kellie	\$68,315	T
Normile, Kimberly	\$64,523	T	Robles, Francisco	\$40,289	C
Nutting, Ashley	\$1,028	E	Robles, Maria	\$20,919	P
O'Brien, Juliet	\$24,924	P	Rogacz, Michele	\$71,018	T
O'Brien, Patricia	\$64,523	T	Romanelli, Robin	\$75,060	G
O'Connell, Lavaun	\$17,840	P	Romano, Mary	\$65,181	T
O'Donovan, Juneanne	\$17,305	P	Romano, Peter	\$68,315	T
Osolin, Jacqueline	\$17,667	F	Roy, Leanne	\$57,511	T
Paajanen, John	\$22,054	P	Taylor, Nancy	\$38,247	N
Parenteau, James	\$40,052	C	Ruble, Marah	\$79,694	A
Parker, Paula	\$71,018	T	Ruschioni, Cynthia	\$25,166	P
Pawelski, Cynthia	\$562	F	Saisa, Phillip	\$90,480	A
Peirce, Robin	\$35,509	G	Sargent, Brian	\$75,161	T
Penning, Krista	\$47,049	N	Sargent, Debra	\$35,031	S
Perez, Melinda	\$17,581	P	Savoie, Candy	\$23,286	E
Perkins-Cote, Jennifer	\$45,771	T	Seager, Kelly	\$65,181	T
Perla-Mullins, Linda	\$77,213	T	Secino, Gregory	\$62,581	T
Perrett, Debra	\$68,315	T	Sharkey, Marcia	\$65,707	N
Perrett, Karen	\$63,080	T	Shattuck, Lori	\$68,315	T
Peterson, Janet	\$12,363	F	Shaughnessy, Donna	\$59,982	T
Phelps, Audrey	\$64,523	T	Sicard, Christina	\$5,577	P
Phillips, Amy	\$61,615	T	Sifert, Eric	\$68,315	T
Pikkraainen, Rachel	\$7,213	F	Smith, Paul	\$90,314	A
Pinsoneault, Lynne	\$68,315	L	Sparks, Katharine	\$18,812	P
Pioli, Kathryn	\$23,724	P	Spencer, Elizabeth	\$3,006	E
Potter, Douglas	\$46,869	T	St. Cyr, Michele	\$30,665	S/P
Powers, Stuart	\$11,628	C	Stafford, Jane	\$68,315	T
Pultorak, Tara	\$484	E	Stefanakos, Paula	\$68,315	F
Quarella-Nussey, Michaelina	\$68,315	T	Stiles, Lincoln	\$75,060	T
Quigley-Belliveau, Susan	\$50,198	N	Stone, Juana	\$17,834	P
Quinn, Jared	\$65,181	T	Stukuls, Amy	\$68,315	T
Racine, Lucinda	\$19,352	E	Sullivan, Kelly	\$758	E
Rainville, Laura	\$68,315	T	Sullivan, Mandie	\$24,276	P
Reed, Joann	\$5,299	P	Svenson, Sandra	\$5,686	P
Rehler, Sandra	\$81,899	A	Swaney, Donna	\$36,305	C
Rheault, Laurie	\$65,181	T	Sylvester, Kristina	\$23,670	P

Szalay, Lawrence	\$51,176	T	Vargo, Frank	\$77,216	Y
Tabales, Adreanne	\$13,054	E	Veroude, Kathleen	\$82,500	A
Terry, Pamela	\$55,404	T	Visconti, Christine	\$7,157	F
Theriacult, Cole	\$1,401	E	Volke, Kerry	\$51,415	T
Theriacult, Kathi	\$34,232	S	Weeks, Robert	\$7,555	E
Theriacult, Marc	\$22,844	P/E	Weeks, Susan	\$4,513	E
Thibodeau, Sandra	\$22,293	GR	Weiss, Joy	\$37,612	T
Thomas, Wendy	\$71,018	T	Whittington, Cynthia	\$68,315	T
Thompson, Donielle	\$23,050	P	Wilder, Wendy	\$23,310	P
Tobia, Carolyn	\$68,315	T	Wojnas, Beth	\$19,258	P
Toomey, Sherri	\$12,508	E	Woodward-Wallace, Cody	\$530	E
Tree, Kelsey	\$1,207	E	90 Woollacott, Elizabeth	\$53,619	T
Tufts, Sharon	\$7,948	F	Wright, Candace	\$98,420	A
Uminski, David	\$102,752	A	Young, Jason	\$65,181	T
Valencia, Bedard	\$8,214	P	Zapantis, Michael	\$151,743	A
Vanderhoof, Maureen	\$64,523	T			

A=Administrator
 B=Payroll/Benefits
 C=Custodial
 D=Admin. Assistant
 E=Extended Day
 F=Cafeteria

G=Guidance
 GR=Grants Assistant
 H=Speech Pathologist
 I=In-House Supervisor
 K=Groundskeeper
 L=Librarian

M=Maintenance
 N=Nurse
 O=Accountant
 P=Paraprofessional
 R=Personnel/Grants
 S=Secretarial

T=Teacher
 U=Treasurer
 X=Registrar
 Y=Psychologist

Montachusett Regional Vocational Technical School 2010 Annual Report

The Montachusett Regional Vocational Technical School District Committee presents this report to the citizens of the District. The Committee consists of twenty-two members – four from Fitchburg, represented by LeRoy Clark, Mark Louney, Robert Campbell and Brian Walker, two from Gardner, represented by Helen Lepkowski and Eric Commodore, and one from each of the communities of Ashburnham – represented by Diane Swenson, Ashby – represented by Warren Landry, Athol – represented by Toni L. Phillips, Barre – represented by John Scott, Harvard – represented by Sue Tokay, Holden – represented by James Cournoyer, Hubbardston – represented by Jacqueline B. Kaminski, Lunenburg – represented by Barbara Reynolds, Petersham – represented by Ed Simms, Phillipston – represented by Eric Olson, Princeton – represented by John Mollica, Royalston – represented by Mary Barclay, Sterling – represented by Dr. Kenneth I.H. Williams, Templeton – represented by James M. Gilbert, Westminster – represented by Jeff Schutt and Winchendon – represented by Burton E. Gould, Jr.

FINANCIAL REPORT

Numerous challenges were faced during the development of the fiscal year 2009-2010 budget including rising health insurance, student transportation, and utility costs coupled with a decrease of State Aid Chapter 70 of \$246,000 and a decrease in State Transportation Aid of \$406,008.

Considerable effort was put forth by the School Committee, administration and staff to develop a cost-effective budget. The final fiscal year 2009-2010 Educational Plan totaled \$22,104,281, which represents a \$284,389 decrease from the 2008-2009 Educational Plan.

The District was audited in August 2010 as part of the yearly financial audit by the accounting firm of Melanson, Heath & Company from Greenfield, MA and an “excellent” report is anticipated.

STUDENT BODY

Monty Tech’s October 1, 2010 enrollment included 1,401 students in grades nine through twelve.

Students are represented from every community in the district: Ashburnham (46), Ashby (122), Barre (37), Fitchburg (394), Gardner (193), Harvard (3), Holden (46), Hubbardston (53), Lunenburg (63), Petersham (6), Phillipston (20), Princeton (14), Royalston (21), Sterling (53), Templeton (104), Westminster (57), and Winchendon (115).

The Guidance Department/Admissions Department received 736 applications for admission for the class of 2014. Of these, 636 were for the available ninth grade openings. Due to the retention rate of our

upper classes, there were a limited number of openings for upperclassmen. Monty Tech admitted 28 students to the tenth and eleventh grades.

Monty Tech continued to offer a variety of opportunities for students, parents and community members to learn about and visit the school. In October, 1,340 district eighth graders participated in Tour Days. Students toured many of our twenty vocational/technical areas and learned about the challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return at night, with their family members, to explore the facilities and talk with staff members. Career Awareness Night, as well as last spring’s Open House, was attended by an estimated one thousand individuals per event, comprised of students, parents and community members from throughout the district.

The Vocational Interest Program (V.I.P.) continued to attract large numbers of seventh and eighth grade students during the 2009-2010 school year. Due to the high enrollment, a third five-week session was implemented. Participants had opportunities to attend hands-on after-school sessions in a variety of vocational/technical areas. A satisfaction survey rated this program 4.8 out of 5. The 2009-2010 enrollment is the second highest ever at 742 seventh and eighth graders.

The Scholarship Committee awarded approximately \$37,560 in scholarships to members of the class of 2010. In addition, they awarded \$6,000 to the practical nursing graduates. Once again, local (Business Education Enrichment Foundation) and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of donations. The School Committee, administration, faculty, and graduates themselves are grateful for this support.

Articulation Agreements with local colleges continue to play an important role in helping our graduates enter college through credits earned at Monty Tech. Approximately 65% of our graduates entered a two-or four-year college. This number has continued to grow over the years.

