

# 2013 Annual Town Report



Harvard, Massachusetts

**TOWN OF HARVARD**  
**WORCESTER COUNTY**

**DATE OF INCORPORATION:** 1732

**FORM OF GOVERNMENT:** Town Meeting

**POPULATION:** 5,745 – as of January 1, 2013

**AREA:** 16,500 acres

**ELEVATION:** 608 feet above sea level on Oak Hill

**MINIMUM BUILDING LOT SIZE:** 1.5 acres  
Building, Electrical, Plumbing Codes and Health Regulations require permits  
for new buildings and alterations, obtainable at the Selectmen's Office in Town Hall.

**TOWN HALL OFFICE HOURS:** 8:30 A.M. – 4:00 P.M. Monday, Wednesday & Thursday  
8:30 A.M. – 7:00 P.M. Tuesday

**SENATORS IN CONGRESS:** Edward Markey, Elizabeth Warren

**REPRESENTATIVE IN CONGRESS, Third District:** Nicola Tsongas

**STATE SENATOR, Middlesex and Worcester District:** James Eldridge

**STATE REPRESENTATIVE, 37<sup>th</sup> Middlesex District:** Jennifer Benson

**QUALIFICATIONS FOR REGISTRATION AS VOTERS:** Must be 18 years of age, and a U.S. citizen. Registration at Town Clerk's Office in Town Hall, Monday through Thursday, 8:30 A.M. – 4:00 P.M., and Tuesday evenings until 7:00 P.M. Special voter registration sessions before all town meetings and elections. Absentee voting for all elections.

***TOWN OF HARVARD***  
**FOUNDED JUNE 29, 1732**

Set off from Groton, Lancaster, Stow, by petitions to the General Court.  
Incorporators: Simon Stone, Groton, Thomas Wheeler Stow and Hezekiah Willard, Lancaster. The name Harvard was inserted in the engrossed bill in the handwriting of Josiah Willard, the Secretary of State. This was the custom when neither the Governor nor petitioners had suggested a name for the new town.

***SPECIAL THANKS – 2013 ANNUAL TOWN REPORT***

All photos in the report are courtesy of Lisa Aciukewicz, photographer for the Harvard Press. The 2013 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2013  
Annual Reports  
of the  
Town Officers  
of the  
Town of Harvard



For the year ending  
**December 31, 2013**

*In Loving Memory of Harvard's Friends,  
Families, Officials and Neighbors*

David Paul Cuneo  
William J. Tilley  
Robert Henry Eisengrein  
Edward N. Sabbagh  
Bruce Robert Anderson  
Owen R. Sponagle  
Eleanor Harlee Ritchie  
Joseph R. Barrie  
Ian Douglas Robinson  
Philip James Rymsha  
Helen Marie Bradshaw  
William Randolph Walton II  
Vera R. Barney  
Virginia Cantrell  
Zbigniew Wojciech Opalka  
Norman Joseph Sklar  
Edgar John Groener, Jr.  
William L. Estes  
Dylan Patrick Connelly  
Helen J. Ford  
Gregory J. Jasinskis  
Robert M. Hewson  
Robert MacLaughlin  
Gloria Ann Brackett  
Anita Tilley  
Wei Shui Weiser  
Lance Franklin Morgan  
John Edward LaRochelle  
David C. Lunsmann  
Angnes M. George  
James L. Blue, Jr.  
Jeffrey Kent Hartman  
Rachid Hankour  
Doris Johnston  
John Joseph Martin



## 2013 Citizen of Note

### Deborah B. Ricci



Debbie Ricci embodies the kind of volunteerism that is so essential to our town government. In 1985, looking for a small quintessential New England town, Debbie moved to Harvard with her husband Ron in 1985. Since that time she has quietly contributed her time, talent, and attention to detail on behalf of the town. After living on Stow Road for twelve years, she must have decided that Harvard was the right New England town and with her husband, built a home on East Bare Hill Road.

Following the birth of their daughter Kristin in 1986, Debbie's volunteerism was focused on activities at the elementary school. She served as a Brownie Girl Scout Leader and taught Sunday school. With another parent, Debbie helped organize Math Club for first to third graders and was active in the Math Olympiad. Her

commitment and involvement with the schools continued with her election to the Bromfield School Council, where she served for four years as a parent representative, including several years as Chair. She continued to offer her time and insights, later serving two years on the Harvard Elementary School Council as a community representative. In the words of her daughter, "Mom is very helpful and never says no when someone asks her to do something!"

Debbie grew up in Hingham, and graduated from Wells College with a BA in Economics and Northeastern with an MS in Accounting. She has worked at Coopers-Lybrand, Polaroid and Millipore. A few years after the birth of their daughter, Debbie chose to work closer to home and joined with her husband to operate a successful small business.

As a CPA, Debbie has long sought to use her professional skills to help others, first as the Treasurer for the Big Sister Association of Greater Boston and later as a volunteer in the Town of Harvard. Debbie first became involved in town government as a member of the "Devens Financial Legal Sub-Committee", one of the earliest efforts to analyze the impact of incorporating Devens into Harvard. With the attention to detail that marks all of her work on behalf of the Town, Debbie arranged joint meetings with service providers in Harvard and Devens to help the group understand the issues. The Finance Committee was the next beneficiary of Debbie's expertise and insights. She served for six years, two as Chair, with a level of preparedness and understanding of the details of each department's operations that made her contribution particularly valuable. When the Capital Planning and Investment Committee was formed in 2008, Debbie was one of the first community representative appointees, helping to devise standards and ratings by which CPIC evaluates proposals and plans for Harvard's long-term needs. Debbie continues to service on CPIC, and since 2010 has also been an elected member of the Community Preservation Committee, and currently serves as Chair.

Outside of serving the Town of Harvard, Debbie is a serious bridge player, frequent golfer and sometimes reluctant sailor. She particularly enjoys a long standing bridge group with several other Harvard friends.

In recognition of her personal dedication, proven leadership skills and significant contributions to the community, the Board of Selectmen is proud to recognize Debbie Ricci as Harvard's Citizen of Note for 2013.

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## ELECTED OFFICIALS

<b>BOARD OF SELECTMEN</b>	(3 years) (5)	<b>MODERATOR</b>	(1 year)
MARIE C. SOBALVARRO, Chair	2014	ROBERT EUBANK	2014
RONALD V. RICCI	2014		
LUCY B. WALLACE	2015	<b>PARK &amp; RECREATION COMM.</b>	(3 years) (5)
STUART SKLAR	2016	PATRICIA NELSON, Chair	2015
LEO F. BLAIR	2016	BJ PRESSIA	2014
		ANNE MCWATERS	2014
		*STEVEN GORDON	2015
		JOSEPH T. SCHMIDT	2016
<b>CEMETERY COMMISSIONERS</b>	(3 years) (3)		
JOHN J. SPERO, Chair	2014	<b>PLANNING BOARD</b>	(3 years) (5)
HOWARD W. SPRAGUE JR	2015	KARA MINAR, Chair	2016
BRUCE R. DOLIMOUNT	2016	TIMOTHY SCHMOYER	2015
		ERIN MCBEE	2014
<b>COMMUNITY PRESERVATION COMMITTEE</b>		JOE HUTCHINSON	2015
DEBORAH RICCI, Chair	2014	JAMES BRESLAUER	2014
ELIZABETH WILLIAMS	2014	vacant, Associate	yearly
DEBORAH THOMSON	2015	Liz Allard, Land Use Administrator	
ACHMAD (DIDI) CHADRAN	2016		
JOE HUTCHINSON, appt. Planning Board	yearly	<b>SCHOOL COMMITTEE</b>	(3 years) (5)
JOANNE WARD, appt. Conservation Comm	yearly	SUSANMARY REDINGER, Chair	2014
JOSEPH T. SCHMIDT, appt. Park & Rec	yearly	KEITH S. CHEVERALLS	2014
JOHN MARTIN, appt. Historical Commission	yearly	KRISTEN WRIGHT	2016
LEO BLAIR, appt. Municipal Affordalbe H. Trust	yearly	PATRICIA WENGER	2015
		ROBERT FINCH SULLEBARGER	2015
<b>CONSTABLE</b>	(3 years)	<b>TOWN CLERK</b>	(3 years)
KERRY CURLEY	2014	JANET A . VELLANTE	2015
<b>HARVARD BOARD OF HEALTH</b>	(3 years) (3)	<b>TREE WARDEN</b>	(1 year)
THOMAS C. PHILLIPOU, Chair	2014	CHRISTIAN BILODEAU	2014
LORIN JOHNSON	2016		
SHARON MCCARTHY	2015	<b>WARNER FREE LECTURE SOC.</b>	(3 years) (6)
Paige O'Brien, Administrative Assistant		BRIAN SCHMIPF, Chair	2015
		MARY MAXWELL	2014
<b>LIBRARY TRUSTEES</b>	(3 years) (6)	TOM BORTON	2014
MARY ABIGAIL COOLIDGE, Chair	2014	THOMAS ACIUKEWICZ	2015
CHRISTOPHER FRECHETTE	2015	SHEILA SIMOLLARDES	2016
JOSEPH J. NEWPOL	2016	PATRICIA JENNINGS	2016
MARTHA GREEN	2016		
CHARLES F. REDINGER	2014		
DAVIDA J. BAGATELLE	2015		

\* Appointed until the 2014 election.

## APPOINTED OFFICIALS

### ***AGRICULTURAL ADVISORY COMMITTEE***

PETER BASILE, Chair  
 TIM ARNOLD  
 FRANKLYN CARLSON  
 CANDACE FRAZER  
 vacant  
 PAM BROWNING, alternate  
 ROBERT TRAVER, alternate  
 vacant, alternate

### ***AMBULANCE SERVICE volunteer***

#### ***Full Members***

LILY ALFANO  
 MINA RAE BECKMAN  
 STEVEN BECKMAN, Director  
 SCOTT BLACKWELL  
 WILL BLACKWELL  
 JASON COTTING  
 HANNAH EGAN  
 CINDY GLADE  
 LIZ GOLDSMITH  
 EMMA HALL  
 ADAM HUGHES  
 DERRIN JARVIS  
 DERICK JORDAN  
 DEBIE KELLER  
 ALLAN KUONG  
 LINDA MARA  
 LARRY MILLER  
 RUTH MYLES  
 MATHIAS NITTMANN  
 EMMA NOYES  
 CAITLIN NYGREN  
 KILEY NYGREN  
 JOAN OJEMANN  
 GEORGE ORSULA  
 ANDREW PERRY  
 KAYA WICKLUND PHILLIPS  
 STEVE POWELL  
 LIVIE ROONEY  
 BONNIE SWEENEY  
 ALYSSA SWINDELLS  
 KEEON TABRIZI  
 JULIO VALLADARES  
 ROB WILLIAMS  
 BENJAMIN WILMOT

#### ***PROVISIONAL EMT MEMBERS***

GRETA BRETZ  
 JOHN BREYER  
 MELISA CUNNINGHAM  
 LEXI DUTKEWYCH  
 ZAKIA HANKOUR  
 SAM JONES  
 KATIE KEEFE  
 MICHAEL LECKY  
 JOYCE MAIORE  
 AUSTIN MCMEEKIN  
 ADAM MORTON

### ***AMBULANCE cont.***

2014 KYLE OJEMANN  
 2014 JUSTIN ROWAN  
 2015 BILL SPACCIAPOLI  
 2015 ***DRIVER/FR***  
 2016 KAYTI BIGELOW  
 (yearly) DON BOYCE  
 (yearly) CHRIS CONNORS  
 (yearly) GARRETT COSGRAVE  
 HARRY JACOBSON  
 BRIAN LIPOMI  
 JUSTIN MILLER  
 KIERAN NYGREN  
 SUE REEDICH  
 TOM TONGE  
 KATHY WAUGH  
 RANDY WILMOT

#### ***CADET***

THOMAS HILL  
 AMY HU  
 NIKKI MARGARETOS  
 JILLIAM NELSON  
 NICHOLAS NORCROSS  
 AMANDA SUNDHEIMER  
 SAMMY SWINDELLS  
 JAKE TURCHETTA  
 RORY WIRCH  
 OLIVIA ALFANO  
 MADELINE BECKMAN  
 NICKY CHAPMAN  
 SOPHIA COLLINS  
 KATRINA GEORGE  
 KATHRYN HODSKINS  
 EMMA KENNY PESSIA  
 ABIGAIL KILCOMMINS  
 EVELYN MACMAHON  
 EMMA RITTER  
 ALLISON RIZZO  
 KEVIN SEERY  
 WILLIAM SENNOTT  
 JENNIFER SPECHT  
 ELLY VANDEVAART

### ***ANIMAL INSPECTOR/CONTROL OFFICER***

PAUL WILLARD

(yearly)

### ***BARE HILL POND WATERSHED MANAGEMENT COMMITTEE***

(3 years) (7)

BRUCE LEICHER, Chair  
 PAUL WOOD  
 MEGAN GLEW  
 PETER VON LOESECKE  
 TOM GORMLEY  
 BRIAN MCCLAIN  
 vacant  
 vacant, student member

2015  
 2014  
 2014  
 2015  
 2016  
 2016  
 2016  
 (yearly)

## APPOINTED OFFICIALS

### **BOARD OF ASSESSORS**

JOSEPH THERIAULT, Chair  
DON GRAHAM  
DEBRA GEORGE

(3 years) (3)  
2015 ARLENE SULLIVAN (2)  
2016 vacant  
2014 vacant, student member

2015  
3 yr term  
(yearly)

### **BURIAL OFFICER**

EDWARD DENMARK, Police Chief

(yearly)

### **DEVENS ECONOMIC ANALYSIS TEAM**

VICTOR NORMAND, Chair  
STEPHEN FINNEGAN

(yearly)

### **CAPITAL PLANNING & INVESTMENT COMMITTEE**

SUPERINTENDENT, JOSEPH CONNELLY  
TOWN ADMINISTRATOR, TIM BRAGAN  
FINANCE DIRECTOR, LORRAINE LEONARD  
FINANCE COMMITTEE, ALAN FRASER  
SCHOOL COMMITTEE, KEITH CHEVERALLS  
BOARD OF SELECTMEN, MARIE SOBALVARRO  
DEBBIE RICCI, CITIZEN AT LARGE  
DAVID KASSEL, CITIZEN AT LARGE

(3 years) (8)

DUNCAN CHAPMAN  
CHRIS ROY  
PAUL GREEN  
ORVILLE DODSON

### **DEVENS ENTERPRISE COMMISSION**

ERIC STOLTZFUS  
JAMES DEZUTTER  
RUTH SILMAN, Appeals Designee  
DUNCAN CHAPMAN, Alternate member

TBD  
TBD  
(yearly)  
(yearly)

### **COMMUNITY CABLE ACCESS COMMITTEE**

BILL JOHNSON, Chair  
MITCH NORCROSS  
JOHN BALL  
JONATHAN WILLIAMS  
JOHN BURNS  
RAY DUNN  
STEVEN ADRIAN  
vacant 1 alternate & 2 student members  
ROBERT FERNANDEZ, Access Coordinator

(3 years) (7)

### **DOG OFFICER**

PAUL WILLARD  
ANN BAMFORD, Assistant & Poundkeeper

(yearly)

### **ECONOMIC DEVELOPMENT COMMITTEE**

JAMES STEVENS, Chair  
CHRIS SINTOS  
DUNCAN CHAPMAN  
RICH MAIORE  
ELAINE LAZARUS  
PETER WARREN

(3 years) (5)  
2014  
2014  
2015  
2015  
2016  
2016

### **CONSERVATION COMMISSION**

PAUL WILLARD, Chair  
CHARLES GORSS  
JAMES BRESLAUER  
JOANNE WARD  
MARGARET SISSON  
DONALD RITCHIE  
JANET WALDRON  
JAMES SAALFIELD, associate member

(3 years) (7)

### **ELDERLY & DISABLED TAXATION AID COMMITTEE**

TAMMY COLLIER, TREASURER/COLLECTOR  
JOSEPH THERIAULT, CHAIR BD OF ASSESSORS  
ANN TAYLOR  
LAURA ANDREWS  
DEBBIE THOMPSON, COA Director

(yearly)

### **COUNCIL ON AGING**

PAMELA FREDERICK, Co-Chair  
CONNIE LARRABEE, Co-Chair  
KATIE PETROSSI  
BRUCE DOLIMOUNT  
HENRY FITEK  
FRANCES NICKERSON  
CARLENE PHILLIPS  
SUSAN GUSWA  
SUZANNE ROBERTS  
DEBBIE THOMPSON, Senior Services Director  
MARY MARNA SORENSON, Receptionist  
JOAN GODDARD, Program Coordinator  
MARIA HOLLAND, Outreach Coordinator

(3 years) (9)

### **ELM COMMISSION**

BILL CALDERWOOD, Chair  
DENNIS COLLINS  
MARIO CARDENAS  
DENIS WAGNER  
CHRISTIAN BILODEAU, Tree Warden

(2 years)  
2014  
2014  
2014  
2015  
(yearly)

### **EMERGENCY PROGRAM DIRECTOR**

RICHARD SICARD, Fire Chief

(yearly)

### **ENERGY ADVISORY COMMITTEE**

BRIAN SMITH, Chair  
DAVID FAY  
ERIC BROADBENT  
JIM ELKIND  
STEPHEN MATSON

(yearly)

### **CULTURAL COUNCIL**

ALICE BARTRAM, Chair (1)  
FRAN NICKERSON (1)  
ROBIN CALDERWOOD (1)  
ELINOR STAPLETON (1)  
EDITH JOYCE (1)  
CATINA HAYDEN (1)  
REBECCA WRIGHT (2)

(3 years) (9)

BILL CODNER  
vacant, Associate member  
MATTHEW COKE, Associate member  
SOFIA CATALINA, Student member  
FORREST HODGKINS, Associate member

### **FENCE VIEWERS**

TIM CLARK, PETER WARREN, BILL JOHNSON

## APPOINTED OFFICIALS

### **FIELD DRIVER**

EDWARD DENMARK, Police Chief

### **FINANCE COMMITTEE**

ALICE VON LOESECKE, Chair	2015
RUDY MINAR	2014
STEVE COLWELL	2015
ALAN FRAZER	2014
HEIDI FRANK	2016
LAURA VILAIN	2016
BOB THURSTON	2014
BRUCE NICKERSON, Associate member	(yearly)
DON LUDWIG, Associate member	(yearly)

### **FINANCE DEPARTMENT**

LORRAINE LEONARD, Finance Director/CPO	2014
TAMMY COLLIER, Treasurer/Tax Collector	(yearly)
SUSAN COPELAND, Finance Assistant	(yearly)
FRED APONTE, Accounting Officer	(yearly)
SUE FITTERMAN, Assistant Assessor	(yearly)
MARY RELIC, Receptionist	(yearly)

### **FIRE DEPARTMENT**

RICHARD SICARD, Fire Chief/Forest Fire Warden	(yearly)
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### **FOURTH OF JULY COMMITTEE**

SANDRA KIMBALL, Chair	(yearly)
ELLEN SACHS LEICHER	
MINA FEMINO	
DEB PIERCE	
PAT JENNINGS	
HEIDI BACHMANN	
LESLIE NEVILLE	
ERIN MCBEE	
AMY STOLLER	
COLIN DANGEL	
PAM BROWN	

### **HARBORMASTER**

BOB O'SHEA	(yearly)
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### **HAZARDOUS WASTE COORDINATOR**

RICHARD SICARD, Fire Chief	(yearly)
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### **HILDRETH HOUSE IMPROVEMENT COMMITTEE**

CONNIE LARRABEE, Chair	2014
LAURA ANDREWS	
DAVID VANNICOLA	
RICHARD BLINN	
FRAN NICKERSON	
PATRICIA JENNINGS	
ANN TAYLOR	

### **HISTORICAL COMMISSION**

KEN SWANTON, Chair	(3 years) (7)
RON OSTBERG (AIA)	2014
CHRIS CUTLER	2015
SHERRY GRAHAM (Bd. Of Realtors)	2016
JOSEPH THERIAULT, (Con Com)	2016
MOE DANCAUSE	2016
PAMELA MARSTON	2014
vacant, alternate member	(yearly)
JOHN MARTIN, alternate member	(yearly)

### **INSPECTIONAL SERVICES**

	(yearly)
GABRIEL VELLANTE, Building Commissioner/Zoning Officer	
Office hours: Monday 8:30 - 11:00 AM	
ROLAND BERNIER, Alternate Building Inspector	
vacant, Alternate Zoning Officer	
JAMES BAKUN, Plumbing and Gas Inspector	
ROBERT FRIEDRICH, Alternate Plumbing and Gas	
DAVID WOODSUM, Wiring Inspector	
PHILIP HORGAN, Alternate Wiring Inspector	
RICHARD SICARD, Gas and Fuel Storage Inspector	

### **KEEPER OF THE LOCKUP**

EDWARD DENMARK	(yearly)
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### **LAND STEWARDSHIP COMMITTEE**

#### **CONSERVATION COMMISSION SUB-COMMITTEE**

PHIL KNOETTNER	2016
PAM DURRANT	2014
ROBERT BENSON	2014
WENDY SISSON, Con Com Rep.	2016
DAVID KAY	2015
JIM ADELSON	2015
vacant	2015
vacant, associate member	(yearly)

### **LIBRARY DEPARTMENT**

MARY WILSON, Director	(yearly)
AUDREY ALENSON	
LISA GAGNON	
KRISTEN BOLDUC	
JUDITH VENO	
CAROLE FLAGG	
CONSTANCE MCCORMACK	
JILL HAYES	
ABIGAIL KINGSBURY	
SUSAN ANDREWS	
JENNIFER HOLMES	
CELESTE KOZLOWSKI	
JENNIFER MACMILLAN	

### **MART ADVISORY BOARD**

JEFF RITTER	(yearly)
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### **MASTER PLAN STEERING COMMITTEE**

#### **PLANNING BOARD - SUB COMMITTEE**

VICTOR NORMAND, DEAT Rep.
DIDI CHADRAN, CPC Rep.
LUCY WALLACE, Selectmen Rep.
SUSANMARY REDINGER, Sch. Com. Rep.
JOESPH HUTCHINSON, Pl. B. rep.

### **MBTA ADVISORY COMMITTEE**

*vacant	(yearly)
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### **MINUTEMAN HOME CORP. REP.**

HENRY FITEK	(yearly)
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### **MONT. JOINT TRANS. COMMITTEE**

vacant., Planning Board appointee	(yearly)
vacant, Selectmen's representative	

### **MONT. REGIONAL PLANNING COM.**

vacant, Planning Board appointee	(yearly)
LUCY WALLACE, Selectmen. appointee	

## APPOINTED OFFICIALS

<b>MONT. VOC. TECH. REP.</b>	(yearly)	<b>SELECTMEN'S OFFICE</b>	
JOANN SUELTFENFUSS		TIMOTHY BRAGAN, Town Administrator	
		JULIE DOUCET, Executive Assistant	(yearly)
<b>MUNICIPAL AFFORDABLE HOUSING TRUST</b>	(2 years) (7)	<b>SEWER &amp; WATER COMMISSION</b>	(3 years) (3)
BRUCE NICKERSON, Chair	2015	KYLE HEDRICK	2015
SHERLIE LAPIERRE	2015	CINDY RUSSO	2016
BARBARA BRADY	2015	RICHARD MAIORE	2014
GREG SCHMIDT	2014		
DAVID HOPPER	2015	<b>TOWN COUNSEL</b>	(yearly)
EVELYN NEUBURGER	2014	MARK LANZA	
LEO BLAIR, Selectmen Rep. & Rep. to CPC	2014		
<b>PERSONNEL BOARD</b>	(3 years) (5)	<b>TOWN CUSTODIAN</b>	(yearly)
VICTOR NORMAND, Chair	2014	ED STOFFEL	
vacant	2015	<b>TOWN HALL BUILDING COMMITTEE</b>	(yearly)
vacant	2016	PETE JACKSON	
BOB THURSTON, Fin. Com. Rep.	2014	CHRIS CUTLER	
SUE FITTERMAN, Employee Rep.	(yearly)	ERIC BROADBENT	
		TIM CLARK	
<b>POLICE DEPARTMENT</b>		TIM BRAGAN, Town Administrator	
EDWARD DENMARK, Chief / Communications Director			
JOHN COATES, Sergeant	2015	<b>INTERIM VETERANS' SERVICES AGENT</b>	(yearly)
JAMES BABU, Sergeant	2015	MIKE D'ETILLION	
PATRICIA NATOLI, Administrative Assistant	(yearly)		
PATRICIA ROUVEL, Administrative Assistant	(yearly)	<b>ZONING BOARD OF APPEALS</b>	(3 years) (3)
		CHRISTOPHER TRACEY, Chair	2015
<b>POLICE OFFICERS</b>		STEVE MOESER	2014
Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly)		ROBERT CAPOBIANCO	2013
SCOTT HUGHES	2015		
DANIELLE FORTUNADO	2015	<b>Associates</b>	(yearly)
CHARLES GENETTI	(yearly)	TED MAXANT	
TIMOTHY SCHAEFFER	(yearly)	ORVILLE DODSON	
TIMOTHY MINER	(yearly)	MICHAEL LAWTON	
<b>RESERVE POLICE OFFICERS</b>	(yearly)		
NATHAN BOWOLICK		<b>495 METROWEST PARTNERSHIP REP.</b>	(yearly)
JOHN DRISTILARIS		DUNCAN CHAPMAN	
NELSON PERRY			
MATTHEW CRISTY			
EDWARD COFFIN			
NIKKI FAHLBECK			
JASON SMITH			
<b>PUBLIC WORKS DEPARTMENT</b>			
RICHARD NOTA, Director	2015		
RONALD GILBERT, Foreman	(yearly)		
ROBERT TREMBLAY, Mechanic	(yearly)		
ROBERT SZOCIK	(yearly)		
JOSEPH CANOLE	(yearly)		
NICKOLAS AMMESMAKI	(yearly)		
BENJAMIN GILBERT	(yearly)		
ROBERT MELVIN	(yearly)		
MICHAEL POTRAS	(yearly)		
JEFFREY GRECO	(yearly)		
LARRY ALLARD	(yearly)		
JAMES HOLMES, Transfer Station	(yearly)		
ALFRED COZZOLINO, Transfer Station	(yearly)		
<b>REGISTRARS OF VOTERS</b>	(3 years) (4)		
MARYLIN MORGAN	2014		
JANET VELLANTE, Town Clerk	2015		
NANCY REIFENSTEIN	2015		
BARBARA WEISS	2016		

## **GENERAL GOVERNMENT**

*Board of Selectmen, Board of Assessors, Community Cable Access Committee,  
Community Preservation Committee, Cultural Council,  
Devens Enterprise Commission, Economic Development Committee,  
Energy Advisory Committee, Hildreth House Improvement Committee,  
Municipal Affordable Housing Trust, Planning Board,  
Town Hall Building Committee, Zoning Board of Appeals*

## **➤ ➤ ➤ BOARD OF SELECTMEN < < <**

Leo Blair and Stu Sklar were elected to the Board of Selectmen by the voters at the April 2013 Town Elections. In its annual reorganization, the Board elected Marie Sobalvarro Chair, Stu Sklar Vice-Chair, and Leo Blair Clerk.

### **Annual Strategic Plan Review and Update**

As is customary, the Board held its annual strategic planning meeting in June to review its accomplishments over the past year and set goals for the coming year. Five broad areas of activity were defined goals.

By the end of February 2013 significant progress had been made on several of these goals, and work would be continued for the rest of the year and into the following year on others.

#### *Town Hall Renovation*

Buildings plans were finally sent out for bid, for the badly needed restoration of Town Hall. Unfortunately, in the summer of 2013 the bids that were received were about 25% over the budget that had been voted by the Town in April of 2012. The Town Hall Building Committee (THBC) had done an excellent job of carrying the wishes of the Town to this point. After much discussion the debt exclusion article presented at a fall Special Town Meeting to cover the increased cost (requiring a 2/3rds vote), failed to pass that hurdle when only securing a 60% majority. A later vote at a Special Town Election defeated the request for additional funds. Control reverted to the Board for determining the next steps in this project, and the decision was made to continue the project within the budget allotted at the spring 2012 Annual Town Meeting and Election. In effect, the project will be scaled back, and planning for future needs will become a secondary consideration.

#### *Financial Management*

For the third year, committees, boards and town departments were asked to prepare and submit 5-year strategic plans and supporting operational and capital funding needs. In addition, they were asked to evaluate the prior fiscal year's plans and assess the extent to which the first of those five



year goals had been achieved. It is felt that with time this exercise will help the town leadership and town meeting in its long term planning for staffing, facility and equipment needs.

Under the leadership of Town Administrator Tim Bragan, a regional dispatch facility, which was authorized by the state legislature, was funded and sited in a building on Devens. It became operational on August 1, 2013. The communities initially joining the regional dispatch are Devens, Harvard, Lancaster, and Lunenburg. Harvard relocated its dispatch operations to the Regional Dispatch on November 1, 2013.

The agreed-upon goals from the Board's annual retreat were:

- To improve outbound communication to the Town ahead of what is on the horizon regarding our financial situation. We believe we are doing well at meeting this goal.
- To have an independent contractor review capital building projects. Incomplete at this time.
- To focus on acquiring a Town Facilities Manager-This remains a work in progress
- To establish a standing building committee. Incomplete at this time.
- To ask the Finance Committee to work on a funding approach for OPEB-Other Post- Employment Benefits. This has been accomplished.

### *Devens*

Mass Development, the quasi-Public entity that governs Devens requested and received proposals to add 140 new homes to Devens in the Grant Road area. This will bring the total number of houses very close to the housing cap of 282. It is expected that the homes will be built over the next 2 years.

This year, Harvard resumed participating with the Joint Boards of Selectmen (JBOS). Our partners in JBOS are Ayer, Shirley, Mass Development, and the Devens Advisory Committee.

Devens, nonetheless, remains a major concern and driver of Harvard's future. The Devens Economic Analysis Team (DEAT) presented an updated financial analysis to the Board which showed the shortfall between revenues and expenses for Devens declining. If the trend continued, they estimate Devens will be revenue neutral (break-even) sometime in the next five years. Given the uncertainty of Harvard's future relationship with Devens (e.g., would the town prefer to resume jurisdiction of its lands on Devens? To resume jurisdiction of a portion of those lands? Or not seek jurisdiction?), there is hope this will be addressed through the Planning Board's master planning process in the coming year.

The Board of Selectmen continued to petition MassDevelopment for an open bidding process for the provision of various municipal services to Devens and, in particular, policing. This resulted in Harvard being the low bidder for the police contract in 2013, despite this proposal, MassDevelopment awarded the contract once again to the Massachusetts State Police.

Our stated goals addressing Devens were:

- To improve outbound communication with JBOS/MassDevelopment. We feel this has been accomplished.
- To support the Planning Board in Master Plan development-This is an ongoing effort.

### **On-going Activities and Issues**

In addition to the specific actions targeted at our annual strategic planning session, the Board of Selectmen had other issues arise that needed attention. An unusually snowy, very cold winter caused the Town's sanding and plowing budget to be completely expended by early February; the extent of the deficit isn't known at this point. Happily,, we have avoided experiencing major power-disrupting snow or ice storms as seen in the past few years.

#### *Hildreth House*

The Hildreth House Improvement Committee (HHIC), presented schematic plans for the renovation/expansion plans of the Hildreth House, our Senior Center. The HHIC is considering proposals to the site and facility to bring it into code compliance and to maintain and improve the ability to meet program space needs for the next decade or longer. The renovation and expansion of the Hildreth House is important to meet the needs of the fastest-growing segment of our population, for the last 5 years, those over 60.

#### *Old Library-(The Center on the Common)*

For the past two years, the Old Library has housed Harvard Cable TV, the Office of Veteran Affairs and the Pilot Project, a community-based arts and cultural experiment conceived during Phase I of the Municipal Buildings project. This was the second year of the Center on the Common, an independent community cultural center managed by the non-profit Center on the Common, Inc. The organization appears to be growing and hopefully they will pursue a longer term lease agreement. They have assumed responsibility for all utility bills, and have been renovating the interior of the building. This project has a dual benefit to the town: it reduces the cost to payers by removing it from the town's annual operating budget and furthers the Town's desire to restore a vibrant town center.

#### *Harvard Cable Television Studio*

Harvard Cable Television (HCTV), managed by the Community Cable Access Committee, was formerly located in the Old Library. In the past year, HCTV moved into a newly designed location (with studio) in the basement of The Bromfield School. This project was a great example of the Town working together, as the Selectmen contributed \$27,000 from the General Rantoul Trust, the School Committee contributed \$27,000 from the Devens account, and the taxpayer funded a portion of the project(from the Fall town meeting vote) which made the new location accessible to individuals with disabilities. Students from Montachusett Technical High School did a large part of the work along with many town volunteers, especially the members of

the HCTV committee. This project will benefit all segments of our town at a bargain price! The students at Bromfield are excited to have another club option and eventually to have more course options. The new studio also means that interested groups or citizens in town will have an easy way of creating and getting programs on the “air,” (i.e., channels 12 and 13 and hopefully a high-definition channel later in the year.

### *The State of Local Government*

Harvard continues to maintain a largely citizen-run government, the core of which is the Town Meeting. The Town Meeting approves the annual budget and all expenditures of public funds, approves zoning and town bylaws, and sets the direction for the town’s 14 elected and 30 appointed boards and committees. The hundreds of volunteers who comprise these boards and committees, however, could not meet their responsibilities without the assistance of a very able professional staff: Tim Bragan, Town Administrator; Lorraine Leonard, Finance Director/School Business Manager; Ed Denmark, Police Chief; Rick Sicard, Fire Chief; Rich Nota, DPW Director; Deb Thompson, Council On Aging Director; Mary Wilson, Library Director; and Joseph Connelly, Interim School Superintendent. Furthermore, the town benefits from its highly skilled call Fire Department and Ambulance Squad. The Board of Selectmen is grateful for the countless hours contributed by these many volunteers and the professionalism of our staff. We invite those who are interested in participating on any of the town’s committees – from the 4<sup>th</sup> of July Committee to an elected board - to contact the Selectmen’s office to learn more about how to get involved.

Share your insights, opinions, thoughts, and observations with your fellow town residents that serve on all our volunteer boards, in how we can keep Harvard a great place to live. You can find contact information at the town website: <http://www.harvard.ma.us/pages/index>

Respectfully submitted,

Marie Sobalvarro, Chair

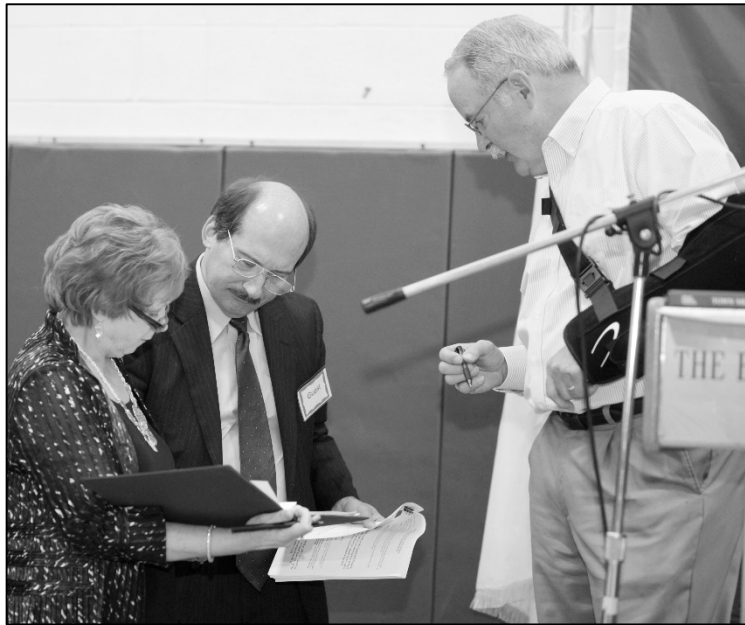
Stu Sklar, Vice Chair

Leo Blair, Clerk

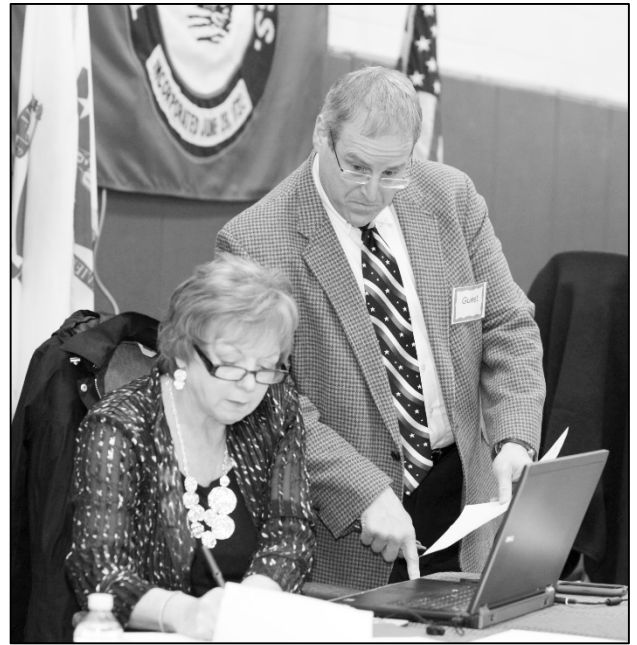
Lucy Wallace

Ronald Ricci

# Annual Town Meeting



**Town Clerk Janet Vellante, Town Counsel Mark Lanza and Moderator Robert Eubank**



**Town Clerk Janet Vellante and Town Administrator Tim Bragan**



**Bromfield Gymnasium**



## ➤ ➤ ➤ **BOARD OF ASSESSORS** < < <



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

The Board of Assessors works diligently to implement the Commonwealth’s Department of Revenue (DOR) process for property assessment and valuation. For the current Fiscal Year 2014 which began July 2013, our process assures that all Harvard properties are valued fairly based on the ‘arms-length’ sales transactions in this town for the previous two Calendar Years, 2011 and 2012. This year, we can report that of all single family residential properties sold, the median property was assessed at 97% of its sales price. The range for all assessments went from 93% to 101%.

2013 saw several changes in the Board of Assessors. Rick Maiore stepped down from the Board after serving as its Chairman for the past 13 years. We would like to thank Rick for his valuable input and contributions to the Board over his many years of service to the town, and most especially for his dedication and leadership. The Board elected Joseph Theriault as its new Chairman, and welcomed new member Don Graham.

The Board of Assessors is pleased to announce that Harvard’s Geographic Information System (GIS) is now available to the public and can be accessed on the town website at [www.harvard.ma.us](http://www.harvard.ma.us) under Town Departments/Assessors.

As always, if you have questions regarding any assessing issues, please feel free to contact Sue Fitterman, Assistant Assessor at 978-456-4100 x315 or by email at [sfitterman@harvard.ma.us](mailto:sfitterman@harvard.ma.us). Office hours are Monday, Wednesday and Thursday 8:30 AM to 4:00 PM and Tuesday 8:30 AM to 7:00 PM. The Board normally meets at 1:45 PM on the third Thursday of the month. Additional information is available through the town website.

### Fiscal 2013 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	95.0014	1,003,829,584	16.68	16,743,877.46
Open Space	-0-	-0-	16.68	-0-
Commercial	3.2379	34,213,196	16.68	570,676.11
Industrial	0.2293	2,423,000	16.68	40,415.64

Personal Property	1.5314	16,181,633	16.68	269,909.64
TOTALS	100.0000	1,056,647,413	16.68	17,624,878.85

#### 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>
2013	16.68	1,056,647,413	2434	17,624,878.85	3.0610
2012	16.24	1,053,042,141	2,578	17,101,404.37	2.0896
2011	15.47	1,082,829,559	2,575	16,751,373.27	2.6319
2010	14.33	1,138,995,512	2,541	16,321,805.69	2.7997
2009	13.43	1,182,225,622	2,551	15,877,290.10	4.9973
2008	12.68	1,192,556,890	2,427	15,121,621.37	9.8605

#### Fiscal Year 2013 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	87	3,261,100	37,484
101 Residential Single Family	1,667	911,908,600	547,036
102 Residential Condominiums	121	27,023,400	223,334
104 Residential Two Family	24	14,123,000	588,458
105 Residential Three Family	1	1,192,400	1,192,400
Miscellaneous Residential	27	18,412,200	681,933
111 – 125 Apartments	5	5,984,300	1,196,860
130 – 132, 106 Vacant Land	269	23,319,400	86,689
300 – 393 Commercial	61	29,409,000	482,115
400 – 452 Industrial	15	2,423,000	161,533
501 – 550 Personal Property	70	16,181,633	231,166
600 – 821 Chapter 61, 61A, 61B	87	3,409,380	39,188
TOTALS	2,434	1,056,647,413	

#### Assessor's Account for Exemptions and Abatements

<u>Description</u>	<u>FY2013</u>	<u>FY2012</u>	<u>FY2011</u>	<u>FY2010</u>	<u>FY2009</u>
Assessor's Overlay	97,874.85	92,527.37	101,474.27	78,185.69	82,343.10
Overlay Deficits	-0-	-0-	-0-	-0-	-0-
Charges to 6/30/2013	52,366.22	52,437.88	65,136.46	40,326.35	37,324.82
Amount Released	45,508.63	40,089.49	36,337.81	37,859.34	45,018.28

#### New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change (%)</u>
2013	9,323,841	16.68	151,420	162.622
2012	3,727,025	16.24	57,657	-40.806
2011	6,797,164	15.47	97,403	-18.570
2010	8,906,659	14.33	119,616	-55.543
2009	21,219,482	13.43	269,062	50.639
2008	15,371,316	12.68	178,614	18.843

Respectfully submitted by the Board of Assessors:

Joseph Theriault, Chairman

Debra George, Member

Don Graham, Member

Sue Fitterman, Assistant Assessor

Regional Resource Group (RRG) Staff:

Harald M. Scheid, Regional Tax Assessor

Linda Couture, Associate Assessor



## ➤ ➤ ➤ **COMMUNITY CABLE ACCESS COMMITTEE** ⏪ ⏪ ⏪



2013 was a remarkable year for the Town's public access TV station - HCTV (Harvard Cable Television). Check out the news regarding the new HCTV Studio on the campus of The Bromfield School below. First, a rundown of broadcast activity in 2013.

HCTV continues to make solid use of our modern, software based broadcast system which allows operators to schedule programming on Channels 12 and 13, 24 hours a day, 7 days a week, 365 days a year, the HCTV staff has processed and broadcast approximately 260 new shows in 2013, bringing the total number of shows on file at HCTV to approximately 1,380.

During 2013, the station has broadcast 150+ different shows on The Government Channel (Channel 12). Shows which were produced for and broadcast on Channel 12 included meetings of: Board Of Selectmen, School Committee, JBOS, Finance Committee, Town Hall Building Committee, Planning Board, JBOS (Joint Board of Selectmen), DEC (Devens Enterprise Commission), Zoning Board of Appeals, Quad Boards, Capital Planning and Investment Committee, Annual Town Meeting, and Special Town Meeting.

On The Public Channel (Channel 13), the station has broadcast 600+ different shows. Shows processed and broadcast on Channel 13 cover subject areas: Home and Garden, Health and Nutrition, Human Interest, Education, Sports, and Harvard People and Places. Locally produced content included coverage of The Bromfield School Class of 2013 graduation ceremony, the Bromfield Science Fair, and various local events, such as the Veteran's Day Ceremony.

The full listing of HCTV shows on file is available on the HCTV web site, [www.harvardcabletv.com](http://www.harvardcabletv.com), under Program Info. Other pages on the web site are updated nightly with the Channel 12 and 13 Program Schedules and copies of the on-air bulletin board notices.

In addition to the shows on Channels 12 and 13, HCTV continues to broadcast community bulletin board notices, the local weather forecast, and the HCTV Program Guide, on Channel 15.

New this year, HCTV has been experimenting with YouTube and Facebook as alternative means of broadcasting select content. In this effort, HCTV has posted all 100+ government meeting coverage shows, and a few select shows of general interest, produced locally in Harvard, to YouTube and Facebook. Please visit the channels at [youtube.com/harvardcabletv](http://youtube.com/harvardcabletv) and [facebook.com/harvardcabletv](http://facebook.com/harvardcabletv).

Now for the big news...

In 2013, HCTV has successfully completed a very ambitious project to fund, design and build a comprehensive video training and production facility directly on the campus of The Bromfield School. The idea for the new facility was conceived in partnership by HCTV and the School Committee. Accessible via the pathway between The Bromfield School and the Harvard Public Library, the new centrally located studio provides a permanent home for the Town's existing cable access activities, but more importantly offers new opportunities for students and all other residents to get involved with state-of-the-art videography. This was a true community-wide effort, cross-funded by multiple organizations, but built primarily through the incredible efforts of very dedicated volunteers. Several members of the Lions Club did the initial demo work to prepare the space. The majority of the construction, including electrical, plumbing and heating was done by students and instructors from the Montachusett Regional Vocational Technical School. Monty Tech students also did the beautiful stonework on the exterior entrance. Local businesses were involved, including Reynolds Electric and Jasonics Security, with the most generous contributions being the architectural design expertise of Jonathon Cocker of Mangel Associates, the excavation work by Greg Harrod, and all the office furniture donated by Jeff Swartz. Members of the HCTV Committee and The Bromfield School community pitched in during the year-long construction process, with significant time and effort put in by Steve Adrian, Chris Boyle, Brint Ferguson, Robert Fernandez, and Mark Force with his entire Bromfield facility crew. But of particular note are the many hours put in by John Burns, Bill Johnson, and Lou Russo to plan, manage, and at times personally execute the construction details from start to finish. All in all, an outstanding community success!

The Committee ends 2013 with full membership, though membership has changed. Paul Lierhaus has moved on from the Committee, and we thank him dearly for the dozens of Bromfield School sports shows he produced during his time on the Committee. Stu Sklar has also moved on from the Committee and we thank him for his contributions to the new studio construction effort, notably his proactive and fruitful engagement of Monty Tech. Joining the Committee in 2013, Bill Johnson has recently been voted Chair. Stephen Adrian has also joined the Committee, bringing broad technical skills. Mitch Norcross is now Vice-Chair, and John Burns is Treasurer and Recording Secretary.

The Committee currently manages a staff which includes: the part-time Station Manager, Robert Fernandez, and camera and broadcast operator Brint Ferguson. Much thanks to the staff for their hard work and dedication. The committee would also like to acknowledge the volunteer



efforts of Laura Vilain and others who operate cameras during Finance and other Committee meetings, maintaining valuable TV coverage of critical government functions.

Financially, the Committee finds that the annual cost to run the station exceeds the annual income it receives through subscriber fees. During 2013, the cost to run the station included labor, equipment maintenance, repairs, and upgrades. Space and utilities for the public access TV station were provided by the Town. While annual costs exceed annual income, the Committee has a cash reserve which will support the current level of public service through the middle of FY 2015, at which time the Town is due to settle on a new contract with the cable service provider, Charter Communications. Such contracts set the level of subscriber fees to be collected in support of the Town's public access TV station. Our expectation is that a newly negotiated contract, in FY 2015, will need to take into account the data we have collected regarding costs to run the station.

The Committee would like to thank Mitch Norcross for his three years of selfless service as Chair.

Respectfully submitted,

Bill Johnson, Chair  
John Burns, Treasurer and Recording Secretary  
John Ball  
Ray Dunn

Mitch Norcross, Vice-Chair  
Stephen Adrian  
Jonathan Williams



➤ ➤ ➤ **COMMUNITY PRESERVATION COMMITTEE** ◀ ◀ ◀

With the enactment of the Community Preservation Act (CPA) in 2000, the Commonwealth established a trust fund that would match up to 100% of dollars collected via a property tax surcharge of up to 3% by towns which adopted the terms of the act. Accepted uses of the funds are for acquisition and restoration of Open Space and Recreation assets, development and support of Affordable Community Housing, and Historic Preservation initiatives, with a minimum of 10% of each year's new funds going to each of the three areas. The Town of Harvard adopted the Act provisions in 2001, voting a surcharge of 1.1%. Currently 155 out of 351 communities in the Commonwealth have enacted the legislation.

Since its inception through the end of fiscal 2013 Harvard has raised approximately \$3 million, including \$1.8 million raised locally by the 1.1% surcharge. This past year the state match increased to 52.2%, primarily as a result of the State contributing \$25 million to the State CPA Trust Fund. The State match percent for future years is uncertain as the funds are shared by more and more towns which have adopted the CPA and the uncertainty of the State continuing to contribute additional funds to the State CPA Trust Fund.

At the last nine Annual Town Meetings, the voters have approved approximately \$2.5 million in Preservation Fund spending. CPA fund reserves, the Town's preservation "savings account," show a projected balance of about \$218,200 at the end of FY13.

### **Activities of the Community Preservation Committee**

Annual Town Meeting 2013 voted to approve \$373,500 to all projects and reserves recommended by the CPC.

The approved projects for FY14 were:

- \$ 200,000 to the Conservation Fund for the protection of open space in Harvard
- \$ 100,000 to the Municipal Affordable Housing Trust Fund (MAHTF)
- \$ 55,000 to the Parks and Recreation Commission for the historic preservation of the Bromfield stone wall
- \$ 16,000 to the Town Clerk for preservation of historic town documents
- \$ 2,500 for CPC administrative expenses

### **FY2015 Applications**

The committee received ten applications for consideration, five of which are from the Hildreth House Improvement Committee and one of which has been withdrawn. The projected funds available to spend for FY 2015, including reserves, total approximately \$586,000.

The complete list of FY 2015 applications is as follows:

- \$ 17,000 from the Historical Commission for tree removal around the perimeter of the Shaker Burial Grounds.
- \$120,000 from the Harvard Park Association for the re-surfacing of the McCurdy Track
- \$ 200,000 to Harvard's Municipal Affordable Housing Trust Fund
- \$ 200,000 to the Conservation Fund
- \$ 204,032 for the restoration of the Hildreth House consisting of five items.

