

Annual Town Report



Bolton

Massachusetts

2010

Photos Courtesy of: Ken Cleveland / The Item
Kenneth F. Troup
Police Department

THE
TWO HUNDRED AND SEVENTIETH
REPORT
OF THE
SEVERAL BOARDS AND TOWN OFFICERS
FOR THE YEAR ENDING
DECEMBER 31, 2010



TOWN OF BOLTON
MASSACHUSETTS

ELECTED TOWN OFFICIALS

| | |
|---|------|
| Moderator | |
| James D. Anker | 2011 |
| Town Clerk | |
| Pamela H. Powell | 2011 |
| Selectmen | |
| Stanley Wysocki | 2011 |
| Curtis Plante | 2012 |
| David Lindsay | 2013 |
| Board of Health | |
| Christopher Rogers | 2011 |
| Christopher Slade | 2012 |
| Laura Andrews | 2013 |
| Board of Assessors | |
| Charlotte Johnson-Zembko | 2011 |
| Jeffrey D. Nichols | 2012 |
| Susan Mason | 2013 |
| Library Trustees | |
| Roland Ochsenbein | 2011 |
| Robert Zak | 2012 |
| Christine Sterling | 2013 |
| Cemetery Committee | |
| David Jaaskala | 2011 |
| Brenda Baum | 2012 |
| Harold E. Brown | 2013 |
| Parks and Recreation Commissioners | |
| Thomas Wildman | 2011 |
| Karen L. Regan | 2011 |
| Joyce Sidopoulos | 2012 |
| Lori Colby | 2013 |
| Daniel Teague | 2013 |
| Planning Board | |
| John Karlon | 2011 |
| Douglas Storey | 2012 |
| Mark Duggan | 2013 |
| Michelle Tuck | 2014 |
| Mark Gautreau | 2015 |
| Bolton Housing Authority | |
| David Yesue | 2012 |
| Kevin O'Brien | 2013 |
| Richard M. Merrill | 2014 |
| David Drugge | 2015 |
| Nashoba Regional School District Committee | |
| Nancy Federspiel | 2012 |
| Reta Rupich | 2013 |

Trustees of Francis E. Whitcomb Benevolent Fund

Joan B. Mechlin 2011
Brooke James 2013
Beverly Mentzer 2013

Commissioners of Trust Funds

Mary J. Nichols 2011
Panny Gerken 2012
Shirley Sefton 2013

Constables

Andrew Bagdonas 2013
Barbara R. Brown 2013
David A. Goulding 2013
Christopher Slade 2013
Vincent C. Alfano 2013

FEDERAL AND STATE REPRESENTATIVES

United States Congress:

Senator John F. Kerry (D)

One Bowdoin Square, 10th Floor, Boston, MA 02114 (617) 565-8519
218 Russell Bldg., Second Floor, Washington, D.C. 20510 (202) 224-2742
E-mail: through web site www.kerry.senate.gov

Senator Scott Brown (R)

JFK Building Suite 2400, Boston, MA 02203 (617) 565-3170
317 Russell Bldg., Washington, D.C. 20510 (202) 224-4543
E-mail: through web site www.scottbrown.senate.gov

Representative Niki Tsongas (D) 5th Congressional District

11 Kearney Square, Lowell, MA 01852 (978) 459-0101
492 Main St. Acton, MA 01720 (978) 263-1951 Tues, Wed, Fri 9am - 2pm
1607 Longworth House Office Building, Washington, DC 20515 (202) 225-3411
E-mail: through web site www.tsongas.house.gov

Massachusetts General Court:

Senator Jennifer L. Flanagan (D) Second Worcester & Middlesex District

State House, Room 410, Boston, MA 02133 (617) 722-1230
24 Church Street, Leominster, MA 01453 (978) 534-3388
Email: Jennifer.Flanagan@masenate.gov

Representative Kate Hogan (D) 3rd Middlesex District

State House, Room 437, Boston, MA 02133 (617) 722-2425
36 Hastings Street, Stow, MA 01775 (978) 897-1586
Email: Kate.Hogan@mahouse.gov

BOARD OF SELECTMEN

Stanley Wysocki, Chairman.....2011
Curtis Plante.....2012
David Lindsay.....2013



David Lindsay, Stanley Wysocki, Chairman and Curtis Plante

The year 2010 ended with a significant snowstorm that left over one foot of snow in Bolton. Fortunately we have not experienced anything similar to the devastating ice storm central Massachusetts experienced a few years ago.

Building Projects: The new Library addition was dedicated on February 6, 2010 with proclamations made by Senator Flanagan and Representative Hogan. The Public Safety Building was dedicated on August 28, 2010 and is now fully operational. The Public Safety Building is a culmination of many years of planning and work of several building committees. The selectmen congratulate the Public Safety Building Committee for their outstanding efforts and offer our thanks to the contractors for a job well done. Now that the Public Safety Building is operating, the Houghton Building is now vacant. BATCO (Bolton Access Television) will occupy a portion of the building to house equipment and set up a broadcast area. Bolton receives approximately \$57,000 yearly from the cable provider Comcast as a percentage of Comcast revenues that is to be used for operating local access television in Bolton. These funds can only be spent on local access-related efforts such as equipment, operations, and facilities. So, rather than "moth-balling" the Houghton Building at expense to the town, BATCO will utilize a portion of the building for its operation, will provide a new first floor television-equipped meeting room for town use, and pay the town approximately \$1,000 per month rent. These funds will offset the cost to maintain the building.

Town Finances and Operations: House values decreased an additional 5% in FY 2010. While this does not directly affect the town's revenues and operations, it does have an impact on the tax rate that was set in late 2010 for the 2011 tax bills going out. While the tax rate has gone from \$17.61 to \$19.42 per \$1,000, a 10.2% increase, the average tax increase is closer to 4%. All of our departments continue to operate very frugally and have been able to deliver their services with few increases in costs and no extraordinary tax increases. The residents should know that of a total town budget of \$18,983,007 for FY 2011, \$11,337,571

is represented by Bolton's portion of the Nashoba Regional School District which is 59.72% of the total town's budget. Budgets continue to remain tight at both the school system and municipal departments.

The predictions of some that the FY 2012 budgeting process would be a bit easier with the anticipation that economic conditions overall would improve were false. The upcoming budgeting season is proving to be more difficult than last year and the town is looking for departments to cut back at least 3% from the previous year. The Advisory Committee along with the Selectmen are scrubbing the FY 2012 budget with an eye to cut every dollar we can.