ACHIEVEMENT

Based on the tenth grade MCAS scores, Montachusett Regional Vocational Technical School continued to see an improvement during the 2009-2010 school year in student achievement in both English/Language Arts and Mathematics. In the spring of 2010, Monty Tech’s passing rate on the mathematics portion of the test declined slightly from 99% to 97% while the percentage of students scoring in the proficient and advance categories in

Monty Tech
2010 Annual Report (continued)

math went from 78% to 80%. The school’s passing rate on the English portion of the test was 100% in 2008, 99% in 2009 and 99% in 2010, while the students scoring in proficient and advanced categories in English went from 81% to 83%.

The following data represents the percentage of students who met the competency score in English/Language Arts and Mathematics at the time of graduation:

	English Language Arts	Mathematics
Class of 2010	100%	100%
Class of 2009	100%	100%
Class of 2008	100%	100%
Class of 2007	100%	100%
Class of 2006	100%	98.3%
Class of 2005	100%	98.6%
Class of 2004	100%	94.8%

FACULTY AND STAFF

In the 2009-2010 fiscal year, Monty Tech was again affected by the slowing economy. Our Chapter 70 aid was reduced by 2%. As a result of this, our staff was reduced by four positions, due to retiring employees not replaced.

The current staff includes 56 vocational teachers, 2 vocational teaching assistants, 44 academic teachers, 4 guidance counselors, 1 school social worker, 1 school adjustment counselor, 1 school psychologist, 1 speech and language therapist and 1 media specialist.

SKILLSUSA

SkillsUSA is a partnership of students, teachers and industry, working together, to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills.

SkillsUSA Massachusetts has the second largest membership in the nation, boasting 19,300 students and 800 professional members. The state has 42 secondary schools and one post-secondary school, 34 of which are total participation SkillsUSA Chapters.

The 2009/2010 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of district competitions, performed well at state-level competitions and took back to Monty Tech five national medals and four top-ten placements. Serving as co-advisors were First Sergeant Paul Jornet, JROTC instructor, Timothy Gately, English teacher, and Anne Marie Cataldo, Early Childhood Education instructor.

Highlights of the year included:

- A total of 51 medals were captured at the District Competition held in March at Bay

Path Regional Vocational Technical School – 20 gold, 17 silver and 14 bronze. Students in four contests swept the events, obtaining all three medals. These included: Dental Assisting, Medical Assisting, Preschool Teaching Assistant and Technical Drafting.

- Forty-five District Medalists and qualifiers, 24 local Leadership contestants, 1 state officer candidate and 14 voting delegates, for a total of 84 students attended the State Leadership and Skills Conference, held in April at Blackstone Valley Vocational Technical School and the Best Western Royal Plaza (Marlboro). Monty Tech finished the competition with 27 Medals of which 15 earned the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. In addition, Victoria Holbert was elected to the State Executive Council and Paula Araujo was selected as a National Voting Delegate.
- Of the nine students competing at the National Conference, five earned medals and the remaining four earned a spot in the top ten in the nation. Michelle Gosselin, Early Childhood Education, earned her second Gold Medal in a row in the Action Skills Competition. Arielle Maddocks, also from Early Childhood Education, earned a Gold Medal in the Job Skill Demonstration – Open Competition. Eunices Gonzalez, Dental Assisting, earned a Silver Medal in the Job Skill Demonstration – A Category. Matthew DiBara, Masonry, earned a Silver Medal in the Masonry Competition. Conner Bailey, Drafting Technology, earned a Silver Medal in the Extemporaneous Speech Competition.
- Victoria Holbert, state officer elect, attended leadership training over the summer. Following the training, she was elected to the position of State President by her peers on the officer team.
- Monty Tech’s SkillsUSA Chapter completed the restoration of Moran Park in Fitchburg through the generosity of a grant from Lowers, Inc.

WOMEN IN TECHNOLOGY

During the 2009-2010 school year, Monty Tech had one of its largest groups of young ladies participate in the eighth year of the North Central Massachusetts Women in Technology Program, also known as Project WATCH (Women Achieving Technical Career Heights).

Our enrollment included: nine Business Technology students, five from Drafting Technology, and one from Engineering Technology, for a total of fifteen students. The students participated in a variety of high-tech, real-world work projects, under the mentorship of professionals at SimplexGrinnell and

Monty Tech 2010 Annual Report (continued)

Tyco Safety Products. The projects covered a wide range of business and technology areas, such as finance, software development, IT hardware and software, event planning, marketing intelligence and video screening.

Through the program, qualified students from four area high schools – Monty Tech, Gardner High School, Leominster’s Center for Technical Education and Narragansett Regional High School – have the opportunity to spend two days a month exploring career opportunities in high-tech fields, at Tyco Safety Products Co. and SimplexGrinnell, two Fortune 500 companies located off Route 2 in Westminster.

The Greater Gardner Chamber of Commerce, serving as fiscal agent for the program, provides transportation to the industry site through a private-sector grant.

Students interested in participating in the program must first pass a pre-screening process at their sending schools, and then attend an all-day Orientation Program, where they are interviewed by company personnel.

Of the six scholarships awarded at the program’s annual Final Projects Presentation, held in May, Monty Tech students received four. Their selection was based on their outstanding performance during the year.

In addition, three Monty Tech graduates were hired to work in SimplexGrinnell’s Monitoring Call Center this summer. All three graduates will be attending college this fall. Two of the students participated in the WIT Program, and the other student, a male, worked as a Co-op student in Monty Tech’s Technology Department the past two years.

Monty Tech, with the support of Superintendent – Director James R. Culkeen, has played a pivotal role in the WIT Program the past three years by hosting three of the program’s major annual events: the annual Orientation Day, the Final Projects Presentation, and the all-day rehearsal the day before.

CURRICULUM

In addition to the house building projects, the vocational/technical programs continue to provide communities in the Monty Tech District with a range of services as a component of the curricula. The projects listed below are a sampling of services provided during the 2009-2010 school year.

Auto Body/Collision Repair Technology

Gardner – MWCC – Security car repairs
Winchendon – YMCA – Rebuilt and painted Ford truck

Templeton – Cemetery Department – Repainted car

Automotive Technology

Winchendon – YMCA - Repairs

Cabinetmaking

Fitchburg – Police Department – Podium

Fitchburg – Moran Park – Sign

Athol/Orange - Boy Scouts – Birdhouses

Fitchburg – Nursing Home – Cutting boards

Cosmetology

Gardner - High Rise - Senior citizen services

Culinary Arts

Fitchburg – Art Museum – “Art in Bloom” Pastries

Gardner – Relay for Life – Pastries

Holden – “Taste of the Town”

Fitchburg – Nashua River Watershed Association – Pastries

Independent Restaurant Group – Hors d’oeuvres - Fundraiser

Dental Assisting

Lunenburg, Winchendon, Westminster,

Ashburnham – CHIP Program

Westminster, Winchendon – Dental Health Fairs

Drafting Technology

Barre – Farmers Market – Banner

Fitchburg – Silver Sponsors – Banner

Fitchburg – Design of Shed for Moran Park

Fitchburg – Police Department – Podium design

Fitchburg – Montachusett Challenger Little League Field – Vinyls

Fitchburg – Street Hockey – Banner

Fitchburg – Christian Fellowship Youth Group – Banner

Fitchburg – Jump Off Program – Designs

Gardner – Relay for Life – Banner

Fitchburg – Soccer League – Banner

Gardner – Festival of Trees – Banner

Westminster – Historical Society – Banner

Westminster – 250th Anniversary – Banner

Winchendon – Toy Town Elementary – Courtyard design

Early Childhood Education

Fitchburg - Community Partnership-Math/Literacy Fair

Montachusett Association for Education of Young Children

Electrical

Templeton – Fire Station – Installation of lights

Gardner – Fire Station – Data wiring

Winchendon – Toy Town Elementary School – Light fixtures

Graphic Communications

Westminster – Forbush Memorial Library – Posters and flyers

Interfaith Hospitality Network – Bookmarks

Gardner – Relay for Life – Posters

North Central – Tickets

Gardner – Memorial Lights – Booklets/envelopes

Monty Tech 2010 Annual Report (continued)

Ashburnham - News – Postcards
People’s Church – Letterhead/cards/envelopes
Ashburnham – Friends of Senior Center – Logo
Ashby – Middlesex Camp – Flyers
Athol – Athletic Association – Tickets
Athol - District 33A Lions Club – Ad book
Athol – New England Select – Tickets
Athol/Orange – YMCA – Dinner tickets
Baldwinville – Elementary School – Race and carnival tickets
Fitchburg – St. Anthony Church – Tickets
Fitchburg – St. Bernard School – Dance tickets and programs
Fitchburg – High School – Tickets/programs
Fitchburg – Senior Center – Writing project book
Fitchburg – Longsjo School – Poster/yearbooks
Fitchburg – Boy Scouts – Envelopes/letterhead
Fitchburg – Forge Inn – Tickets
Fitchburg – Art Museum – Brochure
Fitchburg – St. Denis – Tickets
Fitchburg – MOC Kindergarten – Calendars
Fitchburg – Troop 17 – Decals
Fitchburg – Police Academy – Pamphlets
Gardner – H.O.P.E. – Tickets
Gardner – MWCC – Handbook and booklet
Gardner – Holy Rosary School – Tickets/yearbook
Gardner – High School – Raffle tickets
Gardner – Heywood Hospital – Tickets
Gardner – CAC – Envelopes/letterhead/postcards, GALA programs
Gardner – Golf Commission – Brochures and membership
Gardner – Knights of Columbus – Tickets
Gardner – Athletic – Certificates
Gardner – Doug Flutie Autism – Posters
Gardner – Public Health – Pamphlets
Westminster – Agriculture Commission – Flyers
Westminster – Pumpkinfest – Flyers
Westminster – Placemats
Winchendon – Ahimsa-Haven – Letterhead and brochures
Winchendon – Bylaws Booklet
Winchendon – Senior Center
Winchendon – North Central Pathways – Pamphlets