With exception of the first item, they are related to Hildreth House building project. The items are:

- \$66,600 for window replacement
- \$19,458 for raising the Porch to make the building more handicap accessible
- \$ 19,306 to make the second floor bathroom handicap accessible
- \$93,818 for wheelchair lift to make the second floor handicap accessible
- \$ 4,850 for a handicap accessible kitchen sink

The recommendations of the CPC will be included in the 2014 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Respectfully submitted,

Deborah Ricci, Elected, Chairman  
Joe Hutchinson, Planning Board  
Joe Schmidt, Park & Recreation Commission  
Joanne Ward, Conservation Commission  
Leo Blair, Municipal Affordable Housing Trust Fund

Didi Chadran, Elected, Vice-Chair  
John Martin, Historical Commission  
Deborah Thomson, Elected, Secretary  
Beth Williams, Elected



## ➤ ➤ ➤ CULTURAL COUNCIL ◀ ◀

The Harvard Cultural Council (HCC) is part of a network of 329 Local Cultural Councils (LCC) serving all 351 cities and towns in Massachusetts as part of the Massachusetts Cultural Council (a state funded organization). The Harvard Cultural Council's purpose is to promote and support the vitality of the cultural resources within the Harvard community, through the Massachusetts Cultural Council's LCC annual grant program. HCC grants bring arts and humanities programs to Harvard residents in a variety of formats and venues; applications from organizations and individuals based in Harvard are given priority. MCC's Local Cultural Council program is the largest grassroots cultural funding network in the nation. The HCC currently has 9 Harvard residents as members.

For FY13, the HCC had \$4600 in grant funds to disperse and selected 14 applications out of a total of 28 submitted. For FY14, grant funds were a bit lower at \$4250 and 20% more applications (34 applications) were received. Many of the new applications were from Harvard-based organizations. FY2014 HCC grants recipients are:

- Bromfield Middle School Drama Club for the Massachusetts Middle School Drama Festival
- Concerts at the Common for sponsorship of their Spring Concert
- Fanfare to sponsor its Spring Home Concert
- Fresh Inkk for "An Evening of Riveting Narratives"
- Friends of the Harvard Public Library for the "Shakespeare for the Masses" program
- Fruitlands Museum to support their Centennial Anniversary Programs
- Harvard Council on Aging to support 2 programs
- Harvard Historical Society for the "Harvard in Transition" program
- Harvard Parent Teacher Organization for the "Eyes on Owls" HES enrichment program
- Harvard Pro Musica for sponsorship of "Durufle and Gjeilo" production
- Harvard Public Library for an author/illustrator visit by David Hyde Costello
- Lost Arts Collaborative to support the "Lost Arts Exposition" within the Bolton Fair
- Nashoba Valley Concert Band for its participation in Harvard's Memorial Day ceremony
- Virginia Thurston Healing Garden 'Art for Understanding' program
- Worcester Chamber Music Society(WCMS) to provide free tickets for Harvard seniors as well as a Library pass to a WCMS concert

FY2013 HCC grant recipients were:

- Concerts at the Common for sponsorship of their Spring Concert
- Denis Cormier/Hands on History for a Revolutionary War program for HES 5<sup>th</sup> graders
- The Discovery Museums in Acton to support Free Family Learning Nights
- Fitchburg Art Museum for sponsorship of the 78<sup>th</sup> Annual Regional Exhibition of Art and Craft

- Fruitlands Museum to support The Family Learning Center at Fruitlands
- Harvard Community Theater for sponsorship of the New England Regional Festival
- Harvard Council on Aging to bring the “Ireland in Song” program to the CoA
- Harvard Parent Teacher Organization to fund enrichment programs at HES
- Harvard Pro Musica for sponsorship of “Telesis – a Contemporary Choral Sampler” production
- Harvard Public Library for the “Earth Rhythms: a Song & Story Celebration” program
- Jean McCrosky for creation of a personal memoir
- Nashoba Valley Concert Band for its participation in Harvard’s 4<sup>th</sup> of July parade
- Nashua River Watershed Association to bring “Local & Regional Food Systems” to the Library
- Bromfield/Sharon Correnty for the Bromfield Night Sky program
- Village Nursery School for the “Eat Like a Rainbow” program by singer Jay Mankita
- Worcester Chamber Music Society(WCMS) to provide free tickets for Harvard seniors to the WCMS concert in Harvard.

Respectfully submitted,

Alice Bartram, Chair



## ➤ ➤ ➤ **DEVENS ENTERPRISE COMMISSION** ⏪ ⏪ ⏪

The Devens Enterprise Commission (DEC) is a regulatory and permit-granting authority for the Devens Regional Enterprise Zone.

A full copy of the DEC 2013 Annual Report can be found at:  
<http://www.devensec.com/meetings.html> under Annual Reports 2013.

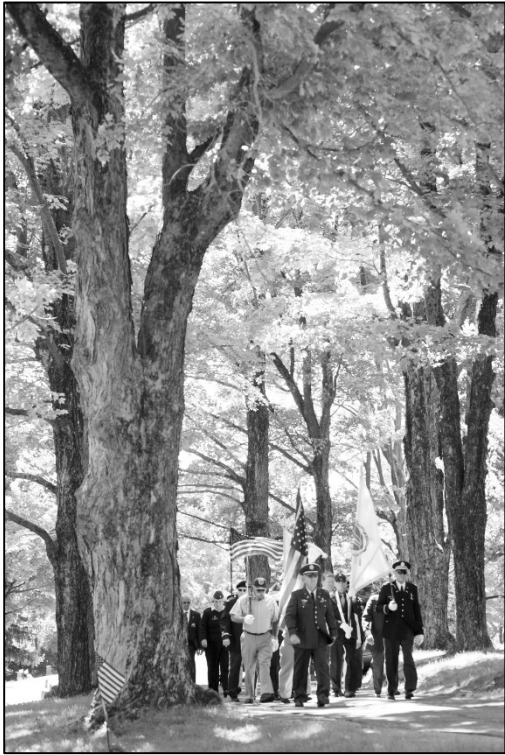
Respectfully submitted by Harvard’s DEC Commissioners:

James E. DeZutter

Eric Stolfus

Duncan Chapman III, (Alternate)

# Memorial Day





## ➤ ➤ ➤ **ECONOMIC DEVELOPMENT COMMITTEE** < < <

In 2013 the Economic Development Committee (EDC) continued its mission to increase the economic value of, and the associated tax revenue from, the Commercial District consistent with the current character of the Town.

Since the EDAT survey indicated a strong interest from Harvard Residents in a grocery store, the EDC set out to research the viability of supporting a grocery store in the C District. From Jan – March the EDC researched the requirements, bylaws, and interest among various chains. In April the EDC published a “Grocery Store White Paper.” The EDC recognized zoning, sewage, and traffic are potentially major issues which would require addressing and potentially changing. In addition, the presence of Hannaford’s in Ayer affected the willingness of other chains to consider Harvard. The EDC made 3 recommendations:

- The Town should approach Hannaford’s to understand their intent with the Ayer store and willingness to relocate to Harvard. Based on this feedback, the Town should either work with Hannaford to help facilitate the move or reach out to other chains with an interest in Harvard.
- Issue an Request for Expressions of Interest from land owners within the C District as to using their land parcels for the development of a grocery store.
- Develop and review hypothetical project schematics to determine whether a change to the detached retail development model currently reflected in the ARV-SP bylaw provision is in line with Residents preferences regarding retail development design.

Throughout 2013 the EDC continued to review the various options and possibilities of attracting a grocery store.

The EDC also worked to improve communications with local businesses in the C District and Town residents. The EDC increased outreach to businesses as members of the EDC visited local businesses to discuss the White Paper results and get their input. The consistent response from businesses was the Town needs to improve its support of local businesses. To this end, the EDC developed a 5 year objectives and strategies plan with specific actions for maintaining an environment that facilitates the growth of local businesses. The EDC also researched joining the Nashoba Valley Chamber of Commerce or associations of nearby Towns. The EDC provided insights to Harvard businesses for their determination.

Recognizing communication of C District is also important for Residents, in the Spring of 2013 the EDC held an open forum to receive feedback on potential C District development. The forum provided insight from abutting residents, especially concerns about the affects a grocery store or any other commercial development would have on their quality of life and home values. The forum also introduced the EDC to many residents who requested regular updates on the C District via an EDC email. To this end, the EDC worked with the Town to have a regular

distribution and web page. Although an EDC email was provided, financial support for a webpage was denied.

The EDC continued to work with the Planning Board on the Master Plan, including representation on the Master Planning Steering Committee (MSPC). In order to complete the Master Plan, the EDC also recognized the effort required a professional Town Planner. There was a clear need to distinguish the responsibilities of the Town Administrator from the objectives of a Town Planner. The EDC provided its recommendation via an open statement at Town Meeting to support the hiring of Town Planner, which was approved.

In the Fall of 2013 the EDC was approached by a developer interested in opening a gas station and convenience store in Harvard. The developer represented a company with similar businesses in Berlin and other rural towns. The EDC reviewed the request and coordinated with the Planning Board to determine whether a gas station / convenience store is possible and profitable for the Town. It was discovered the zoning by-laws do not permit a gas station. The EDC did not make a recommendation on how to move forward or for any changes in the bylaws for gas stations. The EDC acted in accordance to the mission of advocating for business if it was in the best interest of the Town. But, in reviewing the potential for a gas station the EDC and Planning Board realized potential revenue would be minimal for the necessary zoning change. Plus, there was not enough time to put the bylaw change to a vote at Town Meeting.

The gas station proposal brought the grocery store topic back to the forefront since permitting a convenience store may reduce the interest from a grocery store. In order to further pursue the discussions and gain real interest from Hannaford's, Roche Bros., Donelan's, or any other potential chain the EDC recognized a need to increase the permitted zoning of a building. The EDC recommended in 2014 to put a warrant before Town Meeting to increase the permissible building in Harvard to satisfy a typical grocery store (35,000 sq ft).

The EDC also added two new members in 2013: Peter Warren and Chris Sintros

Respectfully submitted,

James Stevens, Chair  
Duncan Chapman

Elaine Lazarus  
Rich Maiore

Chris Sintros  
Peter Warren



## ➤ ➤ ➤ ENERGY ADVISORY COMMITTEE ◀ ◀ ◀

The purpose of the Harvard Energy Advisory Committee (HEAC) is to advise town officials on energy related issues, and improve energy efficiency and energy use practices to reduce Town energy consumption and costs. In 2013, HEAC:

- Executed the long term plan to reduce energy use 20% of FY09 baseline by FY14. At the end of FY13 usage is down only 5% due to the large increase in energy use in FY13. This was attributed to higher fuel usage at the schools. HEAC performed an analysis to show that the primary cause was setback temperature set points at Bromfield that were increased to prevent pipes freezing in rooftop units. Set points have been readjusted and HEAC is working with the school personnel to identify a long term solution.
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software.

	FY07	FY08	FY09	FY10	FY11	FY12	FY13
Total Energy Use Million BTUs	25,255	25,534	24,739	20,193	22,593	18,434	23,411

### **Energy Reduction Projects**

Green Community grant projects - \$141,200. HEAC managed these projects:

- Police Station Boilers – Replaced the two boilers with higher efficiency boilers.
- Prepared and submitted quarterly and annual report to maintain designation.

### **Other Projects/Initiatives**

- Building Audits – The main town buildings were reviewed by Guardian Energy in 2013 at no charge to the Town to identify energy savings opportunities.
- Lighting – Coordinated and installed energy saving light bulbs in Town buildings provided at no charge from DOER.
- Net Metering Credit Purchase Agreement – issued RFP for solar developers to issue credits from solar arrays for use by Harvard to offset electric costs.
- Town Building Initiatives – served on Town Hall Committee to reduce energy lifecycle costs; evaluated energy concerns for Bromfield House and Hildreth House renovations.
- Bromfield Student Green Team – provided support on Blackout Day and other objectives.
- Hildreth Elementary Solar – participated in a program for HES students to dedicate the rooftop solar array.
- State Energy Legislation – Hosted a public forum with Sen. Jamie Eldridge and Rep. Jen Benson for feedback on legislation affecting energy and environmental affairs.

We appreciate the efforts in 2013 of all Town employees, Boards and volunteers that have helped provide the necessary information, guidance and funding authorization to implement recommended projects. We are always looking for volunteers to assist in the many ongoing initiatives or to join as new members. If you are interested, please contact the Selectman's office.



Respectfully submitted,

Brian Smith, Chair  
Jim Elkind  
Matt Coke, associate  
Sofia Catalina, student member

Eric Broadbent, Vice Chair  
David Fay  
Forrest Hodgkins, associate

Bill Codner  
Steve Matson



➤ ➤ ➤ **HILDRETH HOUSE IMPROVEMENT COMMITTEE** ◀ ◀ ◀

In the fall of 2012 the Board of Selectmen established and charged the Hildreth House Improvement Committee to review the schematic plans and cost estimates that had been prepared for Hildreth House renovation and expansion by the Municipal Building Committee prior to the 2012 Annual Town Meeting. The estimated cost of that plan was approximately \$5.5 million.

Our further charge was to consider modifications to that plan that result in a better design and/or cost savings, while assuring that the final design is code-compliant and enables Hildreth House to serve “the physical, social, and basic wellness needs of Harvard’s current and future senior population for the next several decades.”

We believe that the HHIC has accomplished that charge, cutting roughly \$2 million from the earlier cost estimate without sacrificing crucial Council on Aging program requirements

The Council on Aging’s goal is to provide a place where older residents can gather informally for a wide range of activities, mingling with old friends and finding new ones through meals, fitness classes, educational programs, card games, and other events at Hildreth House. The earlier plan met that requirement but the cost seemed prohibitive.

Since the beginning of 2013, the HHIC has worked with LLB Architects to develop a new plan that retains the most important program elements of the earlier plan at a much-reduced cost. There have been trade-offs and concessions, but we believe the revised plan will provide enough space for Council on Aging programs for the foreseeable future.

Providing safe, adequate parking with proper access to the building has been a primary goal of this project from the start. We recognize that the Municipal Building Committee was committed to locating the parking out of sight, on the lower-level west side of the building, preserving the view to the Common. But the HHIC determined that the surest way to cut costs was to locate the parking in front of and on the east side of the house, where it is now, which has cut the estimated site-work cost in half and allowed for building plan modifications that resulted in further cost reductions.

The original plan, with its 5,157-square-foot addition, included a 1,066-square-foot dining room that could seat 74, an adjoining 533-square-foot multipurpose room, new kitchen, dedicated health room, new computer classroom where the kitchen is now, another classroom upstairs, a large outdoor terrace, and a covered drop-off area at the new main entrance.

The new two-story plan – roughly half the size – has a 35- to 40-seat dining room, a larger multipurpose room upstairs, a smaller terrace, and no covered drop-off. The computer classroom and kitchen stay where they are now, and the health room shares space with the program coordinator's office.

The proposed new dining room, while reduced in size, would double the present capacity, and there would be room for overflow in the existing dining room. For special occasions – like when the Woman's Club, Scouts, Lions Club, or students provide home-cooked meals – that room would be filled now, and the COA expects its regular biweekly meal participation to increase when the dining room allows space for wheelchairs or people using walkers to move around easily.

The previous plan called for a standard three-floor elevator from a new basement-level entrance on the west side to the second floor. But because the proposed addition is smaller than it was before and only a two-level elevator is required, the committee had other less-costly options: a LU/LA (limited use/limited access) elevator and an enclosed wheelchair lift. After test rides on the LU/LA at Village Nursery School and the enclosed lift at Ayer-Shirley High School, the committee agreed that the lowest-cost option – the lift – would be perfectly acceptable.

Another decision with significant cost implications was the choice of a heating and ventilation system. The existing Hildreth House ductwork cannot accommodate air-conditioning, and installing new ductwork would require extensive alterations to the interior woodwork. After careful consideration, the committee agreed to upgrade the heating system with a more efficient gas burner and forego central air-conditioning in the existing house. The proposed addition would be heated and air-conditioned by wall units, while window units would cool the old house as they do now.

The COA Board of Directors fully supports these proposed changes, recognizing the need to cut costs. Two representatives of the COA Board serve on the HHIC and other members, as well as the director, Debbie Thompson, frequently attend HHIC meetings.

The HHIC has consulted Building Inspector Gabe Vellante several times during this early development stage and has sought the advice of the Energy Advisory Committee as well. We have also been in touch with the district sanitarian at the Nashoba Associated Boards of Health to ensure that the kitchen design meets all the requirements for a food services operation.

Given the recent escalation in construction costs, the HHIC asked the architects and their estimators to review their cost estimates in late September. The total estimated cost of the new plan had been \$3.5 million, but the revised estimate for the renovation and expansion of Hildreth House is \$3.7 million, including \$1.2 million for renovations to the existing building, \$989,942 for new construction, and \$453,864 for site work. The estimate doesn't include new appliances

or furniture because we believe those items can be funded through private donations. Also not included is a provision for widening the driveway, at an estimated cost of \$47,522.

The HHIC has applied for Community Preservation grants for new windows at Hildreth House (\$66,600); raising the level of the porch floor to improve access to the building (\$19,458); renovating the upstairs bathroom to accommodate a wheelchair (\$19,306); installing a wheelchair lift (\$93,818); and a handicap-accessible sink for the renovated kitchen (\$4,850). The Harvard Historical Commission has endorsed all five requests as being important for the continued use of this historical building as a senior center.

The town census lists Harvard's total population in 2013 at 5,845, of which 1,379 (24 percent) are over the age of 60. Nearly half of those residents used COA services of one kind or another. In Harvard, as elsewhere, the "boomer" generation is just beginning to have its impact on senior services, and there is ample evidence that the need for COA programs and services will continue to grow.

The Hildreth House Improvement Committee believes that the proposed renovation and expansion of Harvard's senior center is necessary for the COA to continue providing essential services for a growing senior population. Its provisions for safe and legal access to and within the building are not optional; they are required by law and should not be delayed any longer. The committee is aware that the timing of this project is problematic, coming on the heels of the still-unsettled Town Hall construction project. But we recommend moving forward with design development and construction as soon as possible.

Respectfully,

Connie Larrabee, co-chair  
Laura Andrews  
Ann Taylor

David Vannicola, co-chair  
Fran Nickerson  
Pat Jennings

Richard Blinn



## ➤ ➤ ➤ **MUNICIPAL AFFORDABLE HOUSING TRUST** ⬅ ⬅ ⬅

The Harvard Municipal Affordable Housing Trust Fund is a substantially independent agency of the Town of Harvard, managed by seven Trustees appointed by the Board of Selectmen. The purpose of the Trust is to provide for the creation and preservation of affordable housing in the Town of Harvard for the benefit of low and moderate income households. The Declaration of Trust specifically states, "The beneficiaries of the Trust shall be low and moderate income households in the Town of Harvard."

Pursuant to this charge, in August 2013 the Trust purchased approximately 28 acres of property at 166 Littleton Road (originally the Town's Poor Farm). Before the end of the current fiscal year, the Trust anticipates seeking proposals for development of the property to provide a mix of new affordable housing (to serve low income households) and market-rate housing (suitable for moderate income households), consistent with guidelines established by the Trust.

Respectfully submitted,

Bruce E. Nickerson, Chairman  
Greg Schmidt  
Leo Blair, Selectmen Rep.

Sherlie Lapierre  
David Hopper

Barbara Brady  
Evelyn Neuburger



## ➤ ➤ ➤ **PLANNING BOARD** ◀ ◀ ◀



Over the course of the past year, the Planning Board launched several new community planning initiatives as well as carried out its Protective Bylaw responsibilities to the Town.

In 2013, the Master Plan Steering Committee (MPSC) completed Phase I of the Master Plan on time and on budget. With significant public input, Phase I outlined the town's vision and goals for development through 2023. Following the approval of funds from the 2013 Annual Town Meeting, the Board began Phase II of the Master Plan.

The Planning Board contracted the strategic planning firm RKG to assist incorporating the goals envisioned and outlined in Phase I into a viable implementation plan to guide the town's economic growth, infrastructure development and community planning for the next decade. The Master Plan Steering Committee, comprised of members from various boards throughout the town as well as other residents, was reconstituted in the spring of 2013 to direct Phase II of the Master Plan process and work directly with the consultants. Planning Board member Joe Hutchinson was appointed as Chair of the MPSC.

The last ATM also approved funding for the contract services of a town planner. After a thorough search and competitive interview process, the Planning Board awarded the contract to Bill Scanlan, who had previously served as the former Manager of the Community Planning division at the Central Massachusetts Regional Planning Commission (CMRPC). Bill has a wealth of experience in all aspects of community planning. At the CMRPC, he provided technical assistance to planning officials on growth and development issues including the preparation of comprehensive regional and local plans, development of new programs in response to state planning initiatives, grant writing, and management of public construction projects. He has served as a consulting town planner in several communities including Auburn,

Oxford, Spencer, and Warren.

As town planner in Harvard, he has quickly come up to speed by meeting with town officials, board members, key stakeholders, regional planning agency officials and residents. He has advised the ZBA and Planning Board on various land use issues as well as offered counsel and done research for other committees such as the Council on Aging, MPSC, and Economic Development Committee (EDC). Bill is researching grant programs to fund municipal projects and initiatives including a Direct Local Technical Assistance Grant and an Emergency Preparedness grant to help fund programs and equipment for the police and fire department.

In his assistance to the Planning Board, Bill will be continue to: draft regulatory or bylaw changes; review subdivisions, site plans and comprehensive permits; draft decisions and offer technical advice to all land use boards as well as other town committees; develop design guidelines for the commercial district; write grant proposals; and assist in the development and execution of the Master Plan. The Planning Board has asked for a warrant article to fund another contract year of planning services.

In 2013, there were some changes in the composition of the Board. After many years of service, Peter Brooks resigned from the Board in March of 2013 after having served as Chair and several terms as a member. The Planning Board wishes to express its profound thanks to Peter for his service to both the Town and the Board. His wise legal counsel and thoughtful deliberation on all land use matters were appreciated greatly by the Board. Erin McBee was appointed to fill the remainder of Peter Brooks' term.

The town's elections also brought new members to the board. Jim Breslauer was elected to the one-year term.

Rich Marcello served on the Board for one year as a member and one as an Associate but declined to run again. We'd like to thank him for his service to the Board and the Town as well. After stepping down from the Board in 2011, Kara McGuire Minar ran for the three-year term in 2013 previously held by Rich and she is currently serving as Chair.

A one-year term and a three-year term will be open for election this year. There is currently an opening for an Associate Member and interested residents should fill out the volunteer application on the home page of the town's web page: [www.harvard.ma.us](http://www.harvard.ma.us).

The Board's members serve as representatives on several other town and regional boards and committees, some of which are subcommittees under the jurisdiction of the Planning Board. Joe Hutchinson serves as the Board's representative on the Community Preservation Committee as well as its representative to the Montachusett Regional Planning Commission. Jim Breslauer serves as the Board's representative to the Open Space and Recreation Plan Implementation Commission. Tim Schmoyer is the Planning Board's representative to the EDC, and Kara McGuire Minar is the Board's representative to the School Committee's Long Range Planning Committee.

In 2013, the Planning Board received two (2) Approval Not Required (ANR) applications, two (2) requests for Site Plan approvals, one (1) request for a de minimus change to

a Driveway Site Plan, and one (1) Scenic Road Consent request. The Planning Board also responded to ten (10) requests from the ZBA for comments on applications that were before that board.

At the ATM, the Town approved a bylaw amendment (125-3A(5)) that provided a zoning exemption for municipal buildings within 2,500' of town center that also continued the requirement for municipal buildings to be subject to Site Plan Review by the Planning Board. This past fall at the Special Town Meeting, voters passed a Planning Board bylaw amendment (125-55) to place a temporary moratorium on Medical Marijuana Treatment Centers so that the Board could obtain guidance from the Attorney General and other municipalities to craft a more comprehensive zoning bylaw for Medical Marijuana facilities in Harvard. The Planning Board is proposing a bylaw amendment during this year's ATM to permit the siting of a Medical Marijuana Treatment Center in the commercial district in Harvard.

Lastly, the Planning Board amended the filing fees to bring them inline with surrounding communities, increasing the fees for wireless communications applications and subdivisions.

The Board typically meets the first and third Monday of the month at the Harvard Town Hall. It may be reached in its office on the second floor of Town Hall, at 13 Ayer Road, or by calling 978-456-4100 ext. 321, or emailing [lallard@harvard.ma.us](mailto:lallard@harvard.ma.us) Office hours are Monday - Thursday 8:30am-4:00 pm.

Respectfully submitted:

Kara McGuire Minar, Chair  
Tim Schmoyer  
Erin McBee  
Liz Allard, Land Use Administrator/Conservation Agent

Jim Breslauer, Vice-Chair  
Joe Hutchinson  
William Scanlan, Town Planner



# Annual Events

## *Plant Sale*



## *Flea Market*



## ➤ ➤ ➤ TOWN HALL BUILDING COMMITTEE ◀ ◀ ◀



The detailed design phase of the renovation project was completed in late December 2012. This provided the details needed to proceed with necessary reviews by the ZBA, Planning Board and the Historical Commission. The basic layout and estimated project cost remained unchanged from that approved by the April 2012 Annual Town Meeting.

In January, we applied to the ZBA for a Special Permit and two variances. We stopped the construction document phase of the project until the ZBA process was completed. The ZBA denied the Special Permit and variances at their second hearing on March 21. The construction document phase was not restarted until the April 6 ATM when a citizen's petition warrant article was approved that exempted some Town owned buildings from all provisions of the Protective Bylaw allowing us to proceed without variances.

During the next few months we received site plan approval from the Planning Board and a Certificate of Appropriateness from the Historical Commission thus completing all required pre-construction approvals.

In Late June a cost estimate was completed at the point where construction documents were 80% complete. The results showed increases in cost requiring a detailed review of the project cost in July. After several iterations of cost cutting changes suggested by the architect, we were able to bring the project cost back to the approved budget level in late July without changing the size or layout of the building. The architect completed the construction documents, with the changes included, and advertised for bids in mid-August.

Bids opened on September 5 and 19 were disappointing in the number received and the bid prices. The bid prices came in at \$775,000 more than the construction cost estimated in late July. The general construction market had changed rapidly during the spring and summer months, particularly in the Boston area. This, in addition to increased materials costs, resulted in cost increases that were not foreseen just two months earlier. The Board of Selectmen requested an increase in construction and project contingencies. This and other costs associated with the increased construction cost brought the total project cost up to \$1.1 Million over the budgeted amount. Because the project cost exceeded the cost approved at the April 2012 ATM, it was necessary for the Town Meeting to approve the increase.

A Special Town Meeting on October 16, 2013 did not approve the additional funds required to proceed. The debt exclusion ballot question at a November special election did not pass. All further progress on the project was halted. The committee requested that the Board of Selectmen commit to holding public meetings to help guide them on direction for the renovation of Town Hall. Two meetings were held in December.



The THBC thanks the Board of Selectmen liaison, Marie Sobalvarro, for her continued support and for keeping the Board up to date throughout the year.

Respectfully submitted,

Pete Jackson, Chair  
Tim Clark

Tim Bragan, Town Administrator  
Chris Cutler

Eric Broadbent



## ➤ ➤ ➤ **ZONING BOARD OF APPEALS** ◀ ◀ ◀

The Zoning Board of Appeals (ZBA) is composed of a three members serving staggered three-year terms, with three alternates that are appointed yearly. The ZBA is a quasi-judicial body that operates under the authority of Chapter 40A of Massachusetts General Laws (M.G.L.) and the Code of the Town of Harvard, Chapter 125 Protective (Zoning) Bylaw for the purpose of promoting health, safety, convenience and general welfare of the Town of Harvard.

The ZBA has authority in the following matters:

It can issue Special Permits for various uses and purposes including, but not limited to, Pre-Existing Lots/Structures/Uses, Access for the Physically Handicapped, Conversion for Multiple Residence, Conversion of Seasonal Residence, Institutional Uses, Off Sites Uses, Accessory Apartment Use, Permitted Uses in the AR Districts and Other Off-Site Signs.

It reviews and decides requests for variances submitted to the Board by applicants who want an exemption to the Protective Bylaw, Chapter 125, in order to use their land and any existing structures on the land in a particular way.

If anyone that is aggrieved by a decision of the Building Commissioner/Zoning Enforcement Officer they may appeal that decision to this Board for a hearing and adjudication of the dispute.

Anyone wishing to construct affordable housing in the Town must come before this Board and request a comprehensive permit as provided for under Chapter 40B of the Massachusetts General Laws.

The year 2013 was a busy one for the Board, meeting thirteen times over the twelve months on a number of different types of applications, including a joint meeting with the Conservation Commission on a common application. The Board had eight Special Permit

applications varying from accessory apartment to pre-existing non-conforming structures. All but one Permit were granted. There was one request for Variance from the Town of Harvard in regards to the renovations of the Town Hall; after several hearings on the application the request was ultimately denied by the Board. There were no new Comprehensive Permit applications in 2013; however Trail Ridge on Littleton County Road requested a modification to their Permit, which included a change from the construction of quadplexes to duplexes at that location. In addition, the project known as Pine Hill Village on Stow Road, also permitted under a Comprehensive Permit, requesting an extension to that Permit, with work slated to begin in 2014.

In addition, the Board issued a Finding under M.G.L. Chapter 40A Section 6, whereby the Board found an addition to a pre-existing single-family would not intensify the non-conformity, nor is it substantially more detrimental or injurious to persons, property or improvements in the vicinity and the addition could be constructed as a matter of right. In additional request for a Finding required the filing of a Special Permit.

The 2013 the Board membership remained the same as in 2012 with Christopher Tracey once again served as the Chairman, while Steve Moeser served another year as the Vice Chair, and member Robert Capobianco position remained unchanged. Land Use Administrator Liz Allard served as the Clerk. Associate Members Theodore Maxant, Orville Dodson and Michael Lawton continued to serve as well.

As 2013 came to a close the Board began discussions with the Planning Board on amending the Existing Lots, Structures and Uses section of the Protective Bylaw in order to make the provision more user friendly for the Board and applicants as it pertains to pre-existing non-conforming structures and uses.

The Board usually meets on the second Wednesday of the month. Anyone seeking to make application to the Board or wanting to attend a meeting should check with the ZBA office to confirm the schedule. The Board typically sets aside the fourth Wednesday of the month to hear Comprehensive Permit applications.

The ZBA office is on the second floor of Town Hall, 13 Ayer Road. Our telephone number is 978-456-4100 ext. 321. You may also email us at: [lallard@harvard.ma.us](mailto:lallard@harvard.ma.us)

Submitted: Christopher Tracey, Chairman  
Robert Capobianco, Esq., Member  
Orville Dodson, Associate  
Liz Allard, Land Use Administrator

Steven Moeser, Vice Chairman  
Theodore Maxant, Associate  
Michael Lawton, Associate

## PROTECTION OF PERSONS AND PROPERTY

*Ambulance Squad, Fire Department, Police Department*

### ➤ ➤ ➤ AMBULANCE SQUAD < < <

The Town of Harvard Ambulance Service provides best-in-class emergency medical care and transport services through a dedicated all-volunteer squad of State-certified Emergency Medical Technicians. 2013, the Service's 42<sup>nd</sup> year of active public safety contributions, was marked by two significant and successful transitions: Regional Dispatch and State-mandated National Standards of EMS education. Harvard Ambulance continues to operate as a profit center for the Town, adapt policies and procedures to new State and Federal mandates, add special medical care services beyond conventional EMT-Basic capability, and invest in long-term organizational sustainability. Through it all, optimizing patient care remains our exclusive focus.

Harvard Ambulance Service reaffirms its pride and sense of privilege in serving our community as an all-volunteer organization delivering 24x365, patient-centered, timely and effective emergency medical care. This mission and model are predicated on a continued commitment by the Town and Board of Selectmen to value Ambulance as an equal, independent partner in public safety services.

Human resource development and retention have resulted in a more active and balanced squad with 58 members plus 16 EMT-B students slated to test in April 2014. Wherever you live in Harvard, there is likely an Ambulance EMT either down your street or just around the corner. In 2013, membership sustained activity at unprecedented annual rates: 23,000 hours of "on-call" time -- averaging 2.6 volunteer EMTs on-call 24x365, 2,600 hours of "run" time, and another 3,000 hours of training and education.

Call statistics for 2013 reflect extremely high levels of EMS activity: 337 patient-care events over 322 runs. Call type distribution has not changed much: 47% medical, 42% trauma, 6% lift assist, 4% psychiatric. Tracking patient age reveals predominately a bimodal distribution around teens and seniors: 0-10 (3%), 11-20 (12%), 21-30 (5%), 31-40 (7%), 41-50 (7%), 51-60 (13%), 61-70 (15%), 71-80 (12%), and 81-90 (17%), 91+ (8%).

Call distribution by time of day remained skewed to daytime demand: 8 AM – 4 PM 52%, 4 PM – 12 AM 31%, 12 AM – 8 AM 17%. Daytime demand underscores the value of our Cadet Program, which allows select Bromfield students to run with Harvard Ambulance adults during school hours after earning EMT-B certification. The program benefits the Service with (1) *a priori* coverage, (2) a positive experience for college-bound or vocationally-oriented learners, and (3) affirmative outreach.

As promised when third-party billing was approved, no Harvard resident has been asked to pay out-of-pocket for our services. In FY2014 Ambulance remains a \$0 line item in the Town

budget. Beginning in FY2015 we will return to the mainstream budgeting process but draw funds entirely from our self-funded Receipts Reserved for Operations source. Financially, the Service continues to run in the black. Net income is used to entirely fund Ambulance operations; excess monies are set aside to substantially contribute to the ambulance's scheduled replacement at the end of its 10-year useful service life in FY2018. The greatest factor contributing to an enhanced bottom line: award of the triennial Billing contract to Pro EMS which substantially improved the collection yield and rate. Achieving MassHealth provider status remains an opportunity for incremental collections. Harvard Ambulance depends, in part, on the very generous donations of local philanthropic entities and citizens. Ambulance supports the concept of cost-effective, shared ALS services based in Devens.

Harvard Ambulance sponsored interactive training on Active Shooters and Tactical Casualty Care. This was terrific preparation for the widely acclaimed Safety Symposium that drew EMS, Police and Fire Departments from across the state and put Harvard firmly on the regional EMS map. ConEd sessions included Trauma and Street Drugs; Narcan (opioid antagonist) was approved for use. Looking ahead, Harvard is hosting a regional HazMat Drill in June 2014; HazMat Ops and Blast Injuries trainings have begun.

In summary, the Harvard Ambulance Service is buoyed by its recent collective accomplishments. As we begin our 43<sup>rd</sup> year of continuous volunteer service, we are committed to improvement in all facets of our operation. Our strategic priorities remain the same: recruiting and retaining qualified personnel, embodying fiscal responsibility, procuring and deploying technology enablers, expanding the Service in concert with Town growth, and developing effective public outreach.

If you are interested in learning life-saving skills and joining a motivated group of your neighbors, then consider enrolling now in our 2014 Driver and EMT certification classes. No prior medical experience is required. We respond to inquiries and accept new membership applications throughout the year. Please visit our website at [www.HarvardEMS.org](http://www.HarvardEMS.org) and contact us at [Director@HarvardEMS.org](mailto:Director@HarvardEMS.org).

Respectfully submitted,

Steven J. Beckman, M.D., EMT-B  
Director, Harvard Ambulance Service



## ➤ ➤ ➤ FIRE DEPARTMENT ◀ ◀ ◀

The mission of the Harvard Fire Department is to save lives and to protect property from fire and other emergencies within the Town of Harvard through public education, code management, and incident response.

We are working hard to make sure this department keeps moving forward to be the best trained and prepared department we can be.

1. Firefighter Robert Curran graduated from the Massachusetts Firefighting Academy Call/Volunteer Recruit Class #46. This was a six month long class held every Tuesday and Thursday and every other Saturday for a total of 320 hours of training. This intensive class is a huge time commitment and it gives him the solid foundation of training needed to start his firefighting career. He is now State and National Pro Board certified to the Firefighter I/II level.
2. Justin Warren continues to work towards his Bachelors degree in Fire Science.

In 2013, the Harvard Fire Department responded to 255 requests for emergency services and other assistance. This is up 5½% from last year. These responses included the following:

Ambulance assist	5	Automatic fire alarms	47
Motor Vehicle Accident	34	Motor Vehicle Fire	6
*Boat Used	5	Brush Fire	7
Carbon Monoxide Alarm	5	Chimney Fire	5
Detail	6	HazMat	5
Mutual Aid Given	19	*Mutual Aid Received	10
Officer Call	105	Other	3
Other Fire	1	Rescue	3
Search	1	Service Call	1
Structure Fire	2	*Training	16

*\*not a response statistic*

In 2013, there were 246 permits issued and 334 inspections completed.

Dumpster	10
Fire Alarm	9
Labor Camp	2
Oil Burner Installation	18
Plan Review	1
Propane Storage	73
Smoke & Carbon Monoxide	113
Sprinklers	7
Tank Truck	3
Underground Storage Tank Removal	4
Open Burning Permit	618

*\*Open Burning Permits were activated 1,302 times*

We received a \$4625 grant from the Commonwealth for our S.A.F.E. (Student Awareness of Fire Education) program this year. With this grant and the proceeds from the open burning permits, we are working on getting the program back up to one hundred percent.

Public education is a crucial element of our fire prevention program. The goals of the program include reducing injuries and fatalities from fire, educating our children about the hazards associated with smoking, and promoting safe, healthy behaviors. We are proud of our program, which is recognized statewide as one of the best, and we will continue to provide the best fire and life safety education possible to all our residents. This success could not be achieved without the continued effort and support of each and every member of the fire department.

*Fire prevention is not just a week in October, it's every day!*

## **EMERGENCY MANAGEMENT**

We finally had a year where we did not have any major emergencies that would require us to open the Emergency Operations Center. However, we are continuing to expand our training and capabilities to operate during emergencies and our next endeavor is to create a town C.E.R.T. (Community Emergency Response Team). Within the upcoming year, we will be reaching out to our citizens for their involvement with this team.

One of the most important tools we have used during major emergencies is Blackboard Connect. With this tool we are able to communicate to the residents of the town anytime via telephone, email and SMS messages. But, you only receive these messages if you signup for the service. If you have not already done so, we strongly encourage you to signup for this. It is the best way we can provide you with the most current information during an emergency. To signup please go the town's web page at <http://www.harvard.ma.us/Pages/index> and the Blackboard Connect icon is on the left hand side of the page. Also, if you are already signed up, please log into you profile to make sure that we have all of your current information.

We would like to say thank you to Mrs. Patricia Shaw who continues to keep the fire station looking attractive with flowers and plantings. The department appreciates the support we receive from our citizens and we remain committed to making Harvard a pleasant and fire safe town to live, work and play in.

The Harvard Fire Department consists of:

Chief Richard Sicard, FF I/II, FO I/II, EMT  
Deputy Chief Scot Nogler  
Lieutenant Tony Shaw  
Lieutenant Chuck Nigzus, FF I/II, FO I  
Lieutenant Greg Harrod, FF I/II, EMT



Firefighter Oona Aldrich, FF I/II  
Firefighter Bill Barton  
Firefighter Frank deBettencourt, FF I/II, EMT  
Firefighter David Hazel  
Firefighter Stephen Into  
Firefighter Bill McElhaney  
Firefighter Sean Murphy, FF I  
Firefighter Kerra Huchowski  
PFirefighter Nelson Perry, EMT  
Firefighter Dick Powderly  
Firefighter Alan Specht, FF I/II  
Firefighter Justin Warren, FF I/II, EMT  
Probationary Ian Sears  
and maintenance man Eddie Stoffel, who keeps the fire station clean and presentable.

Firefighter Duane Barber  
Firefighter Bill Berthoud  
Firefighter Warren Harrod  
Firefighter Adam Hughes, FF I/II, EMT  
Firefighter Sean Kennefick, FF I/II,  
Firefighter Paul Morris, FF I  
EMTFirefighter Shane Nogler, FF I/II  
Firefighter Andrew Perry, FF I/II, EMT-  
Firefighter Brian Perwak, FF I/II  
Firefighter Walter Shaw, FF I/II, EMT  
Firefighter Tyler Swearingen, FF I/II  
Firefighter Dave Woodsum  
Probationary Robert Curran

Respectfully submitted,

Richard A. Sicard, Fire Chief

### Brush fire in Still River November 2013



## ➤ ➤ ➤ POLICE DEPARTMENT ◀ ◀ ◀

### Operations

Through September of 2013, the Harvard Police and Communications Departments received, and responded to, 9,235 calls for service. As a result of transitioning to the Nashoba Valley Regional Dispatch District, our coding of calls for service has changed, resulting in an inability to merge old and new data. As you review the statistics provided, please bear in mind that statistics for the final quarter of the year are not included.

Utilizing the data at our disposal, we responded to 1,026 calls per month. Making the assumption that our call volume did not change significantly over the last quarter, that would put our total calls for service at approximately 12,313 for 2013. In 2012, we responded to 12,217 calls, which shows that we experienced no significant changes in our annual call volume.

With our new reporting system in place, I anticipate that next year's analysis will offer far more detail about the department's activities. This new capability will help us engage in more in-depth problem solving and crime prevention efforts.

The long awaited transition to regional dispatch finally became a reality in 2013. After our first three months, I am pleased to report that things are running very smoothly and the new dispatch center is operating far better than my very optimistic expectations. The technological advances afforded to Harvard by joining the dispatch district have streamlined our operations and enhanced our communications abilities. As we familiarize ourselves with our new way of doing business, I only see things improving. Change is seldom easy, and I must congratulate all of our personnel in the way in which they embraced this change and worked together to make the transition very successful.

Another notable accomplishment last year was the completion of our work with the Harvard Public Schools in revamping their safety response protocols. As of this report, the staffs at both schools have received training in the upgraded response protocols and we ran our first drill this year at the Bromfield School. Many hours of hard work were put into the development of the protocols and the staff trainings. It was truly a joint effort and is proof positive of the solid working relationships that have been developed over the years between the schools' staffs, administrators, and public safety personnel. That very large undertaking could not have been possible without the cooperation of all involved. I want to thank, and congratulate all involved for a job well done!

### Personnel

In addition to the operational changes we experienced in 2013, the police and communications departments saw significant changes in personnel. Last year I reported the anticipated retirement of Det. Jack Izzo. In January, Detective Izzo did, in fact retire, but he was just the first of three who retired from service last year. Long time department members William Castro and Greg Newman also retired from service last year. Three retirements may not seem



significant; however, in a department of nine, it represents major change in our organization. All three members served for at least twenty years and were part of the personality of our department. That type of institutional knowledge is hard to replace and their departure has been noticed both internally and externally. I want to personally thank them for their service and wish them all the best in their retirement.

Last summer we began the recruitment process to fill the vacancies that resulted from our three retirements. After an exhaustive search and interview process, we hired two exceptional candidates; Timothy Schaeffer and Timothy Miner. Both of these gentlemen bring with them a significant amount of municipal policing experience. Mr. Schaeffer worked previously in Shirley and Littleton, while Mr. Miner worked in Northampton and Hubbardston. We are excited to have both of them aboard, as they not only will make immediate contributions to the department, but they also possess the temperament and personality that make it seem as though they have been members of our team for years. We are looking forward to working with them and I encourage any of you to stop them to introduce yourselves; you will be equally impressed!

With the closing of our dispatch center, Dispatcher Andrew Perry made the move to further his firefighting career, and accepted a full-time position with the Pepperell Fire Department. This was a major accomplishment for Andrew and we couldn't be happier for him.

Dispatcher Nelson Perry has accepted a full-time dispatch position with the town of Littleton Police Department. I'm sure he will serve them well in that capacity and wish him well in his quest to fulfill his ambition to become a full-time police officer. Nelson did a fine job serving the town of Harvard and I'm sure he will accomplish his goal in short order.

You will all be happy to know that even though the dispatch center has closed, you will still hear familiar voices on the phone, or see familiar faces in the station should you need our assistance. Pat Natoli has taken over the newly created Municipal Services Assistant position. In that capacity, Pat will be supporting me, Fire Chief Rick Sicard, and DPW Director Rich Nota. This position creates a "one stop shop" for residents that need assistance from any of our services.

We are also pleased to report the Trish Rouvel will be staying on at the department as a Police Administrative Assistant. Trish will assist the officers by performing clerical duties formerly conducted by the dispatchers and will continue to run our RUOK program. Both Trish and Pat are adjusting to their new duties, while resisting the temptation to answer the radio keeping both of them with the department was very important to us and we are happy that they decided to stay on.

## 2013 Personnel

Chief Edward D. Denmark	Municipal Svc. Assistant Patricia Natoli
Sgt. John Coates	Police Admin. Assistant Patricia Rouvel
Sgt. James Babu	Res. Ofc. John Dristilaris
Ofc. Scott Hughes	Res. Ofc. Nate Bowolick
Ofc. Daniel Fortunato	Res. Ofc. Edward Coffin
Ofc. Charles Genetti	Res. Ofc. Jason Smith
Ofc. Timothy Schaeffer	Res. Ofc. Nikki Fahlbeck
Ofc. Timothy Miner	Res. Ofc. Matthew Cristy

This is certainly a year of transition for the Harvard Police Department and we have embraced this transition and look forward to providing the town of Harvard with quality police services as we move forward. As always, our door is always open.

Respectfully submitted,

Chief Edward D. Denmark

## 2013 Statistics

<b>Description</b>	<b>2011</b>	<b>2012</b>	<b>2013*</b>
Radar Assignments	446	435	327
Missing Person	3	2	5
Sexual Force	1	4	2
Assault - Simple	7	6	7
Assault – Dangerous Weapon	4	2	1
Assault – Officer Assaulted	1	0	1
Disturbance - General	37	28	10
Disturbance – House Party	4	1	2
Disturbance - Fight	1	1	0
Disturbance - Neighbors	1	2	1
Disturbance – Liquor Establishment	N/A	N/A	1
Suspicious Person	45	41	24
Suspicious Vehicle	124	131	103
Phone Calls - Harassing	10	1	7
Motor Vehicle Accident	125	95	82
MV Towed by Police	60	69	60
MV Towed – Private Party	1	1	2
MV - Disabled	105	83	49
MV - Repossessed	1	0	0

<b>Description</b>	<b>2011</b>	<b>2012</b>	<b>2013*</b>
MV - Lockout	27	27	15
Traffic Violations	342	560	648
Medical - General	265	314	252
Medical – Sudden Death	2	3	2
Medical – Suicide Attempt	3	6	3
Medical – Mental Health	16	5	5
Arson Offenses	2	0	3
Fireworks Complaints	6	7	5
B&E – MV	4	14	2
Burglary – Residence (F.E.)	8	9	8
Burglary – Business (F.E.)	4	5	3
Burglary- Unlawful Residence	1	3	6
Burglary- Unlawful Business	1	1	1
Attempt Burglary (F.E.)	1	3	2
Larceny from Building	23	21	18
Larceny from MV	10	14	4
Larceny all Other	12	15	8
Attempted Larceny	0	1	0
MV Theft	1	0	0
Fraud – False Pretences	1	3	4
Fraud – Credit Card/ATM	3	7	3
Stolen Property – General	5	2	1
Stolen Property – Firearm	1	1	0
Vandalism – Damage Property	45	48	28
Vandalism - Mailbox	7	10	2
Arrest - Adult	13	25	19
Arrest - Juvenile			3
Arrest – Released on Bail	3	11	8
Arrest – Released to other Agency	0	0	1
Arrest – Warrant other PD	1	1	1
Protective Custody – Adult	1	2	4

<b>Description</b>	<b>2011</b>	<b>2012</b>	<b>2013*</b>
Protective Custody – Juvenile	1	0	0
Drug/Narcotic Offenses	7	9	6
Drug Equipment Violations	4	5	4
Sexual Non-Force Exposing	1	0	0
Civil	4	2	0
Open Door – Bus./Residence	24	19	14
Lost & Found	47	39	46
Mutual Aid	76	85	80
DPW Call Out	50	43	29
Transfer Money/Persons	65	50	15
Complaints Against Officers	2	0	0
Safe Keeping Property	8	6	3
Minors w/Alcohol	4	7	2
Police Information	4	7	3
Trash Dumping	5	7	0
Town Property Damage	10	1	1
Follow-up Investigation	159	216	126
Animal Control – Dogs	15	37	10
Animal Control - Other	39	30	28
Town By-Law	1	0	2
Weapons – Illegal Hunting	3	0	0
Warrants – Summons Service	5	21	9
Warrants – 209A Service	4	5	1
Juvenile Matter – Other	5	1	0
Threats – Simple	0	2	0
Threats – To Kill	1	3	2
Alarms – Commercial	86	72	64
Alarms – Residential	178	166	157
Alarms – School	2	11	13
Alarms – Fire	34	29	29
Officer Injured	3	1	3
Officer In Training	37	32	34
Court Assignment	21	27	31
Detail Assignment	437	590	422
Checks – Bad	1	1	0
Disorderly Conduct	0	3	3
OUI Alcohol/Drugs	9	14	13

<b>Description</b>	<b>2011</b>	<b>2012</b>	<b>2013*</b>
Domestic Abuse/Neglect	4	5	5
Liquor Law Violation	6	6	3
Peeping Tom	0	0	1
Trespass Real Property	5	3	1
Domestic – 209A Violation	1	1	3
Police – General Request	850	956	841
Parking Complaint - Handicap	0	0	0
Parking Complaint – General	11	6	3
Suspicious Activity	125	120	98
Harassment – Criminal	3	1	3
Child Safety Seats	2	1	0
Cruiser Maintenance	107	126	95
Building Maintenance	3	1	0
Building Checks	4948	4268	3030
School Resource Officer	55	0	0
Animals – Cruelty	1	0	1
E911 Hang-up Calls	62	65	42

*\*2013 Statistics reflect calls through September. Due to data incompatibility, October through December could not be merged with our old records system.*



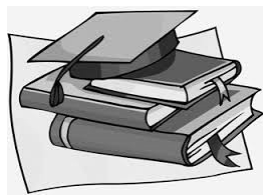
**Police Chief Ed Denmark and Fire Chief Rick Sicard at the Annual Town Meeting.**



## EDUCATION

*Superintendent of Schools, School Administrators, School Committee,  
School Nurse, Special Education, Community Education, Monty Tech*

### ➤ ➤ ➤ SUPERINTENDENT OF SCHOOLS < < <



As I write my final Annual Report as Superintendent for the Harvard Public Schools, I once again must begin my review of the past year highlighting the students of Harvard Public Schools outstanding academic achievement at all grade levels. The 2013 MCAS results place The Bromfield School in a very select group of high achieving high schools in Massachusetts. 100 percent of the 10<sup>th</sup> grade students not only passed the graduation required assessment but also had 100 percent score proficient or advanced in English with 97 percent scoring proficient or advanced in Math. These scores place Bromfield tenth graders first in English, twelfth in Math and sixth in Science out of the 354 cities and towns in Massachusetts. Hildreth grade 5 students achieved similar results with their English Language Arts, Math and Science results also placing them with the top performing elementary schools in Massachusetts. We continue to be extremely proud of Harvard's emphasis on the growth and development of the whole child. Harvard's commitment to excellence is strongly reflected in the many student accomplishments in the arts, athletics and community service. During the past year much time and effort has been devoted to the enhancement of Harvard's Health and Wellness program at all grade levels. Active Wellness Committees at each school have helped initiate and improve "Wellness" curricula and "Wellness" awareness. During the 2013/2014 school year a .6 Health and Wellness teacher was added to the Bromfield staff allowing three additional courses promoting a healthy lifestyle and positive decision making to be available to the student body. The addition of a K-12 Adjustment Counselor also enhanced Harvard's ability to provide much needed school based support for students. The Adjustment Counselor and Wellness Teacher working closely with The Bromfield guidance department were able to offer several worthwhile programs, such as, a stress management workshop for seniors, social and wellness advisory programs for sixth graders and the highly successful Yellow Dress program on dating violence presented to grades 9 through 12. Wellness initiatives at the elementary school level included introducing health movement activities into the daily classroom program and the offering of a pro-social curriculum to meet state anti-bullying requirements.