Cell Tower at the Transfer Station: The new cell tower at the transfer station is now in operation. Verizon Wireless has transmitters situated on the tower. It is expected that the town will receive \$24,000 in annual rental fees from Verizon. A second carrier AT&T has approached the town to install transmitters on the tower. The Town will receive 25% of AT&T's sublease rental amount.

Fyfeshire Dam: There has been continued discussion, meetings and work by consultants on how best to remedy the situation with the Fyfeshire Dam. The Massachusetts Office of Dam Safety has declared the dam to be a Significant Hazard Dam in Poor Condition. The town has two alternatives, repair or remove. Late in 2010 the Conservation Commission voted that their preference was for removal. Discussion will continue into 2011.

The Bolton Economic Development Committee: This Committee was formed to help attract, retain and grow business and jobs in Bolton to improve the economic environment and quality of life for its residents and meet the long term needs of the community.

Among the top priorities for this committee are to find tenants for the vacant Future Electronics building, the Skinner building and to fill available space in the Condyne building.

Bolton has been designated an ETA (Economic Target Area) and an EDA (Economically Distressed Area) by the Massachusetts Office of Business Development (MOBD). Bolton belongs to the Framingham-Marlborough Region ETA (Economic Target Area). This designation allows the Town to participate in Economic Development Incentive Programs.

Space Need Committee: On March 25, 2010 the Selectmen appointed a Space Needs Committee that was asked to determine and suggest implementation regarding space needs for all municipal employees. On October 21, the Committee came before the Selectmen with their report. Recommendations were made on the reallocation of space in the town Hall, the re-use of the Houghton Building, the availability of meeting space in the town and the need for a vault to store the Town's public documents.

Regional Hazardous Waste Facility: At the 2010 Annual Town Meeting, the voters approved participating in the Devens Regional Household Hazardous Waste Facility. This facility is expected to be operational in 2011 and will provide a much more economical way for Bolton's residents to dispose of hazardous waste. Rather than having our own "hazardous waste day" once every two years, this new facility will be open 20 days per year and will cost the Town less to participate.

Town Employees: Bolton operates with a “lean and mean” staff. All departments work together in a collegial fashion and constantly come up to the challenge of finding creative and cost effective ways to provide the services the Town needs at the best possible cost. While we include every employee in this “shout out”, we want to thank all the department heads in working to come up with creative solutions in these difficult economic times.

The Board of Selectmen wants to thank the Police Department for putting their lives on the line each and every day. While we may still think that Bolton is just “a sleepy little town”, because we are on the crossroads of a heavily traveled state road (Route 117) and the interstate (495) we get more than our share of “bad guys” and the Police Department, along with the Dispatchers, help to keep us safe.

The Board of Selectmen wants to thank our Fire and EMS crews who also put their lives on the line each and every time they respond to an emergency.

The Board of Selectmen wants to thank the DPW Department for keeping our roads in good condition during all the unsettling winter weather we had this past year.

Volunteers: The Board of Selectmen wants to thank all those who volunteer and serve on the various boards and committees in town. They all provide a vital service and give up much of their personal time to help make Bolton a better place to live.

After 27 years as Selectman, Ken Troup chose not to run again. David Lindsay was elected to the board in May after serving on the Advisory Committee for several years. We thank Ken for his many years of service as a selectman and for his leadership and guidance throughout the years.

Those who have passed: Every resident helps to make Bolton the vibrant community that it is. It is with great sadness that we have lost family, friends and neighbors in 2010:

| | | | |
|---------------------|-------------------|-------------------|-------------------|
| Francis J. Harmon | Thomas Fuller | Anna D. Ela | Jack Rogers |
| Ugo Iannetti | Deborah Sparrow | John F. Mucci | Robert Neville |
| Joseph Androski | Donald E. Sargent | Julius Livingston | Miriam Thomas |
| Hardy Smith | Stephen T. O’Neil | Francis L. Collin | Ronald Evans |
| Harold E. Babcock | Charlotte O’Shea | Nancy Martinek | George A. Bishop |
| Margaret J. Babcock | Arnold A. Dupuis | Linda Gogolin | Sarah Ix-Stephens |
| Carol Callahan | | | |

**Financial Statement
July 1, 2009 to June 30, 2010**

Salary

| | |
|---|------------------|
| Appropriated | \$ 900.00 |
| Expended | <u>\$ 600.00</u> |
| Unexpended balance returned to general fund | \$ 300.00 |

Expenses

| | | |
|---|------------------|--------------------|
| Appropriated | | \$20,550.00 |
| Expended | WHEAT membership | 5,000.00 |
| | Supplies | 75.52 |
| | Miscellaneous | 447.87 |
| | | <u>\$ 5,523.39</u> |
| Unexpended balance returned to general fund | | \$15,026.61 |

TOWN ADMINISTRATOR
Don Lowe



The year 2010 was a year that saw the town's two major capital projects reach successful conclusions. The Library project was completed in February. The dedication ceremony was attended by a large number of people who were among the first to see this beautiful new building. The project was within budget (\$7,000,000), due in no small part to the hard work of the volunteers who served on the building committee.

The new Public Safety Building opened in September. Another large crowd attended the dedication ceremony. This large new building certainly dwarfs the Houghton Building, which was the home of the Police Department for many years. The functionality of this new building is already the envy of other area Police and Fire Departments. Once again, this project was completed within budget (\$5,985,000). The volunteers who served on this building committee worked long and hard in doing their best to deliver a facility of which the town can be proud.

The new Economic Development Committee held its first meeting in January. Comprised of 8 volunteers (there are 3 openings) and led by our Town Planner – Jennifer Burney, the Economic Development Committee began working on ways to help increase the level of awareness of the existing businesses in town, as well as the beautiful existing available space for new businesses that would like to move to Bolton. The committee has been very busy in 2010 and plans to unveil a web site and data base in 2011. The Committee planned to launch a survey in January. They have been working on an Economic Development Action Plan and received some consulting assistance through a Peer to Peer grant through the Department of Housing and Community Development. The Town received designation as an Economic Target Area (ETA) and Economically Distressed Area (EDA) by the Massachusetts Office of Business Development, which will allow the town and state to offer tax incentives to qualified businesses.

The Town Hall staff continues to work on the implementation of our new permit tracking software. A vendor has been selected and progress was made on our implementation schedule. The new software should be up and running in February 2011. This will allow us to streamline several processes and will allow people to track the status of their permits and licenses online.