Health Occupations

Blood Drive
Haiti donations
Pediatric Day

House Carpentry

Holden - Police Dept. – 20 Sawhorses made
Fitchburg – Moran Park – Refreshment stand

Industrial Technology

Fitchburg – Baseball shelters
Fitchburg – Historical Society – Bronze markers
Phillipston – Build/fabricate offices, DPW barn

Machine Technology

Fitchburg – Coggshall Park – Manufactured plates and columns

Masonry

Barre –Repair steps at Town Hall
Fitchburg – High School – Dugouts
Winchendon – Public School – Concrete sidewalk repairs

Welding/Metal Fabrication

Fitchburg – Fire Dept. – Ladder brackets
Winchendon – YMCA – Modify brackets for showers

SPECIAL SERVICES

During the 2009-2010 school year, the Montachusett Regional Vocational Technical School District provided special education services to over two hundred students. In September 2009, the Student Support Services Department is actively providing services to approximately two hundred and eighty-seven students identified with disabilities, both on 504 plans and Individual Education Programs (IEP’s).

The federal special education law, the Individuals with Disabilities Education Act (IDEA), was reauthorized in December of 2004 and came fully into effect on July 1, 2005. In August 2006, the U.S. Department of Education released new Regulations for Part B of IDEA, which went into effect on October 13, 2006. The 2004 Amendments to IDEA expand upon the 1997 reauthorization and include new requirements. The reauthorized act continues to emphasize the role of parents and expands opportunities for parents, general educators and special educators to work together in partnerships that support student learning and the success of students in adult life.

The Student Support Services Department at Montachusett Regional Vocational Technical School provides support to all students. We have full-time nursing staff that administer medications, perform state mandated health screening exams, and provide, when necessary, health information to the TEAM for a student’s IEP meeting. We employ a full-time school social worker that is able to participate in TEAM meetings and assist students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. Our students have access to the services of a full-time adjustment counselor, part-time school psychologist and school social worker. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention. We do 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 that is available to service students with disabilities, assess these students and consult the teachers within the building.

Monty Tech 2010 Annual Report (continued)

The Special Education Program at Montachusett Regional Vocational Technical School District is reviewed annually in May, in accordance with regulatory requirements. The results of this evaluation are used to improve the special education procedures and programs at Montachusett Regional Vocational Technical School. The Parent Advisory Council participates in this review and evaluation.

The Montachusett Regional Vocational Technical School District adheres to federal and state laws regarding confidentiality of personally identifiable student information.

STUDENT ATHLETICS

The Monty Tech Athletic Program enjoyed successes again in the 2009-2010 school year. Our numbers keep increasing every year. We had sixteen teams compete in the fall of 2008, eleven in the winter of 2008-2009, and seven last spring.

Last fall, the Varsity Football team broke a long losing streak and won three games in a row during a good stretch in October. They improve every week and gave their all during practice and games. They finished the year at 3-8 and 2-4 in Division 3A. The Varsity Boys Soccer team finished at 8-7-4, qualifying for the post-season tournament, where they lost to Northbridge 3-1 in an exciting game. The JV Boys Soccer team was 5-11. The Golf team was 10-2-2, playing in the Central Mass Division 3 Tournament where they finished 4th. They placed 5th in the State Vocational Tournament. We had three JV Golf tournaments at the Red Farm Golf Course in Upton and played five other matches in an attempt to improve our program. The Field Hockey team was 3-15. The Monty Tech faculty held their annual Teacher vs Student Field Hockey game to raise money for a scholarship for a deserving Monty Tech female athlete. It was very successful. The Boys Cross Country team was 3-6 and the Girls Cross Country team was 3-3. The Girls Volleyball team had a 5-15 record. The JV Girls Volleyball team was 5-12 and the Freshmen Girls team 5-6, as they continue to improve. The Varsity Girls Soccer team was 7-9-2, just missing the post-season berth. The JV Girls Soccer team finished 8-4-3, with most of the girls moving up this fall. Our girls' program looks very promising.

The Girls Varsity Basketball team finished at 10-10 and made the Central Mass Division 3 Tournament, where they lost to Littleton 57-34. The JV Girls were 9-10 and the Freshmen Girls were 10-5, as they prepared to move up to the JV Program this year. The Varsity Boys Basketball team was 15-3 and played with a lot of desire and pride. The Freshmen Boys were 9-6 and showed vast improvement over the year. The Wrestling Team participated in many

dual meets and tournaments and finished at 3-11. The Co-op Ice Hockey team did very well, as they participated in the District Tournament, losing in the finals to Oakmont. The JV Hockey team played very well as the younger players look to improve their skills. We participated in a Co-op Swim Team with Leominster and again, it went very well. They swam at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team again gave Monty Tech a lot to be proud of, as they won 23 straight games before losing to Blackstone Valley Tech in the Central Mass Division 3 semi-finals. They won the Colonial Athletic League Championship for the 21st time in 25 years. They won the State Vocational Tournament for the 4th time since it started in 2000, as they beat Greater New Bedford Voc. 11-1 and Shawsheen Tech 5-1. They finished the year at 23-1. The JV Softball team was 6-12. The Boys Volleyball team was 7-11. The Varsity Baseball team finished at 10-8 and qualified for the Central Mass Division 2 Tournament for the first time in many years. They played a good game against Millbury before losing 7-0. The JV Baseball team was 3-12. The Boys Track and Field team was 4-5, while the Girls Track and Field team was 8-2.

The Outstanding male and female athletes for 2009-2010 were:

★ Male - **Chris LaPlante** of Westminster

★ Female - **Ivette Tejada** of Fitchburg



TECHNOLOGY

Monty Tech is fortunate to have the support of the School Committee and the administrative team that recognize the need to provide our staff with the tools to prepare our students for the workforce, military, or college. Monty Tech's technology spending could have been severely affected by the economic downturn in recent years. Fortunately, a portion of ARRA (American Recovery and Reinvestment Act) funds was directed toward technology spending. We were able to purchase computers and software for our students with reading and learning difficulties. We were able to purchase software that standardized the applications used in several vocational programs. We were also able to implement a portion of our disaster recovering planning needs.

Monty Tech's electrical department has made improvements to the infrastructure of the building by completing the replacement of old network wiring in the original academic wing of the building. As we look to the future, we will need to evaluate the need for wireless access throughout the building.

Monty Tech
2010 Annual Report (continued)

Data continues to be an important tool for timely administrative decisions at the school and state level. The Massachusetts Department of Elementary and Secondary Education implemented online testing for MEPA (Massachusetts English Proficiency Assessment), and Monty Tech participated as a pilot school.

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 2010, state and federal grant sources provided the school with \$1,616,244. 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 \$140,990. For Fiscal Year 2010, Monty Tech received \$26,175 in grant funds to support instructional services and equipment in the Auto Body/Collision Repair Department, The Community Foundation of North Central Massachusetts awarded the school \$20,000 to pursue a biodiesel project (project end date June 30, 2010), while the Massachusetts Clean Energy Center and the Massachusetts Department of Elementary and Secondary Education awarded competitive funds to support the construction of a renewable energy center at Monty Tech. Funds awarded for the Monty Tech Renewable Energy Center (REC) project total \$94,815

“Total grant awards for fiscal year 2010 was \$1,757,234.”

CONCLUDING STATEMENT

Again, on behalf of the School Committee, administration, students and staff of the Montachusett Regional Vocational Technical School, I thank all the member communities for their continued support of Monty Tech.



PUBLIC WORKS
Department of Public Works
2010 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham:

In 2010 the Department of Public Works (DPW) completed numerous projects which included, Rindge Turnpike and Stowell Road. The drainage was re-done and both roads were paved.

Additionally, drainage work was done on Main Street, Russell Hill Road, Wilker Road, Lake Road, and Old Pierce Road. The DPW also repaired or replaced fourteen catch basins or drop inlets.

The DPW will also continue with the brush cutting program that began in 2008.

Respectfully submitted,
 Stephen Nims,
 DPW Superintendent



Municipal Grounds
2010 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham.

I am pleased to submit the Municipal Grounds report for the fiscal year July 1, 2009 through June 30, 2010.