School Year 2013 once again included important subcommittee work where parents, teachers, school administrators, students and community representatives worked in unison on important tasks and studies that allowed the Harvard Public Schools to be responsive to developing needs of our school programs. Committees initiated in 2013 included a Technology Planning Committee, Strategic Planning Steering Committee and Declining Enrollment Study Committee. The Technology Committee and Strategic Planning Committee will continue their assignments throughout the 2013/2014 school year with a completion date scheduled for June

2014. The Declining Enrollment Study Committee completed their yearlong study in December 2013. This report substantiated the fact Harvard, like most school systems statewide is experiencing a modest, but steady decline in its K-12 enrollment. Since 2007 Harvard's K-12 enrollment has declined 148 students or 11.3%. Over the next five years the enrollment decline is projected to continue with the total K-12 enrollment expected to drop another 199 students. The complete Declining Enrollment Report is available on the Harvard Public Schools website [www.psharvard.org](http://www.psharvard.org). This report recommends adjusting downward the current School Committee class size policy, especially in the middle school grades. It also recommends not relying on school choice-in enrollment to off-set Harvard's enrollment decline. Due to on-going residential development in Devens the Devens' K-12 enrollment is projected to increase modestly, but steadily over the next five years making Harvard's reliance on school choice-in enrollments not as significant.

School year 2013 could also be described as the year of administrative searches in Harvard. Over the past year several Search Committees comprised of very dedicated teachers, parents and administrators devoted much time and effort searching for replacements for Harvard's Superintendent of Schools, Director of Pupil Services, and Principal of Hildreth Elementary School. I am pleased to report these searches, which certainly had their challenging moments proved to be highly successful with Dr. Marie Harrington selected as the Director of Pupil Services and Dr. Linda Dwight being selected as Harvard's next Superintendent of Schools. Dr. Harrington was hired in the spring and spent several days during the months of May and June transitioning with Interim Special Education Director Michael Dubrule. She began her employment in Harvard on July 1, 2013. Dr. Dwight, Harvard's current principal of the Hildreth Elementary School was selected by the School Committee in September 2013 and will transition to Superintendent on July 1, 2014. Dr. Dwight and I have developed a very extensive transition plan for the second half of school year 2013/2014 that will allow Dr. Dwight to begin as Harvard's Superintendent in July 2014 with a strong working knowledge of all aspects of the management and operation of the Harvard Public Schools already in her grasp. A Search Committee to replace Dr. Dwight as principal of the Hildreth Elementary School was formed in November 2013 with the intent of completing that search by February 2014 with a start date of July 1, 2014. This timeline will also provide much valuable time for the selected candidate to work with the Hildreth staff to insure a smooth transition in July. During the months of June, July and August 2013 the School Committee, working closely with the Administrative team was able to adopt goals and outcomes for school year 2013/2014 that were linked to Harvard's Strategic Plan and each schools' School Improvement Plan. The five main goals identified for this year are as follows:

1. A Full-Time, Permanent Superintendent who has the skills and experience to lead the Harvard Schools has been hired by February 1<sup>st</sup> and a written transition plan has been approved by the School Committee by March 1<sup>st</sup> or within 30 days of hiring the Superintendent. The transition plan has been implemented successfully by June 30<sup>th</sup> with regular reporting provided to the SC at appropriate intervals.
2. A Technology Study has been defined and approved for FY15-FY17 by June 2014. Committee members have been identified and have begun work on the study by June 2014. The study, which includes a staff survey concerning current use and future technology needs, has been completed by January 31, 2014.

3. The K-12 Wellness Program has been reviewed and recommendations for expanding the wellness curriculum and staffing at both HES and TBS have been made by January 31, 2014. Members have been identified for the Wellness Committee by October 31, 2013.
4. A new five year FY15-19 Harvard School Strategic Plan has been developed and approved by June 30, 2014. A consultant or consulting group has been hired by November 30, 2013 to work with and assist a Strategic Planning Committee which has been identified and approved by the School Committee by October 1, 2013. Regular progress reports have been made to the School Committee no less than 3 times during the school year, and a presentation has been made of the full plan by June 30, 2014.
5. A new contract between the School Committee and the Harvard Teacher's Association has been successfully negotiated and agreed to by both parties by June 30, 2014. By Feb 1<sup>st</sup>, preparations have been completed for the collective bargaining process by the Superintendent and the School Committee Collective Bargaining Subcommittee which will comprise the information necessary to guide the subcommittee and their representative(s) during the negotiation process.

An in-depth mid-year review of progress being made to accomplish these goals indicated all goals have either been accomplished or in process of being accomplished.

In closing, I once again must congratulate the Town of Harvard for supporting and fostering such an outstanding PreK-12 school district. I also must congratulate and commend the teaching and support staffs in our two schools. As a small school system we do not have a large cadre of personnel to help plan and manage the many demands each school year brings to a school system. Each year we ask our dedicated teachers to serve on well focused planning committees to help us make important decisions concerning instructional programming and delivery of services for our students. Their time, energy, and dedication to these matters is greatly appreciated and have, for me, been a source of pride to witness.

During my three years as your interim superintendent of schools I have also been equally impressed by the level of public service demonstrated by the residents of Harvard toward their schools and their town. This grassroots support and hands on involvement continue to be the backbone for excellence in all that Harvard represents. It has been a privilege to serve as your Superintendent of Schools. I will always cherish my Harvard memories.

Sincerely,

Joseph J. Connelly, Ed.D  
Interim Superintendent of Schools





➤ ➤ ➤ **HARVARD ELEMENTARY SCHOOL** ◀ ◀ ◀

Hildreth Elementary School continues to provide high quality learning experiences for students in a fun and safe environment. Evidence for this statement comes from the recent parent survey detailed on our website under the School Council tab; <http://hes.psharvard.org/> . In the survey 90% of the 213 responding parents felt welcome in the school. Also, 91% felt their children were treated with respect by other students, and 93% felt that their children “fit in” at the school. As further testament to the positive culture, 96% felt proud of our school. We use the survey information along with other forms of data to identify areas of strength as well as those for improvement. We celebrate our successes, continue valued traditions, and look for ways to improve. Use the same link; <http://hes.psharvard.org/> to see the weekly Principal newsletters for more specifics.

Some improvement areas included increasing volunteer opportunities for families in the school. This year we added helpers in the library, helpers with recycling, and some parent led special events such as Infinity Day and a STARS Residency Grant project. These new opportunities combine with already existing classroom connections in hopes of gaining more community volunteers. The School Council also created an improvement goal to explore additional opportunities to connect the school and community.

We also balanced state initiatives with local initiatives for improvements. The Department of Education required every public school to align their curriculum with the Common Core State Standards. We decided to use a new mapping software to help us align our curriculums and collaborate with other districts across the state and the country. We invested in new reading and writing curriculum materials and professional development. We used the scheduled early release days to learn together in well-planned professional development trainings and workshops. With the previous year’s investment in our Go Math curriculum materials and professional development, we now have both major curriculum areas aligned and established for maximum student learning.

In education we remind ourselves that change is constant and necessary to make sure our school continues to meet the needs of our students and families. This new year brings changes at Hildreth Elementary School. Two veteran teachers plan to retire at the end of the year, and this will create some movement of staff across grade levels. In June we will see the end of our important three year relationship with Interim Superintendent Dr. Joseph Connelly. He is providing valuable mentoring to me as Superintendent Elect. As I prepare to move from principal of Hildreth Elementary School to the superintendent position for Harvard Public Schools, Dr. Connelly and I will participate in a committee search for a new leader for the elementary school. Teachers, parents, and district leaders will seek the best qualified person to lead our school into the future. We will continue to work together to make Hildreth Elementary School a positive learning environment for all of our students.

Respectfully submitted,

Dr. Linda G. Dwight, Principal



➤ ➤ ➤ **BROMFIELD SCHOOL** ⬅ ⬅ ⬅

In June of 2013, The Bromfield School graduated a class of 114 students. We are proud of all of their accomplishments, both academically and in their contributions to our school and community.

This fall, The Bromfield School welcomed a sixth grade class of 89 students. The current enrollment at The Bromfield School is 706 students in grades 6 – 12.

This past year has been a remarkable one for The Bromfield School with positive additions to both our course offerings, and our faculty. The Bromfield School program of studies was expanded this year with the addition of two new courses for the 2013-2014 school year. The new courses offered this year are ‘Public Speaking’ and ‘On Your Own’, a course designed specifically for our seniors. Through the support of the Harvard Community, we have also been able to expand our student support services through the creation of a school adjustment counselor position. We have also been able to support our faculty by creating district wide department leader positions for the Counseling and Unified Arts Departments. Once again this past year we had a beloved faculty member retire from The Bromfield School, and I am pleased to report that we have been very successful in hiring a number of outstanding professionals to help us maintain the high quality of instruction taking place at Bromfield.

Once again, in 2013, Bromfield students received statewide recognition for their achievements in the academic and the extracurricular realms. The performance of Bromfield students on the state-wide assessment (MCAS) continues to lead the state, with 100% of the class of 2013 scoring in the Advanced or Proficient range in English Language Arts. Scores on the Mathematics sub tests were also impressive with 98% of the class of 2013 scoring in the advanced and proficient range. Bromfield students continue to excel with average SAT scores well above the state and national averages. Student participation in Advanced Placement courses and their performance on AP exams continues to be outstanding. Bromfield also continues to be recognized as one of the top public schools in both the state and the nation. In 2013, The Bromfield School also fielded a number of very competitive athletic teams with the girls’ basketball team winning their league title, girls’ tennis team winning the league title, the boys’ tennis team winning the league and district titles and both the boys’ and girls’ soccer teams winning their league titles. The Bromfield-AB Rowing Team also sent a number of rowers from Bromfield to compete at the national competitions. Bromfield School students continue to achieve excellence in a variety of other academics and extra-curricular areas, receiving top honors in the New England Math League, and consistent recognition in voice, band, drama, and art competitions, as well as athletic events. Students have also been active in school organizations including the National Honor Society (NHS), Student Council, Model UN, The Gay/Straight Alliance, Yearbook, The Environmental Club, World of Difference, Math Team, Art Club, The Mirror, Academic Bowl, SADD, The Bromfield Review, Young Republicans, Young Democrats, Yoga Club, Video Club, the Acapella Group, Strategy Games Club, Tri-M Music Honor Society and Bromfield Cares. This year we also welcomed three new clubs to

Bromfield the Economics Club, the Creative Writing Club and the Photography Club, which were all started this past fall.

2013 has been another year of major initiatives on the part of the Commonwealth of Massachusetts and our faculty has been working tremendously hard to keep up with the changes coming from the state. This past year we have made significant progress in aligning our curriculum with the new state frameworks that incorporate the Common Core and this year we are implementing the state's new educator evaluation system.

I am proud to serve as Principal of The Bromfield School. The sense of community that exists within our building and our district plays a major role in the success of our students and our school. This spirit of cooperation, along with the commitment and hard work of our dedicated teachers, students, and administration, continue to make The Bromfield School a source of pride for our community.

Respectfully submitted,

James F. O'Shea  
Principal



### ➤ ➤ ➤ **SCHOOL COMMITTEE** ◀ ◀ ◀

The goal of the Harvard Public Schools is to be a school system that reflects the standards and expectations of the Harvard community and promotes the development of life-long learners who possess the values, skills, and knowledge to become contributing members of a democratic society.

In partnership with students, staff, parents and community, the Harvard Public Schools will provide an environment where each student is known and respected and where each student's potential is developed. We will cultivate a passion for learning and provide the tools for acquiring essential knowledge and skills. We expect our students to have respect for others; take responsibility for oneself, one's environment and one's community; and pursue excellence.

The School Committee has five major roles:

1. Legislative (policy making) and employing a superintendent who will implement those policies
2. Appraisal of effectiveness of policies and their implementation
3. Provision of financial resources (adoption of a budget)
4. Community relations (providing adequate and direct means for information flow between schools, committee and the public)
5. Educational planning and evaluation for the continuing improvement of the educational program

The School Committee typically meets on the second and fourth Monday evenings of a given month in the Town Hall meeting room. A meeting schedule and agenda is available on the town website at least 48 hours in advance, and meetings are usually televised on the local cable access channel. Other meetings will be held as needed and posted in accordance with applicable laws. The public is encouraged to attend and participate. Open meeting time is provided at regularly scheduled meetings for public input, questions, and comments.

Harvard's Public Schools have been cited for excellence and for the accomplishments of its students and staff. These accolades would not be possible without the talent and dedication of the schools' administration; teachers and staff at all levels; Bromfield and HES School Councils; and the support of the community at large.

Education in Harvard is truly a community effort. Harvard is fortunate to have the financial support of various organizations such as The Harvard Schools Trust, the PTO and others. And, last but not least, is the ongoing support of taxpayers, the community of Devens, as well as each and every family that contributes funds for various materials and programs important to receiving an excellent education both in and outside of the classroom.

The Harvard Public Schools are in the sixth and final year of implementing an extended five-year Strategic Plan, in anticipation of beginning school year 2014/15 with a new Superintendent. A Strategic Planning Steering Committee with guidance from consultant, Dr. George Ladd, under the direction of the School Committee, has started the process of developing a new Strategic Plan that will take effect in the September 2014. School improvement plans at both HES and Bromfield cite specific initiatives to meet the plan's 5 key goals:

1. Integrating core content knowledge with critical thinking skills, supported by professional development offerings and workshops, continues to be a priority for K-12 teams.
2. Striving to meet the needs of all learners is evident in both the Bromfield and HES.
3. Supporting professional development for teachers continues with a variety of opportunities for teams of teachers, as well as individuals. Aligning the curriculum with the Common Core; investigating the use of technology as an academic tool, training of teachers in the use of the new educator evaluation tool are goals for school year 2013/14.
4. Promoting effective communication among and between administration, staff and community receives ongoing attention and refinement at both the Bromfield and HES.
5. Ensuring that all systems are aligned with the District's core mission is part of the accountability sought by both schools as they continue to identify, refine and prioritize the key internal grade level and system assessments currently in use.

Fiscal year 2014 focused on efficiency of spending while maintaining the programs, materials and personnel important to an excellent education. Harvard Public Schools continues to provide exceptional quality education at a moderate cost to Harvard taxpayers. Harvard's per-pupil cost for FY13 was \$13,984, which is slightly higher than the Massachusetts state average of \$13,636.

With the support, expertise and guidance of Superintendent Connelly and Harvard Schools Business Manager, Lorraine Leonard, the School Committee voted and approved the final FY14 school budget presented at Town Meeting at their February 11, 2013 School Committee meeting. After receiving direction from the Finance Committee that they would be able to fund an amount above the “level service” directive, the School Committee requested and received approval for an additional \$78,271 which was used for increased nursing coverage, a much needed K-12 adjustment counselor, summer secretarial coverage at HES and increased stipends for department heads at TBS. This School Committee approved final budget totaled \$11,894,488 or \$409,158 (3.56%) above the 2012/2013 FY13 school budget. Our thanks go to Lorraine Leonard and Dr. Joseph Connelly for their shrewd fiscal management and keen attention to managing our precious resources!

The School Committee has been fortunate to have significant external funding sources available. In particular, the continuing contract with Mass Development for the education of K-12 students residing in the community of Devens; family user fees for transportation, athletics and extra-curricular activities; the thoughtful use of the Choice program to augment resources; and private fund raising from organizations like PTO, Harvard Schools Trust and Fan Fare, as well as other community organizations. These funding sources make it possible to continue providing the quality of education that generations of students have enjoyed and that continues to attract families to Harvard.

As we look ahead to 2014/15, planning for the coming FY15 budget, we are mindful of the challenging economic circumstances facing the country, state and local residents. We will continue to identify outside resources and drive towards greater efficiency as we strive to bring the best educational experience possible to the students of Harvard. Our goal is to provide a transparent budget process and to communicate clearly to citizens and town boards our specific needs and priorities to ensure the excellent educational services that have become expected in our community.

Beginning in school year 2014/15, the Harvard Public Schools will have a new Superintendent at the helm. Dr. Linda Dwight, current Hildreth Elementary School Principal in her third year, was unanimously and enthusiastically elected by the School Committee on September 16, 2013 to be Harvard Public Schools’ next Superintendent.

A principal search committee to hire Dr. Dwight’s replacement has been formed under the leadership of current superintendent, Dr. Joseph Connelly. The goal of the search committee is to identify and hire a new principal for Hildreth Elementary School, as of July 1, 2014.

The School Committee will be saying goodbye to Dr. Joseph Connelly, the interim superintendent of the District for three years. Dr. Connelly has been instrumental in not only preserving the integrity of our district and its excellent reputation for education, but also in continuing to move our district forward. Dr. Connolly introduced zero-based budgeting, developed a enrollment projection report, contributed on dozens of committees and initiatives and has implemented numerous management systems which have created a solid foundation for

the district as it moves ahead. Dr. Connelly has become a much respected and loved member of our community. It is with heart-felt gratitude that we wish him well in his next endeavor.

The School Committee also says farewell to three educators who will be retiring at the end of this school year. Judy Moore, third grade teacher; Donna Piche, fourth grade teacher; and Kevin Foster, high school social studies teacher, will be moving on. We thank them for their service and wish each one of them the very best.

Finally, it is with sadness, appreciation and love that the School Committee recognizes Barbara Ann Gould, a beloved veteran teacher at the Hildreth Elementary School, who unexpectedly passed away in March of 2013. Barbara Ann affected the lives of hundreds of children. Throughout her career, her joyful spirit and enthusiasm for life and learning warmed the hearts and minds of her students and colleagues. She will be missed.

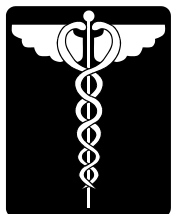
We continue to be deeply grateful to the hard-working, dedicated staff throughout the Harvard Public Schools and realize that their efforts, combined with the significant support of Harvard's parents and community, are what make our schools successful. Your input and feedback are always welcome- at our meetings or individually. Our contact information is posted on the district's website: [www.psharvard.org](http://www.psharvard.org).

Respectfully submitted,

SusanMary Redinger, Chair  
Keith Cheveralls  
Patricia Wenger

Kirsten Wright, Vice Chair  
Robert Sullebarger  
Maureen Babcock, Devens Representative

### ➤ ➤ ➤ SCHOOL NURSE <<<



Our mission in School Health at the Harvard Public Schools is to provide health services that assist each student reach their full educational and physical potential. The program is dedicated to the promotion and maintenance of the health and wellness of the entire school community.

Massachusetts Department of Elementary and Secondary Education requires all school nurses to have a Bachelors or Masters degree in nursing as well as be a Certified School Nurse. Both of Harvard's full-time school nurses meet this requirement. Throughout 2013, the school nurses have attended a variety of initiatives and training. We have also expanded our knowledge base through several continuing education opportunities.

- Drug impairment training
- Food allergies
- Substance abuse
- Concussions
- Child abuse and neglect
- School Emergency Triage Training
- Gay, bisexual, lesbian, transgender issues in the school setting
- Bullying

- CPR Instructor recertification
- The use of technology in school health
- Behavioral health issues
- Coping and calming strategies with children
- Best practices in school nursing
- Nursing leadership
- Improving communication with difficult situations

This past summer, I was fortunate to attend the “National Association of School Nurse 45<sup>th</sup> National Conference” in Orlando Florida. This conference was attended by school nurses from all over the world. It was a good opportunity to network with nurses facing challenges similar to those found in Harvard as well as seeing the challenges that other states and or countries face on a daily basis.

Jennifer Eklund, our nurse at HES attended the “School Health Summer Institute” in Hyannis. This is a program sponsored by Northeastern University’s School Health Institute. This three day conference is an opportunity to network with area school nurses as well as update skills and knowledge.

In the fall of 2013, we mentored 2 nursing students from Northeastern University. They spent time at both schools. While they were here they produced some educational videos for HES on playground safety, heart health, and nutrition. They also assisted in a project to help educate the faculty on flu awareness and how to help fight the flu in the classroom. It was a wonderful experience for us and we hope to mentor other students in the future.

The nursing department continues to be a recipient of the Essential School Health Grant from the Massachusetts Department of Public Health (MDPH). Harvard is partnered with the Hudson Public Schools. The grant funds are to be used for equipment, education, and new health initiatives in the health office. As part of our requirements for the grant, we send monthly reports to MDPH on the statistics from our health office.

Both schools have been involved in some new school health programs as well. We are always looking for new ideas to help our students and staff to be healthier. Some of these programs are the children’s garden at HES, weekly staff yoga classes, hand washing and hygiene classes at HES, and flu vaccine available for all staff.

In 2012, The Bromfield School implemented a new Concussion policy and protocol. We follow each student’s concussion carefully and make sure they are ready to return to a full academic schedule and physical activity. In 2013, we had 26 diagnosed student concussions. Some are related to school activities and others are from non-school activities.

Emergency preparedness has been an important initiative for the school district in 2013. We worked with town emergency services, administration, and key personnel from both schools to develop a comprehensive Emergency Management Handbook that is now in every classroom and office in the district. This project took many hours and much cooperation from many people to complete. The handbook provides instructions in case of any emergency for all staff to provide a safe learning environment for all students.

At both HES and TBS, the nurses see students and staff members in the health office for a variety of different reasons. These include health, injury, and psychosocial issues to name a few. In 2013, there were:

<u>School</u>	<u>Students</u>	<u>Staff</u>	<u>Total</u>
<b>HES</b>	2,846	42	2,888
<b>Bromfield</b>	5,897	133	6,030
<b>Total</b>	<b>8,743</b>	<b>175</b>	<b>8,918</b>

All medications given in the schools were administered in accordance with the General Laws of the Commonwealth of Massachusetts and with the consent of the parent or legal guardian. All over the counter medication orders are reviewed and approved by our school physician. In 2013, over 6,000 medication administrations (prescription and non-prescription) were given to students and staff in the health office. This has been steadily increasing each year due to the increased health needs of our students. The health needs include diabetes, asthma, cardiac issues, and life threatening and non-life-threatening allergies.

The MDPH mandates that health screenings be done at specific grade levels. Though some parents opt to have them done through their primary care provider, most students have the screenings done in school.

<u>Screening</u>	<u>Grades</u>	<u># Of Students</u>
Vision	Pre-K – 5 <sup>th</sup> , 7 <sup>th</sup> , 10 <sup>th</sup>	658
Hearing	K – 3 <sup>rd</sup> , 7 <sup>th</sup> , 10 <sup>th</sup>	655
BMI/Growth (ht and wt)	1 <sup>st</sup> , 4 <sup>th</sup> , 7 <sup>th</sup> , and 10 <sup>th</sup>	382
Postural	5 <sup>th</sup> – 9 <sup>th</sup>	382

A dental hygienist from The Nashoba Board of Health will again be visiting the HES this winter to provide students with information about the importance of good oral health. She will also provide dental cleaning and fluoride treatments to children. Parents will be sent approval forms prior to any child receiving them.

In addition to seeing students and staff in the health office throughout the school day, nurses also attend staff meetings, multidisciplinary team meetings, parent meetings, home visits, committee meetings, and policy meetings regarding health policies of the district.

We also develop Individual Health Care Plans (IHCP) with the staff and parents for children who have specialized health care plans in the school. At this time we have over 100 students with IHCP's in the district.

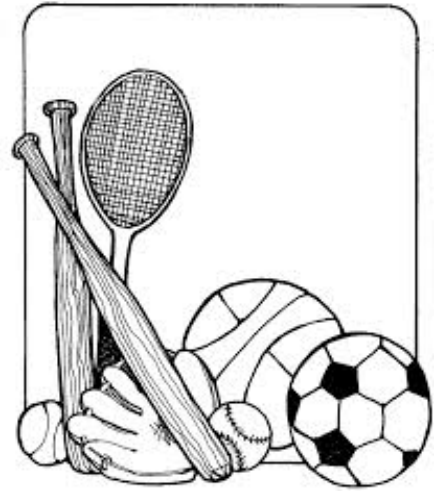
We will continue to assist the students of the Harvard Public Schools to reach their full educational and physical potential by promoting good health and safety practices. We appreciate all the support received from the staff and the community and look forward to the challenges of the upcoming year.

Respectfully submitted,

Colleen Nigzus, RN, MSN  
Nurse Leader



# Harvard Sports





## ➤ ➤ ➤ SPECIAL EDUCATION < < <

This has been a year of change for the Special Education Department. At the close of 2012, Pam DiGregorio retired as the Special Education Director. From January 2013 through the end of June 2013, Dr. Michael Dubrule served as Interim Director. On July first, Dr. Marie Harrington assumed the position of Director of Pupil Services.

In the spring, it was Dr. Dubrule who performed the Herculean task of preparing the documentation for the next Department of Elementary and Secondary Education (DESE) Compliance Review. This involved an extensive audit of files for students with Special Education or 504 plans. Findings from the audit were recorded electronically, standard by standard, for each student file. The self study also requires documentation of all special education groupings for compliance to regulations about age range and number of students. Standards concerning staffing support, credentials, and training are also reviewed and documented. Additionally, procedures about assessment, eligibility determination, parent involvement, transition planning, and non-discrimination practices must be presented for DESE approval. All evidence had to be submitted electronically a year prior to the on-site visits, which will occur in February and March 2014.

One goal of the new Director is to ensure that the District receive all state and federal funding for Special Education Services to which we are entitled. Dr. Harrington worked this summer and early fall to submit both the Circuit Breaker Audit Report and grant proposals. To date, she has submitted grant proposals for the IDEA (240) grant, the Early Childhood Special Education grant (unclaimed FY13 262 monies), the Early Childhood Program Improvement grant (298), and the Special Education Program Improvement grant (274).

The District has maintained its number of professional special education and pupil services staff so that caseloads of staff are manageable, and allow teachers and therapists to provide our students with quality services and consultation. At the Bromfield School, we have 6 Special Education Teachers, a fulltime Clinical Psychologist, a fulltime Special Education Coordinator, and a .7 Speech and Language Pathologist. At Hildreth Elementary, there are 4 Special Education Teachers, a fulltime Preschool Special Education Teacher, a fulltime Board Certified Behavior Analyst, a fulltime School Psychologist, a fulltime Special Education Coordinator, and 1.5 FTEs of Speech and Language Pathologists. The Occupational Therapist and new fulltime Adjustment Counselor work in both schools as needed. The position of School Adjustment Counselor is new this academic year, and was assumed by Susan Chlapowski. Other staff, who are new to the District, include Special Needs Teacher and Reading Specialist, Amy Price, for the Learning Lab; Special Needs Teacher, Marisa Khurana, at Hildreth; Lorraine MacDonald, contracted Physical Therapist; and Margaret Serpa, District-wide ELL Teacher (.5 FTEs).

Since September, I have actively been involved in the professional development in our schools. To date, I have made two presentations in each school to the entire staff. We have reviewed the DESE required topics of Special Education Procedures and Regulations, Collaboration in the Classroom, Student Learning Styles, and making appropriate Accommodations. I have also been meeting with and training the Special Education staff with the assistance of the Coordinators in each school. I continue to look forward to my contribution to the efficiency and quality of our educational programs. It is a great privilege for me to join such a caring administration team and to work with so many professional and conscientious staff.

Respectfully submitted, Marie T. Harrington - Director of Pupil Services



## ➤ ➤ ➤ **COMMUNITY EDUCATION** ◀ ◀ ◀

Community Education has been part of the Harvard Public Schools for the past 20 years. These fee-based programs include Bridges, Summer Adventure, Spectrum, Global Child, Crosslinks, and Adult Education classes.

The Bridges program provides supervised before and after school care for 30-40 elementary students per day in kindergarten through grade 5, following the school calendar. Students can register for either a regular schedule or the “Drop-In” option for occasional use. Rates vary according to a student’s schedule. On Early Release days special activities or field trips are planned. These events can range from pumpkin picking, a movie at the Strand Theater or a visit from Animal Adventures at the school.

Summer Adventure is a full day program offered on a weekly basis during July. It includes drama, cooperative games, science, nature and art as well as swimming lessons at the pond which provided through Harvard Park & Rec.

Spectrum enrichment classes are offered after school, during the summer and occasionally during school vacation weeks. They range from Science programs and robot building, basketball, arts and crafts to chess, cooking, baking and Math Olympiad. Engineering with Lego® offered by Play-Well TEKnologies is one of our most popular classes as well as drama with Superstar Productions. Courses are offered by teachers, townspeople and outside companies. Programs offered during July and August range from basketball, field hockey, gymnastics, to Gear Up for Kindergarten and Ultimate (Frisbee™). Harvard Community Education and Park & Rec teamed up this summer, working with the Marcus Lewis Tennis program, offering tennis lessons for all ages.

Language classes are offered through Community Education by Global Child, Inc. offering Spanish, French and Chinese to students in grades K-5. Using the curriculum created by Global Child, the teachers have children experience languages through games, songs, and dance.

Crosslinks offers after school activities for The Bromfield School. These include our Artist-in-Residence program which provides instrument and voice lessons with excellent musicians as well as Math Olympiad for middle school. New this year is Study With A Purpose, helping students prioritize academic goals and learning strategies to accomplish them. Work Out in the Weight Room was another popular class for middle school students.

Adult Education courses are held during the fall, winter and spring. Courses that have been offered range from Retirement Planning to yoga, Zumba™, dance, digital photography, Qigong, Maximize Your College Financial Aid, as well as on-line computer and enrichment courses through Education to Go.

The office of Community Education is located in the Bromfield House at 39 Massachusetts Avenue. Further information is available by calling 978-456-4118.

Respectfully submitted,

Judy Cavanaugh  
Community Education Coordinator  
jcavanaugh@psharvard.org



## ➤ ➤ ➤ **MONTY TECH** < < <

As I enter into my third year as Superintendent-Director of Monty Tech, I remain humbled and honored to represent a school that continues to transform secondary education in North Central Massachusetts. Compiling information for the 2013 Annual Report has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. The 2012-2013 school year brought many exciting opportunities for the Monty Tech educational community. It was a banner year, marked by student achievement, faculty and staff distinctions, and leadership development, including:

- Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association.
- Cited for his dedication to his students and his involvement with the highly competitive Cyber Patriot event, Information Technology instructor, Richard Duncan, was named Teacher of the Year by the Air Force Association.
- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2012, Monty Tech's passing rate on the MCAS English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.
- Monty Tech science students continued to participate in the highly selective Student Spaceflight Experiment Program. Monty Tech remains the only vocational school in the nation to have a student science experiment launch into space, providing students with an opportunity to study the effects of gravity on their innovative science projects.
- Mass Audubon and the New England Farm and Garden Associations recognized our talented science instructor, Mr. Ken Pearson, with the well-deserved the 2013 Conservation Teacher of the Year Award.
- Monty Tech administrators made the new educator evaluation system a priority, attended a wide array of professional development programs, and continue to lead efforts to bring innovative and meaningful change to the complex system.

Today, the Monty Tech model of integrated academic and career-focused learning continues to provide high quality education to area youth. A Monty Tech education not only prepares students for employment, but also for post-secondary education. In fact, more than 60% of the Class of 2013 entered college or an advanced training program upon graduation. But what about success and retention in these post-secondary programs?

Because Monty Tech administrators, faculty and staff have a vested interest in the success of our students, the District has taken measures to keep in touch with our program graduates. One year after leaving Monty Tech, the graduates of 2012 reported the following:

- 35% are currently employed in a field related to their Monty Tech trade
- 10% are employed in a field unrelated to their vocational education
- 49% are currently pursuing a higher education
- 4% have elected to serve in the United States military

From a fiscal perspective, Monty Tech, like other schools in your community, is dependent on public support. Though the District has been impacted by the nationwide economic recession,

we have made every effort to retain a fiscally conservative budget while providing students with a high quality education, grounded in advanced technology and 21<sup>st</sup> Century thinking.

The District’s FY13 Annual Budget was accepted by each of the eighteen member communities, and reflected a 7% increase over the 2011-2012 Educational Plan. We recognize that we are in the midst of some of the most difficult economic times faced by public education and, as a result, we will continue to strive to seek creative ways to minimize member-town assessments.

Respectfully submitted,

Steven C. Sharek, Superintendent-Director

### **Our Mission**

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

### **Our District**

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

### **Leadership**

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

*Nicholas DeSimone, Principal*  
*Francine Duncan, Director of Technology*  
*Christina Favreau, Director of Academic Programs*  
*James Hachey, Dean of Admissions*  
*Richard Ikonen, Director of Facilities*

*Tammy Lajoie, Business Manager*  
*Richard Nutt, Director of Vocational Programs*  
*Steven Sharek, Superintendent-Director*  
*Katy Whitaker, Development Coordinator*  
*Victoria Zarozinski, Director of Student Support Services*

### **Enrollment**

On October 1, 2012, student enrollment at Monty Tech included 1,432 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (58), Ashby (37), Athol (110), Barre (39), Fitchburg (376), Gardner (173), Harvard (4), Holden (60), Hubbardston (56), Lunenburg (72), Petersham (8), Phillipston (17), Princeton (14), Royalston (24), Sterling (58), Templeton (110), Westminster (70), and Winchendon (127). The remaining nineteen students were from out-of-district towns, including Clinton, Hardwick, Leominster, Orange, Townsend and Worcester.

Throughout 2012-2013, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2012, approximately 1,000 district eighth graders participated in the annual “Tour Day” event. Students toured our twenty-vocational/technical areas and learned about the school’s challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2012-2013 proved to be an exceptionally busy year for him, as the school received a record 881 applications for admission. Of those, 794 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 379 freshmen and 22 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2012-2013 school year, serving approximately 597 area students.

### **Class of 2012 Awards**

Members of the Class of 2013 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$27,000 in scholarships to graduating seniors, ranging in amounts of \$250 to \$2,000. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Well over 60% of the graduating class of 2013 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

### **Financial Report**

In an effort to develop a cost-effective budget for the fiscal year 2012-2013, a great deal of effort was put forth by the School Committee, administration and staff. The final fiscal year 2012-2013 Educational Plan totaled \$24,333,209, which represents a 7.0 % increase over the 2011-2012 Educational Plan. The District held spending in fiscal year 2012-2013 to the minimum required by Massachusetts General Law Chapter 70.

The District was audited in August 2013 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

### **Grants and Contracts**

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2013, state and federal grant sources provided the school with \$922,132. 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, 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 \$358,245. Included in that total are a number of highly competitive awards, including a \$248,275 award from the Massachusetts Life Sciences Center, used to renovate two science laboratories, and a \$100,000 award from the Executive Office for Administration and Finance, used to purchase vocational-technical training equipment, specifically a Sinker Electrical Discharge Machine (EDM), which will be used to train our Machine Technology students, creating a more skilled and better prepared regional workforce. Grants totaled \$1,280,377 for fiscal year 2013.

### **Academic Achievement**

In 2012-2013, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech's passing rate on the English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.

<b>English Language Arts</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	361	352
Passing	100%	100%	99%
Advanced/Proficient	87%	95%	95%
Needs Improvement	13%	5%	5%
Failing	0%	0%	1%

<b>Mathematics</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	360	352
Passing	98%	99%	98%
Advanced/Proficient	86%	87%	80%
Needs Improvement	12%	12%	18%
Failing	2%	1%	2%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, continuing the school's Level 1 Status distinction.

Biology	2011	2012	2013
Students Tested	362	361	398
Passing	97%	98%	97%
Advanced/ Proficient	71%	73%	73%
Needs Improvement	27%	24%	24%
Failing	3%	2%	3%

Student Group	On Target = 75 or higher	Performance	Progress
All Students	<div><div></div></div>	83	Met Target
High Needs	<div><div></div></div>	76	Met Target
Low Income	<div><div></div></div>	83	Met Target
ELL and Former ELL	<div><div></div></div>	-	-
Students with Disabilities	<div><div></div></div>	75	Met Target
American Indian/ Alaska Native	<div><div></div></div>	-	-
Asian	<div><div></div></div>	-	-
African/American/Black	<div><div></div></div>	-	-
Hispanic/ Latino	<div><div></div></div>	99	Met Target
Native Hawaiian/ Pacific Islander	<div><div></div></div>	-	-
White	<div><div></div></div>	82	Met Target

### ***Vocational Projects in the District Communities***

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2012-2013 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.



**Auto Body: Collision Repair Technology:** During 2012-2013, the program was fortunate to receive equipment upgrades including a new aluminum pulse welder, and an assortment of hand and air tools. The program introduced students to a virtual 3-D spray system, designed to provide students with the opportunity to practice the technique painting without using any materials, and the program's waterborne paint spray booth continues to provide students with training with more efficient waterborne paint systems. Throughout the year, the program received over eighty requests for service and repair work, including a number of requests from local school, police and fire departments. Students and instructors refinished a Westminster Police Department Speed Trailer,



completed numerous projects in support of the NEADS Canines for Combat Veterans program, as well as repaired a Gardner Fire Department vehicle. (Total enrollment: 63; 42 males, 21 females)

Automotive Technology: The Automotive Technology program experienced instructional transition, as long-time instructor Ken Baer accepted another position within the District. George Russell, veteran automotive technician, filled the vacant position and has proven to be a valuable contributor in the department. Two of our top students, Seniors Hunter Manley and Mike Pauplis placed fourth at the state Ford/ AAA Automotive competition. Several students performed extremely well at the district level SkillsUSA competition. Hunter Manley of Phillipston, advanced to the state competition, where he was awarded a gold medal for his performance and qualified for the national competition in Kansas City, MO. The program also supported eight students in the Co-Operative Education program. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. (Total enrollment: 53; 44 males, 9 females)

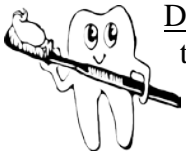


Business Technology: Students and instructors in the Business Technology continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76; 15 males, 61 females)

Cabinetmaking: Cabinetmaking students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district. During the 2012-2013 school year, students and instructors were particularly busy renovating the kitchen in the Oak Hill Fire Station, located in Fitchburg, MA, where solid cherry cabinetry was built and installed to update the facility. The Senior class also built a beautiful solid cherry bedroom set, which was raffled off to raise money for the Monty Tech Foundation, a philanthropic organization that provides scholarships to students. Individual requests were also honored, including building podiums, and storage units, and all of the gifts for the annual Superintendent's Dinner (400 Nantucket benches) kept the students and instructors extremely busy throughout the remainder of the year. Finally, the program was also fortunate to receive four new machines: two jointers, a straight line rip saw, and an up-cut saw. (Total enrollment: 72; 45 males, 27 females)

Cosmetology: Providing students with educational space that closely reflects industry trends and a typical workplace environment are paramount in the cosmetology program. In November 2012, the renovation of rooms #202 and #210 was completed, offering students and instructors additional opportunities to train in a setting that closely resembles a traditional salon. The new space includes: twenty-four dry stations, twelve manicure tables and stools, new student lockers, shelving, wig warmers, new electrical outlets and fresh paint. Each of the programs twenty-two seniors successfully obtained their cosmetology license before graduation- bringing the programs total number of licensed operators to 225 (and three manicurists) to date. Monty Tech cosmetology instructors continued to promote community service, encouraging all students to participate in meaningful activities at the Gardner High Rise. Students provide free hair and nail services to the elderly once a month, a program that began in 1998. (Total enrollment: 89; 1 male, 88 females)

**Culinary Arts:** Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Independent Restaurant Group “Taste the Difference” event, and continue to showcase their talents at similar trade shows and events throughout the year. The program provided breakfast, lunch and dinner, as well as support staff, for a number of events for public organizations, including: Fitchburg Rotary Club, Montachusett Home Health Care, Senate Ways and Means Committee, Gardner AARP, and the Fitchburg City Council. The program also was fortunate to receive new equipment that has proven to increase efficiency, including a combination steam convection oven and new stainless steel prep tables. (Total enrollment: 105; 34 males, 71 females)



**Dental Assisting:** 2012-2013 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported three students who competed at the district level for SkillsUSA. Two went on to compete at the state level. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, approximately thirty-two students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the program received new equipment, including a model trimmer, digital scales, a hot water bath and two vacuum forming machines. (Total enrollment: 62; 5 males, 57 females)

**Drafting Technology:** The Drafting program is proud to announce that five seniors held co-op positions during the 2012-2013 school year, and all plan to continue with their employment while attending local colleges and universities. Nine students earned the right to compete in the SkillsUSA event at the state level, and one standout was selected to represent the school at the national level. At the end of the 2012-2013 school year, every Junior (16 students) and every senior (7 students) were certified AutoCad Mechanical users, and each had also successfully earned certification in Inventor. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for Drafting students and instructors is the school’s library, which was designed entirely by the Drafting Technology program, and upon completion, will be an excellent representation of the quality work that is produced in that shop on a daily basis. (Total enrollment: 51; 29 males, 22 females)

**Early Childhood Education:** The Early Childhood Education program at Monty Tech proudly graduated fourteen students, all college bound. The program continues to be a popular trade, with an emphasis on community service and continued education. During 2012-2013, Early Childhood Education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children’s books. Students also created twenty 3-D children’s games, which served as centerpieces for the MAEYC Annual Week of the Young Child Recognition Dinner. Three students from the program represented Monty Tech at the SkillsUSA National Skills and Leadership Conference in Kansas City, MO. Whether the students were competing or receiving a volunteer service award, each of these young ladies represented the school and the Early Childhood Education program very well. The program has benefited from new supplies and equipment, including: a new storage unit for the

baby Care Parent Simulation dolls, a SMARTboard, new playground equipment for the District's preschool program, and a new pocket laminator. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 65; 3 males, 62 females)



Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2012-2013 year, students and instructors completed a number of "outside projects" that include: all wiring of the Bresnahan Community Center in Ashburnham (with the exception of fire and security), wiring of the new AV center at the Bromfield School (Harvard, MA), and lighting upgrades to the Toy Town Elementary School Conference Room (Winchendon, MA). Countless electrical projects were also completed in-house, including: library renovations, LED lighting on the outside of the school, wiring two new stations in Cosmetology, data upgrades in a number of classrooms, and new equipment installations in vocational programs (Culinary Arts, Cabinetmaking, Machine Technology, and Automotive Technology). The Electrical program is also particularly proud to have trained thirteen students who benefited from a co-op placement during the 2012-2013 school year, successfully applying what they have learned at Monty Tech in workplaces across North Central Massachusetts. (Total enrollment: 88; 79 males, 9 females)

Engineering Technology: The Monty Tech Engineering program has undergone a yet another major transition, as long-time instructor David Dion retired during the 2012-2013 school year, which left a vacancy that was filled by Mr. Dennis Cormier, veteran engineer. Mr. Cormier's great enthusiasm for the subject matter has been a welcome addition to the program, that has seen a marked increase in student interest. During the 2012-2013 school year, the exploratory program yielded thirteen first-choice freshman, with an incoming freshman class totaling sixteen. All eleven seniors graduated, and reported plans to continue their education, join the military, or continue working in the engineering field. Engineering Technology instructors were pleased with the addition of new materials and equipment, including new student lockers, additional storage units, a mechanical stress tester, a fusco system, and a wide variety of Project Lead the Way curriculum and tools. (Total enrollment: 58; 42 males, 16 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to have graduated twenty-four students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2012-2013 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred twenty print projects, billing in excess of \$38,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints were completed. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: a black and white high speed copier, a digital envelope printer, a comb binding machine, a screen printing positive printer and ten (10) new iMac computers, each equipped with CS6 software. (Total enrollment: 89; 28 males, 61 females)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. With guest speakers including a mortician, an emergency room physician, the American Red Cross and representatives from Battered Women's Resources, instructors aim to provide students with critical exposure to a variety of health-related career options. The program, which boasts an enrollment of just under one hundred students, continues to participate in community service programs, including the annual Red Cross Blood Drive, Pediatric Day (in conjunction with students from the Early Childhood Education program), and a "baby shower" for women living in a local battered women's shelter. In addition to providing students with CPR training and certification, the program provides opportunities for students to sit for two certification exams. The juniors sat for the Certified Nursing Assistant (CNA) exam, and the senior students sat for the Clinical Medical Assistant Certification (CCMA) exam. (Total enrollment: 99; 6 males, 93 females)



House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2012-2013 school year include: work on the Bresnahan Community Center (Ashburnham), leading renovation efforts for the school's new library, constructing and installing Fitchburg Rotary Club flower boxes, completing work on Westminster Little League dug-out roofs, constructing and installing a shed located at the Town Hall (Ashburnham), completing work on the Monty Tech softball field dug-outs, and designing and installing stage extensions for the Monty Tech Dukakis Performing Arts Center. (Total enrollment: 65; 42 males, 23 females)

Industrial Technology: Students and instructors in the Monty Tech Industrial Technology program are called on for "a little bit of everything." Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2012-2013, the majority of their work was concentrated on three major outside projects: 1) re-roofing the Princeton Municipal Power and Light Company's multi-shed buildings, 2) designing and creating props for the Annual Superintendent's Dinner fundraising event, and 3) fabricating and installing a 12' x 16' wooden, gambrel style shed for the Town of Ashburnham. The Co-Operative Education program continues to be a highlight for students in the Industrial Technology program, as six students were awarded co-op placements during the year. Finally, the District hired Mr. Kenneth White to replace long-time instructor Michael Edson, who retired early in the year. Mr. White has proven to be a wonderful resource to our students, bringing over 35 years of experience in maintenance repair and machine set up knowledge. (Total enrollment: 52; 49 males, 3 females)

Information Technology: As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of two hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students (led by instructor Richard Duncan) captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association. To give you a sense of how immense this accomplishment is - there were 806 teams representing all fifty states at this competitive event! The Information Technology program also offered TestOut PC Pro certification opportunities to Sophomore and Junior students. During the 2012-2013 school year, 26 out of a total 33 students passed this certification exam, a 79% success rate. (Total enrollment: 58; 54 males, 4 females)

Machine Technology: The Monty Tech Machine Technology program saw several key improvements during the 2012-2013 school year. The program benefited from new technology, including: a Kalamazoo cut-off band saw, new benches, and two jet engine lathes with digital readouts. Additionally, a vocational equipment grant from the Executive Office for Administration and Finance, in the amount of \$100,000 was awarded to the District. These funds will directly benefit the students in the Machine Technology program, as the District has purchased a Sinker Electrical Discharge Machine (EDM). Students will be trained in this new technology, and, therefore, will be more marketable to area machine shops that utilize similar equipment. Two students advanced from the SkillsUSA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in CNC Milling at the state SkillsUSA competition, where a Monty Tech student won a bronze medal. A total of twelve (12) students were offered co-op employment (up from only 3 students in 2011-2012), and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving plaques for the school's annual car show, creating custom drawer pulls for the bedroom set hand-crafted by Cabinetmaking students, and machining components for the auditorium stage extension project. (Total enrollment: 62; 56 males, 6 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2012-2013 school year. Community services included: designing and installing the brick chimney, tile floors and the stone surrounding the wood stove at the William Bresnahan Community Center (Ashburnham); repairing the flag pole base at the fire station, repairing brickwork at the police station, and repairing sidewalks and manholes at the Sundial Apartments (Fitchburg); cutting channels and removing concrete floor, jackhammering ledge in the floor, and repairing the concrete floor at the Bromfield School (Harvard); completing work on the Little League dugouts (Phillipston); and completing brickwork at the Senior Center and repairing steps at the Wendell Clark Memorial YMCA (Winchendon). When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where they were recognized with the following distinctions: Seniors – 1<sup>st</sup> and 3<sup>rd</sup> place, Juniors – 2<sup>nd</sup> place, and Sophomores – 2<sup>nd</sup> place. Students and instructors also worked to beautify our own campus by installing block work for the softball dugout renovation project, pouring a concrete slab behind the Plumbing shop, and building flower boxes/ retaining walls around signs in front of the school. (Total enrollment: 66; 55 males, 11 females)

Plumbing: The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2012-2013 school year, students and instructors participated in the construction of a new community function center, the William T. Bresnahan Community Center in Ashburnham. Students and instructors also worked to complete rough plumbing, radiant floor heating, and radon mitigation systems in a new commercial building in Ashburnham. In Harvard, students and instructors worked on the Bromfield School campus to install the plumbing and heating systems in an unused space that will soon be the home for the Harvard Community Cable Access group. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Plumbing program is particularly proud to have trained eight students who were given an opportunity to demonstrate their technical skills in a co-operative educational placement. The

Monty Tech Plumbing program proudly graduated sixteen students in the Class of 2013. Two students, in particular, received prestigious trade awards/recognitions: Nick Dudley (Westminster) won the Central Massachusetts Plumbing & Gasfitting Inspectors Association scholarship, and Nick Foster (Gardner) was named a Voc-Tech All Star by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts. (Total enrollment: 68; 65 males, 3 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's building renovation initiatives. In addition to the more than 65 miscellaneous projects successfully completed by students during the 2012-2013 school year, students and instructors worked collaboratively to complete restoration work on a fire truck operated by the Fitchburg Fire Department, which was the program's capstone project for the year. The program benefited from the addition of new equipment, including a DoAll 400S Horizontal Band Saw, a Nederman Portable Welding Fume Extractor, a Torchmate Plasma Cutting Water Table, and three Millermatic® 211 Auto-Set Mig Welders. The program was pleased to place ten top students in Co-Operative Education work experiences across the district. (Total enrollment: 57; 54 males, 3 females)

### **Special Services**

During the 2012-2013 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of approximately two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department is fortunate to be able to support a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

### **Technology**

In 2012-2013 Monty Tech began the process of improving our network infrastructure to meet the needs of the future. The Massachusetts Department of Elementary and Secondary Education's initiative to replace the current MCAS student assessment testing system with PARCC, an online student assessment testing system, is the driving force for such improvements in school districts across the state.