The town budget for 2011 was \$18,983,007, an increase of 1.8% over 2009. The Advisory Committee and the Board of Selectmen worked extremely hard to produce a budget that maintained the same level of town services as 2009 but did not require an operating override. The Great Recession impacted every city and

town in the Commonwealth of Massachusetts and Bolton was no exception. However, the town was able to produce a balanced budget without reducing hours for the services that we provide to our taxpayers.

The Capital Planning Committee was very involved in the early budget planning process for Fiscal Year 2012, which begins in July 2011. They met several times during 2010 to review the capital needs of any town department which would cost more than \$25,000 and which would also have a five-year functional life span.

In 2010, the cell tower at the transfer station was constructed by Verizon and went on line. This resulted in improved cell phone reception for the western section of town.

Our Town Planner, Jennifer Burney, applied for and received the following grant awards in 2010:

Bike Racks - The Boston Region MPO, The Executive Office of Transportation and the Federal Highway Administration provided funding for 31 bike racks in Bolton. The Town beach, Memorial Field, Forbush Mill Road Soccer Field, Public Safety Building, Schools and Bower Springs all have bike racks.

Green Communities Act - The Town was awarded planning assistance through the Green Communities Program to assist the town in meeting the qualification criteria for becoming a Green Community.

Design Guidelines & Village Overlay Zoning – The Town was awarded a grant through the Regional Planning Organization (Metropolitan Area Planning Council) which provided technical assistance to the town to create design guidelines and village overlay zoning.

Peer to Peer Grant – The Town was awarded a grant for consulting assistance through a Peer to Peer grant through the Department of Housing and Community Development. The consultant has been working with the Economic Development Committee in writing the Economic Development Action Plan.

Metropolitan Area Planning Council – Through the regional planning agency the town has been working on three initiatives:

- 1) Shared Services – the town has been working with the 13 towns of Minuteman Advisory Group on Interlocal Coordination (MAGIC) on the possibility of shared services.
- 2) Transportation – the town has been working with the 13 towns of MAGIC on the possibility of shared transportation services.
- 3) Rapid transportation and bike path – the town has been working with MAGIC on looking at the former train line that intersects Bolton, Berlin and Hudson on the feasibility of creating a rapid bus service/bike path.

Subsequent to the Annual Town Meeting, the ballot for the annual town election had the following proposed borrowing questions:

Question No. 1: Shall the Town of Bolton cease assessing the excise imposed under General Laws Chapter 59, Section 8A on certain animals, machinery and equipment owned by individuals and non-corporate entities principally engaged in agriculture? Yes - 497 No - 212

Question No. 2: Shall the Town of Bolton be allowed to exempt from the provisions of Proposition two and one-half so called, the amounts required to pay for the bond issued to cover capital costs associated with implementing a permanent regional household hazardous waste facility? Yes - 407 No - 317

Question No. 3: Shall the Town of Bolton be allowed to exempt from the provisions of Proposition two and one-half so called, the amounts required to pay for the bond issued for the purchase of a one-ton truck for use in the Department of Public Works? Yes - 418 No - 300

At the end of 2010, I was nearing my second year as your Town Administrator. Serving in this capacity continues to be an honor and a privilege that I will never take lightly. The difficult year that we faced due to the economy did nothing to dampen the spirit of the townspeople that I have come to know and work with on a daily basis. Bolton continues to be a community in which its citizens take great pride and deservedly so. The people of Bolton display an incredible level of energy in supporting the town and one another, whether it be in the form of volunteerism or looking out for a neighbor. Once again, there were many wonderful community events throughout the year, culminating with the Christmas brunch that the town employees prepared and served to our senior citizens. Santa returned again this year and passed out candy canes while leading the group in a few Christmas carols. As I look to the years ahead, I look forward to many more exciting and gratifying years serving as your Town Administrator.

**Financial Statement
July 1, 2009 to June 30, 2010**

Salary

| | |
|---|---------------------|
| Appropriated | \$ 89,431.00 |
| Expended | <u>\$ 89,430.49</u> |
| Unexpended balance returned to general fund | \$.51 |

Wages

| | |
|---|---------------------|
| Appropriated | \$ 56,361.87 |
| Expended | <u>\$ 56,361.87</u> |
| Unexpended balance returned to general fund | 0.00 |

Expenses

| | |
|---|-----------------------------------|
| Appropriated | \$ 8,300.00 |
| Expended | |
| Longevity | 550.00 |
| Disability Insurance | 452.37 |
| Training | 1,625.00 |
| Supplies | 87.61 |
| In-State Travel | 1,115.35 |
| Dues | 781.04 |
| Miscellaneous | 350.29 |
| Meetings | 326.45 |
| Unexpended balance returned to general fund | <u>\$ 5,288.11</u> \$ 3,011.89 |

ADVISORY COMMITTEE

| | |
|-------------------------------|------|
| Robert Czekanski | 2011 |
| Michael Zelenkov | 2011 |
| Connie Benjamin | 2012 |
| Terry Abdalian | 2012 |
| Naveen Rohatgi..... | 2013 |
| Randy Dinjian, Chairman | 2013 |

The Bolton Advisory Committee acts as the Town’s finance committee and has the additional responsibility of reviewing and making recommendations regarding all articles that are on the warrants of Town Meetings. The Committee works closely with the Selectmen, Town Administrator, Town Accountant and Town Treasurer to address the financial needs and financial health of Bolton.

Education is the biggest line item in our budget. Therefore, it is important that the Advisory Committee understand the Nashoba Regional School District (NRSD) budget and impact, to the District’s administration, the needs and financial constraints facing our town. In order to understand changes and upcoming needs for educational and other services in the region, we stay in contact with the NRSD administration and attend regularly scheduled Tri-town meetings that include the Selectmen and Finance (Advisory) Committees of Bolton, Stow and Lancaster.

Our winter months are taken up with a detailed review of all Town Department budgets. This is time-consuming work, but essential if we are going to plan for the Town’s future and its financial requirements. We also appoint liaisons to many other Town committees in order to keep abreast of current and future initiatives affecting Bolton.

We continue to improve the processes for providing financial and budgeting information to the Town, thanks in large part to the efforts and exceptional assistance we receive from Town Accountant Julie Costello and Town Treasurer Donna Madden. Town Secretary Linda Day provides outstanding support and guidance to the committee throughout the year.