Accounts Receivable:	
Interments	\$ 5,500.00
Perpetual Care	5,520.00
Sale of Lots	1,580.00
Foundations	<u>2,062.40</u>
Total	\$14,662.40

Respectfully submitted,
 Stephen Nims, Superintendent

Cemetery Department
Burials 2010

April	14	Beverly St. John
	23	Richard Gould
	23	Robert Lajoie
June	2	Jacquelyn Brennan
	2	Robert C. Brennan Sr.
June	8	Robert Morse
	8	Mildred King
	24	Jean Aho
July	24	Robert Phelps
	27	Mary Jane Gosselin
October	9	Phyllis Price
	16	Arthur Johanningsmeier
	19	Shelby Botto
	30	Leone Gagne
November	8	Wesley Price Sr.
	8	Ellen Price
	30	Victor Segnan

Water/Sewer Departments 2010 Annual Report

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

Your Water/Sewer Commissioners are pleased to submit the following report for the fiscal year July 1, 2009 through June 30, 2010.

During the 2009-2010 fiscal year the Water Department was granted a loan from the United States Department of Agriculture, for a new one-million gallon water tank that would replace the High Street water tank. The High Street water tank has been in use for almost one hundred years.

The construction of this new tank will start in April of 2011 and is projected to be fully operational by September of 2011. The tank is going to supply an extra five hundred thousand gallons of fire protection and is a much needed upgrade.

The Sewer Department, in fiscal 2009-2010 upgraded our chemical tanks at the Westminster Pumping Station. The new tanks are equipped with telemetry which allows us to monitor our chemical usage twenty-four hours a day through computers. This upgrade has allowed us to improve our monthly reports and monitoring.

Respectfully submitted,

David Berger, Chairman
Leo Collette, Member
George Cornwall, Member
Paul Johnson, Member
Valorie Daigle, Member
Mark Petersen, Water and Sewer Superintendent



Municipal Light Plant 2010 Annual Report



To the Honorable Board of Selectmen and Citizens of Ashburnham, we submit for your consideration and approval the 102nd 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 3rd Wednesday of every month at 7:00 p.m. 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 2011
Kevin Lashua	Member	April 2012
Mark Carlisle	Secretary	April 2013

In this the one hundredth and second 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 of the year was the lower than expected fuel prices, particularly natural gas, which is the fossil fuel we most depend on in New England for generating electricity. Experts conclude this downturn in natural gas prices is a direct result of the poor economic conditions that the United States is seeing today. Projections show that there will be little pressure on natural gas prices as we move through 2011 resulting in stable prices and steady supply.

The two largest factors contributing to the increasing cost of electricity are investments in upgrading the transmission system and ever increasing government regulations funded through electrical rates. 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 the benefit of the upgrades. Government is reaching further into the electric consumers' pockets through increased regulations and monitoring which must be funded through the electric rates. The municipal electric systems throughout New England will continue to monitor these costs and mitigate them where it is possible.

Even with these ever increasing costs the Ashburnham Municipal Light Plant has been able to keep the rates reasonable. We believe that this is just another example of why a public owned electric system, under local control can continue to provide superior, cost-effective service to the community. 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 continues to provide training for our employees, ensuring that they are sufficiently trained in the knowledge necessary to provide the

Municipal Light Plant 2010 Annual Report (continued)

level of service the rate payers of Ashburnham are accustomed to having. This year we saw the retirement of Marcia Bedard. We would like to thank Marcia for her years of service. We were successful in hiring as her replacement, Ms. Amy Fischer. For most of the year the Light Department operated shorthanded with the injury to David Goodall in May. We wish David a successful recovery.

Company Highlights

Working in conjunction with the Massachusetts Municipal Wholesale Electric Company and the Town of Ashburnham, the Light Department applied for and received a \$150,000 EECBG grant to install solar energy arrays on the Ashburnham Public Safety Building and Oakmont Regional High School. The two projects are expected to exceed \$250,000. The additional funding will be supported by the Light Department. We began construction in late summer, and by the end of October we had completed the installation of both projects. A total of 33,600 watts of photovoltaic cells were installed, 16,800 watts on each building. These installations will augment the power supply for both locations and are expected to produce in excess of 20,000 kilowatts hours each a year for the next 20 years.

We also continued to develop our wind site on Blood Hill in Ashburnham. In July the Light Department applied for and received a grant of \$55,000 from the Massachusetts Clean Energy Center to complete a feasibility study. The overall study is expected to cost \$78,000. The study will include further analysis of the wind, photo

simulation, flicker study, transportation study, noise study, electrical and mechanical study.

Ashburnham Municipal Light Plant Contributions

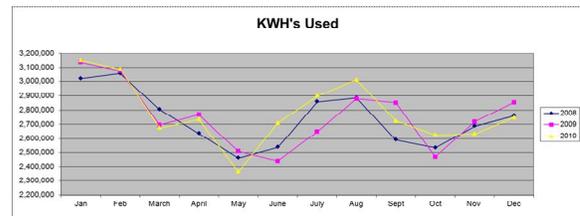
We annually pay to the Town of Ashburnham an in-lieu of tax payment of \$40,000 as well as contributing an additional \$11,600 towards the salary of Town employees that provide services to the Light Department. We also provided the Town with discounted street lighting costs, reduced electrical rates, traffic signal maintenance, school signal maintenance, radio emergency generator maintenance, radio tower maintenance, and tree chipper service with all of these things at no additional cost to the Town.

Reliability – Average Reliability 99.9974%

Month	Cause	# of Affected Customers	Duration
February	Snow and Ice	1,657	3 hours
May	High Winds	151	3 hours
July	Lighting	135	4.92 hours

Kilowatt Hour Peaks

The Ashburnham Municipal Light Plant provides power to approximately 2,972 customers in the Towns of Ashburnham, Winchendon, Westminster and Gardner. The peak electrical usage reached 6.7 million watts twice in 2010. It was reached on July 7th and December 27th 2010 with both times being at 6:00 p.m. This is the first time in the recorded history of the Light Department that Ashburnham's summer and winter peak was the same. The higher than normal summer peak is a result of the much warmer than normal summer which we experienced in 2010. Up until this year Ashburnham remained one of the few towns in New England that still used more electricity in the winter than in the summer. The following chart represents monthly kilowatt-hour sales for 2008, 2009 and 2010.



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 2009 and 2010 to the total consumption of electricity and revenue. The overall average cost per Kilowatt-hour is 15 cents for all rate classes.

Kilowatt Hour Sales

Rate Classification	2009 Kilowatt Sales	2010 Kilowatt Sales
Residential Sales	20,557,980	20,837,155
Commercial Sales	1,306,367	1,124,859
Industrial Sales	10,895,659	11,118,052
Municipal Sales	233,966	214,770
Total Sales	32,993,972	33,289,836

Revenue from the Sale of Electricity

Rate Classification	2009 Revenue	2010 Revenues
Residential Sales	\$3,211,296.36	\$3,302,409.58
Commercial Sales	\$ 209,286.63	\$ 186,116.75
Industrial Sales	\$1,459,747.72	\$1,482,512.32
Municipal Sales	\$ 41,274.93	\$ 38,951.76
Total Sales	\$4,921,605.64	\$5,009,990.41

System Improvements

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 would like to recognize the property owners in Ashburnham for

Municipal Light Plant 2010 Annual Report (continued)

their continued cooperation and support of this program.

Equipment Upgrades

Our oldest vehicle in service today is a 2001 digger derrick. We do not expect to have to make another major vehicle purchase until the latter part of 2011.

Pole Replacement

We continued 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 replaced this year were 60. This total is dramatically down from last year because all the ice storm damage has been repaired.

New Services to Homes

The Department installed the necessary equipment to serve some 18 additional homes built in Ashburnham in 2010. We also have **47** properties shut off due to foreclosure.

Power Costs:

Bulk Power Cost Projections – ISO Energy Market

Year 2010

Fixed Cost	1,655,829
Transmission	492,632
Energy	1,288,603
Total Cost	3,437,064
MWH	35,724
\$/MWH	96.2

Bulk Power Cost Projections – ISO Energy Market

Year 2011

Fixed Cost	1,413,934
Transmission	509,234
Energy	1,400,668
Total Cost	3,323,836
MWH	35,626
\$/MWH	93.3

As is represented by the examples above, our projected electrical cost for 2011 is trending slightly downward when compared to 2010. As you can see by the chart above, Fixed Costs have been reduced due to the retirement of some debt. Transmission and energy costs are expected to increase, however, the overall cost of power to the Light Plant will be reduced. Transmission costs are expected to continue to add upward pressure to the cost of electricity in future years as government regulators establish more and more regulations and regulatory agencies. The Municipal Electric Systems in New England (MVEC) will continue to work to insure that costs are justifiable and customers are getting the best possible value.