The network core switch has been upgraded along with other network switches throughout the building. Internet bandwidth was increased considerably, and the school selected a wireless network vendor to install building-wide wireless access during the summer of 2013. We believe these improvements to the school's infrastructure have prepared the school for the technology-driven PARCC assessment.

Monty Tech continues its participation in the Massachusetts Office of Health and Human Services Virtual Gateway initiative, which provides direct certification of free and reduced lunch students. This process has improved the process of qualifying students for subsidized meals, directly impacting technology costs at the school. As the number of students who qualify for subsidized meals increases, so too, does our e-rate discount, substantially reducing costs associated with the District's internet, firewall, email systems.

Monty Tech continues to replace and add technology equipment and software so that students gain experience with newer technology. Our Information Technology program added a virtual server, and several of our other shops replaced equipment that is now based on computer technology.

### **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, as well as provide community services, serving our member communities.

Led by co-advisors, Ms. Kelsey Moskowitz, English teacher, Anne Marie Cataldo, Early Childhood Education Instructor, and Dan Starr, Graphic Communications Instructor, 2012-2013 proved to be a remarkable year for the Monty Tech SkillsUSA chapter. Highlights of the year include:

- Fitchburg resident, and Dental Assisting student, Brittany Velez, was elected Massachusetts SkillsUSA State President.
- Thirteen students attended the Annual Fall State Leadership Conference. The conference spanned three days, and presented the students with an opportunity to develop leadership skills and perform community service at an area YMCA Day Camp.
- The SkillsUSA local competition was held in January 2013. The competitions took place over a three-week period, and included leadership competitions as well as technical and skill based competitions. The event culminated in a Local Awards Ceremony, held at the school on January 23, 2013.
- Winners from the local competition advanced to the district competitions, held at Bay Path Regional Vocational Technical School. There, a grand total of forty-seven (47) medals were captured by Monty Tech students - fourteen (14) gold, nineteen (19) silver, and fourteen

(14) bronze medals. Two students also qualified to run for the State Executive Council. Remarkably, students in four contests swept the contest, obtaining all three medals. These included 3D Animation Technology, Medical Assisting, Early Childhood Education, and Digital Cinema Production.

- Two students, Russell Holbert (Graphic Communications) and Nadia Machado (Health Occupations), served on the State Advisory Committee to help aid in the planning of the State Conference.
- A total of seventy-eight students attended the State Leadership and Skills Conference, held at Blackstone Valley Vocational Technical School. Traveling to the highly competitive conference were thirty-nine (39) District Medalist and qualifiers, seventeen (17) local leadership contestants, two (2) state officer candidates, and twenty-four (24) voting delegates. The event culminated with nineteen (19) medals and seven (7) students earning the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. Brittany Velez was also elected to the State Executive Council and was named a candidate for National Office. Russell Holbert, Nadia Machado, Andrea Bickford and Jessica Shattuck were selected to be national voting delegates.
- Seven students also traveled to the National Conference, where they received the coveted President's Volunteer Service Award.
- In June 2013, eighteen students and nine instructors attended the National Conference in Kansas City, Mo. There, Emily Westerback, senior in Graphic Communications, earned a silver medal in Advertising Design, and Brittany Velez, a junior in the Dental Assisting program, was elected to be a National Officer. In July, at National Officer Training, Brittany was voted to the position of National Secretary.
- Throughout the year, students participated in a number of community service projects, including: the Marine Corps JROTC 10 Mile March to raise money for veteran's services; a "Change for Children" Campaign to benefit a Holiday Party for disadvantaged children; Salvation Army "Christmas Angels" were distributed to collect toys and gifts for underprivileged children; "A Night of Fun with The Harlem Wizards" to benefit Be Like Brit Foundation and The Doug Flutie Jr. Foundation for Autism.

### **Marine Corps JROTC**



The Monty Tech Marine Corps Junior Reserve Officers Training Corps (MCJROTC) was selected as a National Honor School for the fourth consecutive year. The program's enrollment exceeded 180 students, hailing from all eighteen sending communities.

As in past years, the MCJROTC ceremonial units were in high demand throughout the district. The MCJROTC cadets conducted thirty-eight ceremonial details, and every weekend during the school year the cadets were busy with various corps activities.

The MCJROTC unit conducted over seventy-two hundred hours of community service. Service is an important part of the MCJROTC experience. This year the cadets donated \$14,500 to Canine's for Combat Veterans, \$5,000 to the Fitchburg Veterans Outreach, and \$1,000 to the Wounded Warrior Project.



The 2012-2013 Leadership Trip was held at Camp Outdoor Odyssey in Boswell, PA. Seventy cadets experienced this week-long adventure training in the mountains of western Pennsylvania.

During the month of July the Cadet Corps hosted a first-ever National Marine Corps Cyber STEM Camp at Monty Tech. Over ninety cadets from the Midwest and Northeast spent a week at the school learning about Cyber Security. Leaders from business and education sectors, as well as leaders from the United State military, lectured on the growing Cyber Security field.

Other notable highlights for the year include:

- National High School Cyber Defense Competition, National Runner Up
- Ten-mile March-A-Thon to support “Canine’s for Combat Veterans”
- Annual raffle to support leadership trips
- Veterans’ Day Ceremonies hosted by Monty Tech
- Memorial Day Observation in six sending communities

### **Women in Technology**

The past year marked the 11th year that the North Central Massachusetts Women In Technology program has been providing opportunities for young women from area high schools to learn firsthand about careers in high-tech and business. Participants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminister, subsidiaries of Tyco International, a Fortune 500 company.

Students from Monty Tech, Leominster’s Center for Technical Education, Oakmont, Quabbin, Gardner and Narragansett participate in the program. Their completed projects are unveiled at an annual end-of-the-year presentation held in Monty Tech’s Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished during the school year.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program, and skills acquired through participation in the Women in Technology program, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

### **Student Athletics**

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In fact, during the 2012-2013 school year, the Monty Tech Athletic program expanded considerably, and now includes indoor track & field for both boys and girls, lacrosse for both boys and girls, and a boys tennis team. During the fall of 2012, Monty Tech was well-represented by eighteen teams. In the winter months, there were fourteen teams, and wrapping up the year, spring saw thirteen teams come together at Monty Tech.

Last fall, the varsity football team saw their first winning season in almost ten years, going 6 - 5 and winning the annual Thanksgiving eve game. The junior varsity football team was 2 - 4 and the freshman football team was 3 - 5. The varsity boys soccer team finished at 7 - 10 - 1. The junior varsity boys soccer team was 6 - 6 - 1, an improvement over last year. The varsity golf team was 5 - 14 overall, while the junior varsity golf team played in five tournaments, gaining valuable experience on the links. The varsity field hockey team went an impressive 16 - 2 - 1 for the season, winning the Colonial Athletic League title with a 9 - 0 - 1 record. Their performance qualified them for the Central Mass Tournament for the third consecutive year, where they lost to Tyngsboro, 3 - 2 in a shoot-off. The junior varsity field hockey team finished at 7 - 1 - 1. The boys cross-country team was 10 - 3, finishing second in the Colonial Athletic League with a 6 - 1 record. The girls cross-country team was 6 - 1 overall and 3 - 1 in the Colonial Athletic League. The varsity girls volleyball team finished 10 - 10 for the season and qualified for the district tournament. The junior varsity girls volleyball team was 9 - 6, while the freshman team continued to improve each match. The varsity girls soccer team was 11 - 3 - 3, and qualified for the State Vocational Tournament, where they lost to Diman Regional Vocational Technical High School, 5 - 0. The girls junior varsity soccer team finished at 7 - 7 - 1.

The girls varsity basketball team finished at 10 - 10 on the season, qualifying for the Central Mass Tournament. They beat North Brookfield in the first round, 39 - 34 and lost to Hopedale, 64 - 18. Two team standouts qualified for the Colonial Athletic League All-Star team. The junior varsity girls were 15 - 5, while the freshman girls finished the season with a 9 - 3 record. The varsity boys basketball team finished at 6 - 14, while the junior varsity team finished with a strong 13 - 7 record and the freshman went 13 - 3. The co-op wrestling team participated in many dual meets and tournaments finishing at 6 - 9. The co-op ice hockey team finished at 8 - 10 - 2, just missing the playoffs. The junior varsity ice hockey team played very well. Eleven swimmers participated in a co-op swim team with members from Leominster, North Middlesex and Oakmont, swimming at the Fitchburg State University pool, one of the best in the area. 2012-2013 saw our first indoor track & field for both boys and girls. Each team participated in eight meets, and recorded some fine individual performances.

In the spring of 2013, the varsity softball team qualified for the Central Mass Tournament with a 10 - 10 record, losing to Hopedale. The junior varsity softball team was 5 - 8. The varsity boys volleyball team finished with a 9 - 1 record in the Colonial Athletic League, and won the league title for the first time. The varsity baseball team finished at 7 - 13, while the junior varsity baseball team was 10 - 6 and the freshmen baseball team was 2 - 4. The boys track & field team was 7 - 1, placing second in the Colonial Athletic League with a 6 - 1 record. The girls track & field team was 6 - 2 and also placed second in the Colonial Athletic League with a 5 - 2 record. Combining effort with area North Central Charter School, we were able to form our first boys and girls lacrosse team. Monty Tech hosted the boys, while N.C.C.S. hosted the girls. The boys played fifteen games their first year, and due to a large turnout from Monty Tech, we expect to have our own team Spring 2014. One student, a freshman, played for the Fitchburg High School tennis team, and was named to the Sentinel and Enterprise All-Star team.

Congratulations to the Outstanding Male and Female athletes for 2012-2013, Tarsiah Murphy and Monica Pucko.

### **Postgraduate and Continuing Studies**

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2012, Monty Tech offered 106 courses “in-house” and another 400+ were offered online. Approximately 900 seats were sold for Fall 2012 courses. In comparison, there were 108 “in-house” courses and, again, over 400 on-line courses offered during the Spring 2013 semester. Approximately 800 seats were sold for Spring 2013 courses.

In April 2013 the postgraduate program successfully graduated our second class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

### **Practical Nursing Program**

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplished the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

In November 2012 the Practical Nursing Program hosted a site visit to obtain accreditation by the Council on Occupational Education (COE). We received full accreditation for six (6) years, which allows the program to participate in the U.S. Department of Education student loan program and provides the Monty Tech Evening Division with a national accreditation status.

In Fall 2013 the Practical Nursing Program hosted a site visit and evaluation from the Dept. of Elementary and Secondary Education (DESE). The Practical Nursing Program was approved as a Chapter 74 adult educational program. This will provide the program with another revenue source along with our student tuition income.

In June 2013 we graduated twenty-nine (29) students to enter the nursing profession and the class achieved an initial NCLEX pass rate of 94%. Over 85% of the 2013 graduates are currently working in the North Central area as LPNs in various health care settings from long term care, sub-acute care, clinics and prison health care.

Our experience and forethought in the development of the LPN to BSN Bridge program with Fitchburg and Worcester State University continues to garner state and national attention. Program Director, Holly Lafrance, remains committed to the Nurses of the Future Initiative, working closely

with the Board of Higher Education as a member of the academic progression model team, while the Monty Tech Practical Nursing instructional team was asked to present at the highly respected National League of Nursing (NLN) annual conference in Washington DC in Fall 2013.

### **Looking Ahead**

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

**Biotechnology:** With funds provided by a Massachusetts Life Sciences Center Grant, the renovation of two science laboratories is nearing completion, giving the school two 21<sup>st</sup> Century, universal laboratories, filled with materials, supplies and equipment that enable educators to introduce exciting lab offerings and curriculum to eager students. Two courses, Introduction to Biotechnology (BTC101- 4 credits) and Basic Solution and Media (BTW102- 3 credits) will be offered to high school students through a unique middle college model, whereby college level coursework is embedded during the traditional high school schedule. The courses will be co-taught by a Mount Wachusett Community College faculty member and a Monty Tech instructor. The MWCC faculty member will serve as a visiting instructor, co-teaching the classes with a highly qualified science instructor. Upon successful completion of the courses, students who earn a 'B' or better are eligible to receive seven (7) college credits.

**Expanded AP Offerings:** In September 2012, Monty Tech launched its first Advanced Placement courses, grounded in the belief that because today's vocational programs are rigorous and complex, high school academic offerings should be as well. With 69 students enrolled in two courses, we are delighted to report approximately 40% of these eager students earned college credit as a result of end-of-course test results. Pleased with these results, District officials are excited to expand AP offerings in the coming years, introducing courses such as AP Statistics, AP Studio Art, and even AP Environmental Science.

**Renovation of the School's Library:** For several years, Monty Tech has been without a library. Though the school's faculty and staff have gone to great lengths to provide alternatives to students during this time, providing research databases, ebooks and audio books, the district has committed to renovating the existing facility, with the hopes of transforming it into a student-friendly 21<sup>st</sup> Century library. This extensive project, which is nearing completion, will provide students with 2,000 new fiction titles, access to a collection of approximately 6,200 titles, quiet study space, extensive research capabilities, and wireless access. We look forward to the library's grand re-opening in December 2013, providing the Monty Tech educational community with a library that more closely reflects the advanced technology and training available to students at Monty Tech.

**Educator Evaluation:** Because Montachusett Regional Vocational Technical School District is not a Race to the Top district, school officials were given until Fall 2013 to negotiate and implement the new educator evaluation tool. Throughout the 2012-2013 school year, administrators participated in workshops and professional development coursework to develop a broad understanding of the scope of the state's new evaluation system, and in September/October 2013, educators participated in training related to developing SMART Goals. We are delighted to report that an evaluation tool has

been agreed upon, and that teachers and administrators continue to work collaboratively to implement the new evaluation tool, with intentions of improving educational delivery across the District.

Summer Camps: The school's new Dean of Admissions has proposed a Summer Camp program that will bring added life to our halls during the month of July. Interested 6<sup>th</sup> – 8<sup>th</sup> grade students in our eighteen sending communities will have an opportunity to attend one of four innovative summer enrichment programs. Each camp has been designed to introduce students to vocational programming, familiarize them with our school, and will culminate in an exciting field trip! Additionally, thanks to the generosity of the Monty Tech Foundation, scholarships will be available to students who qualify for free/reduced lunches, and all costs of the field trip will be covered for every participant.

### **The Monty Tech School Committee**

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2012-2013 School Committee for their outstanding service.

Eric Olson, Phillipston

*Chair*

Terri Hillman, Winchendon

*Secretary*

Barbara Reynolds, Lunenburg

*Vice Chair*

Norman J. LeBlanc

*District Treasurer*

Diane Swenson, Ashburnham

Peter Capone, Ashby

Toni L. Phillips, Athol

John Scott, Barre

Brian J. Walker, Fitchburg

Robert H. Campbell, Fitchburg

LeRoy Clark, Fitchburg

Thomas J. Conry, Jr., Fitchburg

Helen Lepkowski, Gardner

Eric D. Commodore, Gardner

Joann Sueltenfuss, Harvard

James Cournoyer, Holden

Kathleen Airoidi, Hubbardston

Edward Simms, Petersham

John P. Mollica, Princeton

Mary C. Barclay, Royalston

Dr. Kenneth I.H. Williams, Sterling

James M. Gilbert, Templeton

Gary Candelet, Westminster

Burton E. Gould, Jr., Winchendon



# 4<sup>th</sup> of July



# LIBRARY

## *Librarian, Library Trustees*

### >>> LIBRARIAN <<<

*There is not such a cradle of democracy upon the earth as the Free Public Library,  
this republic of letters, where neither rank, office nor wealth receives the slightest consideration.*  
*Andrew Carnegie*



From its very beginning, the public library has served as a cornerstone to our democratic society. Established to promote literacy, to provide opportunities for learning, and to bridge the economic divide so that all citizens would have equal access to ideas, the public library today embraces this same mission and these same goals with yet a new twist – to promote digital literacy and to bridge the digital divide. These are very exciting times for public libraries everywhere!

2013 was an extraordinary year for the Harvard Public Library (HPL) as our efforts concentrated on the continued development and enhancement of community focused services and on responding to the ever-changing landscape of digital information. We completed our *Long Range Plan 2013–2018* in February, and in October the Massachusetts Board of Library Commissioners (MBLC) sent notice that the Plan had been accepted and approved. Derived from a broad base of community input, this Plan redefined our mission, identified multi-year goals and objectives, and set up benchmark objectives for success. At the same time as we focused on responding to community generated priorities, we were also responding to the digital evolution of information and library services. Digital Literacy – the ability to use information and communications technologies to find, understand, evaluate, create, and communicate digital information –has become a necessary skill set in the 21<sup>st</sup> century. Harvard Public Library continues to develop, expand, and increase its services with new each technological innovation while at the same time maintaining the highly valued, and heavily used, traditional library services.

With so much to learn, share, and focus upon, Harvard Public Library delivered yet another year of record-breaking services. Borrowing of materials (whether hard-copy or digital) increased, library attendance grew, more programs were offered, and more residents looked to the library staff to help them navigate the new digital landscape. In FY13, 105,356 patrons entered our doors borrowing 126,059 items. There were 9,411 Reference questions answered; 6,467 Children attended 385 Children’s programs; and 511 patrons participated in our Summer Reading Program. With our digital offerings expanding almost daily, Harvard patrons borrowed 2,948 eBooks and downloaded 688 eAudios. Remarkably, our eBook circulation increased 150% in FY13, and yet there was no decline in our Circulation of hardcopy materials. Harvard is a town full of readers!

Our program offerings for Middle School and High School students were greatly expanded in FY 13 successfully engaging the many children who arrive at the library each afternoon. There were Early-Release movies, Teen Craft programs, Teen Book Groups, Teen

Advisory Board meetings and Middle School Advisory Board activities. Our Children's department offered daily Story hours for preschoolers, monthly Book Groups for Elementary School students, an outstanding Summer Reading Program as well as entertaining, artistic, and cultural programs throughout the year.

That we were so successful in implementing new programs and accomplishing this year's goals is attributable to the amazing staff of dedicated Library professionals who serve the public every day: Reference Librarian/Assistant Director Lisa Gagnon along with Reference Librarians Constance McCormack, and Jill Hayes; Children's Services Librarian Abby Kingsbury along with Librarians Jennifer Macmillan, Audrey Alenson and Celeste Kozlowski; Circulation Supervisor Judy Veno and Circulation staff Kristeen Bolduc and Carole Flag; Cataloger Susan Andrews; and Library Pages Matthew Flokos, Jenny Specht, Kelly O'Shea and Jane Sullebarger. We were greatly aided by the addition of new a Teen Supervisor position this year which was funded by the Harvard Public Library Trust. Jennifer Holmes was hired in February to fill the position and has done outstanding work interacting with the swarm of students who arrive at HPL each afternoon. I am grateful to every member of the Harvard Public Library staff for their contributions to our many successes in 2013.

The Library is grateful for the generosity of the SunHill Foundation and their continued support of our AV collection. SunHill grant funds allowed us to create our first video collection so many years ago and their continued support has allowed us to keep current with changing formats and to build an AV collection that is one of the best. We thank the Garden Club of Harvard for their donation of books to our Gardening collection and for the lovely floral displays that grace our front desk each week. The Rollstone Bank Charitable Trust provided a 2013 grant for the improvement of our Children's book collection and for Educational programming for children. We are most appreciative of their support.

As in the past, the Library's success is also due to the great number of Library supporters and volunteers who step up to offer help. HPL was benefitted by 105 volunteers providing 1,956 hours of volunteer assistance this past year. Whether volunteering for a single event or on an on-going basis, each and every person played a part in our success this year. A special word of thanks and recognition needs to go to several individuals who have taken an active and sustained part in our programming and operations year after year. Our special thanks and appreciation go to Library Volunteer Maureen Phillips who continues the work of compiling our historical/genealogical database; to Susan Hardy who leads the Library's monthly Brown Bag Book Club; to Elsie Shutt and Susan Hardy who lead Harvard's Great Books Discussion, to Joe Schmidt who takes care of the Library's recycling each week, and to Pete Jackson who has answered every call at all times of the day or night whenever a facility or maintenance issue arises.

The Library is has long been supported by two organizations that enhance our many key services by their financial support as well as their manpower. Thanks and appreciation goes to the Friends of the Harvard Public Library led by Chris Frechette. The Friends' successful Membership Drive and annual Book Sale provides funding for HPL's 22 museum pass subscriptions, underwrites the annual Summer Reading Program, funds many of the cultural programs put on in Volunteers Hall sponsored by the Harvard Friends of the Arts (a subset of the



Library Friends), and this year provided our patrons with the subscription to Consumer Reports Online and Universal Class. Additionally, the Friends' Books@Home program coordinated by Vicki Maxant continues to provide library outreach services to those who cannot get to the library.

As in every year, the Trustees of the Harvard Public Library were central to ensuring the Library's success in 2013. The Board funded the after-school Teen Supervisor position, they funded professional development opportunities for the Library staff; they conducted another successful Book Fund appeal to maintain services, they focused whatever resources were needed to achieve HPL's strategic goals and to maintain the library facility at its opening day beauty, and at year's end they embarked on a project to complete the landscape plan for the library grounds. The Harvard Library Trustees, chaired this year by Gail Coolidge, have provided the guidance, support, enthusiasm and vision for HPL which has been the foundation for our success in 2013. My sincere thanks and heartfelt appreciation goes to each of you.

Respectfully submitted, Mary C. Wilson, Library Director



### ➤ ➤ ➤ **LIBRARY TRUSTEES** < < <

The Harvard Public Library serves as a central resource and meeting place for townspeople of all ages and interests. Library attendance and circulation are growing in all areas including electronic materials such as downloadable books.

During 2013, after finalizing and presenting to the town a Long-Range Plan for the future of the Library, progress was made on the three broad goals identified in that plan:

- 1. Work with the community and staff to develop programming and space utilization options that allow for users of all ages to simultaneously enjoy the assets and activities that make our Library unique.*

High on the list of areas for improvement include better management of the large numbers of students who visit daily after school. Youthful exuberance, noise, and frequent comings and goings provide a significant challenge after 2:30 pm. The creation and funding of a dedicated monitor position by the HPL Trust combined with the efforts of student and town volunteers have been effective in making the after-school hours safer as well as more orderly and productive for all. Our code of conduct signed by students and their parents with a daily sign-in process has continued to provide a clear expectation of Library behavior and allowed for closer supervision of students in the Library building. Increased programming for young adults has channeled the energy of those who need an activity before settling down to quiet study. The much-needed snacks, early-release lunch specials and social gathering place provided by the General store combined with additional programming and study space at the Bromfield School have further served to alleviate this problem.

Significant work was accomplished on a Landscape Plan to finally complete the grounds of the new Library. Pathways for access and safety, a west-facing terrace to take advantage of the

pond view, trees and plantings to block wind and sun, thoughtful screening of the schools, shaded seated areas, a children's garden and foundation planting are all components of a phased plan that will enhance the Library experience both inside and out.

*2. Create and implement strategies that recognize the role that digital information resources and devices play in our Library and the lives of our patrons while at the same time maintaining the most important qualities that draw people to our facility.*

A technical advisory team created in 2013 is documenting, maintaining and updating the Library technology infrastructure. Library staff are creating programs to educate patrons on information devices and resources. Additional computers, computer locations, and downloadable resources are being added on a regular basis.

*3. Create and implement a long-term, mission-driven, communications and information-sharing strategy that helps to promote and support the variety of assets and activities that make our Library unique.*

Work on this goal includes increasing the library presence online via website redesign, making the Library building easier to use with signage and maps and providing easy-to-use focused electronic pathways to better inform Library constituents via social media and an electronic broadcast technology.

Library patrons continued to ask for more open hours, particularly on Sundays. While we currently remain closed on Sundays, funds provided by the Annual Appeal again allowed us to be open on Fridays between 10-2.

During 2013, the Harvard Public Library Trust, Inc., supplied funds for the maintenance and improvement of the building and grounds that are not covered by the Town budget. The 2013 ATM approved partial funding for the installation of an emergency generator hookup. The balance of the funding will come from the Library Trust. The modification to the library electrical equipment will allow safe and efficient hookup of an emergency generator during prolonged power outages to prevent weather-related damage including frozen pipes.

The Trust has also supplied improved equipment for Volunteers Hall to improve the experience of those attending our cultural and educational events. In addition, Trust funds support professional development for Library staff members. During 2013 some of the Library staff attended a "Library Security" workshop and the Library Director attended an "Emergency Planning for Public Libraries" seminar. The Trust also funded the after-school monitor, and supplemented funding for the Friends of the Library budget to provide popular musical events.

The Trustees thank the Library staff members for their outstanding work, with special gratitude to Library Director Mary Wilson for her leadership, enthusiasm, and countless hours of extra effort to make the Harvard Public Library the resource the town so highly values.

Respectfully,

Mary Abigail Coolidge, Chair  
Martha Green

Christopher Frechette  
Charles Redinger

Joseph Newpol  
Davida Bagatelle

## HEALTH AND HUMAN SERVICES

*Board of Health, Nashoba Associated Boards of Health, Council on Aging,  
Elderly & Disabled Taxation Aid Committee*

### ➤ ➤ ➤ BOARD OF HEALTH ◀ ◀ ◀

The members of the Harvard Board of Health (the Board) would like to thank all those who participated in the interesting and diverse discussions that took place over the past year. We'd also like to mention our appreciation for the technical expertise provided by Nashoba Associated Boards of Health, through its staff in general, and Ira Grossman in particular. The Board also wishes to thank Paige O'Brien for doing an exemplary job as Clerk, in facilitating the operations of the Board.

Recognizing a shift of tasks now falling on the jurisdiction of local public health offices (resulting from higher-level budget cuts within the Commonwealth), the Board has accepted an increase in its responsibilities. This process has been challenging as some of these undertakings require further expertise. The Board is determinedly seeking assistance from the State to offer educational support and/or consultants to fill in the gaps.

The Board is an active participant in the creation and adjustments of the 'Harvard Hazard Mitigation Plan', an on-going process designed to identify and minimize the impact of adverse circumstances, including those that are related to extreme weather conditions.

In 2013 the Board issued permits for 35 subsurface sewage disposal systems, a slight increase from the previous year. In March, the Board voted in favor of an amendment to Article VI of its regulations, resulting in the collection of a local fee for the administration of Title 5 inspection reports.

At the Annual Town Meeting, residents voted to accept the Board's management of a low interest loan program for residents with failed septic systems. The process to enroll in the *Community Septic Management Program* with MA DEP took the better part of the year and property owners were able to start applying in December. By the end of the year 4 households had submitted applications. This program is available for the next two years and the Board welcomes any interested property owners to contact our office for more information.

Recognizing the community's penchant for accessible information online, the Board continues improvements on its website to enhance its usability and provide up-to-date dissemination of important public health related alerts.

As it does every year, the Board would like to emphasize the importance of taking necessary precautions to thwart insect-borne diseases such as Eastern Equine Encephalitis, West Nile Virus and Lyme Disease. Actions such as limiting outdoor exposure during "prime mosquito times"; applying repellents containing DEET or oil of lemon eucalyptus; and covering exposed skin while walking in the woods are some simple suggestions that will help prevent the potentially devastating consequences of bite exposure. Control measures are crucial and

cooperation with neighboring communities is a necessity for adequate protection. Educational material is available to residents through the library and links on our website.

The Board reminds the community that through its relationship with Nashoba Associated Boards of Health, access to immunization clinics (e.g., “flu shot” and shingles) is a service provided conveniently in the area.

We, as your Board of Health, look forward to continuing to address all issues related to health and sanitation, including: disease out-break and prevention, changes to Title 5, the progress and function of installed new ‘innovative technology’ system designs, traditional subsurface sewage disposal systems, protecting ground water, ensuring an adequate supply of clean and safe drinking water, food safety, and sewage treatment, in the Town of Harvard.

Respectfully submitted,

Thomas Philippou, Chair : Lorin Johnson : Sharon McCarthy

[http://harvard.ma.us/Pages/HarvardMA\\_BComm/BOH/index](http://harvard.ma.us/Pages/HarvardMA_BComm/BOH/index)



➤ ➤ ➤ **NASHOBA ASSOCIATED BOARDS OF HEALTH** < < <



**Nashoba Associated Boards of Health** continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Harvard**. In addition to the day to day public health work we conduct for Harvard we also provide the following services.

- Maintaining Nashoba’s internet web site (***nashoba.org***)
- 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 **Harvard's Board of Health**. Included in highlights of 2013 are the following:

- Through membership in the Association, Harvard benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.**
- Reviewed **85** Title 5 state mandated private Septic System Inspections for **Harvard** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient

inspections to Harvard Board of Health for enforcement action.

By the **Harvard** 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 HARVARD**

### **Environmental Health Department**

#### **Environmental Information Responses**

##### **Harvard Office (days) .....90**

The Nashoba sanitarian is available for the public twice a week at the Harvard Board of Health Office.

##### **Food Service Licenses & Inspections.....12**

Nashoba annually mails out and receives application 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 using an at risk inspection method. 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 where appropriate medical consultation and laboratory testing may be required.

##### **Beach/Camp Inspections.....12**

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 other week during the summer and more often if a problem is suspected.

##### **Housing & Nuisance Investigations.....20**

Nashoba, as agent for the Boxborough 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.....17**

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

##### **Septic System Lot Tests.....70**

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 .....24**

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.....42**

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

##### **Septic System Permit Applications (new lots) .....5**

**Septic System Permit Applications (upgrades) .....19**

Applicants' approved plan submittal and Board of Health requirements are incorporated into a permit to construct the septic system.

**Septic System Inspections .....5**

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

**Septic System Consultations.....28**

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 .....7**

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.

**Rabies Clinics - Animals Immunized .....16**

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 .....634**

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.

**Home Health Aide Visits .....261**

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

**Rehabilitative Therapy Visit ..... 527**

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

**Medical Social Service Visits .....14**

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

**Hospice Volunteer and Spiritual Care Visits.....14**

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

**Clinics**

**Local Well Adult, Support Groups, & Other Clinic**

**Visits..... 272**

Visits include well adult clinics, and immunization, cholesterol exercise, mental

health and bereavement clinics.  
 Number of patients that attended  
 Flu Clinics held in Harvard.....106  
 Number of patients whom attended Well  
 Adult Clinics from Harvard .....97 .....

### **Communicable Disease**

#### **Communicable Disease Reporting & Control**

Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within **Harvard** (MGL Chap111, 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 Chap111, Sec6)
- 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.....62

Confirmed.....25

Communicable Disease Number of Cases

- Anaplasmosis.....1
- Babesiosis.....2
- Campylobacter.....1
- Hepatitis C .....1
- Influenza .....5
- Lyme Disease .....14
- Shigellosis.....1

### **Health Promotion**

Skilled Nursing.....31

### **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.....215**

**Students Participating.....109**

**Referred to Dentist.....7**

**Instruction - Grades K, 1 & 5**

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

**Number of Programs..... 8**

Respectfully submitted,

James Gareffi, Nashoba Associated Boards of Health



➤ ➤ ➤ **COUNCIL ON AGING** ◀ ◀ ◀

The Harvard Council on Aging recognizes the important role that older citizens play in the life of a town. It is dedicated to promoting the welfare of senior citizens and helping them stay active in the community and safe in their homes as they age.

The mission of the Council on Aging is to enhance the lives of Harvard residents age 60 and above. The Council identifies and addresses the ongoing social, recreational, educational, vocational, financial, transportation and therapeutic needs of Harvard's senior population. This is accomplished through program development, advocacy, legislative awareness and involvement, and community linkages.

The number of seniors in Harvard continues to rise and is now at 1389 persons over the age of 60. This represents nearly 24% of the population. The Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Every resident has the option of receiving our monthly newsletter and those over 60 can use the services. Our records indicate that over half of the senior population has used programs and services through the COA at one time or another during the year.

The Council on Aging (COA) has 4 employees: a director (full-time), an outreach coordinator (19 hours per week), a program coordinator (7 hours per week), and a receptionist/dispatcher (19 hours per week). The first three staff positions are funded through the local town budget and a grant from the Executive Office of Elder Affairs. The receptionist/dispatcher's pay is reimbursed by MART for 14 hours with the other 5 hours paid for by the town through the payroll budget. There is no funding for programs through the town budget.

The COA manages a growing caseload of seniors who have significant issues with physical and mental health and aging or are living alone with little or no support. The outreach worker conducts home visits on a regular basis and the seniors' needs are carefully monitored by the director, who is a licensed social worker. Communication with family living near or far is a critical component and constant advocacy is a must. Contact with seniors is documented and confidentiality is strictly maintained.



## **MOST POPULAR PROGRAMS AND SERVICES of 2013**

- ***Life Transitions Educational Series:*** The COA Program Committee successfully launched a series for the community on topics aimed at providing relevant programming to our younger seniors. Offered during the evening, these programs appeal to those that are still working. Jumping off from Dr. Roger Landry's 10 Tips for Aging Successfully, the committee offered topics such as: Finding purpose in later life; Paths to stress reduction; and Mind Body and Spirit connection.
- ***Farm to Friend:*** We coordinated with the Harvard Farmer's Market Farm to Friend program to offer fresh produce to our homebound and lower income seniors.
- ***Individual visits to seniors on holidays:*** The outreach coordinator arranged for individual visits to seniors from the Girl Scouts during the holiday season which included caroling and gift baskets.
- ***Holiday centerpieces delivered to seniors:*** Coordinating with the COA, the Harvard Garden Club provided many holiday centerpieces for seniors.
- ***Our popular trip offerings:*** We organized and sponsored more than 33 trips this year, fully funded by the participants. Our day trip travel program remains very popular and has received the high acclaim of seniors both in and outside the Harvard community.
- ***Lunchtime speakers on different topics:*** We hosted speakers to talk on a variety of topics as part of our effort to offer seniors educational opportunities that can keep them safe and enhance their quality of life. These topics included: nutrition; arthritis; downsizing; living with Alzheimer's; computer classes and more.
- ***Our Tuesday and Thursday lunches:*** These lunches continue to be popular with our seniors and offer an opportunity for them to enjoy socialization with their peers along with a nutritious lunch.
- ***Special Themed Luncheons:*** With donations of time and money sources such as the Harvard Woman's Club, and the Harvard Lions Club, the COA offered a number of special luncheons around different special occasions and holidays including a barbecue, holiday turkey dinner with entertainment in December and a St. Patrick's Day celebration.
- ***Computer Classes on timely topics:*** Classes such as "Ipad Tablet Class", "Searching with Google", and other timely topics. The computer lab is open every Friday morning and staffed by knowledgeable volunteers who can provide technical support.
- ***Holiday meals for homebound Intergenerational Program:*** The staff coordinated and worked with departments and area groups such as the National Honor Society students, Harvard Firefighter's Association, the Girl Scouts and Farm to Friend to prepare and deliver meals around the holidays for homebound seniors.
- ***Blizzard Bags Intergenerational Program:*** The staff coordinated with a Girl Scout Gold applicant to develop "Blizzard Bags" with donations and lists of important items to have on hand in an emergency. These were distributed to seniors in town.

## **ONGOING SERVICES OFFERED BY THE COA**

The COA offers a wide range of programs for physical, social, and intellectual well-being.

### **SUPPORT SERVICES:**

Counseling for professional resources and referrals  
Grief support group referrals  
Home visits and ongoing follow up  
Communicate with family members  
Transportation through MART van  
Monthly newsletter  
Friendly Visitor Program  
Senior tax work off program  
State and Local Fuel Assistance and SNAP (Food Stamps)  
Handyman Program  
SHINE (Serving the Health Information Needs of Elders)  
**HEALTH AND WELLNESS:**  
Wellness and Podiatry clinics  
Health programs with guest speakers

Exercise programs (Aerobics, Yoga, Tai Chi, Zumba Gold)

Collaboration on Farm to Friend program with area farmers

### **SOCIAL AND RECREATIONAL**

Tuesday and Thursday luncheons

Card games and clubs

Men's Coffee Club social group

Cultural and recreational day trips

Annual events, holiday luncheons and cookouts

Intergenerational programs:

Boy Scouts, Cub Scouts, Girl Scouts,

Student volunteerism through schools

### **INTELLECTUAL**

Speakers and workshops

Computer Center classes and programs

## **FACILITY AND TECHNOLOGY IMPROVEMENTS**

The Council on Aging fully occupies Hildreth House and we continue to borrow space around town for various activities. We are grateful to the Congregational, Unitarian, and Catholic churches, to the Harvard Public Library, and to the Pilot Project at the old library, all of which have provided space free of charge for a variety of COA functions this past year. We are grateful to Hildreth House Improvement Committee for their guidance and support in seeking funds to help us maintain our beautiful historic building.

With the move of the MART dispatcher to Hildreth House and our new database program "MySeniorCenter" the transportation program has increased 64% in the last year alone and continues to improve dramatically. We are better able to support the community with transportation to social, shopping, and medical appointments.

## **COMMUNITY OUTREACH**

We continue our relationship with the schools and other town groups such as the Woman's Club, Garden Club, Farmer's Market, Farm to Friend, Girl Scouts, Boy Scouts, Lions Club, Rotary Club, and others. We are actively collaborating with the schools as enrichment for both students and seniors – in particular the National Honor Society and the Community Service students. We work closely with Harvard Help volunteer program to offer transportation to seniors when the MART van cannot accommodate their needs.

## **FRIENDS OF THE HARVARD COA**

The Friends of the COA provide funding for the monthly newsletter, support for a new program series and miscellaneous projects at Hildreth House. The group is actively seeking new volunteers to help support the work of the COA.

Respectfully submitted,

Board of Directors: Pam Frederick, Co-Chair Susan Guswa, Co-Chair  
Bruce Dolimount, Treasurer Connie Larrabee, Secretary

Members: Katie Petrossi, Fran Nickerson, Carlene Phillips, Hank Fitek,  
Suzanne Roberts

COA Staff: Deborah Thompson, Director  
Maria Holland, Outreach Coordinator  
Joan Goddard, Program Coordinator  
Marna Sorenson, COA Receptionist/Dispatcher



### **➤ ➤ ➤ ELDERLY & DISABLED TAXATION AID COMMITTEE ◀ ◀ ◀**

In 2013, the Committee helped fund around \$12,000 in property taxes for residents who qualified for assistance from the Elderly and Disabled Tax Fund. Generous Harvard residents donated nearly \$8,000 and the Board of Selectmen approved spending \$4,000 from the town's Rantoul Trust. All receipts are spent each year after the Committee reviews applications. The money goes directly to the Town Treasurer to defray some or all property tax due. In 2013, assistance ranged from 30% to 70% of the tax. Names of contributors, applicants, and recipients are always kept confidential.

Generally, an annual fundraising drive in January or February provides the only money used by the Committee. The Committee decided to replace the annual donation request letter with an insert in the 2014 excise-tax bill, saving several hundred dollars for the Fund. The goal for 2014 is to raise \$20,000. This is quite a stretch from the \$8,000 in donations in 2013, but the need is there and we hope the insert will increase visibility.

Members of the Committee thank the generous 2013 contributors, and also those who are planning to contribute in 2014.

Respectfully,

Residents:  
Laura Andrews, Chair - resident Ann Taylor - resident  
Tammy Collier, Treasurer/Tax Collector Debbie Thompson, Council on Aging Director

## **PUBLIC WORKS**

*Public Works Director, Cemetery Commission, Water & Sewer Commission*

### **➤ ➤ ➤ PUBLIC WORKS DIRECTOR ◀ ◀ ◀**

The Department of Public Works is proud to report a very productive year in 2013. This report summarizes a list of achievements for which this department is very proud to have provided the residents of the town.

#### **Highway Department**

- Reconstructed Ayer Road (Depot Road to Route 2). The work included:
  - Installation of new drainage systems in multiple areas prone to wash outs during heavy rain events
  - Cold planed the existing pavement and installed a leveler course of pavement to re-profile the road for improved drainage.
  - Installed new bituminous curbing to direct the stormwater to the new drainage systems.
  - Re-paved the roadway and installed Pavement Markings
- Paved the following roads:
  - Slough Road (Woodchuck Hill Rd. to Oak Hill Road)
  - West Main Street (Ayer Town Line to Shirley Town Line)
- Stoned Sealed the following roads:
  - Shaker Road
  - South Shaker Road
  - Woodchuck Hill Road
  - Oak Hill Road
  - Cleaves Hill Road
  - Warren Ave. (Tohanto Rd to W. Bare Hill Road)
  - Pinnacle Road (Littleton Rd to Old Littleton Rd)
- Crackfilled 12.87 miles of public roadways.
- Motor graded all town accepted dirt roads.
- Painted centerlines and crosswalks on our public ways.
- Swept all town roads, repaired numerous washouts and potholes.
- Continued cutting back the brush along our public ways with the Boom Flail Mower that was purchased last year. We have completed approx. 2/3<sup>rd</sup> of the roads in town.
- Regularly cleared roadway drainage culverts due to beaver activity. We installed and maintained beaver deceivers.

## **Winter of 2012-2013**



The Public Works staff of 11 once again stepped up and rose to the task of plowing our 65 miles of roadway (130 lane-miles) without outside help. This represents 12 lane-miles of roadway per staff member. This is among highest productivity level per man in the entire area. In addition, we plowed the parking lots for all town and school facilities.

We take great pride in providing the highest possible environmental standards in controlling ice and snow on our roadways. We use a reduced mix of salt and sand on our roadways. This is very important because most of our residents get their water from private wells.

- Most notably, the DPW staff did an excellent job of clearing our roads during the Blizzard of February 8th & 9th. While many communities struggled, our staff worked tirelessly to stay ahead of the storm and had our road passable soon after the storm passed.
- We received 98.75" of snowfall
- We had 15 plowing events
- We were called in to sand an additional 31 times for icy roads
- We distributed 2,017 tons of salt and 2215 tons of sand.

### **Water Department**

- Installed 900 LF of new 8" CLDI water main to replace an old unlined water main from Bromfield parking lot up Pond Road and connected to Mass Ave.
- Completed a system wide "Flushing Program"
- Read water meters twice during year and repaired/replaced faulty equipment
- Water system operators completed continuing education training to meet the requirements of DEP licensing.
- Tested all backflow devices twice.

### **Transfer Station**

- Collected and disposed of 1154 tons of solid waste
- Collected and recycled 737 tons of materials
- Started up a new Styrofoam recycling collection area.

### **Parks and Recreation**

- Installed a new parking lot at the Depot Road Soccer Fields.
- Set-up and closed the Town Beach and replenished sand to beach.

### **Pond Committee**

- Provided project management services for the Bare Hill Pond Boat Ramp Project, as well as, DPW assistance installing signs, fences and pavement markings.
- Maintained and cleaned stormwater treatment bays and Stormceptor treatment tanks.
- Due to the overwhelming success of the Water Chestnut Eradication Project, the Weed Harvester has been decommissioned and moved to storage.

### Facilities

- Remodeled and made improvements to the Men's Room.
- Installed a new hung ceiling in the Highway Office.

### Miscellaneous

- Mowed Conservation Fields
- Prepared cemeteries for Memorial Day
- Provided grounds maintenance to all public and school facilities
- Maintained all playing fields and parks
- Operated and maintained three town cemeteries.
- Assisted with the set-up of many town events during the year.

We pride ourselves with providing superior customer service. We urge you to call us if we can be of assistance. The department and its staff would like to thank the residents of the town for their continued support this past year. We pledge to continue our tradition of service to the community this coming year.

Respectfully Submitted,

*Richard C. Nota*

Town of Harvard  
Public Works Director



### ➤ ➤ ➤ CEMETERY COMMISSION < < <

The Commissioners had a banner year, commencing with the long awaited removal of 12 very large pine trees that were inside the Shaker Cemetery. One had fallen and destroyed several markers beyond repair. Additionally we saw the finalization of the powder coating of all the markers and replacement of each marker in its designated space. It should be noted that all this work was done without any taxpayer funding. Special thanks to Roben Campbell, Moe Dancause, Joe Theriault and Rick Veltri for all of their volunteer efforts and Fruitlands Museum for storing the markers during the tree removal process. Additional thanks goes to all the folks who generously made donations to restore the markers. In regular cemetery business 17 lots were sold and 25 internments were made. Kudos to our DPW crew of Joe, Bob and Ben for maintaining all cemeteries in top notch condition.

Respectfully,

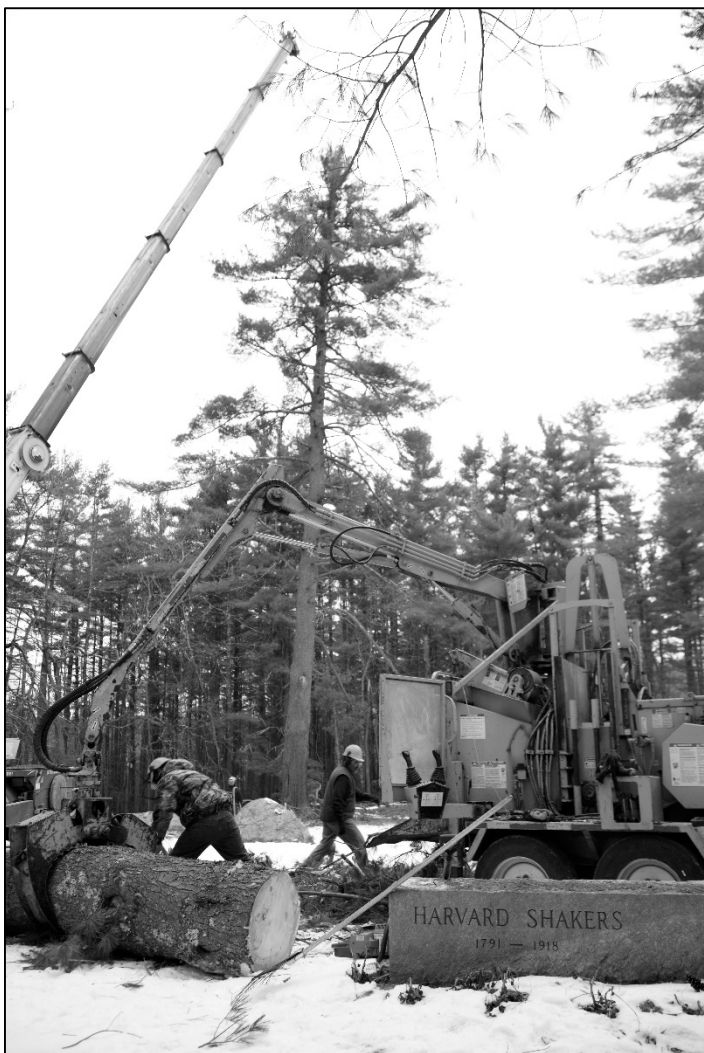
Jack Spero, Chair

Whit Sprague

Bruce Dolimount



# Shaker Cemetery - Tree Cutting



## ➤ ➤ ➤ **WATER & SEWER COMMISSION** ◀ ◀ ◀

The Sewer Commission is responsible for the operation of the Town Center Sewer System, Harvard's first public sewer system. The residents of the Town Center Sewer District began connecting to the system in 2013. By the end of the year, thirty-four of the sixty-eight properties in the District had connected to the system.

The Town of Harvard has discussed the need for a Town Center Sewer System for many years, and the successful approval and construction of the system is the result of the hard work and determination of many people, including particularly the members of the original Town Center Sewer Action Group and Town Administrator Tim Bragan. Some of the Milestones in the creation of the system were:

- The 2009 Annual Town Meeting passed a Warrant Article creating "Wastewater Management District in the Town of Harvard." The ATM also appropriated funds for design of the System and approved a Debt Exclusion to fund construction.
- The Legislature passed a Special Act allowing the creation of a system to serve the Town Center Sewer District in February, 2010.
- The Town secured \$2,540,382 at 2% financing repayable over 20 years from the State Revolving Fund. This financing allowed the town to proceed with construction without the delay and higher cost of private funding.
- DEP granted a Permit for Construction of the System in May, 2011.
- Ricciardi Bros, Inc. was chosen as the contractor for the system by competitive bid and the Groundbreaking Ceremony was held on October 26 2011.
- Residents of the District were notified that they could begin applying to connect to the system in January, 2013.

The Sewer Commission was appointed by the Board of Selectmen in 2011. Since our appointment, we have drafted Regulations for the system, held public meetings with residents of the District, set Fees and Betterments, approved Drainlayers to make connections to the system, and approved 34 applications to connect to the System.

The Water Commission operates under the direction of the same three commissioners appointed to the Sewer Commission. This overlap encourages an integrated oversight of the century old Water District and the new Sewer District. Though these districts overlap geographically, they are not identical in customers or area.

We believe that the Town Center Sewer System furthers the health and safety of Town Center residents and insures the continued vibrancy of the Town Center for all residents of the Town of Harvard. The joint oversight of the Water and Sewer Commission furthers the goal of protecting the well heads which are vital to the Town Center's Water Supply.

Respectfully submitted,

Cindy Russo, Chair

Kyle Hedrick

Rick Maiore



## ENVIRONMENTAL PROTECTION

*Agricultural Advisory Committee,  
Bare Hill Pond Watershed Management Committee,  
Conservation Commission, Historical Commission,  
Park and Recreation Commission*

### ➤ ➤ ➤ AGRICULTURAL ADVISORY COMMITTEE ◀ ◀ ◀

The Agricultural Advisory Commission was created when the town adopted the Right-to-Farm Bylaw. The Commission's duties include promoting agriculture in Harvard, acting as advocate and educator on farming issues, and acting as mediator when conflicts arise between farmers and others in the community. The Commission advises other town boards on any agricultural issues that come before those boards. Harvard is, fortunately, a farming-friendly town and strongly supports its farmers, therefore serious conflicts or disputes are rare. The Commission meets on the fourth Wednesday of the month at 7:30 p.m. We urge all interested residents to join us to discuss any agricultural issues they may have.

