

TOWN OF HARVARD

2017 Annual Town Report

TOWN OF HARVARD
WORCESTER COUNTY

DATE OF INCORPORATION: 1732

FORM OF GOVERNMENT: Town Meeting

POPULATION: 5,928 – as of January 1, 2017

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: 8:00 A.M. – 4:30 P.M. Monday - Thursday
8:00 A.M. – 7:00 P.M. second Tuesday of the month

SENATORS IN CONGRESS: Elizabeth Warren, Edward Markey

REPRESENTATIVE IN CONGRESS, 3rd District: Nicola Tsongas

STATE SENATOR, Middlesex and Worcester District: James Eldridge

STATE REPRESENTATIVE, 37th 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, 8:00 A.M. – 4:30 P.M., and the second Tuesday of the month 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 – 2017 ANNUAL TOWN REPORT

Photos in the report are courtesy of the Harvard Press, various town departments and Julie Doucet. Cover pictures are from Lisa Aciukewicz and former resident and town employee Sue Fitterman. The 2017 Town Report has been compiled, formatted and edited by Julie Doucet, Executive Assistant to the Town Administrator and Board of Selectmen.

2017

Annual Reports
of the
Town Officers
of the
Town of Harvard



For the year ending
December 31, 2017

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

Jane E. Mears
Irene E. Cavanagh
Ethel F. Jackson
Jerome C. Callahan Jr.
Virginia Latham
Evelyn M. Neuburger
Gordon H. Evans
Emily M. Guyett
Hilda A. Palmieri
Eleanor B. Nei
Bryan W. Flaherty
Peter H. McClellan
William J. Donnelly
James A. Dunlap Jr.
Joan A. Dillard
Donald J. Kochis
Matthew E. Hadad
Joan E. Brawley
Blanche A. Foss
Louise Pickett

Gloria E. Overy
Peter V. Duoba
Kenneth H. McNamara
Lois D. Weinert
Ruth L. Myers
Carol A. Manganaro
Leo F. Roberts
Roland T. Cotton
Janet K. Beaty
Robert O. Wheeler
Kathryn I. Kagan
Leena A. Horan
Maria M. Lierhaus
Harriet Blain
Jane P. Keiran
Marc T. Thompson
Linda C. Sevene
William C. Ashe
Edith F. Seavey

Citizen of Note

Patricia Jennings

Like many small towns, Harvard runs on a host of community organizations and town committees. Their success and effectiveness depends on the time and work of their members. And if these organizations and committees are looking for someone with ideas, energy, and follow-through – all contributed with a ready smile and good cheer - they turn to Pat Jennings. Name a community organization or town committee and Pat has most probably served or worked on its special events. While incomplete, here is a sampling of Pat's contributions to the vibrancy of our community.



When she and Steve moved here in 1968, Pat became a member of the Congregational Church and joined the League of Women Voters and Garden Club. While no records exist of specific projects or activities she was involved with, we doubt Pat was a silent member. We do know however, that:

- With Audrey Ball and Beeps Clark, Pat organized the first League of Women Voters' Flea Market in 1972; and
- She was a Library Trustee from 1981 to 1992 and Chair of the 1985-86 Library Renovation Project.

At the same time, Pat started a catering service which quickly grew, by word of mouth, until she was catering events at the French Consulate in Boston and weddings for upwards of 350 guests! This while managing a family and raising her two daughters, Lynn and Della.

Pat left Harvard in 1992 and, fortunately for us, returned in 2007. Almost immediately she was, quickly immersed in a host of community organizations and town boards. Here is a sampling:

- Congregational Church member: Oversaw kitchen renovation as part of the 2010 Church Addition; currently is on Property and Apple Festival Committees
- Warner Free Lecture: 2008 – present
- “Pilot Project” volunteer scheduler for 2 years
- Town Center Sewer Committee: 2008 – 2009
- Harvard Historical Society Board: 2013 – present; involved in nearly every public event
- 4th of July Committee: 2010 – present; organizes the antique cars for the parade
- Elementary School Council: 2015 - present
- Bromfield School Celebration overnight chaperone for several years.
- Friends of the Council on Aging volunteer: Helped organize the 2017 First First Night)
- War Monument Committee: 2016 - present

In addition to her community work, Pat has served for a number of years as an Interpreter at Fruitlands Museum. She also provides administrative support to Della's business, Jasonics Security.

Pat exemplifies the community volunteer who rolls up her sleeves and gets to work. She does not seek the limelight nor need to be chair. That said, her energy and can-do spirit are a major reason Harvard is blessed with such a strong sense of community.

The Board of Selectmen is very proud to name Pat Jennings the 2017 Citizen of Note.

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TOWN OFFICES - ELECTED OFFICIALS

BOARD OF SELECTMEN

LUCY B. WALLACE, Chair	(3 years) (5) 2018
ALICE VON LOESECKE	2019
KENNETH SWANTON	2020
KARA MCGUIRE MINAR	2020
STUART SKLAR	2019

CEMETERY COMMISSIONERS

BRUCE R. DOLIMOUNT, Chair	(3 years) (3) 2019
THEODORE MAXANT	2018
JOHN LEE	2020

CHARTER COMMISSION

PAUL COHEN, Chair	(3 years) (9) 2019
RICHARD MAIORE	2019
SHARON MCCARTHY	2019
GEORGE MCKENNA	2019
STEPHANIE OPALKA	2019
C. RON OSTBERG	2019
CHARLES F. REDDINGER	2019
CINDY RUSSO	2019
PETER WARREN	2019

COMMUNITY PRESERVATION COMMITTEE

(4 elected for 3 years/ 5 appointed by boards for 1 year)

DIDI CHADRAN, Chair	2019
JOHN LEE	2020
JOHN WALKER	2018
ELIZABETH WILLIAMS	2020
MICHELLE CATALINA, appt. Planning Board	yearly
JOANNE WARD, appt. Conservation Comm	yearly
vacant, appt. Park & Rec	yearly
PAM MARSTON, appt. Historical Commission	yearly
vacant, appt. Municipal Affordable Housing Tr.	yearly

CONSTABLE

GREGORY NEWMAN	(3 years) 2020
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HARVARD BOARD OF HEALTH

SHARON MCCARTHY, Chair	(3 years) (3) 2018
LIBBY LEVISON	2019
THOMAS C. PHILIPPOU	2020

LIBRARY TRUSTEES

MARY ABIGAIL COOLIDGE, Chair	(3 years) (6) 2020
CHARLES F. REDINGER	2020
DAVIDA J. BAGATELLE	2018
MARTHA GREEN	2019
STACIE GREEN	2019
CHRISTOPHER FRECHETTE	2018

MODERATOR

ROBERT EUBANK	(1 year) 2018
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PARK & RECREATION

COMMISSION

WYONA LYNCH MCWHITE, Chair	(3 years) (5) 2020
STEVEN VICTORSON	2020
DOUGLAS THORNTON	2018
FRANK CULMONE	2019
JOSEPH REYNOLDS	2018

PLANNING BOARD

ERIN MCBEE, Chair	(3 years) (5) 2020
MICHELLE CATALINA	2018
STACIA DONAHUE*	2018
FRANCES NICKERSON	2018
RICH MAIORE	2020
vacant, Associate	yearly

SCHOOL COMMITTEE

MARY FRANCES TRAPHAGEN, Chair	(3 years) (5) 2018
JOHN RUARK	2020
JONATHAN K. GREEN	2019
NANCY LANCELOTI	2018
SUSANMARY REDINGER	2020

TREE WARDEN

J.C. FERGUSON	(1 year) 2018
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WARNER FREE LECTURE

SOCIETY

LISA FOLEY, Chair	(3 years) (6) 2020
TIMOTHY CLARK	2018
THOMAS ACIUKIEWICZ	2018
SHEILA SIMOLLARDES	2019
SHANNON MOLLOY	2020
PATRICIA JENNINGS	2019

*Appointed through the 2018 election

TOWN OFFICES - APPOINTED OFFICIALS

ACCESS TO SERVICES LIAISON

vacant

AGRICULTURAL ADVISORY COMMITTEE

PETER BASILE, Chair

ROBERT TRAVER

FRANKLYN CARLSON

CANDACE FRAZER

vacant

vacant, alternate

vacant, alternate

vacant, alternate

AMBULANCE SERVICE (Volunteer Service)

FULL MEMBERS

STEVEN BECKMAN, Co- Director

JASON COTTING, Co-Director

EMT

LILY ALFANO

MADELINE BECKMAN

ALEX CALDERWOOD

ARPITA CHAUDHURI

SOFIA COLLINS

KATE CONNORS

HANNAH EGAN

JULIA FOLEY

EMMA HALL

LINDA MARA

CAROLINE NOYES

EMMA NOYES

PILAR VELLANTE

TANIA WARD

LUKE WHARTON

CADET

DIANE BISHOP

DRIVERS

LUCA BASILE

HESTON CHIPMAN

ZACHARY CLEMENTS

JANIS DYER

JUSTIN FELDSTEIN

AMY GOTHORPE

ERIKA HOLZMANN

ADAM HUGHES

KYLE INTO

ALLAN KUONG

CHRIS LANDRY

BRIAN LIPOMI

KATIE LOVELUCK

LARRY MILLER

CHRIS MITCHELL

JUDY MITCHELL

RUTH MYLES

MAT NITTMAN

KILEY NIGREN

JOAN OJEMANN

GEORGE ORSULA

ANDREW PERRY

LIVIE ROONEY

WILLIAM STEVENSON

REGINA TODD

TOM TONGE

(yearly)

AMBULANCE cont.

KATHY WILLIAMS

ROB WILLIAMS

(3 years) (5) SAMANTHA WILLIAMS

2018 BEN WILMOT

2019 JULIO VALLADARES

2018 **PROVISIONAL**

2018 SOPHIE BECKMAN

2020 JOHN BREYER

(yearly) JOEY CLABRESI

(yearly) LEILA GRANT

(yearly) CYNTHIA MAHONEY

LIAM MAKOSKY

SAMVIT PISAL

CONNOR REITTLER-KOHLWECK

JENNIFER SPECHT

LINDSEY TALMAGE

BETH WALKER

KATHY WAUGH

KATHERINE WORDEN

STUDENTS

JOSHUA CANNING

ROBERT CURRAN

TESSA CURTIN

FELICIA DIPIETRO

EVE DOUGLAS

CELESTE KEEP

HEATHER LOWRY

SAGE MCFARLAND

OLIVIA NOYES

DEAN OVERMILLER

RAIYA SULIMAN

TAYLOR TRACEY

ANIMAL INSPECTOR/CONTROL OFFICER

(yearly)

PAUL WILLARD

ANN BAMFORD, Assistant & Poundkeeper

BARE HILL POND WATERSHED

(3 years) (7)

MANAGEMENT COMMITTEE

BRUCE LEICHER, Chair

2018

PETER VON LOESECKE

2018

BRIAN MCCLAIN

2019

KUMAR ASHWINI

2019

MEGAN GLEW

2020

STEVE GORDON

2020

1 vacancy

1 student member vacancy

BOARD OF ASSESSORS

(3 years) (3)

PETER WARREN

2018

RICHARD MAIORE

2019

1 vacancy

BROADBAND COMMITTEE

2018

NOYAN KINAYMAN

CHRIS ROY

JIM DOWSON

MATTHEW CAULFIELD

OLIVIER BEAUCHEMIN

MARIBETH MARCELLO

TOWN OFFICES - APPOINTED OFFICIALS

BURIAL OFFICER	(yearly)	ELDERLY & DISABLED TAXATION AID COMMITTEE	(yearly)
EDWARD DENMARK, Police Chief		AMY HALEY, TREASURER/COLLECTOR	
CAPITAL PLANNING & INVESTMENT COMMITTEE	(3 years) (8)	DEBBIE THOMPSON, COA Director	
SUPERINTENDENT, LINDA DWIGHT		BARBARA KEMP	
TOWN ADMINISTRATOR, TIM BRAGAN		ANN TAYLOR	
FINANCE DIRECTOR, DAVID NALCHAJIAN		LAURA ANDREWS	
FINANCE COMMITTEE, JOHN SEELEY		ELECTION OFFICIALS	(yearly)
SCHOOL COMMITTEE, SUSANMARY REDINGER		DEMOCRATIC	
BOARD OF SELECTMEN, ALICE VON LOESECKE	2020	DENNIS BRADLEY	
NATHAN FINCH, CITIZEN AT LARGE	2018	ABBE ALPERT	
TERESA JARDON, CITIZEN AT LARGE		AUDREY BALL	
COMMUNITY CABLE ACCESS COMMITTEE	(3 years) (5)	MARIE FINNEGAN	
BILL JOHNSON, Chair	2018	MEG BAGDONAS	
RICHARD STEELE	2018	BARBARA KEMP	
MITCH NORCROSS	2018	JOSEPH HUTCHINSON	
HAKAN SAHIN	2020	PATRICIA ANKLAM	
ANYA ZULWANIK, Station Manager	(yearly)	DEBBIE KAEGBEIN	
CONSERVATION COMMISSION	(3 years) (7)	MARGE DARBY	
PAUL WILLARD, Chair	2018	SYDNEY BLACKWELL	
JIM BURNS	2020	REPUBLICAN	
CARL SCIPLE	2020	MARY JARVIS	
JOANNE WARD	2018	ROBERT HUGHES	
MARGARET SISSON	2019	JANET U. WILHELM	
DONALD RITCHIE	2020	BECKY GORDON	
JANET WALDRON	(yearly)	NANCY CRONIN	
MARK SHAW, associate member		FRANCES MAIORE	
COUNCIL ON AGING	(3 years) (9)	RHONDA SPRAGUE	
ELIZABETH WILLIAMS, Chair	2018	JAMES DE ZUTTER	
FRANCES MAIORE	2019	STEVEN CRONIN	
BRUCE DOLIMOUNT	2020	CAROL LEE TONGE	
CAROL TONGE	2020	PETER WARREN	
VICTORIA HAYAO	2019	BOB HUGHES	
CARL SCIPLE	2020	UNENROLLED	
HENRY FITEK	2018	SUSAN REEDICH	
DEBORAH THOMSON	2018	STEVE NIGZUS	
vacant	2019	DEBORAH RICCI	
CONNIE LARRABEE, Alternate	(yearly)	ELIZABETH STONE	
DEBBIE THOMPSON, Senior Services Director	(yearly)	TOM GARFIELD	
CATHY WALKER, Administrative Assistant	(yearly)	LISA DAGDIGIAN	
PETE DUMOUNT, Program Coordinator	(yearly)	ELM COMMISSION	(2 years)
MARIA HOLLAND, Outreach Coordinators	(yearly)	BILL CALDERWOOD, Chair	2018
CHARLOTTE WINCHELL, Outreach Coordinator	(yearly)	MATTHEW SHEILDS	2019
CULTURAL COUNCIL	(3 years) (9)	MARIO CARDENAS	2018
LUCILLE CLERKIN (1) Chair	2018	vacant	2019
CATINA HAYDEN (2)	2019	J.C. FERGUSON, Tree Warden	(yearly)
MAREN CAULFIELD (1)	2018	EMERGENCY PROGRAM DIRECTOR	(yearly)
EDITH JOYCE (2)	2018	RICHARD SICARD, Fire Chief	
MAREN CAULFIELD (1)	2019	ENERGY ADVISORY COMMITTEE	(yearly)
DAVE MCLELLAN(1)	2019	BRIAN SMITH, Chair	
ROXANNE DALEO (1)	2019	DAVID FAY	
JEFFREY BOUDREAU (1)	2020	ERIC BROADBENT	
ANNE BUTTERFIELD (1)	2020	CHRIS ROY	
DEVENS ENTERPRISE COMMISSION		vacant	
DUNCAN CHAPMAN	TBD	FORREST HODGKINS, Associate member	
JAMES DEZUTTER	TBD	PAUL GREEN, associate member	
RUTH SILMAN, Appeals Designee	(yearly)	vacant, Student member	
ERIC STOLTZFUS, Alternate member	(yearly)	INSPECTIONAL SERVICES cont.	
		ROBERT FRIEDRICH, Alternate Plumbing and Gas	

TOWN OFFICES - APPOINTED OFFICIALS

FENCE VIEWERS

RON RICCI, MARIE SOBALVARRO, LEO BLAIR

FIELD DRIVER

EDWARD DENMARK, Police Chief

FINANCE COMMITTEE

DON LUDWIG, Chair
JOHN SEELEY
STEVE COLWELL
CHARLES OLIVER
MARK BUELL
RICHARD FELLOWS
BRUCE NICKERSON
JENNIFER FINCH, Associate member
PETER DUBOIS, Associate member

2020
2018
2018
2019
2019
2020
2020
(yearly)
(yearly)

FINANCE DEPARTMENT

DAVID NALCHAJIAN, Finance Director
CATHERINE BOWEN, Accounting Clerk
AMY HALEY, Treasurer/Tax Collector
HEIDI SPINNEY, Assistant Treasurer/Tax Collector
KELLEY SZOIK, Assistant Assessor
CARYL BROWSE, Receptionist

(yearly)
(yearly)
(yearly)
(yearly)
(yearly)

FIRE DEPARTMENT

RICHARD SICARD, Fire Chief/Forest Fire Warden

(yearly)

FOURTH OF JULY COMMITTEE

ANNE HENTZ, Chair
SHERRY GRAHAM
SHANNON KINAYMAN

(yearly)

HARBORMASTER

BOB O'SHEA

(yearly)

HAZARDOUS WASTE COORDINATOR

RICHARD SICARD, Fire Chief

(yearly)

HISTORICAL COMMISSION

BEN GUTHRO, Chair
GEORGE TRIANTARIS
EMANUEL LINDO (AIA)
DAVID VANNICOLA
STEVE NIGZUS (BD OF REALTORS)
PAMELA MARSTON
DARIA SWANTON (Pl. Bd.)
2 alternate vacancies

(3 years) (7)
2019
2019
2018
2018
2019
2020
2020
(yearly)

HOUSING @ HILDRETH HOUSE COMM.

RICK MAIORE, Chair
HENRY FITEK
CARL SCIPLE
LUCY WALLACE
VICTOR NORMAND
PABLO CARBONELL
FRANCES NICKERSON

Ad-Hoc

INSPECTIONAL SERVICES

GABRIEL VELLANTE, Building Commissioner/Zoning Officer
ROLAND BERNIER, Alternate Building Inspector
JAMES BAKUN, Plumbing and Gas Inspector

(yearly)

DAVID WOODSUM, Wiring Inspector
PHILIP HORGAN, Alternate Wiring Inspector
RICHARD SICARD, Gas and Fuel Storage Inspector

KEEPER OF THE LOCKUP

EDWARD DENMARK

(yearly)

LAND STEWARDSHIP COMMITTEE

PHIL KNOETTNER
PAM DURRANT
ROBERT BENSON
WENDY SISSON, Con Com Rep.
JOANNE WARD
JIM BURNS
JIM ADELSON

2019
2020
2020
2019
2018
2019
2018

LIBRARY DEPARTMENT

MARY WILSON, Director
AUDREY ALENSON
LISA GAGNON
JENNIFER MACMILLAN
KRISTEN BOLDUC
MEGAN MEDVIDOFSKY
CONSTANCE MCCORMACK
JILL HAYES
ABIGAIL KINGSBURY
SUSAN ANDREWS
JENNIFER HOLMES
CELESTE KOZLOWSKI
CATHERINE CHAISSON

(yearly)

MART ADVISORY BOARD

TIM BRAGAN

(yearly)

MBTA ADVISORY COMMITTEE

*vacant

(yearly)

MINUTEMAN HOME CORP. REP.

PAM FREDERICK

(yearly)

MONT. JOINT TRANS. COMMITTEE

vacant, Selectmen's & Planning Bd. Reps.

(yearly)

MONT. REGIONAL PLANNING COM.

vacant, Planning Board appointee
KEN SWANTON, Selectmen. appointee

(yearly)

MONT. VOC. TECH. REP. - vacant

(yearly)

MUNICIPAL AFFORDABLE HOUSING TRUST

ALICE VON LOESECKE, Chair
PAUL CHIOU
MICHAEL BARTON
FRANCES NICKERSON
3 vacancies

(2 years) (7)

TOWN OFFICES - APPOINTED OFFICIALS

OLD LIBRARY ACCESSIBILITY SUB-COMMITTEE

LUCY WALLACE Ad-Hoc
WENDY COTE-MAGAN
MARK MIKITARIAN
CHRIS CUTLER
KEN SWANTON

REGISTRARS OF VOTERS

MARLENE KENNEY, Town Clerk (3 years) (4)
2019
MARYLIN MORGAN 2020
BARBARA WEISS 2019
NANCY REIFENSTEIN 2018

PERSONNEL BOARD

VICTOR NORMAND, Chair (3 years) (5)
2020
DON LUDWIG, Fin Com Rep. 2018
STU SKLAR, Selectmen Rep. 2018
DIANA HARTE 2019
LIZ ALLARD, Employee Rep. (yearly)

SELECTMEN'S OFFICE

TIMOTHY BRAGAN, Town Administrator
MARIE SOBALVARRO, Assistant Town Admin./ (yearly)
Human Resource Director
JULIE DOUCET, Executive Assistant (yearly)

POLICE DEPARTMENT

EDWARD DENMARK, Chief / Communications Director
JAMES BABU, Sergeant 2018
PATRICIA NATOLI, Administrative Assistant (yearly)
PATRICIA ROUVEL, Administrative Assistant (yearly)

SEWER & WATER COMMISSION

CINDY RUSSO, Chair (3 years) (3)
2019
RICHARD MAIORE 2020
KYLE HEDRICK 2018

POLICE OFFICERS

Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly)

SCOTT HUGHES 2018
DANIELE FORTUNADO 2018
CHARLES GENETTI (yearly)
TIMOTHY SCHAEFFER (yearly)
TIMOTHY MINER (yearly)

TOWN COUNSEL

MARK LANZA (yearly)

TOWN CUSTODIAN

ED STOFFEL (yearly)

VETERANS' SERVICES AGENT

MIKE DETILLION (yearly)

RESERVE POLICE OFFICERS

NATHAN BOWOLICK (yearly)
JOHN DRISTILARIS
EDWARD COFFIN
NIKKI FAHLBECK
JASON SMITH
JOHN COATES
CARLTON FORD

WAR MONUMENT RESTORATION COMM.

JON SCHOENBERG, Chair (yearly)
DAVID VANNICOLA
JOHN LEE
PATRICIA JENNINGS
STEVEN CRONIN
STU SKLAR, Board of Selectmen Rep.

PUBLIC WORKS DEPARTMENT

RONALD GILBERT, Foreman
RYAN AMMESMAKI
NICKOLAS AMMESMAKI
BENJAMIN GILBERT
LARRY ALLARD
ANDREW BERNHARDT
RICHARD CARABBA
JASON KIDDER
CRAIG TILIKKALA
SAM STACY
JOSEPH MILLER
ROBERT TREMBLAY, Mechanic
ALFRED COZZOLINO, Transfer Station
PAT PESA, Transfer Station

ZONING BOARD OF APPEALS

CHRISTOPHER TRACEY, Chair (3 years) (3)
2018
STEVE MOESER 2020
TED MAXANT 2019

Associates

MICHAEL LAWTON (yearly)
ORVILLE DODSON

495 METROWEST PARTNERSHIP REP.

DUNCAN CHAPMAN (yearly)

GENERAL GOVERNMENT

BOARD OF SELECTMEN

Voters at the spring town elections re-elected Ken Swanton and elected Kara Minar to fill retiring Ron Ricci's seat on the Board of Selectmen. At its annual organizational meeting, the Board elected Lucy Wallace Chair, Alice von Loesecke Vice Chair and Kara Minar Clerk.

Board Goals

In May the Board held its annual strategic planning and goal setting session. The following four general categories with accompanying actions were identified, members of the Board were assigned to be responsible for advancing them, and a proposed schedule for accomplishment was developed.

1. Master Planning and Devens
 - a. Prioritize the BOS tasks as set forth in the 2016 Master Plan.
 - b. Develop a path forward for resumption of jurisdiction, including public participation and a timeline.
2. Municipal Facilities:
 - a. Assess status and suitability of town buildings to meet current and projected needs.
 - b. Complete Hildreth House Phase 2.
 - c. Complete accessible public entrance to Old Library
 - d. Address traffic safety on town roads, including speed enforcement, traffic calming, and share the road strategies.
 - e. With the DPW Director, develop a maintenance program for all municipal buildings, ranging from a comprehensive multi-year plan to addressing day-to-day repairs.
3. Fiscal Stability:
 - a. Develop a projected, long-term capital plan based on pending projects.
 - b. Address rising employee and retiree health insurance costs and recommend a multi-year solution.
 - c. Track current fiscal year budgets through quarterly reports by the Town Administrator on department budgets.
 - d. Work with town board and department heads on developing FY19 operating budget, looking to projected growth over next 5 years.
 - e. Explore options for providing tax relief to seniors.
4. Leadership:
 - a. Set a tone for civil and respectful behavior.
 - b. Increase discussion with the Charter Commission on the proposed role of the BOS.
 - c. Improve communication with departments and boards, particularly with respect to helping them achieve their goals.
 - d. Develop and implement a public outreach plan.

Over the course of the year, significant progress was made on many of these goals. In addition, unexpected challenges arose which the Board sought to address.

GENERAL GOVERNMENT

Master Planning and Devens

Review Master Plan: A review of the tasks assigned to the Board of Selectmen in the 2016 Master Plan found that many of the priority tasks listed in the Master Plan were already underway or had been captured as tasks to be accomplished in our 2017 strategic planning session. Board members were assigned specific tasks to pursue based on their respective liaison assignments.

Devens: Acting on the positive vote at the 2017 Town Elections that the Board develop a plan for resuming jurisdiction of Harvard's historic lands within Devens, Lucy Wallace and Kara Minar convened an informal working group to identify the scope of work to be addressed in developing a plan, ascertain an estimated cost for such work, and identify potential funding sources. By the end of 2017 the working group had made sufficient progress on its tasks to recommend that a standing committee of the Board be appointed to continue this work. A decision on this recommendation was anticipated to be made in early 2018.

Municipal Facilities

Assessment of Town Buildings: With the completion of the renovation of the Town Hall and lease of the Old Library to the Harvard Cultural Collaborative in August, the status of two major town buildings was set for the immediate future. One remaining municipal building in the town center that had significant capacity issues, however, was the Fire Station. For several years the Fire Chief had requested funding for a study to assess the suitability of the current facility to meet present and future needs. Unfortunately, funding had repeatedly been postponed due to other competing needs. The proposed senior housing, however, raised the urgency of this study. The Board decided to both increase the amount to be requested for a study and support its going before the 2018 annual town meeting. In addition, the study will be expanded to include traffic flow and safety around the Town Hall complex, and other potential sites for a fire station in the vicinity of the town center.

Hildreth House – Phase 2: The Council on Aging, in assessing the town's growing senior population and its needs in the next 10 years, decided to revisit the schematic plans for Phase 2 of the Hildreth House Renovation and Expansion. To address the need for housing for seniors to downsize into and to provide funds for Phase 2, the Board appointed the Housing @ Hildreth House Committee to develop a plan for senior housing on a portion of the Hildreth House and Fire Station property. A proposal was taken to the fall Special Town Meeting to approve the Board's decision to surplus approximately 3.6 acres for 17 units of housing. Concerns raised by members of the call Fire Department resulted in the Board's action not being approved. The Committee will revisit its proposal and work more closely with the Fire Department.

Old Library Accessibility: The Old Library Accessibility Committee continued its work on identifying a suitable public accessible entrance to this building. With funding for an architect, the Committee considered all options in terms of appropriateness given the historic significance and prominence of the building and cost for improvements. Its recommendation to restore the historic front entrance as the sole public and accessible entrance was endorsed by the Board and approve at the fall Special Town Meeting. An RFQ for architects was advertised in late November with the goal of recommending a firm to the Board in early January.

GENERAL GOVERNMENT

A grant was prepared for submittal to the Mass Cultural Council in early January. If awarded, it could offset up to 50% of the town's cost for this much-needed improvement.

Traffic Speed and Safety: Funding was approved at the 2017 Annual Town Meeting for four solar powered radar speed signs, at least two of which will be moveable. One key road identified for a sign is Ayer Road between Rt 2 and Old Mill Road. Plans for a traffic calming circle near Gebo Lane were put on hold pending an assessment of the impact of a radar sign in this location. Another requested location is Still River Road in Still River Village.

Building Maintenance Program: Ken Swanton worked with Tim Kilhart, the DPW Director, on developing a maintenance schedule and assessment of multi-year building projects. As part of the establishment of a maintenance program, a position was created in the DPW for driver/maintenance person to handle minor repairs and building maintenance tasks. Contractors, such as electrician, plumber, etc. were also selected to be contacted should a need arise for more specialized services than could be handled in house.

Fiscal Stability

Health Insurance: Managing rising health insurance costs is a perpetual challenge for the Board, particularly given the uncertainties surrounding the status of the Affordable Care Act. Over the last several years the Board has moved to control the cost of health insurance for current employees and retirees who are covered through the town's health insurance collaborative, the Minuteman Nashoba Health Group (MNHG), by adjusting the level of contribution by the town and by the employee or retiree. One group excluded from these adjustments was the retired teachers who were covered through the state's Government Insurance Commission-Retired Municipal Teachers (GIC-RMT) pool. In an effort to equalize coverage and costs for all retirees and to better manage the town's costs, the Board voted to move the retired teachers from the GIC-RMT to MNHG. The hope is to give the town better control of both current health insurance costs and longer term budgetary planning for this significant portion of the town's annual operating budget.

Budget Oversight: The Town Charter being proposed by the Charter Commission looked to give the Board more responsibility for the town's annual operating and capital budgets. Anticipating this change should the Charter be approved at the 2018 Town Elections, the Board instituted two changes in its normal budget process. First, it directed the Town Administrator to provide quarterly reports on all of the town departments comparing actuals to budget. This would enable the Board to have a better understanding of the status of town departments' expenditures over the course of a year. Second, the Board instituted the budget process being proposed in the Charter: that the Board review the proposed FY19 budgets for *all* town departments (including the School Department) and prepare the omnibus budget for review by the Finance Committee. (In the past, the Finance Committee was charged with preparing the annual omnibus – or operating - budget.). In addition, the Board would review the capital requests rated by the Capital Planning and Investment Committee and recommend any changes to these rankings. The new budget process added significantly to the fall-winter workload of the Board and, more notably, to the Town Administrator and Assistant Town Administrator.

GENERAL GOVERNMENT

While this process affords the Board a better understanding and control over the omnibus budget, it remains to be determined if the proposed new process is more efficient and provides a better outcome than current practices.

Senior Tax Relief: Surveys of the town's senior population indicate there are two major reasons seniors move out of Harvard. The first is the lack of appropriate senior housing (first floor living, including master bedroom) to downsize to. The second is escalating property taxes. While the Housing @ Hildreth House Committee is seeking to address the first, it falls to the Board to address the second. For the past few years Stu Sklar has investigated mechanisms adopted in other towns to provide tax relief for seniors, particularly the program adopted by Home Rule Petition in Sudbury in 2012. With the prospect of a significant tax increase should the proposed new elementary school be approved at the 2018 Annual Town Meeting and Town Elections there was some urgency to revisit this exemption. Based in Sudbury's and other towns' experiences, Stu Sklar drafted a Home Rule Petition for the Board to consider putting forth at the 2018 Annual Town Meeting.

Leadership

A Town Charter? As previously noted, the most substantial change in Board leadership is the increased responsibility for all aspects of the town's financial management and administration as envisioned in the proposed Town Charter. The Board met on several occasions with the Charter Commission to provide both insight into its current operations and responsibilities and feedback on the proposed changes. And, as noted above, a significant portion of this change would be in the realm of town finances. Another significant change proposed, with the intention of having more citizens volunteer to serve on town boards, was the appointment by the Board of all town committees and positions, except for those required by law to be elected. Whether this consolidation of executive duties produces a better budgetary process and encourages more citizens to become more actively engaged remains to be seen.

Public Outreach: Harvard is fortunate to have many methods of communication and information sharing. It has a highly subscribed, local newspaper, *The Harvard Press*, an upgraded town website, growing cable local access programming and committee coverage, and an effective local network, NextDoor Harvard. In spite of these many outlets, communication with both the general public and between town committees remains a challenge. Alice von Loesecke has begun working on a communication plan, investigating the optimal use of each of the tools, which are most commonly used, and what other opportunities are available for improving internal and outgoing communication. The key to an engaged public citizenry is an informed one. The key to supporting the recommendations and actions of town committees is transparency. The Board is committed to improving this important function.

GENERAL GOVERNMENT

Going Forward

There are several significant challenges on the horizon for 2018. First, is the Town Charter. Should the voters approve it at the 2018 spring Town Elections, the responsibilities of the Board will be altered and significantly expanded. The budget process will continue to dominate our fall agenda, which will require prioritizing other responsibilities to see that they are addressed earlier in the fiscal year or can be postponed until after the budget is finalized. In addition, the Board may need to give serious consideration to moving annual town meetings from the traditional late March, early April timeframe to early May.

Second, is the Elementary School. If the voters approve the proposed plan to remove and replace the existing building with a new facility, this will be the largest capital project ever undertaken by the Town. As such, it will have a significant impact on our ability to undertake additional capital projects. The Board's leadership in overseeing the Town's financial stability and prioritizing needs will be critical.

Third, is Devens. The Board will need to determine the best course of action for developing a plan for merging Harvard's historic lands on Devens with the rest of the town. The planning effort will require engagement of the public, working with other stakeholders, and ultimately taking a proposal to the voters for approval – all of which will be a multi-year task.

In all three cases, the Board will seek to keep residents and businesses informed and look to them for direction.

Town Hall Personnel

There have been several key personnel retirements in the last 15 months: Janet Vellante, the Town Clerk for over 20 years, Lorraine Leonard, the town's Finance Director, and Rich Nota, DPW Superintendent. We were fortunate to have many qualified respondents to our searches for these key positions and pleased to have hired Marlene Kenney as Town Clerk, David Nalchajian as Finance Director, and Tim Kilhart as DPW Director. In addition, the retirement of Fred Aponte, Town Accountant, provided an opportunity to create a combined Assistant Town Clerk/Town Accountant position which was filled by Catherine Bowen. The Board of Selectmen is extremely grateful for the level of professionalism of the Town Hall staff, and, in particular, the Board of Selectmen's staff: Tim Bragan, Town Administrator; Marie Sobalvarro, Assistant Town Administrator/Human Resources Director; and Julie Doucet, Executive Assistant. We also are grateful for the hours of work on the many town boards and committees that citizens contribute each year, as well as the volunteers who staff our Call Fire Department and Ambulance Service. The entire town is indebted to them for their service.

Respectfully submitted,

Lucy B. Wallace, Chair
Stuart Sklar

Alice von Loesecke, Vice Chair
Kenneth Swanton

Kara Minar, Clerk



Assistant Town Administrator Marie Sobalvarro



HES building project presentation to the Board of Selectmen.



Board of Selectmen signing the Community Compact with Lieutenant Governor Karyn Polito.



Board of Selectmen members with Moderator Robert Eubank and Finance Committee member Mark Buell at the Annual Town Meeting.

GENERAL GOVERNMENT

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 1st preceding each fiscal year. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills.

2017 saw several changes in the Board of Assessors and staff. Debra M. George is thanked for her years of service on the Board. We welcomed Kelly Szocik as our Assistant Assessor.

As always, if you have questions regarding any assessing issues, please feel free to contact Kelly Szocik, Assistant Assessor at 978-456-4100 x315 or by email at assessingdept@harvard.ma.us. Office hours are Monday – Thursday 8:00AM to 4:30PM The Board normally meets at 1:00 PM on the second Tuesday of the month. Additional information is available through the town website.

Fiscal Year 2017 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	9	3,836,100	426,233
101 Residential Single Family	1,685	949,185,680	563,314
102 Residential Condominiums	128	34,919,600	272,809
104 Residential Two Family	20	11,672,700	583,635
105 Residential Three Family	2	927,200	463,600
Miscellaneous Residential	25	18,211,600	728,464
111 – 125 Apartments	4	6,001,400	1,500,350
130 – 132, 106 Vacant Land	254	20,631,000	81,224
300 – 393 Commercial	49	30,347,700	619,340
400 – 452 Industrial	15	2,509,900	167,327
501 – 550 Personal Property	67	15,467,427	230,857
600 – 821 Chapter 61, 61A, 61B	82	3,430,780	41,839
TOTALS	2,421	1,081,403,326	

Fiscal 2017 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	95.1068	1,043,456,250	18.10	18,886,558.13
Open Space	-0-	-0-	18.10	-0-
Commercial	3.2546	35,707,510	18.10	646,305.93
Industrial	0.23	2,509,900	18.10	45,429.19
Personal Property	1.4098	15,467,427	18.10	279,960.43
TOTALS	100.0000	1,097,141,087	18.10	19,858,253.68

GENERAL GOVERNMENT

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>
2017	18.10	1,097,141,087	2421	19,858,253.68	1.74%
2016	18.05	1,081,403,326	2428	19,519,330.04	3.21%
2015	17.79	1,063,093,393	2424	18,912,431.46	4.39%
2014	17.09	1,060,081,431	2428	18,116,791.66	2.79%
2013	16.68	1,056,647,413	2434	17,624,878.85	3.06%

New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change</u>
2017	7,411,618	18.05	133,779	16.10%
2016	8,962,922	17.79	159,451	-17.83%
2015	11,355,179	17.09	194,060	61.03%
2014	7,225,126	16.68	120,515	-20.41%
2013	9,323,841	16.24	151,420	162.62%

Did you know that our GIS Tax Maps are online for your use?

They can be accessed through the link on the town website or directly at

<https://www.axisgis.com/HarvardMA/>.

Respectfully submitted by the Board of Assessors:

Peter E. Warren, Chairman

Richard F. Maiore, Member

Kelly A. Szocik, Assistant Assessor

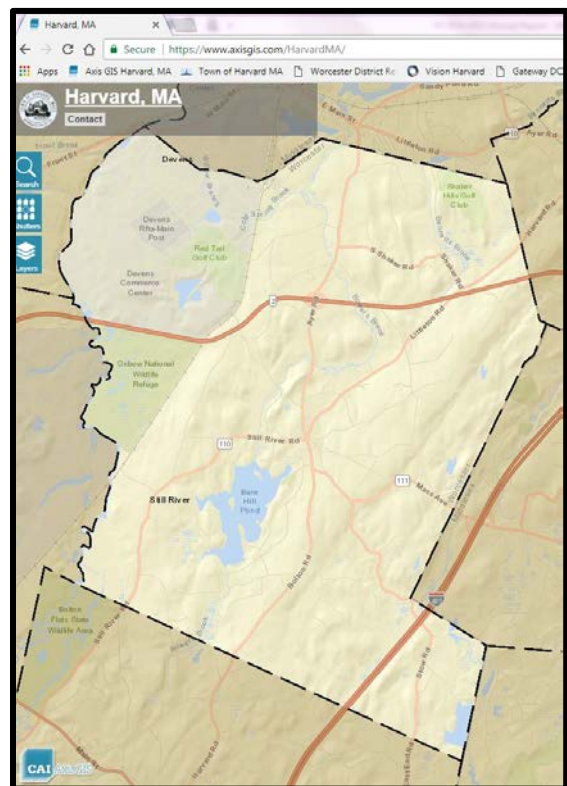
Regional Resource Group (RRG) Staff:

Harald M. Scheid

Regional Tax Assessor

Rebecca A. Boucher, MAA,

Associate Regional Assessor



GENERAL GOVERNMENT

BROADBAND COMMITTEE

This update is the second annual report from your Broadband Committee. We have a two-year charge from the Board of Selectmen to research the feasibility and develop a proposal for a municipal fiber-optic broadband network for the Town of Harvard. If found to be feasible and approved by the Board of Selectmen and the Town, the Committee would be responsible for the development of plans, budgets, financing, building and commissioning the operation of the service. The Broadband Committee is looking to find viable methods to fulfill its charter without further impacting Town finances.