We have always been fortunate to have very dedicated Advisory Committee members who donate considerable amounts of time to the Town. Since our last report, two members have left the Committee: Burt Shnitzler decided not to seek an additional term when his appointment expired on June 30 and David Lindsay was elected to the Board of Selectmen. We thank Burt and David for their hard work on the Advisory Committee.

Financial Statement July 1, 2009 to June 30, 2010

Expenses

| | | |
|---|-----------------------------|-----------------|
| Appropriated | | \$190.00 |
| Expended | Dues & Memberships \$152.00 | <u>\$152.00</u> |
| Unexpended balance returned to general fund | | \$ 38.00 |

Reserve Fund

| | | |
|---|--|--------------|
| Appropriated | | \$100,000.00 |
| Transfers approved | | \$ 90,344.61 |
| Unexpended balance returned to general fund | | \$ 9,655.39 |

TOWN CLERK
Pamela H. Powell.....2011

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|--------------------------------|-------------------|
| Salary | | |
| Appropriated | | \$49,429.00 |
| Expended | | \$49,412.97 |
| Wages | | |
| Appropriated | | \$39,951.00 |
| Expended | | \$39,945.32 |
| Expenses | | |
| Appropriated | | \$2,150.00 |
| Expended | Purchase of Services \$ 110.00 | |
| | Supplies \$ 349.75 | |
| | Dues & Meetings \$ 1,632.99 | <u>\$2,092.74</u> |
| Unexpended balance returned to general fund | | \$ 57.26 |

DOG LICENSES ISSUED
2010

| | |
|-------------------------------------|------------|
| Total dogs in Town | 940 |
| Kennels (4 dogs or more) | 15 |
| License & Late Fees Collected | \$7,669.00 |
| Pick Up/Boarding Fees | \$200.00 |
| Failure to License Fines | \$200.00 |
| Total Paid to the Town | \$8,069.00 |

Dog licenses expire each year on March 31st. Per the Town bylaws a late fee of \$25.00 is charged beginning May 1st. Every dog six months old or over must be licensed and tagged. New residents may transfer their dog's license to Bolton at no charge.

FISHERIES AND WILDLIFE LICENSES
ISSUED 2010

| | |
|--------------------------------|----------|
| Fishing | 17 |
| Hunting | 6 |
| Sporting | 5 |
| Archery Stamps | 5 |
| Primitive Firearms Stamps..... | 4 |
| Waterfowl Stamps | 3 |
| Gross Amount Collected | \$691.60 |
| Less Fees..... | \$ 12.10 |
| Net Paid to State | \$679.50 |

VITAL STATISTICS

At the recommendation of the Registry of Vital Records and the United States Department of State, we will no longer be printing the individual names from vital records in the town report. This will help protect the privacy of individuals as well as help to curb identity theft.

BIRTHS38
MARRIAGES20
DEATHS25

APPOINTMENTS AND RESIGNATIONS

Recorded in 2010

| <i>Appointed by: Board of Selectmen</i> | <i>Term Expires</i> | |
|---|---------------------|----------------------|
| Affordable Housing Partnership | | |
| Trust Fund Trustees: | | |
| Mark Duggan | 6-30-2011 | |
| Kevin O'Brien | 6-30-2012 | |
| Douglas Storey | 6-30-2013 | |
| Agricultural Commission: | | |
| Richard Pelletier | 6-30-2013 | |
| Eric Schartner | 6-30-2011 | |
| Ambulance Director: | | |
| Margaret Diaz | 6-30-2011 | |
| Ambulance Attendants: | 6-30-2011 | |
| Christine Alfano | Andrew Bagdonas | Christopher Baker |
| Pierino Bonazzoli | Barbara Brown | Kileen Burgoyne |
| David Byler | Ethan Caless | Margaret Diaz |
| Normando Diaz | Wesley Durant III | Cassandra Ela |
| Ann Farrell | David Farrell | Kelsey Farrell |
| Lauren Ferechio | Luis Forte | John (Jack) Holbrook |
| Katherine Howard | Alan Koung | Kara McClean |
| Mary Ann McLaughlin | Roger McManus | Mary Nichols |
| Jeremy O'Connell | David Perry | Karen Perry |
| Dina Rich | Curtis (Max) Roemer | Jackie Welch |
| James Weliver | Gerald Wilson, Sr. | Christopher Whynot |
| Animal Control Officer: | | |
| Susan Latham | | 6-30-2011 |
| Assistant: | Phyllis Tower | 6-30-2011 |
| Appeals, Board of: | Jacqueline Smith | 6-30-2015 |
| Building Inspector: | | |
| Michael Sauvageau | | 6-30-2011 |
| Assistant: | David Drugge | 6-30-2011 |
| Capital Planning Committee: | | |
| Brad Cote | | 6-30-2013 |
| Erik Neyland | | 6-30-2013 |
| Conservation Commission: | | |
| Kevin Lord | | 6-30-2013 |
| Robert Cohen | | 6-30-2013 |

| | | |
|---|-------------------|---------------------------|
| Council on Aging: | Susan Tripp | 6-30-2013 |
| Economic Development Committee: | | 6-30-2013 |
| Helene Demmer | Steve George | Raymond Grenier |
| John Karlon | Dina Mazolla | Lysa Miller |
| Christopher Nelson | James Riseborough | Reta Rupich |
| Eileen Schomp | Bruce Slater | Daniel Weadock |
| Election Workers: | | 6-30-2011 |
| Therese Abdalian | Kathleen Barry | Barbara Bing |
| Alice Coggeshall | Barbara Corley | Anne Dilling |
| Joanne Edmunds | Nancy Jagodnik | Deborah Kellett |
| Sally Ann King | Phyllis Langberg | Jean Lord |
| David McKinley | Jean McKinley | Joyce Miller |
| Cia Ochsenbein | Alice Roemer | David Sartorius |
| Linda Shelales | Nancy Skinner | Pamela Sowizral |
| Diane Swenson | Isabel Wells | Jean West |
| Thomas Wildman | | |
| Emergency Management | | |
| Co-Directors: | Andrew Bagdonas | 6-30-2011 |
| | Thomas Moses | 6-30-2011 |
| EMT/FF – Full Time: | David Farrell | 6-30-2011 |
| Energy Committee: | Martha Broad | 6-30-2013 |
| | Stuart Malmberg | 6-30-2011 |
| | Burt Shnitzler | 6-30-2011 |
| Fire Chief: | John Stephenson | 6-30-2011 |
| Forest Warden: | John Stephenson | 6-30-2011 |
| Historical Commission: | J. Howard Black | 6-30-2013 |
| Housing Authority: | Gwendolyn Rogers | 6-30-2014 |
| Insurance Advisory Committee: | | 6-30-2011 |
| Nathaniel Barry | Barbara Brown | Diane Coolidge |
| Chris Harrington | Donna Madden | Stanley Wysocki (Liaison) |
| Municipal Space Needs Committee: | | Upon Completion |
| Harold Brown | Evelyn Doerr | Panny Gerken |
| Bryan Holmes | Pamela Powell | Leigh Shanny |
| Susan Tripp | Christopher Tuck | Wayne Wetzel |
| Plumbing & Gas Inspector: | Wilfred Delorey | 6-30-2011 |
| Assistant Gas Inspector: | Robert Janda | 6-30-2011 |