Respectfully submitted,

Peter Basile, Chair,  
Candace Frazer

Tim Arnold  
Pam Browning(alt)

Franklyn Carlson  
Robert Traver (alt)



### ➤ ➤ ➤ BARE HILL POND WATERSHED MANAGEMENT COMMITTEE ◀ ◀ ◀



The Bare Hill Pond Watershed Management Committee is pleased to report on its 2013 activities. We continue to work to control nonpoint source pollution in Bare Hill Pond, principally phosphorous, in order to prevent eutrophication of the Pond and excessive growth of invasive aquatic plant species. In the 1990's Bare Hill Pond was added to the endangered list of lakes and ponds in the state for being at significant risk of eutrophication due to excessive phosphorous (then measured at 40 micrograms per liter (*ug/l*)). Phosphorous results from runoff in the watershed from use of household products, fertilizers and from auto exhaust emission particulates that wash into the pond. In its natural state, a watershed generates baseline phosphorous of approximately 5 *ug/l*. With development, as we have in Harvard, one could expect 30-50 *ug/l* from runoff, which is what occurred. We are pleased to report that with the conduct of annual deep draw downs and the construction of storm water rain gardens to capture phosphorous from Town Center, the school and library parking lots and Pond Road, we have substantially reduced the phosphorous load in Bare Hill Pond. Both the EPA, which has funded our work through the MA DEP, and our professional wetlands biologist have recorded a reduction in phosphorous in a range of 15-25

ug/l, which substantially reduces our risk of eutrophication and is now well below endangerment level.

Why does this matter? Excessive levels of phosphorous are a primary cause of invasive species dominance and algal events which can reduce oxygen levels below that needed to maintain the Pond's ecosystem and a healthy watershed. The reduction in phosphorous can be best explained by the washing effect of the repetitive draw downs on the pond bottom over the past 10 years where phosphorous had collected for many years. We are optimistic that that with the reduction observed, we can now use our monitoring of phosphorous to determine when draw downs are necessary to maintain this control over phosphorous levels.

Improvement in watershed management is also helping to improve the pond and its watershed. Phosphorous is no longer an ingredient in household detergents, and we have put in place storm water controls with the construction of phosphorous capturing rain gardens in 2011-13 to remove pollutants, including phosphorous, road runoff. Phosphorous is a particulate emission of auto exhaust and when it rains, if not captured, enters the watershed in significant quantities. Watershed residents are also increasingly aware of the need to maintain native vegetation and control storm water runoff along shorelines to further reduce non-point source pollution and runoff and we applaud their efforts. The ZBA and Conservation Commission are also seek our input and review development plans to ensure development in the watershed protects the pond and the watershed.

This year we were encouraged by the results of our professional monitoring of invasive and native plants in the pond and its adjacent wetlands this year. The invasive species in the Pond have been significantly controlled by the annual draw downs. We had expected to confirm that the invasive species were reduced in the draw down zone and replaced by native plants, as had been observed in prior years, and that invasive species were continuing to pose a risk to the pond and its ecosystem. We were surprised to find significant emergence of native species (typically lower growing plants) in the areas of the pond that remain wet and are less susceptible to draw down control. This finding suggests we have achieved a significant turn around in the past 10 years in the watershed.

With this information, and the phosphorous data, we met with the Conservation Commission and decided to skip a draw down this winter and to use annual monitoring of phosphorous and invasive species to determine when to conduct a draw down. If one considers the history management of the watershed, this may be the optimal approach and could reduce the frequency of future draw downs to and the impact they have on the recreational use of the Pond in the Fall and Winter. Invasive species and eutrophication became a significant nuisance on Bare Hill Pond in the 1960s. At that time, herbicides were applied and these older herbicides were non-specific in effect. They removed both native and invasive plants when applied. They were also not systemic and did not prevent re-growth the next year. Herbicides were used on and off till about 1980 when the Town voted to prohibit their use. The effect though was to significantly replace native species with invasive species (mostly milfoil) that survived the treatments. Then, a harvester was purchased to mow the invasive milfoil. What the watershed experts now know is that harvesting while providing some temporary relief, actually spreads cuttings and in effect seeded milfoil throughout the Pond. Harvesting is an effective control

technique for seed bearing plants like water chestnuts. Because we used the harvester from 1981 until 2001 to mow milfoil and the herbicides before that had probably depleted their native competitors, it is not surprising that the pond was found to be substantially overrun by milfoil and endangered by MA DEP in 1998.

Through the draw down process and the watershed controls, we have made substantial progress restoring the pond and its watershed to a more natural balance. While there are still invasive plants, the phosphorus is lower and the native plants have significantly re-emerged and may help keep the invasive plants in check. We have the possibility, that without the “seeding” effect of the harvester, that the native plants will hold their own and that the milfoil and fanwort can be managed with less frequent draw downs.

Finally, we continue to conduct important habitat surveys to assure ourselves that the activities we are conducting are protecting and restoring the watershed. These activities include phosphorous measurements, invasive plant surveys, wetland plant surveys, frog population counts, fish data from fishing derbies, and water clarity measurements. We also want to continue to thank to Rick Dickson, who continues to pull and monitor the water chestnuts and we are pleased that his efforts continue to make mechanical harvesting unnecessary.

We look forward to seeing you on the Pond.

Bruce A. Leicher, Chair

Brian McLain

Ben Roop, Student Associate Member

Morey Krauss, Associate Member

Megan Glew

Tom Gormley

Paul Wood

Peter Von Loesecke



## ➤ ➤ ➤ **CONSERVATION COMMISSION** < < <

The Harvard Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, an associate appointed annually, and is supported by a Land Use Administrator/ Conservation Agent who is shared with the other Town Land Use Boards. The Commission has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G. L. 131, Section 40;
- Massachusetts Wetland Protection Regulations at 310 CMR 10.00;
- Town of Harvard Wetlands Protection Bylaw, Town Code Chapter 119, and
- Town of Harvard Wetlands Protection Bylaw Rules, Town Code Chapter 147

The Commission is also involved in coordination with other governmental bodies, in numerous other activities including the following:

- Management of conservation properties in Harvard;
- Review and comment on forest land, agricultural land, and recreational land purchase options under M.G. L. Chapters 61, 61A and 61B;
- Review and comment on zoning and planning applications under M.G.L. Chapter 40A & Chapter 41
- Review and comment on affordable housing development plans under M.G.L. Chapter 40B;
- Review and comment on forest management plans under M.G. L Chapter 132;
- Administration of the Massachusetts Public Waterfront Act, M.G. L. Chapter 91 and associated Public Waterfront Regulations at 310 CMR 9.00; and
- Review and permitting of beaver controls under M.G. L. Chapter 131.

In addition to the statutes and regulations listed above, the Conservation Commission reviews permit applications received by the Planning, Zoning Board of Appeals, and Board of Health offices as part of an internal review to determine if the proposed activity involves matters within the jurisdiction of the Conservation Commission. In some cases, this review process involves a visit to the site to verify the absence or presence of wetlands and lands adjacent to resource areas.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:00 p.m. and are held in the Meeting Room located in the back of Town Hall.

#### Wetlands Protection

The Conservation Commission's primary duties include reviewing and issuing several types of wetlands-related permits under the Massachusetts Wetlands Protection Act and the Town of Harvard Wetlands Protection Bylaw. Most projects involving proposed disturbance in or within 100 feet of the edge of a wetland (200 feet in the case of perennial rivers, streams, ponds, and vernal pools) will require the project sponsor to file a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas and typically results in the issuance of an Order of Conditions by the Conservation Commission. A specific subcategory of NOI known as an Abbreviated Notice of Resource Area Delineation (ANRAD) is used for confirming wetland lines. Applicants proposing projects with limited potential impact may be advised to submit a Request for Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process.

To help Harvard residents know when they need to obtain a wetland permit, a set of instructions, forms for filing, and the Harvard Wetland Rules and Regulations are available at the Commission's office during the Commission's public hours, as well as on line at [www.harvard.ma.us](http://www.harvard.ma.us). The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 18 public meetings during 2013 as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follow:

Type of Activity	2013	2012	2011
Notice of Intent	14	7	15
Order of Conditions (Approvals)	13	10	15
Order of Conditions (Denials)	0	0	0
Abbreviated Notices of Resource Area Delineation	1	1	0
Orders of Resource Area Delineation	1	1	0
Request for Determination of Applicability	5	14	10
Determination of Applicability	5	15	8
Certificate of Compliance	55	12	6
Extension to Order of Conditions	0	6	3
Enforcement Orders	1	1	2
Amended Order of Conditions	0	0	0

In 2013 there was an increase of Notices of Intent filed, but decrease of Request for Determinations of Applicability. This in part is due to the complexity of the types of projects being permitted, which may require a higher level of monitoring by the Commission. The substantial increase in Certificates of Compliance is due to the efforts at Town Hall to reduce file sizes. The Commission Agent has spent numerous hours reviewing old filings to determine what can be destroyed under the State's retention schedule. That schedule allows for the destruction of a file, with the exception of the engineered plan, once the Certificate of Compliance is record at the Registry of Deeds. A review of these files has indicated a number of them received the Certificate of Compliance; however that document was never recorded at the Registry of Deeds. New Certificates are being mailed to property owners requesting this recording take place in order to aid in the reduction of files stored at Town Hall.

We would like to thank all the Harvard residents who have worked diligently with the Commission to preserve our environment, heritage, and way of life through thoughtful development.

#### Conservation Land Acquisition and Management

In addition to protecting wetlands, the Conservation Commission also helps the town acquire land by gift or purchase for conservation purposes and manages all land so acquired. Over the years, generous citizens have gifted over 30% of Harvard's approximately 2,000 acres of conservation land to the Town. The Commission has periodic discussions with landowners, and with the Harvard Conservation Trust, about the possibilities of gifts or purchases of land for conservation. Occasionally gifts are monetary, designated for the Conservation Commission's Conservation Fund. The Conservation Fund was established through the Conservation Commission Act, M.G.L. Chapter 40 Section 8C and is dedicated for the specific purpose of purchasing or managing conservation land. The Commission currently receives funding for open space protection through the town--state partnership enabled by the Community Preservation Act.

Land acquisition in 2013 included the Hoch land, 11.41 acres off Still River Road that abuts land protected by the Harvard Conservation Trust and connects with extensive trail networks in Bolton. This land is particularly prized for its value to wildlife with varied habitats including a intermittent stream, mixed hardwood forest, a grove of mature pines and wet meadow all surrounded by protected woodlands and neighboring open fields. A Conservation Restriction for the parcel was drawn up and submitted to the State. The purchase was made possible by funds derived from the Community Preservation Act. A gift of 6.69 acres at the corner of Prospect Hill and Depot Roads was gratefully accepted and will add to the Prospect Hill Conservation Area. These welcome additions increase the connectivity of open space throughout town and protect sensitive wildlife habitat and wetland resource areas.

The Commission continued to work with the Bare Hill Pond Watershed Management Committee, supporting its efforts to manage the overall ecological health of Bare Hill Pond in general and the growth of invasive aquatic weeds in particular. With the achievement of many of the objectives of the annual drawdowns of the pond and the completed installation of BMPs to improve the water quality of road runoff before it enters the pond, the decision was made to suspend drawdowns this year while carefully monitoring phosphorus levels, aquatic vegetation and other indicators of the pond's health.

The Land Stewardship Subcommittee (LSS) remained active in 2013. The effects of the damaging late October winter storms of 2011 and 2012 were still in evidence in 2013 with abundant slash on the ground and some limbs still dangling from trees. Efforts to keep trails open started in earnest in early February when a major winter storm dubbed "Nemo" brought heavy snow; trail work continued sporadically through the year. The clearing and remarking of trails on Vesenska to Black Pond was a major effort as was the removal of a half dozen large white pines blown down across a trail in a field at Holy Hill.

Phil Knoettner, working with seniors in the Town's tax credit program, continued the construction and repair of large wooden conservation land signs and Phil repaired the educational signage on the Dancing Grounds of Holy Hill. More of the signage developed in 2011 was put up around town and LSS also helped to update Harvard's trail information for the Montachusett Regional Trail Inventory.

Mowing of the fields on town conservation land went smoothly this year and all fields were hayed or mowed by early October. A special thank you is given to the neighbors of the Holy Hill "White Birch Field" and of the meadows on Powell who have taken on the annual mowing and maintenance of these scenic spots. Researchers from Harvard Forest determined that the population of Baltimore Checkerspot butterflies on the Williams land increased three-fold in the year after a modified protocol of mowing the fields and wet meadows here was put in place.

The invasive plant control project moved into its second year. The clearing of brush and trees infested with invasives on the Powell land was completed and in spring the disturbed portion was raked and seeded with buckwheat. During the summer, invasives on Powell, Clapp-Scorgie, Williams and Great Elms were judiciously treated with herbicide. In May, Ted Elliman of the New England Wildflower Society gave a well-attended talk at Volunteers Hall on managing invasives in your yard. In November, Wendy Sisson gave a talk at the fall conference of the Massachusetts Association of Conservation Commissions on Harvard's invasive plant control project.

We would like to recognize and thank the members of the Land Stewardship Subcommittee: Jim Adelson, Bob Benson, Pam Durrant, Dave Kay, Phil Knoettner and Wendy Sisson and note that the LSS welcomes new members and volunteer assistance.

Conservation Commissioners and Staff

The membership of the Commission was at its full compliment for 2013 with the addition of Joanne Ward as a member and Jim Saalfeld as an Associate Member. Paul Willard continued as the chair and Jim Breslauer served as vice chair.

The Conservation Agent continues to the monitor projects permitted by the Commission during all phases of work, as well as continuing to share information and filings with the other Land Use Boards. During 2013 the Agent monitored fourteen different projects around Town.

Several Commissioners wear more than one hat, working in concert with other boards on projects of joint interest. Wendy Sisson is the Commission's liaison to the Land Committee of the Harvard Conservation Trust and serves as Chair on the Land Stewardship Subcommittee. Joanne Ward is the Commission's representative on the Community Preservation Committee. Paul Willard serves as the Commission's liaison to the Department of Public Works and the Bare Hill Pond Watershed Management Committee. Jaye Waldron served as the Commission's representative on the Master Plan Steering Committee.

Respectfully submitted,

Paul Willard, Chair	Charles Gorss	Wendy Sisson	Joanne Ward
Don Ritchie	Janet (Jaye) Waldron	Jim Breslauer	
Jim Saalfeld (Associate Member)			
Liz Allard, Land Use Administrator/Conservation Agent			



➤ ➤ ➤ **HISTORICAL COMMISSION** ◀ ◀ ◀

The Commission's goal is to preserve Harvard's unique historic character, by overseeing modifications to the Harvard Common and Shaker Village Historic Districts, and by generally supporting historic preservation throughout town.

Harvard Common is one of the best preserved town commons in New England, and Shaker Village is one of the best preserved Shaker settlements anywhere. Both are architectural gems and important parts of the town's character, as are the many historic buildings that grace the landscape throughout town.

In 2013 the Commission reviewed seven applications for exterior modifications to homes and other buildings in the historic districts, and all were approved. The biggest by far was the town hall.

A major renovation and expansion of the town hall was approved by citizens in 2012. The formal proposal reached the Historical Commission in May 2013, and involved renovating the 1872 town hall, and replacing its 1897 addition with a new somewhat larger addition. The commission held an intensive review with the Town Hall Building Committee and others over a series of seven regular and special meetings. In July the Commission approved the proposal with modifications to some of the architectural details on the addition. However, higher than expected construction estimates have caused this project to not proceed.

As the year ended the town was grappling with what direction to take on the town hall renovation. The Commission provided the following input to this process, “The Harvard Common Historic District was created by the citizens of Harvard in 1974 as means of preserving the historic assets of the Town Center. The Town Hall is an indispensable asset of this historic district, and as such must be preserved. The Historical Commission also advocates the continued use of Town Hall as the location of town government.”

2013 was also an eventful year for another historic building in the town center. In October the Harvard powder house was hit by a vehicle and severely damaged. It was built in 1812 to house the town’s gunpowder and arms. It is one of only 15 surviving powder houses out of the 81 that were built across the state. Most people do not realize that the American Revolution was ignited by Britain’s unsuccessful raid on a powder house (in Concord).

To restore Harvard’s powder house, the commission is working with the town administrator to secure insurance proceeds. An expert at Finch & Rose has been hired to document the building and develop drawings for its reconstruction. An historic mason has also been lined up to disassemble the building and reconstruct it to those drawings.

The Shaker burial ground preservation continued in 2013, as the Commission developed a proposal for the 2014 annual town meeting to remove the large pine trees on Conservation land just outside the burial ground. The previous year a similar tree inside the burial ground fell in a storm and damaged some of the grave markers. The Cemetery Commission has since removed the remaining threatening trees inside the burial ground’s walls. The Historical Commission is working with the Conservation Commission and Cemetery Commission to remove the trees outside the walls to protect the world’s best preserved Shaker burial ground.

The Commission’s website continued to grow in 2013, and was publicized to citizens. It can be reached from a link on the Commission’s page on the town web site. It contains much news, and you can look up the history of hundreds of historic buildings through the town. A growing list of people are following the site.

In other news... The Commission worked with Parks and Rec on plans to restore the walls in front of Old Bromfield. New operating guidelines were developed for the Commission that are now posted on the website. And plans are nearly complete for a house plaque program for historic homes and structures anywhere in town.



Doug Coots, Rhonda Sprague and Barbara Hadad left the Commission in 2013, and we thank them for their years of service. We welcomed new members Moe Dancause and Sherry Graham, and returning member Ron Ostberg.

Respectfully Submitted,

Ken Swanton, Chair  
Chris Cutler  
Moe Dancause

Sherry Graham  
Pam Marston  
John Martin

Ron Ostberg  
Joseph Theriault



➤ ➤ ➤ **PARK AND RECREATION COMMISSION** ⬅ ⬅ ⬅

The Parks and Recreation Commission is accountable for the oversight of the town's common lands, in addition to the beach and boat ramp areas at Bare Hill Pond. The commission also has responsibility for the town's recreational programs including the scheduling of fields for Harvard Athletic Association programs and the administration of the programs managed by Park and Rec directly – the Hershey Track Program, the Ski Program and the Beach/Pond Programs. All of these programs are funded through revenue generated by registration fees and other usage fees such as Beach Parking Stickers, Canoe/Kayak Storage, Mooring/Slip Storage and Boat Launching Fees and Field Usage Fees.

The Commission takes the lead on projects to upgrade common lands and fields by proposing funding from CPIC or through the Capital Funding process. There are several projects in the pipeline currently including the Restoration of the WW1 Monument and Flagpole, the Reconstruction of the Mass Ave. Stone Wall, the Replacement of the Wooden Dock at BHP, and the construction of Additional Parking for Boat Trailers at BHP.

During the winter of 2013, there was a major project initiated to redesign the parking/boat ramp area at Bare Hill Pond. The project involved the Bare Hill Pond Watershed Management Committee's plan to complete their storm water management program. The project involved the Pond Commission as well as the Conservation Commission to ensure all were aligned and in agreement with the plan. Several Open Forums were also held to keep the public informed.

The project was successfully completed in the spring; however the work resulted in less beach area for canoe/kayak storage along the water's edge and eliminated the 6-7 slots that had been available for boat trailer parking in the woods next to the boat launch area. Both situations presented problems that had to be mitigated as we worked through the spring and summer seasons.

The canoe/kayak area had previously enough space to accommodate the large crew boat rack. That space was no longer available along the shore, forcing an alternative solution in the upper parking lot. There were also a lot of resident complaints about the loss of boat trailer parking. The commission is working with the Conservation Commission, Pond Commission and Highway Department to define a small lot along Pond Rd. for the parking of 5-6 boat trailers before the spring of 2014.

The Beach Lottery in 2013 confirmed the interest in Canoe/Kayak storage at the pond exceeds current capacity with 143 resident applications against 100 available slots. The demand for Cove and Outer Moorings also exceeds available slots by a factor of 40% - demonstrating the strong resident interest in boating on the pond.

Under the leadership of the new beach Director, Alexandra Luck, the Swimming and Boating Lesson Program was very successful again this summer with 354 and 117 lessons signed up this year. Boat Sticker sales were down from 2012 at 610 vs. 648 last year. Out of Town launch fees were at a significant shortfall due to a staffing gap in the spring that will be corrected in 2014. There was a Deep Water Aerobics Class added this year that was very well received. The commission is looking at an upgrade project for the Swing Set Area at the beach that is long overdue.

Marcus Lewis managed the Tennis Program this year and the arrangement went very well. There was a total of 70 participants in the program over the course of the 8 weeks of the summer.

The Harvard Lion's Club sponsored the first Triathlon Event in town, registering over 350 participants. There are plans in progress to do this event again in 2014.

The Long Board Competition was also held in town again this year – with expanded events over 2 days. This large event was very successful and well run based on input from residents and participants. We expect this to be repeated in 2014 as well.

The Civil War Memorial was professionally cleaned this fall. The statue across from the Center on the Common is now restored to its original condition and looks great.

Bob O'Shea, BHP Harbormaster, prepared an excellent study on the traffic use on the pond as a means to determine whether we needed to control access during the various seasons of usage – both recreational as well as BHRA crew team practices and other events on the pond. The results indicated that the pond capacity was under-utilized for all seasons with the exception of the summer when we will need to trial the limitation of the number of boat launches of speed boats during peak hours. This was the first study of this kind ever prepared. Bob is a committed volunteer who should be thanked and commended for this excellent work.

This fall, the commission funded a project to upgrade the Pond Rd. Baseball Field. The project was proposed by Darren Magan and the Bromfield Baseball Booster Club. The field was in serious need of re-construction of the pitcher's mound, the base paths and infield. The project also funded the addition of infield mix to improve drainage and mitigate weeds. A similar project

was funded last winter for the Softball field at HES. It is clear that the current model for the maintenance of all town fields is not adequate. Rather than spending money to maintain the fields every year, we allow them to deteriorate and then reactively try to recover them. The commission will be working with Town Administration to define a more proactive model.

The Ski Program continues to be very successful and we offer our thanks to Anne Hentz and Doug Thornton for their volunteering work to make this program possible. The program provides Bus Service and chaperones to and from Mt. Wachusett for 6 sessions. Between the Bromfield and HES, we will have 3 buses totaling over 140 students this year.

There was a considerable amount of time and effort dedicated to working with the Bare Hill Rowing Association (BHRA) to define a working agreement that met the needs of all stakeholders of the pond and beach areas. The previous agreement was never reviewed with town counsel and it lacked clear accountability and governance from the Bromfield School and the BHP Harbormaster. The crew program includes participants from Acton-Boxborough HS as well as the Bromfield and BHRA is legally an “out of town” entity. The complexity of the agreement and the related liability, fee schedule and participation levels at the beach contributed to difficult debates over the course of several months.

To complicate matters further, the Board of Selectman and town counsel researched the history of the town bylaws as it pertains to the jurisdiction of the beach area at the pond. That research indicated that the Board of Selectman has responsibility for granting access to any outside entity’s usage of the beach area at the pond – not Park and Rec. As a consequence, all requests to access the beach area by any outside entity must be approved by the BoS. This includes BHRA, the Lion’s Club Triathlon and the many Fishing Tournaments we historically support. We are currently waiting for clarity on that approval process so we can move forward. Town Counsel and Administration are also going to provide Liability Language and a Fee Schedule for the BHRA Agreement which must be in place before the crew season starts in the spring.

The commission lost a valuable resource with the resignation of John Lee. His knowledge and commitment to the work of Park and Rec has left a significant void and we thank him for his years of dedicated service. Steve Gordon applied to fill the vacancy and was approved to join the commission in John’s place.

This year, the commission has made a concerted effort to engage with the senior citizen community in town to better serve their unique interests and needs. Sue Guswa is invited to all meetings to represent the COA and Seniors in the community in general.

Respectfully Submitted,

Pat Nelson, Chair  
BJ Pessia

Anne McWaters, Secretary  
Steve Gordon

Joe Schmidt, Treasurer



# Conservation Lands



<b>TOWN MEETING AND ELECTION RESULTS</b>
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**CITIZENS CAUCUS**

**March 2, 2013**

The meeting was called to order in the Town Hall Meeting Room on Saturday, March 2, 2013, at 7:00 p.m., by Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously,

Paul Green was elected Chairman and Deborah Ricci was elected Secretary of the Caucus.

The following persons were nominated from the floor for the offices and terms as identified below.

<b><u>Position</u></b>	<b><u>Nominee</u></b>	<b><u>Vote</u></b>
<b>MODERATOR</b>		
one position for one year	Robert Eubank	unanimous
<b>SELECTMAN</b>		
two positions for three years	*William Johnson	21
	Stuart Sklar	26
	*Timothy Clark	21
	Don Graham	26
	Leo Blair	15
<b>CEMETERY COMMISSIONER</b>		
one position for three years	Bruce Dolimount	unanimous
<b>COMMUNITY PRESERVATION COMMITTEE</b>		
one position for three years	Achmad Didi Chadran	unanimous
<b>COMMUNITY PRESERVATION COMMITTEE</b>		
one position for one year	Elizabeth Williams	unanimous
<b>HARVARD BOARD OF HEALTH MEMBER</b>		
one position for three years	Lorin Johnson	unanimous
<b>LIBRARY TRUSTEE</b>		
two positions for three years	Martha Green	unanimous
	Joseph Newpol	unanimous

**PARK AND RECREATION COMMISSIONER**

one position for three years

no nominations

**Position****Nominee****Vote****PARK AND RECREATION COMMISSIONER**

one position for two years

no nominations

**PLANNING BOARD**

one position for three years

\*Richard Marcello  
Kara Minar

unanimous

unanimous

**PLANNING BOARD**

one position for one year

James Breslauer

unanimous

**SCHOOL COMMITTEE MEMBER**

one position for three years

Kirsten Wright

unanimous

**TREE WARDEN**

one position for one year

Christian Bilodeau

unanimous

**WARNER FREE LECTURE SOCIETY TRUSTEE**

two positions for three years

Patricia Jennings  
Sheila Simollardes

unanimous

unanimous

The meeting dissolved at 7:17 pm.

Nancy Cronin and Steve Cronin checked in 53 voters out of 4178 registered voters (3975 active voters).

Respectfully submitted,

Deborah B. Ricci

Caucus Secretary

\*NOTE: Did not accept nomination

## ANNUAL TOWN MEETING

**April 6, 2013**

The meeting was called to order in the Bromfield Gym at 9:05 a.m. by Moderator, Robert Eubank. The call of the meeting and the return of service were found to be in order by Town Clerk Janet A. Vellante.

Moderator Robert Eubank requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Joseph Connelly	Interim Superintendent of Schools
Edward Denmark	Police Chief
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Richard Nota	Director of Public Works
Richard Sicard	Fire Chief
Debbie Thompson	Director, Council on Aging
Mark Force	School Facilities Manager
Steven Sharek	Monty Tech, Superintendent
Tammy Lajoie	Monty Tech Business Manager

On a motion by Bill Johnson, 72 Warren Avenue, Board of Selectmen, and seconded,

Voted unanimously yes that the Town take Article 43 out of sequence and act on it immediately before Article 10.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town take Article 42 out of sequence and act on it immediately after Articles 43 and 10.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town take up Articles 10 and 43 concurrently and consolidate debate on the two articles.

On a motion by Joann Sueltenfuss, 21 Blanchard Road, and seconded,

Voted majority yes that the Town take Article 41 out of sequence and act on it immediately after Article 5.

## **ARTICLE 1: ANNUAL REPORTS**

To see if the Town will hear the reports of the Board of Selectmen, School Committee, and any other officers or committees that may be ready to make a report and act thereon.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town accept the reports of the Board of Selectmen, School Committee, and any other officers or committees as printed in the 2012 Annual Town Report and hear the reports of any other Town committees or boards which have not included a report in said Town Report.

## **ARTICLE 2: PAY BILLS OF PRIOR FISCAL YEARS**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds sums of money to pay bills of Fiscal Year 2011 and Fiscal Year 2012, or pass any vote or votes in relation thereto.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town transfer from Fiscal Year 2012 Certified Free Cash a.) \$265. to pay the outstanding bill of Fiscal Year 2011 of the Board of Health; and b.) \$14,316 to pay an outstanding bill of Fiscal Year 2012 of the Department of Public Works.

## **ARTICLE 3: FINANCE DEPARTMENT – TRANSFER OF INTEREST TO PRINCIPAL**

To see if the Town will vote to amend the Fiscal 2013 budget, as voted under Article 4 of the Warrant for the April 28, 2012 Annual Town Meeting, by transferring a sum of money from the Excluded Debt Interest appropriation to the Excluded Debt Principal appropriation, or pass any vote or votes in relation thereto.

On a motion by George McKenna, 41 Old Littleton Road, Finance Committee, and seconded,

Voted majority yes that the Town amend the Fiscal 2013 budget, as voted under Article 4 of the Warrant for the April 28, 2012 Annual Town Meeting, by transferring \$60,000. from the Excluded Debt Interest appropriation to the Excluded Debt Principal appropriation in said budget.

## **ARTICLE 4: FISCAL YEAR 2012 CERTIFIED FREE CASH**

To see if the Town will vote to transfer a sum of money from Fiscal Year 2012 Certified Free Cash to the Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

On a motion by Steve Colwell, 192 Littleton Road, Finance Committee, and seconded,



Voted unanimously yes that the Town transfer \$109,423. from Fiscal Year 2012 Certified Free Cash to the Capital Stabilization and Investment Fund.

## **ARTICLE 5: OMNIBUS BUDGET**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, such sums of money as may be necessary to defray expenses for Fiscal Year 2014, or pass any vote or votes in relation thereto.

On a motion by Alice vonLoesecke, 84 Warren Avenue, Finance Committee, and seconded,

Voted unanimously yes that the Town appropriate \$ 21,279,523. to defray the expenses of the Town for Fiscal Year 2014 as printed in the Finance Committee Report on pages 30 through 35, and that said appropriation be provided by raising \$21,268,005. by taxation and transferring \$11,518. from Wetlands Fees; and appropriate \$150,000. to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2014, and that said appropriation be provided by transferring \$150,000. from wastewater management system revenues in the enterprise fund established for the Town's wastewater management system.

**Town of Harvard FY14 Omnibus Budget**

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14	
<b>GENERAL GOVERNMENT</b>						
<b>Selectmen</b>						
1	Personnel	147,154	157,165	165,534	172,452	
2	Town Audit	12,000	12,000	15,000	15,000	
	Expenses	8,894	13,366	11,500	11,500	
	Copy Machine	2,422	2,330	3,500	3,500	
	Postage	16,561	15,504	17,000	17,000	
	Court Judgements	105,000				
3	Total Expenses	132,877	31,200	32,000	32,000	
	Total Selectmen	292,031	200,365	212,534	219,452	3.26%
<b>Finance Committee</b>						
4	Expenses	173	173	200	200	0.00%
<b>Finance Department</b>						
	Personnel	284,558	268,929	293,350	310,683	
	Certification Compensation	1,000	1,000	2,000	2,000	
5	Total Personnel	285,558	269,929	295,350	312,683	
	Technology Services & Supplies	25,784	30,489	33,000	36,000	
6	Expenses	83,812	84,016	90,300	93,400	
	Total Expenses	109,596	114,505	123,300	129,400	
7	Technology	14,990	9,903	15,000	15,000	
	Total Finance Department	410,144	394,336	433,650	457,083	5.40%
<b>Legal</b>						
	Town Counsel Fees & Expenses	14,202	30,047	33,000	33,000	
	Other Legal Fees & Expenses	13,890	10,296	18,000	18,000	
8	Total Legal	28,092	40,343	51,000	51,000	0.00%
<b>Personnel Board</b>						
9	Expenses	-	-	100	100	0.00%
<b>Town Clerk</b>						
	Personnel	64,164	64,812	66,108	67,430	
	Certification Compensation	1,000	1,000	1,000	1,000	
10	Total Personnel	65,164	65,812	67,108	68,430	
	Expenses	1,970	1,615	2,550	2,600	
	Publications Reprinting/Codification	4,555	4,433	4,800	4,900	
11	Total Expenses	6,525	6,049	7,350	7,500	
	Total Town Clerk	71,689	71,860	74,458	75,930	1.98%
<b>Elections &amp; Registrars</b>						
	Registrars' Honoraria	500	500	500	500	
	Election Officers (Police)	-	-	-	-	
	Expenses	6,438	5,090	8,400	5,000	
	Census	490	294	650	650	
12	Total Elections & Registrars	7,428	5,885	9,550	6,150	-35.60%

**Town of Harvard FY14 Omnibus Budget**

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14	
<b>Land Use Boards</b>						
13	Personnel	45,050	46,280	48,452	50,550	
	Conservation Expenses	751				
	ZBA Expenses	501				
	Planning Board Expenses	456				
	Office Supplies		5,655	1,000	1,000	
	Purchase Services		1,409	1,600	1,600	
	MRPC Assessment	1,460	1,534	1,541	1,579	
14	Total Expenses	3,168	8,597	4,141	4,179	
	Total Land Use Boards	48,218	54,877	52,593	54,729	4.06%
Personnel includes \$11,518 to be transferred from Wetlands Protection Fund.						
<b>Economic Development Committee</b>						
15	Expenses				500	100.00%
<b>Public Buildings</b>						
16	Personnel	23,236	23,979	24,998	25,507	
	Operating Expenses	29,234	42,747	32,000	42,020	
	Energy	126,577	114,629	130,500	123,500	
	Maintenance & Equipment	10,880	11,036	34,300	26,400	
	Waste Water Treatment Ops.	51,877	46,532	85,000	85,000	
17	Total Expenses	218,569	214,944	281,800	276,920	
	Total Public Buildings	241,805	238,923	306,798	302,427	-1.42%
<b>Annual Town Reports</b>						
18	Expenses	3,858	3,690	4,000	4,000	0.00%
<b>TOTAL GENERAL GOVERNMENT</b>		<b>1,103,438</b>	<b>1,010,453</b>	<b>1,144,883</b>	<b>1,171,571</b>	<b>2.33%</b>
<b>PUBLIC SAFETY</b>						
<b>Police Department</b>						
19	Personnel	762,975	765,097	801,451	809,610	
	Public Safety Building	40,350	46,702	32,800	32,800	
	Cruiser Maintenance	10,922	9,824	10,000	10,000	
	Supplies & Expenses	27,965	32,910	49,035	50,050	
20	Total Expenses	79,237	89,437	91,835	92,850	
	Total Police Department	842,212	854,534	893,286	902,460	1.03%
<b>Communications Department</b>						
	Personnel	184,971	191,240	190,518	210,377	
	Expenses	18,700	18,700	18,887	18,887	
21	Total Communications Department	203,671	209,940	209,405	229,264	9.48%
<b>Fire Department</b>						
22	Personnel	215,970	178,193	168,930	200,670	
	Expenses	32,915	31,251	44,000	44,000	
	Radio Replacement & Repair	1,156	3,250	2,250	2,250	
	Protective Equipment	1,377	999	9,000	9,000	
23	Total Expenses	35,448	35,500	55,250	55,250	
	Total Fire Department	251,418	213,693	224,180	255,920	14.16%
<b>Building &amp; Zoning Inspector</b>						
24	Fees & Expenses	90,177	49,181	50,000	50,000	0.00%
<b>Gas Inspector</b>						
25	Fees & Expenses	2,565	5,902	4,000	4,000	0.00%
<b>Plumbing Inspector</b>						
26	Fees & Expenses	7,163	8,234	7,000	7,000	0.00%

# Town of Harvard FY14 Omnibus Budget

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14	
<b>Wiring Inspector</b>						
27	Fees & Expenses	12,950	14,784	9,000	9,000	0.00%
<b>Animal Control</b>						
	Personnel	16,500	16,500	16,500	16,500	
	Expenses	-	300	750	750	
28	Total Animal Control	16,500	16,800	17,250	17,250	0.00%
<b>Tree Warden</b>						
29	Expenses	13,783	13,290	14,000	14,000	0.00%
<b>TOTAL PUBLIC SAFETY</b>		<b>1,440,439</b>	<b>1,386,359</b>	<b>1,428,121</b>	<b>1,488,894</b>	<b>4.26%</b>
<b>SCHOOLS</b>						
<b>Local Schools</b>						
	<u>Administration</u>					
	Salaries/Benefits	379,922	375,386	371,297	386,333	
	Transportation	304,362	309,960	313,380	256,800	
	Other Expenses	116,097	112,829	33,120	97,858	
	Total Administration	800,381	798,175	717,797	740,991	
	<u>Maintenance</u>					
	Salaries	439,737	437,507	434,516	436,545	
	Utilities	370,086	321,311	344,340	272,000	
	Other Expenses	399,498	210,401	123,308	201,968	
	Total Maintenance	1,209,321	969,219	902,164	910,513	
	<u>Harvard Elementary School</u>					
	Salaries	2,480,384	2,688,282	2,316,240	2,476,299	
	Expenses	67,315	103,162	92,367	96,008	
	Total Elementary	2,547,699	2,791,444	2,408,607	2,572,307	
	<u>The Bromfield School</u>					
	Salaries	4,116,265	4,184,113	3,605,174	3,673,320	
	Expenses	111,203	118,097	136,326	136,852	
	Total Bromfield	4,227,468	4,302,210	3,741,500	3,810,172	
	<u>Pupil Personnel Services (SPED)</u>					
	Salaries	1,854,335	1,854,482	1,863,935	2,048,110	
	Other Expenses	39,797	69,050	63,719	69,094	
	Collaborative Services	380,516	544,843	141,648	243,948	
	Transportation	322,398	311,060	332,861	365,278	
	Tuition	1,279,602	1,169,684	909,825	765,040	
	Pre-School Salaries	177,657	134,958	161,455	122,421	
	Pre-School Expenses	2,972	3,459	2,600	2,500	
	Total Pupil Personnel Services	4,057,277	4,087,536	3,476,043	3,616,391	
	<u>Technology</u>					
	Salaries	112,687	124,062	130,111	129,211	
	Expenses	76,553	138,540	109,108	114,903	
	Total Technology	189,240	262,602	239,219	244,114	
	Subsidies from Other Funds	(1,838,759)	(1,859,076)	incl. above	incl. above	
30	Total Local Schools	11,192,627	11,352,110	11,485,330	11,894,488	3.56%
31	Montachusett Regional Voc. Tech.	87,382	78,202	76,807	75,069	-2.26%
<b>TOTAL SCHOOLS</b>		<b>11,280,009</b>	<b>11,430,312</b>	<b>11,562,137</b>	<b>11,969,557</b>	<b>3.52%</b>

**Town of Harvard FY14 Omnibus Budget**

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14
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**PHYSICAL ENVIRONMENT**

**Dept. of Public Works**

32	Personnel	598,690	632,814	643,642	685,417	
	Maintenance & Equipment	182,206	123,052	145,500	149,250	
	Fuel	73,577	79,649	65,000	67,750	
	Improvements & Construction	34,337	32,644	50,000	50,250	
	Snow & Ice Removal	117,865	135,992	96,000	96,000	
	Telephone & Electricity	10,014	9,302	10,500	11,000	
33	Total Expenses	417,999	380,639	367,000	374,250	
	Total Dept. of Public Works	1,016,689	1,013,452	1,010,642	1,059,667	4.85%

**Solid Waste Transfer**

34	Transfer Station Expenses	146,890	147,959	178,500	176,500	
35	Hazardous Waste Disposal	8,000	3,907	3,500	3,907	
	Total Solid Waste Transfer	154,890	151,866	182,000	180,407	-0.88%

**Street Lights & Traffic Signal**

36	Expenses	5,425	6,155	5,700	6,500	14.04%
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**Water Department**

37	Expenses	16,951	15,786	17,500	17,500	0.00%
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**Pond Committee**

38	Expenses	33,500	33,500	33,500	29,000	-13.43%
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**Cemeteries**

39	Expenses	2,874	2,220	2,500	2,500	0.00%
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<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>1,230,328</b>	<b>1,222,979</b>	<b>1,251,842</b>	<b>1,295,574</b>	<b>3.49%</b>
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**HUMAN SERVICES**

**Board of Health**

40	Personnel	5,114	3,057	7,977	8,240	
	Expenses	472	1,024	600	1,000	
	Nashoba Assoc. Boards of Health	19,110	19,110	21,231	21,231	
	Concord Family Services	-	-	-	-	
	Minuteman Home Center	763	1,018	1,018	1,018	
41	Total Expenses	20,345	21,152	22,849	23,249	
	Total Board of Health	25,459	24,209	30,826	31,489	2.15%

**Council on Aging**

42	Personnel	69,428	68,879	76,603	100,516	
43	MART Personnel	21,000	21,055	23,563	24,876	
44	Expenses	1,024	1,710	1,975	1,995	
45	MART Van Expenses	522	98	1,000	1,000	
	Total Expenses	1,546	1,808	2,975	2,995	
	Total Council on Aging	91,974	91,742	103,141	128,387	24.48%

**Veterans' Services**

	Personnel	-	-	1,000	1,000	
	Expenses	1,072	1,126	1,500	1,500	
	Benefits	7,636	9,287	12,000	12,000	
	Total Expenses	8,708	10,413	13,500	13,500	
46	Total Veterans' Services	8,708	10,413	14,500	14,500	0.00%

<b>TOTAL HUMAN SERVICES</b>	<b>126,141</b>	<b>126,364</b>	<b>148,467</b>	<b>174,376</b>	<b>17.45%</b>
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**Town of Harvard FY14 Omnibus Budget**

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14
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**CULTURE AND RECREATION**

**Library**

47	Personnel	355,815	365,710	374,237	387,381	
48	Expenses	140,977	145,808	144,394	147,716	
	<b>Total Library</b>	<b>496,792</b>	<b>511,518</b>	<b>518,631</b>	<b>535,097</b>	<b>3.17%</b>

**Parks & Recreation**

49	Commons & Schools/Grounds Exp.	17,499	15,590	21,650	21,650	
50	Beach Expense	6,111	13,023	13,295	13,295	
51	Beach Personnel - Director	7,853	1,477	8,174	8,880	
52	Groundskeeping Personnel	28,157	28,157	28,157	-	
	<b>Total Parks &amp; Recreation</b>	<b>59,620</b>	<b>58,247</b>	<b>71,276</b>	<b>43,825</b>	<b>-38.51%</b>

**Historical Commission**

53	Expenses	-	94	100	100	0.00%
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**Agricultural Commission**

54	Expenses			500	500	0.00%
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<b>TOTAL CULTURE AND RECREATION</b>	<b>556,412</b>	<b>569,859</b>	<b>590,507</b>	<b>579,522</b>	<b>-1.86%</b>
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**RECURRING CAPITAL EXPENDITURES**

55	Police Cruiser	27,000	29,000	29,000	29,000	
56	Public Works Equipment	65,701	63,830	70,000	70,000	
	<b>TOTAL RECURRING CAPITAL EXP.</b>	<b>92,701</b>	<b>92,830</b>	<b>99,000</b>	<b>99,000</b>	<b>0.00%</b>

**INSURANCE AND FRINGES**

**Property/Liability**

57	Insurance	134,920	136,916	145,000	146,450	1.00%
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**Employee Benefits**

	Worcester Regional Retirement	533,494	558,414	611,547	639,167	
	Workers' Compensation Insurance	72,158	71,984	73,000	73,000	
	Unemployment Insurance	64,821	66,365	60,000	60,000	
	Medicare	170,452	173,801	174,000	176,000	
	Health Insurance	1,944,615	2,179,602	2,360,625	2,360,625	
	Life Insurance	5,024	5,402	6,000	6,000	
	Deferred Compensation	10,309	9,199	20,000	15,000	
	Disability Insurance	22,384	28,026	23,000	28,000	
	Benefits Administration	998	1,610	3,500	2,500	
	OPEB Contribution	-	-	-	-	
58	<b>Total Employee Benefits</b>	<b>2,824,255</b>	<b>3,094,405</b>	<b>3,331,672</b>	<b>3,360,292</b>	<b>0.86%</b>

<b>TOTAL INSURANCE AND FRINGES</b>	<b>2,959,175</b>	<b>3,231,321</b>	<b>3,476,672</b>	<b>3,506,742</b>	<b>0.86%</b>
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<b>TOTAL OPERATING BEFORE DEBT</b>	<b>18,788,642</b>	<b>19,070,477</b>	<b>19,701,629</b>	<b>20,285,236</b>	<b>2.96%</b>
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**Town of Harvard FY14 Omnibus Budget**

Line #	Department/Account	Actual FY11	Actual FY12	Budget FY13	Request FY14	
<b>DEBT</b>						
<b>Debt Expense</b>						
59	Bond Anticipation/Borrowing Cost	1,500	1,500	1,700	6,500	282.35%
<b>Permanent Debt</b>						
60	Total Payments	-	-	-	-	0.00%
<b>TOTAL DEBT</b>		1,500	1,500	1,700	6,500	282.35%
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<b>TOTAL OPERATING AFTER DEBT</b>		18,790,142	19,071,977	19,703,329	20,291,736	2.99%
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<b>EXCLUDED DEBT</b>						
<b>Permanent Debt</b>						
	Public Safety Building (2000) Principal	135,000	135,000	135,000	145,000	
	Public Safety Building (2000) Interest	72,533	65,745	58,995	20,775	
	Public Safety Bld Land (2000) Principal	40,000	-	-	-	
	Public Safety Bld Land (2000) Interest	975	-	-	-	
	Public Safety Bld Plan (2000) Principal	10,000	-	-	-	
	Public Safety Bld Plan (2000) Interest	122	-	-	-	
	Vesenska Land (2000) Principal	20,000	-	-	-	
	Vesenska Land (2000) Interest	488	-	-	-	
	Bromfield School (2004) Principal	315,000	315,000	315,000	350,000	
	Bromfield School (2004) Interest	171,263	159,845	148,479	87,608	
	Library (2004) Principal	135,000	135,000	135,000	150,000	
	Library (2004) Interest	72,677	67,785	62,891	36,943	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	
	School Roof (2006) Interest	34,063	28,438	23,125	16,725	
	Sewer Project (net of Betterments) Prin.	-	-	-	50,180	
	Sewer Project (net of Betterments) Int.	-	-	-	21,868	
	Interest Credit due to Refinancing of debt				(40,012)	
61	Total Debt Service Payments	780,000	710,000	710,000	820,180	15.52%
62	Total Interest Payments	352,121	321,813	293,490	143,907	-50.97%
<b>Temporary Debt</b>						
	Exempt BAN			4,000	23,700	
63				4,000	23,700	492.50%
<b>TOTAL EXCLUDED DEBT</b>		1,132,121	1,031,813	1,007,490	987,787	-1.96%
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<b>GRAND TOTAL OMNIBUS BUDGET</b>		19,922,263	20,103,790	20,710,819	21,279,523	2.75%
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<b>ENTERPRISE FUND:</b>						
<b>Sewer Department</b>						
	Operating Expenses	NA	NA	100,000	150,000	
	Total Expenses	-	-	100,000	150,000	
81	Total Sewer Enterprise	-	-	100,000	150,000	50.00%

All funds for operations to be funded by rates and fees.  
Sewer Debt to begin in FY14 and funded by exempt debt and betterments.

**(Article 41 taken out of order before article 6)**

**ARTICLE 6: RESERVE FUND – FISCAL YEAR 2014**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be placed in the Reserve Fund Account for unforeseen and extraordinary expenses for Fiscal Year 2014, or pass any vote or votes in relation thereto.

On a motion by Alan Frazer, 157 Bolton Road, Finance Committee, and seconded,

Voted unanimously yes that the Town appropriate \$400,000. for the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2014 and that said appropriation be provided by raising \$400,000. by taxation.

**ARTICLE 7: FIRE DEPARTMENT – FIRE BRACKETS**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase Fire Brackets and install them on and in fire vehicles so as to allow faster and easier access to equipment during an emergency, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Ron Ricci, 39 East Bare Hill Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town appropriate \$5,000. to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase Fire Brackets and install them on and in fire vehicles so as to allow faster and easier access to equipment during an emergency, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by raising \$5,000. by taxation.

**ARTICLE 8: TOWN CLERK – BALLOT BOX REPLACEMENT**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be expended by the Town Clerk, to purchase a new ballot box, with unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Janet Vellante, 83 Ann Lees Road, Town Clerk, and seconded,

Voted unanimously yes that the Town appropriate \$8,000. to be expended by the Town Clerk, to purchase a new ballot box, with unexpended funds as of June 30, 2015 being returned to their funding source, and that said appropriation be provided by raising \$8,000. by taxation.



## **ARTICLE 9: THE BROMFIELD SCHOOL – CURRICULUM MATERIALS**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to purchase new curriculum materials for The Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by SusanMary Redinger, 121 Ayer Road, School Committee, and seconded,

Voted majority yes that the Town take no action on this article.

**Discussion on Article 10 & 43 taken jointly. See Article 43 for wording on vote.**

## **ARTICLE 10: PLANNING BOARD – TOWN PLANNER**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to establish the position of Town Planner in Fiscal Year 2014, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Bill Johnson, 72 Warren Avenue, Board of Selectmen, and seconded,

Voted majority yes that the Town take no action on this article.

**(Article 42 taken out of order before article 11)**

## **ARTICLE 11: CAPITAL PLANNING AND INVESTMENT COMMITTEE – DEBT PAYMENT**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2014, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by George McKenna, 41 Old Littleton Road, Capital Planning & Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$107,563. to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2014, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$107,563. from Fiscal Year 2012 Certified Free Cash..

## **ARTICLE 12: FIRE DEPARTMENT –FIRE POND EVALUATION AND ENGINEERING**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to evaluate all Town-owned fire ponds, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by George McKenna, 41 Old Littleton Road, Capital Planning & Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$52,000. to be expended by the Fire Chief, with the approval of the Board of Selectmen, to evaluate all Town-owned fire ponds, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$52,000. from the Capital Stabilization and Investment Fund.

## **ARTICLE 13: FIRE DEPARTMENT – REPLACE RESCUE EQUIPMENT**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to replace rescue equipment, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by George McKenna, 41 Old Littleton Road, Capital Planning & Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$40,000. to be expended by the Fire Chief, with the approval of the Board of Selectmen, to replace rescue equipment, with unexpended funds as of June 30, 2014 being returned to their funding source ,and that said appropriation be provided by transferring \$40,000. from the Capital Stabilization and Investment Fund.

## **ARTICLE 14: HARVARD CABLE TELEVISION/THE BROMFIELD SCHOOL - AMERICANS WITH DISABILITIES ACT ACCESS**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to provide for the Americans with Disabilities Act requisite access requirements and other related work for the new Harvard Cable Television Studio located at The Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning & Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$39,000. to be expended by the School

Department, with the approval of the School Committee, to provide for the Americans with Disabilities Act requisite access requirements and other related work for the new Harvard Cable Television Studio located at The Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$39,000. from the Capital Stabilization and Investment Fund.

#### **ARTICLE 15: THE BROMFIELD SCHOOL – POND ROAD PARKING LOT**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to refurbish The Bromfield School parking lot off Pond Road, contingent upon the passage of a Proposition Two and One-Half Capital Exclusion referendum ballot question at the Annual Election to be held on April 30, 2013, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning and Investment Committee, and seconded,

Voted greater than 2/3 yes that the Town appropriate \$157,000. to be expended by the School Department, with the approval of the School Committee, to refurbish The Bromfield School parking lot off Pond Road, and, to provide for said appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$157,000. under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, for which borrowing the debt service costs shall be paid with funds transferred from the Capital Stabilization and Investment Fund.