In the following paragraphs, achievements since the last report will be described briefly. For more detail and vendor presentations, please refer to the Committee's report to the Board of Selectmen.

The Committee concentrated on the following topics since its last report:

- Getting price estimates for the fiber-optic infrastructure
- Preparing high-level design requirements for the FTTH (Fiber-to-the-Home) network
- Leasing options for dark fiber
- Implementation of the municipal broadband in Concord MLP (Municipal Light Plant)
- Internet usage of the Harvard Schools and Municipal buildings

The Committee's next steps will be as follows:

- Researching approaches of independent funding of the project
- Developing a recommended governance model for the MLP

In order to get better idea about the cost of the fiber-optic infrastructure which is necessary to deliver the FTTH service, the committee solicited prices estimates from various vendors by preparing high-level design requirements. We have asked four vendors and two of them responded.

The committee prepared high-level design requirements for the FTTH network that would satisfy the requirements of connecting every parcel in the Town. We have chosen the industry standard GPON (Gigabit Passive Optical Network) architecture to deliver the optical signals. In GPON architecture, one backbone fiber strand is typically shared between a few dozen subscribers, which reduces the amount of fiber.

Another area that the Committee pursued is leasing options for the existing dark-fiber infrastructure. As it was stated in the previous reports, the Town of Harvard already has a fiber-optic backbone covering a limited area, which can be leased from a third-party. Utilization of this existing dark-fiber can bootstrap the FTTH project in the short term since it reduces the initial capital investment. Therefore, the committee solicited a quotation for the lease of dark-fiber. It should be stated that leasing may not be cost effective in the long run.

GENERAL GOVERNMENT

We also investigated the implementation of the municipal broadband in Concord MLP. The Town of Concord is providing municipal broadband services via its established MLP. It is important to note that Concord's experience does not directly apply in our case since Harvard neither has a revenue generating MLP nor owns the utility poles. Nevertheless, learning certain technical, operational and financial details from Concord was very helpful.

We investigated the internet expenses in the Town schools and municipal buildings. The aim was to consider consolidation of all the internet services of the Town schools and municipal buildings under the municipal broadband service, which would provide a revenue source.

We investigated approaches for successful funding of the project. In that regard, we contacted a broker-dealer specializing in civic micro-bonds. In this approach, the bond for a given municipal project is sold directly to the public, not just large institutional or experienced investors. Since the denomination of the micro-bonds are lower than the traditional municipal bonds, more people can buy the bonds directly. In addition, the company can also help in marketing of the project hence increasing the probability of project success.

We thank the Board of Selectmen and you for your support in bringing reliable and affordable Internet services to our Town.

Respectfully submitted,

Noyan Kinayman, Chair
Maribeth Marcello
Mathew Caulfield
Jim Dowson
Olivier Beauchemin
Chris Roy



GENERAL GOVERNMENT

CHARTER COMMISSION

The Charter Commission was established by the voters at the 2016 Annual Town Election. The Commission submitted its final charter report on October 12 in compliance with the 18-month time period provided under the provisions of Chapter 43B of the Massachusetts General Laws. Voters at the 2018 Annual Town Election will decide whether to enact the proposed Town Charter.



Considerations in structuring the Charter were to:

- Strengthen our government to increase leadership, effectiveness, and accountability.
- Maintain the current Open Town Meeting and five-member elected Select Board (the renamed Board of Selectmen).
- Address current and emerging economic challenges of the Town.
- Generate higher volunteer participation in Town government.

The proposed Charter clarifies and better defines the existing Executive function, tasking the Select Board to:

- Prepare an annual Strategic Plan defining its vision and annual goals. The plan will incorporate the 10-year Master Plan, Capital Investment Plan, and Finance Committee five-year plan.
- Propose annual operating and capital budgets that further the Strategic Plan's proposed initiatives and policies.
- Report to Town Meetings on the progress on the prior year's Strategic Plan and the emerging challenges and opportunities in the coming years.
- Appoint the members of most boards and committees. The Select Board, the Moderator, the School Committee, the Library Trustees, and the Trustees of the Warner Free Lecture will continue to be elected. All terms will remain as they are currently, generally three years.

Other changes to Harvard's current government include clarifying the role of the Town Administrator in supporting the Select Board and establishing a quorum for Town Meeting as a minimum of 50 voters. A copy of the final charter report is available at the Town Clerk's Office and on the Town's website.

We thank town residents along with the members of the Board of Selectmen, Planning Board, Finance Committee, and other Town Officials for sharing their thoughts and concerns. The collaborative process has resulted in a proposed governmental structure that will assist the Town in meeting its future challenges. Please vote at the Annual Town Election.

Respectfully submitted,

Paul Cohen (Chairman)
Sharon McCarthy
Ron Ostberg

Cindy Russo (Vice-Chair)
George McKenna
Charles Redinger

Rick Maiore (Clerk)
Stephanie Opalka,
Peter Warren.

GENERAL GOVERNMENT

COMMUNITY CABLE ACCESS COMMITTEE

HCTV accomplished every one of its 2017 goals, as it ends the 3rd year of its 10-year strategic plan, approved by the BOS back in January 2015. We successfully completed by mid-year our comprehensive and complex transformation to a state-of-the-art High Definition recording and broadcast infrastructure on our new fiberoptic backbone. For the last six months, we have shifted our resources and investment to expanding local content production.

Our initial focus has been increased collaboration with the Schools, per the Memorandum of Understanding signed by the BOS and School Committee when the new HCTV facility in Bromfield was first proposed. The response this school year has been quite overwhelming!

Twenty-six high school and middle school students are currently taking the accredited TV Production class. It meets every class day in the HCTV studio, where HCTV's Station Manager Anya Zulawnik teaches the students how to plan, record, and edit video projects. The class has been producing the **Bromfield Now!** News show on a weekly basis, for streaming in the school lobby and classrooms. The students have also started more complex individual and group projects, with Anya serving as a mentor. One student spent more than 40 hours this past summer and early fall doing videography work at the studio for his senior project. Other Bromfield teachers have also utilized the studio this fall, such as Chris Jones to record students in his public speaking class.



Board of Selectmen Chair Lucy Wallace being interviewed by students in Bromfield's TV Production Class.

But teacher and student interest is not limited to Bromfield. At the very beginning of the school year, all four 4th grade classes have visited the studio to experience the potential of computer-driven videography against a “green screen” background. Four segments about what they are learning at school have been recorded subsequently. One 3rd grade class has returned several times to the studio after their first visit, to use the studio to record Halloween stories against spooky backdrops, and to televise weather forecasts like the professionals. A 3th grade/4th grade mix of students has come to learn basic video editing.

HCTV has significantly expanded governmental coverage as well. We have added live broadcast and recorded streaming of Planning Board and Charter Commission meetings. We have also recorded more board/committee public forums than ever before, such as the Devens Ballot Question, Retired Teachers Health Insurance, Tick Talk discussions in both May and October, plus the numerous COA –sponsored presentations to Harvard’s seniors. We now stream the Devens Enterprise Commission meetings. We worked with HES Principal Josh Myler to produce an informational video on the new elementary school proposal. We have also started a new partnership with the League of Women Voters to record their sponsored presentations/discussions

GENERAL GOVERNMENT

such as Gerrymandering Wars, Healthcare, The American Promise/Money Out of Politics, Meet the BOS Candidates, etc., as well as a new initiative to interview Harvard's elected/appointed officials, starting with BOS's own Lucy Wallace – also being broadcast and now available for streaming! We have also implemented a technological advance that lets Town boards and committees record their own meetings without the need for a live operator, utilizing a simple keypad on the wall of the Town Hall meeting room. The Capital Planning and Investment Committee has been the first to use this new capability.

And new local content production doesn't stop there! This past year, HCTV has recorded and broadcast a broad spectrum of general interest programs, such as the coverage of Arm in Arm with Chief Denmark, Varsity Girls lacrosse games, Arm in Arm "A Rabbi, a Priest, and an Iman Walk Into . . .", the Lions Volksfest, an interview with the owners of the Harvard Alpaca Ranch, the Bromfield Science Fair (with all interviews and filming done by HCTV interns), an outdoor performance of David Kassel's country band, Halloween History, plus local performances such as Harvard Historical Society – Presidential Pops, Radio Play, Lip Synch, and The Philadelphia Story. The list goes on Perhaps most significantly, our incredibly talented intern, Clara



Clara Alexander and Beatrice Wig filming the varsity girl's lacrosse game.

Alexander, showed off the skills she has acquired over the years with a short movie entitled "the Innocent Flower" that she independently wrote, starred in, and produced with the help of two other HCTV interns. Our goal is to encourage more residents to come forward to produce their own video creations.

This explosive growth in local content can all be accessed through HCTV's newly reconstructed website, <http://www.harvardcabletv.com>, making it easy for visitors to search for, and select for streaming, all government

meetings, town events, and student-produced videos in full HD. We no longer utilize YouTube with its endless ads and limited SD capabilities.

On top of this rapid expansion in local content creation, we have taken advantage of the rich library of externally produced content that we now have access to through our newly purchased broadcast equipment and software. This year, for the first time ever, we are continuously broadcasting fresh news and entertainment material on our public channel.

The biggest challenge that HCTV faces in 2018 is this growth in public awareness and interest. Recognizing that our Charter funding is very small to begin with compared to any other town offering the same services, and that this funding source is flattening now that we have reached the maximum fee schedule, HCTV has been looking at ways to highly leverage the dollars it does have while looking to identify new revenue sources.

GENERAL GOVERNMENT

We were very fortunate this year to receive financial support for our expanding work with the students from the School Committee, the Harvard Schools Trust, and the Harvard PTO. We also appreciate the contribution of skilled labor and materials by the Harvard Lions for some necessary facility improvements.

The key to HCTV's success in meeting its ambitious goals for technology improvement, school collaboration and rapid expansion in local content production has been the contributions of its professional staff. Led by our Station Manager, Anya Zulawnik, our crew of part-timers includes residents Stephen Adrian, Brint Ferguson, and Judy Wong, as well as a few very smart and very capable Bromfield interns. We thank them for their dedication and accomplishments.

Respectfully submitted,

Bill Johnson, Chair/ Treasurer
Nick Browse, Secretary

Hakan Sahin, Vice-Chair
Mitch Norcross

Richard Steele

COMMUNITY PRESERVATION COMMITTEE

With the enactment of the Community Preservation Act (CPA) in 2000, the Commonwealth of Massachusetts 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 include the acquisition and restoration of Open Space and Recreation assets, the development and support of Affordable Community Housing, and Historic Preservation initiatives; a minimum of 10% of each year's new funds must go to each of the three areas.

The Town of Harvard adopted the Act provisions in 2001, voting a surcharge of 1.1%. Between its inception and the end of fiscal 2015, Harvard has raised approximately \$4.0 million under the program, including more than \$2.4 million raised locally. Unfortunately the Commonwealth's fund, financed by fees collected at Registries of Deeds statewide, continued to decline from FY2017 to FY2018. Harvard has seen its State match decline by nearly half over time, from 29.7% to a current level of approximately 15%. This owes to both declining fee collections and steady growth in the number of participating communities, which now includes 172 communities, including Boston, Somerville, and nine other municipalities.

To address shortfalls in the current CPA funding mechanism, Representative Stephen Kulik, Representative Kevin Honan, and Senator Cynthia Stone Creem, have filed *An Act to Sustain Community Preservation Revenue* (HD2225 and SD588) on Beacon Hill. If passed into law, the fees collected at the Registries of Deeds would provide all current CPA communities with a 50% first-round contribution.

GENERAL GOVERNMENT

Activities of the Community Preservation Committee

At the 2017 Annual Town Meeting, the town voted to approve \$247,447 to all projects and reserves recommended by the CPC. The approved projects for FY17 were:

- \$24,752 from Fiscal 2018 Community Preservation Fund historic reserves to the Town Clerk for the preservation of historic town documents
- \$100,000 from Fiscal 2018 Community Preservation Fund unspecified reserves, to be expended by the Conservation Commission for the purpose of purchasing land and/or interest in land for open space purposed
- \$20,268 from Fiscal 2018 Community Preservation Fund unspecified reserves to the Community Preservation Committee Affordable Housing Reserves
- \$50,838 from the Fiscal 2018 Community Preservation Fund unspecified reserves for payment of debt for the renovation of Town Hall
- \$49,089 from Fiscal 2018 Community Preservation Fund historic reserves, and \$30,911 from fiscal 2018 Community Preservation Fund unspecified reserves, for the renovation of the section of stone wall between the Bromfield School driveway and the Old Bromfield School driveway
- \$2,500 from Fiscal 2018 Community Preservation Fund unspecified reserves, to be expended by the Harvard Community Preservation Committee for administrative expenses

At a November 6, 2017 Special Town Meeting, the town voted to approve an additional \$70,000 to two projects recommended by the CPC. The approved projects were:

- \$20,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to the War Monument Restoration Committee for the restoration of the World War I memorial
- \$50,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to the Old Library Accessibility Committee for the historic restoration and construction of accessibility improvements of the Old Library

FY2019 Applications

Because of the 2017 Special Town Meeting, the CPC only received two applications for consideration for FY2019 funding, as listed below:

- \$25,980 from the Town Clerk for the preservation of Town Hall Records
- \$25,000 from the Conservation Commission for the control of invasive species on land acquired using CPC funds

As with fiscal year 2018, the CPC needed to consider its obligation to service the \$1 million bond for Town Hall historic renovation under Warrant Article 18 of the April 28, 2012 Annual Town Meeting, which the town voted to approve. To meet this obligation, the CPC submitted a warrant article to recommend payment of \$51,000 from unspecified reserves to service the bond for Town Hall historic renovation.

The recommendations of the CPC will be included in the 2019 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

GENERAL GOVERNMENT

Finally, the CPC took the initiative in summer of 2017 to invite Harvard's Conservation Commission, Historical Commission, and other town organizations to our monthly meetings to share their multi-year visions with us. By initiating these conversations, the CPC seeks to increase transparency, break out of our committee "silo," and manage CPA monies more strategically, instead of simply reacting to the slate of applications we receive each Fall. We plan to continue these conversations, as well as to collaborate more proactively with Harvard's Finance Committee and Capital Planning and Investment Committee.

Respectfully submitted,

Didi Chadran, Elected, Chairman
Beth Williams, Elected, Secretary
Michelle Catalina, Planning Board

John Lee, Elected, Treasurer
John Mark Walker, Elected
Joanne Ward, Conservation Commission



*PICTURED FROM LEFT TO RIGHT: PAM MARSTON, JOHN LEE, BETH WILLIAMS,
JOHN MARK WALKER AND DIDI CHADRAN.
NOT PICTURED MICHELLE CATALINA AND JOANNE WARD.*

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 2017 Annual Report can be found at:
<http://www.devensec.com/meetings.html> under Annual Reports 2017.

Respectfully submitted by Harvard's DEC Commissioners:

James E. DeZutter

Duncan Chapman III, (Alternate)

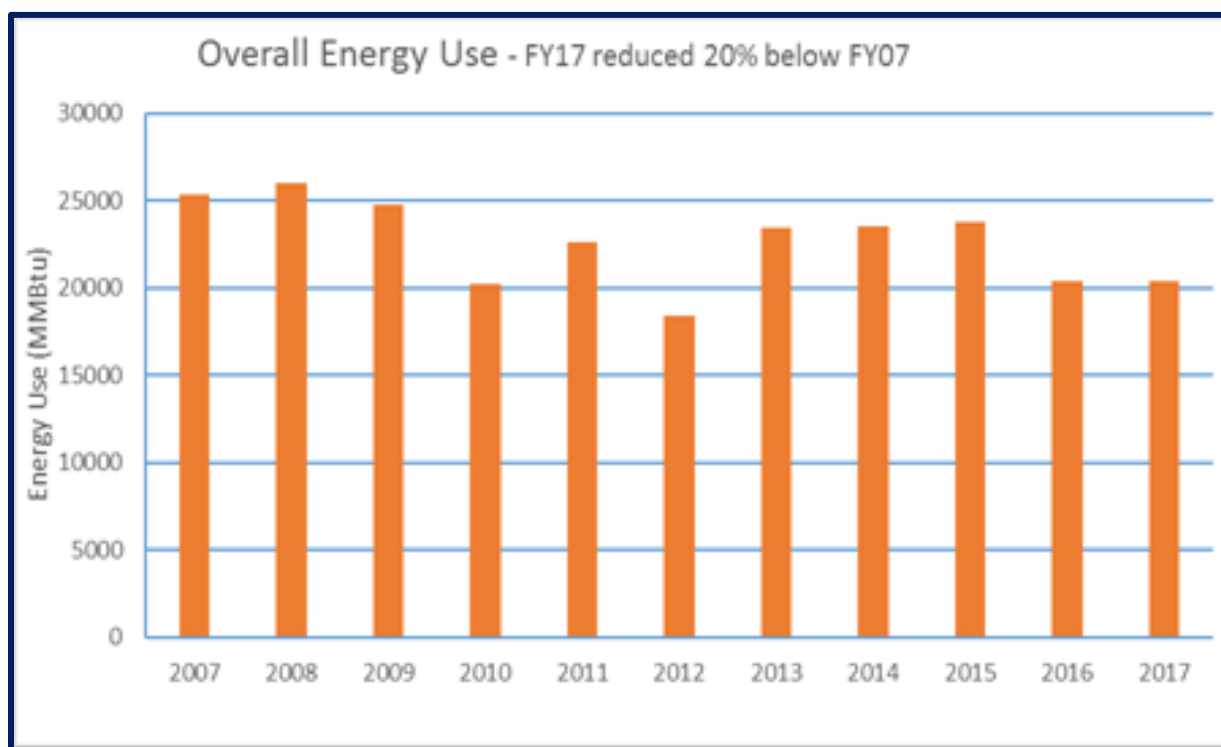
GENERAL GOVERNMENT

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 2017, HEAC:



- Continued the long-term identification and implementation of energy savings opportunities to meet goal to reduce energy use by 20% (from FY09) as part of the DOER Green Community program. FY17 usage is down 18% vs. FY09.
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software. Graph below shows energy usage since FY07.



Energy Reduction Projects

HEAC applied for and received a Green Community Grant of \$249,972 in June 2017, for:

- Bromfield School - Classroom LED Lighting Retrofit - \$204,740; continuing to work with Town staff to prepare bid package for RFP required.
- Bromfield / Public Library – Energy Monitoring & software license - \$6,151
- Bromfield School – Building Controls Programming - \$6,279
- Bromfield School – Building Retrocommissioning - \$5,050
- Bromfield School – Weatherization - \$14,252

GENERAL GOVERNMENT

Other Projects/Initiatives

- Net Metering Credit Purchase Agreement – Two agreements are signed in 2017 and pending project completion by solar developer.
- Community Choice Aggregation - for Community electric supply; held public forum and supporting Town to issue RFP for selecting Broker.
- HeatSmart Mass (DOER/CEC) - Harvard applied to participate in the first round and was selected in Nov 2017, in partnership with Bolton. The program will serve the community with education and a group purchasing program for efficient heating and cooling technologies.

The Town of Harvard's success in meeting our goals for improving energy efficiency and reducing energy use relies on the participation of all who play a role in town government and operations. HEAC appreciates the efforts of all who have supported the projects and initiatives noted above. Please contact the Selectman's office or a member of HEAC to find out how you can become involved and ensure we achieve our goals.

Respectfully submitted,

Brian Smith – Chair

Eric Broadbent -Vice Chair

David Fay

Chris Roy

Paul Green

Forrest Hodgkins – Associate member

Anya Begue – Student member



The Power of Community, The Power of Aggregation

GENERAL GOVERNMENT



Shaker Cemetery Markers

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 the town. Harvard Common is one of the most picturesque and iconic town commons in New England and Shaker Village is one of the best preserved Shaker settlements anywhere.

This year added some committee members, to fill seats vacated in the year prior.

Manny Lindo joined in April, filling the commission's architect position - and Aron Clark joined in Sept, filling an alternate position. The commission is still lacking one alternate position. We have posted in the Harvard Press, and have exchanged some emails with individuals expressing interest - and hope to have a full commission in the coming year.

In Jan, the committee embarked on managing the project to replace the remaining portion of the Bromfield stone wall. This project has been met with significant delays outside of the commission's control, and has not yet been started, at the time of this report.

There were few applications issued this year that required a public hearing - A Shaker Road resident wished to change the color of their barn and shed. No public opposed this, and was passed. The war memorial restoration committee also applied for the repair of the WWI flagpole monument on the common. This hearing will occur in the new year.

There was also activity seen in the area of Non-Applicability certificates where there is no need for such a hearing. A shaker road resident repaired their chimney, as well as some other renovation related repairs.

In Aug, and again in October, The Old Library Accessibility Committee presented the initial architectural proposals for adding a ramp to the old library. The OLAC was seeking initial input, and committee support prior to special town meeting.

GENERAL GOVERNMENT

This effort later passed town meeting - and the committee will be working with OLAC in the coming year to finalize design details for this project.

In an ongoing effort from the prior year, the committee has been working with various town committees to approve the maintenance, and clearing of brush around the Herb House in Shaker Village. The Conservation Commission did not approve clearing trees at a distance that the committee feels will be sufficient to prevent damage to this structure, should a larger tree fall.

The Commission approved the CPC vote to preserve historical town records as required by Massachusetts law. Along with that it approved some painting at Hildreth House and rebuilding the rest of the crumbling Bromfield wall along Mass Avenue.

Respectfully submitted,

Ben Guthro, Chair
Pamela Marston, Secretary
Steve Nigzus
Manny Lindo

David Vannicola, Vice-Chair
Daria Swanton
George Triantaris
Aron Clarke

MUNICIPAL AFFORDABLE HOUSING TRUST

This year the Trustees of the Municipal Affordable Housing Trust Fund continued working with a real estate broker to sell the property at 166 Littleton Rd., which the Trust purchased for \$1,200,000 in 2014. After previous unsuccessful attempts to sell the property as separate lots, or to include restrictions on the type of housing that could be built, the property was listed without restrictions, on an “as is” basis. The Trust received three qualified bids and accepted the highest bid of \$888,888. The sale of the property closed for that amount in June.

The Trust’s success in creating affordable housing has been limited to subsidizing projects proposed by private developers. In recent years, 42 affordable rental units at Bowers Brook Senior Housing project (Harvard) were obtained through a no interest loan of \$200,000 to the developer and credit for 40 affordable units at Emerson Green (Devens) was obtained through a grant of \$140,000 to the developer. Given the risks and lack of success in managing development directly, the Trustees amended their operating Policies and Procedures to limit use of the funds in the Trust to subsidizing affordable housing projects proposed by private developers or homeowners in Harvard.

The Trust is now in a rebuilding phase, with new members taking a fresh look at affordable housing in Harvard and Devens. At the end of 2017, the Trust had funds of \$176,437, of which \$140,000 are reserved for the payment due upon completion of Emerson Green in Devens.

Respectfully submitted by the Trustees:

Alice von Loesecke

Michael Barton

Paul Chiou,

Fran Nickerson

GENERAL GOVERNMENT

PLANNING BOARD

The Planning Board seeks to preserve and protect the character of Harvard and works to advance important community projects that address significant needs. The Board works collaboratively with the Selectmen and other local committees and seeks to engage the public in a variety of community planning initiatives to help Harvard grow in a sustainable manner.

Development activity slowed during the past year. In 2017, the Planning Board endorsed five Approval Not Required (ANR) plans, issued a Site Plan decision for a storage building at 202 Ayer Road, granted approval to the preliminary housing site plan for the Hildreth House property, and responded to seven requests from the Zoning Board of Appeals for comments on applications that were before that board. The Board reviewed its Rules and Regulations and adopted changes to enable it to act on projects that come before it in a fair and expeditious manner.

With the completion of the Master Plan in 2016, the Board has moved to implement its recommendations in the Plan and to coordinate action by others. The Board reached out to other committees to remind them of their tasks and offered to provide assistance as they might require.

The following action items from the Master Plan were started or implemented in 2017:

- The Board enlisted the assistance of the Montachusett Regional Planning Commission (MRPC) to help draft a Ground Water Protection Overlay District, which will be presented to the Annual Town Meeting in 2018.
- The Board continued to work on revising the Open Space and Conservation Planned Residential Development (ODC-PRD) bylaw, and hopes to present a revision to Town Meeting in the fall of 2018.
- The Board prepared an update to the Housing Production Plan, which received the approval of the Department of Housing and Community Development.
- The Board is working with the Agricultural Committee to promote agri-tourism in Town, and is working specifically on a bylaw to allow farm-to-table restaurants.

Transportation issues continue to be a focus for the Board. Members participate in the Ayer Road Traffic Group to develop recommendations with improving safety and minimizing congestion. The Board worked closely with the Department of Public Works Director to join the Complete Streets program of Mass Department of Transportation in order to continue to work on pedestrian improvements in the Town Center. The Planner has also worked with Planning Board, Board of Selectmen, and the Department of Public Works to qualify Ayer Road improvements for funding through the regional Transportation Improvement Program (TIP) coordinated by the MRPC. The Complete Streets and MassWorks Programs provide opportunities for the Town to continue to work on pedestrian improvements in the Town Center as recommended by the Town Center Transportation Committee, which issued a report and recommendations in 2016. The Board also conducted a survey to assess the interest in creating a commuter shuttle to a local rail station and discussed coordinating use of the Council on Aging's shuttle for this purpose to no avail.

GENERAL GOVERNMENT

At the November 6, 2017 Special Town Meeting, Town Meeting approved two zoning articles presented by the Planning Board: to allow micro-breweries, cideries, meaderies, and wineries in the Commercial District; and to amend the accessory apartment bylaw to remove the five-year waiting period before an accessory apartment could be constructed in a new residence.



*Planning Board members Rich Maiore,
Fran Nickerson and Erin McBee.*

Annual Town Meeting approved funding for the fifth year of contract services for a Town Planner. Bill Scanlan continues to provide planning services to the Board and the Town. He advises the Planning Board and other boards and committees on various land use issues. During the year he assisted the Elm Commission/Tree Warden on a grant application, coordinated the work of the Ayer Road traffic group, and assisted the Housing at Hildreth Housing Committee by preparing a land disposition Request for Proposals. He is participating with the Devens

Jurisdiction Committee to initiate a planning study to examine the question of resuming jurisdiction of Harvard's historical lands. In his assistance to the Planning Board, Bill continues to: draft regulatory and bylaw changes; review site plans and other development proposals; draft decisions; offer technical advice to other town committees; write grant proposals; and assist in the implementation of the Master Plan. Having justified the value of having a Town Planner, in 2018 the Planning Board is proposing a warrant article to hire a full time Director of Planning to replace the contractual position. A full-time position will allow the planner to provide greater service to Town officials and the public to advance important planning, development, and preservation projects.

In 2017, Chairman Kara McGuire Minar successfully ran for the Board of Selectmen. The members would like to express their sincere appreciation for her leadership and dedication. Her seat was filled by Stacia Donahue until the 2018 annual election. Vice Chair Erin McBee assumed the mantle of chairman. The Associate Member seat remains vacant, and the Board hopes a civic-minded resident will come forward to help the Board with important planning tasks. In 2018, two additional seats for three-year terms on the Board will be open during the annual election.

Members serve as representatives on a number of other town and regional committees. Erin McBee serves as the Board's delegate to the Montachusett Regional Planning Commission and is involved in the Town Center circulation planning. Rich Maiore serves on the Ayer Road Traffic Group and is Chair of the Design Review Board, which the Planning Board created in 2017. Michelle Catalina is the Board's representative on the Community Preservation Committee. Fran Nickerson is a member of the Municipal Affordable Housing Trust Fund and the Housing at Hildreth House Committee, which has the charge of building senior housing adjacent to the Hildreth House.

GENERAL GOVERNMENT



Planning Board members at the Annual Town Meeting.

The Planning Board would also like to extend its sincere thanks and appreciation to Liz Allard, the Land Use Administrator, who handles all administrative matters for the Planning Board, Conservation Commission, and Zoning Board of Appeals. Liz also serves as the Conservation Agent for the Town reviewing wetlands applications and conducting compliance inspections.

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

Respectfully submitted:

Erin McBee, Chair
Rich Maiore, Vice Chair
Michelle Catalina
Fran Nickerson
Stacia Donahue
William Scanlan, Town Planner
Liz Allard, Land Use
Administrator/Conservation Agent



Town Planner Bill Scanlan at the Annual Town Meeting.

GENERAL GOVERNMENT

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 by vote of the majority of the Selectmen. 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, and Permitted Uses in the AR Districts.

It reviews and decides upon requests for variances submitted to the Board by applicants who want an exemption to the Protective (Zoning) 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 M.G.L.

The year 2017 consisted of a total of five meetings for the Board, with a variety of applications ranging from properties with pre-existing non-conforming structures to a variance for a lot with no legal frontage.

The Board approved Special Permits for the following locations in 2017:

- 216 Old Littleton Road (Chapter 125-18.1 Accessory apartment use)
- 34 Peninsula Road (Chapter 125-3 Non-conforming structures and uses and 125-11 Conversion of seasonal residence)
- 45 Pine Ridge Drive (Chapter 125-3 Non-conforming structures and uses and 125-11 Conversion of seasonal residence)
- 202 Ayer Road (Chapter 125-3 Non-conforming structures and uses)
- 12 Peninsula Road (Chapter 125-11 Conversion of seasonal residence)
- 50 Turner Land (Chapter 125-3 Non-conforming structures and uses)

The Board had one Variance application in 2017, which was approved and allowed for a zero frontage lot along Brown Road. Portions of this lot were taken by the State of Massachusetts for the construction of Interstate 495 through the eminent domain process. This taking created a land locked parcel with an easement over an existing lot along Brown Road. The Board agreed the land

GENERAL GOVERNMENT

not only had value as a building lot, but proper frontage along a roadway prior to the taking by the State. Since the taking created a non-conforming lot with no frontage or value the Board concluded that this was a financial hardship, thus allowing for the issuance of the variance.

Activity surrounding Comprehensive Permits (Chapter 40B) was gradual in 2017. The Elms, at 105 Stow Road, began construction in late 2016 and will be occupied by early 2018. This project will produce a total of nine affordable units; and will assist in replacing those units given up when the Inn on Fairbanks Street sold in 2011. The Trail Ridge development along Littleton County Road received a *De Minimus* finding from the Board in August, which allowed the re-configuration of the units to provide for a first floor master bedroom. The development known as Pine Hill Village along Stow Road was sold in early 2017. The new owner of this property will need to obtain final plan approval from the Board before building permits can be issued. This development will increase the subsidized housing inventory with the addition of seven affordable units.

The membership of the Board remained unchanged in 2017 with Christopher Tracey once again serving as the Chairman. Steve Moeser resumed his role as the Vice Chairman, while Theodore Maxant enjoyed his new member status. Associate members Orville Dodson and Michael Lawton continued to serve as well. Land Use Administrator Liz Allard served as the Clerk. Currently there is the available position of Associate member; anyone interested should contact the Land Use Administrator for more information.

The Board typically 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 located on the first floor of Town Hall at 13 Ayer Road. We can be reached at 978-456-4100 ext. 321. You may also email us at: lallard@harvard.ma.us

Submitted:

Christopher Tracey, Chairman

Theodore Maxant, Member

Michael Lawton, Associate

Liz Allard, Land Use Administrator/Conservation Agent

Steven Moeser, Vice Chairman

Orville Dodson, Associate

PROTECTION OF PERSONS AND PROPERTY

AMBULANCE SERVICE

The Town of Harvard Ambulance Service provides state-of-art emergency medical care and transport services through a dedicated, call/volunteer squad of Emergency Medical Technicians. 2017 was the Service's 46th year of providing public safety in the Town of Harvard. The Ambulance Service reaffirms its pride and sense of privilege in serving Harvard by delivering 24x365, patient-centered, timely, and compassionate emergency medical care. The Service continues to fulfill the commitment to maintain excellence in clinical and operational capabilities.



Acting on the recommendations from a town-requested audit of EMS and Fire operations, Harvard Ambulance and Harvard Fire Department requested a shared, full-time Firefighter/EMT in 2016. This requested was granted by the 2017 annual town meeting. This position, the first of its kind in Harvard, is intended to enhance service response times and to begin ensuring long-term organizational sustainability. Harvard Ambulance and Fire worked together to screen, interview and evaluate candidates after the open position was advertised. We are very pleased that a Town-resident, Paramedic and Firefighter Lt. Andrew Perry accepted the position and began providing service to Harvard Ambulance and Fire equally.

Harvard Ambulance Service's CY2017 statistics show improvement in several areas of focus. The addition of the FF/EMT (reflected in 3 months of statistics) and a deliberate effort by all Service members has provided better daytime staffing, reduced response times, and transported patients to definitive care more quickly. Four key metrics underscore these positive trends. First, daytime weekdays (traditionally the most challenging to staff) full on-call crew frequency increased from 54% to 67%. Second, the frequency of the ambulance responding in less than 5 minutes increased from 44% to 61%. Third, the frequency of first EMT-to-patient contact occurring in less than 10 minutes increased from 72% to 76%. Fourth, average on-scene time improved by 6%, i.e. decreased from 17:53 to 16:51.

Another milestone was achieved in 2017 with Town approval of a replacement Ambulance. Ambulance Service members spent countless hours developing specifications, obtaining quotations, and selecting a qualified vendor. With great anticipation, the Service expects delivery of the new Town ambulance in CY2018Q1. After requisite training and verification of function, the ambulance will be put in service shortly thereafter. Four major enhancements in the new vehicle are: automated stretcher loading (improved safety and less physically demanding); federally-mandated 5-point safety belts (for EMTs in the patient care compartment); state-of-art truck chassis and suspension (enhanced handling and stability); high-visibility reflective chevrons (enhanced scene and highway personnel safety).

PROTECTION OF PERSONS AND PROPERTY

Human resource development and retention has resulted in an active and balanced squad of 57 members plus 12 EMT-Basic students slated to test in March 2018. The Service's staffing efforts ensure that wherever you live in Harvard, there is likely an Ambulance Service EMT either down your street or just around the corner. This staffing geographic resulted in – when applicable – an average “first-EMT direct to scene” time of 5:31 (14% improvement year-to-year), and an “Ambulance arrival at scene” time of just 9:03 (15% improvement year-to-year). In 2017, our membership committed 17,525 hours of on-call time, 3,000 hours responding to 911 calls, and 2,000 hours of training and continuing education.

Call statistics for 2017 reflect the highest levels of Harvard EMS activity ever: 370 runs involving 393 patient care-events and resulting in 253 transports (16% increase year-to-year). Call type distribution is not significantly changed: 43% medical, 42% trauma, 8% lift assist, 6% psychiatric. An aging demographic within Harvard's borders have led to an increased frequency of calls and treatment modalities tailored for this more vulnerable population. To underscore this point, the patient age distribution in 2017 was: 0-9 (4%), 10-19 (8%), 20-29 (8%), 30-39 (9%), 40-49% (7%), 50-59 (11%), 60-69 (15%), 70-79 (13%), 80-89 (18%) and 90-99 (6%); sixty three percent of patients are aged 50+. Forty percent of Ambulance transports were deemed high acuity; in these cases, contracted Advanced Life Support services respond and join Harvard EMTs in patient assessment and treatment while transporting in our ambulance.

As promised when third-party billing was approved, no Harvard resident has been asked to pay out-of-pocket for our services. The Ambulance Service participates in the Town's budgeting process like any other department, but the Service also generates significant revenue, all of which is used to offset operational and capital expenses. The Harvard Ambulance Service continues to depend on, in part, the generous donations of citizens and local philanthropic entities. We are greatly appreciative for all contributions.

In summary, the Harvard Ambulance is buoyed by its recent collective accomplishments. As we begin our 47th year of service, we are committed to improvement in all facets of our operation. Our strategic priorities: operational excellence that achieves tone-to-scene response times of 10 minutes at least 90% of the time; put new ambulance into service in CY2018Q2; recruit and retain qualified personnel; embodying fiscal responsibility; procure and deploy new life-saving technology; expand the Service in concert with Town growth; enhance 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 2018 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 and contact us at Director@HarvardEMS.org.

Respectfully submitted,

Jason Cotting, NREMT
Co-Director, Harvard Ambulance Service

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

PROTECTION OF PERSONS AND PROPERTY

Harvard Ambulance Service Roster: EMTs, Drivers, Cadets/Students and Administration

Lily Alfano	Luca Basile	Madeline Beckman	Sophie Beckman
Steven Beckman	Diane Bishop	John Breyer	Alex Calderwood
Joshua Canning	Arpita Chaudhuri	Heston Chipman	Zach Clements
Sophia Collins	Kate Connors	Jason Cotting	Robert Curran
Tessa Curtin	Kush Das	Felicia DiPietro	Eve Douglas
Janis Dyer	Hannah Egan	Justin Feldstein	Julia Foley
Amy Gothorpe	Leila Grant	Emma Hall	Erika Holzmänn
Adam Hughes	Kyle Into	Celeste Keep	Allan Kuong
Christian Landry	Talmage Lindsey	Brian Lipomi	Katie Loveluck
Heather Lowry	Cindy Mahoney	Liam Makosky	Linda Mara
Sage McFarland	Larry Miller	Chris Mitchell	Judy Mitchell
Ruth Myles	Mathias Nittmann	Emma Noyes	Olivia Noyes
Kiley Nygren	Joan Ojemann	George Orsula	Dean Overmiller
Andrew Perry	Samvit Pisal	Livie Rooney	Will Stevenson
Raiya Suliman	Regina Todd	Tom Tonge	Taylor Tracey
Julio Valladares	Pilar Vellante	Tania Ward	Kathy Waugh
Kathleen Williams	Rob Williams	Samantha Williams	Benjamin Wilmot
Katherine Worden			



PROTECTION OF PERSONS AND PROPERTY

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.

- Firefighter Justin Warren obtained his National ProBoard Fire Instructor I Certification
- Firefighter Andrew Miller completed the Massachusetts Firefighting Academy Call/Volunteer Training Program and obtained his National ProBoard Firefighter I/II Certification.
- Lieutenant Greg Harrod and Firefighter Paul Morris are now members of the newly formed District 8 Technical Rescue Team.
- The Harvard Fire Department Firefighters attended 811.5 hours of in-house training and 282 hours of outside of the department training.

In 2017, the Harvard Fire Department responded to 282 requests for emergency services and other assistance. This is up 1% from last year. These responses included the following:

Ambulance assist	7	Automatic fire alarms	48
Motor Vehicle Accident	69	Motor Vehicle Fire	10
Brush Fire	11	Carbon Monoxide Alarm	6
Chimney Fire	0	HazMat	7
Mutual Aid Given	8	*Mutual Aid Received	1
Other	13	Rescue	2
Service Call	93	Structure Fire	8

**not a response statistic*

An average of 6.7 firefighters responded to each call.

In 2017, there were 199 permits issued and 284 inspections completed:

Blasting	0
Dumpster	2
Fire Alarm	7
Labor Camp	2
Oil Burner/Fuel Storage	56
Other	1
Propane Storage	62
Safety	12
Smoke & Carbon Monoxide	141
Sprinklers	1
Open Burning Permit	486

**Open Burning Permits were activated 1,134 times*

Revenue generated for Permits, Inspections and Fees: \$16,328

PROTECTION OF PERSONS AND PROPERTY

Grants received this calendar year are as follows:

EMPG Grant	\$2,460
SAFE Grant	\$3,708
Senior SAFE Grant	\$2,415
Total	\$8,583

Lieutenant Andrew Perry has been hired as the Town's first fulltime Firefighter/EMT. He spends half of his time with the Fire Department, with a primary focus on running Fire Prevention, and the other half of his time is spent with the Ambulance Squad. This position has proven to be an invaluable addition to the department.

I would also like to thank the Harvard Firefighter's Association for their donation to help pay for the renovations of our station's kitchen. We received an incredible donation of used kitchen cabinets from a resident that was updating their kitchen. We were able to repurpose them and update our kitchen which has not been touched in forty one years.