Police Department:

| | | |
|--------------------------|-------------------|------------------------|
| <u>Chief</u> | Vincent Alfano | 6-30-2011 |
| <u>Lieutenant</u> | Warren Nelson | 6-30-2011 |
| <u>Sergeant</u> | Michael Slepetz | 6-30-2011 |
| <u>Patrol Officers</u> | | 6-30-2011 |
| Kimberly Barry | A. Luke Hamburger | Christopher Harrington |
| Sandra Lawton | Jason Puri | Yvette Washington |
| <u>Reserve Officers:</u> | | 6-30-2011 |
| Andrew Bagdonas | Cassandra Ela | Daniel Keller |
| Mary Ann Kinirey | Paul Smith | Hank Staake |
| Jacob Vincente | | |

| | | |
|--------------------------------------|-----------------|-----------|
| Public Ways Safety Committee: | Robert Hagopian | 6-30-2013 |
| | Thomas Kittler | 6-30-2013 |

| | | |
|--------------------|------------------|-----------|
| Registrars: | Carol O'Loughlin | 6-30-2013 |
|--------------------|------------------|-----------|

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|-----------------------------------|---------------------|-----------|
| Senior Tax Rebate Program: | John (Jack) Bushman | 6-30-2011 |
| | Patricia Lupo | 6-30-2011 |

| | | |
|-------------------------|----------------|-----------|
| Town Accountant: | Julie Costello | 6-30-2011 |
|-------------------------|----------------|-----------|

| | | |
|-----------------------------|--------------|-----------|
| Treasurer/Collector: | Donna Madden | 6-30-2011 |
|-----------------------------|--------------|-----------|

| | | |
|---------------------|-------------|-----------|
| Tree Warden: | Mark Caisse | 6-30-2011 |
|---------------------|-------------|-----------|

| | | |
|------------------------|----------------|-----------|
| Veterans Agent: | Michele Marino | 6-30-2011 |
|------------------------|----------------|-----------|

| | | |
|------------------------------|--------------|-----------|
| WHEAT Representative: | Brooke James | 6-30-2011 |
|------------------------------|--------------|-----------|

| | | |
|-----------------------------------|---------------|-----------|
| Wiring Inspector: | James Boodry | 6-30-2011 |
| Assistant Wiring Inspector | Peter Casello | 6-30-2011 |

| | | |
|--|----------------|-----------|
| Appointed by: Chairman of Selectmen, Moderator and Town Clerk Advisory Committee: | Naveen Rohatgi | 6-30-2013 |
|--|----------------|-----------|

| | | |
|--|-------------------|-----------|
| Appointed by: Board of Health Animal Inspector: | Phyllis Ann Tower | 4-30-2011 |
|--|-------------------|-----------|

Appointed by: Moderator

| | | |
|-----------------------|------------------|-----------|
| Law Committee: | Gwendolyn Rogers | 6-30-2011 |
| | Mark Slade | 6-30-2011 |

| | | |
|---|--------------|-----------|
| Minuteman School Committee Representative: | Hannes Klein | 6-30-2013 |
|---|--------------|-----------|

| | | |
|------------------------------------|--------------------------------------|-----------|
| Appointed by: Law Committee | | 6-30-2011 |
| Town Counsel: | Brackett & Lucas – Legal Services | |
| Labor Counsel: | Mirick, O'Connell, Damallie & Lougee | |

Appointed by: Treasurer / Collector

Deputy Tax Collector: Kevin Bolduc 12-31-2011

Appointed by: Town Clerk

Assistant Town Clerk: Susan J. Miles 6-30-2011

RESIGNATIONS:

Date of Resignation

Advisory Committee: David Lindsay 5-13-2010

Capital Planning Committee: Anita Scheipers 2-1-2010

Conservation Commission: Russell Sandler 3-10-2010

Cultural Council: Beth Nolan Connors 1-28-2010

**Economic Development
Committee:**

Raymond Grenier 4-27-2010

Reta Rupich 4-29-2010

**Emergency Management
Coordinator:**

Peter Casello 9-23-2010

Housing Authority: Richard Merrill 8-12-2010

**Minuteman School Committee
Representative:**

Kileen Burgoyne 11-8-2010

Municipal Space Needs Committee: Leigh Shanny 5-15-2010

STATE PRIMARY ELECTION
September 14, 2010

The polls were declared open at 7 AM and declared closed at 8:00 PM. Lunch and dinner for the election workers was provided by Great Brook Farms. Snacks and drinks were provided by Joyce Miller.

Officials duly sworn in were:

Warden: Alice Roemer

Clerk of the Day: Joyce Miller

| | | | | |
|-------------|----------------|----------------|------------------|-----------------|
| Checkers: | Barbara Bing | Barbara Corley | Anne Dilling | Nancy Jagodnik |
| | Sallyann King | Jean Lord | David McKinley | Jean McKinley |
| | Cia Ochsenbein | Diane Swenson | Isabel Wells | Jean West |
| Counters: | Kathleen Barry | Deb Kellett | Alice Coggeshall | David Sartorius |
| | Thomas Wildman | | | |
| Constables: | Vincent Alfano | David Goulding | Barbara Brown | |

STATE PRIMARY ELECTION RESULTS

| | |
|--------------------------|------|
| Total Votes Cast: | 520 |
| Total Registered Voters: | 3204 |
| Percent Voted: | 16% |
| Republican: | 316 |
| Democratic: | 203 |
| Libertarian: | 1 |