#### **ARTICLE 16: THE BROMFIELD SCHOOL – SCIENCE LAB RENOVATION DESIGN**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to design the renovation of the science labs at The Bromfield School, with any unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, Quarry Lane, School Committee and Capital Planning and Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$19,000. to be expended by the School Department, with the approval of the School Committee, for the design costs associated with the renovation of the science laboratories at The Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$19,000. from the Capital Stabilization and Investment Fund.

#### **ARTICLE 17: THE BROMFIELD SCHOOL – CHEMICAL STORAGE VENTILATION**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School

Committee, to provide for the required chemical storage ventilation at The Bromfield School, with any unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning and Investment Committee and seconded,

Voted unanimously yes that the Town appropriate \$10,000. to be expended by the School Department, with the approval of the School Committee, for the costs of providing the required chemical storage ventilation at The Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$10,000. from the Capital Stabilization and Investment Fund.

#### **ARTICLE 18: HILDRETH ELEMENTARY SCHOOL – STORAGE SHEDS**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to remove the storage trailer and build new storage sheds at the Hildreth Elementary School site, with any unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning and Investment Committee and seconded,

Voted unanimously yes that the Town appropriate \$10,000. to be expended by the School Department, with the approval of the School Committee, to remove the storage trailer and build new storage sheds at the Hildreth Elementary School site, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$10,000. from the Capital Stabilization and Investment Fund.

#### **ARTICLE 19: HILDRETH ELEMENTARY SCHOOL – SAFETY GATES**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to install safety gates at both ends of the Hildreth Elementary School emergency driveway, with any unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning and Investment Committee and seconded,

Voted greater than 2/3 yes that the Town appropriate \$14,000. to be expended by the School Department, with the approval of the School Committee, for the installation of safety gates at both ends of the Hildreth Elementary School emergency driveway, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$14,000. from the Capital Stabilization and Investment Fund.

## **ARTICLE 20: THE BROMFIELD HOUSE – STRUCTURAL ASSESSMENT AND REPAIRS**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the School Department, with the approval of the School Committee, to undertake both a structural assessment and several necessary repair projects at the Bromfield House, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Keith Cheveralls, 21 Quarry Lane, School Committee and Capital Planning and Investment Committee and seconded,

Voted greater than 2/3 yes that the Town appropriate \$75,000. to be expended by the School Department, with the approval of the School Committee, for a structural assessment and several repair projects at the Bromfield House, with unexpended funds as of June 30, 2015 being returned to their funding source, and that said appropriation be provided by transferring \$75,000. from the Capital Stabilization and Investment Fund.

## **ARTICLE 21: LIBRARY – WIRING FOR EMERGENCY GENERATOR**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Library, with the approval of the Library Trustees, to install wiring at the Library so as to be able to easily connect to an emergency generator when necessary, with any unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen and Capital Planning & Investment Committee, and seconded,

Voted unanimously yes that the Town appropriate \$21,000. to be expended by the Library Department, with the approval of the Library Trustees, for the installation of wiring at the Town Library in order to easily connect to an emergency electricity generator when necessary, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by transferring \$21,000. from the Capital Stabilization and Investment Fund to be used in conjunction with \$16,000. which is currently available to the Library Trustees for such purposes.

## **ARTICLE 22: CENTER FIRE STATION/HILDRETH HOUSE – SEWER CONNECTION**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Town Administrator, with the approval of the Board of Selectmen, to connect the Center Fire Station and the Hildreth House to the Town sewer system, with any unexpended funds as of June 30, 2015 being returned to their funding source, or pass

any vote or votes in relation thereto.

On a motion by David Kassel, 112 West Bare Hill Road, Capital Planning & Investment Committee, and seconded,

Voted greater than 2/3 yes that the Town appropriate, \$175,000. to be expended by the Town Administrator, with the approval of the Board of Selectmen, to connect the Center Fire Station and the Hildreth House to the Town's sewer system, with any unexpended funds as of June 30, 2015 being returned to their funding source, and, to provide for said appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$175,000. under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority.

### **ARTICLE 23: COMMUNITY PRESERVATION COMMITTEE REPORT**

To see if the Town will vote to hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2014 Community Preservation Budget, or pass any vote or votes in relation thereto.

On a motion by Debbie Ricci, 39 East Bare Hill Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2014 Community Preservation Budget.

### **ARTICLE 24: TOWN CLERK - PRESERVATION OF HISTORIC TOWN DOCUMENTS**

To see if the Town will vote to appropriate and transfer from Community Preservation Fund historic reserves the sum of \$16,000 to be expended by the Town Clerk, for restoration and preservation of historic town documents, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2014 Community Preservation Revenues the sum of \$16,000. to be expended by the Town Clerk, for restoration and preservation of historic town documents, with unexpended funds as of June 30, 2014 being returned to their funding source.

### **ARTICLE 25: HARVARD MUNICIPAL AFFORDABLE HOUSING TRUST FUND**

To see if the Town will vote to appropriate and transfer from Fiscal 2014 Community Preservation Revenues the sum of \$25,000 and from Community Preservation Fund unspecified reserves the sum of \$75,000, for a total of \$100,000, to be placed in the Harvard Municipal Affordable Housing Trust Fund, or pass any votes or votes in relation thereto.

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2014 Community Preservation Revenues \$25,000. and from Community Preservation Fund unspecified reserves \$75,000. for a total of \$100,000. to be placed in the Harvard Municipal Affordable Housing Trust Fund.

#### **ARTICLE 26: CONSERVATION COMMISSION – CONSERVATION FUND**

To see if the Town will vote to appropriate and transfer from Fiscal 2014 Community Preservation Revenues the sum of \$100,000 and from Community Preservation Fund unspecified reserves the sum of \$100,000, for a total of \$200,000 to be placed in the Conservation Fund, to be expended by the Conservation Commission for the purpose of purchasing land and/or interests in land for open space purposes, or pass any votes or votes in relation thereto.

On a motion by Charlie Gorss, 99 Old Littleton Road, Conservation Commission and Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2014 Community Preservation Revenues \$100,000 and from Community Preservation Fund unspecified reserves \$100,000. for a total of \$200,000 to be placed in the Conservation Fund.

#### **ARTICLE 27: PARKS & RECREATION COMMISSION – RESTORE BROMFIELD STONE WALL**

To see if the Town will vote to appropriate and transfer from Fiscal 2014 Community Preservation Revenues the sum of \$25,000 and from Community Preservation Fund historic reserves the sum of \$30,000, for a total of \$55,000 to be expended by Parks & Recreation Commission for the restoration of the Bromfield Stone Wall, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any votes or votes in relation thereto.

On a motion by John Lee, 27 Ayer Road, Park & Recreation Commission, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2014 Community Preservation Revenues \$25,000 and from Community Preservation Fund historic reserves \$30,000. for a total of \$55,000 to be expended by Parks & Recreation Commission for the restoration of the Bromfield Stone Wall, with unexpended funds as of June 30, 2014 being returned to their funding source.

#### **ARTICLE 28: COMMUNITY PRESERVATION COMMITTEE – ADMINISTRATIVE EXPENSES**

To see if the Town will vote to appropriate and transfer from Fiscal 2014 Community Preservation Revenues the sum of \$2,500 to be expended by the Harvard Community

Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.

On a motion by Debbie Ricci, 39 East Bare Hill Road, Community Preservation Committee, and seconded,

Voted unanimously yes that the Town appropriate and transfer from Fiscal Year 2014 Community Preservation Revenues \$2,500. to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2014 being returned to their funding source.

#### **ARTICLE 29: REVOLVING FUNDS**

To see if the Town will vote to:

- 1) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Council On Aging with the revenue or expenditures of this account not to exceed \$35,000 in Fiscal Year 2014, and
- 2) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Fourth of July Committee with the revenue or expenditures of this account not to exceed \$25,000 in Fiscal Year 2014, and
- 3) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Harvard Ambulance Service with the revenue or expenditures of this account not to exceed \$100,000 in Fiscal Year 2014, and
- 4) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Fire Department's S.A.F.E. Program with the revenue or expenditures of this account not to exceed \$15,000 in Fiscal Year 2014. or pass any vote or votes in relation thereto.

The following motion was made by Marie Sobalvarro, 1 St, John Lane, Board of Selectmen, and seconded,

I move that the Town continue the revolving fund accounts for purposes and with the expenditure and revenue limitations as printed on Page 41 of the Warrant and Finance Committee Report for the 2013 Annual Town Meeting.

Voted unanimously yes that the Town:

- 1) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, to be used to fund the activities of the Council On Aging with the revenue or expenditures of this account not to exceed \$35,000 in Fiscal Year 2014, and
- 2) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter



44, Section 53E ½, to be used to fund the activities of the Fourth of July Committee with the revenue or expenditures of this account not to exceed \$25,000 in Fiscal Year 2014, and

3) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Harvard Ambulance Service with the revenue or expenditures of this account not to exceed \$100,000 in Fiscal Year 2014, and

4) continue the Revolving Fund Account, as allowed by Massachusetts General Laws Chapter 44, Section 53 E ½, to be used to fund the activities of the Fire Department's S.A.F.E. Program with the revenue or expenditures of this account not to exceed \$15,000 in Fiscal Year 2014.

### **ARTICLE 30: EXTEND SUNSET DATE**

To see if the Town will vote to amend its vote under Article 17, Municipal Buildings (Schematic Design), of the Warrant for the April 2, 2011 Annual Town Meeting, by extending the sunset date from June 30, 2013 to June 30, 2015, or pass any vote or votes in relation thereto.

On a motion by Lucy, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted unanimously yes that the Town amend its vote under Article 17, Municipal Buildings (Schematic Design), of the Warrant for the April 2, 2011 Annual Town Meeting, by extending the sunset date from June 30, 2013 to June 30, 2015.

### **ARTICLE 31: HOME RULE LEGISLATION – ALLOWING DETAIL WORK FOR POLICE OFFICERS UNTIL AGE 70**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act to allow Town of Harvard Police Officers who have served at least 20 years of continuous, full-time service in the Harvard Police Department and terminated their service in good standing to be appointed special police officers so that they may work police details within the Town of Harvard until the age of 70 instead of the age of 65, provided that any such officer so appointed shall abide by all rules and regulations of the Police Department, including firearm qualification, Cardio-Pulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) and First Responder training, or pass any vote or votes in relation thereto.

On a motion by Ron Ricci, 39 East Bare Hill Road, Board of Selectmen, and seconded,

Voted majority yes that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act to allow Town of Harvard Police Officers who have served at least 20 years of continuous, full-time service in the Harvard Police Department and terminated their service in good standing to be appointed special police officers so that they may work police details within the Town of Harvard until the age of 70 instead of the age of 65, provided that any such officer so appointed shall abide by all rules and regulations of the Police Department, including firearm qualification and Cardio-Pulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) and First Responder training.

**ARTICLE 32: ACCEPT MASSACHUSETTS GENERAL LAWS CHAPTER 140,  
SECTION 139, PARAGRAPH (c)**

To see if the Town will vote to accept the provisions of Massachusetts General Law Chapter 140, Section 139, Paragraph (c) which provides that no licensing fee shall be charged for all dogs owned by a person aged 70 years or over and for all service animals as defined by the Americans with Disabilities Act or the regulations promulgated thereunder, or pass any vote or votes in relation thereto.

On a motion by Janet Vellante, 83 Ann Lees Road, Town Clerk, and seconded,

Voted unanimously yes that the Town accept the provisions of Massachusetts General Laws Chapter 140, Section 139, Paragraph (c) which provides that no licensing fee shall be charged for all dogs owned by a person aged 70 years or over and for all service animals as defined by the Americans with Disabilities Act or the regulations promulgated thereunder.

**ARTICLE 33: PARKS & RECREATION COMMISSION – RESTRICT USE OF BARE HILL POND**

To see if the Town will vote to amend Chapter 13, Bare Hill Pond, of the Code of the Town of Harvard to impose restrictions related to the use of and access to Bare Hill Pond and the beach, boat launch area and parking area of said pond, or pass any vote or votes in relation thereto.

The following motion was made by BJ Pessia, 122 West Bare Hill Road, Park & Recreation Commission, and seconded,

I move that the Town amend Chapter 13, Bare Hill Pond, of the Code of the Town of Harvard as printed in the handout, except to delete the words “in the pond or” in § 13-7 Animals [See wording below]

Amend Chapter 13, Bare Hill Pond, of the Code of the Town of Harvard by making the following revisions thereto:

[Key to revisions: underlining = additions; ~~strikethrough~~ = deletions]

**Chapter 13. BARE HILL POND**

**§ 13-1. General provisions.**

No person shall operate any motor craft on Bare Hill Pond at a speed that is greater than reasonable and proper under the circumstances and conditions existing, or operate the same or manipulate water skis, a tube, surfboard, or similar device in a negligent manner so that the lives or safety of the public and property might be endangered. The Bare Hill Pond Committee shall post a navigation plan to aid in marking hazards and facilitate traffic control on Bare Hill Pond.

§ 13-2. Access.

Access to the beach area of Bare Hill Pond is restricted to residents and current taxpayers of the Town of Harvard and their guests. Access to the parking area of Bare Hill Pond is restricted to residents and current taxpayers of the Town of Harvard with a valid beach permit. Access to and the use of Bare Hill Pond for boating and fishing is open to all inhabitants of the Commonwealth of Massachusetts at locations designated and posted by the Bare Hill Pond Committee.

§ 13-23. General motor boating rules.

A. All motor or power boats on the pond are to be registered under appropriate state law and shall display proper lighting, safety equipment, flotation devices, and be equipped with a proper muffler or underwater exhaust as is or may be required by Massachusetts General Laws Chapter 90B and 323 Code of Massachusetts Regulations 1 through 6.

B. All boats traveling in excess of 20 mph shall follow the same counterclockwise traffic flow pattern described in § 13- 32-D applicable to boats with objects in tow.

C. The maximum speed on Bare Hill Pond is 35 mph if traffic conditions so permit.

D. No person operating a craft propelled by other than muscle power shall pass another craft within 150 feet, or circle around any craft, in a manner as to annoy or endanger the occupants of the other crafts, nor pass (other than at headway speed) within 150 feet of another craft or between moored crafts or floats and the shore. No craft shall operate at a speed that endangers the life, limb or property of any person.

E. Between the hours of 8:00 p.m. (or sunset, if earlier) and 10:00 a.m. speeds will be limited to headway speed with no wake. Appropriate running lights in accordance with Inland Rules for Navigation of the U.S. Coast Guard must be shown.

F. Motorboat speeds in the area adjacent to the swimming and the anchorage areas at the Town Beach will be limited to five miles per hour with no wake.

G. Overnight occupancy of any craft is not permitted.

H. Trailers at the Town launching area may not be loaded using the boat's engine power to drive the boat onto the trailer. Use of hand or powered winches mounted on the trailer only are permitted.

I. Boats towing boats in distress may do so during daylight hours at headway speed.

J. All out-of-town boats launched by nonresidents and nontaxpayers must pay a daily launch fee prior to launching. The use of the beach is prohibited to out-of-town boaters.

§ 13-34. Additional rules applicable to boats with objects or persons in tow (water skis, tubes, etc.).

A. Boats with persons or objects in tow may operate only between 10:00 a.m. and 8:00 p.m. (or sunset, if earlier).

B. No person operating a boat with a water skier, tube, skip board, or similar device in tow shall bring such a device or the boat within 150 feet of any boat dock, pier, raft, wharf, float, or a person or persons swimming unless to embark or disembark. Craft proceeding to dock or leaving from said dock shall enter and leave without delay from the area and shall be operated so as not to endanger any swimmer. No towline shall exceed 75 feet from the point of contact on the towboat to the object being towed.

C. No person operating a boat towing a water skier, tube, skip board, aquaplane or similar device in tow shall bring such device in the Harvard Town Beach boating channel with persons in tow.

D. All boating with objects or persons in tow, e.g., water skis, tubes, aquaplanes, etc., shall be

done in a counterclockwise manner direction at least 150 feet from shore. This path pattern, shown on the chart, follows the shoreline inside Sheep Island, staying outside Four-Acre Island and the other six islands and between Ministers and Spectacle Islands.

E. Each boat must have at least one observer and a maximum of two water skier(s) and/or other objects in tow.

#### § 13-45. Swimming.

Swimmers who swim more than 100 feet off shore of the mainland or any island must be accompanied by a boat in close proximity.

#### § 13-6. Beach.

The beach shall be closed from sunset to sunrise.

#### § 13-7. Animals.

No animals, including, but not limited to dogs and horses shall be permitted in the pond or at the beach or in the parking area, except for service animals as defined in and in the circumstances allowed under the Americans with Disabilities Act and the regulations promulgated thereunder.

#### § 13-58. Enforcement and penalties.

The Selectmen are authorized to adopt penalties for violations of these rules and regulations from time to time that are consistent with the laws and regulations of the Commonwealth of Massachusetts.

#### § 13-69. Effect of partial invalidity.

A determination by an appropriate authority or a court of competent jurisdiction that any section of provision of these rules and regulations is invalid or inconsistent with law shall not invalidate or affect the enforceability of any other section of provision hereof.

A motion by Marie Sobalvarro, 1 St, John Lane, Board of Selectmen, to change 13-2 “resident and taxpayers” to “residents or taxpayers” in line one and three, was seconded and accepted by the Park & Recreation Commission.

A motion by Jim Ware, 90 East Bare Hill Road, to add “and other groups authorized by the Harvard Park & Recreation Commission.” at the end of the first sentence of § 13-2, was seconded and accepted by the Park & Recreation Commission.

A motion by Alice vonLoesecke, 84 Warren Avenue, to add “unless authorized by Park & Recreation” at the end of §13-6, was seconded and accepted by the Park & Recreation Commission.

A motion to change §13-6 to “closed from 10:00 PM to sunrise.” was seconded and accepted by the Park & Recreation Commission.

A motion by Jim Breslauer, 130 Poor Farm Road, to change the second sentence in §13-2 from “Access to the parking area...” to “Parking in the parking area...” was not approved by the Park & Recreation Commission and was withdrawn.

A motion by Bruce Nickerson to amend §13-2 by starting the sentence with “During the hours that the beach area is staffed,...” was seconded and accepted by the Park & Recreation Commission, but a motion by SusanMary Redginger, 121 Ayer Road, to amend it back to the original wording was subsequently accepted by the Park & Recreation Commission.

A motion by Pamela Erdos, 4 Madigan Lane, to add “and other groups authorized by the Harvard Park & Recreation Commission.” at the end of the second sentence of § 13-2, was seconded and accepted by the Park & Recreation Commission.

A motion by Bill Johnson, 72 Warren Avenue, to move the question was seconded and voted unanimously yes.

Voted majority yes that the Town amend Chapter 13, Bare Hill Pond, of the Code of the Town of Harvard as printed in the handout. [See wording below]

Amend Chapter 13, Bare Hill Pond, of the Code of the Town of Harvard by making the following revisions thereto:

[Key to revisions: underlining = additions; ~~strikethrough~~ = deletions]

#### Chapter 13. BARE HILL POND

##### § 13-1. General provisions.

No person shall operate any motor craft on Bare Hill Pond at a speed that is greater than reasonable and proper under the circumstances and conditions existing, or operate the same or manipulate water skis, a tube, surfboard, or similar device in a negligent manner so that the lives or safety of the public and property might be endangered. The Bare Hill Pond Committee shall post a navigation plan to aid in marking hazards and facilitate traffic control on Bare Hill Pond.

##### § 13-2. Access.

Access to the beach area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard and their guests and other groups authorized by the Harvard Park & Recreation Commission. Access to the parking area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard with a valid beach permit and other groups authorized by the Harvard Park & Recreation Commission. Access to and the use of Bare Hill Pond for boating and fishing is open to all inhabitants of the Commonwealth of Massachusetts at locations designated and posted by the Bare Hill Pond Committee.

##### § 13-23. General motor boating rules.

A. All motor or power boats on the pond are to be registered under appropriate state law and shall display proper lighting, safety equipment, flotation devices, and be equipped with a proper muffler or underwater exhaust as is or may be required by Massachusetts General Laws Chapter 90B and 323 Code of Massachusetts Regulations 1 through 6.

B. All boats traveling in excess of 20 mph shall follow the same counterclockwise traffic flow pattern described in § 13- 32-D applicable to boats with objects in tow.

C. The maximum speed on Bare Hill Pond is 35 mph if traffic conditions so permit.

D. No person operating a craft propelled by other than muscle power shall pass another craft within 150 feet, or circle around any craft, in a manner as to annoy or endanger the occupants of the other crafts, nor pass (other than at headway speed) within 150 feet of another craft or between moored crafts or floats and the shore. No craft shall operate at a speed that endangers the life, limb or property of any person.

E. Between the hours of 8:00 p.m. (or sunset, if earlier) and 10:00 a.m. speeds will be limited to headway speed with no wake. Appropriate running lights in accordance with Inland Rules for Navigation of the U.S. Coast Guard must be shown.

F. Motorboat speeds in the area adjacent to the swimming and the anchorage areas at the Town Beach will be limited to five miles per hour with no wake.

G. Overnight occupancy of any craft is not permitted.

H. Trailers at the Town launching area may not be loaded using the boat's engine power to drive the boat onto the trailer. Use of hand or powered winches mounted on the trailer only are permitted.

I. Boats towing boats in distress may do so during daylight hours at headway speed.

J. All out-of-town boats launched by nonresidents and nontaxpayers must pay a daily launch fee prior to launching. The use of the beach is prohibited to out-of-town boaters.

§ 13-34. Additional rules applicable to boats with objects or persons in tow (water skis, tubes, etc.).

A. Boats with persons or objects in tow may operate only between 10:00 a.m. and 8:00 p.m. (or sunset, if earlier).

B. No person operating a boat with a water skier, tube, skip board, or similar device in tow shall bring such a device or the boat within 150 feet of any boat dock, pier, raft, wharf, float, or a person or persons swimming unless to embark or disembark. Craft proceeding to dock or leaving from said dock shall enter and leave without delay from the area and shall be operated so as not to endanger any swimmer. No towline shall exceed 75 feet from the point of contact on the towboat to the object being towed.

C. No person operating a boat towing a water skier, tube, skip board, aquaplane or similar device in tow shall bring such device in the Harvard Town Beach boating channel with persons in tow.

D. All boating with objects or persons in tow, e.g., water skis, tubes, aquaplanes, etc., shall be done in a counterclockwise manner direction at least 150 feet from shore. This path pattern, shown on the chart, follows the shoreline inside Sheep Island, staying outside Four-Acre Island and the other six islands and between Ministers and Spectacle Islands.

E. Each boat must have at least one observer and a maximum of two water skier(s) and/or other objects in tow.

§ 13-45. Swimming.

Swimmers who swim more than 100 feet off shore of the mainland or any island must be accompanied by a boat in close proximity.

§ 13-6. Beach.

The beach shall be closed from 10:00 PM to sunrise unless authorized by Park & Recreation.

§ 13-7. Animals.

No animals, including, but not limited to dogs and horses shall be permitted at the beach or in the parking area, except for service animals as defined in and in the circumstances allowed under the Americans with Disabilities Act and the regulations promulgated thereunder.

§ 13-58. Enforcement and penalties.

The Selectmen are authorized to adopt penalties for violations of these rules and regulations from time to time that are consistent with the laws and regulations of the Commonwealth of Massachusetts.

§ 13-69. Effect of partial invalidity.

A determination by an appropriate authority or a court of competent jurisdiction that any section of provision of these rules and regulations is invalid or inconsistent with law shall not invalidate or affect the enforceability of any other section of provision hereof.

*Approved by the Attorney General on May 20, 2013.*

*Approved by the Massachusetts Environmental Police on May 29, 2013.*

**ARTICLE 34: BOARD OF HEALTH – COMMUNITY SEPTIC MANAGEMENT PROGRAM**

To see if the Town will vote to appropriate a sum of money for the purpose of financing water pollution facility projects involving the repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Massachusetts General Laws Chapter 29C, Section 1; and to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise, or pass any vote or votes in relation thereto.

On a motion by Tom Philippou, 254 Stow Road, Board of Health, and seconded,

Voted greater than 2/3 yes that the Town appropriate \$300,000. for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$300,000. and issue bonds or notes therefore under Massachusetts General Laws Chapter 111, Section 127B 1/2 and/or Chapter 29C of the Massachusetts General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to said Chapter 29C and, in connection therewith, to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; and that the Board of

Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects.

#### **ARTICLE 35: HOME RULE PETITION SPECIAL ACT - ELDERLY AND DISABLED TAXATION AID COMMITTEE COMPOSITION**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act which provides that, notwithstanding any provision of the Massachusetts General Laws to the contrary, the Board of Selectmen is authorized to appoint an Elderly and Disabled Taxation Aid Committee consisting of the Council on Aging Director, who may or may not be a resident of the Town, the Town Treasurer and three residents of the Town, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted majority yes that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act which provides that, notwithstanding any provision of the Massachusetts General Laws to the contrary, the Board of Selectmen is authorized to appoint an Elderly and Disabled Taxation Aid Committee consisting of the Council on Aging Director, who may or may not be a resident of the Town, the Town Treasurer and three residents of the Town.

#### **ARTICLE 36: BOARD OF SELECTMEN – ACCEPT M.G.L. CHAPTER 32B, SECTION 20 - OPEB TRUST FUND ESTABLISHMENT**

To see if the Town will vote to a.) accepts the provisions of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 68, section 57 of the Acts of 2011 (the “Act”), and establishes an Other Post-Employment Benefits Liability Trust Fund (“OPEB Trust Fund”); b.) designate the Health Care Security Trust (“HCST”) board of trustees established in Section 4 of Chapter 29D of the Massachusetts General Laws to serve as custodian of the Town’s OPEB Trust Fund, provided that said board of trustees accepts the designation and c.) authorize the Town Treasurer and Assistant Town Treasurer to (i) execute and deliver the Custodian and Investment Agreement with HCST in substantially the form prescribed by HCST and made available at Town Meeting; (ii) sign checks and wire OPEB Trust Funds to HCST or to the Pension Reserves Investment Trust, or as it may otherwise be directed by HCST; and (iii) make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as HCST or the Pension Reserves Investment Management Board may direct, or pass any vote or votes in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted unanimously yes that the Town a.) accept the provisions of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 68, section 57 of the Acts of 2011 (the “Act”), and establishes an Other Post-Employment Benefits Liability Trust Fund (“OPEB Trust Fund”); b.) designate the Health Care Security Trust (“HCST”) board of trustees established in



Section 4 of Chapter 29D of the Massachusetts General Laws to serve as custodian of the Town's OPEB Trust Fund, provided that said board of trustees accepts the designation and c.) authorize the Town Treasurer and Assistant Town Treasurer to (i) execute and deliver the Custodian and Investment Agreement with HCST in substantially the form prescribed by HCST and made available at Town Meeting; (ii) sign checks and wire OPEB Trust Funds to HCST or to the Pension Reserves Investment Trust, or as it may otherwise be directed by HCST; and (iii) make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as HCST or the Pension Reserves Investment Management Board may direct.

#### **ARTICLE 37: BOARD OF SELECTMEN – OPEB TRUST FUND FUNDING**

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money into the OPEB Trust Fund, or pass any vote or votes in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted unanimously yes that the Town appropriate \$250,000. to be placed in the Town's Other Post-Employment Benefits Liability Trust Fund and that said appropriation be provided by raising \$100,000. by taxation and by transferring \$150,000. from the Stabilization Fund .

#### **ARTICLE 38: HOME RULE PETITION SPECIAL ACT – LIQUOR LICENSES**

To see if the Town will vote to authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act to authorize the Board of Selectmen, acting as the local licensing authority for the Town under Massachusetts General Laws Chapter 138, to issue all types of licenses for the sale of alcoholic beverages that may be issued by a local licensing authority under said Chapter 138 which the Board of Selectmen has not heretofore been authorized to issue, or pass any vote or votes in relation thereto.

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted majority yes that the Town to authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act to authorize the Board of Selectmen, acting as the local licensing authority for the Town under Massachusetts General Laws Chapter 138, to issue all types of licenses for the sale of alcoholic beverages to be consumed off-premises and for the sale and consumption of alcoholic beverages to be consumed on-premise, regardless of the seating capacity of the restaurant or function room where such beverages will be consumed on-premises, that may be issued by a local licensing authority under said Chapter 138 (sections 12 and 15) which the Board of Selectmen has not heretofore been authorized to issue.

#### **ARTICLE 39: HOME RULE PETITION – PREVAILING WAGES ON LOCAL PROJECTS**

To see if the Town will vote to authorize the Board of Selectmen to file a Home Rule Petition

with the General Court of the Commonwealth to enact a special act, notwithstanding the provisions of any general or special law to the contrary, which will allow the town of Harvard be exempt from Sections 26 through 27H of Chapter 149 and Section 39M of Chapter 30 of the Massachusetts General Laws for projects estimated to cost \$50,000 or less; and to allow any and all leasehold improvements without the use of public funds undertaken on public property within the town of Harvard by private parties to be exempt from Section 38K of Chapter 7 and Chapters 149 and Chapter 30, Section 39M of the Massachusetts General Laws, or pass any vote or votes in relation thereto.

On a motion by Ron Ricci, 39 East Bare Hill Road, Board of Selectmen, and seconded,

Voted majority yes that the Town authorize the Board of Selectmen to file a Home Rule Petition with the General Court of the Commonwealth to enact a special act, notwithstanding the provisions of any general or special law to the contrary, which will allow the Town of Harvard be exempt from Sections 26 through 27H of Chapter 149 and Section 39M of Chapter 30 of the Massachusetts General Laws for projects estimated to cost \$50,000 or less; and to allow any and all leasehold improvements without the use of public funds undertaken on public property within the town of Harvard by private parties to be exempt from Section 38K of Chapter 7 and Chapters 149 and Chapter 30, Section 39M of the Massachusetts General Laws.

#### **ARTICLE 40: AUTHORIZE TAKING OF LAND BY EMINENT DOMAIN FOR CONSERVATION OR GENERAL MUNICIPAL PURPOSES**

To see if the Town will vote to authorize the Board of Selectmen to take, for conservation or general municipal purposes, the following parcels of land by eminent domain on a non-adversarial basis solely for the purpose of confirming and making clear the Town's title to said parcels of land:

- 1.) the parcel of land containing approximately 11.55 acres of land located off Still River Road in Harvard, Massachusetts described in the deed recorded with the Worcester South District Registry of Deeds in Book 5877, Page 294;
- 2.) the parcel of land in Harvard, Massachusetts known and numbered as 0 Codman Hill Road, Harvard, Massachusetts being "PARCEL TWO" as described in the deed dated October 15, 2007 and recorded with said Registry of Deeds in Book 41972, Page 46 and shown as Lot No. 36 on Town of Harvard Assessors Map 28;
- 3.) the parcels of land on St. John Lane in Harvard, Massachusetts being Lots 31, 32, 33 and 36 on Land Court Plan 5605-Z, Lot 80 Land Court Plan 5605-20 and Parcel "X" and Parcel "Y" as shown on a plan entitled "Plan of Land in Harvard, Mass. Owned by William Higgins, Jr." prepared by Nelson Engineering, Inc., Civil Engineers, dated October 6, 1982, and recorded with said Registry of Deeds in Plan Book 508, Plan 82, including the fee in St. John Lane adjacent to said Lots 31, 32, 33, 36 and 80 and said Parcels X and Y; and
- 4.) the parcel of land on the Southeasterly side of Prospect Hill Road in Harvard,

Massachusetts, as shown on a plan entitled, "Land in Harvard, Mass., Surveyed for Hazel W. Newman" dated November, 1971, Charles A. Perkins Co., Inc., Civil Engineers & Surveyors, Clinton, Mass., and recorded with the Worcester County Registry of Deeds in Plan Book 357, Plan No. 65 and containing 6.69 acres according to said plan;

and raise and appropriate or transfer from available funds, a sum of money to compensate the owners of said parcels of land for the Town's taking thereof, or pass any vote or votes in relation thereto.

On a motion Lucy Wallace, 18 Orchard Hill, and seconded,

Voted unanimously yes that the Town a.) authorize the Board of Selectmen to take, by eminent domain, for conservation purposes, the parcels of land numbered 1.) and 2.) and, for conservation or general municipal purposes, the parcels of land numbered 3.) and 4.), provided that the Town shall not consummate its acceptance of said parcel of land numbered 3.) unless the Harvard Municipal Affordable Housing Trust accepts assignment of the Town's title to said land, all as described on Page 44 of the Warrant and Finance Committee Report for the 2013 Annual Town Meeting, which takings shall be consummated on a non-adversarial basis solely for the purpose of confirming and making clear the Town's title to said parcels of land; b.) authorize the Conservation Commission to grant a perpetual conservation restriction on said parcel of land numbered 1.) to a nonprofit organization, charitable corporation or foundation selected by the Town with the right to enforce the restriction for purposes of complying with the provisions of Massachusetts General Laws Chapter 44B, Section 12(a) , as amended; c.) appropriate the sum of \$4.00 to compensate the owners of said parcels of land; and d.) provide for said appropriation by raising \$4.00 by taxation.

**Article 41 was taken after Article 5.**

#### **ARTICLE 41: MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT - STABILIZATION FUND**

To see if the Town will vote to approve the establishment of a Stabilization Fund by the Montachusett Regional Vocational Technical School District to pay the costs of capital repairs, renovations and improvements to the regional district school and its facilities in accordance with the provisions of Massachusetts General Laws Chapter 71, Section 16 G1/2 for, or pass any vote or votes in relation thereto.

On a motion by Joann Sueltenfuss, 21 Blanchard Road, Montachusett Regional Vocational Technical School District representative, and seconded,

Voted majority yes that the Town approve the establishment of a Stabilization Fund by the Montachusett Regional Vocational Technical School District to pay the costs of capital repairs, renovations and improvements to the regional district school and its facilities in accordance with the provisions of Massachusetts General Laws Chapter 71, Section 16 G1/2.

Steve Colwell stated that the Finance Committee did not recommend passage of this article.

**Article 42 was taken after Article 9.**

**ARTICLE 42: CITIZEN PETITION - ZONING BYLAW AMENDMENT**

We the undersigned registered voters of Harvard request that the Selectmen insert in the warrant for the April 6, 2013 Annual Town Meeting a zoning bylaw amendment that adds the following new paragraph to section 125-3 A of the Code of the town of Harvard :

“(5) Any lawful nonconforming existing structure that is either owned or occupied by an Institutional use (as defined in § 125-16) and located on land that is within 2,500 feet of the Town center intersection of Routes 110 and 111 may be repaired, moved, enlarged or altered without requiring any zoning relief and shall be exempted from any and all provisions of the Protective Bylaws.

The following motion was made by Joseph Hutchinson, 25 Westcott Road, Planning Board, and seconded,

I move that the Town the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by adding the following new subparagraph to § 125-3 A thereof.

“(5) The repair, moving, enlargement, alteration and extension of and addition to any lawful nonconforming existing structure and the construction of new on-site and off-site accessory structures owned by the Town of Harvard or leased by the Town, as lessor or lessee, and used for a Town library, Town museum, Town office, Town hall, Town protective services or other use by the Town of Harvard or its lessee and located on a parcel of land situated within 2,500 feet of the Town Center Intersection of Routes 110 and 111 shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards .”

The Planning Board submitted an oral report stating their approval of the motion as read.

The following motion was made by Billy Salter, 3 Elm Street, and seconded,

I move that the Town the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by adding the following new subparagraph to § 125-3 A thereof.

“(5) The repair, moving, enlargement, alteration and extension of and addition to the Harvard Town Hall shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards .”

The Planning Board accepted the amendment, but the meeting chose to continue discussion and the amendment was subsequently withdrawn.

The following motion was made by Peter Brooks, 12 Orchard Hill, Planning Board, and seconded,

“(5) The repair, moving, enlargement, alteration and extension of and addition to the Harvard Town Hall and the construction of new on-site and off-site accessory structures for such purpose, shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards .”

Amendment was defeated, majority no.

Voted greater than 2/3 yes that the Town the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by adding the following new subparagraph to § 125-3 A thereof.

“(5) The repair, moving, enlargement, alteration and extension of and addition to any lawful nonconforming existing structure and the construction of new on-site and off-site accessory structures owned by the Town of Harvard or leased by the Town, as lessor or lessee, and used for a Town library, Town museum, Town office, Town hall, Town protective services or other use by the Town of Harvard or its lessee and located on a parcel of land situated within 2,500 feet of the Town Center Intersection of Routes 110 and 111, shall be exempt from all provisions of this Bylaw, except for § 125-39, Site Standards .”

*Approved by the Attorney General on May 20, 2013.*

**Article 43 was taken after Article 9.**

#### **ARTICLE 43: CITIZEN PETITION – TOWN PLANNER**

“To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to establish the position of Town Planner in Fiscal Year 2014, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto.”

The following motion was made by Tim Schmoyer, 278 Stow Road, Planning Board, and seconded,

I move that the Town appropriate \$40,000. to establish the position of Town Planner in Fiscal Year 2014 as an independent contractor who may be an individual or business entity, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by raising \$40,000. by taxation.

A motion by Billy Salter to delete “who may be an individual or business entity” was accepted by the Planning Board.

A motion by Peter Warren, 52 Lancaster County Road, to move the question, was seconded, and voted unanimously yes.

Voted 119 yes, 101 no [passed] that the Town appropriate \$40,000. to establish the position of Town Planner in Fiscal Year 2014 as an independent contractor, with unexpended funds as of June 30, 2014 being returned to their funding source, and that said appropriation be provided by

raising \$40,000. by taxation.

#### **ARTICLE 44: ACCEPTANCE OF GIFTS OF PROPERTY**

To see if the Town will vote to accept gifts of land or interests in land for any municipal purpose, or pass any vote or votes in relation thereto.

On a motion by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

Voted unanimously yes that the Town take no action on this article.

#### **ARTICLE 45: ACCEPTANCE OF HIGHWAY FUNDS**

To see if the Town will vote to accept State funds to be used for reconstruction and improvements of public ways, or pass any vote or votes in relation thereto.

On a motion by Tim Clark, 114 Bolton Road, Board of Selectmen, and seconded,

Voted unanimously yes that the Town accept State funds to be used for reconstruction and improvements of public ways.

The Harvard Conservation Trust was recognized as the Citizen of Note.

The meeting was dissolved at 2:29 pm.

Checkers for the meeting were Patti Anklam, Nancy Cronin, Steve Cronin, Fran Maiore, Jane Venditti, and Nancy Reifenstein. They checked in 286 voters out of a total of 4184 registered voters (3978 active voters).

Tellers for the meeting were Victoria Hayao, Jeff Levering, Libby Levison, Maureen Phillips, Jim Ware, and Peter Warren.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

## **TOWN ELECTION**

**April 30, 2013**

The Annual Town Election was held on April 30, 2013, in the Bromfield School Cafeteria conjunction with the Special State Primary. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4185 registered voters (3990 active voters) and a total of 1581 persons (40% of the active voters) cast their votes with the following results:

### **MODERATOR**

for one year

Vote for ONE

Robert E. Eubank	1190
Scatterings	2
Blanks	389

### **SELECTMAN**

for three years

Vote for not more than TWO

Leo F. Blair	847
Don Neil Graham	698
Stuart Sklar	801
Scatterings	0
Blanks	816

### **CEMETERY COMMISSIONER**

for three years

Vote for ONE

Bruce R. Dolimount	1116
Scatterings	1
Blanks	464

### **COMMUNITY PRESERVATION COMMITTEE**

for three years

Vote for ONE

Achmad Didi M. Chadran	1121
Scatterings	2
Blanks	458

### **COMMUNITY PRESERVATION COMMITTEE**

for one year

Vote for ONE

M. Elizabeth L. Williams	1079
Scatterings	2
Blanks	500

### **HARVARD BOARD OF HEALTH**

for three years

Vote for ONE

S. Lorin Johnson	1130
Scatterings	0
Blanks	451

### **LIBRARY TRUSTEE**

for three years

Vote for not more than TWO

Martha N. Green	1091
Joseph J. Newpol	890
Scatterings	1
Blanks	1180

### **PARK AND RECREATION COMMISSIONER**

for three years

Vote for ONE

Joseph T. Schmidt	993
Scatterings	106
Blanks	482

### **PARK AND RECREATION COMMISSIONER**

for two years

Vote for ONE

William T. [Todd] Currie (write-in)	24
Steven J. Gordon (write-in)	79
Patricia P. Nelson (write-in)	104
Scatterings	45
Blanks	1329

### **PLANNING BOARD**

for three years

Vote for ONE

Christopher C. Ashley	584
Kara M. Minar	753
Scatterings	0
Blanks	244

### **PLANNING BOARD**

for one year

Vote for ONE

James Breslauer	728
William N. Johnson	619
Scatterings	0
Blanks	234



**SCHOOL COMMITTEE MEMBER**

for three years

Vote for ONE

Kirsten A. Wright	1095
Scatterings	0
Blanks	486

**TREE WARDEN**

for one year

Vote for ONE

Christian A. Bilodeau	1183
Scatterings	6
Blanks	392

**WARNER FREE LECTURE SOCIETY TRUSTEE**

for three years

Vote for not more than TWO

Patricia H. Jennings	1133
Sheila R. Simollardes	1004
Scatterings	1
Blanks	1024

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 10:15 p.m.

Forty-three (43) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

**SPECIAL STATE PRIMARY**  
**April 30, 2013**

The Special State Primary was held on April 30, 2013, in the Bromfield School cafeteria in conjunction with the Annual Town Election. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4185 registered voters (3990 active voters) and a total of 1533 persons (38 % of the active voters) cast their votes with the following results:

**DEMOCRATIC PARTY VOTES – 1035**

**SENATOR IN CONGRESS**

Stephen F. Lynch	217
Edward J. Markey	805
Scatterings	2
Blanks	11

**REPUBLICAN PARTY VOTES – 498**

**SENATOR IN CONGRESS**

Gabriel E. Gomez	267
Michael J. Sullivan	158
Daniel B. Winslow	64
Scatterings	2
Blanks	6

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 9:35 PM.

Forty-nine (49) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

## **SPECIAL STATE ELECTION**

**June 25, 2013**

The Special State Election was held on April 30, 2013, in the Bromfield School cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4193 registered voters (3965 active voters) and a total of 1672 persons (42% of the active voters) cast their votes with the following results:

### **SENATOR IN CONGRESS**

Gabriel E. Gomez	686
Edward J. Markey	975
Richard A. Heos	7
Scatterings	2
Blanks	2

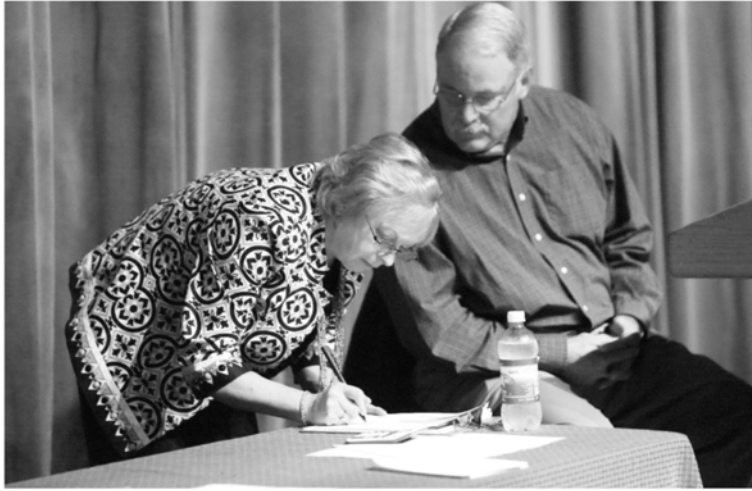
The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 9:01 PM.

One hundred twenty-five (125) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

# Special Town Meeting



**SPECIAL TOWN MEETING  
October 16, 2013**

The meeting was called to order in the Bromfield Cronin Auditorium at 7:12 p.m. by Moderator, Robert Eubank. The call of the meeting and the return of service were found to be in order by Town Clerk Janet A. Vellante.

Moderator Robert Eubank requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Edward Denmark	Police Chief
Mark Lanza	Town Counsel
Lorraine Leonard	Finance Director
Harald Scheid	Regional Assessor
Jamie Eldridge	State Senator
Jennifer Benson	State Epresentative

**ARTICLE 1: BOARD OF SELECTMEN - TOWN HALL BUILDING PROJECT**

To see if the Town will vote to appropriate a sum of money, to be added to the funds previously appropriated under Article 18 of the Warrant for the April 28, 2012 Annual Town Meeting, to be expended under the direction of the Board of Selectmen and the Municipal Building Committee for the design, construction, reconstruction, renovation and historical preservation of the Harvard Town Hall, including, but not limited to handicapped accessibility improvements and the installation of a new heating, ventilating and air conditioning system; and determine whether such appropriation shall be provided by taxation, transfer from available funds, transfer from funds appropriated for another purpose, grants received from the Commonwealth of Massachusetts or the federal government, borrowing pursuant to the provisions of Massachusetts General Laws Chapter 44 or any combination of such funding sources, contingent upon the passage of a Proposition 2 1/2 debt exclusion ballot question at the November 5, 2013 Special Town Election, or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

The following motion was made by Marie Sobalvarro, 1 St. John Lane, Board of Selectmen, and seconded,

I move that the Town appropriate \$1,100,000., to be added to the funds previously appropriated under Article 18 of the Warrant for the April 28, 2012 Annual Town Meeting, to be expended under the direction of the Board of Selectmen and the Municipal Building Committee for the design, construction, reconstruction, renovation and historical preservation of the Harvard Town Hall, including, but not limited to handicapped accessibility improvements and the installation of a new heating, ventilating and air conditioning system; and to provide for said appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$1,100,000. pursuant to the provisions of Massachusetts General Laws Chapter 44, contingent upon the passage of a Proposition 2 1/2 debt exclusion ballot question at the November 5, 2013 Special Election.

A motion by Doug MacLean, 36 Littleton Road, to cast the vote by paper ballot was seconded, and voted unanimously no.

Voted 225 yes, 154 no [does NOT carry – 2/3 vote required] that the Town appropriate \$1,100,000., to be added to the funds previously appropriated under Article 18 of the Warrant for the April 28, 2012 Annual Town Meeting, to be expended under the direction of the Board of Selectmen and the Municipal Building Committee for the design, construction, reconstruction, renovation and historical preservation of the Harvard Town Hall, including, but not limited to handicapped accessibility improvements and the installation of a new heating, ventilating and air conditioning system; and to provide for said appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$1,100,000. pursuant to the provisions of Massachusetts General Laws Chapter 44, contingent upon the passage of a Proposition 2 1/2 debt exclusion ballot question at the November 5, 2013 Special Election.

A motion by Tim Clark, 114 Bolton Road, to reconsider the article with a different funding source, was ruled out of order by the Moderator.

## **ARTICLE 2: SUPPORT FOR LEGISLATION TO MAKE COMMUNITY SOLAR SHARES EXEMPT FROM TAXATION ON THE SAME BASIS AS IF INSTALLED ON-SITE**

To see if the Town will vote to instruct the Board of Selectmen to convey, in writing, to Representative Jen Benson and Senator Jamie Eldridge, the Town's support for legislation making shares in a community solar energy system exempt from taxation on the same basis as if the shares were installed on the properties of the residential and/or non-utility business share owners.

(Inserted by petition)

On a motion by Worth Robbins, 115 Massachusetts Avenue, and seconded,

Voted majority yes that the Town vote to instruct the Board of Selectmen to convey, in writing, to Representative Jen Benson and Senator Jamie Eldridge, the Town's support for legislation making shares in a community solar energy system exempt from taxation on the same basis as if the shares were installed on the properties of the residential and/or non-utility business share owners.

## **ARTICLE 3: PAYMENT IN LIEU OF TAXES (PILOT) FOR COMMUNITY SOLAR SYSTEMS**

To see if the Town will vote to authorize the Board of Selectmen to negotiate and enter into payment in lieu of tax agreements ("PILOT") pursuant to Massachusetts General Laws Chapter 59, Section 38H with one or more renewable energy generation companies operating one or more community solar systems or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

Voted majority yes that the Town authorize the Board of Selectmen to negotiate and enter into payment in lieu of tax agreements ("PILOT") pursuant to Massachusetts General Laws Chapter

59, Section 38H with one or more renewable energy generation companies operating one or more community solar systems.

#### **ARTICLE 4: PILOT (PAYMENT IN LIEU OF TAXES) FOR COMMUNITY SOLAR SYSTEMS**

To see if the Town will vote to approve PILOT (Payment In Lieu of Taxes) for one or more Community Solar systems, to be installed in the Large-Scale Ground Mounted Solar Photovoltaic Facilities Overlay District; provided, however, that PILOT agreement(s) will be null and void if at any time during the term of the agreement(s) such shares become exempt from taxation by legislation, or by change in regulations.

(Inserted by petition)

A motion by Worth Robbins, 115 Massachusetts Avenue, was seconded, and voted majority yes, to take no action.

#### **ARTICLE 5: AMEND BUILDING PERMIT FEES, ADD “COMMUNITY SOLAR” FOLLOWING “SOLAR PANELS”**

To see if the Town will vote to amend the Town of Harvard Building Department Building Permit Fees schedule by adding, after Solar Panels, the category Community Solar, with the building permit fee determined by the number of full or partial 10kW portions in the Community Solar system, multiplied by the single system fee of \$125. For example, an array of 261 kW would be charged a fee of \$3,375. To qualify for this permit category, the project must be wholly owned by residents and/or non-utility businesses located in the same utility load zone, for the purposes of heating or otherwise supplying not more than 125 per cent of the annual energy need of each of the owners of the system or device; provided that (i) the ownership units shall be less than or equal to 15 kilowatts each, and (ii) the system or device must be sited in the Large-Scale Ground Mounted Solar Photovoltaic Facilities Overlay District. Electrical inspection fees for Community Solar systems shall be determined by the same multiple of 10 kW portions, multiplied by \$36.

(Inserted by petition)

The following motion was made by Worth Robbins, 115 Massachusetts, and seconded,

I move that the Town amend the Town of Harvard Building Department Building Permit Fees schedule as printed in the warrant.

Finance Committee did not recommend this article.

A motion by Leo Blair, 188 Prospect Hill Road, to move the question was seconded, and voted unanimously yes.