Lieutenant Perry at the annual Turkey Raffle

We have taken delivery of a new CERT/Board of Health through a grant for the Board of Health.

This trailer now allows us to house all of the specialty equipment for these groups in one place. It also allows for the ease of deployment during any emergency/incident these groups may be activated for.

In an effort to build up membership in our department we are now in our second year of running our Explorer Scout Post. We currently have seven members of the Post. This is a hands-on program open to young men and women from 14-20 years old with an interest in learning more about the fire service. Exploring combines some classroom training with hands-on lessons. You get to experience firsthand what it's like to be a firefighter and so much more!

We continue to run on a regional approach Ayer, Boxborough, Leominster and Shirley. This allows us to all share our resources and personnel to help give the Explorers exposure to multiple departments and experiences. This also helps maintain and promote cooperation between our mutual aid departments in which we work with throughout the year.

Our post meets on the first and third Mondays of every month during the school year. If you or someone you know may be interested in joining please feel free to reach out to Lieutenant Greg Harrod or Firefighter Justin Warren.

PROTECTION OF PERSONS AND PROPERTY

S.A.F.E.

The SAFE program had a busy year, putting all state grant money to work on a variety of things. Grant money was used to both purchase materials and pay for personnel to staff events, run activities and provide services including the following for students:



- Classroom visits to HES grades K – 5 for various fire safety-related instruction
- Home Escape Plan Contest where grade 1-3 students produced detailed plans for their families about what to do in case of a fire or other emergency, with 2 winners from each grade winning breakfast at the fire station and a ride to school on a fire truck
- Station visits for all the kindergarten classes, Daisy scouts, Cub scouts and Harvard Family Association
- Distributed Halloween safety bags to all students in HES and provided glow-sticks at the station on Halloween night (along with candy of course)



For seniors, the SAFE program disseminated information about staying safe in your home and got started with our free smoke alarm program for seniors, installing 10-year sealed battery combination smoke/carbon monoxide alarms in a number of residences.

SAFE personnel were also had presence at the Volksfest in September, promoting fire safety, bike helmet awareness and handing out pamphlets and safety related items. The program also received 500 calendars featuring winners from a MA and RI poster contest for kids and distributed these throughout the schools, library and various local businesses for free.

For 2018, we plan more of the same, in particular getting the senior smoke alarm program fully ramped up and trying to get more involved with the students in Bromfield.

Respectfully submitted,
Bill Berthoud, SAFE Coordinator

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

EMERGENCY MANAGEMENT

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 sign up for the service. If you have not already done so, we strongly encourage you to sign up for this. It is the best way we can provide you with the most current information during an emergency. To sign up 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.



PROTECTION OF PERSONS AND PROPERTY

C.E.R.T. PROGRAM

For the 2nd year, I was asked by MEMA (Massachusetts Emergency Management Agency) to sit on the Statewide Citizen Corps Advisory Council, as a local representative to the council, which will meet quarterly to discuss and set up training for CERT teams across the state.



This past year, we continued go to the Council of Aging lunches with information about Winter Storms, Tornadoes and Emergency kits for work, home and pets, and sheltering in place. We attended the MEMA (Massachusetts Emergency Management Agency) All Hazards Emergency Preparedness 2 day conference in Worcester, attending workshops on Cyber Insecurity, Basic Sheltering Concepts Training, Winter Weather, Until Help Arrives training and the Role of Volunteers in an Emergency Incidents Rehabilitation. We have also been doing some webinars with other CERT teams across the county, featuring several teams from Florida, Texas and California and having them share their experiences and lessons learned from responding to the recent disasters in their areas.

The Harvard Fire and CERT will be rolling out in the spring of 2018 a training program called “*Until Help Arrives*”. This training course is meant to assist you to minimize injury or death in an emergency situation. This course was developed by the CDC (Center for Disease Control), FEMA (Federal Emergency Management Agency), MRC (Medical Reserve Corps), ASPR (Office of the Assistant Secretary for Preparedness and Response) and the USUHS (Uniformed Service University). The course objectives is to have the participants be able to use simple and effective skills to save lives, communicate with 911 Operators, protect the injured from further harm, position the injured, stop life-threatening bleeding and provide emotional support. The training for *Until Helps Arrives* is available online: www.ready.gov/until-help-arrives or by reaching out to Chief Sicard at rsicard@harvard.ma.us or myself at pnatoli@harvad.ma.us to hold a training class.

The Harvard CERT mission statement continues to bring the community together. “*The Harvard Community Response Team (CERT) program will train individuals in neighborhoods, business and industries in the emergency preparedness and basic disaster response techniques, thereby enabling them to prepare, as volunteers, to take an active role in providing critical support in a safe manner to emergency service personnel during emergencies/disaster. The Harvard CERT team will also be trained to be a valued resource of neighbors helping neighbors for non-emergency and routine special events.*”

I would also like to thank Fire Chief Richard Sicard, Police Chief Edward Denmark, Board of Selectmen, and the Board of Health for their support and guidance. For more information on CERT and volunteering please email Chief Sicard at rsicard@harvard.ma.us or myself at pnatoli@harvad.ma.us.

Respectfully,
Patricia C. Natoli, CERT Manager

PROTECTION OF PERSONS AND PROPERTY

HARVARD FIRE DEPARTMENT MEMBERS

Chief Richard Sicard, FF I/II, FO I/II, EMT
Deputy Chief Chuck Nigzus, FF I/II, FO I
Lieutenant Tony Shaw
Lieutenant Greg Harrod, FF I/II, EMT
Lieutenant Andrew Perry, FF I/II, FO I/II, EMT-P
Lieutenant Bill Barton

FF Duane Barber
FF Zachary Clements, FF I/II
FF Frank deBettencourt, FF I/II, EMT
FF Adam Hughes, FF I/II, EMT-P
FF Andrew Miller
FF Shane Nogler
FF Ian Sears, FF I/II
FF Justin Warren, FF I/II
FF Benjamin Wilmot, FF I/II, EMT

FF Bill Berthoud
FF Robert Curran, FF I/II
FF David Hazel
FF John Kenneally
FF Paul Morris, FF I
FF Brian Perwak, FF I/II
FF Walter Shaw, FF I/II, EMT
Probationary Robert Williams

and maintenance man Eddie Stoffel, who keeps the fire station clean and presentable.

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.

Respectfully Submitted,

Richard A. Sicard, Fire Chief



Fire Department participates in a mock accident at Bromfield

PROTECTION OF PERSONS AND PROPERTY

POLICE DEPARTMENT

Operations

2017 was statistically a good year for the Harvard Police Department and the overall public safety well-being of our community. I am pleased to report that we experienced a 6.8% reduction in calls for service last year. This reduction in call volume contributed, in part, to the 35% decrease in reported crime for the year. While it is difficult, if not impossible, to attribute a single causal factor to such a dramatic decrease, it is our position that a significant decrease in calls for service allows for increased time and attention directed towards crime prevention and community interaction activities. In theory, increases in those types of activities should result in decreases in reported crime. Obviously there are other societal and environmental factors at play that impact the number of crimes committed in a complex system. Having the time and ability to proactively attend to those conditions that may lead to crime increases is a basic tenet of community policing.

There were a total of 213 reported crimes for the 2017 calendar year compared to 330 in 2016. The most prevalent crimes reported last year were: Traffic and by-Law Offenses (52), Miscellaneous Misdemeanors, (30), Breaking and Entering, (22), Larceny (20), Identity Fraud (12), Intimidation and Harassment (11), and Assaults (5).

As part of our ongoing commitment to increasing the feeling of safety in the community, we continued to focus our speed reduction/traffic safety efforts in areas that are responsible for our highest number of traffic crashes and speeding complaints. As a result, the top five areas of concern generated 69% of all traffic citations issued and motor vehicle stops in 2017. The specific target areas were: Ayer Rd. (34%), Massachusetts Ave. (16%), Bolton Rd. (8%), Still River Rd. (7%), and Prospect Hill Rd. (4%). The remaining 30% of stops and citations were distributed throughout the remaining roadways of the town.

Related to our speed reduction efforts was a significant decrease in the number of traffic crashes last year. Compared to 98 traffic crashes reported in 2016, there was a decrease last year of 26.5%, which translates to 72 crashes total.

While the results of our traffic efforts have been positive, we still receive numerous complaints about vehicular speed in town. We hope to alleviate these concerns with the deployment of our new radar speed signs that we took delivery of in late 2017. These signs will be installed in the spring of 2018 and will enable us to gather even more data to help us target our areas of concern throughout town. The advantage to these signs is that they gather speed data, which is retrievable via Bluetooth Technology, without tying up officers with the task of manual traffic counting/speed monitoring. They also act as a traffic calming measure, as they give motor vehicle operators immediate feedback on their traveling speeds.

PROTECTION OF PERSONS AND PROPERTY

Personnel

This year marked a significant change among the ranks of the Harvard Police Department. After twenty-nine years of dedicated service to the town of Harvard, Sgt. John Coates retired from full-time duty. Over the years, many of you have come to know Sgt. Coates as the steady hand that epitomized professionalism, treated everyone fairly, and was always willing to put forth the extra effort to show the citizens of Harvard that he truly cared about his job, them as individuals, and the town as a whole. Fortunately for all of us, he will be staying on in a part-time capacity, though his full-time presence will be sorely missed. If you see him, please take the time to thank him for his service and wish him well in his retirement.



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
Det. Daniele Fortunato	Res. Ofc. Edward Coffin
Ofc. Charles Genetti	Res. Ofc. Jason Smith
Ofc. Timothy Schaeffer	Res. Ofc. Nikki Fahlbeck
Ofc. Timothy Miner	



PROTECTION OF PERSONS AND PROPERTY

Community Outreach

Over the past year we have continued to seek out opportunities to interact with the members of the community in a non-law enforcement capacity in order to strengthen our relationships and forge new community partnerships.

We continue to be involved with many of the youth groups in town and participated in numerous activities throughout the year. Members of our department were involved in youth sports through the Harvard Athletic Association. The Police Association continued to support youth athletics through their generous donations used to purchase uniforms and equipment for various sports teams.



Officer Daniele Fortunato in the 4th of July parade.

Understanding that not all youth participate in sports, officers have also participated in activities with youth scouting groups, providing educational speaking engagements, department tours, and social activities; such as the Girl Scout Father/Daughter Dance. Engagement with our youth on this level is both fulfilling for the officers involved and important for the children, as they get to see officers acting outside of their roles as law enforcers. This early exposure is critical in developing the understanding that the police are trusted members of the community.

Our relationships with the schools in Harvard continue to grow stronger every year, and last year was no exception. We worked cooperatively with both schools to mitigate situations that could have potentially negatively impacted the greater community.

As a follow-up to the 2016 rock painting incident at the Bromfield School, in 2017 we participated with Arm in Arm to give a presentation on the impact of hate speech and how we, as a community, can come together in healing. The event was well attended and the department received positive feedback on its content and delivery. It is my hope that we can participate in similar events in future that allows us to display our commitment to not only the safety of the public in town, but our commitment to our overall community health and well-being.

If you have any suggestions or requests for speaking engagement or educational opportunities, please reach out. We are also open to any and all feedback that will help us serve you better...we are always open.

Respectfully,

Chief Edward D. Denmark

PROTECTION OF PERSONS AND PROPERTY

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Arson	2017													
	2016									1				1
	Pct									n/a				n/a
Burglary/ Breaking and Entering	2017	1			2		1	1	1	1	1	1	2	11
	2016		1	2	2	1	4		2	1			1	14
	Pct	n/a	n/a	n/a	0%	n/a	-75%	n/a	-50%	0%	n/a	n/a	+100%	-21%
Larceny (from building)	2017								1			1	1	3
	2016										1			1
	Pct								n/a		n/a	n/a	n/a	+200%
Larceny (from motor vehicles)	2017				1									1
	2016	2			1	3	1						1	8
	Pct	n/a			0%	n/a	n/a						n/a	-88%
Larceny (all other)	2017	5			4	1	2			2			1	15
	2016	5	1	4	2	3	1		1	1		2	1	21
	Pct	0%	n/a	n/a	+100%	-87%	+100%		n/a	+100%		n/a	0%	-29%
Counterfeit/ Forgery	2017											1	1	2
	2016													
	Pct											n/a	n/a	n/a
Fraud (false pretense;swindle)	2017	1					2	1	1					5
	2016	1	1				2	1			2			7
	Pct	0%	n/a				0%	0%	n/a		n/a			-29%
Fraud (credit/debit card;ATM)	2017													
	2016					2			1					3
	Pct					n/a			n/a					n/a
Fraud (impersonation)	2017	2	1	1			5		1		1	1	1	13
	2016		3	1	2	2	1	1	1	2	1	3	1	18
	Pct	n/a	-87%	0%	n/a	n/a	+400%	n/a	0%	n/a	0%	-87%	0%	-28%
Stolen Property	2017				1									1
	2016													
	Pct				n/a									n/a
Destruction of Property/Vandalism	2017	2	1	1	1	2		4	3		1	1	2	18
	2016	2	2	3	1	2	4		4	1	3	1		23
	Pct	0%	-50%	-87%	0%	0%	n/a	n/a	-25%	n/a	-67%	0%	n/a	-22%
Total Crimes Against Property	2017	11	2	2	9	3	10	6	7	3	3	5	8	69
	2016	10	8	10	8	13	13	2	9	6	7	6	4	96
	Pct	+10%	-75%	-80%	+13%	-77%	-23%	+200%	-22%	-50%	-57%	-17%	+100%	-28%

PROTECTION OF PERSONS AND PROPERTY

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2017	1			1				1	1				4
	2016	1					1				1		1	4
	Pct	0%			n/a		n/a		n/a	n/a	n/a		n/a	0%
Pornography/Obscene Material	2017													
	2016		1	1										2
	Pct		n/a	n/a										n/a
Weapon Law Violations	2017				1									1
	2016					1			1		2			4
	Pct				n/a	n/a			n/a		n/a			-75%
Total Crimes Against Society	2017	1			2				1	1				5
	2016	1	1	1		1	1		1		3		1	10
	Pct	0%	n/a	n/a	n/a	n/a	n/a		0%	n/a	n/a		n/a	-50%

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Disorderly Conduct	2017			1		2		1						4
	2016	1		1			2					1		5
	Pct	n/a		0%		n/a	n/a	n/a				n/a		-20%
Driving under Influence	2017								1	1		1		3
	2016		1	1	1		1	1		1	1	1		8
	Pct		n/a	n/a	n/a		n/a	n/a	n/a	0%	n/a	0%		-63%
Drunkenness	2017													
	2016							1						1
	Pct							n/a						n/a
Liquor Law Violations	2017				1			1						2
	2016	1		1			1	1						4
	Pct	n/a		n/a	n/a		n/a	0%						-50%
Trespass of Real Property	2017				1								2	3
	2016					2	2		1					5
	Pct				n/a	n/a	n/a		n/a				n/a	-40%
All Other Offenses	2017			1	5	1	5	5	3	2		1	2	25
	2016	1	4	7	1	2	3	7	1	2	5	1		34
	Pct	n/a	n/a	-86%	+400%	-50%	+67%	-29%	+200%	0%	n/a	0%	n/a	-26%
Total Group B Crimes	2017			2	7	3	5	7	4	3		2	4	37
	2016	3	5	10	2	4	9	10	2	3	6	3		57
	Pct	n/a	n/a	-80%	+250%	-25%	-44%	-30%	+100%	0%	n/a	-33%	n/a	-35%

EDUCATION

SUPERINTENDENT OF SCHOOLS

The students, teachers, staff, and administration of the Harvard Public School District have accomplished a lot during the past 12 months. The leadership team along with the School Committee has focused on a number of goals, including these three; (1) Advance innovative teaching and learning for Harvard teachers and students by researching, planning, collaborating and taking steps in the area of STEAM, global learning, and project based learning. (2) Network with other districts to learn from them and strengthen the relationship of our leaders and teachers with educators in other districts. (3) Design and implement a new building that is educationally exciting, safe, attractive, and environmentally efficient that is consistent with the district Vision and within the financial capacity of the town. While these goals are not representative of all of the efforts in the district, I would like to share some of our progress made in these three areas.

We remain *dedicated to educational excellence* as expressed in our Vision Statement. Since educational practices, strategies, and philosophies are ever changing and evolving, our professional staff advances innovative teaching in learning by researching, planning, and collaborating. This professional development work occurs on the early release days, during the 4 professional development days, and in the summer and in the evenings when teachers participate in courses and workshops. Our focus on innovative teaching and learning has led to the expansion of course offerings, programs and extra-curricular clubs for students in the areas of engineering, robotics, Lego league, Mindfulness, Global Competency, and a Bi-Literacy Seal. In classrooms across the district teachers also explore ways to integrate technology into their curricular areas in meaningful ways for students.

For the first time, students in grades 5 – 12 have one to world technology devices. The School Committee approved the leasing of iPads for students in grades 5 – 7 and MacBook for students in grades 8 – 12. This investment in the future of our students has been supported with professional development of the teachers and staff, an increase in technology support personnel, and internet safety measures and programs. These digital learning tools expand communication and creativity; important components of our Vision Statement: *The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national and global communities.*

To maximize professional development, we have networked with other districts in a more purposeful way. In November, teachers from Littleton, Ayer-Shirley and Harvard joined together for a day of professional collaboration. The topics of study for the day included technology integration in specific curricular areas. The cross-district networking enabled us to share the planning and expense of curriculum specific facilitators while building relationships of professional significance. We anticipate holding another combined day next fall and the planning

EDUCATION

is underway. Other networking opportunities this year included visits to neighboring districts to explore their engineering labs, technology integration and new building projects.

The information we gleaned during those visits to other districts has informed the work of the School Building Committee. The school building project has been an intense focus area this past year. The journey began in earnest after the 2016 town vote to fund the first phase of the Massachusetts School Building Authority feasibility and design program. We established a School Building Committee comprised of many leaders in the community. We also have 5 teacher liaisons and several community members outside of the committee in an advisory role.

After careful research of the conditions and renovation costs of the existing elementary school, the School Building Committee voted overwhelmingly in favor of building a new school instead of renovating. One of the deciding factors was the high cost of replacing the deteriorating roof, heating system, sprinkler system and Americans with Disabilities Act (ADA) compliance issues in the current elementary school building. Another deciding factor was the need to relocate the students during the 12 – 24 months of renovation work. After months of deliberation, cost analysis, durability and sustainability research, and consideration of other town projects, almost all members of the School Building Committee found that prosing a new school building was the most fiscally responsible decision.

There have been many meetings, outreach efforts, and working sessions to meet the goal; design and implement a new building that is educationally exciting, safe, attractive, and environmentally efficient that is consistent with the district Vision and within the financial capacity of the town. The community members will be asked to vote on this important building project at this year's Annual Town Meeting and again at the ballot.

While this vote will determine the physical building that houses our elementary students in the future, we will continue to provide a top-quality learning experience for all of our students. We will remain dedicated to educational excellence as we help students realize their highest potential. We welcome the opportunity to partner with families to guide and support every student on their educational journey as this is our greatest honor.

Respectfully submitted,

Linda G. Dwight, Ed.D
Superintendent
Harvard Public Schools



EDUCATION

BROMFIELD SCHOOL

The Bromfield School graduated a class of 103 students on June 9, 2017. We are extremely proud of their contributions to our community as well as their academic and extracurricular accomplishments.



Bromfield welcomed 82 sixth grade students to our community this fall. The current enrollment at The Bromfield School is 654 students in grades 6–12. Bromfield made a huge commitment to technology this year when we continued the Harvard Public Schools' One to World technology initiative by providing MacBook Air laptops to every students in grade 8-12. With 6th and 7th grade students having iPads, our entire student body is now equipped with the latest in school technology. In addition to providing staff members MacBooks and iPads, extensive professional development opportunities are offered to our faculty including a cohort of 25 teachers taking a year-long course from Teachers 21. We are grateful for the continued support of the School Committee and the entire town that allows teachers and students the opportunity to teach and learn in this state of the art setting. Both teachers and students report that the devices have created instructional opportunities that have been limited in the past. Technology is being utilized regularly in our classrooms as a key tool in the learning process. It is important to note that while technology provides for invaluable experiences for our students that would not be otherwise possible, learning occurs best when students and teachers make connections in and out of the classrooms.

Bromfield continued to make significant improvements to its physical plant this year. Starting in the summer, work began to completely renovate two additional high school Science classrooms as well as major improvements to the four student bathrooms in the middle school area.

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While there were a number of unexpected delays, the bathrooms and the Science rooms are finished now. While the wait was frustrating at times, the students now enjoy the state of the art classrooms and bathrooms.

We had three long-time faculty members retire and one teacher leave us to teach at a college. While the contributions of those who left us were outstanding, Bromfield's reputation and the outstanding work of our faculty interview committees brought a number of excellent instructors who will continue the tradition of high quality teaching. Over the past two years, we have added electives to our course selections that emphasize the arts, wellness, and English. Courses such as "Art of Being", "TV Production", "Middle School Theater", and "Musical Theater Techniques" have proven to be nice additions to The Bromfield School curriculum.

Bromfield students continued to achieve statewide recognition for their accomplishments in and out of the classrooms. Our student body continue to be state leaders on the statewide assessment tests (MCAS) with 99% of our tenth grade students scoring in the Advanced or Proficient range in English Language Arts. Scores on the Mathematics and Science tests were also very impressive with 98% of the tenth graders scoring in the Advanced or Proficient Range on those assessments. Bromfield earned a gold medal ranking in the *U.S. News & World Report* National Rankings this year and was also ranked 10th in *Boston Magazine's* ranking of Charter and Public High Schools. Clearly, Bromfield continues to be recognized as one of the top public schools in both the state and the nation.



Bromfield Speech & Debate Team

In 2017, The Bromfield School had students active in a myriad of extracurricular activities. The students continue to be very active outside the classroom with over 30 extracurricular clubs. While it would be extraordinarily difficult to list all of the club accomplishments, I would like to highlight a few in this text. Bromfield Cares completed another amazing year with the Giving Tree Project with 600 presents delivered to families in need. In addition, The Bromfield School Drama Society's entry to the Massachusetts State Drama Festival advanced to the state finals in the spring of 2017. Finally, we are very happy to report that students can now earn recognition with two additional programs. Students can now earn a Global Competency Certificate as well as a Seal of Biliteracy during their tenures at Bromfield.

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We are proud of the many students (too numerous to name) who were honored for excellence in the New England Math League, MAML and Elizabeth Haskins Contests, Central District Music Festival, State Music Festival, New England Music Festival, State Drama Festival, Youth and Government Conference, Business Professionals of America Conference, and The Boston Globe and Mount Wachusett Community College Art Competitions. Bromfield continues to field very competitive athletic teams once again with the girls outdoor track team, girls' tennis team, boys' lacrosse team, baseball team, girls' soccer team, golf team, and boys soccer teams all earning league titles. In addition, the girls outdoor track team was crowned Central/West Division 2 champions for the third consecutive year and the boys' soccer team captured the Division 4 State Title in the fall. The boys' state final was a fitting way to conclude the head coaching career of Tom Hill who led the boys to 20 district titles and 9 state titles during his 41 year tenure. A special event that occurred this fall was the first games played "under the lights" as our soccer teams played night games on two consecutive nights at McCurdy Track in October.



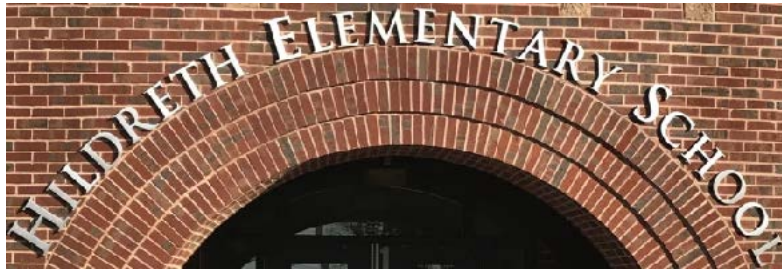
I am very honored to continue serving as the principal of The Bromfield School. The combination of earnest students, dedicated faculty, and supportive parents and community make being a part of the Harvard Public Schools a wonderful experience.

I would be remiss if I did not thank Superintendent Linda Dwight and the members of the Harvard School Committee for their help, support, and guidance throughout the year. We are proud of the work done by our students and staff this year and look forward to celebrating additional accomplishments in 2018.

Respectfully submitted,

Scott Hoffman, Principal, the Bromfield School

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HILDRETH ELEMENTARY SCHOOL

Hildreth Elementary School has had an exciting and busy year. Working together with families, teachers, community members, and school leadership, we continue to support student growth.

We are grateful to the many community members who share their talents and knowledge with the HES students. These include musicians who play for the sing along and dance, scientists who lead students on ecology walks, artisans who demonstrate traditional local craft, veterans who share their experience and commitment with our students, and many others. These partnerships help our students connect to the larger community and learn from passionate and skilled people. We hope to continue with these successes and expand our community connections.

This year the Hildreth School Building committee invested a great deal of time in a feasibility study regarding alternatives to address issues with the current building. These include issues with mold, fire safety, accessibility, aging mechanical systems, and how the building supports student and community use. After an in-depth study of the cost, risk, and benefit of renovating the existing building, the School Building Committee voted to propose a new building to replace the existing building. Teachers, school leaders, and community members have worked with the architects, project manager, and the Massachusetts School Building Authority (MSBA) to develop a design for the new building. The MSBA will contribute approximately 15 million dollars toward the project. The next step in the process will be a vote at the May 2018 town meeting and ballot to approve funding for the project.

We continue to review and update curriculum to better engage students and meet changing needs. This year has brought significant updates to our science curriculum to bring us in line with new state standards. These standards aim to place greater emphasis on conceptual understanding beyond factual recall. Teachers are working to implement new materials and develop units that engage students. Teachers are also working to develop hands-on learning opportunities in connection with other content areas. For example, students made Public Service Announcement videos around bullying and diversity, designed carnival games to test and understand probability, and engineered dams to mitigate extreme weather events. We are grateful to the Harvard PTO and Harvard Schools Trust for their continued support and funding of projects and resources which support and encourage teachers to explore new ideas.

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This year saw a change in the way that the state administers state-wide assessment, known as MCAS. Tests have been updated to include a wider variety of question types and are being transitioned to computer-based testing. Because this is a new test, we do not have as much comparative statistical data as in years past. The state has also emphasized that they have increased the scoring standards with the new test, and scores on the new MCAS tests are not comparable to prior years. Students continue to perform well, and while this data provides a useful touch point to confirm student learning, it is not a perfect or complete measure. We continue to balance this data with personal knowledge and relationships with each student.

In conjunction with their academic pursuits, students continue to support each other and the community through a variety of activities. Students visit buddy classes to read together, work on projects, and share what they are learning. Our student leadership group and staff have led the student body in several service opportunities this year. Students raised over \$4,000 to support school recovery after hurricanes in Texas and Florida. Third graders baked many loaves of cranberry orange bread for local families in need for Thanksgiving and then collected over 1,200 food items for Loaves and Fishes food pantry around the Holidays. Students also serve each other as peer leaders, safety patrol, and as learning buddies.

In July, Mr. Josh Myler was hired as the new HES Principal after 2 years as the Associate Principal. Mr. Scott Mulcahy was hired as the new Associate Principal. Mr. Mulcahy brings years of teaching and administrative experience, most recently working in the Sudbury school system as an elementary assistant principal. He has brought a wealth of skills and ideas and works hard to support students and teachers. Due to retirements, vacancies, and reassignments, we have hired several teachers, specialists, and student support staff. We continue to be grateful for the balance of veteran and new staff that work together to support students and help us move forward as a school.

We look forward to the year ahead, and are grateful for the combined efforts of so many to help support, maintain, and improve the schools.

Respectfully submitted,

Josh Myler
Principal,
Hildreth Elementary School



Principal Josh Myler talking with students.

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SCHOOL COMMITTEE

The Harvard School Committee is pleased to provide this report for the Town. We would first like to take the opportunity to thank and appreciate the countless individuals and organizations that support the schools. It truly does “take a village” to make a school district successful. Whether you are a member of one of the School’s Councils, coach a sports team, contribute to the Harvard Schools Trust, Fanfare and/or the PTO, volunteer for Celebration, the Science Fair, Senior Projects or chaperone a field trip, attend a drama production, music concert or watch a sports event, you are a vital part of the schools' community. Thank you for the gift of your time and resources and your passion for empowering our students.

The success of our schools also relies upon the quality and dedication of our administration and faculty. In January the School Committee renewed Dr. Linda Dwight’s contract as Superintendent for five more years. Dr. Dwight has consistently received proficient to exemplary performance ratings and her leadership and communication skills are outstanding. Under her direction, Scott Hoffman successfully completed his first year as a new principal and Josh Myler was promoted to succeed Sue Frederick as principal at HES. With a strong and dedicated administrative team in place the District is moving forward in realizing its vision:

The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives collaborate, and contribute to their local, national and global communities.

The School Committee is comprised of six members: five elected residents from Harvard and one representative from Devens. The Committee typically meets on the second and fourth Monday evenings of each month with other meetings scheduled as needed. Agendas and materials are available on the town website at least 48 hours in advance, and meetings are usually televised on the local cable access channel. The public is encouraged to attend. Time for public commentary is provided at regularly scheduled meetings for comments, questions, and statements.

The School Committee took on the following goals for the 2017/18 school year:

1. HES: To design and implement a new building that is educationally exciting, safe, attractive, and environmentally efficient and is consistent with the District Vision and within the financial capacity of the town.
2. Student Achievement: To provide the School Committee with data that will allow them to measure, assess and address student achievement in the District.
3. Communications: To have a communication plan in place for the Harvard Public Schools District.

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Undoubtedly the most prominent of these goals is the HES building project. In keeping with the structure set up by the Massachusetts School Building Authority, the School Committee authorized the School Building Committee to carry out the work on this project on behalf of the Town and appointed two of its members to sit on the Building Committee (Mary Traphagen and Susan Mary Redinger). The School Committee receives regular updates on the status and progress of the building project and is hopeful for the town's support in approving the project at ATM.

Measuring and ensuring student achievement remains a top priority for the School Committee. Although the Harvard School District is consistently recognized as one of the best in the state, we understand that performing well on standardized tests is only one way in which students can excel. While still focusing on maintaining academic achievement, this year the Committee is also spending time learning about the curriculum at both schools, reviewing the wellness surveys and programs, ensuring that our policies are up to date and consistent with our commitment to creating a safe and inclusive environment in our schools, and approving a school budget that supports the athletic, arts and extra-curricular programs as well as academics. By the end of the 17/18 school year the District will have in place an assessment tool to look at multiple areas of student achievement as we continue to ask "what skills and qualities do we want for our students?" and "what does success look like in our schools?".

Each year, the School Committee oversees the creation and implementation of the schools' budget. The proposed budget for the 2018/19 school year was impacted by a larger than usual increase in teachers' salaries negotiated in conjunction with a decrease in the town's responsibility for their health care premiums. The Board of Selectman made cuts to the initial budget and approved an omnibus budget of \$12,905,805. This figure represents an increase of \$389,724 (3%) over FY17/18. Since salaries comprise 80% of the schools' budget, this amount actually represents a decrease in funding for non-salaried expenses. Supplementing the omnibus budget is an additional \$3.4M from grants and fees, school choice and Devens. The average per pupil cost rose from \$15,799 in FY15/16 to \$16,216 in FY16/17 which is again slightly above the state average of \$15,544. The schools continue to rely on the revenues from the contract with Mass Development to pay for salaries, technology and capital expenses. Looking ahead, the School Committee will have to grapple with how to mitigate the rising costs of salaries without compromising the quality of curriculum programs and materials or neglecting the maintenance of the buildings.

Capital improvements to the Bromfield School remain a priority for the District. The original building is now 54 years old and the newer sections were built in 1990 and 2003. Last year's ATM approved \$175k for renovating one of the science labs and funds from the Devens account were used to renovate another. Those rooms will be finished in January of 2018 bringing the total number of rooms updated to four, with three left to go. The School Committee has committed \$240k from the Devens account to renovate the remaining rooms in FY18/19, bringing the project to completion and leaving Bromfield with significantly safer, more efficient, high quality labs. Future capital projects include upgrading the lighting, carpet and seating in the 30 year old Cronin Auditorium, renovating bathrooms, and replacing a hot water tank at the Bromfield School.

EDUCATION

A study to repair or replace the ramp outside the middle school at Bromfield is underway. The committee is ever mindful of the need to maintain the town's largest capital asset and will continue to recommend the funding of necessary repairs and upgrades.

Providing students with technology has been another financial commitment endorsed by the School Committee. In the fall of 2017, all students in grades 9-12 received laptops resulting in all students at Bromfield having their own device (iPads in 6th and 7th, laptops in 8th – 12th). The faculty at both schools have done extensive work in learning how to use the technology to support teaching and learning in their classrooms and shifting the focus to the skills needed for success in today's fast moving world: collaboration, presentation, creative problem solving and critical thinking. Evaluating the District's use of technology is part of the Committee's annual budget process, and again this year, funds from the Devens account were used to cover the costs of leasing the devices.

The School Committee would be remiss if we did not also acknowledge the faculty and staff throughout the district for their dedication to providing the highest level of education and service possible for our students. From our newest additions to our valued veterans we have witnessed countless examples of passion and dedication that are so essential to the success of our schools. We will bid farewell to Susan Downing at the end of June and remember fondly the late Cindy Prescott who worked in the Bromfield cafeteria for 17 years.

Again, we thank the citizens of Harvard for their generosity and support and look forward to our continued partnership in fulfilling the vision of the Harvard Public Schools.

Respectfully submitted,

Mary Traphagen, Chair
Susan Mary Redinger
John Ruark

Nancy Lancellotti, Vice Chair
Jon Green
Maureen Babcock, Devens Representative



EDUCATION

PUPIL SERVICES

The Pupil Services Office oversees services to students with disabilities, English Language Learners, and the homeless. This involves the staffing and supervision of the teachers and related services providers, budgeting and providing the necessary teaching and assessment materials, as well as ensuring compliance to state and federal standards for Special Education, Civil Rights, and English as a Second Language programming.

English Language Learners

Last year, 2016-2017, the allocation for the English as a Second Language (ESL) Teacher was expanded to a full-time position. This increase proved to be appropriate as 17 students were being serviced through June 2017. At the end of the school year, 4 of these students were successfully performing in English and were then “graduated” so that no pull-out services are presently needed. With fall transfers into the district, and 6 new Kindergarten students who are English Language Learners, the current caseload is 20, distributed across both schools. Given these numbers, and the increase in state mandated services, testing and monitoring, the necessity of a full-time ESL Teacher will continue.

Special Education

The Special Education services underwent a Mid-Cycle Compliance Review by the Department of Elementary and Secondary Education (DESE) in Spring 2017. In a Special Education Compliance Review, documentation of district procedures involving 59 Special Education standards (SE’s) and a Record Review are submitted. Then a site visit is made by the DESE Program Quality Assurance (PQA) team. Staff and administrators are interviewed. Case files are extensively audited. Observations in the schools may occur.

The DESE PQA Team determined that Special Education Standards were being implemented as evidenced in our procedures and timely performance of duties. They did suggest expanding the wording in one section of the students’ Individual Education Plans (IEPs), the Non-Participation Justification. Dr. Harrington conducted trainings in the fall as to the content with all special education staff. Monitoring of all subsequent IEPs is occurring and an audit of these has demonstrated that we are in full compliance.

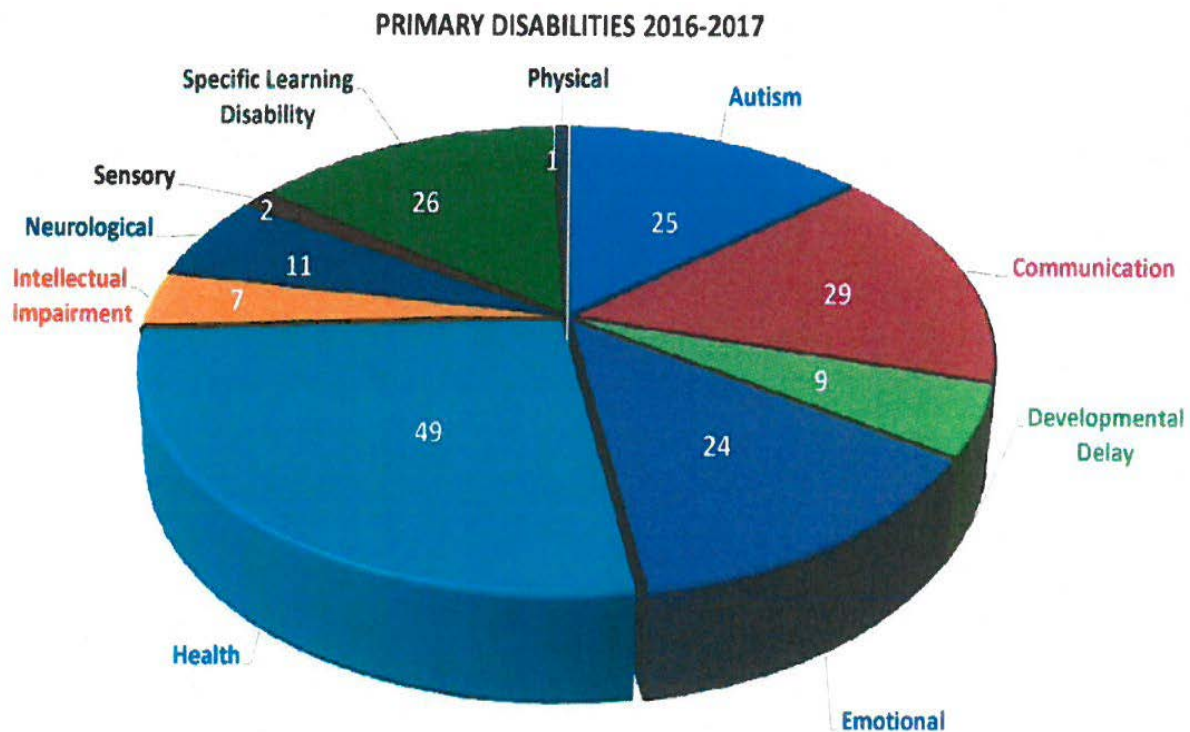
The number of special education students varies both yearly and daily. Harvard provided specialized services through IEPs to 183 different students during the 2016-2017 school year.

After Graduation and transfers both into and out of the Harvard District, the number was reduced to 150 students for fall of 2017. It is to be noted however, that this is an increase of 10% higher than the number of students on IEPs one calendar year ago. Of these, 52 students are at Hildreth

EDUCATION

Elementary. 73 students on IEPs are at The Bromfield School. The remainder of students, those with more severe disabilities, are in out of district special education placements.

The primary disability areas in the district are in the categories of Health (often Attention Deficit Hyperactivity Disorder), Communication, Specific Learning Disabilities, and Emotional Disorders. (See chart below).



Special education evaluations continue to be a significant part of the special education staff duties. During the 2016-2017 school year, Hildreth conducted 52 evaluations. Bromfield completed 33 evaluations, for a total of 85 for the year. District-wide, 44 of these assessments were initial evaluations, while 41 were scheduled re-evaluations.

In district, we have maintained the amount of staffing as was in place during the last year. There have been some changes in personnel due to retirements and leaves, but we have been able to attract and hire experienced persons. Hildreth has a new half-time Preschool Teacher, Lauren Carchidi, two new Speech and Language Pathologists, Emily Sterber and Rebecca Antes, and an interim Special Education Teacher, Mrs. Jean Fitzpatrick. Bromfield has a new Special Education Teacher in the Middle School, Jessie Shaw. All the new professional staff have quickly become valued members of the Harvard School community.

Respectfully submitted,
Marie T. Harrington, Ph.D.
Director of Pupil Services, Harvard Public Schools

EDUCATION

COMMUNITY EDUCATION

Community Education has been part of the Harvard Public Schools for the past 24 years. These fee-based, self-supporting programs include Spectrum, Summer Adventure, Bridges Before and After School Care, Global Child, Crosslinks.