Democratic Party Results

| Race / Candidates | Total votes | Race / Candidates | Total votes |
|----------------------------|-------------|--|-------------|
| Governor | | Representative in Congress | |
| Deval L. Patrick | 169 | Nicola S. Tsonga | 171 |
| Blanks | 30 | Blanks | 30 |
| Write – ins | 4 | Write – ins | 2 |
| Lieutenant Governor | | Councillor | |
| Timothy P Murray | 166 | Francis A. Ford | 133 |
| Blanks | 35 | Blanks | 69 |
| Write – ins | 2 | Write – ins | 1 |
| Attorney General | | Senator in General Court | |
| Martha Coakley | 164 | Jennifer Flanagan | 154 |
| Blanks | 37 | Blanks | 47 |
| Write – ins | 2 | Write – ins | 2 |
| Secretary of State | | Representative in General Court | |
| William Francis Galvin | 156 | Kate Hogan | 164 |
| Blanks | 46 | Blanks | 38 |

| | |
|-------------------|-----|
| Treasurer | |
| Steven Grossman | 122 |
| Stephen J. Murphy | 52 |
| Blanks | 29 |
| Write – ins | 0 |

| | |
|--------------------------|-----|
| District Attorney | |
| Joseph D. Early, Jr. | 149 |
| Blanks | 53 |
| Write – ins | 1 |

| | |
|--------------------|-----|
| Auditor | |
| Suzanne M. Bump | 113 |
| Guy William Glodis | 51 |
| Mike Lake | 23 |
| Blanks | 15 |
| Write – ins | 1 |

| | |
|----------------|----|
| Sheriff | |
| Scot J. Bove | 70 |
| Thomas Foley | 96 |
| Blanks | 36 |
| Write – ins | 1 |

Republican Party Results

| | |
|--------------------------|--------------------|
| Race / Candidates | Total votes |
| Governor | |
| Charles D. Baker | 275 |
| Blanks | 21 |
| Write-In – Scott Lively | 19 |

| | |
|-----------------------------------|--------------------|
| Race / Candidates | Total votes |
| Representative in Congress | |
| Jonathan A. Golnik | 97 |
| Sam S. Meas | 88 |
| Robert L. Shapiro | 30 |
| Thomas J. M. Weaver | 89 |
| Blanks | 11 |
| Write – ins | 1 |

| | |
|----------------------------|-----|
| Lieutenant Governor | |
| Richard R. Tisei | 243 |
| Blanks | 55 |
| Write -in –Keith Davis | 18 |

| | |
|-------------------|-----|
| Councillor | |
| Jennie L. Caissie | 226 |
| Blanks | 90 |
| Write – ins | 0 |

| | |
|----------------------------|-----|
| Attorney General | |
| Blanks | 196 |
| Write-in –James P, McKenna | 84 |
| Write-in- Guy A. Carbone | 32 |

| | |
|---------------------------------|-----|
| Senator in General Court | |
| Neal Andrew Heeren | 263 |
| Blanks | 52 |
| Write-ins | 1 |

| | |
|---------------------------|-----|
| Secretary of State | |
| William C. Campbell | 239 |
| Blanks | 77 |
| Write-ins | 0 |

| | |
|--|-----|
| Representative in General Court | |
| Blanks | 309 |
| Write-ins | 7 |

| | |
|------------------|-----|
| Treasurer | |
| Karyn E. Polito | 251 |
| Blanks | 64 |
| Write-ins | 1 |

| | |
|--------------------------|-----|
| District Attorney | |
| Blanks | 306 |
| Write-ins | 10 |

| | |
|---------------------|-----|
| Auditor | |
| Mary Z. Connaughton | 257 |
| Kamal Jain | 30 |
| Blanks | 29 |
| Write-ins | 0 |

| | |
|----------------------|-----|
| Sheriff | |
| Lewis G. Evangelidis | 238 |
| Blanks | 77 |
| Write-ins | 1 |

STATE ELECTION
November 2, 2010

The polls were declared open at 7 AM and declared closed at 8:00 PM. Great Brook Farms provided lunch and dinner for the election workers. Snacks and drinks were provided by Joyce Miller.

Officials duly sworn in were:

| | | | |
|-------------------|------------------|----------------|------------------|
| Warden: | Alice Roemer | | |
| Clerk of the Day: | Joyce Miller | | |
| Greeters: | Jo Edmunds | Cia Ochsenbein | |
| Checkers: | Barbara Bing | Cia Ochsenbein | Barbara Corley |
| | Linda Shelalas | Nancy Jagodnik | Nancy Skinner |
| | Sallyann King | Pam Sowizral | Phyllis Langberg |
| | Diane Swenson | Jean Lord | Jean West |
| Counters: | Kathy Barry | Deb Kellett | |
| | Alice Coggeshall | Thomas Wildman | |
| Constables: | Vincent Alfano | Barbara Brown | |
| | Andrew Bagdonas | | |

State Election Results

| | |
|---------------------------------|-------------|
| Total Votes Cast: | 2365 |
| Total Registered Voters: | 3246 |
| Percent Voting: | 73% |

| Race / Candidates | Total votes | | |
|---|--------------------|---------------------------------|------|
| Lieutenant Governor | | Councillor | |
| Richard R. Tisei | 243 | Jennie L. Caissie | 226 |
| Blanks | 55 | Blanks | 90 |
| Write -in –Keith Davis | 18 | Write – ins | 0 |
| Governor and Lieutenant Governor | | Councillor | |
| Patrick and Murray | 968 | Jennie L. Caissie | 1208 |
| Baker and Tisei | 1221 | Francis A. Ford | 868 |
| Cahill and Loscocco | 126 | Write-ins | 2 |
| Stein and Purcell | 30 | Blanks | 287 |
| Write-ins | 1 | | |
| Blanks | 19 | | |
| Attorney General | | Senator in General Court | |
| Martha Coakley | 1225 | Jennifer L. Flannagan | 975 |
| James B. McKenna | 1109 | Neal Andrew Heeren | 1265 |
| Write-ins | 0 | Write-ins | 0 |
| Blanks | 31 | Blanks | 125 |

Secretary of State

| | |
|------------------------|------|
| William Francis Galvin | 1151 |
| William C. Campbell | 1003 |
| James D. Henderson | 125 |
| Write-ins | 0 |
| Blanks | 86 |

Treasurer

| | |
|-----------------|------|
| Steven Grossman | 945 |
| Karyn E. Polito | 1325 |
| Write-ins | 0 |
| Blanks | 95 |

Auditor

| | |
|-----------------------------|------|
| Suzanne M. Bump | 829 |
| Mary Z. Connaughton | 1266 |
| Nathanael Alexander Fortune | 101 |
| Write-ins | 1 |
| Blanks | 168 |