Cost Comparison

Residential Bill 12 Month Average

October 2009-September 2010

	250 kWh	500 kWh	750 kWh	1000 kWh
Comm Electric	47.21	90.69	134.18	177.66
Cambridge Electric	43.48	80.80	117.77	154.74
WMECO	43.35	78.17	113.00	147.82
National Grid	39.08	73.59	108.85	144.60
Fitchburg G&E (Unitil)	51.91	98.69	145.38	192.08
Boston Edison	46.57	86.72	126.86	167.01
Ashburnham	39.85	75.20	110.55	145.90

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



HUMAN SERVICES

Board of Health

2010 Annual Report

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 the 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 extension 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 extension 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 2010. The Board, with the help of the Nashoba Associated Boards of Health, also held several successful seasonal flu clinics in Town.

We would like to thank Elaine Cormier for her time as the Land Use Administrator. We would also like to welcome Mary Ellen Kelly as the new Land Use Administrator.

Respectfully submitted,
Glenn Hathaway, Chairman
Dr. F. John McLaughlin
Scott Sibley
Patrick Durkee
Thomas Flanagan



Nashoba Associated Boards of Health 2010 Annual Report

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*)
- 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 Associated Boards of Health 2010 Annual Report

- Response to the bioterrorism threat through coordination and communication with the Centers for Disease Control, the MDPH, and the Massachusetts Emergency Management Agency.
- Nashoba assisted the Board by 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 2010 were the following:

- Through membership in the Associated Ashburnham benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed 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 52 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. Correspond with Inspectors regarding deficiencies; referred deficient inspections to Ashburnham Board of Health for enforcement action.

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) 102

The Nashoba sanitarian is available for the public at least twice a week on Tuesday and Thursday 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 25

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 of 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 is also investigated, and appropriate medical consultation and laboratory testing may be required.

Beach/Camp/School Inspections 28

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 25

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-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications 25

**Nashoba Associated Boards of Health
2010 Annual Report (continued)**

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 125

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications 25

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 81

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) 18

Septic System Permit Applications (upgrades) 14

Applicant's approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections 63

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 29

During all phases of application, design, and construction the Nashoba sanitarian is called upon for legal details and interpretation.

Well Permits 8

Water Quality/Well Consultations 16

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics – Animal Immunized 27

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 delivery 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 228

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 144

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic intervention through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional independence.

Home Health Aide Visits 76

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing, dressing, exercises and meal preparation.

Medical Social Service Visits 22

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Clinics

Local Well-Adult, Support Groups & Other Clinic Visits 382

Visits include well adult clinics and immunization, cholesterol exercise, mental health and bereavement clinics.

Number of patients that attended flu clinics held in Ashburnham 234

Number of patients who received flu shots that live in Ashburnham 159

Number of patients who attended Well Adult Clinics from Ashburnham 145

Number of patients who received Pneumovax vaccine 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:

**Nashoba Associated Boards of Health
2010 Annual Report (continued)**

- Investigate and control the spread of communicable diseases within Ashburnham (MGL, c 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 c. 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 waterborne 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
15

Communicable Disease	Number of Cases
• Anaplasmosis	5
• Campylobacteriosis	1
• Giardia	1
• Group A Streptococcus	4
• Lyme Disease	3
• Varicella	1

Dental Health Department

Examination, Cleaning & Fluoride
Grades K, 2 & 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	235
Students Participating	143
Referred to Dentist	41

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 11



**Council on Aging (COA)
2010 Annual Report**

To the Honorable Board of Selectmen and Citizens of Ashburnham:

We had a very challenging year in 2010 at the Council on Aging. In 2009, the Council on Aging Board had goals that they wanted to accomplish by the end of the year, which never really came to fruition until this year. The first goal was to establish a Friends Group for the Senior Center. This occurred January 27, 2010 and later they became incorporated on April 5, 2010 under the name of “The Friends of the Ashburnham Senior Center, Inc.”. The second goal was to hire an Outreach Worker. The Board had several candidates apply for this position and finally hired and welcomed Ronald Lewis on December 17, 2010.

The Senior Center had a Men’s Day on July 2, 2010 which included games of horseshoes where we had four participants. We also attempted to have a Men’s Day of bowling, which the Friends of the Ashburnham Senior Center, Inc. were ready to sponsor, but there wasn’t enough interest.

There are many activities offered at the Senior Center and we are working on many more. The activities offered at this time are:

- Monday - Line Dancing
- Tuesday - Needlecraft
- Wednesday - Stretching and Aerobics
- Wednesday - Bingo
- Thursday - Line Dancing and Watercolor class

Pizza and Bingo on the last Tuesday of the month



We have welcomed a resident from Westminster and one from Gardner to participate in the Line Dancing classes.

The Senior Work-Off Program has four participants again this year.

Mary Lajoie, our Trip Coordinator, scheduled several wonderful outings in 2010 with a mystery trip in November. Mary scheduled a total of forty events for the year 2010 and these were enjoyed by many seniors.

The Forever Young Club is still a very active part of the Senior Center and they meet the first Monday of every month.

The activities for the MART van and the TOWN van include medical, nutrition, social/recreational, shopping and other non-urgent care for the year 2010. The number of trips is as follow:

**Council on Aging (COA)
2010 Annual Report (continued)**

MART	2,367
TOWN	833

Meals on Wheels are delivered to home-bound residents every Monday through Friday.

The Lions Club held two benefit breakfasts at the Center which were well attended and we look forward and welcome more of these events in the coming year.

There are many more activities happening at the Senior Center that have not been mentioned, but...the most important is the *“friendship”* that is a constant for our seniors.

As a final note, as Coordinator, under the direction of the Council on Aging Board, I will continue to encourage our seniors and provide the services they have enjoyed along with some new and exciting ideas.

Respectfully submitted on behalf of the Council on Aging Board,

Donna Burton
Council on Aging Coordinator

Council on Aging Board Members

Brian Aho, Chair	Lorna Fields,
Treasurer	
Almond Hart	Betty Bushee
Carol Hamel	Irene Parent



**Veterans Agent
2010 Annual Report**

As the Veterans Agent for the Town of Ashburnham, I hereby submit the following report for Fiscal Year 2009.

I am the full time Veterans Agent for the City of Gardner where I can be reached Monday through Thursday between the hours of 8:00 a.m. to 4:00 p.m. and on 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 2010, the following expenditures were made through the Veterans Service Office.

Salary account	\$ 2,652.00
Veterans benefits	
Cash Allowance	\$10,619.48
Flags for Veterans graves	\$ 457.92
Veterans Benefits Total	\$11,077.40

Communications account – dues	\$ 35.00
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Respectfully submitted,
Phillip D. Buso
Veterans' Agent



Memorial Day Services in Ashburnham.
Photo courtesy of Betsy Dillbeck.

**CULTURE, RECREATION AND
SPECIAL COMMITTEES**

**Historical Commission
2010 Annual Report**

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

The Ashburnham Historical Commission would like to sincerely thank Stephen Nims of the Department of Public Works for his diligence and assistance in completing several pending projects from prior years. A large stone was moved into place for the mounting of the two plaques for the memorial to Emeline Jewell Whitney in South Ashburnham where the school once stood. A large granite block was also put in place as a bench for the area. The Town Pound sign reproduced by Lyman Signs was mounted in place on Meetinghouse Hill with a new bracket and post so that citizens will now once again be aware of the location and significance of the Town Pound. A foundation for the relocation of the

Historical Commission 2010 Annual Report (continued)

water trough in Winchester Park (moved from the Victorian House restaurant and restored by the Town) was poured and the trough will be re-dedicated with town officials and the Saccone's in the spring of 2011.

The Commission was consulted by Doug Briggs in regards to a new water tank for the Town. It was determined that the location would be on the opposite side of Meetinghouse Hill from the Town Pound where the tank will be somewhat less visible. The Commission submitted its color choice of light grey – a color that will hopefully blend in with the environs. Work also continued on the process for establishing a National Register Historic District on Meetinghouse Hill. Commission member Joseph von Deck produced more of his scholarly research on various properties and neighborhoods in Ashburnham that is invaluable for the historical record.

The Commission was approached by the Trustees of Cushing Academy with their plans for a new residence structure that is planned where the barn at the Mary Hare House would be removed. The Commission was able to tour the barn and take pictures for the record. A Public Hearing for the Demolition Permit was scheduled for January 2011.

The Commission continued to review projects that impact the historic character of Ashburnham. Demolition permits were issued for the following properties: 76 Lake Shore Drive (10/4/10) and 117 South Main Street (12/9/10).

We were pleased to have Dave Uminski as a new member of the Commission and we appreciate his willingness to serve.

Respectfully submitted, Bettyna Donelson
Christina Sargent, Chair Joseph von Deck
David Uminski Allan Small

Ashburnham Cultural Council 2010 Annual Report

The Ashburnham Cultural Council (ACC) is a local non-profit organization that provides financial support, services or other programs for arts organizations and individual artists in the community or region. ACC runs under the auspices of the Massachusetts Cultural Council.