Spectrum enrichment classes are offered after school, during the summer and “staycations” during school breaks as well as teacher professional days. Programs range from art, clay, basketball, field hockey to chess, drama, cooking, and baking. Our popular First Lego® League Competition team once again took part in a competition at WPI. A recreational team providing an introduction to First Lego® League team was also offered. Circuit Lab offered Hands On Electronics and Circuit Makers 101, STEM Engineering using Lego® was offered by PlayWell TEKnologies. During vacation weeks and Teacher Professional days programs are offered from 8:30-4 p.m. which include cooking/baking activities, outdoor play, and cooperative games in the gym, crafts and more. Children in grades 4 and 5 participated in the worldwide Math Olympiad program which stimulates enthusiasm for math while introducing concepts and strategies for problem solving. Courses are offered by teachers, townspeople and outside companies. Programs offered during July and August range from basketball, field hockey, gymnastics, Engineering with Lego® and Incrediflix movie making classes, to Gear Up for Kindergarten and Ultimate (Frisbee™). Harvard Community Education and Park & Rec teamed up again, offering summer tennis lessons for all ages through the Marcus Lewis Tennis program.

Summer Adventure is a full day program offered on a weekly basis during July. It includes drama with a play performed for parents, cooperative games, science, nature and art. Parents have the option to include swimming lessons at the pond or tennis lessons on the courts at Bromfield sponsored by Harvard Park & Rec.

The Bridges program provides supervised before and after school care for over 130 Hildreth Elementary students in kindergarten through grade 5. Bridges follows the school calendar of 180 days, provides snack, outdoor play, homework club, games, crafts as well as field trips or special activities on Early Release and Half Days. Favorite field trips are pumpkin picking, a movie at the Strand Theater or at school events like Animal Adventures and The Bubble Guy. Parents may register students for a regular schedule or as a “Drop-In” where they call ahead to reserve a spot for occasional days. Rates vary according to a student’s schedule.

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.

Our Artist-in-Residence program offers private instrument lessons for students in grades 5-12 with excellent musicians. Math Olympiad and Work Out in the Weight Room were popular class for middle school students. 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

Debra Mayo
Bridges Coordinator
Dmayo@psharvard.org

EDUCATION

SCHOOL NURSE

Our mission in School Health at the Harvard Public Schools is to provide health services that assist each student to 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.

For the second year, the Health Office at Hildreth Elementary School (HES) is staffed with Jenny Eklund and Dawn French. Jenny works the first half of the week and Dawn works the last half of the week with an overlap of Wednesday afternoons. Jenny Eklund will be retiring at the end of this school year. She has been a wonderful addition to our school community and the students at HES. We will miss her tremendously and wish her the best of luck.

Over the summer the nurses attended a two-day conference at St. Anslem's College and I attended another in Hyannis. It was a great opportunity to sharpen our skills and hear new information regarding pediatric/adolescent care. It is an excellent opportunity to network with other school nurses in New England.

In May, TBS hosted a wellness fair for students grades 6-12. Katelyn Russell, our high school Health teacher, and I worked closely together. We invited over 20 vendors in to connect students with different aspects of wellness and health. The day was a great success and we hope to continue this program every other school year.

The nurses work closely with faculty members to promote health and wellness for all students. We are in the classrooms at HES to discuss topics such as handwashing and life threatening allergies. At The Bromfield School (TBS) we assist the teachers with discussions on subjects like puberty and sex education. The nurses also meet on a regular basis with the counselors and administration to discuss students that are either in crisis or are in need of assistance in some way.

The Harvard Public School's 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 used each year for equipment, education, or staffing. This year we have used the funds to purchase privacy curtains at HES and assist us with our mandated health screenings.

At 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 2017 there were:

School	Students	Staff	Total
HES	3,033	52	3,085
Bromfield	6,107	125	6,232
Total	9,140	177	9,317

EDUCATION

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.

Screening	Grades	# Of Students
Vision	Pre-K – 5 th , 7 th , 10 th	683
Hearing	K – 3 rd , 7 th , 10 th	522
BMI/Growth (height and weight)	1 st , 4 th , 7 th , and 10 th	348
Postural	5 th – 9 th	421
Dental	K, 2, 4 (not mandatory)	107

The nursing staff develops Individual Health Care Plans (IHCP) with the parents and faculty for students who have specialized health care plans in the school. At this time, we have over 120 children 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. I appreciate all the support that we receive 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 Public Schools



Children on the first day of school

EDUCATION

MONTACHUSETT REGIONAL TECHNICAL SCHOOL

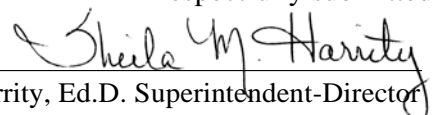
The 2016-2017 school year marked my third year as Superintendent-Director of Montachusett Regional Vocational Technical School District, and in my short tenure here, I am proud to say I have seen the school reach new levels of academic excellence, technical proficiency, and student engagement. Perhaps the most exciting aspect of my role here is bearing witness to the creativity and innovation at work every day in our classrooms and shops. Our students and instructors work collaboratively to explore scientific concepts, designing experiments that are conducted aboard the International Space Station; they study automation and additive manufacturing through the use of robotic arms and 3-D printers; and even build new educational facilities that students will grow and learn in for years to come. Monty Tech is a school unlike any other and I am honored to serve the students, faculty and staff here.

In many respects, 2016-2017 was a banner year at Monty Tech. We launched a whole school 1:1 Chromebook initiative, providing all students with increased access to instructional technology, and improving communications between teachers and students beyond the traditional school day. We received more than \$645,000 in competitive grants, and have been able to provide students with remarkable field trips to connect their learning to STEM career pathways that spark imagination and creativity. We provided high quality professional development opportunities to support the school's new biomedical courses, bringing innovative new science coursework and curriculum to students with an interest in biomedical and biotechnology career pathways. Construction of the Monty Tech Veterinary Science Training Center and Community Clinic continued throughout 2016-2017, providing tremendous hands-on learning opportunities to students in our Carpentry, Plumbing, Electrical, Cabinetmaking, HVAC, Masonry, and Welding trades. School administrators launched an unprecedented fundraising campaign, and successfully raised more than \$2.5M in donations and in-kind matching services to support this project. And finally, thanks to an extremely generous Skills Capital Grant, we were able to renovate the Machine Technology shop, and purchase state-of-the-art machinery for students to train on, earning more industry recognized credentials than ever before.

We recognize that students attending Monty Tech have chosen a high school experience that, too many, may seem complex and even daunting. Our students are required to pass the same statewide standardized tests as students in a comprehensive high school. They take English, mathematics, science, social studies and foreign language courses, just as high school students in your community might. A Monty Tech student, though, must also balance all of that with a rigorous vocational-technical education, specializing in one of our twenty programs. For four years our students work and learn in vocational settings that replicate industry standards. They train on the latest equipment, and, through the school's popular Co-operative Education Program, our students may even spend time working and learning in area businesses during their Junior and Senior year. It is a great responsibility to provide each and every student with high-quality, vocational-technical instruction, and we are honored to serve approximately 1,400 students each year.

This work is only possible because of our talented educators and administrators, who remain focused on delivering the highest quality academic and vocational-technical education possible. Working closely with post-secondary colleagues, we aim to ensure our students graduate prepared to enter college pathways of their choosing. Similarly, relying on our expansive network of industry partners, we strive to improve upon each of our vocational programs to ensure that every graduate is not only prepared for entry-level careers in related pathways, but are also creative, independent thinkers, capable of solving complex, real-world situations that present themselves in today's workplaces. On their behalf, I am delighted to present the District's 2016-2017 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech. To view the entire report www.montytech.net

Respectfully submitted,



Sheila M. Harrity, Ed.D. Superintendent-Director

LIBRARY AND THE ARTS

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

With commemorative glasses raised and a ceremonial cutting of a cake, the town came together in April 2017 to celebrate the 10th anniversary of the opening of the “new” Harvard Public Library (HPL). The vision and hope we all shared upon opening the doors in 2007 was that our new library would become central to our civic well-being as the community’s gathering place. From my vantage point – and I admit I am a bit biased in this regard – the “new Library” (as we all still seem to call it) has not only lived up to that dream but has surpassed it in so many ways and on so many levels.

In FY2017, Harvard Public Library welcomed 102,369 visitors through our doors who came to the library for myriad reasons: to borrow books, DVDs, magazines and audios; to join in book discussions; to do research for school; to attend cultural events, author events, and concerts; to participate in programs for children and teens; to collaborate with other residents to improve the community experience; to discover their family’s ancestry; to borrow a museum pass; to find help with technology; or to just relax and read the newspaper. Whatever the reason, the library offers so much for so many.



Bloom & Art event

In January we unveiled a new HPL website (www.harvardpubliclibrary.org) designed with a responsive interface and showcasing our new logo. As we continue to expand the digital collections the library has to offer, it is imperative that the online experience for the user is straightforward and clean. We believe we have accomplished this with the new site. Links to the various digital collections are accompanied with step-by-step online instructions allowing patrons to access the e-library at anytime from anywhere. At the library, patrons can receive hands-on tutorials from the Reference staff and can find easy-to-follow instruction packets for whatever device a patron owns. That the website, instructions, and tutorials are constantly revised as devices advance and software is updated speaks to the dedication and diligence of the staff to remain constantly up to date with consumer technology. In FY17 patrons downloaded 7,105 eBooks (a 17.4% increase over FY16), 3,416 audiobooks and music offerings (a 76.3% increase over FY16), and borrowed 587 digital movies. In addition, Harvard library patrons accessed our locally owned electronic databases on 5,764 occasions for research.

LIBRARY AND THE ARTS

After many years of pundits predicting the end of the printed book, statistics show that readers in Harvard still choose the printed word in a big way. In FY17 patrons checked out 82,136 “book” books, an increase of 11% over the previous year. Our collaboration with the Middle School English department continued this year with 7th and 8th grade students visiting the library one Friday every month during the school year to discover and explore different literary genres. That these visits have resulted in producing some voracious teen readers, acquainted teens with materials they might not have otherwise chosen, and encouraged reluctant readers to enjoy reading has made this a success story. As in the past, both the Reference department and Children’s department worked with teachers and library staff at the Bromfield School and Hildreth Elementary School to support the curriculum needs of teachers and students. Both Bromfield and HES classes visited the library with their teachers throughout the year to become familiar with our resources and our staff and to check out books for their assignments.



Summer Reading 2017 featured the theme “Build a Better World”. Students in all the HES classes came to the library during the month of May to visit with the librarians and receive Summer Reading program materials. 474 children participated in the 2017 program reading a total of 7,136 hours. 86 program participants each read more than 30 hours which earned a bookplate recognizing their success.

Ever mindful of the mission to enhance the quality of life in the community by encouraging personal and intellectual growth for people of all ages in a welcoming, comfortable environment, this year the library’s lending collection of books, magazines, DVDs, CDs, and audiobooks was further expanded to include many new non-traditional items. New to our non-traditional collection this year are 37 family board games and 4 ukuleles. Our telescope and the Kill-a-Watt electric meter monitor round out the collection. In December, we added Ancestry.com to the list of databases available in-house for patrons. Guidance and instructions for searching is available at the Reference Desk.

With so much to borrow and so much to do at the library it is little wonder that HPL’s service numbers for FY17 hit all-time high records. The library circulated a total of 132,887 items in FY17 (an average of 66.4 items per household based on 2000 households) as our Circulation staff completed 271,682 circulation desk transactions including check-outs, check-ins and network transfers. We borrowed 14,279 items from other libraries through inter-library loan and we loaned out 8,371 items to other libraries. Our Reference staff answered 9,558 research queries, our Children’s department hosted 7,014 children at 318 programs; and 512 teens attended 78 teen programs. As the single department in town offering a facility open year-round to residents and delivering service to every demographic - from pre-school children to senior citizens – the library continues to be a popular destination.

LIBRARY AND THE ARTS

HPL's successful achievements this year came from the dedication of the team of professionals who work as one to deliver the best possible library service to the town: Reference Librarian/Assistant Director Lisa Gagnon along with Reference Librarian Constance McCormack, and Reference/Young Adult Librarian Jill Hayes; Children's Services Librarian Abby Kingsbury along with Librarians Jennifer Macmillan, Audrey Alenson and Celeste Kozlowski; Circulation Supervisor Kristeen Bolduc and Circulation staff Catherine Chaisson, Jennifer Holmes and Megan Medvidofsky; Cataloger Susan Andrews; and Library Pages Felicia Deng, Felicia Di Pietro, Vivian Fair, Courtney Flokos, Matthew Flokos and Meenu Ramakrishnan. I am grateful to every member of the Harvard Public Library staff for their contributions to our many successes in 2017.

The library was supported this year by an array of volunteers and organizations who share our commitment to the public library mission and whose efforts contributed greatly to our success: High school seniors Michelle Jian, Angela Hu, Bridget Gibbons, Elisabeth Philippe, and Carolina Mello chose to work with our children's department for their Senior Projects, community members Elsie Shutt and former resident Susan Hardy continued to run our book groups, Friends of the Arts members Joan Eliyesil and Judy Wong coordinated the Friends of the Arts concert series, Joe Schmidt took care of our recycling every month, Pete Jackson watched over the facility mechanics all year long, and Library Trustee Gail Coolidge manned our check-in desk each day after school. My sincere thanks goes to each of you.

Organizations that provided time, talent, and funding to our success this year include the Garden Club of Harvard whose annual donations to our book collection keeps our gardening selection top notch and whose weekly flower arrangements gracefully adorn our Circulation desk; the Friends of the Harvard Public Library (FOHPL) who fund our annual museum pass program, summer reading program, children's programming, teen programming, our Books@Home program, and the Friends of the Arts concerts. We received a generous grant from the Further Forward Foundation this year that allowed us to purchase several new computers for the Children's and Reference areas as well as providing for a new A/V system in the Children's story room. We are grateful for the generosity and support of each organization.

Finally, a heartfelt thank you to the Harvard Public Library Board of Trustees, chaired this year by Gail Coolidge, for your continued support to the library staff and myself, and for the enthusiasm we share to deliver the best possible library service to our community.

Respectfully submitted,

Mary C. Wilson
Library Director

10TH ANNIVERSARY CELEBRATION FOR THE PUBLIC LIBRARY



LIBRARY AND THE ARTS

LIBRARY TRUSTEES

2017 marked the library's tenth year at the current Pond Road location. A well-attended April celebration commemorated a decade of continuous growth in all areas including circulation and programming.

The Harvard Public Library serves as a central meeting place for the town of Harvard with programming and activities for every age group. Even outside the building, the gathering of townspeople is evident. Dogs are playing while their owners chat. Friends meet for a picnic lunch or coffee from the General Store at one of our patio tables while enjoying the pond view.

Inside the building on any given month, you could see the following:

- For the very young: story hours for infants, story times for 2-3 year olds, art and stories for 4-5 year olds.
- For the elementary schooler: book clubs by grade, a game hour for 3-6 graders.
- For the middle schooler and teen: Middle School Advisory Board for grades 6-8, Teen Advisory Board for grades 7-12, age-appropriate book clubs, a "maker day" where kids explore a new technology and make something unique, a treat workshop to make seasonal, edible delights.
- For the influx of students of all ages who come to the library after school: a friendly place to study, to read, to play cards, board games or computer games and to attend programs.
- For families: a family movie night, a special presentation on nature and science appropriate for all ages.
- For adults: book clubs, a Monday afternoon movie, a concert sponsored by Harvard Friends of the Arts.
- For all: digital days to decipher smartphones and e-readers, and to provide easy access to the rapidly growing electronic library resources available via these devices.

The library often partners with other town organizations. The Warner Free Lectures are held in Volunteers Hall as are various events held by the League of Women Voters. For the second time the library was the venue for the Lions Club Volksfest at which the Lions raised funds for local charities.

The new website, developed as a result of town input to our 2013 5-year plan, launched on January 20, 2017. The redesign was tailored to provide expanded usability for mobile devices such as smartphones and tablets and has been well received.

During 2017, the Harvard Public Library Trust, Inc., supplied funding for building improvement and maintenance not covered by the town budget. We added seating for Volunteer's Hall to meet the growth in program attendance. Additionally, we provided supplemental funding for the monthly concert series put on by the Friends of the Harvard Public Library and for children's programming.

LIBRARY AND THE ARTS

2017 saw continued maturation of the plantings of the landscaping project that began in 2014. A new set of honeysuckle vines planted in the spring has started to climb the four trellis structures designed to provide visual interest and shade for the terrace during the hot summer months.

The Friends of the Harvard Public Library (FOHPL) provide the financial support to the library that makes possible the popular museum pass program, the monthly concerts held in Volunteers Hall from September through March, and also some children's programs. The Friends' annual book sale was held at the library in early May.

For the eighth year in a row, the generous response from Harvard residents to our annual appeal supplied funds that allowed the library to remain open on Fridays during the school year.

The Trustees thank the library staff members for their outstanding work, with special thanks to Library Director Mary Wilson for her energy and enthusiasm. The Trustees welcome any feedback you may have on the operation of the library. Please feel free to contact any one of us with your thoughts and concerns.



Annual Book Sale

Respectfully submitted,

Gail Coolidge (Chair)
Marty Green

Davida Bagatelle
Stacie Cassat Green

Chris Frechette
Charles Redinger



Birds of Prey Program held at the Library

LIBRARY AND THE ARTS

CULTURAL COUNCIL

The Harvard Cultural Council's (HCC) purpose is to administer for the town the Massachusetts Cultural Council's Local Cultural Council (LCC) grant program, which is a reimbursement type grant. In doing so, the HCC promotes and supports the vitality of the cultural resources within the Harvard community.

The HCC gathers input from the community on a regular basis and develops funding priorities based on this feedback. Our last input survey was this past spring. Feedback from the survey helped to form the HCC's local priorities, which are:

- A focus on teen & senior audiences (although projects for other audiences welcome)
- A focus on performances, gatherings or local history-related programs (although other types of programs should also apply)
- A focus on events/activities that take place in Harvard or serve Harvard residents

A wide variety of activities are considered for annual grant funding, including but not limited to educational programming in our schools and public library. Concerts, plays, festivals, focusing on local history, diversity, and the restoration and preservation of our community are also considered. During the FY17 Grant Cycle, HCC was please to award 16 grants to such organizations.

Respectfully submitted,

Lucy Clerkin, Chair
Edie Joyce, Treasurer
Roxanne Daleo

Catina Hayden
Jeff Boudreau
Dave McLellan

Anne Butterfield
Maren Caulfield



Massachusetts Cultural Council

HEALTH AND HUMAN SERVICES

BOARD OF HEALTH

The members of the Harvard Board of Health would like to thank all those who took the time to participate in the interesting and diverse discussions over the past year; their insight and expertise is appreciated. We would also like to express our gratitude for the technical expertise provided by the staff of the Nashoba Associated Boards of Health and by Ira Grossman in particular. The Board would also like to introduce and welcome our new Clerk, Alison Flynn, who joined us in April 2017.

The Board of Health achieved several goals in 2017.

1. Outreach/education to the town on tick-borne disease: Distributed tick removal spoons and information on ticks and disease at Annual Town Meeting, the Townwide Cleanup and the Garden Club Plant Sale. Invited Dr. Katherine Brown, MA Department of Public Health, to give a talk on tick control and disease in May. The video of the talk is available on the Board of Health website.
2. Adopted regulations limiting the sale of all tobacco products to persons over the age of 21 within the town of Harvard.
3. Replaced existing waste hauler regulations with more comprehensive regulations requiring haulers to provide recycling containers and collection.
4. Researched waste hauling companies operating in Harvard, resulting in an increase of permits from 4 to 10 (250%).
5. Revised and updated the Board of Health website, including increasing online permit application availability.
6. Advertised and volunteered at the regional Recycle Your Reusables event in October held at the Ayer-Shirley Middle School; 25% more Harvard residents participated in the event over 2016.

Permits issued/reviewed by the Board in 2017:

Emergency Beaver permits for DPW	12
Septic permits	57
Title 5 reports	73
Waste hauler permits	10
Well permits	9

Other activities included:

- The Board granted two Community Septic Loans to residents to pay for septic system repairs.
- The Board took disciplinary action against a local septage hauling company for failure to comply with State law regarding septic system inspections.
- The Board of Health financially supported and participated in the Townwide Cleanup in April.

HEALTH AND HUMAN SERVICES

In 2017, the Board of Health held 26 meetings; attended three Board of Selectmen, two Conservation Commission, two Land Use Boards and one All Boards meeting; participated in the Department of Public Health quarterly web meetings and the Nashoba Associated Boards of Health meetings. The Board worked with the Agricultural Committee, the Animal Control Officer, the Conservation Commission, the Department of Public Works, the Emergency Management Team, the Planning Board, and the Selectmen.



Board of Health Emergency Trailer

In addition, Board members:

- Attended the MA DPH Future of Local Public Health workshop;
- Attended the Massachusetts Association of Health Boards Certificate program;
- Participated in the first "Statewide tick-borne disease symposium" at UMASS Amherst;
- Presented at the "Environmental Action in Harvard" forum in May;
- Joined the Middlesex Task Force on Tick Borne Diseases to discuss how communities can share resources to combat tick-borne diseases;
- Took MEMA "Basic Sheltering Concepts" and FEMA IC-700, ICS-100, and ICS-200 trainings;
- Worked with MA Emergency Management to inventory our emergency preparedness equipment;
- Attended the Central MA Municipal Recycling Coordinators' Annual Meeting.

HEALTH AND HUMAN SERVICES

The Board of Health continues to address issues related to public health and the environment, including, but not limited to: disease out-break and prevention, a safe Town beach, protecting ground water from contamination, ensuring an adequate supply of clean and safe drinking water, food safety, emergency planning, changes to Title 5, and the progress and function of installed innovative technology system designs, as well as traditional septic systems.

2018 reminders from the Board.

- Water quality is always important; have you had your well-water tested recently?
- The Community Septic Management Program still has funds available at a very low, 2% interest rate, for qualified residents considering septic system or sewer repairs.
- Protect yourself from mosquito- and tick-borne diseases. Reduce your risk by avoiding outdoor activities at dawn and dusk, wearing barrier clothing (long-sleeved shirts and full-length pants), use repellants such as DEET and permethrin on clothing, do daily tick checks, and eliminate sources of standing water in your yard. Resource materials, including recent research, are available at the Board of Health office and through links on our website.
- If you find a tick, you can have it tested to see if it is carrying a disease by sending it to the UMass Laboratory of Medical Zoology: www.tickreport.com. Results are provided in three business days. We encourage you to check out their online community for additional resources.
- Supported annual rabies clinics for dogs and cats organized by the Nashoba Associated Boards of Health.
- Protect yourself from influenza: get an annual flu shot (and pneumonia vaccine, if indicated) from your health care provider.

We encourage you to visit our web site periodically for new and useful information. The Board welcomes your input and suggestions. Consider attending some of our meetings and look for upcoming lectures.

Respectfully submitted,

Sharon McCarthy PhD, Chair

Libby Levison MPH, PhD

Thomas Philippou RPh, EMT-B

HEALTH AND HUMAN SERVICES

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 to provide information for the public. (See *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 2017 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 **73** Title 5 state mandated private Septic System Inspections for **Harvard** Board of Health. Received, reviewed, and filed these state mandated 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.....13

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.

HEALTH AND HUMAN SERVICES

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 require

Beach/Camp Inspections.....10

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.....5

Nashoba, as agent for the Harvard 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.....28

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.....77

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 Applications35

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.....57

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)16

Septic System Permit Applications (upgrades)41

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

Septic System Inspections48

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.....5

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....9

Water Quality/Well Consultations26

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.

HEALTH AND HUMAN SERVICES

Rabies Clinics - Animals Immunized14

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

Nursing Visits.....832

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 Visits99

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

Rehabilitative Therapy Visit.....278

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.....11

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

Hospice Volunteer and Spiritual Care Visits.....23

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

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.

HEALTH AND HUMAN SERVICES

- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.
- Listed below is summary of the activities of the Community Health Nursing program. Nashoba conducted 16 public clinics/programs in your community; those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions. Our staff conducted 4 health promotion/well-being visits in your communities. We administered 93 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated.....82 Confirmed.....37

Communicable Disease Number of Cases

- Anaplasmosis.....24
- Babesiosis4
- Cryptosporidiosis.....1
- Hepatitis C1
- Influenza4
- Lyme Disease1
- Pertussis1
- Salmonella1

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.....202

Students Participating.....107

Referred to Dentist.....11

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..... 7

Submitted by: James Garreffo, Nashoba Boards of Health

HEALTH AND HUMAN SERVICES

COUNCIL ON AGING

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.

As of December, 2017, the number of seniors in Harvard was 1,586, more than 27 percent of the total town population of 5,729. The COA Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Our records indicate that more than half of the senior population used programs and/or services through the COA at one time or another during the year.

The Council on Aging has five employees: a director (full-time), two outreach coordinators (19 hours per week), a program coordinator (12 hours per week), and an administrative assistant/dispatcher (19 hours per week). The COA director is a licensed social worker tasked with monitoring the needs of town seniors. The outreach coordinators identify individual needs, make home visits, provide assistance to frail elders, and assist families in staying connected. The director and one outreach coordinator are funded through the town budget; the second outreach coordinator and program coordinator are funded partly through the town and partly through a grant from the state's Executive Office of Elder Affairs. The administrative assistant/dispatcher's pay is reimbursed by MART for 14 hours, with the other 5 hours paid by the town. The town provides no funding for programs.



CoA board member Sue Guswa, Outreach Coordinator Charlotte Winchell and Volunteer from the Friends of the CoA Heidi Siegrist serve seniors at a holiday luncheon.

COA offers a wide range of programs for physical, social, and intellectual well-being. Some programs speak to the needs of elders such as computer support, medical and social transportation through our MART van, physical fitness classes, issues of financial wellbeing, and classes in particular activities. Social events such as weekly congregate meals, day trips, intergenerational activities, clubs and holiday events enhance the quality of life, especially for isolated seniors and allow outreach personnel to monitor individual needs. Guest speakers address the needs of seniors and are aimed at seniors themselves, their family members, or both. Hildreth House, the town's senior center, saw the conclusion of renovations in 2017 that enhanced its functions in all areas described in this report. COA advertises its programs and services through our monthly newsletter, the local newspaper, Facebook, the local town list-serve, and the local cable-access channel.

HEALTH AND HUMAN SERVICES



Seniors enjoy some much needed pampering on Spa Day.

COA enjoys good relations with town schools and committees, town groups including the Woman's Club, Garden Club, Farmer's Market, Farm to Friend (including Soup for Seniors), Harvard Family Association, Girl Scouts, Boy Scouts, Lions Club, Harvard Artisan's Gallery Show and Sale, and local businesses. Many town groups make generous donations that allow us to continue special meals, events and programs. Harvard's local churches, Holy Trinity Parish, the Congregational Church and the Unitarian Universalist

Church, as well as the Harvard Public Library donate use of their spaces when COA programs are too large to house at Hildreth House. Harvard's youth support COA's activities through community hours for their mandatory public service projects, through the National Honor Society, and through scouting. The Harvard Help volunteer program facilitates transportation for seniors when the MART van cannot accommodate their needs.

Respectfully submitted,

COA Board of Directors: Susan Guswa and Beth Williams, co-chairwomen
Bruce Dolimount, treasurer; Members: Deb Thomson, Hank Fitek, Fran Maiore, Carl Sciple
Victoria Hayao, and Carol Lee Tonge. Alternate member/recorder, Connie Larrabee

COA Staff:

Deborah Thompson, MS, LSW, Director
Maria Holland, Outreach Coordinator
Charlotte Winchell, Outreach Coordinator,
LCSW
Cathy Walker, Administrative
Assistant/Dispatcher
Pete Dumont, Program Coordinator



Recognition of the many volunteer hours given to the Senior Center.

HEALTH AND HUMAN SERVICES

Friends of the Council on Aging

The Friends of the Harvard Council on Aging (FCOA) is the fundraising arm of the COA. It is a 501(3)(c) organization, allowing any donations made to the Friends to be tax-deductible. FCOA provides funding for the monthly newsletter and offers support for programming and miscellaneous projects at Hildreth House.

Friends Board of Directors: Ginger Quarles, chair, Sharon Briggs, treasurer
Willie Wickman, Pat Jennings, Heidi Siegrist, Pat Cooper

Both COA and FCOA welcome any Harvard resident who might be interested in serving the town by focusing on the needs of its seniors.



A holiday luncheon held at St. Theresa's Church provides an opportunity for seniors to socialize.

HEALTH AND HUMAN SERVICES

ELDERLY & DISABLED TAXATION AID COMMITTEE

In 2017 generous Harvard residents donated enough money to fund \$15,000 in property taxes for residents who qualified for assistance from the Elderly and Disabled Tax Aid Fund. The donations went directly to the Town Treasurer to defray part of these residents' property taxes. Names of contributors, applicants, and recipients are always kept confidential.

Fundraising appeals are included with the real estate and excise tax bills. Several times in past years when not enough is raised in this manner, the Committee has requested and received help from a trust fund set up to assist the town's elderly population.

"Thank you!" to the generous 2017 contributors and those who are planning to contribute in 2018.

Laura Andrews, resident member and chair
Amy Haley, Treasurer, Town of Harvard
Barbara Kemp, resident member
Ann Taylor, resident member
Debbie Thompson, Director, Council on Aging



Ice Cream social on the porch at Hildreth House.



Halloween at Hildreth House.



HEALTH AND HUMAN SERVICES

VETERANS' SERVICES

Information provided by the Veteran's Services Officer:

- \$15,820 paid out to MGL Chapter 115 from January – December of 2017
\$11,835 reimbursed by State Veteran Services
\$3,985 actual cost to the Town of Harvard
- Thirty – four (34) monthly veteran checks written in support of MGL Chapter 115.
- Eight veterans and or families of veterans were assisted to get into VA healthcare.
- Six veterans were assisted with applications and support into VA for disability claims.
- Three of those veterans have been awarded full disability compensation.

Respectfully submitted:

Mike Detillion
Harvard VSO

MEMORIAL DAY IN HARVARD



PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

The DPW has had a very busy and productive year. The new DPW Director, Tim Kilhart, came on board in April and hit the ground running. This report summarizes a list of accomplishments for which the DPW is proud to have provided to the residents of Harvard.



Front (left to right) Joe Miller, Rob Tremblay, Andy Bernhardt, Craig Tilikkala
Back (left to right) Larry Allard, Sam Stacy, Ryan Ammesmaki,
Ron Gilbert, Nick Ammesmaki, Ben Gilbert and Director Tim Kilhart

Highway Department

- Repaired drainage and installed 3 new culverts on Littleton Rd. between Whitney Rd. and Fairbank St.
- Milled, added some new berm and paved Littleton Rd. as well as backing up road shoulders on new pavement on Littleton Rd.
- Painted all traffic lines and crosswalks on public roadways
- Cut back vegetation on all public roadways
- Dealt with beaver issues around town including cleaning deceivers, drains and culverts which also included hiring a licensed trapper when necessary
- Began cleaning out catch basins in town which has not been done for the past 3 years or more

PUBLIC WORKS

- Established and implemented a building maintenance program for all town buildings except for the schools
- Cut down over 180 dead or dangerous trees along the roadways in cooperation with the Tree Warden and Conservation Commission
- Cut low hanging branches along roadways that affect plowing operations
- Cleaned out various ditch lines and corrected water drainage issues throughout town
- Built and repaired catch basins
- Issued 38 driveway permits
- Mowed and weedwacked fields, parks, town common areas, around buildings and school facilities
- Mowed conservation areas
- Cleaned up leaf debris in the fall
- Set up and took down fencing, barricades, traffic cones and put out trash barrels for several events during the year

Cemetery Department

- Operated and maintained 3 cemeteries
- Scheduled and performed many funerals during the year
- Loamed and seeded grave sites as necessary

Pond Committee

- Maintained and cleaned stormwater detention basins and tank vaults
- DPW ran Bare Hill Pond pump station to manage winter drawdown and then the re-filling of the pond

DPW Garage

- Replaced pavement that was removed during installation of new septic system

Water Department

- Installed new water line into Hildreth House
- Completed a system wide hydrant flushing program in the fall
- Read water meters quarterly
- Hired consultant to test all back flow devices in town as required by MassDEP
- Repaired water leak on Pond Rd.
- MassDEP performed sanitary survey in October
- Water tank was cleaned and inspected in September by private contractor
- Brush was cut down and chipped around water tank
- Two new master meters were installed on the well units as required by MassDEP
- New well gaskets were installed on both well heads
- SCADA system was completely hooked up to the water system
- Began GIS mapping of water system including all shut-offs and valves

PUBLIC WORKS

Transfer Station

- Installed new signage
- Secured an new grant from MassDEP that increased the amount we receive from \$750. to a new amount of \$2,800.
- Replaced two windows, door and replaced the stairs in the attendant shack
- Established a second open top dumpster for construction debris
- Purchased and installed two new canopies to cover the take it or leave it area

Winter 2016 - 2017

The winter of 2016 - 2017 was a busy winter. The weather was quite varied. We had a lot of snow, sleet, freezing rain and plain rain and many times we had all four types of precipitation in the same storm. The DPW staff of 10 once again accomplished the daunting task of plowing and treating 65 miles of roads without the help of outside contractors. We also plow out all town buildings and parking lots except for the schools which has their own contractor.

We use a 50% reduced mix of salt and sand on our roadways. This is important so that we can protect private and town wells.

- We received 92 inches of snow
- We had 16 plowing events
- We were called in 40 times for icy roads
- We distributed 2,475 tons of salt and 2,475 tons of sand

In closing it has been my pleasure to serve the Town of Harvard including all of the fine work accomplished by my crew that includes: Ron Gilbert, Larry Allard, Ben Gilbert, Nick Ammesmaki, Rob Trembly, Ryan Ammesmaki, Craig Tiilikkala, Andy Bernhardt, Sam Stacy and Joe Miller. The transfer station crew of Al Cozzolino and Pat Pesa have done a great job as well. The crew works hard for the town and the residents can feel confident that their safety is our # 1 concern.

Thank you all so very much!

Respectfully Submitted
Timothy B. Kilhart
DPW Director



PUBLIC WORKS



**New tree being planted on the town common.
Thank you Acorn Tree & Landscaping!**

CEMETERY COMMISSION

The Cemetery Commission completed all of its long term goals this year. The paving of a large portion of the roads in Bellevue Cemetery came in under estimated contract costs. The addition of lots in Sections N and M, which will serve the needs of the Town for many years, will be available mid-2018. In keeping with our tree maintenance program; eight large trees were removed in Bellevue Cemetery by crane and 2 in Center Cemetery. This is all part of an ongoing program to prevent hazards. All trees have been replaced. Shaker Cemetery continues to be maintained in keeping with looks of the times.

Lighting was added to the Cemeteries flag poles, as part of a Boy Scout Eagle Project.

We sold 37 grave sites and had 23 interments in 2017.

Respectfully submitted,

Theodore Maxant, Chairman
John Lee
Bruce Dolimount



**Commissioner John Lee at the
League of Women Voters candidate's night**

ENVIRONMENTAL PROTECTION

BARE HILL POND WATERSHED MANAGEMENT COMMITTEE



The mission of the Bare Hill Pond Watershed Management Committee is to protect and restore the habitat of Bare Hill Pond and its watershed. On behalf of the Town, we monitor the Pond and its watershed, and take action to reduce non-point source pollution and invasive species. Our results continue to show improvement in the Pond and we appreciate the support of the many volunteers who assist in our activities as well as the support of the Department of Public Works who now operate the pumping system.

Rainfall returned to normal in 2017 restoring the water levels in the watershed. Although there were concerns in 2016 about the drought, as anticipated by the state drought experts, our refill in the spring of 2017 was normal or even a little bit ahead of normal.

With increased storm water runoff in 2017, we observed a decrease in water clarity, compared to the 2016 drought year and some increase in phosphorous relative to last year in the latter part of the summer. That said, it was on average half of what it was in the late 1990s before the draw down program was initiated when the State put Bare Hill Pond on its endangerment list for excessive phosphorous and invasive species. In 1998, the Pond has readings above 40 ug/l which is above the endangerment level of 30 ug/l. Our readings this year were still at 10 ug/l at the surface (it was 44 ug/l in 1998 at the surface) and between 10-20 ug/l at the bottom in the deep area in May and June and then 50 ug/l in August (in 1998 it was 100 ug/l at the bottom. The surface readings triggered the endangerment finding in 1998.

The higher levels at the bottom reflect diminished oxygen levels in the water column below 15 feet in depth. There is still significant phosphorous bound in the sediments at the bottom and they are released by bacterial action when oxygen levels decline, which occurs over the summer. By keeping phosphorous low at the surface levels, the risk of significant algal blooms is reduced. Algal blooms can put the ecosystem at risk by triggering significant oxygen depletion, putting fish and other plant and animal life at risk. Our successful reduction of the surface phosphorous levels is in our view the most important achievement of the work of the Committee in protecting the health of Bare Hill Pond.

The drawdowns have also controlled but not eliminated the invasive plant species that if left unchecked would significantly interfere with the use of the Pond and accelerate its transformation into a marsh. Native plant diversity continues to be fostered by the selective impact of the drawdown on the invasive species. A benefit of drawdown is they incremental in effect, although they have limited efficacy in the absence of a deep freeze and in zones that remain continuously wet. In 2017 we observed prevalence of invasive plants in the Pond although the measurements confirm that their density and expansion continue to be controlled. With the deep freeze bridging New Year's Day in 2018 for several weeks, we may see more of an impact on the invasive plants this coming summer.

ENVIRONMENTAL PROTECTION

Our monitoring data and reports can be found on the Committee webpage on the Town Website www.harvard.ma.us/bhpwmc. We also supported this work by installing storm water controls under a Federal grant to capture the major inputs of storm water into the Pond which continue to treat (as designed) approximately 50% of the phosphorous from storm water that runs off the school parking lots, Town center roads, Pond Road, Warren Ave and the beach -- all good news.

That said, this is a continuous activity and one which is impacted by inappropriate development in the Watershed. For this reason we need to continue our monitoring and continue to ask all of us to do our part to protect our Pond. We can all help by:

- Avoiding or minimizing the use of fertilizers in the Watershed, which can promote algal blooms and invasive plant growth.
- Continuing to restore shorelines and wetland areas that lead to Bare Hill Pond. Many residents have taken this to heart and the Pond today had more vegetated shoreline than in the recent past.
- Supporting the Conservation Commission and ZBA in restricting development in the watershed that would lead to increased non-point source pollution of the Pond.



We also want to thank the DPW for their assistance and dedicated effort to monitor and maintain the pump house facility. We invite any interested residents to consider joining the Committee.

Respectfully submitted,

Bruce Leicher, Chair
Ashwini Kumar
Connor O'Shea, Student Member

Megan Glew
Brian McClain
Morey Kraus, Associate Member

Steve Gordon
Peter von Loesecke

ENVIRONMENTAL PROTECTION

CONSERVATION COMMISSION



Davis Land in Still River

The Harvard Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen. The Commission is supported by a Land Use Administrator/Conservation Agent and 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 also coordinates with other town bodies in activities including:

- Protection and management of conservation land in Harvard;
- Review and comment on zoning and planning applications, including 40B housing developments;
- Review and comment on forest management plans;
- Review and permitting of beaver controls.

ENVIRONMENTAL PROTECTION

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.