Representative in Congress

| | |
|--------------------|------|
| Nicola S. Tsongas | 1119 |
| Jonathan A. Golnik | 1123 |
| Dale E. Brown | 21 |
| Robert M. Clark | 58 |
| Write-ins | 1 |
| Blanks | 43 |

Question 1: Remove sales tax on alcoholic beverages

| | |
|--------|------|
| YES | 1261 |
| NO | 1051 |
| Blanks | 53 |

Question 3: Reduce sales & use tax rates to 3%

| | |
|--------|------|
| YES | 1145 |
| NO | 1186 |
| Blanks | 34 |

Representative in General Court

| | |
|-------------------------|------|
| Kate Hogan | 1223 |
| Chuck S. Kuniewich, Jr. | 923 |
| Write-ins | 2 |
| Blanks | 217 |

District Attorney

| | |
|-----------------|------|
| Joseph D. Early | 1459 |
| Write-ins | 12 |
| Blanks | 894 |

Sheriff

| | |
|---------------------|------|
| Lewis G. Evangeldis | 1118 |
| Thomas J. Foley | 860 |
| Keith E. Nicolas | 152 |
| Write-ins | 0 |
| Blanks | 235 |

Question 2: Repeal of State Law 40B

| | |
|--------|------|
| YES | 1320 |
| NO | 949 |
| Blanks | 96 |

Question 4: Allow state to regulate marijuana (non-binding)

| | |
|--------|------|
| YES | 1132 |
| NO | 1020 |
| Blanks | 213 |

**SPECIAL STATE ELECTION
January 19, 2010**

The polls were declared open at 7 AM and declared closed at 8:00 PM. Great Brook Farm provided lunch and dinner for the election workers. Snacks and drinks were provided by Joyce Miller.

Officials duly sworn in were:

Warden: Alice Roemer
Clerk of the Day: Joyce Miller

| | | |
|-----------|------------------|----------------|
| Checkers: | Barbara Bing | Jean Lord |
| | Barbara Corley | David McKinley |
| | Anne Dilling | Jean McKinley |
| | Nancy Jagodnik | Cia Ochsenbein |
| | Sallyann King | Diane Swenson |
| | Phyllis Langberg | Jean West |

| | | |
|-----------|------------------|----------------|
| Counters: | Kathleen Barry | Deb Kellett |
| | Alice Coggeshall | Thomas Wildman |

| | | |
|-------------|-----------------|---------------|
| Constables: | Vincent Alfano | Barbara Brown |
| | Andrew Bagdonas | |

Special State Election Results

| | |
|--------------------------|------|
| Total Vote: | 2376 |
| Total Registered Voters: | 3151 |
| Percent Voting: | 75% |

Senator in Congress

| | |
|-------------------|------|
| Scott P. Brown | 1362 |
| Martha Coakley | 995 |
| Joseph L. Kennedy | 18 |
| Blanks | 0 |
| Write-Ins | 0 |

BOLTON ANNUAL TOWN ELECTION
May 10, 2010

Officials duly sworn in were:

Warden: Alice Roemer
 Clerk: Joyce Miller

Checkers: Terry Abdalian
 Barbara Bing
 Anne Dilling
 Phyllis Langberg
 Jean Lord
 Linda Shelales
 Isabell Wells
 Jean West

Counters: Thomas Wildman
 Kathy Barry
 Alice Coggeshall
 Deborah Kellett

Constables: Barbara Brown
 David Goulding
 Chris Slade

Polls opened at 12 noon and closed at 8 p.m.

Total voters: 789 Total registered voters: 3171 Voter Turnout: 25 %

| OFFICE NAME | TERM ADDRESS | VOTE | Blanks | Write-ins |
|--|------------------------------------|-------------|---------------|------------------|
| Moderator James D. Anker | One Year 176 Ballville Rd. | 631 | 157 | 1 |
| Town Clerk Pamela H. Powell | One Year 100 Nashaway Rd. | 631 | 156 | 2 |
| Board of Selectmen Richard H. Fly | Three Year 159 Wilder Road | 387 | 8 | 0 |
| David L Lindsay | 208 Berlin Road | 394 | | |
| Board of Health Laura P. Andrews | Three Year 32 Farm Road | 579 | 210 | 1 |
| Board of Assessors Susan Mason | Three Year 325 Berlin Road | 563 | 226 | 0 |
| Library Trustee Christine A. Sterling | Three Year 245 Still River Road | 576 | 213 | 0 |
| Cemetery Committee Harold Brown | Three Year 194 Harvard Road | 619 | 170 | 0 |
| Cemetery Committee David H. Jaaskala | Three Year 550 Sugar Road | 598 | 191 | 0 |

| | | | | | |
|--|---------------------|-----|-----|--|---|
| Park and Recreation | Two Three Year | | | | |
| Lori A. Colby | 159 Golden Run Road | 554 | | | |
| Daniel C. Teague | 53 Laurel Road | 498 | 525 | | 1 |
| Park and Recreation | One Year | | | | |
| Thomas G. Wildman | 266 Green Road | 544 | 245 | | 0 |
| Trustee of F.E. Whitcomb Benevolent Fund | Three Year | | | | |
| Brooke H. James | 51 Nourse Road | 587 | 202 | | 0 |
| Trustee of F.E. Whitcomb Benevolent Fund | One Year | | | | |
| Joan B. Mechlin | 121 Burnham Road | 589 | 200 | | 0 |
| Commissioner of Trust Funds | Three Year | | | | |
| Shirley A. Sefton | 295 Berlin Road | 566 | 223 | | 0 |
| Nashoba Regional School Committee | Three Year | | | | |
| Reta C. Rupich | 173 Wilder Road | 530 | 258 | | 1 |
| Planning Board | Five Year | | | | |
| Marc A. Gautreau | 82 Fox Run Road | 283 | | | |
| Hannes P. Klein | 188 Hudson Road | 269 | 237 | | 0 |
| Housing Authority | Five Year | | | | |
| David J. Drugge | 286 Ballville Road | 562 | 227 | | 0 |

And the following questions:

Question No. 1: Shall the Town of Bolton cease assessing the excise imposed under General Laws Chapter 59, Section 8A on certain animals, machinery and equipment owned by individuals and non-corporate entities principally engaged in agriculture? Yes - 497 No - 212

Question No. 2: Shall the Town of Bolton be allowed to exempt from the provisions of Proposition two and one-half so called, the amounts required to pay for the bond issued to cover capital costs associated with implementing a permanent regional household hazardous waste facility? Yes – 407 No - 317

Question No. 3: Shall the Town of Bolton be allowed to exempt from the provisions of Proposition two and one-half so called, the amounts required to pay for the bond issued for the purchase of a one-ton truck for use in the Department of Public Works? Yes - 418 No - 300

Board of Selectmen Recommendation: Approved (Unanimous)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: Majority **VOTE:** Unanimous in favor

Article 3: Accept Annual Reports

The Town voted to accept the reports of the Board of Selectmen and Advisory Committee, or any other Town officers, boards, or committees for the calendar year 2009; or do or act relating thereto.