Voted majority yes that the Town amend the Town of Harvard Building Department Building Permit Fees schedule by adding, after Solar Panels, the category Community Solar, with the building permit fee determined by the number of full or partial 10kW portions in the Community Solar system, multiplied by the single system fee of \$125. For example, an array of 261 kW would be charged a fee of \$3,375. To qualify for this permit category, the project must be wholly owned by residents and/or non-utility businesses located in the same utility load zone, for the

purposes of heating or otherwise supplying not more than 125 per cent of the annual energy need of each of the owners of the system or device; provided that (i) the ownership units shall be less than or equal to 15 kilowatts each, and (ii) the system or device must be sited in the Large-Scale Ground Mounted Solar Photovoltaic Facilities Overlay District. Electrical inspection fees for Community Solar systems shall be determined by the same multiple of 10 kW portions, multiplied by \$36.

**[Town Counsel Mark Lanza stated that this is not legally binding because a previous town meeting granted the setting of fees to the Board of Selectmen.]**

#### **ARTICLE 6: GRANT UTILITY EASEMENT TO MASSACHUSETTS ELECTRIC COMPANY FOR TOWN HALL**

To see if the Town will vote to authorize the Board of Selectmen to grant a perpetual utility easement to Massachusetts Electric Company for the installation, construction, reconstruction, repair, maintenance, addition to and operation of underground and above-ground equipment for the transmission of high voltage and low voltage electricity and intelligence in, on, over, under and across and through a portion of the Town-owned land on the westerly side of Ayer Road shown on Assessors Map 17D as Lot 5, or take any vote or votes in relation thereto. (Inserted by Board of Selectmen)

On a motion by Leo Blair, 188 Prospect Hill Road, Board of Selectmen, and seconded,

Voted greater than 2/3 yes, that the Town authorize the Board of Selectmen to grant a perpetual utility easement to Massachusetts Electric Company for the installation, construction, reconstruction, repair, maintenance, addition to and operation of underground and above-ground equipment for the transmission of high voltage and low voltage electricity and intelligence in, on, over, under and across and through a portion of the Town-owned land on the westerly side of Ayer Road shown on Assessors Map 17D as Lot 5.

#### **ARTICLE 7: AUTHORIZE THE BOARD OF SELECTMEN TO LEASE PROPERTY**

To see if the Town will vote to authorize the Board of Selectmen to enter into a lease, as lessor, of town-owned property for the construction and operation of a wireless communication tower and antennae and related equipment located within the Town of Harvard (not including Devens), or take any vote or votes in relation thereto. (Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen, and seconded,

Voted majority yes, to pass over this article.

#### **ARTICLE 8: REPLENISH RANTOUL TRUST FUND**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to be deposited into the Rantoul Trust Fund, or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)



On a motion by Ronald Ricci, 19 East Bare Hill Road, Board of Selectmen, and seconded, Voted greater than 2/3 yes, that the Town transfer from the Stabilization Fund the sum of \$480. to be deposited into the Rantoul Trust Fund.

## **ARTICLE 9: AMEND DOG BYLAW TO INCREASE PENALTY FOR FAILURE TO OBTAIN LICENSE FOR DOG**

To see if the Town will vote to amend Chapter 24 of the Code of the Town of Harvard by making the following revisions to Article II thereof relative to Failure to License Dogs:

[Key to revisions: underlining = additions; ~~striketrough~~ = deletions]

### **24-8 Penalties for failure to obtain license.**

A. Any person who is the owner or keeper of a dog in the Town of Harvard and who fails to license said dog by April 1 of any year shall be subject, in addition to the license fee, to a penalty of ~~\$15~~ \$50. five (5) days after that date or the date of the Town's rabies clinic, whichever is later; ~~and an additional \$15 for every 30 days thereafter that lapses with failure to license, to be collected as provided by law.~~

**[Amended 12-3-2002 STM by Art. 10]**

B. Any person who is the owner or keeper of a dog in the Town of Harvard and who fails to license said dog by six months of age or within thirty (30) days of establishing a residency shall be subject, in addition to the license fee, to a penalty of ~~\$15~~ \$50., to be collected as provided by law.

or take any vote or votes in relation thereto.  
(Inserted by Town Clerk)

The following motion was made by Janet Vellante, 83 Ann Lees Road, Town Clerk, and seconded,

I move that the Town amend Chapter 24 of the Code of the Town of Harvard by making the revisions to Article II thereof relative to Failure to License Dogs as printed on Page [4] of the Warrant for this special town meeting.

Voted majority yes, to amend Chapter 24 of the Code of the Town of Harvard by making the following revisions to Article II thereof relative to Failure to License Dogs:

[Key to revisions: underlining = additions; ~~striketrough~~ = deletions]

### **24-8 Penalties for failure to obtain license.**

A. Any person who is the owner or keeper of a dog in the Town of Harvard and who fails to license said dog by April 1 of any year shall be subject, in addition to the license fee, to a penalty of ~~\$15~~ \$50. five (5) days after that date or the date of the Town's rabies clinic, whichever is later; ~~and an additional \$15 for every 30 days thereafter that lapses with failure to license, to be~~

collected as provided by law.

**[Amended 12-3-2002 STM by Art. 10]**

B. Any person who is the owner or keeper of a dog in the Town of Harvard and who fails to license said dog by six months of age or within thirty (30) days of establishing a residency shall be subject, in addition to the license fee, to a penalty of ~~\$15~~ \$50., to be collected as provided by law.

*Approved by the Attorney General and effective on November 12, 2013.*

**ARTICLE 10: AMEND CHAPTER 13 OF THE GENERAL BYLAWS OF THE TOWN OF HARVARD, BARE HILL POND, SECTION 13-2, ACCESS,**

To see if the Town will vote to delete Section 13-2 of the Code of the Town of Harvard in its entirety and replace it with the following:

[Key to revisions: underlining = additions; ~~striketrough~~ = deletions]

“Section 13-2 Access.

Access to the beach area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard and their guests and other groups authorized by the Harvard Park & Recreation Commission, with the approval of the Harvard Board of Selectmen. Access to the parking area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard with a valid beach permit and other groups authorized by the Harvard Park & Recreation Commission, with the approval of the Harvard Board of Selectmen. Access to and the use of Bare Hill Pond for boating and fishing is open to all inhabitants of the Commonwealth of Massachusetts at locations designated and posted by the Bare Hill Pond Committee.”

or take any vote or votes in relation thereto  
(Inserted by the Board of Selectmen)

The following motion was made by Leo Blair, 188 Prospect Hill Road, Board of Selectmen, and seconded,

I move that the Town amend Chapter 13, Section 13-2 of the Code of the Town of Harvard by making the revisions thereto relative to access to Bare Hill Pond as printed on Page [4] of the Warrant for this special town meeting.

Voted majority yes, to delete Section 13-2 of the Code of the Town of Harvard in its entirety and replace it with the following:

[Key to revisions: underlining = additions; ~~striketrough~~ = deletions]

“Section 13-2 Access.

Access to the beach area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard and their guests and other groups authorized by the Harvard Park & Recreation

Commission, with the approval of the Harvard Board of Selectmen. Access to the parking area of Bare Hill Pond is restricted to residents or current taxpayers of the Town of Harvard with a valid beach permit and other groups authorized by the Harvard Park & Recreation Commission, with the approval of the Harvard Board of Selectmen. Access to and the use of Bare Hill Pond for boating and fishing is open to all inhabitants of the Commonwealth of Massachusetts at locations designated and posted by the Bare Hill Pond Committee.”

*Approved by the Attorney General and effective on November 12, 2013.*

#### **ARTICLE 11: HARVARD CABLE TELEVISION COMMITTEE REQUEST FOR FUNDS**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Harvard Community Cable Access Committee, to be used to fund the remaining construction and equipment costs associated with the Bromfield HCTV facility, with unexpended funds as of June 30, 2014 being returned to their funding source, or take any vote or votes in relation thereto.

(Inserted by Harvard Community Cable Access Committee)

The following motion was made by Mitch Norcross, 35 Mill Road, Harvard Community Cable Access Committee, and seconded,

I move that the Town raise, through taxation, and appropriate the sum of \$35,000. to be expended by the Harvard Community Cable Access Committee, for the remaining construction and equipment costs associated with the Harvard Cable Television facility at the Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source.

A motion made by Paul Green, 288 Old Littleton Road, to move the question, was seconded and voted majority yes.

Voted 126 yes and 94 no, that the Town raise, through taxation, and appropriate the sum of \$35,000. to be expended by the Harvard Community Cable Access Committee, for the remaining construction and equipment costs associated with the Harvard Cable Television facility at the Bromfield School, with unexpended funds as of June 30, 2014 being returned to their funding source.

#### **ARTICLE 12: TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS**

To see if the town will vote to amend Chapter 125 of the Code of the Town of Harvard, the Town’s Protective Bylaw by adding thereto a new Section 125-55 (Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS) to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be made in order to make it consistent with the numbering format and sequencing of the Protective Bylaw; or take any vote or votes in relation thereto.

## **§125-55**

### **Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS**

#### **§125-55A. Purpose.**

By vote at the State election of November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law, Chapter 369 of the Acts of 2012, became effective January 1, 2013, and required the Massachusetts Department of Public Health (“DPH”) to issue regulations governing its implementation within 120 days of the law’s effective date. DPH approved regulations on May 8, 2013. Section 9(C) of said Chapter 369 requires that at least one MEDICAL MARIJUANA TREATMENT CENTER be located with each county of the Commonwealth. Currently, under the Town’s Protective Bylaw, a MEDICAL MARIJUANA TREATMENT CENTER is not a permitted use in the Town and any regulations promulgated by the State DPH are expected to provide guidance to the Town in regulating medical marijuana, including MEDICAL MARIJUANA TREATMENT CENTERS.

The regulation of MEDICAL MARIJUANA TREATMENT CENTERS raises complex legal, planning and public safety issues, and the Town of Harvard needs time to consider and address these issues, as well as the potential impact of the DPH regulations, by means of a planning process to consider amending its Protective Bylaw to regulate MEDICAL MARIJUANA TREATMENT CENTERS and other land uses and structures related to the use of marijuana for medical purposes, so as to address potential effects of such land uses and structures in the Town. The temporary moratorium provided in this Section is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Bylaws and Regulations in a manner consistent with sound land-use planning objectives.

#### **§125-55B Definition.**

As used in this Section, the following term shall have the meaning indicated:

**MEDICAL MARIJUANA TREATMENT CENTER** - A not-for-profit entity, as defined by Massachusetts law only, registered under the provisions of Chapter 369 of the Acts of 2012, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

#### **§125-55C Temporary Moratorium.**

There is hereby established a temporary moratorium on the use of land or structures in the Town of Harvard for a MEDICAL MARIJUANA TREATMENT CENTER. Said moratorium shall be in effect from the effective date of this Section through November 30, 2014. During the moratorium period, the use of land or structures in the Town of Harvard for a MEDICAL MARIJUANA TREATMENT CENTER shall be prohibited.

#### **§125-55D Planning Process.**

During the temporary moratorium established in this Section, the Town shall (i) undertake a

planning process to address the potential effects of MEDICAL MARIJUANA TREATMENT CENTERS and other land uses and structures related to the use of marijuana for medical purposes; (ii) consider the DPH regulations; and (iii) make recommendations regarding the adoption of new Protective Bylaw provisions governing the location, operation and effects of MEDICAL MARIJUANA TREATMENT CENTERS and other land uses and structures related to the use of marijuana for medical purposes.

(Inserted by Planning Board)

The following motion was made by Kara Minar, 204 Still River Road, Planning Board, and seconded,

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Town's Protective Bylaw, by adding thereto a new Section 125-55 (Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS) as printed on Pages [5 and 6] of the Warrant for this special town meeting.

Voted greater than 2/3 yes that the Town amend Chapter 125 of the Code of the Town of Harvard, the Town's Protective Bylaw by adding thereto a new Section 125-55 (Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS) to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be made in order to make it consistent with the numbering format and sequencing of the Protective Bylaw.

#### **§125-55**

#### **Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS**

##### **§125-55A. Purpose.**

By vote at the State election of November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law, Chapter 369 of the Acts of 2012, became effective January 1, 2013, and required the Massachusetts Department of Public Health ("DPH") to issue regulations governing its implementation within 120 days of the law's effective date. DPH approved regulations on May 8, 2013. Section 9(C) of said Chapter 369 requires that at least one MEDICAL MARIJUANA TREATMENT CENTER be located with each county of the Commonwealth. Currently, under the Town's Protective Bylaw, a MEDICAL MARIJUANA TREATMENT CENTER is not a permitted use in the Town and any regulations promulgated by the State DPH are expected to provide guidance to the Town in regulating medical marijuana, including MEDICAL MARIJUANA TREATMENT CENTERS.

The regulation of MEDICAL MARIJUANA TREATMENT CENTERS raises complex legal, planning and public safety issues, and the Town of Harvard needs time to consider and address these issues, as well as the potential impact of the DPH regulations, by means of a planning process to consider amending its Protective Bylaw to regulate MEDICAL MARIJUANA TREATMENT CENTERS and other land uses and structures related to the use of marijuana for medical purposes, so as to address potential effects of such land uses and structures in the Town. The temporary moratorium provided in this Section is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Bylaws and Regulations in a

manner consistent with sound land-use planning objectives.

§125-55B Definition.

As used in this Section, the following term shall have the meaning indicated:

**MEDICAL MARIJUANA TREATMENT CENTER** - A not-for-profit entity, as defined by Massachusetts law only, registered under the provisions of Chapter 369 of the Acts of 2012, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

§125-55C Temporary Moratorium.

There is hereby established a temporary moratorium on the use of land or structures in the Town of Harvard for a **MEDICAL MARIJUANA TREATMENT CENTER**. Said moratorium shall be in effect from the effective date of this Section through November 30, 2014. During the moratorium period, the use of land or structures in the Town of Harvard for a **MEDICAL MARIJUANA TREATMENT CENTER** shall be prohibited.

§125-55D Planning Process.

During the temporary moratorium established in this Section, the Town shall (i) undertake a planning process to address the potential effects of **MEDICAL MARIJUANA TREATMENT CENTERS** and other land uses and structures related to the use of marijuana for medical purposes; (ii) consider the DPH regulations; and (iii) make recommendations regarding the adoption of new Protective Bylaw provisions governing the location, operation and effects of **MEDICAL MARIJUANA TREATMENT CENTERS** and other land uses and structures related to the use of marijuana for medical purposes.

The Planning Board stated that it had voted to support this article by a vote of 4 to 1.

*Approved by the Attorney General on November 12, 2013.*

The meeting was dissolved at 9:07 PM

Checkers for the meeting were Patti Anklam, Marge Darby, Joe Hutchinson, and Carol Lee Tonge. They checked in 417 voters out of a total of 4111 registered voters (4005 active voters).

Tellers for the meeting were Laura Andrews, Maurice Dancause, Bruce Nickerson, Dorothy Solbrig, Mary Helan Turner, and Jim Ware.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

**SPECIAL TOWN ELECTION**  
**November 5, 2013**

The Special Town Election was held on November 5, 2013, in the Bromfield School Gym. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4110 registered voters (4001 active voters) and a total of 1490 persons (37 % of the active voters) cast their votes with the following results:

**QUESTION #1 - Town Hall Building Project Debt Exclusion.**

Shall the Town of Harvard be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund the design, construction, reconstruction, renovation and historical preservation of the Harvard Town Hall, including, but not limited to handicapped accessibility improvements and the installation of a new heating ventilating and air conditioning system?

Yes	649
No	841

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 8:14 p.m.

Fifty-five (55) absentee ballots were cast.

Respectfully submitted,

Janet A. Vellante  
Town Clerk

## OFFICE OF THE TOWN CLERK

An anticipated slow election year with just the Annual Town Meeting and Annual Town Election scheduled, turned out to be a busier year than expected. The following specials were also held in 2013: a Special State Primary, a Special State Election, a Special Town Meeting, and a Special Town Election.

The Town Clerk would like to thank the Community Preservation Commission, the Historical Commission, and the town's voters who have continued to support the on-going preservation of the old town records dating back to incorporation in 1732.

The Town Clerk has continued her education by attending classes offered through the Massachusetts Town Clerks' Association, and the City and Town Clerks' Association of Worcester County. She concluded a three year term on the Executive Board of the Massachusetts Town Clerks' Association.

## BOARD OF REGISTRARS

The current members of the Board of Registrars are Marylin Morgan, Nancy Reifenstein, Barbara Weiss, and Janet Vellante. We would like to thank Ruth Miller for her years of service as a member of the Board of Registrars.

One-hundred eighty-nine new voter registrations were processed during this year. The Board certified 2275 signatures on nomination papers, petitions, and absentee ballot applications this year. The board was unable to certify several additional signatures, either because the individual was not a registered voter at the address provided, or the name or address was not legible. Voters are urged to sign petitions legibly and with their name and street address as registered to vote.

There are currently 102 inactive voters (those who have not responded to the annual street listing) on the voters' list. The total number of active voters in Harvard at the end of 2013 was as follows:

Democrat	1014
Republican	550
Political Designations	10
<u>Unenrolled</u>	<u>2459</u>
TOTAL active registered voters	4033

## CENSUS

The official population based on the street listing of January 1, 2013 was 5745. This number includes 221 Devens residents, but not the Federal Medical Center.



## VITAL RECORDS

**Births:** There have been eighteen (19) births recorded for 2013 to date.

**Marriages:** Eleven (11) marriages were duly recorded in the town register.

**Deaths:** Thirty-one (35) deaths were recorded for 2013, one (1) of which was not a Harvard resident.

## DOG LICENSES

This office issued 991 dog licenses for the period of April 1, 2013 to March 31, 2014. In 2012, Massachusetts Legislature made numerous changes to the Animal Control Law. This resulted to two changes made at 2013 Town Meetings which will affect dog licensing starting in 2014: free dog licenses for dog owners who are seventy (70) years or older; and late fees have been changed from \$15.00 per month to a flat \$50.00.

## REPORT OF REVENUES FOR 2013

The following is a list of monies received by the Town Clerk for certain licenses and fees and the sale of copies of public documents during 2013:

Birth, marriage and death certificates	2534.00
Marriage licenses	275.00
Dog licenses	18392.50
Zoning Bylaws	134.00
Business (d/b/a) certificates	2241.00
Street Lists	465.00
Pole Petitions	60.00
Raffle Permits	60.00
Notary fees	189.00
Marijuana violations	0.00
Miscellaneous	280.91

TOTAL COLLECTED	<b>\$24,641.41</b>
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Respectfully submitted,

Janet A. Vellante, MMC, CMMC  
Town Clerk



## INSPECTIONAL SERVICES

### BUILDING PERMITS

The Building Department had a busy year with the issuance of 202 building permits, however this was down from the 275 permits issued in 2012. The greatest area of reduction was in the issuance of energy related permits.

In 2013 there were three permits issues for new single family homes and two permits issued for duplex townhouse homes. This accounting for seven dwelling units.

There were 67 permits issued for various types of home renovations/additions. It is not uncommon for the renovations/additions to have constructions values of \$40,000 or more.

Zoning issues were minimal and handled on an as need basis.

Respectfully submitted,

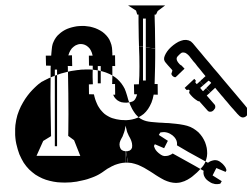
Gabriel Vellante, Jr.  
Inspector of Buildings/Zoning Enforcement Officer

### PLUMBING AND GAS INSPECTIONS

**Gas:** 112 in 2013, from 132 in 2012  
**Plumbing:** 101 in 2013, from 102 in 2012

Respectfully submitted,

James Bakun  
Gas/Plumbing Inspector



### INSPECTOR OF WIRES

New houses/townhouses	5	Security System	19
Addition/Remodel	9	Generators	34
Pools	6	Commercial	14
Solar	2	Repairs/Miscellaneous	146

**Total Electrical Permits for 2013:** 235

Respectfully submitted,  
David Woodsum, Wiring Inspector



DEPARTMENT OF FINANCE  
**Accounting, Assessing, Tax Collection, Treasury**

The following reports comprise the 2013 report of the Finance Department to the Town of Harvard. The Finance Department would like to highlight achievements, changes and ongoing efforts of the past year:

- The Town's bond rating has remained at a very strong AA+. This is due to the strength of the Town's financial team which includes this Department, the Finance Committee, the Capital Planning and Investment Committee and the Town Administrator. With this strong rating, the town is able to get more favorable rates on borrowing.
- The restructure of the Assessing Department continues to work well. We have a contract with Regional Resources Group, Inc. for our primary assessing function, while the Assistant Assessor, Sue Fitterman, is here daily to assist residents with questions or issues regarding the assessing process.
- The Finance Department had two personnel changes this past year. In May our Treasurer/ Collector, Debbie Nutter left our employ. As we wish Debbie well, we welcome Tammy Collier as our new Treasurer/Collector. Tammy joins our team with excellent experience in other towns that are a great fit for this position. We appreciate the fact that the position of Receptionist/Finance Assistant, was funded for FY14. Mary Relic is our new Receptionist /Assistant. We lost this position in FY09 due to the Governor's 9(C) cuts to our budget. We feel that we currently have a very strong finance team to provide excellent service to the Town.
- Public electronic access to the finance department continues. Real estate, motor vehicle tax bills, and transfer station stickers can be paid/purchased online. Property valuation data files can be reviewed via computer.
- New features for 2012, continuing in 2013, include real estate tax billings mailed twice annually for the quarterly tax billing. Two bills are sent together for the August and November billings, and two bills are sent together for the February and May bills. A new GIS system was added that the Assessors are currently using, but we expect more widespread usage as we learn what the system can do for the various departments. We implemented a new water billing system that also accommodates the sewer billings. We will soon change from semi-annual billings to quarterly. We have also upgraded our financial software by providing redundant disaster recovery services without adding additional hardware.

The following pages contain financial highlights of fiscal 2013. If you would like additional information, please contact us at Town Hall. We can be reached by telephone (978-456-4100) or by e-mail through the town's website. Additional reports such as the balance sheet, annual audit, Schedule A financial summary provided to the Department of Revenue, and the

school's End of Year Report provided to the Department of Elementary and Secondary Education are also available.

I would like to thank the employees of the Finance Department at the Town Hall and the School Administration for their diligence in helping Harvard maintain its strong financial condition and accurate financial reporting and processing. The employees and various committees of the town all contribute to Harvard's commitment to its sound financial position and foresight.

Respectfully submitted,

Lorraine Leonard, Finance Director

# GENERAL FUND REVENUE

## Fiscal Year 2013

PROPERTY TAXES AND STATE AID		
<b>PERSONAL PROPERTY TAX</b>		223,240
<b>REAL ESTATE TAX</b>		16,979,855
<b>STATE AID</b>		
Abatements - Vet. Surviving Spouse	7,517	
Abatements - Elderly	0	
Chapter 70	1,763,706	
Charter School Reimb.	104,596	
Lottery	1,252,599	
Veterans Benefits	0	
State Owned Land	6,890	
	Total	3,135,308
<b>GRAND TOTAL</b>		<b>20,338,403</b>

LOCAL RECEIPTS		
<b>MOTOR VEHICLE EXCISE</b>		703,703
<b>PENALTIES AND INTEREST</b>		77,767
<b>TAX TITLE (LIENS)</b>		46,595
<b>PAYMENTS IN LIEU OF TAXES</b>		8,207
<b>WATER DEPARTMENT</b>		42,205
<b>TRASH DISPOSAL</b>		
Transfer Station Stickers	212,285	
Recycling/Disposal - Residents	17,610	
Recycling - Vendors	7,063	
	Total	236,958
<b>CEMETERY INTERMENT/DEEDS</b>		13,905
<b>LAND/BUILDING RENTAL</b>		1,525
<b>LIBRARY FINES</b>		8,690

# GENERAL FUND REVENUE

## Fiscal Year 2013

LOCAL RECEIPTS (continued)		
<b>OTHER DEPT. REVENUE</b>		
Insurance Requests	359	
Tax Collector (Fees/Demands/NSF)	16,295	
Town Clerk (DBAs)	4,881	
Marijuana Fine	200	
Title V Fees	400	
Zoning Board Hearings	450	
Planning Board Hearings	2,200	
MART Reimbursement	30,757	
MART Van Fees	677	
Copy Machine	1,375	
Notary Fee	94	
Liquor Fee	10,350	
Police Outside Details - Admin	1,620	
Registry Clear Fees	580	
Miscellaneous	79,814	
	Total	150,053
<b>LICENSES AND PERMITS</b>		
Dumpster Permit	225	
Blasting Permit	800	
Fire Department	1,130	
Smoke Detector	4,750	
LP Gas Tank Storage	2,430	
TC, Dog Licenses, Birth, Death, Marriage Cert.	19,909	
Bowling/Pinball	180	
Victuallers	525	
Board of Health	2,170	
Pistol	2,675	
Driveway Inspections	1,052	
Building	79,051	
Plumbing	9,633	
Wiring	15,828	
Gas	5,448	
Fire Alarm	3,989	
Gas and Fuel Storage	1,525	
Cable TV	846	
Trench Permits	200	
	Total	152,365
<b>COURT &amp; MOTOR VEHICLE FINES</b>		63,943
<b>INVESTMENT INCOME</b>		7,294
<b>GRAND TOTAL</b>		<b>1,513,208</b>

# GENERAL FUND EXPENSES

## Fiscal Year 2013

Department		Description	Spent
Town Audit (& OPEB)			20,475
Selectmen	Personnel		165,679
	Expense		31,061
		Art. 23, FY12 Mun. Bldg. Sewer	48,249
		Art. 10, FY13 Energy Audit	488
		Art. 12, FY13 Mun. Bldg. Repairs	45,927
		Art. 13, FY13 GIS System	6,700
		Art. 2, FY14 Prior Year Bills	14,581
			<hr/> 115,945
Finance Committee	Expenses		200
Finance Department	Personnel		284,854
	Expense		120,192
	Technology		10,772
			<hr/> 415,817
Law Department	Town Counsel Legal Services		33,275
	Other Legal Services		14,116
			<hr/> 47,391
Personnel	Expenses		0
Town Clerk	Personnel		66,853
	Expense		7,378
			<hr/> 74,230
Elections and Registrars	Personnel		500
	Expense		8,438
			<hr/> 8,938
Land Use Boards	Personnel		48,277
	Expense		13,863
			<hr/> 62,140
Public Buildings	Personnel		24,902
	Expense		274,749
			<hr/> 299,651
Building/Liability Insurance	Expenses		144,980
Town Reports	Expenses		2,533
Communications	Personnel		193,643
	Expense		12,126
			<hr/> 205,769

# GENERAL FUND EXPENSES

Fiscal Year 2013

Department	Description	Spent
Police	Personnel	791,357
	Expense	76,130
		<u>867,487</u>
Fire	Personnel	176,870
	Expense	58,847
	Art. 6, FY13 Fire Gear Lockers	2,998
	Art. 7, FY13 Thermal Imaging Cameras	9,600
	Art. 16, FY13 Fire Air Horn	17,155
	Art. 17, FY13 Fire Radio Infrastructure	7,522
		<u>272,991</u>
Building Inspection	Personnel/Expenses	49,137
Gas Inspection	Personnel/Expenses	3,976
Plumbing Inspection	Personnel/Expenses	7,249
Wire Inspection	Personnel/Expenses	15,612
Animal Control	Personnel/Expense	18,574
Tree Warden	Expenses	13,787
Montachusett Tech	Expenses	76,807
Highway Administration	Personnel	671,865
Highway Constr. And Maint.	Expense	270,618
Snow and Ice	Expense	179,986
Street Lighting	Expenses	5,689
DPW Articles	Art. 19, FY12, DPW Garage Floor	14,704
	Art. 24, FY12, Littleton County Road	100,631
	Art. 19, FY13, DPW Mower	96,895
		<u>212,230</u>
Waste Collection/Disposal	Expense	168,563
Water Distribution	Expenses	14,848
	Art. 19, FY11, Water System Upgrade	12,558
	Art. 20, FY13, Well Pump Replace.	6,978
		<u>34,384</u>
Pond Committee	Expenses	33,500
	Art. 17, FY11, Pond Dam Repairs	629
		<u>34,129</u>



# GENERAL FUND EXPENSES

## Fiscal Year 2013

Department	Description	Spent
Cemetery	Expense	3,567
Board of Health	Personnel/Expense	30,567
Council on Aging	Personnel/Expenses	78,827
MART Van Services	Personnel/Expense	28,537
Veterans' Services	Veterans' Benefits/Expenses	10,853
Library	Personnel Expenses	374,237 144,292
		<hr/> 518,529
Recreation	Personnel/Expenses	22,287
Parks	Personnel/Expense	49,950
Historical Commission	Expenses	0
Recurring Capital	Public Works Equipment Police Cruiser	77,648 29,000
		<hr/> 106,648
Retirement of Debt	Expenses	770,000
Interest - Debt, Costs	Expenses	203,684
CPIC Debt	Art. 15, FY13	64,445
State Assessments	Expenses	662,209
Insurance - Town Share	Expenses	2,388,416
Benefits Administration	Expenses	2,104
Retirement/Pensions	Expenses	600,004
Workers Compensation	Expenses	88,810
Unemployment	Expenses	28,374
Deferred Compensation	Expenses	10,428
<b>Grand Total</b>		<b>10,166,134</b>

# HARVARD PUBLIC SCHOOLS

## Omnibus Budget and Articles Approved by Town Meeting

Department	Expend. FY13	Subtotal	Grand Total
<b>Superintendent</b>			
Salaries/Benefits	\$ 355,033		
Transportation	253,360		
Other Expenses	101,553		
		<u>\$ 709,946</u>	
<b>Maintenance</b>			
Salaries	\$ 425,656		
Utilities	258,892		
Services	184,390		
		<u>\$ 868,938</u>	
<b>Harvard Elementary</b>			
Salaries	\$ 2,239,423		
Expenses	127,667		
		<u>\$ 2,367,090</u>	
<b>Bromfield School</b>			
Salaries	\$ 3,567,785		
Expenses	113,620		
		<u>\$ 3,681,405</u>	
<b>Special Education Services</b>			
Salaries	\$ 1,938,438		
Other Expenses	63,512		
Collaborative Services	591,325		
Transportation	350,608		
Tuition	380,595		
PreSchool	140,362		
		<u>\$ 3,464,840</u>	
<b>Technology</b>			
Salaries	\$ 123,714		
Expenses	100,245		
		<u>\$ 223,959</u>	
<b>Total Omnibus</b>			<u>\$ 11,316,178</u>
<b>Articles</b>			
FY13, Art. 21, School Zone Signs	13,000		
FY13, Art. 22 Bromfield Carpeting to VCT	22,500		
FY13, Art. 23 Bromfield Energy Project	47,154		
FY13, Art. 24 Bromfield Alarm System	10,600		
FY13, Art. 26 Bromfield Tennis Court	24,400		
		<u>\$ 117,654</u>	

# ALL OTHER FUNDS

## Revenue and Expenditures

### Fiscal Year 2013

	End. Balance 06/30/12	Revenue	Expend.	End. Balance 06/30/13
<b>SCHOOL REVOLVING</b>				
Community Education	20,975	296,204	289,072	28,107
Devens	230,064	1,482,090	1,489,982	222,172
School Lunch	(3,306)	555,415	552,176	(67)
School Athletics	23,484	228,974	234,393	18,066
School Rental	1,178	16,960	16,816	1,322
Kindergarten Tuition	1,848	166,057	164,117	3,788
Preschool Revolving	2,197	32,013	20,000	14,210
School Bus Revolving	1,016	68,544	62,000	7,559
Restitution, Lost Books	2,919	334	105	3,148
Bromfield Student Activity	22,343	177,061	164,077	35,327
HES Student Activity	6,447	79,743	80,552	5,637
<b>SCHOOL GIFTS</b>				
HES Gift	8,194	10,142	19,553	(1,217)
Bromfield Gift	14,816	35,659	25,494	24,981
Shaw Trust	271,230	55,734	48,349	278,615
<b>SCHOOL GRANTS</b>				
Early Childhood	302			302
Special Education	(43,866)	329,480	273,783	11,832
Curriculum Frameworks	(611)	7,578	6,967	0
Title I	0	31,300	29,032	2,268
Educator Quality	0	14,169	14,169	0
Academic Support	0	2,100	2,100	0
STARS Grant	0	4,200	4,200	0
Kindergarten Enhancement	0	31,130	31,130	0
School Choice (Special Revenue)	1,985	405,671	379,747	27,909
Circuit Breaker (Special Revenue)	24,389	654,822	560,682	118,529
<b>MUNICIPAL REVOLVING</b>				
Wetlands Fees	4,483	5,657	0	10,140
Council on Aging	9,465	6,553	4,470	11,548
Law Enforcement Trust	1,445	0	0	1,445
Park and Recreation	28,836	100,835	85,417	44,254
Insurance Recovery	2,540	21,529	12,809	11,260
4th of July	731	26,936	22,840	4,827
Ambulance	66,482	124,071	128,365	62,188
Municipal Building Pilot Program	2,566	0	97	2,469
SAFE Revolving	0	6,795	1,250	5,545

# ALL OTHER FUNDS

## Revenue and Expenditures

### Fiscal Year 2013

	End. Balance 06/30/12	Revenue	Expend.	End. Balance 06/30/13
<b>MUNICIPAL GIFT</b>				
DARE	2,822	0	0	2,822
Harvard Village Fund	153	0	0	153
Bare Hill Pond	225	0	13	212
John Gray Transfer Station	1,105	0	0	1,105
Police	585	100	0	685
Library	3,683	2,997	823	5,857
Library - Sun Hill	2,645	5,000	5,803	1,843
Council on Aging	10,745	4,388	3,189	11,944
Skateboard Park	1,500	0	0	1,500
Ambulance	6,930	4,430	539	10,821
Highway Athletic Fields	124	0	0	124
Care of Park/Common	1,540	0	0	1,540
Cable PEG Access Gift	75,563	25,335	19,875	81,023
Historical Commission	0	1,011	0	1,011
Fire Department Gift	887	750	0	1,637
Collin Fay Gift	1,000	0	0	1,000
Shaker Cemetery Grave Markers	1,926	1,183	3,109	0
Town Hall Restoration Gift	81	0	0	81
Harvard Tree Gift	0	11,263	2,917	8,346
<b>RESERVED FOR APPROPRIATION</b>				
Sale of Cemetery Lots	149,142	12,120	0	161,262
Ambulance	71,405	86,686	0	158,092
<b>MUNICIPAL GRANTS</b>				
Extra Poll Hours	306	328	175	459
Hildreth House Landscaping	0	193	0	193
Library - State Aid	28,759	6,607	6,164	29,202
Cultural Council	4,224	3,880	4,066	4,038
Historical Commission	5,000	0	0	5,000
Council on Aging	2,233	7,798	9,425	606
Fire SAFE	1,607	4,625		6,232
Curbside Recycling	12,433	6,477	0	18,910
Bullet Proof Vests	828	0	0	828
Fire Safety Equipment	2,812	0	0	2,812
Law Enforcement Equipment	7,027	0	0	7,027
Park & Rec Trail Grant	559		0	559
Barehill Pond Project	112,089	76,438	119,286	69,240
Pedestrian Bike Path	3,514	0	0	3,514
Emergency Preparedness	10,347		3,009	7,338
State 911 Grant	(17,925)	17,925	17,119	(17,119)
Green Community	4,122	42,650	60,603	(13,831)
Rooftop Solar Challenge	0	16,744	16,744	0
CDBG Grant	0	121,013	121,013	0
DCR Fire Grant	1,977	20,000	20,000	1,977
BOH Grant Writing	0	190	160	30
FEMA Assistance	0	0	42,947	(42,947)
Rural Fire Assistance	37	0	0	37
Solar Grant	12,382	4,250	16,632	0

# ALL OTHER FUNDS

## Revenue and Expenditures

### Fiscal Year 2013

	End. Balance 06/30/12	Revenue	Expend.	End. Balance 06/30/13
<b>OTHER</b>				
Community Preservation Fund	188,621	341,055	109,145	420,531
Chapter 90 - State Highway	0			0
Recreation Land	12,365	0	0	12,365
Elementary School Lighting	9,179	0	4,260	4,919
Highway Fund	(415,239)	744,241	345,633	(16,632)
Sewer Construction	(3,870)	412,779	961,155	(552,246)
Town Hall Building Design	89,615		48,378	41,237
Town Hall Building Construction **	0	1,000,000	196,454	803,546
Affordable Housing Trust	349,781	62,844	103,385	309,240
Equitable Sharing	630	0	0	630
Police Details	(7,033)	63,075	94,810	(38,768)
Stabilization Fund	1,243,945	33,430		1,277,376
Capital Stabilization Fund	1,054,694	341,603	319,269	1,077,028
Conservation Funds	178,212	2,042	31,851	148,403
Conservation Funds-CPA	776,936	8,749	186,573	599,112
** Town Hall Building Project, \$1,000,000 BAN on \$3,970,000 total project.				
<b>Note: Trust Fund Activity is summarized in the report of the Town Treasurer</b>				

### Other Financial Information:

## Long-Term Debt

Project	06/30/12	Retired FY13	06/30/13	Final Payment
Public Safety Building Construction	\$ 1,200,000	\$ 150,000	\$ 1,050,000	2021
Bromfield School	\$ 3,380,000	\$ 30,000	\$ 3,350,000	2025
School, noncalled	\$ 945,000	\$ 315,000	\$ 630,000	2015
Bromfield School Roof	\$ 625,000	\$ 125,000	\$ 500,000	2017
Old Bromfield/Library	\$ 1,395,000	\$ 15,000	\$ 1,380,000	2025
Public Library, noncalled	\$ 405,000	\$ 135,000	\$ 270,000	2015
DPW Equipment	\$ 160,000	\$ 15,000	\$ 145,000	2024
Fire Equipment	\$ 505,000	\$ 35,000	\$ 470,000	2024
<b>Total</b>	<b>\$ 8,615,000</b>	<b>\$ 820,000</b>	<b>\$ 7,795,000</b>	

**Town of Harvard Trust Funds  
Fiscal Year 2013 Balances**

	7/1/2012		6/30/2013
<u>Cemetery Funds</u>	Beginning Balance	Net Change	Ending Balance
CEMETERY PERPETUAL CARE	\$229,596.70	-\$20,993.96	\$208,602.74
CHARLES WHITNEY CEMETERY	\$16,820.93	\$153.92	\$16,974.85
JOHN MAYNARD CEMETERY	\$37,408.45	\$404.30	\$37,812.75
SIBLEY CEMETERY	\$21,551.25	\$232.92	\$21,784.17
BELLEVUE CEMETERY	\$36,138.53	\$390.27	\$36,528.80
SHAKER & SEARS CEMETERY	\$5,035.00	-\$373.08	\$4,661.92

<u>Library Funds</u>			
RINGBOOK FUND	\$5,872.55	\$63.47	\$5,936.02
GEORGE CLARK LIBRARY	\$1,129.46	\$8.99	\$1,138.45
WALTER WHITNEY LIBRARY	\$21,330.81	\$230.53	\$21,561.34
HAPGOOD LIBRARY	\$48,828.50	\$527.76	\$49,356.26
LAWRENCE LIBRARY	\$12,898.07	\$139.39	\$13,037.46
MARY BLOOD LIBRARY	\$6,639.51	\$71.77	\$6,711.28
ANDREW FAIRBANK LIBRARY	\$3,261.56	\$35.24	\$3,296.80

<u>Miscellaneous Funds</u>			
GINNY THURSTON SCHOLARSHIP	\$16,822.26	\$26.24	\$16,848.50
HARVARD 300TH ANNIVERSARY	\$14,212.88	\$152.49	\$14,365.37
WARNER LECTURE	\$29,482.61	-\$559.80	\$28,922.81
MAYNARD CLOCK	\$1,188.78	-\$640.14	\$548.64
GEORGIA WHITNEY POOR	\$22,332.16	\$241.36	\$22,573.52
WARREN K HARROD	\$2,375.80	\$25.67	\$2,401.47
SALVAGE FUND	\$2,233.86	\$24.15	\$2,258.01
HILDRETH CLOCK	\$866.31	-\$360.54	\$505.77
HILDRETH COMMON	\$5,808.56	\$62.78	\$5,871.34
TUTTLE MEMORIAL	\$12,675.11	\$137.00	\$12,812.11
WILL POST MEMORIAL	\$8,456.75	-\$208.35	\$8,248.40
ENTREPRENEUR'S SCHOLARSHIP	\$1,031.67	\$11.15	\$1,042.82
BA GOULD SCHOLARSHIP FUND	\$0.00	\$1,230.00	\$1,230.00

THOMAS FORD DISTRICT NURSE FUND	\$33,842.13	\$365.74	\$34,207.87
AMBULANCE SCHOLARSHIP FUND	\$28,350.96	-\$1,692.20	\$26,658.76
RANTOUL TRUST-ELDERLY	\$34,513.39	-\$3,638.63	\$30,874.76
RANTOUL TRUST-GENERAL	\$216,688.34	-\$13,579.60	\$203,108.74

Total Trust Fund Balances	\$877,392.89	-\$37,511.16	\$839,881.73
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School Department						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ACCORSI	JOAN	\$64,520.77	\$0.00	\$0.00	\$105.00	\$64,625.77
ACCORSI	JULIE	\$715.00	\$0.00	\$0.00	\$0.00	\$715.00
ADAMS	JAMIE	\$48,961.15	\$3,000.00	\$0.00	\$0.00	\$51,961.15
ADELSON	NATHANIEL	\$0.00	\$2,555.00	\$0.00	\$0.00	\$2,555.00
ALEXANDER	ISABEL	\$0.00	\$4,762.00	\$0.00	\$0.00	\$4,762.00
ALEXANDER	PAMELA	\$25,182.43	\$0.00	\$0.00	\$0.00	\$25,182.43
ALI	FADIYA	\$2,150.00	\$0.00	\$0.00	\$0.00	\$2,150.00
ALLARD	MARYANNE	\$42,957.91	\$0.00	\$0.00	\$0.00	\$42,957.91
AMBROSINO	CYNTHIA	\$88,379.51	\$0.00	\$0.00	\$1,365.00	\$89,744.51
AYLES	DAWN	\$72,763.17	\$100.00	\$0.00	\$0.00	\$72,863.17
BAGATELLE	DAVIDA	\$88,379.51	\$1,585.50	\$0.00	\$1,097.15	\$91,062.16
BARANOWSKI	JENNIFER	\$28,705.78	\$315.00	\$0.00	\$346.75	\$29,367.53
BARMAKIAN	PETER	\$26,980.23	\$0.00	\$0.00	\$0.00	\$26,980.23
BASHTA	JESSICA	\$16,517.91	-\$410.97	\$0.00	\$0.00	\$16,106.94
BASSAGE	AMY	\$82,210.23	\$0.00	\$0.00	\$0.00	\$82,210.23
BATCHELDER	HELEN	\$3,643.75	\$0.00	\$0.00	\$0.00	\$3,643.75
BEARCE	MATTHEW	\$44,425.60	\$350.00	\$2,475.98	\$150.00	\$47,401.58
BECKETT	ELAINE	\$33,389.61	\$369.48	\$0.00	\$0.00	\$33,759.09
BELL	DAVID	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00
BELL	LETTY	\$3,951.00	\$0.00	\$0.00	\$0.00	\$3,951.00
BERNHARDT	SUSAN	\$6,639.10	\$0.00	\$0.00	\$0.00	\$6,639.10
BESOLD	STEPHEN	\$88,379.51	\$2,490.82	\$0.00	\$0.00	\$90,870.33
BOISVERT	DAVID	\$69,340.81	\$8,183.00	\$0.00	\$502.82	\$78,026.63
BOYLE	CHRISTOPHER	\$75,683.88	\$0.00	\$0.00	\$0.00	\$75,683.88
BRAGG	MARGARET	\$88,379.51	\$2,234.98	\$0.00	\$975.00	\$91,589.49
BROGGI	PETER	\$420.00	\$0.00	\$0.00	\$0.00	\$420.00
BROOKS	MARTHA	\$79,191.97	\$8,552.85	\$0.00	\$0.00	\$87,744.82
BROUGH	JOCELYN	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00
BROWN	JANET	\$24,824.85	\$576.93	\$0.00	\$0.00	\$25,401.78
BRUNING	GAYLE	\$28,673.58	\$6,536.00	\$0.00	\$0.00	\$35,209.58
BURNS	CHRISTINA	\$33,679.15	\$350.00	\$0.00	\$0.00	\$34,029.15
CAMPBELL	MARYBETH	\$77,851.08	\$5,985.98	\$0.00	\$966.45	\$84,803.51
CARLUCCI	KELLIE	\$68,268.67	\$3,163.00	\$0.00	\$773.11	\$72,204.78
CARROLL	MARY	\$69,888.09	\$0.00	\$0.00	\$838.03	\$70,726.12
CASTRO CASTELLANOS	M J	\$57,389.45	\$0.00	\$0.00	\$1,550.00	\$58,939.45
CAVANAUGH	ALEXA	\$3,320.00	\$735.00	\$0.00	\$0.00	\$4,055.00
CAVANAUGH	JUDITH	\$48,369.00	\$0.00	\$0.00	\$0.00	\$48,369.00

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CERVELLONI	ABIGAIL	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
CHANDLER	GAIL	\$262.50	\$0.00	\$0.00	\$0.00	\$262.50
CHANDLER	TONI	\$20,900.00	\$215.00	\$0.00	\$0.00	\$21,115.00
CHAPMAN	PAMELA	\$77,851.08	\$0.00	\$0.00	\$579.87	\$78,430.95
CHEVERALLS	MARYANN	\$70,602.58	\$3,641.58	\$0.00	\$0.00	\$74,244.16
CHLAPOWSKI	SUSAN	\$25,371.99	\$415.00	\$0.00	\$0.00	\$25,786.99
CLARK	CAROLE	\$44,425.60	\$0.00	\$0.00	\$0.00	\$44,425.60
CLARKE	JOSHUA	\$82,210.23	\$1,133.50	\$0.00	\$0.00	\$83,343.73
CLAYBURN	JOB	\$3,264.00	\$0.00	\$0.00	\$0.00	\$3,264.00
CODY	RACHEL	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
CONKLIN	DEBORAH	\$1,350.00	\$0.00	\$0.00	\$0.00	\$1,350.00
CONNELLY	JOSEPH	\$121,707.56	\$0.00	\$0.00	\$0.00	\$121,707.56
CONTE	MARYANN	\$82,210.23	\$0.00	\$0.00	\$557.29	\$82,767.52
COOKE	LYNN	\$1,121.17	\$0.00	\$0.00	\$0.00	\$1,121.17
COOKE	TOM	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00
CORRENTY	PAUL	\$83,613.10	\$12,900.00	\$0.00	\$675.00	\$97,188.10
CORRENTY	SHARON	\$72,738.10	\$1,000.00	\$0.00	\$0.00	\$73,738.10
COSGRAVE	GARRETT	\$770.00	\$0.00	\$0.00	\$0.00	\$770.00
COSTA	JENNIFER	\$14,442.83	\$600.00	\$0.00	\$0.00	\$15,042.83
COZZENS	MARGARET	\$17,256.80	\$500.00	\$0.00	\$0.00	\$17,756.80
CREAVEN	MICHELLE	\$77,851.08	\$1,361.88	\$0.00	\$966.45	\$80,179.41
CRITTENDON	LAUREN	\$70,267.31	\$100.00	\$0.00	\$504.44	\$70,871.75
CRITTENDON	RACHEL	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00
CUDMORE	KAREN	\$86,557.84	\$175.00	\$0.00	\$156.00	\$86,888.84
CULLINANE	F ROBERT	\$88,379.51	\$1,780.00	\$0.00	\$1,097.15	\$91,256.66
CUMMINGS	THOMAS	\$0.00	\$2,502.00	\$0.00	\$0.00	\$2,502.00
CURLEY	JENNIFER	\$23,229.06	\$200.00	\$0.00	\$0.00	\$23,429.06
CUTLER	COURTNEY	\$46,131.12	\$0.00	\$0.00	\$0.00	\$46,131.12
DALMER	JEREMY	\$0.00	\$2,070.00	\$0.00	\$0.00	\$2,070.00
DECOSTE	ERIN	\$47,203.48	\$0.00	\$0.00	\$0.00	\$47,203.48
DEGREGORIO	PAMELA	\$2,439.59	\$0.00	\$0.00	\$0.00	\$2,439.59
DELANEY	AMANDA	\$24,869.09	\$350.00	\$0.00	\$0.00	\$25,219.09
DEMETROS	CATHERINE	\$18,825.05	\$0.00	\$0.00	\$0.00	\$18,825.05
DESARRO	MICHAEL	\$88,379.51	\$0.00	\$0.00	\$1,097.15	\$89,476.66
DESJARDINS	LOREN	\$16,106.52	\$0.00	\$0.00	\$0.00	\$16,106.52
DICKASON	JEAN	\$15,379.70	\$0.00	\$0.00	\$0.00	\$15,379.70
DOBEN	BRENDA	\$292.50	\$0.00	\$0.00	\$0.00	\$292.50
DOERING	THOMAS	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
DOHERTY	KATHLEEN	\$90,341.03	\$8,192.47	\$0.00	\$2,194.30	\$100,727.80