Wetlands Protection

Under the Massachusetts Wetlands Protection Act and Harvard's Wetlands Protection Bylaw, projects involving disturbance in or within 100 feet of the edge of a wetland (or within 200 feet of streams, rivers, ponds, and vernal pools) require an application and permit. Guidance as to whether and which sort of permit may be required is offered, along with forms and instructions, at the Commission's office during Town Hall business hours and online at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 23 public meetings during 2017 as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follows:

Type of Activity	2017	2016	2015
Notice of Intent	8	8	8
Order of Conditions (Approvals)	7	10	8
Order of Conditions (Denials)	0	1	0
Abbreviated Notices of Resource Area Delineation	0	0	0
Orders of Resource Area Delineation	0	0	0
Request for Determination of Applicability	15	10	9
Determination of Applicability	16	9	10
Certificate of Compliance	9	8	8
Extension to Order of Conditions	3	3	2
Enforcement Orders	0	3	3
Amended Order of Conditions	0	0	0

The Commission worked with a number of property owners to resolve issues of wetland violations, avoiding potentially costly fines associated with the Town's Wetland Protection Bylaw. Projects other than home or septic construction/renovation like the removal of vegetation, burning of yard waste and landscape improvements within 100' wetland buffer zones may also require permitting and the Commission encourages homeowners to check with the Commission's Administrator/Agent before undertaking activities on their property that may create ground disturbance or the removal of tree canopy.

We would like to thank all the Harvard residents who have worked diligently with the Commission to preserve our environment and natural resources through thoughtful development.

ENVIRONMENTAL PROTECTION

In August, Natural Heritage and Endangered Species Program (NHESP), a Division of Fisheries and Wildlife, released new Priority Habitats and Estimated Habitats Map for each community in Massachusetts. Many communities saw a significant change in the reduction of areas that are protection under these designations. NHESP relies on citizen scientists, educators, landowners, developers, conservation organizations and other government agencies to report on observations of wildlife. These designated habitats are removed from the maps if there are no new observations of rare, endangered or threaten species and wildlife within a twenty-five year period. As a result, Harvard has lost a significant portion of protected habitat, including that along the Bower's Brook corridor. Anyone interested in assisting in regaining the protection of these habitats can do so by reporting sightings of wildlife to NHESP. Additional information on the reporting process can be found at: <https://www.mass.gov/service-details/support-endangered-species-conservation>

Conservation Land Acquisition and Management

In 2017, the town acquired 7.5 acres of land abutting the Kaufman conservation land as a gift from the Shaker Quarry Homeowners Association.

In a conjunction with the Harvard Conservation Trust, the Commission applied for a grant under the State's Land and Water Conservation Fund program to preserve the iconic orchard hilltop, Dean's Hill, with its vistas in all directions from New Hampshire to Bare Hill Pond. In spite of the considerable combined efforts of the Commission and the Trust, the grant was not awarded and negotiations for the land were closed.

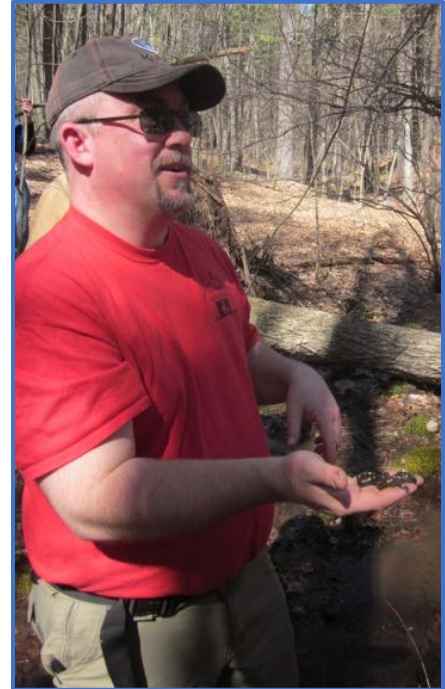
The Land Stewardship Subcommittee worked on developing its network of people to monitor conservation areas and maintain trails. Jim Burns is the lead trail keeper and head of the chainsaw crew and Carl Sciple is coordinating and building up neighborhood groups to care for trails. Additional trail keepers are welcome to join!



Bald Eagle on Stow Road (photo credit Kimberly Byrnes)

ENVIRONMENTAL PROTECTION

In early winter National Grid removed defunct wires and telephone poles on conservation land near Hosking Point, which was a long-awaited and significant improvement. In April the group had a dozen “Amphibian Crossing” signs made and installed them at known sites around town where frogs and salamanders cross roads on rainy early spring nights to get to vernal pools to reproduce.



The spring walk, led by wetland scientist and Harvard resident Matt Varrell, explored vernal pools on the Vesenska land. Matt gave participants a close-up glimpse of life in vernal pools and shared his extensive knowledge with an appreciative audience.

The Commission supported the town-wide roadside clean up in April with the addition of pulling invasive Garlic Mustard as part of that well-organized effort. In May the topic of deer ticks was on everyone’s mind and the Commission collaborated with the Board of Health to collect and distribute information and sponsor a speaker from the State Department of Public Health to give a “Tick Talk.”

Mowing of the fields on Town conservation land was accomplished with all fields hayed or mowed by early October. Harvard Community Gardens flourished on the Coke land off Littleton Road; to request a plot for next year, contact hcgmembership@gmail.org.

The Fall brought the clearing of Hermann Orchard to completion and the Fall walk in November featured a long loop linking conservation areas on the south side of town from Bowers Springs to Powell-Reed-Abbott and over to Bolton trails off East Bare Hill Road. Finally, just before winter set in, two projects on Holy Hill were undertaken: a bridge over Bennetts Brook was shored up and an eroded trail was renovated by the Snowmobile Club and fencing was installed to protect another slope in danger of erosion. We would like to thank the members of the Land Stewardship Subcommittee: Jim Adelson, Bob Benson, Pam Durrant, Phil Knoettner, Jim Burns, Brian McClain, Carl Sciple, Sydney Blackwell and Wendy Sisson.

ENVIRONMENTAL PROTECTION

Conservation Commissioners and Staff

The Commission lost two long-term members, Charlie Gorss and Jim Breslauer in 2017. After serving 27 years on the Commission, Charlie decided to call it quits and “let someone younger take it up.” Charlie was that member who sat quietly while others debated and then when the group was stumped and asked for his thoughts, he would offer the clearly recalled precedent of ten years past, the relevant bylaw reference, or whatever piece of the puzzle the group had failed to see, or never knew. Charlie’s input, often delivered with a chuckle, was typically strong and always to the point, but not repeated. His extensive knowledge and experience has been greatly missed.

Jim Breslauer, who served the Commission for 12 years, was always ready with his quick wit and word play to break up an otherwise dry or humorless matter. Jim’s background as an attorney served the Commission well over the years when it came to understanding and applying the laws that pertain to wetland protection. He too will be greatly missed.

In the wake of these departures, the Commission welcomes two new members and an associate. Member Jim Burns, who grew up in Harvard, brings an intimate knowledge of the land and knows many of its longtime residents. Carl Sciple, who recently moved back to Harvard where he’d raised his family and served on the Conservation Commission, has rejoined the Commission. While living “away” in Wellesley, Carl served on their Wetland Protection Committee. Carl’s engineering and management background will be of great assistance to the Commission. In July, Mark Shaw, himself a Harvard native with great knowledge of the town’s land, filled the associate member position. Mark is an Assistant Scoutmaster and member of the Harvard Snowmobile Club.

Several Commissioners wear more than one hat, working in concert with other boards on projects of joint interest. Wendy Sisson serves as Chair of the Land Stewardship Subcommittee, with Jim Burns and Carl Sciple also serving as committee members. 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.

The Conservation Agent continues to monitor projects permitted by the Commission during all phases of work and to share information and filings with the other Land Use Boards. During 2017 the Agent monitored twenty-one different projects around Town.

Respectfully submitted,

Paul Willard, Chair

Wendy Sisson

Joanne Ward

Carl Sciple

Don Ritchie

Janet (Jaye) Waldron

Jim Burns

Mark Shaw, Associate Member

Liz Allard, Land Use Administrator/Conservation Agent

TOWN MEETING AND ELECTION RESULTS

CITIZENS CAUCUS

February 11, 2017

The meeting was called to order in the Town Hall Meeting Room on Saturday, February 11, 2017, at 7:00 p.m., by Acting Town Clerk Janet Vellante.

On motions made, seconded, and voted unanimously, Debbie Ricci was elected Chairman and Mary Jarvis was elected Secretary of the Caucus.

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



<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
MODERATOR one position for one year	Robert Eubank	unanimous
SELECTMAN two positions for three years	Kara Minar * Ronald Ricci Edward Moussouris Kenneth Swanton	unanimous unanimous unanimous unanimous
CEMETERY COMMISSIONER one position for three years	John Lee Henry	unanimous
Fitek		unanimous
COMMUNITY PRESERVATION COMMITTEE two positions for three years	John Lee Beth Williams	unanimous unanimous
CONSTABLE one position for three years	Gregory Newman	unanimous
HARVARD BOARD OF HEALTH MEMBER one position for three years	Thomas Philippou	unanimous

TOWN MEETING AND ELECTION RESULTS

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
LIBRARY TRUSTEE two positions for three years	Gail Coolidge Charles Redinger	unanimous unanimous
PARK AND RECREATION COMMISSIONER two positions for three years	Wyona Lynch-McWhite Steven Victorson	unanimous unanimous
PARK AND RECREATION COMMISSIONER one position for one year	(no nominations)	
PLANNING BOARD two positions for three years	Erin McBee Rich Maiore	unanimous unanimous
SCHOOL COMMITTEE MEMBER two positions for three years	SusanMary Reginger John Walker John Ruark	unanimous unanimous unanimous
TREE WARDEN one position for one year	JC Ferguson	unanimous
WARNER FREE LECTURE SOCIETY TRUSTEE two positions for three years	Lisa Foley	unanimous

The meeting dissolved at 7:13 pm.

Barbara Kemp and Frances Maiore checked in 56 voters out of 4364 registered voters (4166 active voters).

* Ronald Ricci withdrew his name prior to the deadline.

Respectfully submitted,
Mary Jarvis, Caucus Secretary

TOWN MEETING AND ELECTION RESULTS

ANNUAL TOWN MEETING

April 1, 2017

Recessed and Continued until April 3

Due to an expected winter storm, Moderator Eubank declared a recess and continuance under MGL Chapter 39, section 10A. The meeting was not opened on April 1, but was recessed and continued until April 3 instead. As required by law, public notice was posted in each place the Warrant had been posted, and also in the front window of the Town Hall, the Front Entryway of The Bromfield Middle/High School and on the Town Website. A reverse 911 message was also sent to make residents aware of the change.

On April 3, the meeting was called to order in Bromfield's Cronin Auditorium by Moderator Robert Eubank at 7:04 p.m. The call of the meeting and the return of service were found to be in order by Town Clerk Amy R. McDougall.

Moderator 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
David Nalchajian	Finance Director
Richard Sicard	Fire Chief
Debbie Thompson	Director, Council on Aging
Elizabeth Allard	Conservation Agent
William Scanlan	Planner
Amy McDougall	Town Clerk

ARTICLE 1: ANNUAL REPORTS

To see if the Town will vote to 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.
(Inserted by Board of Selectmen)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen, and seconded,

Voted unanimously yes that the Town 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.

Charter Commission presented a report

Brian Smith of the Energy Advisory Committee presented a report.

The 2016 Annual Town Report is on file at the Town Clerk's Office.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 2: PAY BILL OF PRIOR FISCAL YEAR

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to pay bill of Fiscal Year 2016, or pass any vote or votes in relation thereto.
(Inserted by Board of Selectmen)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

Voted greater than 4/5ths majority yes (1 vote in opposition) that the Town transfer \$5,345 from the Stabilization Fund pay the outstanding Nashoba Associated Boards of Health, Fiscal Year 2016 fourth quarter bill.

ARTICLE 3: EXTEND SUNSET DATES

To see if the Town will vote to extend the sunset dates of Article 12 (Seasonal Mowing), Article 13 (Roadside Tree Maintenance) and Article 14 (GIS Mapping of Water System) of the Warrant for the 2016 Annual Town Meeting from June 30, 2017 to June 30, 2018 or take any vote or votes in relation thereto.
(Inserted by Board of Selectmen)

On a motion by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded

Voted unanimously yes to extend the sunset dates of Article 12 (Seasonal Mowing), Article 13 (Roadside Tree Maintenance) and Article 14 (GIS Mapping of Water System) of the Warrant for the 2016 Annual Town Meeting from June 30, 2017 to June 30, 2018.

ARTICLE 4: CONTRACT – POLICE DEPARTMENT EMPLOYEE WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #19, Police Department Personnel of Article #4 of the 2016 Annual Town Meeting Warrant and an additional sum to be added to line #19, Police Department Personnel of Article #5 of this Warrant in order to fund the collective bargaining agreement negotiated with the Police Department Employees Union, or pass any vote or votes in relation thereto.
(Inserted by the Board of Selectmen)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

Moderator declared voted by 2/3rd majority yes that the town transfer \$22,745 from the Stabilization Fund to be added to line #19, Police Department Personnel of Article #5 of the 2016 Annual Town Meeting Warrant and further appropriate an additional sum of \$33,120 to be added to line #19, Police Department Personnel of Article #5 of this Warrant and that said appropriation be provided by raising \$33,120 by taxation, in order to fund the collective bargaining agreement negotiated with the Police Department Employees Union.

TOWN MEETING AND ELECTION RESULTS

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 the expenses of the Town for Fiscal Year 2018, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

Donald Ludwig, 23 East Bare Hill Road, Finance Committee moved that the town appropriate \$24,081,612 to defray the expenses of the Town for Fiscal Year 2018 as printed in the Warrant and Finance Committee Report for the 2017 Annual Town Meeting on Pages 31 through 37, and that said appropriation be provided by raising \$24,064,389 by taxation and transferring \$12,223 from Wetlands Fees, and transferring \$5,000 from Library Expendable Trust Funds; and appropriate \$191,657 to defray to expenses of the Harvard Wastewater Management District for Fiscal Year 2018, and that said appropriation be provided by transferring \$191,657 from wastewater management system revenues in the enterprise fund established for the Town's Wastewater Management System. Motion seconded.

Kara Minar, 204 Still River Rd, Planning Board, on behalf of the Land Use Boards moved to amend line 42 of the article by increasing the amount raised and appropriated by \$3,498 to provide 4 (four) hours of clerical support for the Conservation Commission, Zoning Board of Appeals and Planning Board. Motion seconded.

Paul Green, 288 Old Littleton Rd, moved the question. Motion seconded. Moderator declared voted by 2/3rd majority yes to move the question.

Voted majority yes to accept the amendment.

Ronald Ricci, 19 East Bare Hill Rd, Board of Selectmen moved to add the amount from Article 4 to article 5 if it is not included in it. Motion seconded. Voted majority yes to accept the amendment. [Note: since the appropriation was made in Article 4 for those funds, it was not necessary to increase the funding in this article].

Vote on main motion as amended. Vote by majority yes to pass the motion as amended: that the town appropriate \$24,085,110 to defray the expenses of the Town for Fiscal Year 2018 as printed in the Warrant and Finance Committee Report for the 2017 Annual Town Meeting on Pages 31 through 37, and that said appropriation be provided by raising \$24,067,887 by taxation and transferring \$12,223 from Wetlands Fees, and transferring \$5,000 from Library Expendable Trust Funds; and appropriate \$191,657 to defray to expenses of the Harvard Wastewater Management District for Fiscal Year 2018, and that said appropriation be provided by transferring \$191,657 from wastewater management system revenues in the enterprise fund established for the Town's Wastewater Management System.

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
GENERAL GOVERNMENT							
Selectmen							
1	Personnel	169,317	216,135	232,603	246,143	253,559	
2	Town Audit	15,000	15,000	15,000	20,000	20,000	
	Expenses	11,391	7,491	13,359	11,270	11,500	
	Copy Machine	3,275	3,730	3,238	3,800	3,800	
	Postage	15,745	16,393	15,887	17,000	17,000	
	Court Judgements						
3	Total Expenses	30,411	27,613	32,484	32,070	32,300	
	Total Selectmen	214,728	258,748	280,087	298,213	305,859	2.56%
Finance Committee							
4	Expenses	176	191	176	200	200	0.00%
Finance Department							
	Personnel	302,526	312,304	343,494	330,587	318,859	
	Certification Compensation	2,000	2,000	1,192	2,000	2,000	
5	Total Personnel	304,526	314,304	344,686	332,587	320,859	
	Technology Services & Supplies	35,486	36,247	30,682	See line #7 below	See line #7 below	
	Expenses	89,145	89,949	92,750	98,090	100,230	
6	Total Expenses	124,631	126,196	123,431	98,090	100,230	
7	Technology	9,442	9,592	16,749	75,000	75,000	
	Total Finance Department	438,599	450,092	484,866	505,677	496,089	-1.90%
Legal							
	Town Counsel Fees & Expenses	30,318	38,114	30,172	33,000	35,000	
	Other Legal Fees & Expenses	14,876	18,347	27,029	18,000	20,000	
8	Total Legal	45,194	56,461	57,201	51,000	55,000	7.84%
Personnel Board							
9	Expenses	-	-	-	100	100	0.00%
Town Clerk							
	Personnel	67,424	68,775	70,426	71,560	71,007	
	Certification Compensation	1,000	1,000	1,000	1,000	1,000	
10	Total Personnel	68,424	69,775	71,426	72,560	72,007	
	Expenses	1,560	2,090	1,709	2,725	4,625	
	Publications Reprinting/Codification	3,020	3,909	5,050	5,200	5,200	
11	Total Expenses	4,580	5,999	6,759	7,925	9,825	
	Total Town Clerk	73,004	75,774	78,185	80,485	81,832	1.67%
Elections & Registrars							
	Registrars' Honoraria	500	500	500	500	500	
	Expenses	5,168	7,959	5,325	8,700	4,700	
	Census	416	677	690	800	800	
12	Total Elections & Registrars	6,084	9,137	6,515	10,000	6,000	-40.00%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Land Use Boards							
13	Personnel	50,550	52,712	53,972	54,841	55,664	
	Office Supplies	805	376	369	1,000	1,000	
	Purchase Services	1,754	2,656	8,424	1,600	1,600	
	MRPC Assessment	1,579	1,618	1,659	1,660	1,742	
14	Total Expenses	4,138	4,651	10,452	4,260	4,342	
	Total Land Use Boards	54,688	57,363	64,424	59,101	60,006	1.53%
* Personnel includes \$12,223 to be transferred from Wetland Bylaw Fees.							
Public Buildings							
16	Personnel	25,508	26,016	26,346	27,075	27,481	
	Operating Expenses	33,027	54,635	39,502	34,530	35,530	
	Energy	120,294	94,240	79,147	128,000	128,000	
	Maintenance & Equipment	13,927	24,345	59,770	78,000	77,000	
	Waste Water Treatment Ops.	84,689	60,859	85,479	85,000	85,000	
17	Total Expenses	251,936	234,079	263,898	325,530	325,530	
	Total Public Buildings	277,444	260,095	290,244	352,605	353,011	0.12%
Annual Town Reports							
18	Expenses	3,280	3,468	3,560	4,000	4,000	0.00%
	TOTAL GENERAL GOVT.	1,113,197	1,171,328	1,265,258	1,361,381	1,362,097	0.05%
PUBLIC SAFETY							
Police Department							
19	Personnel	785,092	876,645	879,960	904,347	912,117	
	Public Safety Building	22,827	29,554	40,723	20,800	20,800	
	Cruiser Maintenance	14,605	10,143	8,703	10,000	10,000	
	Supplies & Expenses	50,762	55,088	48,412	50,050	52,750	
20	Total Expenses	88,194	94,785	97,838	80,850	83,550	
21	Police Vehicle	27,868	29,000	34,213	34,213	34,213	
	Total Police Department	901,154	1,000,430	1,012,011	1,019,410	1,029,880	1.03%
Communications Department							
	Personnel	74,613					
	Expenses	177,335	195,266	193,576	187,293	167,293	
22	Total Communications Department	251,948	195,266	193,576	187,293	167,293	-10.68%
Fire Department							
23	Personnel	166,636	178,912	188,613	210,707	219,803	
	Expenses	56,401	75,135	49,832	46,000	49,650	
	Radio Replacement & Repair	2,250	2,990	2,340	2,250	2,500	
	Protective Equipment	9,024	8,980	5,078	11,225	11,325	
24	Total Expenses	67,675	87,105	57,250	59,475	63,475	
	Total Fire Department	234,310	266,017	245,863	270,182	283,278	4.85%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Ambulance*							
	Personnel					64,964	
	Expenses	-	72,427	134,968	102,000	108,740	
	Training	-	18,731	25,883	27,000	28,500	
25	Total Ambulance	-	91,158	160,852	129,000	202,204	56.75%
* Note : The Ambulance budget will be paid out of the Ambulance Revolving Account (see Revolving Account Article further on in warrant).							
Building & Zoning Inspector							
26	Fees & Expenses	47,371	42,494	62,175	50,000	50,000	0.00%
Gas Inspector							
27	Fees & Expenses	3,579	3,564	3,522	4,000	4,000	0.00%
Plumbing Inspector							
28	Fees & Expenses	6,551	7,469	5,425	7,000	7,000	0.00%
Wiring Inspector							
29	Fees & Expenses	9,926	12,700	10,099	11,000	11,000	0.00%
Animal Control							
	Personnel	16,500	16,500	16,500	16,500	16,500	
	Expenses	374	722	459	750	750	
30	Total Animal Control	16,874	17,222	16,959	17,250	17,250	0.00%
Tree Warden							
31	Expenses	14,000	14,519	13,361	14,000	14,000	0.00%
TOTAL PUBLIC SAFETY		1,485,713	1,650,839	1,723,841	1,709,135	1,583,701	-7.34%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
SCHOOLS							
Local Schools							
	<u>Administration</u>						
	Salaries/Benefits	368,987	388,937	415,380	419,292	429,931	
	Transportation	252,660	257,492	257,660	273,293	323,000	
	Other Expenses	169,569	126,529	132,642	119,834	115,094	
	Total Administration	791,216	772,958	805,682	812,419	868,025	
	<u>Maintenance</u>						
	Salaries	438,507	448,466	457,540	464,869	146,110	
	Utilities	270,362	279,526	303,000	303,000	253,000	
	Other Expenses	189,999	321,419	224,502	256,434	660,785	
	Total Maintenance	898,868	1,049,411	985,042	1,024,303	1,059,895	
	<u>Hildreth Elementary School</u>						
	Salaries	2,520,202	2,555,545	2,500,758	2,481,818	2,572,730	
	Expenses	98,627	112,278	121,539	123,537	174,963	
	Total Elementary	2,618,829	2,667,823	2,622,297	2,605,355	2,747,693	
	<u>The Bromfield School</u>						
	Salaries	3,684,019	3,956,238	4,016,018	4,113,427	4,156,336	
	Expenses	132,689	213,678	198,788	231,069	194,878	
	Total Bromfield	3,816,708	4,169,916	4,214,806	4,344,496	4,351,214	
	<u>Pupil Personnel Services (SPED)</u>						
	Salaries	1,873,135	1,960,989	2,115,468	2,211,636	2,260,718	
	Other Expenses	22,614	53,679	102,398	83,532	86,164	
	Collaborative Services	795,316	402,618	520,202	458,258	793,278	
	Transportation	377,503	310,723	384,446	370,868	314,683	
	Tuition	361,296	252,357	123,712	239,402	67,603	
	Pre-School Salaries	125,902	100,808	103,733	53,868	54,717	
	Pre-School Expenses	2,392	1,545	1,153	2,284	1,480	
	Total Pupil Personnel Services	3,558,158	3,082,719	3,351,112	3,419,848	3,578,643	
	<u>Technology</u>						
	Salaries	130,626	143,226	150,009	246,518	250,311	
	Expenses	106,847	129,866	145,657	153,702	150,024	
	Total Technology	237,473	273,092	295,666	400,220	400,335	
32	Total Local Schools	11,921,252	12,015,919	12,274,605	12,606,641	13,005,805	3.17%
33	Montachusett Regional Voc. Tech.	75,069	98,949	121,504	94,718	112,487	18.76%
	TOTAL SCHOOLS	11,996,321	12,114,868	12,396,109	12,701,359	13,118,292	3.28%
PHYSICAL ENVIRONMENT							
Dept. of Public Works							
34	Personnel	721,272	687,410	674,209	715,303	716,776	
	Maintenance & Equipment	169,532	92,542	103,433	140,600	91,900	
	Fuel	90,447	78,925	51,946	72,500	73,500	
	Improvements & Construction	38,077	56,229	73,103	54,000	105,250	
	Snow & Ice Removal	187,405	351,537	193,347	112,000	112,000	
	Telephone & Electricity	9,377	9,917	9,313	11,400	11,550	
35	Total Expenses	494,838	589,149	431,142	390,500	394,200	
36	Small Equipment Repair/Replace.	69,603	68,791	26,504	30,000	30,000	
	Total Dept. of Public Works	1,285,713	1,345,351	1,131,856	1,135,803	1,140,976	0.46%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Solid Waste Transfer							
	Transfer Station Expenses	163,530	141,891	162,974	167,100	165,850	
	Hazardous Waste Disposal *	3,907	3,907	9,173	3,907	3,907	
37	Total Solid Waste Transfer	167,437	145,798	172,147	171,007	169,757	-0.73%
Street Lights & Traffic Signal							
38	Expenses	5,652	7,670	9,578	6,500	6,500	0.00%
Water Department							
39	Expenses	16,371	18,564	17,987	18,200	18,400	1.10%
Pond Committee							
40	Expenses	8,987	19,423	25,030	28,000	28,000	0.00%
Cemeteries							
41	Expenses	846	1,577	1,819	2,500	2,500	0.00%
TOTAL PHYSICAL ENVIRONMENT		1,485,006	1,538,383	1,358,417	1,362,010	1,366,133	0.30%
HUMAN SERVICES							
Board of Health							
42	Personnel	9,051	10,524	9,022	8,165	13,642	
	Expenses	927	1,108	764	1,146	1,100	
	Nashoba Assoc. Boards of Health	20,558	20,558	16,035	21,380	23,261	
	Minuteman Home Center	1,146	1,146	1,146	1,160	1,146	
43	Total Expenses	22,631	22,812	17,944	23,686	25,507	
	Total Board of Health	31,682	33,336	26,966	31,851	39,149	22.91%
Council on Aging							
44	Personnel	86,504	86,931	88,429	114,462	118,395	
45	MART Personnel	31,385	30,255	33,161	35,409	36,303	
46	Expenses	1,993	1,900	1,933	1,995	1,995	
47	MART Van Expenses	221	818	612	1,000	1,000	
	Total Expenses	2,214	2,718	2,545	2,995	2,995	
	Total Council on Aging	120,103	119,903	124,136	152,866	157,693	3.16%
Veterans' Services							
	Personnel	2,500	5,200	5,200	5,200	5,200	
	Expenses	325	1,194	134	1,500	1,500	
	Benefits	12,900	12,105	14,736	12,000	12,000	
	Total Expenses	13,225	13,299	14,870	13,500	13,500	
48	Total Veterans' Services	15,725	18,499	20,070	18,700	18,700	0.00%
TOTAL HUMAN SERVICES		167,510	171,739	171,172	203,417	215,542	5.96%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
CULTURE AND RECREATION							
Library							
49	Personnel	387,341	399,340	408,855	413,798	425,729	
50	Expenses	147,694	148,013	149,384	153,889	154,808	
	Total Library	535,035	547,353	558,239	567,687	580,537	2.26%
* \$5,000 to be transferred from Library Expendable Trust Funds.							
Cable Access							
51	Personnel				56,438	-	
	Expenses				7,700	44,000	
	Equipment				5,000	-	
52	Total Expenses				12,700	44,000	
	Total Cable Access	-	-	-	69,138	44,000	-36.36%
Parks & Recreation							
53	Commons & Schools/Grounds Exp.	21,664	18,183	26,824	31,650	31,650	
54	Beach Expense	13,271	14,308	15,530	18,347	18,347	
55	Beach Personnel - Director	11,508	10,951	11,508	13,234	14,448	
	Total Parks & Recreation	46,443	43,442	53,862	63,231	64,445	1.92%
Historical Commission							
56	Expenses	2,790	69	-	500	500	0.00%
Agricultural Commission							
57	Expenses	-	-	-	500	500	0.00%
	TOTAL CULTURE AND RECREATION	584,268	590,864	612,101	701,056	689,982	-1.58%
INSURANCE AND FRINGES							
Property/Liability							
58	Insurance	140,873	125,753	107,966	146,450	195,000	33.15%
Employee Benefits							
	Worcester Regional Retirement	627,103	665,399	682,457	737,805	770,909	
	Workers' Compensation Insurance	70,896	91,787	100,363	100,000	110,000	
	Unemployment Insurance	51,767	3,496	21,097	60,000	60,000	
	Medicare	186,785	199,643	199,975	191,760	195,000	
	Health Insurance	2,190,457	2,046,430	2,090,765	2,463,022	2,580,000	
	Life Insurance	21,454	5,528	-	12,000	12,000	
	Deferred Compensation	11,982	13,347	15,483	13,000	13,000	
	Disability Insurance	24,313	31,479	21,900	27,000	27,000	
	Benefits Administration	1,235	1,976	57	2,500	2,500	
	OPEB Trust Funding (\$250,000 in FY14)		425,000	450,000	450,000	450,000	
59	Total Employee Benefits	3,185,992	3,484,085	3,582,097	4,057,087	4,220,409	17.82%
	TOTAL INSURANCE & FRINGES	3,326,865	3,609,838	3,690,063	4,203,537	4,415,409	5.04%
TOTAL OPERATING BEFORE DEBT							
	TOTAL OPERATING BEFORE DEBT	20,158,879	20,847,859	21,216,961	22,241,895	22,751,156	2.29%
NON-EXCLUDED DEBT							
Debt Expense							
60	Debt (Public Bldg. Sewer Connections)	6,500	3,328	5,000	31,800	13,925	-56.21%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
BAN Interest & Borrowing Cost							
61	Borrowing Cost	-	-	-	2,500	3,100	24.00%

TOTAL NON-EXCLUDED DEBT	6,500	3,328	5,000	34,300	17,025	-50.36%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT	20,165,379	20,851,187	21,221,961	22,276,195	22,768,181	2.21%
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EXCLUDED DEBT

Permanent Debt

	Public Safety Building (2000) Principal	145,000	140,000	140,000	135,000	130,000	
	Public Safety Building (2000) Interest	20,775	17,925	15,125	12,375	9,563	
	Bromfield School (2004) Principal	350,000	350,000	350,000	345,000	340,000	
	Bromfield School (2004) Interest	49,594	75,406	66,358	60,813	53,538	
	Library (2004) Principal	150,000	150,000	145,000	140,000	140,000	
	Library (2004) Interest	36,943	31,716	27,888	25,038	22,063	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	-	
	School Roof (2006) Interest	16,725	11,677	6,521	2,656	-	
	Sewer Project (net of Betterments) Prin.	50,180	43,048	43,983	44,545	50,149	
	Sewer Project (net of Betterments) Int.	21,868	19,988	19,128	18,088	17,180	
	Town Hall Principal (net of CPA)				112,500	115,000	
	Town Hall Interest				90,000	50,838	
	Littleton County Road Principal				58,000	55,000	
	Littleton County Road Interest				25,720	14,300	
	Fire Tanker Truck Principal				25,000	25,000	
	Fire Tanker Truck Interest				14,000	7,750	
	Hildreth House Accessibility Principal					66,000	
	Hildreth House Accessibility Interest					37,230	
	H.E.S. Feasibility Study Principal					71,000	
	H.E.S. Feasibility Study Interest					8,280	
62	Total Payments	966,085	964,760	939,003	1,233,735	1,212,891	-1.69%

Temporary Debt

	Exempt BAN	20,287	1,854	-	-	100,540	
63		20,287	1,854	-	-	100,540	100.00%

TOTAL EXCLUDED DEBT	986,372	966,614	939,003	1,233,735	1,313,431	6.46%
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GRAND TOTAL OMNIBUS BUDGET	21,151,751	21,817,801	22,160,964	23,509,930	24,081,612	2.43%
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ENTERPRISE FUND:

Sewer Department

	Sewer Personnel						
	Personnel						
	Operating Expenses	150,000	100,000	100,000	100,000	100,000	
	Debt Service (from Betterments)	<i>incl. above</i>	90,710	90,710	91,483	91,657	
	Total Expenses	150,000	190,710	190,710	191,483	191,657	
64	Total Sewer Enterprise	150,000	190,710	190,710	191,483	191,657	0.09%

All operating expenses to be funded by rates and fees.

Sewer Debt funded by exempt debt and betterments.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 6: RESERVE FUND – FISCAL YEAR 2018

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 2018, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Steven Colwell, 192 Littleton Rd, Finance Committee and seconded

Voted unanimously yes that the town appropriate \$350,000 to be placed in the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2018 and that said appropriation be provided by raising \$350,000 by taxation.

ARTICLE 7: TRAFFIC ENGINEERING SERVICES

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 contract with an individual, company or organization to provide traffic engineering services to address traffic issues on Ayer Road between Shaker Road and Gebo Lane, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Submitted by the Board of Selectmen)

On a motion by Ronald Ricci, 19 East Bare Hill Rd, Board of Selectmen, and seconded

Voted by majority yes that the Town appropriate \$15,000 to be expended by the Town Administrator, with the approval of the Board of Selectmen, to contract with an individual, company or organization to provide traffic engineering services to address traffic issues on Ayer Road between South Shaker Road and Gebo Lane, with unexpended funds as of Jun 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$15,000 by taxation.

ARTICLE 8: PERSONNEL STUDY

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 Personnel Board in conjunction with the Human Resource Director, to contract with an individual, company or organization to conduct a study of the town's personnel system and to provide a report and recommendation for updating the current system, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Submitted by the Board of Selectmen on behalf of the Personnel Board)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted by majority yes that the Town appropriate \$25,000 to be expended by the Personnel Board in conjunction with the Human Resources Director to contract with an individual, company or organization to conduct a study of the town's personnel system and to provide a report and recommendation for updating the current system and to provide a report and recommendation for

TOWN MEETING AND ELECTION RESULTS

updating the current system with the unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$25,000 by taxation.

ARTICLE 9: DEPARTMENTAL MANAGEMENT AUDIT

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 Board of Selectmen, to conduct a Management Audit of the Town's Police Department, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Ron Ricci, 19 East Bare Hill Rd, Board of Selectmen and seconded

Voted unanimously yes that the Town appropriate, \$15,000 to be expended by the Board of Selectmen, to conduct a Management Audit of the Town's Police Department, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$15,000 by taxation.

ARTICLE 10: SOLAR POWERED TRAFFIC SIGNS

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 Police Chief, with the approval of the Board of Selectmen, to purchase solar powered radar speed signs for deployment in various locations throughout the town to assist in reducing vehicular speeds on our public ways, with all unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted by majority yes that the Town appropriate \$17,843 to be expended by the Police Chief, with the approval of the Board of Selectmen, to purchase solar powered radar speed signs for deployment in various locations throughout the town to assist in reducing vehicular speeds on the Town's public ways, with all unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$17,843 from taxation.

ARTICLE 11: FIRE HOSE

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 hose, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Ron Ricci, 19 East Bare Hill Rd, Board of Selectmen and seconded

Voted unanimously yes that Town appropriate \$11,000 to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase fire hose, with unexpended funds as of

TOWN MEETING AND ELECTION RESULTS

June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$11,000 by taxation.

ARTICLE 12: SEASONAL MOWING

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 Department of Public Works Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Ron Ricci, 19 East Bare Hill Rd, Board of Selectmen, and seconded

Voted by majority yes to appropriate \$15,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2018 being returned to their funding source, and that said appropriation be provided by raising \$15,000 by taxation.

ARTICLE 13: CONTRACT – PUBLIC WORKS EMPLOYEES WAGES

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to line #34, Public Works Personnel of Article #4 of this Warrant in order to fund the collective bargaining agreement negotiated with the Public Works Department Employees Union, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen, and seconded

Voted by majority yes to raise and appropriate, \$17,178 to be added to line #34 Public Works Personnel of Article # 5 of the Warrant for the 2017 Annual Town Meeting in order to fund the collective bargaining agreement negotiated with the Public Works Department Employees Union and that said appropriation be provided by raising \$17,178 by taxation.

ARTICLE 14: FULL-TIME FIREFIGHTER/EMT

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, to create a full-time Firefighter/EMT position, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted by majority yes that the Town appropriate \$58,573 to be expended by the Fire Chief, to create a full-time Firefighter/EMT position, with unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$58,573 by taxation.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 15: COUNCIL ON AGING MOVEABLE CARTS

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 Council On Aging Director, with the approval of the Council On Aging, to purchase moveable storage carts, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen on behalf of the Council On Aging)

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

Voted by majority yes that the Town appropriate \$2,000 to be expended by the Council On Aging Director, with the approval of the Council On Aging, to purchase moveable storage carts, with unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$2,000 by taxation.

ARTICLE 16: PARK AND RECREATION BOATS

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 Parks and Recreation Commission, to purchase one small motor boat and one sail boat, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Park and Recreation)

On a motion by Douglas Thornton, 213 Littleton Rd, Park and Recreation Commission and seconded

Voted by majority yes to appropriate \$14,900 to be expended by the Park and Recreation Commission, to purchase one small motor boat and one sail boat, with unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation by provided by raising \$14,900 by taxation.

ARTICLE 17: TOWN PLANNER

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to continue the position of Town Planner in Fiscal Year 2018, as an independent contractor, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

Erin McBee, 221 Littleton Rd, Planning Board, moved that the town appropriate \$40,000 to continue the position of Town Planner in Fiscal Year 2018, as an independent contractor, with unexpended funds as of June 30, 2018 being returned to their funding source, and that said appropriation be provided by raising \$40,000 by taxation. Motion seconded

Erin McBee, 221 Littleton Rd, Planning Board, advised that the Planning Board had voted in favor of increasing the amount to \$52,000. Therefore, she proposed an amendment that the town appropriate \$52,000 instead of \$40,000. Motion seconded.

Voted by majority yes, to approve the amended amount of \$52,000.

TOWN MEETING AND ELECTION RESULTS

Voted on the amended motion by majority yes that the town appropriate \$52,000 to continue the position of Town Planner in Fiscal Year 2018, as an independent contractor, with unexpended funds as of June 30, 2018 being returned to their funding source and that said appropriation be provided by raising \$52,000 by taxation.

ARTICLE 18: CONSERVATION FUND

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money not to exceed \$20,000 to be placed in the Conservation Fund, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen on behalf of the Conservation Commission)

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

Voted unanimously yes that the town appropriate \$20,000 to be placed in the Conservation Fund and that said appropriation be provided by raising \$20,000 by taxation.

At this point in the Meeting, Articles 22, 23, 27 and 47 were taken out of order.

Following Article 47, at 10:00pm, it was moved seconded and voted by majority to adjourn the meeting to April 5 at 7pm at Town Hall.



First Town Meeting held in the newly renovated second floor of Town Hall.

On April 5 the moderator opened the continued session of the Annual Town Meeting at 7:02pm in the upstairs meeting room at the Town Hall. The Moderator added two names to the list of non-voters allowed to speak at the meeting: Tim Kilhart, the Department of Public Works Director, and Terra Friedrichs, a former Selectman of Acton.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 19: CAPITAL PLANNING AND INVESTMENT FUND FUNDING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Don Ludwig, 23 East Bare Hill Rd, Finance Committee and seconded

Voted unanimously yes that the town appropriate \$40,000 to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund and that said appropriation be provided by raising \$40,000 by taxation.

ARTICLE 20: 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 2018, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee and Capital Planning and Investment Committee)

On a motion by Debbie Ricci, 19 East Bare Hill Rd, Capital Planning and Investment Committee and seconded

Voted unanimously yes that the Town vote to transfer \$76,045 from the Capital Stabilization and Investment Fund, 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 2018, with unexpended funds as of June 30th, 2018 being returned to their funding source.