For the year 2010, the Ashburnham Cultural Council focused on meeting once a month to establish an itinerary that focused on bringing more substantial arts to the Ashburnham community, as well as to brainstorm ways to invigorate the cultural life of the Town.

In September 2010, the ACC created a successful community-input forum to discover ways to provide productive and creative relationships between the artists in Ashburnham and the local businesses/ educational communities.

The ACC celebrated technology by establishing both a **facebook** page and an online **.Ning** network in early April 2010. These 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 in order 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 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.

In 2010 the ACC received \$3,950 and was distributed as follows:

Amt.	Recipient	For
\$350	Ashburnham Conservation Trust	Southern Rail Concert
\$500	Ashburnham Historical Society	Ivers Whitney Adams Restoration
\$150	Fitchburg Art Museum	Regional Arts and Crafts Show
\$500	John R. Briggs Elementary School	Visiting Authors
\$150	Kathryn Miville, Oakmont High School	Art in Mathematics
\$400	Oakmont Regional High School	Introduction to Dance
\$359	Oakmont Regional High School	Forum Art and Literary Magazine
\$100	Oakmont Regional High School	Flag of Hope – Japanese and American Sculpture
\$250	Keith Penniman	Hist'ry-onics/ Music
\$500	Tammy Ricker	Visual Arts – Ashburnham: An Exploration in Color
\$500	Monica Tessitore	Sounds of Brazil/Music
\$ 30	The Marble Collection	The Marble Collection Website Design
\$100	Westminster Chamber Music Workshop	Chamber Music Festival

Ashburnham Cultural Council 2010 Annual Report (continued)

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.

List of members:

<u>Name</u>	<u>Term Date</u>
Rebecca Rice Flanagan	2014
Theresa Barry	2013
Wendy Landry Margo	2014
Rebecca Cinclair	2014
Joan Hathaway	2014
Romayne Timms	2011
Margaret Little	2012

Respectfully submitted,
Rebecca Rice Flanagan
Chairperson



Stevens Memorial Library 2010 Annual Report

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

We would like to WELCOME the rebuilding of the Friends of Stevens Memorial Library. They have been supporting the Library for over thirty years. This year the Friends sponsored two fund raisers, the Trunk Sale and the Holiday Home Party.

The Library staff is supplemented by many volunteers without whom the Library would not be able to service the needs of its patrons. The Stevens Memorial Library honors these valuable members of our library community.

Our community room provides a gathering place for our town. The Brownies, Girl Scouts, Historical Commission, Rails to Trails and pre-school graduation, play groups, yoga, census training, and Town Caucus all meet here. The Library has hosted art exhibits, poetry readings, a solar education seminar, music lessons and story hour.

We have celebrated Earth Day, National Library Week and Library Card sign-up month. This year, over 400 individuals participated in our summer reading program.

As the economic crisis continues, more and more people are turning to their public libraries. Our staff continues to work hard to provide the many services that our patrons require from its library.

The Library Hours are Monday-Thursday 10:00 a.m. to 8:00 p.m.

We are grateful for the strong support this community has shown for its library.

Respectfully submitted,
Cheryl Paul-Bradley
Director

"Book lovers will understand me, and they will know too, that part of the pleasure of a library lies in its very existence." – Jan Morris, historian, author, travel writer

Hours – Monday-Thursday 10:00 a.m. to 8:00 p.m.



Stevens Memorial Library
20 Memorial Drive
Ashburnham, MA 01430
(978)827-4115 Fax (978)827-4116
ashlibrary@net1plus.com

Stevens Memorial Library Trust Fund 2010 Annual Report

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 savings accounts.

The income generated from this account in accordance with the terms of the original trusts 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.

January 1, 2010 – December 31, 2010

Beginning Balance	\$132,995.52
Ending Balance	\$144,073.03
Income Generated	\$ 11,077.51
Monies Spent	\$ 30,124.02
Fees Paid	\$ 40.00

Respectfully submitted,
Barbara Hallowell
Treasurer of Trust Funds

Agricultural Commission 2010 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham:

The Ashburnham Agricultural Commission had a productive year. Though the weather did not cooperate well with the Farmer's Market, vendors were at Winchester Park every week. We are planning to repeat the market, but are considering an alternative site with higher visibility to those driving by.

The Commission needs to fill one vacancy for a full Commissioner and two Associate Commissioners. Jeremy Holmes has moved out of Town and has had

Agricultural Commission 2010 Annual Report (continued)

to resign. Those Ashburnham residents who are interested in protecting local farms, supporting local businesses and preserving our rural heritage are welcome to join us.

The Commission has also brainstormed the idea of a companion organization with an alternate site for the Farmer's Market. This resulted in the development of the North Country Sustainability Center, Inc. a group in the process of becoming a non-profit entity to promote our local economy, environment and community building. NCSC, Inc. will serve as an association that works in support of the Agricultural Commission, so that we will no longer need the revolving fund for operations. The final decision will be made on that after the IRS rules on the 501 c 3 status.

Respectfully submitted,
Patricia G. Stewart, Chair
Cynthia Rowan, Secretary
Richard Wright
Gretchen Lafferty
Gary Howland, Associate
Chris Picone, Associate



Rail Trail Committee 2010 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham:

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 and continuing with our goal to connect the Ashburnham Rail Trail to the North Central Pathway via the Cheshire Branch of the Fitchburg Railroad.

For the past two years, we have held clean-up days to keep walkable sections open for residents to enjoy the scenic beauty of our trail. We have these areas open and accessible but as with everyone, the financial and economic situation has left us with few options of going forward with any major projects. The projects include two bridges and the engineering of a pathway through Mark Dymek's housing project. These will be costly and funding is limited.

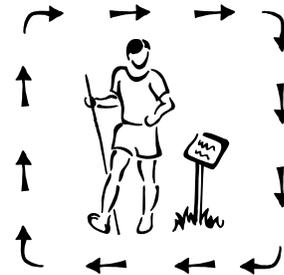
With the help of the William J. Bresnahan Scouting and Community Center, Inc. Group, our hopes for the Rail Trail section at the Whitney Pond Recreation area may become a reality. With greater awareness of the incredible asset we have in our town, we hope to increase our pool of volunteers to keep our dream of a Tri-State Rail Trail alive.

This year we suspended meetings between December and March but will start again in April 2011. 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.

Respectfully submitted,
Sallie Thoma, Chair

Dean Anderson
Bernadette Hines
Arthur Pinsoneault
Cec Snow, Ashburnham Conservation Trust

Paula Gorrell
Christine Iacobone
Sherisa Sterling



William J. Bresnahan Scouting & Community Center, Inc. 2010 Annual Report

To the Honorable Board of Selectmen and Citizens of Ashburnham:

Mission Statement: The William J. Bresnahan Scouting and Community Center Committee was formed eight years ago by a few Ashburnham volunteers looking to help the Boy and Girl Scouts obtain a place to hold meetings and gatherings. This base Committee of twelve men and women have bonded together to manage the construction of this center in memory of William J. Bresnahan; a Marine that gave his life in Vietnam, defending our freedom.

The goal of the William J. Bresnahan Scouting and Community Center's Committee is to construct a Community Center for use by the Ashburnham Boy Scouts, Girl Scouts and the local community. Our secondary goal is to provide a place for families to go to relax and enjoy the natural area.

The Committee continues to work with Town Officials and Departments, the Ashburnham Selectmen, the Conservation Commission, the Boy Scouts and Girl Scouts, the American Legion, the Armed Services, the Ashburnham Municipal Light Plant, the Ashburnham Lion's Club and the Ashburnham Fire Department to ensure that all policies and procedures are followed in obtaining our goal of building a community center. We continue to work closely with Town Departments to be sure that the appropriate permits and applications are obtained and filed.

Our fundraising events are on-going and have included; raffles, craft fairs, flea markets, spaghetti

**William J. Bresnahan Scouting &
Community Center, Inc.
2010 Annual Report (continued)**

suppers, cooking at Downtown Days and Brian's Road Race, basket raffles at Downtown Days, an on-line auction and the selling of pictorial WJB t-shirts.

On May 8, 2010 the Town of Ashburnham's voters gave the Selectmen permission to approve the use of a Town-owned parcel of land, located at 150 Central Street for the William J. Bresnahan Scouting and Community Center. We plan to begin digging in the spring of 2011 and begin construction in August of 2011. The Committee has the backing of Town officials and organizations to move forward with our project at this new site.

Once appropriate stipulations are met for ensuring the natural integrity of the property and our fundraising goal is met we expect construction to begin at a new site.

Montachusett Regional Technical Vocational School has agreed to use our project as a learning experience for the students in the various labor professions there as well. We need only to raise the necessary funds for materials and supplies.

Many groups and volunteers are working and will continue to keep the original site safe, clean and free of debris.

Monetary donations and donations in kind are accepted from local businesses, private citizens and local and state organizations in order to reach our goal in order for construction to begin.

If you are interested in becoming a part of this project, please join us at our monthly meetings which are held on the second Saturday of each month at 8:00 a.m. (location varies) or you may contact any Committee member.