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DONNELLAN	KATHLEEN	\$89,341.06	\$4,230.82	\$0.00	\$0.00	\$93,571.88
DOWNING	SUSAN	\$90,067.26	\$0.00	\$0.00	\$0.00	\$90,067.26
DUBE	MICHAEL	\$0.00	\$4,694.00	\$0.00	\$0.00	\$4,694.00
DUBRULE	MICHAEL	\$51,999.96	\$0.00	\$0.00	\$0.00	\$51,999.96
DURANCEAU	JACQUES	\$88,379.51	\$1,842.00	\$0.00	\$0.00	\$90,221.51
DUTKEWYCH	ALEXANDRA	\$315.00	\$0.00	\$0.00	\$0.00	\$315.00
DWIGHT	LINDA	\$113,234.54	\$0.00	\$0.00	\$0.00	\$113,234.54
DYER	JANIS	\$52,759.99	\$2,985.00	\$0.00	\$388.33	\$56,133.32
EDMONDS	CARRIE	\$15,625.87	\$0.00	\$0.00	\$0.00	\$15,625.87
EDMUNDS	JOANNE	\$12,640.00	\$0.00	\$0.00	\$0.00	\$12,640.00
EGAN	ELIZABETH	\$53,397.27	\$0.00	\$0.00	\$0.00	\$53,397.27
EKLUND	JENNIFER	\$60,899.41	\$0.00	\$0.00	\$0.00	\$60,899.41
ELDRIDGE	JOHN	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00
FARNSWORTH	LORI	\$36,804.87	\$0.00	\$0.00	\$281.30	\$37,086.17
FARNSWORTH	SUSAN	\$37,122.72	\$1,850.00	\$0.00	\$0.00	\$38,972.72
FAVULLI JR	STEVEN	\$0.00	\$215.00	\$0.00	\$0.00	\$215.00
FERGUSON	DEBRA	\$552.50	\$0.00	\$0.00	\$0.00	\$552.50
FINNEGAN	KATHERINE	\$162.50	\$2,000.00	\$0.00	\$0.00	\$2,162.50
FORCE	MARK	\$74,016.92	\$0.00	\$0.00	\$2,000.00	\$76,016.92
FOREMAN	MICHELLE	\$63,601.59	\$3,200.00	\$0.00	\$0.00	\$66,801.59
FOSTER	KEVIN	\$82,210.23	\$559.00	\$0.00	\$1,020.56	\$83,789.79
FRACKIEWICZ	EDWARD	\$0.00	\$2,816.00	\$0.00	\$0.00	\$2,816.00
FRASER	JENNIFER	\$69,538.72	\$5,315.44	\$0.00	\$292.50	\$75,146.66
FRENCH	DAWN	\$9,943.18	\$0.00	\$0.00	\$0.00	\$9,943.18
GALESKI	LORELEI	\$33,411.36	\$0.00	\$0.00	\$0.00	\$33,411.36
GAMAGE	KIRSTI	\$79,379.73	\$1,290.00	\$0.00	\$591.47	\$81,261.20
GATTO	JOSEPH	\$0.00	\$3,754.00	\$0.00	\$0.00	\$3,754.00
GILFIX	DAVID	\$82,210.23	\$0.00	\$0.00	\$1,020.56	\$83,230.79
GINTNER	MATTHEW	\$38,180.57	\$0.00	\$3,100.41	\$0.00	\$41,280.98
GORDON	PAMELA	\$23,679.02	\$0.00	\$0.00	\$0.00	\$23,679.02
GOULD	BARBARA ANN	\$26,550.53	\$500.00	\$0.00	\$1,800.00	\$28,850.53
GRAHAM	MARY-ELIZABETH	\$69,304.82	\$3,667.50	\$0.00	\$0.00	\$72,972.32
GREGSON	CHARLES	\$420.00	\$0.00	\$0.00	\$0.00	\$420.00
GROGAN	MARGARET	\$37,036.48	\$0.00	\$0.00	\$485.78	\$37,522.26
HADORN	MARGARET	\$17,545.12	\$350.00	\$0.00	\$0.00	\$17,895.12
HAMILTON	SUSAN	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00
HANSEN	CYNTHIA	\$43,835.18	\$0.00	\$0.00	\$0.00	\$43,835.18
HARMON	PAUL	\$62,711.03	\$2,103.78	\$0.00	\$0.00	\$64,814.81
HARRINGTON	MARIE	\$49,846.15	\$0.00	\$0.00	\$0.00	\$49,846.15

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HARRIS	CYNTHIA	\$86,556.94	\$1,330.00	\$0.00	\$461.50	\$88,348.44
HART	ELIZABETH	\$13,798.85	\$0.00	\$0.00	\$0.00	\$13,798.85
HART	LESLIE	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
HARTONO	KRISTY	\$17,734.91	\$0.00	\$0.00	\$0.00	\$17,734.91
HAVENS	LESLIE	\$4,260.00	\$0.00	\$0.00	\$0.00	\$4,260.00
HENRY	M GRETCHEN	\$98,308.28	\$3,000.00	\$0.00	\$2,470.95	\$103,779.23
HERBERT	WILLIAM	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00
HERMANS	ROBIN	\$57,752.73	\$0.00	\$0.00	\$0.00	\$57,752.73
HILL	THOMAS	\$0.00	\$9,749.00	\$0.00	\$0.00	\$9,749.00
HOCH	CATHERINE	\$2,230.00	\$1,583.60	\$0.00	\$0.00	\$3,813.60
HOFFMAN	JUDITH	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00
HOFFMAN	SCOTT	\$101,373.90	\$0.00	\$0.00	\$1,002.25	\$102,376.15
HOFFMANN	MICHAEL	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
HOLMES	CHRISTOPHER	\$0.00	\$2,816.00	\$0.00	\$0.00	\$2,816.00
HOLMES	JACQUELYN	\$715.00	\$0.00	\$0.00	\$0.00	\$715.00
HOLMES	NICOLE	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
HOLMES	SUSAN	\$44,425.60	\$350.00	\$0.00	\$1,122.23	\$45,897.83
HOLT	WYATT	\$86,558.01	\$1,362.00	\$0.00	\$650.00	\$88,570.01
HOORNEMAN	ELIZABETH	\$17,245.71	\$0.00	\$0.00	\$0.00	\$17,245.71
HOPKINS	LISA	\$88,379.51	\$355.83	\$0.00	\$2,194.30	\$90,929.64
HORNE	ROBERT	\$552.50	\$0.00	\$0.00	\$0.00	\$552.50
HORTON	JULIE	\$76,963.56	\$6,918.03	\$0.00	\$549.20	\$84,430.79
HUANG	HSIAO-CHING	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00
HUNT	NIKOLAUS	\$4,825.00	\$0.00	\$0.00	\$0.00	\$4,825.00
HYDE	JESSICA	\$71,215.89	\$510.00	\$0.00	\$390.00	\$72,115.89
IGO	SUSAN	\$27,059.91	\$0.00	\$0.00	\$0.00	\$27,059.91
JACOBS	MICHAEL	\$420.00	\$0.00	\$0.00	\$0.00	\$420.00
JONES	CHRISTOPHER	\$85,403.39	\$2,692.22	\$0.00	\$0.00	\$88,095.61
JONES	DONALD	\$39,542.40	\$350.00	\$57.63	\$0.00	\$39,950.03
KEANE	KATHERINE	\$47,752.44	\$1,509.61	\$0.00	\$0.00	\$49,262.05
KEATING	DENISE	\$67,506.17	\$1,902.53	\$0.00	\$838.03	\$70,246.73
KEITH	MAUREEN	\$71,395.89	\$1,704.11	\$0.00	\$0.00	\$73,100.00
KELLEY	ALEXANDRA	\$2,260.00	\$217.50	\$0.00	\$0.00	\$2,477.50
KELLEY	BARBARA	\$88,379.51	\$4,484.16	\$0.00	\$1,183.00	\$94,046.67
KENDALL	GEORGE	\$69,268.69	\$4,576.00	\$0.00	\$0.00	\$73,844.69
KENT-BARNES	AMY	\$17,769.22	\$0.00	\$0.00	\$0.00	\$17,769.22
KERWIN	DIANE	\$20,870.86	\$1,350.00	\$230.40	\$137.50	\$22,588.76
KHURANA	MARISA	\$19,157.70	\$0.00	\$0.00	\$0.00	\$19,157.70
KIER	KAITLYN	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00

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KIMBALL	KATHY	\$16,622.36	\$0.00	\$0.00	\$0.00	\$16,622.36
KITTREDGE	KATHLEEN	\$88,379.51	\$2,499.90	\$0.00	\$2,194.30	\$93,073.71
KLIGERMAN	MICHELLE	\$27,059.91	\$200.00	\$0.00	\$0.00	\$27,259.91
KLINE	BARBARA	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
KRANZ	ELISABETH	\$37,572.22	\$800.00	\$0.00	\$156.00	\$38,528.22
KULPINSKI	GAIL	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00
KUSS	HILARY	\$0.00	\$3,754.00	\$0.00	\$0.00	\$3,754.00
LANDRY	PAUL	\$51,422.40	\$350.00	\$8,076.64	\$0.00	\$59,849.04
LANZA	DONNA	\$53,383.23	\$2,020.00	\$0.00	\$0.00	\$55,403.23
LAVIGNE	KEITH	\$20,722.14	\$0.00	\$0.00	\$0.00	\$20,722.14
LAZARO	KRISTINA	\$59,823.66	\$0.00	\$0.00	\$183.15	\$60,006.81
LINVILLE	THOMAS	\$36,630.13	\$0.00	\$0.00	\$0.00	\$36,630.13
LITTLEPAGE	KRISTIN	\$124.95	\$0.00	\$0.00	\$0.00	\$124.95
LOMBARD	JANET	\$86,558.01	\$700.00	\$0.00	\$2,149.08	\$89,407.09
LYNCH	MELISSA	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00
LYONS	JOANNE	\$14,505.51	\$850.00	\$0.00	\$0.00	\$15,355.51
MACMAHON	NOELLE	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00
MAIORE	JOYCE	\$1,053.15	\$0.00	\$0.00	\$0.00	\$1,053.15
MAKOSKY	KATHRYN	\$357.50	\$0.00	\$0.00	\$0.00	\$357.50
MANLY	HOWARD	\$227.50	\$0.00	\$0.00	\$0.00	\$227.50
MANLY	RACHEL	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00
MARRESE	CHRISTOPHER	\$0.00	\$1,757.00	\$0.00	\$0.00	\$1,757.00
MARSTON	PAMELA	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
MARYA	SANGITA	\$70,468.40	\$0.00	\$0.00	\$517.28	\$70,985.68
MATTIE	BRYCE	\$60,690.25	\$10,105.14	\$0.00	\$428.12	\$71,223.51
MAYO	DEBRA	\$27,973.94	\$0.00	\$0.00	\$0.00	\$27,973.94
MAZZU	VERONICA	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
MCDONALD	FREDERICK	\$0.00	\$3,754.00	\$0.00	\$0.00	\$3,754.00
MCDONALD	RENEE	\$2,415.00	\$0.00	\$0.00	\$0.00	\$2,415.00
MCINTYRE	JANE	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
MCKENNA	CLAUDIA	\$40,618.89	\$0.00	\$0.00	\$0.00	\$40,618.89
MCKENNA	MARK	\$39,542.40	\$350.00	\$3,434.45	\$191.55	\$43,518.40
MCLEAN	ADAM	\$0.00	\$850.00	\$0.00	\$0.00	\$850.00
MCMANUS	KRISTIN	\$37,752.38	\$355.00	\$0.00	\$0.00	\$38,107.38
MCNERNEY	GRETCHEN	\$65,813.63	\$0.00	\$0.00	\$0.00	\$65,813.63
MEGAN	LEAH	\$651.53	\$0.00	\$0.00	\$0.00	\$651.53
MEJIA	EMILY	\$2,080.00	\$0.00	\$0.00	\$0.00	\$2,080.00
MENDELL	DIANE	\$18,210.22	\$800.00	\$0.00	\$0.00	\$19,010.22
MERCADANTE	TALIA	\$35,686.23	\$977.00	\$0.00	\$0.00	\$36,663.23

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MERRIHEW	SARA	\$49,265.36	\$4,315.00	\$0.00	\$0.00	\$53,580.36
MEYER	BARBARA	\$9,200.00	\$0.00	\$0.00	\$0.00	\$9,200.00
MILLER	CAROLINE	\$1,467.50	\$0.00	\$0.00	\$0.00	\$1,467.50
MILLER	MIRANDA	\$57,733.56	\$2,823.87	\$0.00	\$312.00	\$60,869.43
MONSEN	CARLY	\$53,470.12	\$0.00	\$0.00	\$0.00	\$53,470.12
MONTALTO	HEATHER	\$53,587.69	-\$673.38	\$0.00	\$0.00	\$52,914.31
MOORE	JUDY	\$88,475.66	\$2,403.75	\$0.00	\$2,194.30	\$93,073.71
MOREAU	LISA	\$599.00	\$0.00	\$0.00	\$0.00	\$599.00
MORRISON	EMILY	\$880.00	\$0.00	\$0.00	\$0.00	\$880.00
MOULTRIP	DONALD	\$420.00	\$0.00	\$0.00	\$0.00	\$420.00
MRAKOVICH	SHARON	\$27,060.99	\$0.00	\$0.00	\$0.00	\$27,060.99
MURPHY	PETER	\$82,210.23	\$4,227.50	\$0.00	\$1,020.56	\$87,458.29
MYERS	COLLIN	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$2,400.00
NELSON	PATRICIA	\$0.00	\$1,720.00	\$0.00	\$0.00	\$1,720.00
NEWBOULD	ERIN	\$77,851.08	\$0.00	\$0.00	\$97.50	\$77,948.58
NICHOLSON	TRICIA	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00
NIGZUS	COLLEEN	\$69,723.54	\$2,218.35	\$0.00	\$524.69	\$72,466.58
NIGZUS	STEVE	\$1,080.00	\$0.00	\$0.00	\$0.00	\$1,080.00
NILAN	PATRICIA	\$77,851.08	\$2,194.08	\$0.00	\$579.87	\$80,625.03
NILAND	MELISSA	\$84,677.47	\$2,825.00	\$0.00	\$162.50	\$87,664.97
NILAND	PETER	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
NOCKA	JULIA	\$32.50	\$2,510.00	\$0.00	\$0.00	\$2,542.50
NOCKA	LAURA	\$390.00	\$0.00	\$0.00	\$0.00	\$390.00
NOGLER	LORI	\$9,144.20	\$400.00	\$0.00	\$0.00	\$9,544.20
NORMANDIN	CARRIE	\$67,019.00	\$560.00	\$0.00	\$0.00	\$67,579.00
NORMANDIN	EVANN	\$357.50	\$0.00	\$0.00	\$0.00	\$357.50
NURMI	JANICE	\$16,700.29	\$0.00	\$0.00	\$0.00	\$16,700.29
O'FARRELL	MARY ANN	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
OPALKA	SUZANNE	\$315.00	\$0.00	\$0.00	\$0.00	\$315.00
O'SHEA	JAMES	\$121,902.04	\$0.00	\$0.00	\$0.00	\$121,902.04
OWENS	KYLE	\$0.00	\$2,081.00	\$0.00	\$0.00	\$2,081.00
PAPIA	CYNTHIA	\$9,073.22	\$750.00	\$0.00	\$0.00	\$9,823.22
PAPPAS	MICHELE	\$7,246.63	\$400.00	\$0.00	\$0.00	\$7,646.63
PARDA	DALE	\$25,298.47	\$0.00	\$0.00	\$0.00	\$25,298.47
PAWSON	KENNETH	\$44,425.60	\$350.00	\$6,683.73	\$0.00	\$51,459.33
PEISCH	STEVE	\$1,360.00	\$0.00	\$0.00	\$0.00	\$1,360.00
PERRY	NICHOLAS	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
PEURA	OKSANA	\$44,626.64	\$0.00	\$0.00	\$0.00	\$44,626.64
PHILLIPS	DONALD	\$612.50	\$0.00	\$0.00	\$0.00	\$612.50

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PICHE	DONNA	\$66,329.26	\$0.00	\$0.00	\$815.53	\$67,144.79
PIERCE	DEBORAH	\$86,558.01	\$5,000.06	\$0.00	\$2,149.08	\$93,707.15
PLANTE	SHARON	\$14,372.55	\$0.00	\$0.00	\$0.00	\$14,372.55
PODGORNI	ERICA	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00
POLIS	CATHERINE	\$88,571.82	\$7,490.88	\$0.00	\$0.00	\$96,062.70
PORTER	REGINA	\$32.50	\$0.00	\$0.00	\$0.00	\$32.50
PRESCOTT	CYNTHIA	\$22,066.18	\$1,350.00	\$102.90	\$0.00	\$23,519.08
PRICE	AMY	\$17,164.00	\$0.00	\$0.00	\$0.00	\$17,164.00
PUISHYS	LAUREN	\$0.00	\$270.00	\$0.00	\$0.00	\$270.00
QUAADGRAS	MARYBETH	\$5,941.11	\$0.00	\$0.00	\$0.00	\$5,941.11
RAMIREZ	VICTORIA	\$86,558.01	\$0.00	\$0.00	\$0.00	\$86,558.01
REALE	CHRISTINE	\$82,210.23	\$1,350.00	\$0.00	\$1,020.56	\$84,580.79
REDFORD	ANNIE	\$29,397.40	\$0.00	\$0.00	\$0.00	\$29,397.40
REEDICH	MATTHEW	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00
REEDICH	SUSAN	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00
REYNOLDS	THOMAS	\$88,379.51	\$4,714.79	\$0.00	\$1,097.15	\$94,191.45
RICHARD-HARRINGTON	GABRIELLE	\$10,134.55	\$0.00	\$0.00	\$0.00	\$10,134.55
RICHARDSON	LIBBI	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
RIDDLE	CAROL	\$14,094.73	\$0.00	\$0.00	\$0.00	\$14,094.73
RINDENELLO	CLAIRE	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
RIVARD	ALEXIS	\$0.00	\$1,650.00	\$0.00	\$0.00	\$1,650.00
RIVERA	DEBRA	\$14,892.69	\$0.00	\$0.00	\$0.00	\$14,892.69
RIVERA	ELENA	\$97.50	\$0.00	\$0.00	\$0.00	\$97.50
ROBICHAUD	LISA	\$30,962.63	\$1,885.00	\$0.00	\$0.00	\$32,847.63
ROSAL	OLYAN	\$15,181.92	\$0.00	\$0.00	\$0.00	\$15,181.92
ROSS	ELKE - EDDA	\$3,650.00	\$0.00	\$0.00	\$0.00	\$3,650.00
ROUTE	TAMMY	\$58,236.64	\$2,500.00	\$0.00	\$234.00	\$60,970.64
ROWSE	STEVEN	\$0.00	\$599.00	\$0.00	\$0.00	\$599.00
SAWYER	ANDREW	\$20,282.64	\$0.00	\$0.00	\$0.00	\$20,282.64
SCHEMEL	JUSTINE	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
SCHEMEL	RUTH	\$33,285.25	\$0.00	\$0.00	\$0.00	\$33,285.25
SCHENDEN	JANET	\$30,053.54	\$1,590.89	\$0.00	\$0.00	\$31,644.43
SCHMIDT	JONATHAN	\$3,386.25	\$0.00	\$0.00	\$0.00	\$3,386.25
SCHMIDT	JONATHAN	\$132.30	\$0.00	\$0.00	\$0.00	\$132.30
SCHMIDT	SHARON	\$19,513.92	\$0.00	\$0.00	\$0.00	\$19,513.92
SCHWARTZ	SABRINA	\$0.00	\$2,502.00	\$0.00	\$0.00	\$2,502.00
SCHWIEGERSHAUSEN	KARL	\$0.00	\$1,799.00	\$0.00	\$0.00	\$1,799.00
SCHWINGER	ALICE	\$16,387.02	\$2,200.00	\$0.00	\$0.00	\$18,587.02
SEGALOFF	RACHEL	\$41,277.21	\$0.00	\$0.00	\$0.00	\$41,277.21

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SERPA	MARGARET	\$10,202.13	\$0.00	\$0.00	\$0.00	\$10,202.13
SHAW	JEFFREY	\$0.00	\$4,573.00	\$0.00	\$0.00	\$4,573.00
SHAW	KAREN	\$380.00	\$0.00	\$0.00	\$0.00	\$380.00
SHELTON	MARY JANE	\$26,325.47	\$3,660.00	\$0.00	\$90.00	\$30,075.47
SHEPHERD	PATRICIA	\$69,262.23	\$279.75	\$0.00	\$0.00	\$69,541.98
SHORT	JILLIAN	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00
SHUTTLE	KAREN	\$46,572.03	\$0.00	\$0.00	\$0.00	\$46,572.03
SICARD	CHRISTINA	\$162.50	\$0.00	\$0.00	\$0.00	\$162.50
SILVER	CASEY	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
SILVER	SUSAN	\$86,874.84	\$17,354.00	\$0.00	\$2,041.13	\$106,269.97
SKROCKI	ANDREW	\$56,561.05	\$4,495.00	\$0.00	\$0.00	\$61,056.05
SNELL	CHRISTOPHER	\$72,738.10	\$0.00	\$0.00	\$0.00	\$72,738.10
SOLDI	LISA	\$88,379.51	\$2,045.79	\$0.00	\$2,194.30	\$92,619.60
SPUHLER	SUSAN	\$97.50	\$0.00	\$0.00	\$0.00	\$97.50
STEADMAN	JULIANA	\$30,242.28	\$0.00	\$0.00	\$0.00	\$30,242.28
STEEVES	CYNTHIA	\$25,943.54	\$0.00	\$0.00	\$0.00	\$25,943.54
STERN	LAURA	\$2,307.50	\$0.00	\$0.00	\$0.00	\$2,307.50
SUBRAMANIAN	KABILGANGA	\$32.50	\$0.00	\$0.00	\$0.00	\$32.50
SUCHECKI	ERIN	\$41,278.22	\$274.50	\$0.00	\$424.61	\$41,977.33
SULLIVAN	ARLENE	\$67,506.17	\$0.00	\$0.00	\$838.03	\$68,344.20
SULLIVAN	BRENDA	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
SULLIVAN	MARY	\$22,148.39	\$350.00	\$0.00	\$0.00	\$22,498.39
SWEENEY	MARY	\$98.18	\$0.00	\$0.00	\$0.00	\$98.18
SYMECKA	STEPHANIE	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
TABOR	RICHARD	\$93,937.15	\$2,885.81	\$0.00	\$0.00	\$96,822.96
TARULLO	EVAN	\$2,958.00	\$0.00	\$0.00	\$0.00	\$2,958.00
TARULLO	GLENN	\$90,067.26	\$100.00	\$0.00	\$1,118.10	\$91,285.36
TASCHEREAU	KRISTEN	\$0.00	\$5,631.00	\$0.00	\$0.00	\$5,631.00
TAVILLA	SONYA	\$5,913.43	\$350.00	\$0.00	\$0.00	\$6,263.43
THOMSEN	JANE	\$15,744.95	\$0.00	\$0.00	\$0.00	\$15,744.95
THURSTON	JOSHUA	\$47,023.67	\$1,720.00	\$0.00	\$0.00	\$48,743.67
TORIGIAN	CHRISTINE	\$34,199.41	\$414.08	\$0.00	\$0.00	\$34,613.49
TOWNSEND	ANASTASIA	\$63,402.91	\$0.00	\$0.00	\$0.00	\$63,402.91
TRAVERS	JACQUELINE	\$55,662.88	\$417.00	\$0.00	\$0.00	\$56,079.88
TUTTLE	ELIZABETH	\$4,302.50	\$0.00	\$0.00	\$0.00	\$4,302.50
TUTTLE	SHARLENE	\$86,558.01	\$1,880.00	\$0.00	\$775.00	\$89,213.01
UFEMA	REBECCA	\$16,294.14	\$892.50	\$0.00	\$0.00	\$17,186.64
VALLADARES	AMELIA	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
VANDER VEEN MIDEY	KRISTEN	\$90,067.26	\$100.00	\$0.00	\$670.86	\$90,838.12

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VEEDER	NICHOLAS	\$15,181.92	\$0.00	\$0.00	\$0.00	\$15,181.92
VELTRI	MARIA	\$9,850.00	\$0.00	\$0.00	\$0.00	\$9,850.00
VENDITTI	RYAN	\$0.00	\$2,816.00	\$0.00	\$0.00	\$2,816.00
VERROCHI	EMILY	\$59,823.66	\$140.00	\$0.00	\$0.00	\$59,963.66
WAGER	GLORIA	\$30,400.55	\$0.00	\$0.00	\$201.02	\$30,601.57
WAGNER	GIOANNE	\$63,651.55	\$0.00	\$0.00	\$0.00	\$63,651.55
WAITE	CYNTHIA	\$46,926.48	\$350.00	\$0.00	\$547.83	\$47,824.31
WAITE	JESSICA	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
WAITE	JONATHAN	\$5,425.00	\$0.00	\$0.00	\$0.00	\$5,425.00
WALKER	DEBORAH	\$31,374.60	\$915.00	\$0.00	\$0.00	\$32,289.60
WALTON	MARIA	\$2,810.35	\$0.00	\$0.00	\$0.00	\$2,810.35
WASS	RUSSELL	\$86,558.01	\$5,200.06	\$0.00	\$0.00	\$91,758.07
WEAVER	LAWRENCE	\$39,542.40	\$0.00	\$57.63	\$0.00	\$39,600.03
WHAYNE	SUSANNE	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00
WIENER	DEBRA	\$43,925.51	\$0.00	\$0.00	\$0.00	\$43,925.51
WILLIAMS	JOANNE	\$28,062.15	\$1,055.00	\$0.00	\$355.15	\$29,472.30
WILSON	KELLY	\$268.02	\$0.00	\$0.00	\$0.00	\$268.02
WILSON	ROBERT	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00
WOODSUM	DAVID	\$28,851.24	\$0.00	\$203.25	\$0.00	\$29,054.49
WOODSUM	JANET	\$16,561.32	\$410.87	\$0.00	\$0.00	\$16,972.19
ZADROGA	ELIZABETH	\$1,007.50	\$0.00	\$0.00	\$0.00	\$1,007.50
ZADROGA	MARY	\$69,257.17	\$249.99	\$0.00	\$777.86	\$70,285.02
ZADROGA	MEAGAN	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
ZIMMER	MARGARET	\$75,421.75	\$0.00	\$0.00	\$888.16	\$76,309.91
					<b>Total</b>	<b>\$11,034,598.46</b>
<b>Library</b>						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ALENSON	AUDREY	\$6,015.37	\$0.00	\$0.00	\$0.00	\$6,015.37
ANDREWS	SUSAN	\$39,435.20	\$0.00	\$0.00	\$0.00	\$39,435.20
BOLDUC	KRISTEEN	\$22,741.38	\$0.00	\$0.00	\$0.00	\$22,741.38
FLAGG	CAROL	\$9,957.20	\$0.00	\$0.00	\$0.00	\$9,957.20
FLOKOS	MATTHEW	\$2,087.27	\$0.00	\$0.00	\$0.00	\$2,087.27
GAGNON	LISA	\$57,502.40	\$0.00	\$0.00	\$325.00	\$57,827.40
HAYES	JILL	\$27,297.54	\$0.00	\$0.00	\$0.00	\$27,297.54
HOLMES	JENNIFER	\$5,491.57	\$0.00	\$0.00	\$0.00	\$5,491.57
KINGSBURY	ABIGAIL	\$49,236.80	\$0.00	\$0.00	\$0.00	\$49,236.80
KOZLOWSKI	CELESTE	\$5,226.00	\$0.00	\$0.00	\$0.00	\$5,226.00
MACMILLAN	JENNIFER	\$14,748.13	\$0.00	\$0.00	\$0.00	\$14,748.13
MCCORMACK	CONSTANCE	\$17,352.47	\$0.00	\$0.00	\$0.00	\$17,352.47

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O'SHEA	KELLY	\$2,265.00	\$0.00	\$0.00	\$0.00	\$2,265.00
SPECHT	JENNIFER	\$2,146.26	\$0.00	\$0.00	\$0.00	\$2,146.26
SULLEBARGER	JANE	\$489.38	\$0.00	\$0.00	\$0.00	\$489.38
VENO	JUDITH	\$44,592.00	\$0.00	\$0.00	\$563.42	\$45,155.42
WILSON	MARY	\$82,960.00	\$0.00	\$0.00	\$2,096.12	\$85,056.12
					<b>Total</b>	<b>\$392,528.51</b>

**Public Works**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ALLARD	LAURENCE	\$33,484.13	\$0.00	\$3,961.24	\$0.00	\$37,445.37
AMMESMAKI	NICHOLAS	\$37,256.08	\$344.74	\$12,681.61	\$0.00	\$50,282.43
AMMESMAKI	RYAN	\$0.00	\$0.00	\$760.00	\$0.00	\$760.00
CANOLE	JOSEPH	\$52,265.60	\$1,040.00	\$5,491.51	\$0.00	\$58,797.11
COSSETTE	JEFFREY	\$910.00	\$0.00	\$1,840.00	\$0.00	\$2,750.00
COZZOLINO	ALFRED	\$11,465.66	\$0.00	\$0.00	\$0.00	\$11,465.66
GILBERT	BENJAMIN	\$41,042.48	\$151.12	\$12,938.77	\$0.00	\$54,132.37
GILBERT	RONALD	\$60,180.80	\$4,738.71	\$18,666.94	\$0.00	\$83,586.45
GRECO	BRETT	\$0.00	\$0.00	\$620.00	\$0.00	\$620.00
GRECO	JEFFREY	\$42,984.11	\$163.28	\$9,240.27	\$0.00	\$52,387.66
HOLMES	JAMES	\$18,161.57	\$0.00	\$3,122.27	\$0.00	\$21,283.84
MELVIN	ROBERT	\$47,123.48	\$0.00	\$5,383.84	\$0.00	\$52,507.32
NOTA	RICHARD	\$108,342.24	\$0.00	\$0.00	\$2,600.00	\$110,942.24
POITRAS	MICHAEL	\$37,013.64	\$138.88	\$8,024.28	\$0.00	\$45,176.80
SZOCIK	ROBERT	\$40,764.62	\$2,697.29	\$10,289.86	\$0.00	\$53,751.77
TREMBLAY	ROBERT	\$43,612.80	\$208.56	\$14,868.50	\$0.00	\$58,689.86
					<b>Total</b>	<b>\$694,578.88</b>

**Police**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
BABU	OVIDIU	\$62,774.40	\$33,540.90	\$51,062.91	\$0.00	\$147,378.21
BOWOLICK	NATHAN	\$0.00	\$2,070.40	\$0.00	\$0.00	\$2,070.40
BRUIN	BRANDON	\$0.00	\$936.00	\$0.00	\$0.00	\$936.00
BURGWINKEL JR	EDWIN	\$0.00	\$1,716.00	\$0.00	\$0.00	\$1,716.00
CASTRO	WILLIAM	\$53,735.70	\$6,850.00	\$0.00	\$0.00	\$60,585.70
COATES	JOHN	\$63,447.79	\$21,814.90	\$43,349.61	\$0.00	\$128,612.30
COFFIN	EDWARD	\$0.00	\$148.80	\$0.00	\$0.00	\$148.80
CONNORS	JOHN	\$351.00	\$390.00	\$0.00	\$0.00	\$741.00
COOK	DOUGLAS	\$0.00	\$624.00	\$0.00	\$0.00	\$624.00
CRISTY	MATTHEW	\$1,016.71	\$2,305.47	\$0.00	\$0.00	\$3,322.18
DACOSTA	ROBERT	\$156.00	\$0.00	\$0.00	\$0.00	\$156.00
DENMARK	EDWARD	\$104,499.20	\$24,413.20	\$0.00	\$2,600.00	\$131,512.40



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DINEEN	SEAN	\$0.00	\$312.00	\$0.00	\$0.00	\$312.00
DRISTILARIS	JOHN	\$0.00	\$4,234.63	\$0.00	\$0.00	\$4,234.63
FAHLBECK	NIKKI	\$0.00	\$148.80	\$0.00	\$0.00	\$148.80
FORTUNATO	DANIELE	\$54,579.20	\$8,666.85	\$2,952.23	\$0.00	\$66,198.28
GATH	PHILIP	\$0.00	\$468.00	\$0.00	\$0.00	\$468.00
GENETTI	CHARLES	\$47,144.00	\$13,295.70	\$28,537.35	\$0.00	\$88,977.05
GOGUEN	DAVID	\$0.00	\$1,482.00	\$0.00	\$0.00	\$1,482.00
GUSHLAW	GREGORY	\$0.00	\$390.00	\$0.00	\$0.00	\$390.00
HARRINGTON	CHRIS	\$0.00	\$156.00	\$0.00	\$0.00	\$156.00
HATSTAT	FREDERICK	\$0.00	\$780.00	\$0.00	\$0.00	\$780.00
HENDERSON	GARY	\$0.00	\$2,496.00	\$0.00	\$0.00	\$2,496.00
HERON	LEE	\$0.00	\$4,602.00	\$0.00	\$0.00	\$4,602.00
HUGHES	SCOTT	\$54,579.20	\$29,599.74	\$33,346.33	\$0.00	\$117,525.27
IZZO	JACK	\$13,909.30	\$1,128.00	\$0.00	\$0.00	\$15,037.30
LANDREN	JEFFREY	\$0.00	\$1,560.00	\$0.00	\$0.00	\$1,560.00
LAPRADE	CRAIG	\$0.00	\$2,106.00	\$0.00	\$0.00	\$2,106.00
MALDARI	ENRICO	\$0.00	\$390.00	\$0.00	\$0.00	\$390.00
MANLEY	RICHARD	\$312.00	\$0.00	\$0.00	\$0.00	\$312.00
MCNALLY	JOHN	\$1,014.00	\$4,217.10	\$0.00	\$0.00	\$5,231.10
MCNAMARA	JAMES	\$390.00	\$4,212.00	\$0.00	\$0.00	\$4,602.00
MORTIMER	PATRICK	\$312.00	\$1,404.00	\$0.00	\$0.00	\$1,716.00
NATOLI	PATRICIA	\$42,437.67	\$3,792.66	\$19,950.02	\$0.00	\$66,180.35
NEWMAN	GREGORY	\$42,444.54	\$15,341.48	\$9,973.43	\$0.00	\$67,759.45
O'BRIEN	WARREN	\$0.00	\$936.00	\$0.00	\$0.00	\$936.00
O'SULLIVAN	MATTHEW	\$0.00	\$312.00	\$0.00	\$0.00	\$312.00
PERRY	NELSON	\$32,964.22	\$5,444.40	\$7,111.35	\$0.00	\$45,519.97
ROUVEL	PATRICIA	\$40,947.04	\$3,065.84	\$6,405.77	\$0.00	\$50,418.65
RYDER	WARREN	\$0.00	\$312.00	\$0.00	\$0.00	\$312.00
SMITH	JASON	\$0.00	\$148.80	\$0.00	\$0.00	\$148.80
STURTEVANT	STEVEN	\$0.00	\$2,574.00	\$0.00	\$0.00	\$2,574.00
SWICK	HEATHER	\$0.00	\$468.00	\$0.00	\$0.00	\$468.00
VIOLETTE	PETER	\$0.00	\$390.00	\$0.00	\$0.00	\$390.00
WALKONEN	EDWARD	\$0.00	\$390.00	\$0.00	\$0.00	\$390.00
					<b>Total</b>	<b>\$1,031,936.64</b>
<b>Dispatch</b>						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
GOLDSMITH	ELIZABETH	\$2,727.88	\$2,684.36	\$0.00	\$0.00	\$5,412.24
PODZYCKI	SUSAN	\$890.04	\$13,574.47	\$0.00	\$0.00	\$14,464.51
					<b>Total</b>	<b>\$19,876.75</b>

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Finance						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
APONTE	ALFREDO	\$49,850.40	\$692.28	\$0.00	\$0.00	\$50,542.68
COLLER	TAMMY	\$27,057.03	\$461.52	\$0.00	\$0.00	\$27,518.55
COPELAND	SUSAN	\$37,712.00	\$0.00	\$55.62	\$0.00	\$37,767.62
FITTERMAN	SUZANNE	\$35,696.99	\$0.00	\$0.00	\$0.00	\$35,696.99
LEMIEUX	MAUREEN	\$4,465.38	\$0.00	\$0.00	\$0.00	\$4,465.38
LEONARD	LORRAINE	\$111,291.20	\$0.00	\$0.00	\$2,811.12	\$114,102.32
NUTTER	DEBBIE	\$24,167.74	\$0.00	\$0.00	\$0.00	\$24,167.74
RELIC	MARY	\$1,918.20	\$0.00	\$0.00	\$0.00	\$1,918.20
VELLANTE	JANET	\$66,667.20	\$999.96	\$0.00	\$675.00	\$68,342.16
					<b>Total</b>	<b>\$364,521.64</b>
Town Administrator/Staff						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
BRAGAN	TIMOTHY	\$116,966.40	\$4,500.08	\$0.00	\$0.00	\$121,466.48
DOUCET	JULIE	\$37,179.80	\$0.00	\$0.00	\$31.50	\$37,211.30
SALLUCE	DONNA	\$4,502.69	\$0.00	\$0.00	\$0.00	\$4,502.69
STOFFEL	EDWARD	\$25,135.55	\$0.00	\$0.00	\$0.00	\$25,135.55
					<b>Total</b>	<b>\$188,316.02</b>
Town Inspection services						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
BAKUN	JAMES	\$11,484.30	\$0.00	\$0.00	\$0.00	\$11,484.30
FRIEDRICH	ROBERT	\$78.00	\$0.00	\$0.00	\$0.00	\$78.00
HORGAN	PHILIP	\$992.00	\$0.00	\$0.00	\$0.00	\$992.00
VELLANTE	GABRIEL	\$45,409.00	\$0.00	\$0.00	\$0.00	\$45,409.00
					<b>Total</b>	<b>\$57,963.30</b>
Park & Recreation						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ANDREWS	RYAN	\$2,941.92	\$0.00	\$102.15	\$0.00	\$3,044.07
ANEY	SOPHIA	\$2,563.45	\$0.00	\$0.00	\$0.00	\$2,563.45
BILODEAU	ELISE	\$558.00	\$0.00	\$0.00	\$0.00	\$558.00
CADMAN	ALEXANDER	\$814.05	\$0.00	\$0.00	\$0.00	\$814.05
CARLSON	GRACE	\$1,206.12	\$0.00	\$0.00	\$0.00	\$1,206.12
CARLSON	SAMUEL	\$4,046.84	\$0.00	\$0.00	\$0.00	\$4,046.84
ERDOS	EMILY	\$128.55	\$0.00	\$0.00	\$0.00	\$128.55
FERGUSON	CARLISLE	\$301.53	\$0.00	\$0.00	\$0.00	\$301.53
FLOKOS	HEATHER	\$1,296.55	\$0.00	\$0.00	\$0.00	\$1,296.55
HAZOURY	ERIC	\$328.38	\$0.00	\$0.00	\$0.00	\$328.38
HILL	THOMAS	\$2,975.92	\$0.00	\$0.00	\$0.00	\$2,975.92

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KENNEDY	DEIDRE	\$1,643.12	\$0.00	\$0.00	\$0.00	\$1,643.12
KENNEDY	KARA	\$3,994.93	\$0.00	\$454.02	\$0.00	\$4,448.95
KENNEDY	RYAN	\$1,982.80	\$0.00	\$0.00	\$0.00	\$1,982.80
KENNY-PESSIA	EMMA	\$632.10	\$0.00	\$0.00	\$0.00	\$632.10
LANDRY	JACKSON	\$4,434.96	\$0.00	\$270.48	\$0.00	\$4,705.44
LEROY	SEAN	\$4,222.21	\$0.00	\$57.96	\$0.00	\$4,280.17
LUCK	ALEXANDRA	\$13,043.91	\$0.00	\$1,976.40	\$0.00	\$15,020.31
MARA	LINDA	\$2,359.16	\$0.00	\$0.00	\$0.00	\$2,359.16
MORRISON	BARBARA	\$5,746.37	\$0.00	\$502.32	\$0.00	\$6,248.69
MORRISON	GRACE	\$5,733.74	\$0.00	\$531.30	\$0.00	\$6,265.04
OSGOOD	DYLAN	\$576.00	\$0.00	\$0.00	\$0.00	\$576.00
OSGOOD	RYLEE	\$891.00	\$0.00	\$0.00	\$0.00	\$891.00
PESA	MADISON	\$470.48	\$0.00	\$0.00	\$0.00	\$470.48
PESA	PAT	\$1,152.40	\$0.00	\$0.00	\$0.00	\$1,152.40
PESSIA	BARBARA	\$0.00	\$3,830.00	\$0.00	\$0.00	\$3,830.00
TURNBALL	CAROLINE	\$116.25	\$0.00	\$0.00	\$0.00	\$116.25
WALKER	NICHOLAS	\$3,692.28	\$0.00	\$0.00	\$0.00	\$3,692.28
WHARTON	HANNAH	\$1,808.30	\$0.00	\$0.00	\$0.00	\$1,808.30
WHARTON	LUKE	\$197.63	\$0.00	\$0.00	\$0.00	\$197.63
WILLIAMS	CARLY	\$2,659.22	\$0.00	\$0.00	\$0.00	\$2,659.22
WILLIAMS	MITCHELL	\$6,313.29	\$0.00	\$154.56	\$0.00	\$6,467.85
ZAJAC	SAMUEL	\$787.30	\$0.00	\$0.00	\$0.00	\$787.30
					<b>Total</b>	<b>\$87,497.95</b>

**Fire**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ALDRICH	OONA	\$145.00	\$0.00	\$0.00	\$0.00	\$145.00
BARBER	DUANE	\$2,749.00	\$0.00	\$0.00	\$0.00	\$2,749.00
BARTON	WILLIAM	\$4,960.00	\$0.00	\$0.00	\$0.00	\$4,960.00
BERTHOUD	WILLIAM	\$1,235.00	\$0.00	\$0.00	\$0.00	\$1,235.00
CURRAN	ROBERT	\$1,455.00	\$0.00	\$0.00	\$0.00	\$1,455.00
DEBETTENCOURT	FRANK	\$2,899.00	\$0.00	\$0.00	\$0.00	\$2,899.00
HARROD	EDGAR	\$2,347.00	\$0.00	\$0.00	\$0.00	\$2,347.00
HARROD	GREGORY	\$5,324.00	\$0.00	\$0.00	\$0.00	\$5,324.00
HAZEL	DAVID	\$2,894.00	\$0.00	\$0.00	\$0.00	\$2,894.00
HUCHOWSKI	KERRA	\$737.00	\$0.00	\$0.00	\$0.00	\$737.00
HUGHES	ADAM	\$5,109.00	\$0.00	\$0.00	\$0.00	\$5,109.00
INTO	STEPHEN	\$869.00	\$0.00	\$0.00	\$0.00	\$869.00
KENNEFICK	SEAN	\$5,951.00	\$0.00	\$0.00	\$0.00	\$5,951.00
MCELHANEY	WILLIAM	\$5,694.00	\$0.00	\$0.00	\$0.00	\$5,694.00

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MORRIS	PAUL	\$1,860.00	\$0.00	\$0.00	\$0.00	\$1,860.00
MURPHY	SEAN	\$1,045.00	\$0.00	\$0.00	\$0.00	\$1,045.00
NIGZUS	CHARLES	\$6,633.00	\$0.00	\$0.00	\$0.00	\$6,633.00
NOGLER	SCOT	\$7,346.00	\$0.00	\$0.00	\$0.00	\$7,346.00
NOGLER	SHANE	\$7,501.00	\$0.00	\$0.00	\$0.00	\$7,501.00
PERRY	ANDREW	\$17,146.28	\$2,775.17	\$657.08	\$0.00	\$20,578.53
PERWAK	BRIAN	\$1,699.00	\$0.00	\$0.00	\$0.00	\$1,699.00
SEARS	IAN	\$1,928.00	\$0.00	\$0.00	\$0.00	\$1,928.00
SHAW	JOSEPH	\$5,335.00	\$0.00	\$0.00	\$0.00	\$5,335.00
SHAW	WALTER	\$2,215.00	\$0.00	\$0.00	\$0.00	\$2,215.00
SICARD	RICHARD	\$70,169.60	\$0.00	\$0.00	\$0.00	\$70,169.60
SPECHT	ALAN	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
SWEARINGEN	TYLER	\$2,699.50	\$0.00	\$0.00	\$0.00	\$2,699.50
THOMPSON	MARC	\$185.00	\$0.00	\$0.00	\$0.00	\$185.00
WARREN	JUSTIN	\$3,202.00	\$0.00	\$0.00	\$0.00	\$3,202.00
					<b>Total</b>	<b>\$175,514.63</b>

**Land Use**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ALLARD	ELIZABETH	\$49,236.80	\$0.00	\$0.00	\$130.00	\$49,366.80

**Board of Health**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
O'BRIEN	PAIGE	\$9,646.13	\$0.00	\$0.00	\$0.00	\$9,646.13

**Council on Aging**

Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
DUMONT	WILFRED	\$973.83	\$0.00	\$0.00	\$0.00	\$973.83
GODDARD	JOAN	\$2,795.18	\$0.00	\$0.00	\$0.00	\$2,795.18
HERBERT	WILLIAM	\$3,465.18	\$0.00	\$0.00	\$0.00	\$3,465.18
HOLLAND	MARIA	\$20,899.29	\$0.00	\$0.00	\$0.00	\$20,899.29
NICKERSON	BRUCE	\$240.13	\$0.00	\$0.00	\$0.00	\$240.13
PETERS	JIM	\$9,731.56	\$0.00	\$0.00	\$0.00	\$9,731.56
SORENSEN	MARY	\$11,704.61	\$0.00	\$0.00	\$0.00	\$11,704.61
TENNESON	PETER	\$1,634.17	\$0.00	\$0.00	\$0.00	\$1,634.17
THOMPSON	DEBORAH	\$56,214.40	\$0.00	\$0.00	\$0.00	\$56,214.40
VALLADARES	JULIO	\$7,316.99	\$0.00	\$0.00	\$0.00	\$7,316.99
					<b>Total</b>	<b>\$114,975.34</b>

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<b>Dog Officers</b>						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
BAMFORD	ANN	\$3,999.96	\$0.00	\$0.00	\$0.00	\$3,999.96
WILLARD	PAUL	\$12,500.04	\$0.00	\$0.00	\$0.00	\$12,500.04
					<b>Total</b>	<b>\$16,500.00</b>
<b>Cable</b>						
CULLINAN	MAEGAN	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
FERGUSON	J BRINTON	\$2,437.50	\$0.00	\$0.00	\$0.00	\$2,437.50
FERNANDEZ	ROBERT	\$13,640.00	\$0.00	\$0.00	\$0.00	\$13,640.00
HAYES	ARPITHA	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00
					<b>Total</b>	<b>\$16,422.50</b>
<b>Council on Aging - STWO</b>						
Last Name	First Name	Base Pay	Other	Overtime	Match	Gross
ADRIAN	STEPHEN	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
BOUDREA	PATRICIA	\$96.00	\$0.00	\$0.00	\$0.00	\$96.00
FITEK	HENRY	\$690.00	\$0.00	\$0.00	\$0.00	\$690.00
FOSS	BLANCHE	\$1,294.00	\$0.00	\$0.00	\$0.00	\$1,294.00
GROENER	JILL	\$464.00	\$0.00	\$0.00	\$0.00	\$464.00
HUGHES	LUCILLE	\$328.00	\$0.00	\$0.00	\$0.00	\$328.00
KING	JAMES	\$432.00	\$0.00	\$0.00	\$0.00	\$432.00
LEEMING	EDWARD	\$808.00	\$0.00	\$0.00	\$0.00	\$808.00
MOFFA	NANETTE	\$556.00	\$0.00	\$0.00	\$0.00	\$556.00
MURPHY	STANLEY	\$560.00	\$0.00	\$0.00	\$0.00	\$560.00
PANEK-CLARK	CAROL	\$84.00	\$0.00	\$0.00	\$0.00	\$84.00
ROBINSON	LISA	\$428.00	\$0.00	\$0.00	\$0.00	\$428.00
SHAW	PATRICIA	\$1,342.00	\$0.00	\$0.00	\$0.00	\$1,342.00
SOJA	DONALD	\$1,188.00	\$0.00	\$0.00	\$0.00	\$1,188.00
SPIELVOGEL	CHRISTINE	\$1,680.00	\$0.00	\$0.00	\$0.00	\$1,680.00
VYSTYD	OLGA	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
WILLIAMSON	JOANNE	\$1,324.00	\$0.00	\$0.00	\$0.00	\$1,324.00
ZAIS	KAREN	\$876.00	\$0.00	\$0.00	\$0.00	\$876.00
					<b>Total</b>	<b>\$13,900.00</b>

## TOWN OF HARVARD FIRE SIGNALS

12	Route 2 East of Route 110	216	Upper Littleton Road at Littleton Town Line
14	Route 2 West of Route 110	217	Green Hill Road
21	Out of Town	221	Pinnacle Road
31	Library	222	Park Lane
32	Harvard Common	223	Little Common (Fairbanks Street)
33	Unitarian Church	224	Oak Hill Road
34	Town Hall	225	Cleaves Hill Road
35	Fire Station	226	Woodchuck Hill Road
36	Congregational Church	227	Route 111 at Stow Road
52	Town Beach	231	Route 111 at Boxboro Town Line (Route 495 & Codman Hill)
53	Lancaster Shore- Turners Lane	232	Sherry Road
54	Clinton Shore	233	Littleton County Road at Cleaves
112	Catholic Church		
113	Willow Road	234	Littleton County Road at Littleton Town Line
114	Madigan Road	235	Slough Road
115	Still River Road at Prospect Hill Road	236	Haskell
116	Still River Depot Road	241	Hynes Lane
117	Still River Road at Bolton Town Line	242	Murray Lane
	St. Benedicts	243	Eldridge Road
118	Under Pin Hill Road and Lovers Lane	311	Finn Road at Stow Town Line
121	Depot Road at Craggs Road (Pattee Road & Town Dump)	312	Hillcrest Drive
122	Harvard Depot	313	Withington Lane
123	Prospect Hill Road	314	East Bare Hill Road
124	Whitney Road	315	Westcott Road
125	Mill Road	316	Jacob Gates Road
126	Old Shirley Road	4321	Elementary School
131	Ayer Road at Route 2	6321	Junior Senior High School
132	Ayer Road at Old Mill Road	321	Bromfield Street at Bolton Road
133	Ayer Road at Ayer Town Line	322	Bolton Road at West Bare Hill Rd.
134	Lancaster County Road (goat farm & Cedar Ledge Road)	323	Abbot Lane
135	Old Mill Road	324	Partridge Hill Road and Deerfoot Trail
136	Blanchard Road	325	Brown Road
141	Poor Farm Road	411	West Bare Hill Road
142	South Shaker Road, Quarry Lane	412	Woodside Road
143	Glenview Drive	413	Scott Road
144	Shaker Road at Ayer Town Line (Sheehan Road)	414	Bowers Road
145	Shaker Hills	511	Warren Avenue
211	Lower Littleton Road at Cruft Lane, Orchard Hill	512	Tahanto Trail
212	Lower Littleton Road at Route 2	513	Peninsula Road
213	Lower Littleton Road at Littleton Town Line	5321	Old Bromfield Building
214	Sawyer Lane	5321	Bromfield House
215	Upper Littleton Road at and including Old School House Rd.		

### SPECIAL CALLS

10 Repeated -- Civil Defense Call  
2-2-2 All Clear  
5-5-5 No School if blown at 7 A.M.  
2 blasts at 12 noon - Test Blows