ARTICLE 21: UPGRADE TOWN'S FIRE ALARM SYSTEM

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 perform upgrades on the Town's fire alarm system, with any unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded

Moderator declared voted yes by 2/3 majority that the Town transfer \$49,598 from the Capital Stabilization and Investment Fund to be expended by the Fire Chief, with the approval of the Board of Selectmen, to perform upgrades on the Town's fire alarm system, with any unexpended funds as of June 30, 2019 being returned to their funding source.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 22: FIRE PONDS RESTORATION [Note: taken out of order on April 3]

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, in coordination with the Department of Public Works Director and with the approval of the Board of Selectmen, to restore selected fire ponds, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question under Massachusetts General Laws Chapter 59, Section 21C(j) ballot question at the April 2017 Annual Town Election, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

Ronald Ricci, 19 East Bare Hill Rd., Board of Selectmen moved that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$100,000 to be expended by the Fire Chief in coordination with the Department of Public Works Director and with the approval of the Board of Selectmen to restore selected fire ponds, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question under Massachusetts

General Laws Chapter 59, Section 21C(j) ballot question #1 on the April 4, 2017 Annual Town Election Ballot. Motion seconded.

Ronald Ricci, 19 East Bare Hill Rd., moved to refer articles 22, 23 and 27 to the Board of Selectmen so [they] can comply with the general bylaws of the Town of Harvard, specifically with regards to section 17.4 that states that the Town will put forth an article to transfer certified free cash to the Capital Stabilization and Investment Fund at the end of the fiscal year. This is a non-binding request that the Board of Selectmen and the Capital Planning and Investment Committee place the articles on a warrant for a meeting to be held before June 30, 2017 so that these three articles can be funded from the capital stabilization fund. Motion seconded.

Ronald Ricci withdrew his motion.

Ronald Ricci, 19 East Bare Hill Rd., moved to amend article 22 to authorize the Town Treasurer to use certified free cash with the approval of the Board of Selectmen and the Fire Chief in coordination with the Department of Public Works Director to restore selected fire ponds. Motion seconded.

Motion made and seconded to move the question on the amendment. Moderator declared voted 2/3rd majority to move the question.

Voted majority no [DID NOT PASS] on the amendment.

Ronald Ricci, 19 East Bare Hill Rd., moved again to refer articles 22, 23 and 27 to the Board of Selectmen so [they] can comply with the general bylaws of the Town of Harvard, specifically with regards to section 17.4 that states that the Town will put forth an article to transfer certified free cash to the Capital Stabilization and Investment Fund at the end of the fiscal year. This is a non-binding request that the Board of Selectmen and the Capital Planning and Investment Committee place the articles on a warrant for a meeting to be held before June 30, 2017 so that these three articles can be funded from the capital stabilization fund. Motion seconded.

TOWN MEETING AND ELECTION RESULTS

Majority voted no [DID NOT PASS] on the motion to refer.

The moderator then called for a vote on the original motion.

Moderator declared voted by 2/3rd majority yes that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$100,000 to be expended by the Fire Chief in coordination with the Department of Public Works Director and with the approval of the Board of Selectmen to restore selected fire ponds, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question under Massachusetts General Laws Chapter 59, Section 21C(j) ballot question #1 on the April 4, 2017 Annual Town Election Ballot.

ARTICLE 23: PURCHASE NEW HEAVY DUTY DUMP TRUCK [Note: taken out of order on April 3]

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 Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a new heavy duty dump truck, contingent upon the passage of a Proposition Two and One-Half debt exclusion under Massachusetts General Laws Chapter 59, Section 21C(j) ballot question at the April 2017 Annual Town Election, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Ron Ricci, 19 East Bare Hill Rd, and seconded

Moderator declared voted by 2/3rd majority yes that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$182,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a new heavy duty dump truck, contingent upon the passage of a Proposition Two and One-Half debt exclusion under Massachusetts General Laws Chapter 59, Section 21C(j) ballot question #2, on the April 4, 2017 Annual Town Election ballot.

ARTICLE 24: CONSTRUCTION FOR HAPGOOD LIBRARY ADA ACCESSIBLE BACK ENTRANCE AND PARKING SPACE

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 Old Library Accessibility Committee, with the approval of the Board of Selectmen, to construct an Americans with Disabilities Act accessible back entrance and parking space at the Hapgood Library building, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded

Moderator declared voted by 2/3 majority yes that the town transfer \$55,000 from the Capital Stabilization and Investment Fundy to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, to construct an Americans with Disabilities Act

TOWN MEETING AND ELECTION RESULTS

compliant accessible back entrance and parking space at the Hapgood Library building, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 25: DESIGN, ENGINEERING AND COST STUDY FOR HAPGOOD LIBRARY ADA ACCESSIBLE FRONT DOOR AND ADA COMPLIANCE ISSUES

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 Old Library Accessibility Committee, with the approval of the Board of Selectmen, to conduct a design, engineering and cost study for an Americans with

Disabilities Act accessible front entrance at the Hapgood Library building and code compliance throughout the building, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen, and seconded.

Moderator declared voted by 2/3 majority yes that the town transfer \$20,000 from the Capital Stabilization and Investment Fund to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, to conduct a design, engineering and cost study for an Americans with Disabilities Act compliant accessible front entrance at the Hapgood Library building and code compliance throughout the building, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 26: DOOR LOCKS FOR THE BROMFIELD SCHOOL

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 Superintendent of Schools, with the approval of the School Committee, to install and or replace all of the door locks within The Bromfield School, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

On a motion by Susan Mary Redinger, 121 Ayer Rd, School Committee and seconded

Moderator declared voted by 2/3 majority yes that the town transfer \$84,000 from the Capital Stabilization and Investment Fund to be expended by the Superintendent of Schools, with the approval of the School Committee, to install and or replace all of the door locks within The Bromfield School, with any unexpended funds as of June 30, 2018 being returned to their funding source

TOWN MEETING AND ELECTION RESULTS

ARTICLE 27: SCIENCE LAB AT BROMFIELD [Note: taken out of order on April 3]

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 renovate and update a Science Lab at The Bromfield School, contingent upon the passage of a Proposition Two and One-Half debt exclusion under Massachusetts General Laws Chapter 59, Section 21C(j) ballot question at the April 2017 Annual Town Election, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

On a motion by Patricia Wenger, 2 Westcott Rd, School Committee and seconded

Moderator declared voted by 2/3rd majority yes to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$175,000 to be expended by the School Department, with the approval of the School Committee, to renovate and update a Science Lab at

The Bromfield School, contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question under Massachusetts General Laws Chapter 59, section 21C(j) ballot question #3, on the April 4, 2017 Annual Town Election Ballot.

ARTICLE 28: THE BROMFIELD MIDDLE SCHOOL BATHROOMS RENOVATION

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 Superintendent of Schools, with the approval of the School Committee, for the replacement of toilets, stalls and sinks in each of the four bathrooms within the 6th grade and 7th/8th grade wings of The Bromfield School, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

On a motion by Susan Mary Redinger, 121 Ayer Rd, School Committee and seconded

Voted unanimously yes that the town transfer \$20,000 from the Capital Stabilization and Investment Fund to be expended by the Superintendent of Schools, with the approval of the School Committee, for the replacement of toilets, stalls and sinks in each of the four bathrooms within the 6th grade and 7th/8th grade wings of The Bromfield School, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 29: MIDDLE SCHOOL RAMP STUDY

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 Superintendent of Schools, with the approval of the School Committee, to conduct a structural study, including Americans with Disabilities Act compliance measures, to determine the best option for a secondary required egress from the Middle School wing, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

TOWN MEETING AND ELECTION RESULTS

Susan Mary Redinger, 121 Ayer Rd, School Committee moved that the Town transfer \$20,000 from the Capital Stabilization and Investment Fund to be expended by the Superintendent of Schools, with the approval of the School Committee, to conduct a structural study, including Americans with Disabilities Act compliance measures, to determine the best option for a secondary required egress from the Middle School wing, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source.

Debbie Ricci, 19 East Bare Hill Rd., Capital Stabilization and Investment Fund, moved to amend the motion by increasing the amount from \$20,000 to \$30,000. Motion Seconded. Voted yes by majority to pass the amendment.

On the main motion as amended moderator declared voted by 2/3 majority yes that the Town transfer \$30,000 from the Capital Stabilization and Investment Fund to be expended by the Superintendent of Schools, with the approval of the School Committee, to conduct a structural

study, including Americans with Disabilities Act compliance measures, to determine the best option for a secondary required egress from the Middle School wing, said funds to be available in Fiscal 2017, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 30: PURCHASE NEW AMBULANCE

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 Ambulance Director, with the approval of the Board of Selectmen, to purchase a new ambulance, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted unanimously yes that the Town appropriate and transfer \$268,500 from the Ambulance Receipts Reserved for Appropriation Account to be expended by the Ambulance Director, with the approval of the Board of Selectmen, to purchase a new ambulance, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 31: PURCHASE NEW AMBULANCE STRETCHER

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 Ambulance Director, with the approval of the Board of Selectmen, to purchase a new ambulance stretcher, with any unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

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Voted unanimously yes that the Town appropriate and transfer \$28,000 from the Ambulance Receipts Reserved for Appropriation Account to be expended by the Ambulance Director, with the approval of the Board of Selectmen, to purchase a new power stretcher, with any unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 32: HILDRETH ELEMENTARY SCHOOL FEASIBILITY STUDY AND DESIGN REPORT

To see if the Town will vote to hear a report from the Superintendent of Schools, School Committee and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts, or pass any vote or votes in relation thereto. (Submitted by School Committee)

On a motion by Susan Mary Redinger, 121 Ayer Rd., School Committee and seconded

Voted by majority yes to hear the report from the Superintendent of Schools, School Committee and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts.

ARTICLE 33: TOWN CLERK – PRESERVATION OF HISTORIC TOWN DOCUMENTS

To see if the Town will vote to appropriate and transfer from Fiscal 2018 Community Preservation Unspecified Reserves the sum of \$24,752, to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by the Town Clerk and the Community Preservation Committee)

On a motion by Pam Marston, 47 Madigan Lane, Community Preservation Committee and seconded

Voted by majority yes that the Town appropriate and transfer from Fiscal 2018 Community Preservation Unspecified Reserves the sum of \$24,752, to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 34: CONSERVATION COMMISSION – CONSERVATION FUND

To see if the Town will vote to appropriate and transfer \$66,828 from Fiscal 2018 Community Preservation Fund Unspecified Reserves and \$33,172 from the Open Space and Recreation Reserves in the Community Preservation Fund, making for a total of \$100,000 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 vote or votes in relation thereto.

On a motion from Pam Marston, 47 Madigan Lane, Community Preservation Committee and seconded

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Voted unanimously yes that the Town appropriate and transfer \$66,828 from Fiscal 2018 Community Preservation Fund Unspecified Reserves and \$33,172 from the Open Space and Recreation Reserves in the Community Preservation Fund, making for a total of \$100,000 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.

ARTICLE 35: COMMUNITY PRESERVATION COMMITTEE AFFORDABLE HOUSING RESERVES

To see if the Town will vote to appropriate and transfer \$20,268 from Fiscal 2018 Community Preservation Fund unspecified reserves to the Community Preservation Committee Affordable Housing Reserves, or pass any vote or votes in relation thereto.
(Inserted by the Community Preservation Committee)

On a motion by Ron Ricci, 19 East Bare Hill Rd, Community Preservation Committee and seconded

Voted by majority yes that the town appropriate and transfer \$20,268 from Fiscal 2018 Community Preservation Fund unspecified reserves to the Community Preservation Committee Affordable Housing Reserves.

ARTICLE 36: PAYMENT OF DEBT ON TOWN HALL RENOVATION

To see if the Town will vote to appropriate and transfer \$50,838 from Fiscal 2018 Community Preservation Fund unspecified reserves for the payment of the debt service costs for the renovation of Town Hall, or pass any vote or votes in relation thereto.
(Inserted by the Community Preservation Committee)

On a motion by John Lee, 27 Ayer Rd., Community Preservation Committee and seconded

Voted unanimously yes that the Town appropriate and transfer \$50,838 from Fiscal 2018 Community Preservation Fund unspecified reserves for the payment of the debt service costs for the renovation of Town Hall.

ARTICLE 37: COMMUNITY PRESERVATION FUNDS – ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from Fiscal 2018 Community Preservation Fund unspecified reserves, 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, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.
(Inserted by the Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Rd., Community Preservation Committee and seconded

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Voted unanimously yes that the Town appropriate and transfer from Fiscal 2018 Community Preservation Fund unspecified reserves, 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, 2018 being returned to their funding source.

ARTICLE 38: CONTINUATION OF BROMFIELD STONE WALL RENOVATION

To see if the Town will vote to appropriate and transfer from the Historic Preservation Reserves in the Community Preservation Fund the sum of \$41,089, and from Fiscal 2018 Unspecified Reserves in the Community Preservation Fund the sum of \$38,911, for a total of \$80,000 to be expended by the Harvard Historical Commission for the renovation of the section of stone wall between the Bromfield School driveway and the Old Bromfield School driveway, with unexpended funds as of June 30, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Rd, Community Preservation Committee and seconded

Voted unanimously yes that that town appropriate and transfer from the Historic Preservation Reserves in the Community Preservation Fund the sum of \$41,089, and from Fiscal 2018 Unspecified Reserves in the Community Preservation Fund the sum of \$38,911, for a total of \$80,000 to be expended by the Harvard Historical Commission for the renovation of the section of stone wall between the Bromfield School driveway and the Old Bromfield School driveway, with unexpended funds as of June 30, 2018 being returned to their funding source.

ARTICLE 39: 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 balance of this account not to exceed \$35,000 in Fiscal Year 2018;
- 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 balance of this account not to exceed \$25,000 in Fiscal Year 2018;
- 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 balance of this account not to exceed \$100,000 in Fiscal Year 2018;
- 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 balance of this account not to exceed \$15,000 in Fiscal Year 2018;

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5) continue the Revolving Fund account as allowed by Massachusetts General Laws Chapter 44, Section 53E ½, authorized for use by a board or official reviewing an application for an approval, permit or project to fund advertising, professional and/ or legal opinions and any other activity required to be paid for by an applicant with the balance of this account not to exceed \$1,000 in Fiscal Year 2018, and

6) approve a new Revolving Fund Account as allowed by Massachusetts General Laws Chapter 44, Section 53E 1/2 , to be used to fund the activities of the Harvard Community Cable Access Committee with the balance of this account not to exceed \$25,000 in Fiscal Year 2018.

or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Don Ludwig, 23 East Bare Hill Rd., Finance Committee and seconded Voted by majority yes, that the town continue and create the revolving fund accounts for purposes and with the expenditure and revenue limitations as printed on Page 46 of the Warrant and Finance Committee Report for the 2017 Annual Town Meeting.

ARTICLE 40: REVOLVING FUND BYLAW

To see if the town will vote to amend the Code of the Town of Harvard by adding thereto the following new section to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any vote or votes in relation thereto.

CHAPTER 21: DEPARTMENTAL REVOLVING FUNDS

§21-1. Purpose. This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Massachusetts General Laws Chapter 44, § 53E½.

§21-2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

B. No liability shall be incurred in excess of the available balance of the fund.

C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.

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§21-3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

§21-4. Procedures and Reports. Except as provided in Massachusetts General Laws Chapter 44, § 53E½ and this by-law, the laws, by-laws/ordinances, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.
(Inserted by Board of Selectmen)

§21-5.1 Council on Aging Revolving Fund.

5.1.1 Fund Name. There shall be a separate fund called the Council on Aging Revolving Fund authorized for use by the Council on Aging.

5.1.2 Revenues. The Town Accountant shall establish the Council on Aging Revolving Fund as a separate account and credit to the fund all of the user, program and activity fees charged and received by the Council on Aging in connection with its programs and activities

5.1.3 Purposes and Expenditures. During each fiscal year, the Council on Aging may incur liabilities against and spend monies from the Council on Aging Revolving Fund for the expenses of its fee based programs and activities in connection with the services provided by the Council on Aging.

5.1.4 Fiscal Years. The Council on Aging Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017.

§21-5.2 Fourth of July Celebration Revolving Fund.

5.2.1 Fund Name. There shall be a separate fund called the Fourth of July Celebration Revolving Fund authorized for use by the Fourth of July Committee.

5.2.2 Revenues. The Town Accountant shall establish the Fourth of July Celebration Revolving Fund as a separate account and credit to the fund all of the program and activity fees charged and received by the Fourth of July Committee in connection with the annual Fourth of July celebration.

5.2.3 Purposes and Expenditures. During each fiscal year, the Fourth of July Committee may incur liabilities against and spend monies from the Fourth of July Celebration Revolving Fund for the expenses of the Fourth of July Celebration.

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5.2.4 Fiscal Years. The Fourth of July Celebration Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017.

§21-5.3 Ambulance Service Revolving Fund.

5.3.1 Fund Name. There shall be a separate fund called the Ambulance Service Revolving Fund authorized for use by the Ambulance Director.

5.3.2 Revenues. The Town Accountant shall establish the Ambulance Service Revolving Fund as a separate account and credit to the fund all of the service fees charged and received by the Ambulance Director in connection with the Town's ambulance service.

5.3.3 Purposes and Expenditures. During each fiscal year, the Ambulance Director may incur liabilities against and spend monies from the Ambulance Service Revolving Fund for the expenses of the Town's ambulance service.

5.3.4 Fiscal Years. The Ambulance Service Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017

§21-5.4 Fire Department S.A.F.E. Program Revolving Fund.

5.4.1 Fund Name. There shall be a separate fund called the Fire Department S.A.F.E. Program Revolving Fund authorized for use by the Fire Chief.

5.4.2 Revenues. The Town Accountant shall establish the Fire Department S.A.F.E. Program Revolving Fund as a separate account and credit to the fund all of the fees charged and received by the Fire Department in connection with said program.

5.4.3 Purposes and Expenditures. During each fiscal year, the Fire Chief may incur liabilities against and spend monies from the Fire Department S.A.F.E. Program Revolving Fund for the expenses of said program.

5.4.4 Fiscal Years. The Fire Department S.A.F.E. Program Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017

§21-5.5 Application Review Revolving Fund.

5.5.1 Fund Name. There shall be a separate fund called the Application Review Revolving Fund authorized for use by a board or official reviewing an application for an approval, permit or project.

5.5.2 Revenues. The Town Accountant shall establish the Application Review Revolving Fund as a separate account and credit to the fund all of the fees charged and received by a board or official reviewing an application for an approval, permit or project.

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5.5.3 Purposes and Expenditures. During each fiscal year, a board or official reviewing an application for an approval, permit or project may incur liabilities against and spend monies from the Application Review Revolving Fund for the expenses of advertising and professional services in connection such reviews.

5.5.4 Fiscal Years. The Application Review Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017

§21-5.6 Harvard Community Cable Access Revolving Fund

5.6.1 Fund Name. There shall be a separate fund called the Harvard Community Cable Access Revolving Fund authorized for use by the Harvard Community Cable Access Committee.

5.6.2 Revenues. The Town Accountant shall establish the Harvard Community Cable Access Revolving Fund as a separate account and credit to the fund all of the fees charged and received by the Harvard Community Cable Access Committee, excluding funds received from the Town's cable television provider, in connection with its activities and advertising programs.

5.6.3 Purposes and Expenditures. During each fiscal year, the Harvard Community Cable Access Committee may incur liabilities against and spend monies from the Harvard Community Cable Access Revolving Fund for the expenses of the Town's Community Cable Access Program.

5.6.4 Fiscal Years. The Harvard Community Cable Access Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017

On a motion by Don Ludwig, 23 East Bare Hill Rd, Finance Committee and seconded

Voted unanimously yes that the Town amend the Code of the Town of Harvard by adding thereto a new chapter entitled "Chapter 21: DEPARTMENTAL REVOLVING FUNDS" to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, section 53E ½ as printed on pages 47 through 49 of the warrant and Finance Committee Report for the 2017 Annual Town Meeting.

Approved by the Attorney General on July 24, 2017

ARTICLE 41: MUNICIPAL RENTAL REVOLVING ACCOUNT

To see if the Town will vote to accept the provisions of the second paragraph of Massachusetts General Laws Chapter 40 Section 3, in order to create a municipal building and property rental revolving account and, further, that any balance at the close of the fiscal year shall remain in the account and may be expended for the upkeep and maintenance of the building or property by the board, committee or department head in control of the building or property, or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

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Lucy Wallace, 18 Orchard Hill, Board of Selectmen moved that the town accept the provisions of the second paragraph of Massachusetts General Laws Chapter 40 Section 3, in order to create a municipal building and property rental revolving account and, further, that any balance at the close of the fiscal year shall remain in the account and may be expended for the upkeep and maintenance of the building or property by the board, committee or department head in control of the building or property. Motion seconded.

Lucas Thayer, 92 South Shaker Rd, made a motion to move the question. Motion seconded. Moderator declared voted 2/3 majority yes to move the question.

Voted by majority yes to pass the main motion.

ARTICLE 42: AMEND THE PROTECTIVE BYLAW 125-30C LAND-STRUCTURE RELATIONS - HEIGHT

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions to Section 125-30C thereof regarding height, or take any vote or votes in relation thereto:

[key to revisions: underline = additions; ~~striketrough~~ = deletions]

- C. **Height.** The height of a building, other than a church, above average finished grade shall be less than three stories and ~~less than~~ shall not exceed 35 feet. Height shall be measured to the highest roof surface. Where a building has an egress from the basement at grade, height shall be measured from the average finished grade on the street side of the structure. For purposes of this provision, silos, and chimneys, ventilators, antennas (except for wireless communications towers and antennas), spires, and similar unoccupied projections above the roof are not included in building height.

(Inserted by Planning Board)

Frances Nickerson, 212 Stow Rd, Planning Board moved that the town amend Chapter 125, the Protective Bylaw of the Code of the Town of Harvard, by making revisions to Section 125-30C thereof regarding height as printed on Page 50 of the Warrant and Finance Committee Report for the 2017 Annual Town Meeting.

Planning Board had voted in favor of the article.

Paul Green, moved to amend the motion by replacing the word church with the word “religious building.” Friendly amendment accepted by the Planning Board.

Vote on the motion as amended. Failed to obtain 2/3 majority in favor. [DID NOT PASS.]

ARTICLE 43: AMEND THE PROTECTIVE BYLAW CHAPTER 125-56 To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by adding a new section 125-56 Temporary Moratorium on the Cultivation, Manufacture and Retail Sale of Marijuana and Related Products as Authorized by the “Regulation and Taxation of Marijuana Act” (the Act) Adopted on November 8, 2016 or take any vote or votes in relation thereto:

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- A. Purpose:** The purpose of this Bylaw is to give the Town of Harvard sufficient time to engage in a planning process to address the effects of the cultivation, manufacture, and retail sale of marijuana and related products and to enact appropriate land use controls consistent with the Town's planning goals and objectives.

Marijuana land uses authorized by the Act are not permitted in the Town. Regulations yet to be promulgated by the Cannabis Control Commission will provide guidance as to permissible local authority. The regulation of marijuana land uses raises complex legal, planning, and public safety issues. The Town needs time to study and consider these issues and to understand the impact of the State regulations on local zoning. This temporary moratorium will provide a reasonable period of time to undertake a rational planning process to prepare a Zoning Bylaw amendment that will establish workable standards for regulating marijuana land uses in order to protect the health, safety, and welfare of the Town.

- B. Moratorium:** For the reasons set forth above, the Town hereby adopts a temporary moratorium on the use of land or structures for marijuana cultivation, manufacture, and retail sales. The moratorium shall be in effect through April 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of land uses authorized by the Act, consider the regulations to be promulgated by the Cannabis Control Commission, and prepare a Zoning Bylaw amendment to mitigate the impacts of marijuana land uses on the Town.

(Inserted by Planning Board)

Erin McBee, 221 Littleton Rd, Planning Board moved that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by adding a new section 125-56 Temporary Moratorium on the Cultivation, Manufacture and Retail Sale of Marijuana and Related Products as printed on Page 50 of the Warrant and Finance Committee Report for the 2017 Annual Town Meeting. Motion seconded.

Ms. McBee, advised that the planning Board had voted to support the article with the following change:

Erin McBee, 221 Littleton Rd, Planning Board moved to amend the motion by inserting a sentence after the first sentence in Section A: "Said moratorium shall not apply to personal use and cultivation of marijuana." Since the amendment came directly from the Planning Board, the moderator advised that there would not be a need to vote on it.

Joseph Reynolds, 84 East Bare Hill Rd, moved to delete "cultivation, manufacture and" from each place it appears on the article. Motion seconded. Planning Board did not accept the amendment.

Motion made and seconded to move the question on the amendment. Moderator declared voted 2/3 in favor of moving the question. Voted by majority YES to accept the amendment.

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Lucas Thayer, 92 South Shaker Rd, moved to change the moratorium duration to 30 days from today. Motion seconded. Erin McBee advised that the Planning Board would not accept the amendment. Bruce Nickerson, 212 Stow Rd., made a motion to move the question on the amendment. Voted by 2/3 majority yes to move the question. Voted by majority no; amendment defeated.

Vote on main motion as amended. Failed to receive 2/3 majority in favor. [DID NOT PASS.]

ARTICLE 44: COMMUNITY CABLE ACCESS COMMITTEE MEMBERSHIP

To see if the Town will vote to change the membership of the standing Community Cable Access Committee to be comprised of five voting Members appointed by the Board of Selectmen for overlapping terms of three years, plus one Associate Member to be appointed by the Board of Selectmen for a term of one year. The Associate Member may attend all Board meetings, participate in discussions, and, at the designation of the meeting chair, may act as a regular member of the Committee on administrative matters, including but not limited to providing a quorum in discussion of agenda items, approving minutes, making motions, and voting on other administrative tasks, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted by majority yes that the Town change the membership of the standing Community Cable Access Committee to be comprised of five voting Members appointed by the Board of Selectmen for overlapping terms of three years, plus one Associate Member to be appointed by the Board of Selectmen for a term of one year, which associate member may attend all Committee meetings, participate in discussions, and, at the designation of the meeting chair, may act as a regular member of the Committee on administrative matters, including but not limited to providing a quorum in discussion of agenda items, approving minutes, making motions, and voting on other administrative tasks.

ARTICLE 45: CITIZEN PETITION - RESOLUTION CONFIRMING THE TOWN OF HARVARD AS A COMMUNITY COMMITTED TO EQUITABLE TREATMENT FOR ALL

“Be it resolved, that the town of Harvard is a community that cares about its residents and those who work, play and visit in our community. Confirming Dec. 20, 2016 pledge by the board of Selectmen, each individual should be treated with equity, dignity, and respect, and we oppose all expressions of hatred, intolerance, and discrimination. We commit to showing that we are a caring and supportive community for all. To that end, we instruct the Board of Selectmen to appoint an existing or new employee to serve as the Town Equity Officer, responsible to review all bylaws, operations, regulations and procedures, budgets and capital plans, and to recommend such adjustments as may be indicated to remediate observed inequities.”

(Inserted by Citizen Petition)

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Billy Salter, 3 Elm St., moved to strike after the 4th sentence: “To that end, we instruct” forward [to the end of the sentence]. This would essentially eliminate the Town Equity Officer. Motion seconded.

Lucas Thayer proposed an amendment to strike “to appoint an existing or new employee” and replace it with “to act as the Town’s Equity Officers.” This would have the Board of Selectmen act in the role, instead of one person. Moderator ruled the motion out of scope of the original article.

Perry Wotring, 21 Quarry Ln, made a motion to move the question on the amendment. Motion seconded. Moderator declared voted 2/3 majority yes to move the question.

Voted my majority yes in favor of the amendment made by Billy Salter.

Mark Buell, 237 Littleton County Rd., made a motion to move the question. Motion seconded. Moderator declared 2/3 majority in favor of moving the question.

Vote on main motion as amended. Voted by majority yes that the town adopt the following resolution:

“Be it resolved, that the town of Harvard is a community that cares about its residents and those who work, play and visit in our community. Confirming Dec. 20, 2016 pledge by the board of Selectmen, each individual should be treated with equity, dignity, and respect, and we oppose all expressions of hatred, intolerance, and discrimination. We commit to showing that we are a caring and supportive community for all.

ARTICLE 46: CREATION OF A PUBLIC UTILITY FOR THE PURPOSE OF CREATING A MUNICIPAL INTERNET SERVICE PROVIDER

To see if the Town will vote to authorize the Board of Selectmen to take all necessary and appropriate actions to establish and to maintain, in accordance with the provisions of Chapter 164 of the Massachusetts General Laws and in accordance with the rules, regulations and orders of the Massachusetts Department of Public Utilities and the Massachusetts Department of Telecommunications and Cable, a municipal lighting plant for the specific purpose, allowable under the laws of the Commonwealth, of creating without limitation the operation of the telecommunications system and any related services in order to provide Municipal Internet Services, or take any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Rd, Board of Selectmen and seconded

Voted by majority yes to authorize the Board of Selectmen to take all necessary and appropriate actions to establish and to maintain, in accordance with the provisions of Chapter 164 of the Massachusetts General Laws and in accordance with the rules, regulations and orders of the Massachusetts Department of Public Utilities and the Massachusetts Department of Telecommunications and Cable, a municipal lighting plant for the specific purpose, allowable

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under the laws of the Commonwealth, of creating without limitation the operation of the telecommunications system and any related services in order to provide Municipal Internet Services.

ARTICLE 47: DEVENS DISCUSSION [Note: taken out of order on April 3]

To see if the Town will vote to hear a report from the Board of Selectmen regarding future action by the board with respect to Devens, or pass any vote or votes in relation thereto.
(Submitted by Board of Selectmen)

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

Voted by majority vote to hear a report from the Board of Selectmen regarding future action by the board with respect to Devens.

ARTICLE 48: PARK AND RECREATION DIRECTOR

To see if the Town will vote to create a Park and Recreation Director position to be under the jurisdiction of the Town's Park and Recreation Commission, this position will be funded with funds transferred from the School Department along with the Community Education Program to the Park and Recreation Commission, or pass any vote or votes in relation thereto.
(Inserted by Park and Recreation)

On a motion by Douglas Thornton, 213 Littleton Rd, Park and Recreation Commission moved that the town pass over the article.

Voted by majority yes to pass over the article.

ARTICLE 49: 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, and authorize the Board of Selectmen to acquire said parcels of land or interests therein so donated or purchased by eminent domain for the purpose of confirming and making clear the Town's title to said parcels of land or interests therein, or pass 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 unanimously yes that the Town a.) accept as a gift from the Shakers' Quarry Property Owners Association, Inc., for conservation purposes, the parcel of land located off Stone Cutter's Path in Harvard, Massachusetts being shown as "Common Open Space", on a plan entitled "Shakers' Quarry Definitive Subdivision of Land in Harvard, Mass. Surveyed for Stephen Gold Design & Construction, Inc.", dated February, 1983 and revised through August 1, 1983, 2015, prepared by Charles A. Perkins Co., Inc., Civil Engineers and Surveyors, Clinton, Mass., and recorded in Worcester District Registry of Deeds on September 14, 1983, in Plan Book 511, Plan 18, and containing 7.5 acres and express its appreciation to said donor for its generosity in donating said parcel of land to the Town; b.) accept as a gift from Charles A. Case,

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for conservation purposes, the parcel of land on the westerly side of Bolton Road, in Harvard, Worcester County, Massachusetts, being shown as Parcel “C”, on a plan entitled “Plan of Land in Harvard, Mass., owned by Richard D. Case, Jr., and Charles A. Case, dated May, 2015, prepared by David E. Ross Associates, Civil Engineers – Land Surveyors, Ayer, Mass, and recorded in Worcester District Registry of Deeds on June 18, 2015, in Plan Book 913, Plan 93, and containing 2.02 acres; and c.) authorize the Board of Selectmen to acquire by eminent domain, for conservation purposes, said parcels of land and the parcel of land purchased by the Town, for conservation purposes, situated on Massachusetts Avenue in Harvard, Massachusetts having an area of 24.11 acres and described in the deed dated May 16, 2016 and recorded with said Registry of Deeds in Book 55358, Page 55, which takings shall be for the purpose of confirming and making clear the Town’s title to said parcels of land.

ARTICLE 50: 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.
(Inserted by Board of Selectmen)

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

Voted unanimously yes that Town to accept the Fiscal Year 2018 State funds to be used for reconstruction and improvements of public ways.

Motion made and seconded to dissolve the meeting. Voted unanimously in favor of dissolving the meeting.

The session on April 3 covered Articles 1- 18, and Articles 22, 23, 27 and 47 which were taken out of order. It was called to order at 7:04pm and dissolved at 9:53pm. Checkers for the meeting were Sydney Blackwell, Barbara Kemp, Mary Jarvis and Janet Wilhelm. They checked in 248 voters.

The session on April 5 covered articles 19-21, 24-26, 28-46, and 48-50. It was called to order at 7:02pm and dissolved at 9:40pm. Checkers for the meeting were Meg Bagdonas, Nancy Cronin and Lisa Dagdigan. They checked in 139 voters.

At the time of the meeting there were 4,368 registered voters (4,176 active voters and 192 inactive voters).

Tellers for the meeting were: Laura Andrews, Nick Browse, Bob Jaratt, Pat Jennings, Libby Levinson, and Jim Ware.

The citizen of note was Constance (Connie) Larrabee

Respectfully submitted,

Amy R. McDougall, CMMC Town Clerk

TOWN MEETING AND ELECTION RESULTS

TOWN ELECTION

April 4, 2017

The Annual Town Election was held on April 4, 2017, in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Warden Janet Wilhelm. There were 4368 registered voters (4176 active voters) and a total of 727 persons (16.6% of the total voters) cast their votes with the following results:

MODERATOR

for one year

Vote for ONE

Robert E. Eubank	637
Scatterings	0
Blanks	90



Selectmen candidates at the Harvard Press sponsored debate.

SELECTMAN

for three years

Vote for not more than TWO

Kenneth R. Swanton	380
Kara M. Minar	548
Edward E. Moussouris	283
Scatterings	1
Blanks	242

TOWN MEETING AND ELECTION RESULTS

CEMETERY COMMISSIONER

for three years

Vote for ONE

Henry Fitek	246
John W. Lee, Jr.	351
Scatterings	1
Blanks	129

COMMUNITY PRESERVATION COMMITTEE

for three years

Vote for not more than

TWO

John W. Lee, Jr.	576
M. Elizabeth L. Williams	508
Scatterings	0
Blanks	370

CONSTABLE

for one year

Vote ONE

Gregory A. Newman	571
Scatterings	3
Blanks	153

HARVARD BOARD OF HEALTH

for three years

Vote for ONE

Thomas C. Philippou	534
Scatterings	0
Blanks	184

LIBRARY TRUSTEE

for three years

Vote for not more than TWO

Mary Abigail Coolidge	568
Charles F. Redinger	563
Scatterings	0
Blanks	323

PARK AND RECREATION COMMISSIONER

for three years

Vote for not more than TWO

Wyona M. Lynch-McWhite	529
Steven E. Victorson	527
Scatterings	23
Blanks	375

TOWN MEETING AND ELECTION RESULTS

PARK AND RECREATION COMMISSIONER

for one year

Vote for ONE

Joseph Reynolds	57
Scatterings	27
Blanks	643

PLANNING BOARD

for three years

Vote for not more than TWO

Erin McBee	541
Rich D. Maiore	544
Scatterings	1
Blanks	368

SCHOOL COMMITTEE MEMBER

for three years

Vote for not more than TWO

SusanMary Redinger	541
John D. Ruark	511
Scatterings	3
Blanks	399

TREE WARDEN

for one year

Vote for ONE

JC Ferguson	573
Scatterings	4
Blanks	150

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years

Vote for not more than TWO

Lisa L. Foley	544
Shannon C. Molloy	523
Scatterings	2
Blanks	385

QUESTION #1: Fire Ponds Restoration

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 bonds issued in order to conduct restoration of fire ponds within the Town of Harvard?

Yes	590
No	119
Blanks	18

TOWN MEETING AND ELECTION RESULTS

QUESTION #2: Purchase New Heavy Duty Dump Truck

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 bonds issued in order to purchase a new heavy duty dump truck for the DPW?

Yes	486
No	219
Blanks	22

QUESTION #3: Repair and Renovate a Bromfield Science Lab

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 bonds issued in order to repair and renovate a science lab in the Bromfield School?

Yes	588
No	129
Blanks	10

QUESTION #4: Devens Non-binding Referendum

Should the Board of Selectmen of the Town of Harvard begin planning for and initiate discussions with appropriate parties with the goal of presenting a plan to the Town of Harvard voters to resume jurisdiction over the land which is part of Devens formerly under the jurisdiction of the Town of Harvard, provide services to the residents of such area and collect property taxes?

Yes	571
No	141
Blanks	15

The polls were closed at 8:00 p.m. by Warden Janet Wilhelm and the results were announced at 9:30 p.m.

Ten (10) absentee ballots were cast.

Respectfully submitted,

Amy R. McDougall
Town Clerk

TOWN MEETING AND ELECTION RESULTS

SPECIAL TOWN MEETING

June 13, 2017

The meeting was called to order in Bromfield's Cronin Auditorium 7:01 p.m. by Moderator Robert Eubank. The call of the meeting and the return of service were found to be in order by Acting Town Clerk Janet Vellante.

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

Timothy Bragan	Town Administrator
Mark Lanza	Town Counsel
David Nalchajian	Finance Director

ARTICLE 1: TRANSFER FUNDS TO STABILIZATION 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 Stabilization Fund in accordance with Chapter 17, Section 17-4 of the Town Code, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Donald Ludwig, 23 East Bare Hill Road, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer from Fiscal Year 2016 Certified Free Cash \$6,400 to be deposited into the Stabilization Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

ARTICLE 2: AMEND ARTICLE 6 of the 2016 ANNUAL TOWN MEETING

To see if the Town will vote to amend its vote under Article 6 of the April 4, 2016 Annual Town Meeting by transferring from available funds a sum of money to be combined with funds already appropriated for the 2017 Reserve Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

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

Voted unanimously yes that the Town amend its vote under Article 6 of the April 4, 2016 Annual Town Meeting by transferring from Fiscal Year 2016 Certified Free Cash \$250,000. to be combined with the \$350,000 already appropriated for the 2017 Reserve Fund.

ARTICLE 3: TRANSFER FUNDS FOR GASB 74/75 REPORTING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be used to conduct the Governmental Accounting Standards Board 74/75 reporting for Fiscal Year 2017, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

TOWN MEETING AND ELECTION RESULTS

On a motion by Bruce Nickerson, 212 Stow Road, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer from Fiscal Year 2016 Certified Free Cash \$2,500 to Line #2, Audit, of Article 4 , Omnibus Budget, of the April 5, 2016 Annual Town Meeting Warrant to be used to conduct the Governmental Accounting Standards Board 74/75 reporting for Fiscal Year 2017.

ARTICLE 4: FISCAL YEAR 2016 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2016 Certified Free Cash to the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code , or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Charles Oliver, 14 Simon Atherton Row, Finance Committee, and seconded,

Voted unanimously yes that the Town transfer from Fiscal Year 2016 Certified Free Cash \$1,405,435. to be deposited into the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

ARTICLE 5: AMEND FISCAL YEAR 2018 TOWN BUDGET – MULTIPLE LINES

To see if the Town will vote to amend the Fiscal Year 2018 Budget approved at the April 3, 2017 Annual Town Meeting under Article 5 of the Warrant therefor in the following manner, or pass any vote or votes in relation thereto:

- A. To raise and appropriate \$3,500. to be added to line #2, Town Audit, of the Fiscal Year 2018 Omnibus Budget as printed on page 31 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used to conduct the Fiscal Year 2018 Government Accounting Standards Board 74/75 audit , and
- B. To raise and appropriate \$12,200. to be added to line #3 of the Fiscal Year 2018 Omnibus Budget as printed on page 31 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for hiring Professional Services, as needed, throughout the fiscal year, and
- C. To transfer \$27,280. to be added to the Cable Access budget, thus making line 51 (Personnel) \$44,178. and line 52 (Expenses) \$27,280., of the Fiscal Year 2018 Omnibus Budget as printed on page 36 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for Harvard Cable Television (HCTV) purposes throughout the fiscal year and that said amount along with the previously appropriated sums of money be transferred from the HCTV Receipts Reserved for Appropriation Account, with any remaining funds at the end of the fiscal year being returned to their funding source, and
- D. To raise and appropriate \$18,646. to be added to line #60, Debt, of the Fiscal Year 2018 Omnibus Budget as printed on page 37 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for debt service associated with the Hildreth House project.