Respectfully submitted,

William J. Bresnahan Scouting & Community Center, Inc. Board of Directors:

Ronald Skaife, President
Dennis Driscoll, Treasurer
Brenda Brown, Secretary
Dennis Cormier
Gene Dancause
Valorie Daigle
Walter Handy

Harry Powers
John Comeau
Jane Dancause
Chris Gauthier
Jack Munnis



**Ashburnham's 250th Celebration
Committee
2010 Annual Report**

To the Honorable Board of Selectmen and Citizens of Ashburnham:

Incorporated in 1765, Ashburnham is poised to celebrate its 250th Anniversary in 2015. The years prior to this are full of planning and events.

The 250th Celebration Committee was appointed and meetings commenced in November of 2010. With newly appointed co-chairs, our event board has come alive. With both fund-raising activities and a full well-rounded year of festivities, we will culminate the year of celebration with a parade and fireworks.

Historically we have been charged with precisely timed openings of long-buried time capsules. These events will lend to the many historically significant celebrations in the commemorative year.

We welcome input from all residents. Our meetings are posted and open to the citizens.

Respectfully submitted,
Steve Coswell, Co-Chairperson
Julie Olivari, Co-Chairperson



**Special Act Study Committee
2010 Annual Report**

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

The governance of the Town of Ashburnham is defined in two principle documents:

- General By-Laws
- Acts and Resolves of Massachusetts – 1985 – Chapter 428: An Act Establishing a Selectmen Administrator Form of Government for the Town of Ashburnham (Special Act)

Specific sections of the former have been updated periodically but a front-to-back review has never been undertaken. The latter has never been reviewed since it was first approved in 1985.

Beginning in April 2009, the then Board of Selectmen commissioned a Special Act Study Committee to undertake a comprehensive review of both documents. The members of the Committee were: Pixie Brennan, Mark Carlisle, Mike Catlin, Matt Christiansen, Lorna Fields, Leo Janssens, Dottie Munroe, Lois Somers and Ed Vitone.

Over the next 18-month period, the Special Act Study Committee:

Special Act Study Committee 2010 Annual Report (continued)

- Reviewed the current Special Act and General Bylaws
- Reviewed twenty-one (21) Special Acts of other cities and towns in the Commonwealth and compared each against the Town's current Special Act
- Identified questions and/or concerns with the current Special Act
- Identified sections and/or clauses from the Special Act of other cities and towns that were either responsive to identified concerns or were viewed as "best-practices".
- Created a draft of candidate changes to the current Special Act and submitted to Selectmen and Town Administrator for review and comment.
- Reviewed current Town Bylaws to address any inconsistencies with the Special Act or inconsistency within itself.
- Reviewed fines imposed within the Bylaws for consistency.
- Performed an examination of select Bylaw sections to insure that policies were in place to fulfill requirements.
- Conducted a Public Input Session
- Presented the changes to both documents at the November 2010 Fall Town Meeting.

Both documents were approved at the Town Meeting and the Town is now awaiting final approval by the legislature for the Special Act and final approval by the Attorney General for the General Bylaws.

Respectfully submitted,
Edward T. Vitone, Jr.

for the Special Act Study Committee



Advisory Board 2010 Annual Report

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 excellent 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. The Town also saw a decrease in state aid continuing to put additional pressure on the local taxpayers.

We are pleased with the progress the Town has made over the past year. With the leadership of Town Administrator Doug Briggs the Town has a consistent budget format, five-year revenue and expense forecasts and a comprehensive Capital Plan.

I would like to thank all the members of the Advisory Board for their tireless efforts during the past year. Collectively we will 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
Leo Janssens, Vice Chair
Meredith Fagan, Secretary
Belden Divito
James Piedrafite
Duncan Phyfe



IT Advisory Board 2010 Annual Report

To the Citizens of Ashburnham:

The Ashburnham IT Advisory Board is a four (4) 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 as well as long-term planning for the technological development of the Town.

In 2009, it was recommended that the Town of Ashburnham create a committee to advise the Town on matters of technology. The Board of Selectmen responded with the creation of an ad hoc IT Study Committee that initially helped the Town to recover and understand the impact of the Town Hall flood. Additionally, this ad hoc committee intensely audited the IT vendor of the Town and looked at various alternatives to ensure the Town was being serviced in the most effective and cost efficient manner.

The last action of the now defunct ad hoc IT Study Committee was to provide the Board of Selectmen with a set of guidelines for the establishment of a

IT Advisory Board 2010 Annual Report (continued)

permanent IT Advisory Board. The permanent IT Advisory Board was established in the summer of 2010 with three of the original members from the ad hoc committee and a representative from the user community.

The IT Advisory Board is pleased to report that we have been able to foster an environment in which technology is seen as a resource for the Town's continued growth and success. We are continuing to work with the Town to ensure the best utilization of tax payer monies and leverage existing technology to improve internal communication. This change is already being reflected in the IT Budget allocations for FY12.

The long-term goal of the Board is to establish a Technology Plan that looks out over 5 to 10 years to provide the Town with sound investments and high return on financial expenditures.

The IT Advisory Board is committed to seeing the policies and procedures established to support the Town in the most cost effective manner. We are looking forward to working with the Town's leadership and user community and are pleased to see the continued commitment towards the effective use of technology.

Respectfully submitted,
 Duncan Phyfe, Chairman Nancy Haines
 Kyle Johnson, Secretary Joe Kalagher



Capital Planning Committee 2010 Annual Report

Last year the Capital Planning Committee determined that the average annual replacement cost of the current assets of the Town was approximately \$419,000 excluding building replacement and maintenance, roads, computer systems and other long-life-items. When including road maintenance, building maintenance, computer systems costs, plus refinements of last year's estimate, the average annual replacement cost of the Town's current assets is ~ \$650,000. In the view of the Capital Planning Committee, this level is not sustainable.

As a next step, the Committee suggested that a "zero-base" capital plan be developed with an annual cost of no more than \$450,000, a reduction of ~30%. The Committee advocated the following capital priority:

1. Determine which buildings the Town wants to keep, maintain those that make the short list and disposition the rest.
2. Roads are critical because without roads, snow removal and maintenance, the Town wouldn't require any other services.
 - a. Analyze # trucks vs. # employees to see if it makes sense.
 - b. Revisit size and type for lowest \$/year.
 - c. Evaluate mix of in-house vs. sub-contract
3. Police patrol vehicles
4. Ambulance services provided it was lower cost than sub-contract with sub-contract ambulance garaged in Ashburnham with personnel cost and supplies included.
5. Because fire incidents have decreased over time, firefighting equipment is the 5th priority.
 - a. Consider exclusion of ladder truck with that need met via mutual aid or by other regional agreement.
 - b. Focus on the smallest number on on-call firefighters to do the job to minimize personnel driven capital items such as turn-out gear, etc., with consideration given for sufficient staff to cover personnel turnover.
6. Maintain a Computer System which is state-of-the-art with the major town facilities linked by fiber with the Public Safety Building as the hub.
7. The 7th priority is the Library to allow our citizens to have access to libraries across the state.
8. Town's physical appearance.
 - a. Grounds presentable
 - i. Mowing and grounds maintenance is typically sub-contracted by industry. We would perform an in-house vs. sub-contract analysis considering equipment replacement and personal costs.
9. Layer remaining costs as the budget would allow, in priority order.
 - a. Voting machines
 - b. Etc.
10. Absent of contractual requirements, perks/fringe benefits such as automobiles for Police and Fire would be at the bottom.

Our Town Administrator, Doug Briggs then met with his Department Heads to consider the Committee's input on capital priorities with an objective to developing a \$450,000 per year plan. As a result of that meeting, the 15-year average capital asset replacement cost was reduced from \$650,000 to \$450,000. Items to be considered in the May 2011 Town Meeting totaling \$454,000 are:

1. Lockers, Vehicle, Misc.	AWRSD	\$ 20,000
2. Ford Crown Victoria	Police	\$ 38,000
3. Ford Dump Truck	DPW	\$ 41,000
4. Road Repair	DPW	\$125,000
5. Volvo L70D Loader	DPW	\$ 96,000
6. Mobile Vehicle Computers	EMS	\$ 9,500
7. IMC Software	Fire	\$ 40,000
8. Radio Equipment	Fire	\$ 4,000
9. Fiber Optic Installation	Town Hall - PSB	\$ 50,000
10. Turnout Gear	Fire	\$ 10,500

11. Library Repairs	Library	\$ 10,000
12. Town Hall Roof Repair	Town Hall	\$ 10,000

Respectfully submitted,
 Anne Cervantes
 Nancy Haines
 Jaime Piedrafite
 Bruce Whitney