(Inserted by Board of Selectmen)

TOWN MEETING AND ELECTION RESULTS

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

Voted unanimously yes that the Town amend the Fiscal Year 2018 Budget approved at the April 3, 2017 Annual Town Meeting under Article 5 of the Warrant therefor by:

- A. raising and appropriating \$3,500. to be added to line #2, Town Audit, of the Fiscal Year 2018 Omnibus Budget as printed on page 31 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used to conduct the Fiscal Year 2018 Government Accounting Standards Board 74/75 audit , and
- B. raising and appropriating \$12,200. to be added to line #3 of the Fiscal Year 2018 Omnibus Budget as printed on page 31 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for hiring professional services, as needed, throughout the fiscal year, and
- C. transferring \$27,580. from the Harvard Cable Television (HCTV) Receipts Reserved for Appropriation Account to be added to the Cable Access budget, thus making line 51 (Personnel) \$44,178. and line 52 (Expenses) \$27,580., of the Fiscal Year 2018 Omnibus Budget as printed on page 36 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for HCTV purposes throughout the fiscal year, with the total funds coming from the HCTV Receipts Reserved for Appropriation Account totaling \$71,458 and with any remaining funds at the end of the fiscal year being returned to their funding source, and
- D. raising and appropriating \$18,646. to be added to line #60, Debt, of the Fiscal Year 2018 Omnibus Budget as printed on page 37 of the April 2017 Finance Committee Report and Town Meeting Warrant to be used for debt service associated with the Hildreth House project.

ARTICLE 6: AMEND ARTICLE 22, FIRE PONDS RESTORATION, OF THE APRIL 2017 ATM

To see if the Town will vote to amend its vote under Article 22, Fire Ponds Restoration, of the Warrant for the April 3, 2017 Annual Town Meeting by changing the \$100,000 approved funding source by way of rescinding the authority to borrow and instead transferring the amount from the Capital Stabilization and Investment Fund, with any funds remaining on June 30, 2019 being returned to the original funding source, or pass any vote or votes in relation thereto.
(Inserted by Capital Planning and Investment Committee)

Voted unanimously yes that the Town amend its vote under Article 22, Fire Ponds Restoration, of the Warrant for the April 3, 2017 Annual Town Meeting by changing the approved funding source for said project by rescinding the authorization to borrow \$100,000 and instead transferring \$100,000 from the Capital Stabilization and Investment Fund, with any funds remaining on June 30, 2019 being returned to the original funding source.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 7: AMEND CHAPTER 17, CAPITAL PLANNING AND INVESTMENT COMMITTEE BYLAW

To see if the Town will vote to amend Chapter 17 of the Town Code, Capital Planning and Investment Committee, Section 17- 3, by deleting the words “two-thirds” in line three of this section and replacing them with the word “majority” so that the bylaw will be in conformance

with an amendment made to Massachusetts General Laws relating to special stabilization accounts, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee and Capital Planning and Investment Committee)

On a motion by Debbie Ricci, 39 East Bare Hill Road, Capital Planning & Investment Committee, and seconded,

Voted majority yes that the Town amend Chapter 17 of the Town Code, Capital Planning and Investment Committee, Section 17- 3, by deleting the words “two-thirds” in the second sentence of this section and replacing them with the word “majority” so that the bylaw will be in conformance with a recent amendment made to Massachusetts General Laws Chapter 40, Section 5B relating to special stabilization accounts.

Approved by Attorney General July 24, 2017

ARTICLE 8: PLANNING BOARD PRE-FUNDING of GRANT

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 Planning Board, upon successfully obtaining the full amount of the requested grant, as seed money for the reimbursable grant to conduct a review of and provide recommendations for the Town’s Open Space Design (OSD) Bylaw and that the money received from the grant shall be returned to the original funding source, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

On a motion by Kara Minar, 204 Still River Road, Board of Selectmen, and seconded,

Voted unanimously yes to pass over the article.

ARTICLE 9: HILDRETH ELEMENTARY SCHOOL FEASIBILITY STUDY AND DESIGN REPORT

To see if the Town will vote to hear a report from the Superintendent of Schools, School Committee and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts, or pass any vote or votes in relation thereto.

(Submitted by School Committee)

On a motion by Mary Traphagan, 146 Still River Road, School Committee, and seconded,

TOWN MEETING AND ELECTION RESULTS

Voted majority yes that the Town hear a report from the Superintendent of Schools, School Committee and the School Building Committee for the Hildreth Elementary School project at 27

Massachusetts Avenue, Harvard, Massachusetts.

The meeting was dissolved at 7:30 PM.

Checkers for the meeting were Mary Jarvis, Barbara Kemp, Steve Nigzus, and Debbie Ricci.

They checked in 79 voters out of a total of 4385 registered voters (4201 active voters).

Respectfully submitted, Janet Vellante, MMC, CMMC Acting Town Clerk

SPECIAL TOWN MEETING

November 6, 2017

The meeting was called to order in Bromfield's Cronin Auditorium at 7:04 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 Marlene Kenney.

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

Timothy Bragan	Town Administrator
Mark Lanza	Town Counsel
David Nalchajian	Finance Director
William Scanlan	Town Planner
Timothy Kilhart	DPW Director
Richard Sicard	Fire Chief
Deb Thompson	COA Director
Edward Denmark	Police Chief
Emily Grandstaff-Rice	Arrowstreet Architect

ARTICLE 1: AMEND THE PROTECTIVE BYLAW 125-18.1 ACCESSORY APARTMENT USE

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions to Section 125-18.1, thereof regarding accessory apartments, or take any vote or votes in relation thereto.

[key to revisions: underlining = additions; ~~striketrough~~ = deletions]

§125-18.1 Accessory apartment use.

[Added 3-27-1982 ATM by Art. 37; amended 4-5-1986 ATM by Art. 33; 3-25-2006 ATM by Art. 10]

TOWN MEETING AND ELECTION RESULTS

Intent. The intent of this bylaw is to provide the owner of ~~an existing~~ a single-family residence the possibility of establishing a single and separate accessory apartment in a section of the residence or in an accessory building with no change in the principal use of the premises. The establishment of such an accessory apartment will be by special permit issued by the Zoning Board of Appeals. The outside appearance of the premises shall remain that of a single-family residence. The apartment is for the use of a limited number of persons, with no restriction on the relationship of the occupants to the owner.

To be considered a separate apartment, the apartment must have its own kitchen, sleeping, and interior toilet and bath facilities, as well as a separate entrance. To be considered accessory, the apartment shall be restricted in size relative to the primary residence, and must be clearly accessory to the principal use of the premises as a single-family residence. The apartment will provide adequate privacy, safety, and convenience for the occupants. Establishment of such an accessory apartment is as follows:

A. Requirements. By special permit from the Board of Appeals, one accessory apartment on a premises can be established, provided the applicant demonstrates that:

~~The primary residence shall have been established as a single family residence at least five years prior to the date of application for the special permit.~~

- (1) The outside appearance of the residence and premises shall remain that of a single-family premises.
- (2) The apartment, whether located in a detached accessory structure or in the primary residence structure, shall occupy a maximum of 1,200 square feet, but no more than 1/3 of the total usable floor area of both the apartment and the primary residence.
- (3) The apartment shall have its own separate entrance from the outside.
- (4) The apartment shall have its own kitchen, sleeping, interior toilet and bathing facilities.
- (5) The rooms in the apartment shall have adequate ventilation and shall have heat that is adequately supplied and controlled.
- (6) The apartment shall have smoke and/or fire detectors.
- (7) If the creation of the accessory apartment involves an increase in the count of the number of bedrooms, the addition must comply with standard Board of Health regulations for such an increase.

B. Limitations. The special permit shall be issued only if it contains the following limitations and conditions:

- (1) The premises shall continue to be used as a principal residence by its owner.
- (2) The number of residents of the apartment is limited to three, but no more than the number which the Board of Appeals finds to be consistent with the adequacy of the facilities

TOWN MEETING AND ELECTION RESULTS

provided.

- (3) All turnaround and parking areas shall be provided on the lot. As viewed from the street, turnaround and parking area should be that of a single-family premises.

C. Site standards. A special permit issued under this section, by itself, does not require separate site review under §125-39.

(Inserted by Planning Board)

The following motion was made by Erin McBee, 221 Littleton Road, Planning Board, and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the revisions to Section 125-18.1 thereof regarding accessory apartments as printed on Pages 1 and 2 of the Warrant for the November 6, 2017 Special Town Meeting.

Voted unanimously yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions to Section 125-18.1, thereof regarding accessory apartments, or take any vote or votes in relation thereto.

[key to revisions: underlining = additions; ~~strike through~~ = deletions]

§125-18.1 Accessory apartment use.

[Added 3-27-1982 ATM by Art. 37; amended 4-5-1986 ATM by Art. 33; 3-25-2006 ATM by Art. 10]

Intent. The intent of this bylaw is to provide the owner of ~~an existing a~~ single-family residence the possibility of establishing a single and separate accessory apartment in a section of the residence or in an accessory building with no change in the principal use of the premises. The establishment of such an accessory apartment will be by special permit issued by the Zoning Board of Appeals. The outside appearance of the premises shall remain that of a single-family residence. The apartment is for the use of a limited number of persons, with no restriction on the relationship of the occupants to the owner.

To be considered a separate apartment, the apartment must have its own kitchen, sleeping, and interior toilet and bath facilities, as well as a separate entrance. To be considered accessory, the apartment shall be restricted in size relative to the primary residence, and must be clearly accessory to the principal use of the premises as a single-family residence. The apartment will provide adequate privacy, safety, and convenience for the occupants. Establishment of such an accessory apartment is as follows:

C. Requirements. By special permit from the Board of Appeals, one accessory apartment on a premises can be established, provided the applicant demonstrates that:

~~The primary residence shall have been established as a single family residence at least five years prior to the date of application for the special permit.~~

TOWN MEETING AND ELECTION RESULTS

- (1) The outside appearance of the residence and premises shall remain that of a single-family premises.
- (2) The apartment, whether located in a detached accessory structure or in the primary residence structure, shall occupy a maximum of 1,200 square feet, but no more than 1/3 of the total usable floor area of both the apartment and the primary residence.
- (3) The apartment shall have its own separate entrance from the outside.
- (4) The apartment shall have its own kitchen, sleeping, interior toilet and bathing facilities.
- (5) The rooms in the apartment shall have adequate ventilation and shall have heat that is adequately supplied and controlled.
- (6) The apartment shall have smoke and/or fire detectors.
- (7) If the creation of the accessory apartment involves an increase in the count of the number of bedrooms, the addition must comply with standard Board of Health regulations for such an increase.

D. Limitations. The special permit shall be issued only if it contains the following limitations and conditions:

- (1) The premises shall continue to be used as a principal residence by its owner.
- (2) The number of residents of the apartment is limited to three, but no more than the number which the Board of Appeals finds to be consistent with the adequacy of the facilities provided.
- (3) All turnaround and parking areas shall be provided on the lot. As viewed from the street, turnaround and parking area should be that of a single-family premises.

D. Site standards. A special permit issued under this section, by itself, does not require separate site review under §125-39.

The Planning Board voted 5-0 to recommend this article.

Approved by the Attorney General on February 9, 2018

ARTICLE 2: AMEND THE PROTECTIVE BYLAW 125-2 DEFINITIONS To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-2, thereof regarding definitions by adding thereto the following new definition in alphabetical order, or take any vote or votes in relation thereto.

“MICRO-BREWERY, MICRO-CIDERY, MICRO-WINERY, MICRO-MEADERY: A facility, licensed under the relevant state and federal statutes, for the production and packaging of malt, wine, or hard cider beverages for distribution retail or wholesale, on or off the premises, with a

TOWN MEETING AND ELECTION RESULTS

capacity of not more than five thousand (5,000) barrels per year. (One barrel contains 31 U.S. gallons). A tasting room is permitted as an accessory use.”(Inserted by Planning Board)

The following motion was made by Rich D. Maiore, 50 Slough Road, Planning Board, and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-2 thereof regarding definitions by adding thereto in alphabetical order the new definitions of “MICRO-BREWERY, MICRO-CIDERY, MICRO-WINERY, MICRO-MEADERY” as printed on Page 2 of the Warrant for the November 6, 2017 Special Town Meeting.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-2, thereof regarding definitions by adding thereto the following new definition in alphabetical order, or take any vote or votes in relation thereto.

“MICRO-BREWERY, MICRO-CIDERY, MICRO-WINERY, MICRO-MEADERY: A facility, licensed under the relevant state and federal statutes, for the production and packaging of malt, wine, or hard cider beverages for distribution retail or wholesale, on or off the premises, with a capacity of not more than five thousand (5,000) barrels per year. (One barrel contains 31 U.S. gallons). A tasting room is permitted as an accessory use.”

The Planning Board voted 5-0 to recommend this article.

Approved by the Attorney General on February 9, 2018

ARTICLE 3: AMEND THE PROTECTIVE BYLAW 125-13 MEDIUM SCALE COMMERCIAL USES

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-13, Medium-scale commercial uses, by adding the following section, or take any vote or votes in relation thereto.

“AB. Micro-brewery, micro-cidery, micro-winery, micro-meadery:

- (1) Retail sales of beverages produced on the premises are permitted along with retail sales of products associated with the brand, such as glassware, clothing and other marketing or promotional articles. Retail sales area may occupy no more than twenty-five percent (25%) of the floor area devoted to beverage processing and storage.
- (2) Tasting rooms may only serve alcoholic beverages produced by the facility.
- (3) A taproom, where beverages produced on the premises are sold and consumed on the premises, requires a special permit from the Planning Board.
- (4) Special events and activities, such as factory tours, weddings, and marketing events, are permitted, subject to obtaining special event permits that other departments may require.

TOWN MEETING AND ELECTION RESULTS

- (5) This section is not intended to restrict the ability to conduct any use incidental to agriculture allowed by M.G.L. c. 40A, §3 and the definition of agriculture in M.G.L. c. 128, §1A.”

(Inserted by Planning Board)

The following motion was made by Rich D. Maiore, 50 Slough Road, Planning Board, and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-13, Medium-scale commercial uses, by adding thereto the new Section AB regarding micro-brewery, micro-cidery, micro-winery, micro-meaderly as printed on Page 2 of the Warrant for the November 6, 2017 Special Town Meeting.

Voted greater than 2/3rds yes that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, Section 125-13, Medium-scale commercial uses, by adding the following section, or take any vote or votes in relation thereto.

“AB. Micro-brewery, micro-cidery, micro-winery, micro-meaderly:

- (1) Retail sales of beverages produced on the premises are permitted along with retail sales of products associated with the brand, such as glassware, clothing and other marketing or promotional articles. Retail sales area may occupy no more than twenty-five percent (25%) of the floor area devoted to beverage processing and storage.
- (2) Tasting rooms may only serve alcoholic beverages produced by the facility.
- (3) A taproom, where beverages produced on the premises are sold and consumed on the premises, requires a special permit from the Planning Board.
- (4) Special events and activities, such as factory tours, weddings, and marketing events, are permitted, subject to obtaining special event permits that other departments may require.
- (5) This section is not intended to restrict the ability to conduct any use incidental to agriculture allowed by M.G.L. c. 40A, §3 and the definition of agriculture in M.G.L. c. 128, §1A.”

The Planning Board voted 5-0 to recommend this article.

Approved by the Attorney General on February 9, 2018

ARTICLE 4: PURCHASE PORTABLE TRUCK LIFTS

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 Department of Public Works Director, with the approval of the Board of Selectmen, to purchase a set of four portable truck lifts, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

TOWN MEETING AND ELECTION RESULTS

The following motion was made by Kenneth Swanton, 14 Fairbank Street, Board of Selectmen, and seconded,

I move that the Town transfer \$35,000 from the Capital Planning and Investment Fund to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, for the purchase a set of four portable truck lifts.

Voted greater than 2/3rds yes that the Town vote to transfer \$35,000 from the Capital Planning and Investment Fund to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, for the purchase of a set of four portable truck lifts.

ARTICLE 5: WORLD WAR I MEMORIAL RESTORATION

To see if the Town will vote to transfer \$20,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the War Monument Restoration Committee, with the approval of the Board of Selectmen, for the restoration of the Town's World War I memorial, with unexpended funds as of November 7, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

The following motion was made by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded,

I move that the Town transfer \$20,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the War Monument Restoration Committee, with the approval of the Board of Selectmen, for the restoration of the Town's World War I memorial, with unexpended funds as of November 7, 2018 being returned to their funding source.

Voted unanimously yes that the Town transfer \$20,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the War Monument Restoration Committee, with the approval of the Board of Selectmen, for the restoration of the Town's World War I memorial, with unexpended funds as of November 7, 2018 being returned to their funding source.

ARTICLE 6: OLD LIBRARY ACCESSIBILITY

To see if the Town will vote to transfer \$50,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, for the historic restoration and construction of accessibility improvements of the Old Library, with unexpended funds as of November 7, 2018 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

The following motion was made by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded,

TOWN MEETING AND ELECTION RESULTS

I move that the Town transfer \$50,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, for the historic restoration and construction of accessibility improvements of the Old Library, with unexpended funds as of November 7, 2018 being returned to their funding source.

Voted majority yes that the Town transfer \$50,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, for the historic restoration and construction of accessibility improvements of the Old Library, with unexpended funds as of November 7, 2018 being returned to their funding source.

ARTICLE 7: HAPGOOD LIBRARY - CONSTRUCT ADA ACCESSIBLE FRONT DOOR AND ADDRESS ADA COMPLIANCE ISSUES

To see if the Town will vote to borrow a sum of money to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, to construct an Americans with Disabilities Act (ADA) accessible front entrance at the Hapgood Library building and for code compliance renovations, repairs, and improvements throughout the building, which funds shall be reduced by any grants received for the project and by transferring \$39,000 from the appropriation under Article 24, Construction For Hapgood Library ADA Accessible Back Entrance and Parking Space, of the April 1, 2017 Annual Town Meeting, with any unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

The following motion was made by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town appropriate \$422,000 to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, to construct an Americans with Disabilities Act (ADA) accessible front entrance at the Hapgood Library building and for code compliance renovations, repairs, and improvements throughout the building; and, to provide for said appropriation, a.) transfer \$39,000 from the appropriation under Article 24, Construction For Hapgood Library ADA Accessible Back Entrance and Parking Space, of the April 1, 2017 Annual Town Meeting Warrant; and b.) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$383,000 under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, which appropriation hereunder shall be reduced by any grants received for the project, with any unexpended funds as of June 30, 2019 being returned to their funding source.

Voted greater than 2/3rds yes that the Town appropriate \$422,000 to be expended by the Old Library Accessibility Committee, with the approval of the Board of Selectmen, to construct an Americans with Disabilities Act (ADA) accessible front entrance at the Hapgood Library building and for code compliance renovations, repairs, and improvements throughout the

TOWN MEETING AND ELECTION RESULTS

building; and, to provide for said appropriation, a.) transfer \$39,000 from the appropriation under Article 24, Construction For Hapgood Library ADA Accessible Back Entrance and Parking Space, of the April 1, 2017 Annual Town Meeting Warrant; and b.) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$383,000 under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, which appropriation hereunder shall be reduced by any grants received for the project, with any unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 8: AUTHORIZE THE BOARD OF SELECTMEN TO SELL TOWN-OWNED PROPERTY

To see if the Town will vote to authorize the Board of Selectmen to sell the parcels of Town-owned land located off Ayer Road and Elm Street, Harvard, Massachusetts containing, in the aggregate 3.16 acres, more or less, and shown as “Proposed Parcel A” and “Proposed Parcel B” on the unrecorded plan entitled “Preliminary Design Submittal 11 & 15, Elm Street Harvard, Massachusetts 01451” (Sheet 4 of 13) prepared by TTI Environmental, Inc., dated June 15, 2017 as revised on July 10, 2017, a copy of which plan is on file in the Office of the Town Clerk, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

The following motion was made by Alice Von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

I move that the Town to authorize the Board of Selectmen to sell the parcels of Town-owned land located off Ayer Road and Elm Street, Harvard, Massachusetts containing, in the aggregate, 3.16 acres, more or less, and shown as “Proposed Parcel A” and “Proposed Parcel B” on the unrecorded plan entitled “Preliminary Design Submittal 11 & 15, Elm Street Harvard, Massachusetts 01451” (Sheet 4 of 13) prepared by TTI Environmental, Inc., dated June 15, 2017 as revised on July 10, 2017, a copy of which plan is on file in the Office of the Town Clerk.

The following amendment was proposed by Tony Shaw, 195 Prospect Hill Road,

Amendment to article, The land belonging to the fire station lot be removed from the proposed excess land sale, and an additional strip of land 100 feet wide by 246.95 feet on the north boundary be added to the fire station lot for an access road to the rear lot of the fire station.

Town Counsel, Mark J. Lanza, advised that the amendment is not within the scope of the original article.

Moderator, Robert Eubank, ruled the amendment is not allowable.

The following motion was made by Tony Shaw, 195 Prospect Hill Road, and seconded,

Move to strike Parcel A from Article 8. The Article changes size to 2.48 acres.

TOWN MEETING AND ELECTION RESULTS

The Board of Selectmen did not accept the amendment.

A motion by Bruce Nickerson, 212 Stow Road, to move the question on the amendment, was seconded and voted, greater than 2/3rds yes.

The amendment was voted majority no.

Ben Guthro, 13 Fairbank Street, to move the question on the main motion, was seconded, and voted greater than 2/3rds yes.

Voted less than 2/3rds yes [DID NOT PASS] that the Town to authorize the Board of Selectmen to sell the parcels of Town-owned land located off Ayer Road and Elm Street, Harvard, Massachusetts containing, in the aggregate, 3.16 acres, more or less, and shown as “Proposed Parcel A” and “Proposed Parcel B” on the unrecorded plan entitled “Preliminary Design Submittal 11 & 15, Elm Street Harvard, Massachusetts 01451” (Sheet 4 of 13) prepared by TTI Environmental, Inc., dated June 15, 2017 as revised on July 10, 2017, a copy of which plan is on file in the Office of the Town Clerk.

ARTICLE 9: HILDRETH ELEMENTARY SCHOOL UPDATE/REPORT

To see if the Town will vote to hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts, or pass any vote or votes in relation thereto.

(Inserted by School Committee)

The following motion was made by Linda Dwight, 3 Eldridge Road, Superintendent of Schools and seconded,

I move that the Town to hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts.

Voted majority yes that the Town hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School project at 27 Massachusetts Avenue, Harvard, Massachusetts.

The meeting was dissolved at 9:57 PM.

Checkers for the meeting were Nancy Cronin, Steven Cronin, Mary Jarvis and Steve Nigzus. They checked in 252 voters out of a total of 4,381 registered voters (3,961 active voters)

Respectfully submitted,

Marlene Kenney
Town Clerk

TOWN RECORDS

OFFICE OF THE TOWN CLERK

2017 was a year of changes in the Town Clerk's office. We saw the temporary return of retired town clerk, Janet Vellante, as Acting Town Clerk, were saddened by the passing of Town Clerk, Amy McDougall, and welcomed a new Assistant Town Clerk, Catherine Bowen and Town Clerk, Marlene Kenney.

It was a quiet election year. In addition to the Annual Town Meeting and Election, there were two Special Town Meetings, one in June and one in November.

Early dog license sales were offered for the first time in December, to a positive response from Harvard dog owners. This year's tags are a stylish purple in the classic arrowhead shape. Residents can purchase dog licenses in person at the Town Clerk's office, by mail and online at the Town of Harvard website: www.harvard.ma.us.

The Town Clerk has attended classes offered through the Massachusetts Town Clerks' Association, and the City and Town Clerks' Association of Worcester County to begin preparing for certification as a Certified Municipal Clerk.

BOARD OF REGISTRARS

The current members of the Board of Registrars are Marylin Morgan, Nancy Reifenstein, Barbara Weiss, and Marlene Kenney.

Two hundred and twenty-five new voter registrations were processed during this year. The Board certified 1,714 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 241 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 2017 was as follows:

Democrat	1,040
Republican	461
Libertarian	9
Political Designations	44
<u>Unenrolled</u>	<u>2,441</u>
TOTAL active registered voters:	3,995

TOWN RECORDS

CENSUS

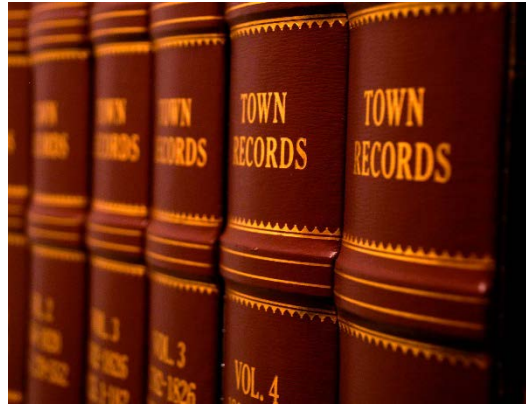
The official population based on the street listing of August, 2017 was 5728. This number includes 321 Devens residents, but not residents of the Federal Medical Center.

VITAL RECORDS

Births: There have been 30 births recorded in 2017.

Marriages: 14 marriages were duly recorded in the town register.

Deaths: 38 deaths were recorded in 2017.



DOG LICENSES

This office issued 900 dog licenses during 2017.

REPORT OF REVENUES FOR 2017

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 2017:

Birth, marriage and death certificates	\$3,738.00
Marriage licenses	400.00
Dog licenses	14,285.00
Zoning Bylaws	36.00
Business (d/b/a) certificates	2,560.00
Street Lists	180.00
Raffle Permits	70.00
Notary fees	135.00
Miscellaneous	<u>205.25</u>

TOTAL COLLECTED	\$21,609.25
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Respectfully submitted,

Marlene Kenney
Town Clerk

INSPECTIONAL SERVICES

BUILDING INSPECTIONS

This year was a busy year for the Building Department with 217 permits issued. There were 9 permits for new housing with a total of 13 new housing units being created. Renovations accounted for 84 permits, and residential solar installations were 13. The new permits accounted for \$11,497,831.51 in total construction costs. There were a few minor zoning violations which were dealt with as required and resolved.



Respectively,

Gabriel J. Vellante Jr.
Building Commissioner / Zoning Enforcement Officer

PLUMBING AND GAS INSPECTIONS

Gas: 97 in 2017, from 74 in 2016
Plumbing: 113 in 2017 from 85 in 2016

Respectfully submitted,

James Bakun
Gas/Plumbing Inspector

ELECTRICAL INSPECTIONS

New houses/townhouses	13	Security System	7
Addition/Remodel	45	Generators	13
Pools	7	Commercial	10
Solar	13	Repairs/Miscellaneous	88

Total Electrical Permits for 2017: 196

Respectfully submitted,

David Woodsum, Wiring Inspector

DEPARTMENT OF FINANCE

Accounting, Assessing, Tax Collection, Treasury

The following reports comprise the 2017 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 is stable, remaining at the top with Standard & Poor's grade of AAA. 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 top rating, the town is able to get more favorable rates on borrowing.
- Again this year the dominant news coming from the Finance Department is its required personnel changes. Reorganization became necessary in order to provide a continuity of services that were seriously compromised when our Town Clerk became unable to perform the official duties of the office. In order to provide a solution to this issue it was decided to remove the position of Accounting Officer, a difficult decision as the individual who had fulfilled this role, Fred Aponte, had been with us for over 19 years. We wish Fred well in his new pursuits, and express our deep appreciation for his dedicated service to the Town of Harvard. A new position that features the combined roles of Assistant Town Clerk and Accounting Clerk was created. We welcomed Catherine Bowen into this new position, she along with our new Town Clerk - Marlene Kenney, have made this a successful transition to this team function. Another staffing turnover occurred in the Assistant Assessors position, Kelly Szocik, was hired to fill this key position this past summer and has exceeded all expectations. The Finance Department is now prepared with its strong experienced membership teamed with intelligent and eager newcomers to give excellent service to the Town. We continue to endeavor to provide the highest quality financial services with sustainability and continuity as key components to our plan.
- Transparency of services and information is something that is always part of our focus in regards to the constituency of the Town. Public electronic access to the finance department continues. Real Estate, Personal Property, motor vehicle tax bills and transfer station stickers can be paid/purchased online. Property valuation data files can be reviewed via computer. Using technology advancements to provide flexibility of options in financial transactions with the Town is a key goal for this coming year.

The following pages contain financial highlights of fiscal 2017. 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 and the School Administration for their diligence in helping Harvard attain 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,
David Nalchajian, Finance Director

GENERAL FUND REVENUE

Fiscal Year 2017

PROPERTY TAXES AND STATE AID		
PERSONAL PROPERTY TAX		267,817
REAL ESTATE TAX		19,643,861
STATE AID		
Abatements - Vet., Surviving Spouse, Elderly	2,575	
Chapter 70	1,896,961	
School Pupil Transportation	1,525	
Charter School Reimb.	16,057	
Lottery	1,423,910	
Veterans Benefits	16,322	
State Owned Land	3,394	
	Total .	3,360,744
GRAND TOTAL		23,272,421

LOCAL RECEIPTS		
MOTOR VEHICLE EXCISE		913,676
MEALS TAX		19,601
PENALTIES AND INTEREST		108,360
TAX TITLE (LIENS)		15,010
PAYMENTS IN LIEU OF TAXES		1,092
WATER DEPARTMENT		47,403
TRASH DISPOSAL		
Transfer Station Stickers	261,278	
Recycling/Disposal - Residents	19,770	
Recycling - Vendors	6,556	
	Total	287,603
CEMETERY INTERMENT/DEEDS		8,285
LAND/BUILDING RENTAL		1,070
LIBRARY FINES		10,133
COURT & MOTOR VEHICLE FINES		48,513

GENERAL FUND REVENUE

Fiscal Year 2017

LOCAL RECEIPTS (continued)		
OTHER DEPT. REVENUE		
Insurance Requests	430	
Tax Collector (Fees/Demands/NSF)	10,100	
Town Clerk (DBAs)	4,174	
Waste Haulers Fee	2,200	
Title V Fees	1,075	
Zoning Board Hearings	2,295	
Planning Board Hearings	1,200	
MART Reimbursement	40,073	
MART Van Fees	2,030	
Copy Machine	837	
Notary Fee	48	
Liquor Fee	9,600	
Police Outside Details - Admin	21,924	
Registry Clear Fees	1,620	
Miscellaneous	10,423	
	Total	108,030
LICENSES AND PERMITS		
Dumpster Permit	100	
Blasting Permit	370	
Fire Department	812	
Smoke Detector	4,750	
LP Gas Tank Storage	1,977	
TC, Dog Licenses, Birth, Death, Marriage Cert.	16,979	
Bowling/Pinball	90	
Victuallers	525	
Board of Health	3,285	
Pistol	1,813	
Driveway Inspections	1,800	
Building	126,820	
Plumbing	13,170	
Wiring	13,430	
Gas	4,059	
Fire Alarm	250	
Gas and Fuel Storage	1,300	
Cable TV	726	
	Total	192,254
INVESTMENT INCOME		23,119
GRAND TOTAL		1,764,549

GENERAL FUND EXPENSES

Fiscal Year 2017

Department		Description	Spent
Town Audit			20,000
Selectmen	Personnel		248,129
	Expense		34,252
	Art 9, FY17 Dept Mgmt Study		12,400
	Art 10, FY17 Update Website		7,500
	Art 11, FY17 Municipal Server		13,437
	Art 16, FY17 OPEB Valuation		8,000
	Wrt WASTEWATER EN, ENGINEERING Municipal Server		8,058
	Art 2, FY18 Prior Year Bill		5,345
	Art 24, FY18 Old Library ADA Construct Entrance		117
	Art 24, FY18 Old Library ADA Design Entrance		0
	Art. 32, FY13 Invasive Species Control		0
Finance Committee	Expenses		176
Finance Department	Personnel		319,313
	Expense		85,361
	Technology		64,921
Law Department	Town Counsel Legal Services		22,782
	Other Legal Services		19,995
Personnel	Expenses		0
Town Clerk	Personnel		71,857
	Expense		6,159
	Art. 7, FY17 Online Dog License		2,300
Elections and Registrars	Personnel		0
	Expense		7,288
Land Use Boards	Personnel		54,641
	Expense		4,290
	Art. 49, ATM FY17 Town Planner		60,000
Public Buildings	Personnel		25,945
	Expense		252,628

GENERAL FUND EXPENSES

Fiscal Year 2017

Department	Description	Spent
Building/Liability Insurance	Expense	101,525
Town Reports	Expense	3,820
Charter Commission	Expense	2,000
Communications	Expense	167,598
Police	Personnel	865,814
	Expense	<u>76,539</u>
	Art. 16, FY16 Upgrade Pol Radio	84,053
	Art. 8, FY17 Breathing Masks	<u>6,650</u>
Fire	Personnel	221,565
	Expense	<u>64,294</u>
	Art. 12, ATM FY14 Fire - Pond Eval	<u>9,673</u>
Ambulance	Expenses	88,993
	Art. 47, FY17 EMT Per Call Stipend	<u>42,571</u>
Building Inspection	Personnel/Expenses	82,387
Gas Inspection	Personnel/Expenses	3,520
Plumbing Inspection	Personnel/Expenses	8,117
Wire Inspection	Personnel/Expenses	12,358
Architectural Commission	Expenses	0
Animal Control	Personnel/Expense	16,500
Tree Warden	Expenses	11,800
Montachusett Tech	Expenses	93,020
Highway Administration	Personnel	661,684
Highway Constr. And Maint.	Expenses	247,397
Snow and Ice	Expense	327,032

GENERAL FUND EXPENSES

Fiscal Year 2017

Department	Description	Spent
Street Lighting	Expenses	6,025
	Art. 9, FY16 Roadside Tree	9,000
	Art. 19, FY16 Fuel Depot System	14,546
	Art. 12, FY17 Seasonal Mowing	2,094
	Art. 13, FY17 Roadside Tree	12,600
	Art. 14, FY17 GIS Mapping Water/Sewer	0
	Art. 24, FY17 DPW Pickup Plow	38,027
	Art. 25, FY17 Wide Area Mower	49,534
	Art. 26, FY17 DPW Septic System	40,000
	Art. 27, FY17 Pond Rd Drainage	0
	Art. 30, FY17 Bellevue Paving	38,684
Waste Collection/Disposal	Expenses	150,146
Water Distribution	Expenses	17,338
Pond Committee	Expenses	13,067
Cemetery	Expenses	2,500
Board of Health	Personnel/Expense	31,247
Council on Aging	Personnel/Expenses	115,264
MART Van Services	Personnel/Expense	31,797
Veterans' Services	Veterans' Benefits/Expenses	16,702
Library	Personnel	413,798
	Expenses	153,760
Recreation	Personnel/Expenses	13,234
Parks	Personnel/Expense	40,639
	Art. 28, FY17 Park&Rec Play Equip	22,776
Historical Commission	Expenses	43
Recurring Capital	Public Works Equipment	17,908
	Police Cruiser	34,213

GENERAL FUND EXPENSES

Fiscal Year 2017

Department		Description	Spent
Retirement of Debt	Expenses		954,610
Interest - Debt, Costs	Expenses		291,596
State Assessments	Expenses		788,508
Insurance - Town Share	Expenses		2,581,258
Benefits Administration	Expenses		19,565
Retirement/Pensions	Expenses		737,805
Workers Compensation	Expenses		134,948
Unemployment	Expenses		41,269
Deferred Compensation	Expenses		13,887
OPEB Trust Funding	Expenses		450,000
Grand Total			11,852,192

HARVARD PUBLIC SCHOOLS

Omnibus Budget and Articles Approved by Town Meeting

Department	Expend. FY17	Subtotal	Grand Total
Superintendent			
Salaries/Benefits	\$ 424,913		
Transportation	309,572		
Other Expenses	150,354		
		<u>\$ 884,839</u>	
Maintenance			
Salaries	\$ 155,119		
Utilities	259,749		
Services	673,572		
		<u>\$ 1,088,440</u>	
Harvard Elementary			
Salaries	\$ 2,235,331		
Expenses	122,331		
		<u>\$ 2,357,662</u>	
Bromfield School			
Salaries	\$ 3,710,794		
Expenses	209,637		
		<u>\$ 3,920,430</u>	
Special Education Services			
Salaries	\$ 2,022,101		
Other Expenses	64,929		
Collaborative Services	400,436		
Transportation	336,838		
Tuition	374,133		
PreSchool	-		
		<u>\$ 3,198,436</u>	
Technology			
Salaries	\$ 230,625		
Expenses	132,300		
		<u>\$ 362,926</u>	
Total Omnibus			<u>\$ 11,812,732</u>
Articles			
FY16, Art. 23 BRMF Air Exchange	288,274		
FY17, Art. 29 School Loader/Blower	30,720		
		<u>\$ 318,994</u>	

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2017

	End. Balance 06/30/16	Revenue	Expend.	End. Balance 06/30/17
SCHOOL REVOLVING				
Community Education	102,018	384,279	375,562	110,734
Devens	795,279	1,737,826	1,827,502	705,603
School Lunch	24,157	658,191	638,226	44,121
School Athletics	713	206,592	207,305	0
School Rental	8,897	28,940	22,717	15,119
Preschool Revolving	12,363	57,338	45,000	24,702
School Bus Revolving	4,857	61,142	55,000	10,999
Restitution, Lost Books	1,259	37	-	1,296
Kindergarten Tuition	51,820	179,103	161,500	69,423
Bromfield Student Activity	57,624	227,797	184,096	101,326
HES Student Activity	6,419	59,672	58,201	7,890
SCHOOL GIFTS				
HES Gift	7,665	17,417	16,698	8,384
Bromfield Gift	7,527	38,217	37,675	8,070
Patterson Foundation	1,813	-	1,792	21
Shaw Trust	372,437	37,343	278,907	130,873
SCHOOL GRANTS				
Special Ed Early Childhood	(570)	3,062	2,492	-
Special Education	(49,235)	49,235	-	-
Special Ed Early Childhood Improve.	9	1,300	1,309	-
Title I	(7,344)	178,531	171,187	-
Educator Quality	-	13,635	13,635	-
Academic Support	2,273	12,693	11,562	3,404
School Choice (Special Revenue)	248,513	304,387	310,000	242,900
Circuit Breaker (Special Revenue)	384,371	408,220	444,363	348,228
MUNICIPAL REVOLVING				
Park and Recreation	10,000	73,136	77,693	5,443
Wetlands Fees	15,060	1,315	-	16,375
Council on Aging	8,612	5,704	6,101	8,216
Law Enforcement Trust	1,445	-	-	1,445
Insurance Recovery	11,433	33,941	28,271	17,102
4th of July	8,084	16,768	19,000	5,851
Ambulance	8,855	-	-	8,855
Applicant Fee	-	81	75	6
Fire Burning Permits	10,770	4,710	154	15,326

ALL OTHER FUNDS
Revenue and Expenditures
Fiscal Year 2017

	End. Balance 06/30/16	Revenue	Expend.	End. Balance 06/30/17
MUNICIPAL GIFT				
Ritter Donation	164	-	-	164
DARE	2,822	-	-	2,822
Harvard Village Fund	154	-	-	154
Bare Hill Pond	225	-	-	225
John Gray Transfer Station	1,105	-	-	1,105
Police	407	5,869	106	6,169
Library	4,730	445	-	5,175
Library - Sun Hill	1,706	-	1,706	-
Council on Aging	19,773	27,297	4,803	42,268
Skateboard Park	1,500	-	-	1,500
Ambulance	20,568	4,425	696	24,298
Highway Athletic Fields	124	-	-	124
Care of Park/Common	1,540	-	-	1,540
Cable PEG Access Gift	77,879	1,650	77,432	2,096
Historical Commission	1,011	-	-	1,011
Fire Department Gift	7,473	6,680	1,033	13,120
Collin Fay Gift	1,000	-	1,000	-
Town Hall Restoration Gift	81	-	-	81
Harvard Tree Gift	5,336	3,610	3,830	5,116
War Memorial Gift	-	270	-	270
RESERVED FOR APPROPRIATION				
Sale of Cemetery Lots	129,223	20,670	-	149,893
Ambulance	379,866	155,845	189,000	346,712
HCTV	57,577	105,384	69,138	93,823
Debt Premium (Major) 25 years or More	-	91,056	36,789	54,268
Debt Premium (BAN)	-	1,751	-	1,751
MUNICIPAL GRANTS				
Extra Poll Hours	802	-	60	743
Hildreth House Landscaping	103	-	103	-
Library - State Aid	17,941	7,933	4,248	21,627
Cultural Council	4,207	4,505	3,863	4,850
Historical Commission	5,000	-	-	5,000
Council on Aging	44	11,096	10,931	209
Senior SAFE	4,718	2,596	4,552	2,762
Fire SAFE	6,643	3,951	4,720	5,873
Curbside Recycling	22,498	1,430	680	23,248
Bullet Proof Vests	828	-	-	828
Fire Safety Equipment	(4,879)	-	-	(4,879)
Law Enforcement Equipment	5,018	-	-	5,018
Park & Rec Trail Grant	559	-	-	559
Barehill Pond Project	52,080	-	3	52,077
Local Preparedness	(2,393)	-	-	(2,393)
Pedestrian Bike Path	3,514	-	-	3,514
Emergency Preparedness	7,278	-	3,195	4,083
Green Community	29,075	6,796	27,739	8,132
CDBG Grant	6,577	357	6,933	-
Rural Fire Assistance	37	-	-	37

ALL OTHER FUNDS

Revenue and Expenditures

Fiscal Year 2017

	End. Balance 06/30/16	Revenue	Expend.	End. Balance 06/30/17
OTHER				
Community Preservation Fund	226,199	261,680	271,478	216,401
Title V Loans	(8,591)	11,454	11,455	(8,592)
Recreation Land	12,365	-	-	12,365
Littleton County Road	519	-	-	519
Elementary School Lighting	850	-	-	850
Highway Fund (Chapter 90)	-	500,637	490,820	9,817
Hildreth Renovation	(11,150)	1,437,015	1,343,023	82,842
Fire Tanker Truck	350,000	-	81	349,919
Water System Improvements	15,883	-	-	15,883
Sewer Construction ATM FY12 (\$125k)	51,470	-	-	51,470
Sewer Construction ATM FY10 (\$2M)	163,501	-	135,624	27,877
Town Hall Building Construction	658,056	100,000	499,379	258,676
HES Feasibility Study	276,600	-	115,788	160,812
Pond Road Parking Lot	1,259	-	-	1,259
Equitable Sharing	630	-	-	630
Police Details	(33,404)	238,595	235,023	(29,832)
Stabilization Fund	1,188,541	39,761	40,285	1,188,018
Capital Stabilization Fund	1,017,812	1,474,319	125,000	2,367,131
Affordable Housing Trust **	-	182,338	9,570	172,768
Conservation Funds	69,189	1,849	11,750	59,287
Conservation Funds-CPA	5,140	144	200	5,084
Sewer Enterprise Fund	324,143	148,395	48,676	423,862
Note: Trust Fund Activity is summarized in the report of the Town Treasurer				
** The Town Treasurer has taken over possession of the MAHT FUND				

Project	Outstanding Principal 6/30/16	Retired FY17	Remaining Principal 6/30/17	Final Payment
Public Safety Building Construction	\$ 620,000	\$ 130,000	\$ 490,000	2021
Bromfield School	\$ 2,585,000	\$ 340,000	\$ 2,245,000	2025
Bromfield School Roof	\$ 122,983	\$ 122,983	\$ -	2017
Public Library	\$ 1,065,000	\$ 140,000	\$ 925,000	2025
DPW Equipment	\$ 100,000	\$ 10,000	\$ 90,000	2027
Fire Equipment	\$ 330,000	\$ 35,000	\$ 295,000	2027
Town Hall Renovation	\$ 2,250,000	\$ 115,000	\$ 2,135,000	2036
Littleton County Roads	\$ 645,000	\$ 55,000	\$ 590,000	2030
Fire Tanker	\$ 350,000	\$ 25,000	\$ 325,000	2030
Total		\$ 972,983	\$ 7,095,000	

**Town of Harvard Trust Funds
Fiscal Year 2017 Balances**

	7/1/2016 Beginning Balance	Net Change	6/30/2017 Ending Balance
Cemetery Funds			
Cemetery Perpetual Care	224,121.91	12,502.02	236,623.93
Charles Whitney Cemetery	18,178.74	512.53	18,691.27
John Maynard Cemetery	37,591.05	1,059.91	38,650.96
Sibley Cemetery	23,328.81	657.76	23,986.57
Bellevue Cemetery	39,118.74	(4,593.05)	34,525.69
Shaker & Sears Cemetery	4,167.75	(217.23)	3,950.52
Library Funds			
Ring Book Fund	6,356.88	179.23	6,536.11
George Clark Library	1,219.24	34.39	1,253.63
Walter Whitney Library	20,008.44	564.16	20,572.60
Hapgood Library	52,856.06	1,490.28	54,346.34
Lawrence Library	11,907.45	335.76	12,243.21
Mary Blood Library	7,187.16	202.64	7,389.80
Andrew Fairbank Library	3,530.57	99.54	3,630.11
Miscellaneous Funds			
Ginny Thurston Scholarship	17,837.95	502.93	18,340.88
Harvard 300th Anniversary	15,383.19	433.72	15,816.91
Warner Lecture Fund	27,675.31	(649.53)	27,025.78
Maynard Clock	592.72	16.71	609.43
Georgia Whitney Poor	24,174.15	681.60	24,855.75
Warren K Harrod	2,571.75	72.51	2,644.26
Salvage Fund	2,418.17	68.17	2,486.34
Hildreth Clock	544.54	15.37	559.91
Hildreth Common	6,287.66	177.25	6,464.91
Tuttle Memorial	13,720.62	386.83	14,107.45
* Will Post Memorial	8,219.34	(76.61)	8,142.73
* Entrepreneur's Scholarship	1,116.80	31.51	1,148.31
* BA Gould Scholarship Fund	6,360.00	3,500.00	9,860.00
Thomas Ford District Nurse Fund	36,211.32	1,020.98	37,232.30
* Ambulance Scholarship Fund	24,467.88	936.55	25,404.43
* Rantoul Trust - Elderly	28,802.90	(1,953.93)	26,848.97
* Rantoul Trust - General	169,989.30	973.14	170,962.44
Total Trust Fund Balances	835,946.40	18,965.14	854,911.54

All funds shown include both expendable and non-expendable unless noted by *, then only expendable.

2017 School and Town Annual Earnings

**Paid by Multiple Departments

SCHOOL					
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ACCORSI	JOAN	73,222.27			73,222.27
ADAMS	JAMIE	21,006.36			21,006.36
ADAMYK	JILLAYNE	290.00			290.00
ADELSON	NATHANIEL	2,738.00			2,738.00
ALEXANDER	PAMELA	27,551.00			27,551.00
ALI	FADIYA	6,995.00			6,995.00
ALLARD	MARYANNE	900.00			900.00
AMBROSINO	CYNTHIA	101,236.21		1,365.00	102,601.21
ANTES	REBECCA	15,188.10			15,188.10
AYLES	DAWN	96,461.88			96,461.88
BAGATELLE	DAVIDA	97,807.21		1,181.76	98,988.97
BARANOWSKI	JENNIFER	31,459.57		361.66	31,821.23
BASSAGE	AMY	93,866.82		1,100.00	94,966.82
BATCHELDER	HELEN	2,552.50			2,552.50
BENARD	ANN	4,836.48			4,836.48
BENOIT	ROBIN	103,776.32			103,776.32
BETHONEY-DRE	JESSICA	21,993.90			21,993.90
BOBRUFF	DAVID	6,072.00			6,072.00
BOISVERT	DAVID	92,194.14		972.63	93,166.77
BONO	RALPH	4,045.00			4,045.00
BOURQUE	GREG	4,045.00			4,045.00
BOYLE	CHRISTOPHER	93,872.45			93,872.45
BRAGG	MARGARET	100,469.61			100,469.61
BROOKS	MARTHA	98,337.32		2,166.05	100,503.37
BROSSI	JONILDA	1,117.80			1,117.80
BROWN	JANET	83,758.88			83,758.88
BRUNING	GAYLE	35,074.87	1,915.20	375.05	37,365.12
BURNS	CHRISTINA	69,504.85		650.00	70,154.85
BURTON	JULIE	68,619.78			68,619.78
BUTTERWORTH	OLIVIA	160.00			160.00
CAMPAIGNE	JACQUELINE	5,240.00			5,240.00
CAMPBELL	MARYBETH	89,590.16		1,040.99	90,631.15
CARCHIDI	LAUREN	10,886.20			10,886.20
CARLUCCI	KELLIE	85,483.44		902.66	86,386.10
CARROLL	MARY	22,378.80			22,378.80
CAVANAUGH	ALEXA	13,008.17			13,008.17
CAVANAUGH	JUDITH	56,641.05	140.22		56,781.27
CHANDLER	TONI	3,207.50			3,207.50
CHAPMAN	PAMELA	89,518.84		1,099.28	90,618.12
CHLAPOWSKI	SUSAN	93,699.19			93,699.19
CLARK	COLEEN	2,530.00			2,530.00

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CLARKE	JOSHUA	95,990.82			95,990.82
COLANGELO	LORI	14,339.90			14,339.90
CONTE**	MARYANN	56,980.32		1,040.99	58,021.31
COOKE	DANIEL	3,812.16			3,812.16
COOKE	LYNN	82.18			82.18
CORRENTY	PAUL	103,997.84		1,157.63	105,155.47
CORRENTY	SHARON	79,489.72			79,489.72
COSTA	JENNIFER	16,403.01			16,403.01
COZZENS	MARGARET	19,930.15			19,930.15
CREAVEN	MICHELLE	84,097.05		1,040.99	85,138.04
CRITTENDON	LAUREN	97,373.72		1,142.21	98,515.93
CUDMORE	KAREN	99,728.88		322.50	100,051.38
CULLINANE	F ROBERT	100,281.30		2,363.53	102,644.83
CUTLER	COURTNEY	64,624.63		390.00	65,014.63
DAVIDSON	MICHAEL	5,058.00			5,058.00
DECOSTE	ERIN	62,715.54			62,715.54
DEERY	RYAN	27,735.80			27,735.80
DESARRO	MICHAEL	95,086.34		1,181.76	96,268.10
DESJARDINS	LOREN	24,965.44			24,965.44
DOHERTY	KATHLEEN	103,524.38		2,363.53	105,887.91
DONAHUE	SHEILA	560.00			560.00
DONOVAN	KATHLEEN	11,163.94			11,163.94
DOUCETTE	LUCIA	40,140.40			40,140.40
DOWNING	SUSAN	96,902.70		722.60	97,625.30
DRUMMEY	ELIZABETH	3,192.00			3,192.00
DUBE	MICHAEL	5,058.00			5,058.00
DUBOIS	ABIGAIL	80.00			80.00
DWIGHT	LINDA	164,020.12		1,170.00	165,190.12
DYER	JANIS	72,080.77		859.91	72,940.68
EKLUND	JENNIFER	44,877.50			44,877.50
EPSTEIN	REBECCA	10,714.36			10,714.36
ESIELIONIS	ERIKA	517.65			517.65
FAILLA	AMANDA	20,271.60			20,271.60
FARLEY	MONICA	2,365.00			2,365.00
FARNSWORTH	LORI	38,317.36		473.98	38,791.34
FARNSWORTH	SUSAN	24,476.80			24,476.80
FITZPATRICK	JEAN	18,080.32			18,080.32
FONTAINE	CYNTHIA	55,766.60			55,766.60
FORCE	MARK	86,847.00		2,000.00	88,847.00
FRANCIS	NICHOLAS	24,332.39			24,332.39
FRASER	JENNIFER	98,627.36		812.50	99,439.86
FREDERICKSON	PATRICK	2,698.00			2,698.00

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FREDERICK	SUSAN	66,998.96			66,998.96
FRENCH	DAWN	48,695.20			48,695.20
GALESKI	LORELEI	39,232.73			39,232.73
GAMAGE	KIRSTI	55,693.08		659.57	56,352.65
GEBRU	AMY	24,246.49			24,246.49
GIBBS	GRETCHEN	58,236.96			58,236.96
GILFIX	DAVID	88,449.28		1,099.28	89,548.56
GRAHAM	MARY-ELIZABETH	93,107.28		648.01	93,755.29
GRANT	AMANDA	400.00			400.00
GREAYER	ROCHELLE	1,883.00			1,883.00
GRIPI	CLARE	13,912.85			13,912.85
GROGAN	MARGARET	47,764.00			47,764.00
HADORN	MARGARET	14,608.63			14,608.63
HAROUTUNIAN	JESSICA	63,251.77			63,251.77
HARRINGTON	MARIE	114,906.92			114,906.92
HARRIS	CYNTHIA	93,559.69		812.50	94,372.19
HART	ELIZABETH	16,197.41			16,197.41
HATCH	SHERYL	26,966.80			26,966.80
HAVENS	LESLIE	3,500.00			3,500.00
HAYWARD	KATHRYN	9,840.00			9,840.00
HENRY	M GRETCHEN	6,562.51			6,562.51
HILL	THOMAS	4,106.00			4,106.00
HOCH	CATHERINE	200.00			200.00
HODGENS	CRISTIN	82,157.52			82,157.52
HOFFMAN	SCOTT	125,934.98		520.00	126,454.98
HOLMES	CHRISTOPHER	3,036.00			3,036.00
HOLMES	SUSAN	47,764.00		1,185.60	48,949.60
HOLT	WYATT	93,836.82		650.00	94,486.82
HOORNEMAN	ELIZABETH	64,686.09			64,686.09
HOPKINS	LISA	97,219.43		2,363.53	99,582.96
HORNE	ALEXANDER	2,438.00			2,438.00
HORTON	JULIE	105,511.44		1,164.00	106,675.44
HUBER	EDIE	4,045.00			4,045.00
HUNT	NIKOLAUS	25,024.35			25,024.35
HYDE	JESSICA	95,444.04		975.00	96,419.04
JACOBS	JANE	65.00			65.00
JACOBS	MICHAEL	2,140.00			2,140.00
JONES	CHRISTOPHER	93,127.32			93,127.32
KARABATSOS	LEWIS	8,550.00			8,550.00
KARIS	NANCY	6,070.00			6,070.00
KEANE	MICHELLE	57,356.01			57,356.01

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<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
KEANE	KATHERINE	71,022.22		78.00	71,100.22
KEITH	MAUREEN	86,930.28			86,930.28
KELLEY	BARBARA	102,406.38		2,363.53	104,769.91
KENT-BARNES	AMY	26,777.27			26,777.27
KERWIN	DIANE	26,766.47		192.50	26,958.97
KHURANA	MARISA	60,995.86		439.46	61,435.32
KING	DAVID	800.00			800.00
KRANZ	ELISABETH	27,059.04			27,059.04
LABBE	NANCY	124.95			124.95
LAMERE	SARA	62,572.67		501.31	63,073.98
LANCE	MARY	16,633.93			16,633.93
LANGBERG	ROBIN	305.00			305.00
LAVIGNE	KEITH	73,054.68			73,054.68
LAZARO	KRISTINA	51,437.78		432.90	51,870.68
LEVESQUE	MEAGHAN	3,004.20			3,004.20
LIRETTE	ELIZABETH	571.20			571.20
LUDDEN	NICHOLAS	945.00			945.00
LYNDE	MATTHEW	84,106.83			84,106.83
LYONS	JOANNE	22,253.40	50.37		22,303.77
MACDONALD	MICHELE	975.00			975.00
MACKIE	ADAM	25,544.70			25,544.70
MADRASWALLA	SABIHA	47,857.97			47,857.97
MAGNUSON	ERIC	145.00			145.00
MAHONEY	SUZANNE	2,015.00			2,015.00
MAIORE	JOYCE	504.26			504.26
MARRESE	CHRISTOPHER	1,883.00			1,883.00
MARTIN	REBECCA	18,549.68			18,549.68
MARYA	SANGITA	95,359.08		1,102.70	96,461.78
MATTIE	BRYCE	89,878.00		857.81	90,735.81
MAYO	DEBRA	28,664.83			28,664.83
MCDONALD	JESSICA	11,015.40			11,015.40
MCFARLAND	RUTH	557.60			557.60
MCGLAMERY	RAYNE	25,295.62			25,295.62
MCMANUS	KRISTIN	74,753.46		390.00	75,143.46
MELLO	EDNA	2,468.00			2,468.00
MEYER	BARBARA	12,620.00			12,620.00
MILLER	MIRANDA	68,926.76		520.00	69,446.76
MONSEN	CARLY	67,822.84		490.76	68,313.60
MONTALTO	HEATHER	71,199.91		520.69	71,720.60
MOORE	JUDY	3,760.00			3,760.00
MORGAN	MOIRA	996.84			996.84

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MORRIS	ALLISON	400.00			400.00
MULCAHY	SCOTT	47,006.14			47,006.14
MURPHY	PETER	100,248.62		1,157.41	101,406.03
MYLER	JOSHUA	105,464.28			105,464.28
NEWBOLD	ERIN	84,772.27		162.50	84,934.77
NICHOLSON	TRICIA	360.00			360.00
NIGZUS	COLLEEN	83,405.26		972.61	84,377.87
NIGZUS	STEVE	1,568.75			1,568.75
NILAN	PATRICIA	93,469.12		1,099.28	94,568.40
NILAND	MELISSA	99,225.15		650.00	99,875.15
NILAND	KIERSTEN	248.54			248.54
NOGLER	LORI	16,046.83			16,046.83
NORMANDIN	CARRIE	92,309.35			92,309.35
NORMANDIN	EVANN	560.00			560.00
NURMI	JANICE	18,153.46			18,153.46
O'FARRELL	MARY ANN	3,275.00			3,275.00
OPALKA	SUZANNE	202.44			202.44
OSTASZEWSKI	MANDY	7,865.44			7,865.44
PAPIA	CYNTHIA	10,352.40			10,352.40
PARDA	DALE	29,259.59			29,259.59
PATEL	SONYA	19,509.58			19,509.58
PATRIQUIN	ABIGAIL	15,696.93			15,696.93
PELLEGRITI-MIL	JEAN	16,915.66			16,915.66
PEURA	OKSANA	50,562.26			50,562.26
PHILLIPS	DONALD	760.00			760.00
PHILLIPS	MARIE	53,004.38			53,004.38
PHONGSAMOUT	MAESA	1,100.00			1,100.00
PIANTEDOSI	TESSA	73,811.85			73,811.85
PIERCE	DEBORAH	98,815.04		2,314.83	101,129.87
PLANCHET	DAVID	4,045.00			4,045.00
POE	MICHAEL	54,175.12			54,175.12
POLIS	CATHERINE	100,453.04		709.06	101,162.10
POZAIC	CARRIE	324.00			324.00
PRESCOTT	CYNTHIA	27,669.88			27,669.88
PRICE	AMY	82,525.66			82,525.66
PROUTY	MARYANN	8,069.42			8,069.42
QUAADGRAS	MARYBETH	56,034.90			56,034.90
QUIRION	LONNIE	4,045.00			4,045.00
RAINEY	CYNTHIA	25,233.00			25,233.00
RAMIREZ	VICTORIA	93,177.32			93,177.32
RANDOLPH	MARY	1,071.01			1,071.01

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REALE	CHRISTINE	97,105.65		1,157.41	98,263.06
REED	SUMNER	1,232.56			1,232.56
REYNOLDS	LUKE	45,832.75			45,832.75
REYNOLDS	WILLIAM	2,567.00			2,567.00
RICARD	MARISSA	23,487.62			23,487.62
RIDDLE	CAROL	18,568.09			18,568.09
RINDENELLO	CLAIRE	540.00			540.00
ROBBINS	CRAIG	51,336.70			51,336.70
ROBERGE	AMANDA	65.00			65.00
ROBICHAUD	LISA	39,880.06			39,880.06
ROGERS	ALLISON	54,516.87			54,516.87
ROSAL	OLYAN	55,000.81			55,000.81
ROULEAU	BRIANNA	6,724.21			6,724.21
ROUTE	TAMMY	83,752.70		390.00	84,142.70
ROUTE	JONATHAN	3,385.00			3,385.00
ROWE	PETER	74,250.00			74,250.00
RUSSELL	MATTHEW	20,718.72			20,718.72
RUSSELL	TAMMY	4,045.00			4,045.00
RUSSELL	KATELYN	64,527.37			64,527.37
SAWYER	ANDREW	31,132.80	95.65		31,228.45
SCHMIDT	JONATHAN	216.00			216.00
SCHMIDT	SHARON	31,138.44			31,138.44
SCHWINGER	ALICE	20,669.71			20,669.71
SCOTT	WENDY	27,206.19			27,206.19
SEGALOFF	RACHEL	65,025.72			65,025.72
SHANLEY	KAREN	6,020.24			6,020.24
SHAW	KAREN	39,126.41			39,126.41
SHAW	JESSE	26,966.60			26,966.60
SHELTON	MARY JANE	35,641.04	444.60		36,085.64
SHEPHERD	PATRICIA	93,173.00			93,173.00
SHERWOOD	KRISTIN	320.00			320.00
SHUTTLE	KAREN	51,740.04		1,000.00	52,740.04
SIFFERMAN	GRAIG	80.00			80.00
SILVER	SUSAN	77,597.82		2,314.83	79,912.65
SINTROS	ERIN	32,223.34			32,223.34
SKROCKI	ANDREW	84,002.90		456.75	84,459.65
SMITH	MARYANN	14,046.72			14,046.72
SNELL	CHRISTOPHER	78,258.84			78,258.84
SOLDI	LISA	64,063.68		2,363.53	66,427.21
STAMM	KATHERINE	5,750.29			5,750.29
STEADMAN	JULIANA	54,030.11		165.00	54,195.11

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STEELE	MARISA	3,624.00			3,624.00
STEEVES	CYNTHIA	53,297.85		389.45	53,687.30
STERBER	EMILY	20,271.60			20,271.60
STODDARD	SINTA	65.00			65.00
STONE	LISA	11,618.59			11,618.59
SUBRAMANIAN	KABILGANGA	1,591.00			1,591.00
SULLIVAN	LAURA	178.50			178.50
SULLIVAN	BRENDA	540.00			540.00
SULLIVAN	CORI	360.00			360.00
SULLIVAN	MARY	12,646.31			12,646.31
TABOR	RICHARD	100,700.34			100,700.34
TARULLO	GLENN	59,290.40		1,204.34	60,494.74
TERRIO	LISA	56,406.15			56,406.15
THOMSEN	JANE	27,255.12			27,255.12
THORNTON	ALISON	20,342.16			20,342.16
THORNTON	ASHKHEN	10,865.00			10,865.00
THURSTON	JOSHUA	70,874.38			70,874.38
TOWNSEND	ANASTASIA	81,777.00			81,777.00
TRAVERS	JACQUELINE	74,293.70		546.42	74,840.12
TUTTLE	SHARLENE	95,241.32		1,157.41	96,398.73
TUZZOLO	PATRICIA	705.00			705.00
UFEMA	REBECCA	70,413.76			70,413.76
UGLEVICH	LAURA	39,129.70			39,129.70
VAN GUILDER	RODNEY	2,231.00			2,231.00
VANCLEEF	KAREN	3,308.00			3,308.00
VANDERVEEN-M	KRISTEN	99,979.66		1,204.34	101,184.00
VAUDREVIL	MARJORIE	900.00			900.00
VERROCHI	EMILY	75,122.28		390.00	75,512.28
WAITE	CYNTHIA	51,224.87		642.80	51,867.67
WALKER	DEBORAH	66,947.06			66,947.06
WALSH	PETER	8,365.60			8,365.60
WALTON	MARIA	600.00			600.00
WASS	RUSSELL	98,627.36			98,627.36
WHAYNE	SUSANNE	230.00			230.00
WHITNEY	ANN	1,000.00			1,000.00
WICKS	ALISON	31,907.74			31,907.74
WIENER	DEBRA	56,780.46		414.10	57,194.56
WILLIAMS	CARLY	390.00			390.00
WILLIAMS	JOANNE	34,802.24	34.20	428.64	35,265.08
WILLSIE	TAMARA	25,515.61			25,515.61
WILSON	ROBERT	4,860.00			4,860.00

2017 School and Town Annual Earnings

**Paid by Multiple Departments

SCHOOL					
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
WOODSUM	JANET	29,946.57		217.00	30,163.57
WOODSUM	JENNIFER	1,270.00			1,270.00
WOODSUM**	DAVID	67,157.00	2,880.09		70,037.09
WRIGHT	ANDREW	87,243.60			87,243.60
WRIGHT	JULIE	1,645.00			1,645.00
ZACHARER	CHRISTOPHER	26,214.93			26,214.93
ZADROGA	ELIZABETH	300.00			300.00
ZADROGA	MARY	77,750.27		162.50	77,912.77
ZIMMER	MARGARET	95,358.12		1,297.72	96,655.84
DEPT TOTALS		\$ 11,812,251.33	\$ 5,560.33	\$ 69,192.29	\$ 11,887,003.95

LIBRARY					
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ALENSON	AUDREY	7,466.52			7,466.52
ANDREWS	SUSAN	46,585.92			46,585.92
BOLDUC	KRISTEEN	36,514.28			36,514.28
CHAISSON	CATHERINE	19,176.05			19,176.05
DENG	FELICIA	2,157.75			2,157.75
DIPIETRO	FELICIA	5,274.14			5,274.14
FAIR	VIVIEN	1,233.88			1,233.88
FLOKOS	MATTHEW	617.63			617.63
FLOKOS	COURTNEY	761.13			761.13
GAGNON	LISA	62,850.00		325.00	63,175.00
HAYES	JILL	39,087.72			39,087.72
HOLMES	JENNIFER	5,288.09			5,288.09
KINGSBURY	ABIGAIL	55,020.80		650.00	55,670.80
KOZLOWSKI	CELESTE	8,954.56			8,954.56
MACMILLAN	JENNIFER	14,072.87			14,072.87
MCCORMACK	CONSTANCE	20,167.47			20,167.47
MEDVIDOFSKY	MEGAN	12,608.03			12,608.03
RAMAKRISHNAN	MEENAKSHI	729.00			729.00
SPECHT	JENNIFER	140.00			140.00
WILLARD	ELEANOR	481.63			481.63
WILSON	MARY	89,622.40		2,240.56	91,862.96
DEPT TOTALS		\$ 428,809.87	\$ -	\$ 3,215.56	\$ 432,025.43

2017 School and Town Annual Earnings

**Paid by Multiple Departments

PUBLIC WORKS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ALLARD	LAURENCE	61,449.69	19,173.38		80,623.07
AMMESMAKI	RYAN	42,636.91	13,283.24		55,920.15
AMMESMAKI	NICHOLAS	52,092.92	15,659.91		67,752.83
BERNHARDT	ANDREW	42,218.58	6,974.22		49,192.80
CARABBA	RICHARD	3,543.98	422.78		3,966.76
COZZOLINO	ALFRED	15,693.83			15,693.83
GILBERT	BENJAMIN	51,208.31	16,177.56		67,385.87
GILBERT	RONALD	78,647.76	20,694.72		99,342.48
HOLMES	JAMES	24,977.15			24,977.15
KIDDER	JASON	41,743.50	6,694.99		48,438.49
KILHART	TIMOTHY	73,309.20			73,309.20
MILLER	JOSEPH	2,425.01	287.55		2,712.56
O'CONNOR	STEVE	391.50			391.50
PESA	PAT	1,261.13			1,261.13
STACY	SAM	26,534.91	776.47		27,311.38
TIILIKKALA	CRAIG	42,570.37	7,229.43		49,799.80
TREMBLAY	ROBERT	52,411.45	17,947.87		70,359.32
DEPT TOTALS		\$ 613,116.20	\$ 125,322.12	\$ -	\$ 738,438.32

POLICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BABU	OVIDIU	108,459.88	63,999.47		172,459.35
BOWOLICK	NATHAN	2,278.00			2,778.00
COATES	JOHN	54,622.61	1,059.90		55,682.51
COFFIN	EDWARD	31,997.20	2,993.00		34,990.20
DENMARK	EDWARD	158,992.32		2,975.00	161,967.32
DODGE	KYLE	720.00			720.00
DRISTILARIS	JOHN	17,570.55	165.00		17,735.55
FAHLBECK	NIKKI	11,421.80	577.50		11,999.30
FORD	CARLTON	2,642.00			2,642.00
FORTUNATO	DANIELE	75,943.24	3,127.92		79,071.16
GENETTI	CHARLES	73,772.14	26,654.34		100,426.48
HUGHES	SCOTT	104,451.24	11,450.88		115,902.12
LAPRADE	CRAIG	720.00			720.00
MCNAMARA	JAMES	180.00			180.00
MINER	TIMOTHY	68,061.90	17,332.43		85,394.33

2017 School and Town Annual Earnings

**Paid by Multiple Departments

POLICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
NATOLI	PATRICIA	50,892.40			50,892.40
O'BRIEN	WARREN	360.00			360.00
ROUVEL	PATRICIA	43,139.69			43,139.69
SCHAEFFER	TIMOTHY	67,386.76	17,195.32		84,582.08
SMITH	JASON	20,157.00	907.50		21,064.50
DEPT TOTALS		\$ 893,768.73	\$ 145,463.26	\$ 2,975.00	\$ 1,042,706.99

FINANCE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
APONTE	ALFREDO	29,717.63			29,717.63
BAKER	ERIN	9,850.01			9,850.01
BOWEN	CATHERINE	15,710.40			15,710.40
BROWSE	CARYL	14,294.33			14,294.33
HALEY	AMY	62,116.40			62,116.40
KENNEY	MARLENE	29,634.66			29,634.66
LEONARD	LORRAINE	3,540.00			3,540.00
MCDUGALL	AMY	33,948.48			33,948.48
NALCHAJIAN	DAVID	91,821.58			91,821.58
SPINNEY	HEIDI	47,608.41			47,608.41
SZOCIK	KELLY	16,385.69			16,385.69
VELLANTE	JANET	11,322.50			11,322.50
DEPT TOTALS		\$ 365,950.09	\$ -	\$ -	\$ 365,950.09

TOWN ADMINISTRATOR & STAFF

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BRAGAN	TIMOTHY	130,828.08		2,728.00	133,556.08
DOUCET	JULIE	55,020.80		65.00	55,085.80
SOBALVARRO	MARIE	62,335.88			62,335.88
STOFFEL	EDWARD	26,069.76			26,069.76
DEPT TOTALS		\$ 274,254.52	\$ -	\$ 2,793.00	\$ 277,047.52

2017 School and Town Annual Earnings

**Paid by Multiple Departments

INSPECTORS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BAKUN	JAMES	12,397.79			12,397.79
FRIEDRICH	ROBERT	192.40			192.40
HORGAN	PHILIP	517.25			517.25
VELLANTE	GABRIEL	66,957.65			66,957.65
DEPT TOTALS		\$ 80,065.09	\$ -	\$ -	\$ 80,065.09

VETERANS AGENT

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
DETILLION	DWIGHT	5,200.00			5,200.00
DEPT TOTALS		\$ 5,200.00	\$ -	\$ -	\$ 5,200.00

PARKS & RECREATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BEGUE	ANYA	2,380.00			2,380.00
BILODEAU	SHANE	2,881.75			2,881.75
BROWN	TREVOR	3,488.94			3,488.94
COOPER	DHARMA	2,033.00			2,033.00
DINAPOLI	HENRY	1,093.50			1,093.50
FERGUSON	MARLEY	2,206.38			2,206.38
FERGUSON	CARLISLE	5,044.00			5,044.00
FITZSIMMONS	JOHN	3,849.15			3,849.15
FRASER	ELI	3,683.25			3,683.25
GOTHORPE	CONNOR	1,831.50			1,831.50
HOPMAN	MIA	3,230.20			3,230.20
KENNEDY	BRIDGET	1,553.25			1,553.25
LORA	MARCOS	1,415.25			1,415.25
LUCK	ALEXANDRA	12,397.72			12,397.72
MARA	CAROLINE	1,472.50			1,472.50

2017 School and Town Annual Earnings

**Paid by Multiple Departments

PARKS & RECREATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
MCCLAIN	TESSA	1,496.25			1,496.25
O'SHEA	CONNOR	3,298.38			3,298.38
PESA	PAT	5,208.00			5,208.00
TAYLOR	HANNAH	1,268.25			1,268.25
DEPT TOTALS		\$ 59,831.27	\$ -	\$ -	\$ 59,831.27

FIRE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BARBER	DUANE	3,163.86			3,163.86
BARTON	WILLIAM	8,194.18			8,194.18
BERTHOUD	WILLIAM	4,225.46			4,225.46
CLEMENTS	ZACHARY	10,675.53			10,675.53
CURRAN	ROBERT	9,453.36			9,453.36
DEBETTENCOUF	FRANK	5,514.07			5,514.07
HARROD	GREGORY	7,034.65			7,034.65
HAZEL	DAVID	3,114.74			3,114.74
HUGHES	ADAM	5,327.22			5,327.22
KENNEALLY	JOHN	3,781.09			3,781.09
MCELHANEY	WILLIAM	354.53			354.53
MILLER	ANDREW	8,357.70			8,357.70
MORRIS	PAUL	5,320.00			5,320.00
NIGZUS	CHARLES	14,483.47			14,483.47
NOGLER	SHANE	2,322.90			2,322.90
PERRY	ANDREW	24,031.28			24,031.28
PERWAK	BRIAN	4,005.04			4,005.04
SEARS	IAN	3,616.29			3,616.29
SHAW	WALTER	2,864.68			2,864.68
SHAW	JOSEPH	7,855.32			7,855.32
SICARD	RICHARD	93,609.90			93,609.90
WARREN	JUSTIN	6,291.48			6,291.48
WILLIAMS	ROBERT	2,461.34			2,461.34
WILMOT	BENJAMIN	2,003.32			2,003.32
DEPT TOTALS		\$ 238,061.41	\$ -	\$ -	\$ 238,061.41

2017 School and Town Annual Earnings

**Paid by Multiple Departments

CONSERVATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ALLARD	ELIZABETH	55,017.60		687.72	55,705.32
DEPT TOTALS		\$ 55,017.60	\$ -	\$ 687.72	\$ 55,705.32

AMBULANCE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ABOUAF	ISAAC	380.00			380.00
ALFANO	LILY	120.00			120.00
BASILE	LUCA	1,440.00			1,440.00
BECKMAN	STEVEN	580.00			580.00
BECKMAN	SOPHIE	200.00			200.00
BECKMAN	MADELINE	820.00			820.00
BRETZ	GRETA	240.00			240.00
CALDERWOOD	ALEX	160.00			160.00
CHIPMAN	HESTON	160.00			160.00
COLLINS	SOPHIA	500.00			500.00
CONNORS	KATHERINE	840.00			840.00
CONNORS	CHRISTOPHER	60.00			60.00
COTTING	JASON	2,080.00			2,080.00
EGAN	HANNAH	120.00			120.00
FELDSTEIN	JUSTIN	560.00			560.00
FOLEY	JULIA	1,100.00			1,100.00
GOTHORPE	AMY	2,960.00			2,960.00
GRANT	LEILA	140.00			140.00
HALL	EMMA	180.00			180.00
HIERMAN	STEVEN	280.00			280.00
INTO	KYLE	2,160.00			2,160.00
JACOBSON	HARRY	680.00			680.00
KELLER	DEBORAH	140.00			140.00
KUONG	ALLAN	320.00			320.00
LANDRY	CHRISTIAN	40.00			40.00
LINDSEY	TALMAGE	80.00			80.00
LIPOMI	BRIAN	240.00			240.00
LOVELUCK	KATHERINE	660.00			660.00
MAHONEY	CYNTHIA	160.00			160.00
MARA	LINDA	2,501.75			2,501.75
MILLER	LAWRENCE	2,560.00			2,560.00

2017 School and Town Annual Earnings

**Paid by Multiple Departments

AMBULANCE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
MITCHELL	JUDITH	780.00			780.00
MITCHELL	CHRISTOPER	540.00			540.00
MYLES	RUTH	180.00			180.00
NITTMANN	MATHIAS	280.00			280.00
NYGREN	KILEY	320.00			320.00
OJEMANN	JOAN	140.00			140.00
ORSULA	GEORGE	3,700.00			3,700.00
PISAL	SAMVIT	240.00			240.00
ROONEY	OLIVIA	1,660.00			1,660.00
SAULNIER	SETH	280.00			280.00
STEVENSON	WILLIAM	2,520.00			2,520.00
TODD	REGINA	320.00			320.00
TONGE	THOMAS	400.00			400.00
VELLANTE	PILAR	180.00			180.00
WALKER	ELIZABETH	440.00			440.00
WARD	TANIA	780.00			780.00
WAUGH	KATHRYN	60.00			60.00
WHARTON	LUKE	5,402.94	456.00		5,858.94
WILLIAMS	KATHLEEN	3,380.00			3,380.00
WILLIAMS	SAMANTHA	1,260.00			1,260.00
DEPT TOTALS		\$ 45,324.69	\$ 456.00	\$ -	\$ 45,780.69

BOARD OF HEALTH

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
FLYNN	ALISON	10,969.74			10,969.74
DEPT TOTALS		\$ 10,969.74	\$ -	\$ -	\$ 10,969.74

COUNCIL ON AGING

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
DEVEAU	BRIAN	332.23			332.23
DUMONT	WILFRED	11,456.44			11,456.44
HOLLAND	MARIA	24,371.79			24,371.79

2017 School and Town Annual Earnings

**Paid by Multiple Departments

COUNCIL ON AGING

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
MAGRATH	FRANCIS	2,702.34			2,702.34
ROSEN	LISA	89.88			89.88
TENNESON	PETER	12,360.25			12,360.25
THOMPSON	DEBORAH	66,398.00			66,398.00
VALLADARES	JULIO	5,934.17			5,934.17
WALKER	CATHY	12,671.57			12,671.57
WINCHELL	CHARLOTTE	18,179.76			18,179.76
DEPT TOTALS		\$ 154,496.43	\$ -	\$ -	\$ 154,496.43

COUNCIL ON AGING-SENIOR TAX WORKOFF

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ALTMAN	BARBARA	800.00			800.00
GARFIELD	THOMAS	944.00			944.00
GUPTILL	MARTHA	1,000.00			1,000.00
LEE	DOUGLAS	1,000.00			1,000.00
SOJA	DONALD	840.00			840.00
SPIELVOGEL	CHRISTINE	1,000.00			1,000.00
WILLIAMSON	JOANNE	772.00			772.00
WONG	JUDITH	1,000.00			1,000.00
DEPT TOTALS		\$ 7,356.00	\$ -	\$ -	\$ 7,356.00

DOG OFFICER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
BAMFORD	ANN	3,999.96			3,999.96
WILLARD	PAUL	12,500.04			12,500.04
DEPT TOTALS		\$ 16,500.00	\$ -	\$ -	\$ 16,500.00

2017 School and Town Annual Earnings

**Paid by Multiple Departments

CABLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR & OTHER</u>	<u>OVERTIME</u>	<u>MATCH</u>	<u>TOTAL GROSS</u>
ALEXANDER	CLARA	1,579.50			1,579.50
CARO	ANAI	216.00			216.00
FERGUSON	J BRINTON	1,627.55			1,627.55
HOPPER	WILLIAM	36.00			36.00
LONG	SPENCER	783.10			783.10
NEWSOME	JOSHUA	1,296.00			1,296.00
REVANE	JARROD	700.00			700.00
WIG	BEATRICE	3,928.14			3,928.14
ZULAWNIK	ANNA	26,224.43			26,224.43
DEPT TOTALS		\$ 36,390.72	\$ -	\$ -	\$ 36,390.72
2017 Total Annual Earnings		\$ 15,097,363.69	\$ 276,801.71	\$ 78,863.57	\$ 15,453,528.97