Gail Dumont
 Leo Janssens
 Edward Vitone, Chair



Town Vehicle Mileages As Of January 2011

FIRE DEPARTMENT

2008 Ford F450 Brush Truck	6,561
2007 Ford Crown Victoria	67,767
2006 HME/Central 1250 Pumper	8,506
2003 Ford E-450 Ambulance	60,503
1998 Freightliner 1500 GPM Pumper	27,527
1998 Jeep Cherokee	101,533
1997 Freightliner 1250 GMP Pumper	23,453
1988 HUMVEE	11,559
1987 SCAT Hovercraft (2 man)	N/A
1983 Mack/LTI 106' Ladder Truck	103,909
1970 Kaiser Jeep 2 1/2 Ton	7,002
1965 Kaiser Jeep Tanker	2,526
1986 Chevy Stake Bed	6,968

POLICE DEPARTMENT

2011 Ford Crown Victoria	6,934
2009 Ford Crown Victoria	41,865
2008 Ford Crown Victoria	77,431
2006 Ford Crown Victoria	57,685
2007 Speed Control Trailer	N/A
2006 Utility Trailer	N/A
2004 Chevrolet Trailblazer	71,654
Boat	N/A

DPW DEPARTMENT

2011 Ford 550 (86)	1,714
2011 Ford 550 (81)	1,376
2008 International 7400 4-wheel drive	11,373
2007 Chevy Silverado Pickup	40,232
2007 Bobcat	231 hrs.
2006 John Deere Backhoe	2,942 hrs.
2006 International Dump L-7400	18,588
2005 JD Brush Cutter	3,633 hrs.
2003 Volvo Loader	7,337.5 hrs.
2001 John Deere Backhoe	4,448 hrs.
2000 Volvo Loader	642 hrs.
2000 4900 International Dump truck (87)	48,346
1996 Elgin Sweeper	3,428 hrs.
1996 John Deere Grader	4,940 hrs.
1995 International 4-wheel drive truck (96)	45,254
1994 Dresser Loader	6,605 hrs.
1993 Trackless MT	2,199.18hrs.
1988 L-8000 35,000 GVW Dump truck (91)	125,074

WATER/SEWER DEPARTMENT

2005 Ford 350 Super Duty	67,841
2004 Ford F150	79,056
1995 Ford F-Super Duty truck	77,138
1987 Grumman Box truck	215,452

MUNICIPAL GROUNDS

2007 F350 Pickup	34,627
2006 Ford F550 One-ton Dump truck	23,099
2001 F550	78,001

**Employee Total Earnings IN EXCESS OF \$500
Fiscal Year 7/01/09 – 6/30/10**

Animal Control

Eula Bradley 22,240

Board of Assessors

Donna Burton 35,804

Paul Chute 3,865

Richard Coswell 5,126

Board of Selectmen

Jonathan Dennehy 550

Margaret Whitney 1,100

Building Inspector

Michael Gallant 12,316

Council on Aging

Esther Bourgeois 11,301

Susan Carrigan 1,766

Patricia Chaves 1,906

Claude Daigle 11,891

Mary Lee Muessel 19,718

Edwin Wagg 14,128

DPW/Municipal Grounds/Water and Sewer

Paul Aho 37,688

Robert Carolis 53,573

Craig Cormier 4,113

Andrew Fichtel 31,758

Philip Fischer 49,338

Robert Fortier 45,301

Paul Holmes 41,832

Lynann Lipke 33,362

Stephen Nims 82,034

Donald Ouellette 5,208

Brian Packard 1,146

Mark Petersen 63,028

Donald Root 5,906

Brian Roszbach 43,562

Michael Walker 48,164

David Whitney 60,267

James Whitney 48,456

James Zarozinski 37,913

Emergency Dispatch

Stephanie Asbury 42,963

Mallory Boucher 3,161

Susan Brennan 59,095

Robert Gariepy 2,685

Lisa Hamel 41,200

Mark Lafferty 854

Melissa Laroche 1,290

Jennifer Law 5,759

Michael Pavone 687

Christine Pierce 40,817

Fire Department

Jason Bergeron 3,573

John Bresnahan 2,990

Shauna Bresnahan 4,879

Brian Coulombe 2,194

Michelle Darling 3,994

Tyson David 3,889

Fire Department (cont.)

Jerry Descoteaux 4,500

Michael Dufault 1,549

Brenainn Durkan 2,555

John Enright 778

John Girouard 1,110

Timothy Hill 835

Raymond Lashua 4,953

Heather Leighton 3,671

J. Leighton 705

Kevin Martin 8,360

Jason McNeaney 593

Karen Plant 3,311

Robert Plant 64,318

Sarah Plant 879

Paul Rekos 67,553

Michael Salem 5,711

Jeremy Salo 3,741

Robert Salo 64,868

Richard Sicard 12,736

John Swick 3,291

Hilary Towne 4,037

Christopher Williams 3,277

Rebekah Williams 3,352

Jake Zbikowski 8,400

Paul Zbikowski 88,392

Land Use/Inspections/ConCom

Richard Cannavino 9,911

Lori Capone 26,862

Elaine Cormier 35,903

Maurice Picard, Jr. 4,069

Library

Bonnie Caouette 10,296

Carol Cringan 4,910

Cynthia Muse 2,300

Cheryl Paul-Bradley 52,122

Keith Penniman 14,182

Suzanne Rufiange 670

Melissa Walker 29,337

Municipal Light Plant

Marcia Bedard 17,650

Donald Bisbee 88,325

Bruce Brackett 84,893

Jane Dancause 26,068

David Goodall 77,160

Stanley Herriott 100,450

Jeremy Holmes 80,634

Anne Olivari 66,343

Matthew Wilson 79,881

Police Department

Kevin Ahearn 9,913

John Boucher III 4,088

Loring Barrett 106,905

Robert Brennan 52,265

Christopher Conrad 85,524

Nicholas Dalton 60,196

Brian Hart 10,403

Les Holgerson 71,496

**Employee Total Earnings IN EXCESS OF \$500
Fiscal Year 7/01/09 – 6/30/10**

Kevin Kaddy	45,132
Kristin Matthieu	27,822
Todd Parsons	99,051
Travis Rixford	6,527
Robert Siano	71,662
Thomas Thomann	81,586
Scott Tibert	9,821
Wade Wright	72,669
<u>Tax Collector</u>	
Carla Clifford	51,396
<u>Town Administration</u>	
Douglas Briggs	99,160
Nancy Haines	41,727
Edward Schlott	35,847
Sylvia Turcotte	52,395
<u>Town Clerk</u>	
Linda Ramsdell	38,871
<u>Treasurer</u>	
Barbara Brown	36,223
Anne Cervantes	34,000
<u>Veterans' Agent</u>	
Phillip Buso	2,652
<u>Weights & Measures</u>	
Steven Slocum	2,500

VOTER'S GUIDE

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 owed 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 Expenditure 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.*

Town Departmental Address & Telephone Number Listing

EMERGENCY 911
24 HOUR DISPATCH 978-827-5714

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

Animal Control Officer 978-827-3225
Dispatch (24 hrs.) 978-827-5714

Fire Department 99 Central Street
General office 978-827-4021
Dispatch (24 hrs.) 978-827-5714
So. Station 978-827-4742
Fax 978-827-4111

DPW Department 17 Central Street
General office 978-827-4100 ext. 117
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 Rd.
General office 978-827-4423
Dispatch (24 hrs.) 978-827-5714
Fax 978-827-3370

Senior Center/Council on Aging 12 Memorial Dr.
General office 978-827-5000
MART Van Reservations 978-827-5000
(24 hr. advance notice required)
MOC Lunches 978-827-5735

Stevens Memorial Library 20 Memorial Dr.
General office 978-827-4115
Fax 978-827-4116

School Superintendent Office 11 Oakmont Dr.
General office 978-827-1434
Fax 978-827-5969

Oakmont Regional High School 9 Oakmont Dr.
General office 978-827-5907

Overlook Middle School 10 Oakmont Dr.
General office 978-827-1425

J.R. Briggs Elementary School 96 Williams Rd.
General office 978-827-5750



UNITED STATES SENATORS

Senator Scott P. Brown
317 Russell Senate Office Building
Third Floor
Washington, DC 20510
(202) 224-4543

or

2400 JFK Federal Building
55 New Sudbury Street
Boston, MA 02203

Senator John F. Kerry
304 Russell Senate Office Building
Washington, DC 20510
(202) 224-2742

or

One Bowdoin Square
Tenth Floor
Boston, MA 02114
(617) 565-8519

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Congressman John Olver
1027 Longworth House Office Building
Washington, DC 20515
(202) 225-5335
FAX (202) 226-1224

463 Main Street
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(978) 342-8722
FAX (978) 343-8156

GOVERNOR

Governor Deval Patrick
Governor's Executive Office
State House, Room 360
Boston, MA 02133
(617) 727-3600

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1-800-392-6090

2ND WORCESTER DISTRICT

Senator Stephen M. Brewer
Worcester, Hampden,
Hampshire and Franklin District
Room 212, State House
Boston, MA 02133
(617) 722-1540
FAX (617) 722-1078

Representative Richard Bastien
Room B1, State House
Boston, MA 02133
(617) 722-2425
e-mail – richard.bastien@mahouse.gov

or

District Office
Gardner City Hall
95 Pleasant St., Room 209
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