Sponsor: Board of Selectmen

Note: Copies of the Annual Reports are available at the Town Hall, Library and on our website at www.townofbolton.com.

Board of Selectmen Recommendation: Approved (Unanimous)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: Majority **VOTE:** Unanimous in favor

Article 4: Fiscal Year 2011 Operating Budget

The Town voted to raise and appropriate or transfer from available funds the sum of \$18,983,007 (Eighteen million nine hundred eighty three thousand and seven dollars) or any other amount, as set forth in the budget for the purposes of operating and maintaining the various departments of the Town, and to meet such appropriation:

- a. The sum of \$70,000 (Seventy thousand dollars) from the Cell Tower Fund;
- b. The sum of \$120,000 (One hundred twenty thousand dollars) from the Ambulance Receipts Reserved for Appropriation to be applied to the Ambulance Department budget;
- c. The sum of \$150,000 (One hundred fifty thousand dollars) from the Overlay Reserve Account;
- d. The sum of \$291,083 (Two hundred ninety one thousand and eighty-three dollars) or any other amount, to be transferred from Free Cash;
- e. The sum of \$18,351,924 (Eighteen million three hundred fifty one thousand, nine hundred twenty-four dollars) to be raised by taxation; or do or act relating thereto.

Sponsor: Board of Selectmen

Board of Selectmen Recommendation: Approved (2 to 1)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: Majority **VOTE:** Majority in favor

Article 5: Implementation of a Permanent Regional Household Hazardous Waste Facility

The Town voted to appropriate the sum of \$10,000 (Ten thousand dollars) to cover Bolton’s share of the capital costs associated with implementing a permanent regional household hazardous waste facility; and that to meet said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized, pursuant to Massachusetts General Laws, Chapter 44, Section 7, or any other authority, to borrow up to that amount and to issue bonds or notes of the Town; provided, however, that this vote shall not take effect until the Town **votes** to exempt from the limitation on total taxes imposed by Massachusetts General Laws, Chapter 59, Section 21C(k) (Proposition 2½) amounts required to pay the principal of and interest on the borrowing authorized by this vote; and that the Board of Selectmen be authorized to expend the monies so appropriated for the foregoing purposes; or do or act relating thereto.

Sponsor: Department of Public Works

Summary: Generally the Town of Bolton holds a Household Hazardous Waste Collection Day for residents once every two to three years. These events cost the Town of Bolton an average of \$18,000. This article will fund Bolton’s portion of a permanent regional collection facility that will be set up in Devens, MA. This facility will be open to region members approximately twenty days per year. The article was considered and passed at the town meeting last year but did not pass the ballot election. Since then, the hazardous waste collaborative has received approval from eight towns. If Bolton and one other town approve, the facility will be completed and open in September 2010. Residents who use the facility to dispose of hazardous materials will be required to pay a fee for disposal. The Town will also be required to pay an annual operating contribution not to exceed \$2,000. The proposed borrowing for this article will not be approved nor will any operating costs be expended unless the debt exclusion is approved at the town election. No capital or operating funds will be expended if the facility does not open as planned.

Board of Selectmen Recommendation: Approved (2 to 1)

Advisory Committee Recommendation: Approved (5 to 1)

Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 6: Purchase of Web-based Municipal Software

The Town voted to transfer from available funds the sum of \$6,500 (Six thousand five hundred dollars) to purchase web-based municipal software to be used by town departments to improve efficiency and streamline processes. This amount will fund employee training, system configuration, data conversion and software; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: This article seeks town meeting approval of \$6,500 to purchase web-based municipal software to be used by town departments. The amount of \$6,500 will cover the first year costs for software, employee training, system installation and configuration, data conversion (the integration of the assessor’s parcel data into the system). This software program will allow the town to provide online permit applications. This system will provide information sharing both internally and with the public. In addition, it will help with storage issues and provide information disaster recovery.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority **VOTE:** Majority in favor

Article 7: Establishment of a Revolving Fund for Web-based Municipal Software Services

The Town voted to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E1/2, authorizing the Town Administrator to establish a Revolving Fund into which funds generated from a technology fee surcharge on permit fees of no more than 7.5% shall be deposited with an annual cap of \$20,000 (Twenty thousand dollars). The Revolving Fund shall be accounted for separately from all other monies in the town and shall only be used for such permit fee surcharges and the revolving fund shall be specifically used for the purpose of funding on-going fees for web-based municipal software and digitization of plans. The Town Administrator shall be authorized to expend from the fund; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: As an on-going funding mechanism for maintenance and operations of web-based municipal software from the previous article, this article seeks town meeting approval to authorize the establishment of a Revolving Fund which will be funded by a 7.5% technology fee surcharge applied to permits issued to fund web-based municipal software which will be used by town departments. Monies from the Revolving Fund may be used by the Town Administrator for web-based municipal software maintenance, digitization of plans and expansion of the software technology by adding additional modules and hand held devices such as netbooks in the field.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

VOTE: Majority in favor

Article 8: Transfer of \$175,000 to the Stabilization Fund

The Town voted to transfer the sum of \$175,000 (One hundred seventy five thousand dollars) from available funds to the Stabilization Fund; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: At the May 2009 town meeting, \$175,000 was transferred from the Stabilization Fund to available funds ("Free Cash") in order to compensate for a non-recurring addition to the Assessors Overlay Account. The addition was for the purpose of covering possible costs to the town related to tax court suits involving telecommunications companies. The suits have been largely resolved, and there is no need for another such addition to the Overlay Account in fiscal 2011. This frees up \$175,000 of available funds which may now be added back to the **Stabilization Fund**, restoring it to its previous level.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority

VOTE: Unanimous in favor

Article 9: Transfer of Funds for Master Plan Enhancements

The Town voted to appropriate the sum of \$7,067.84 (Seven thousand sixty-seven dollars and eighty-four cents) to continue the efforts identified in the Master Plan that will include the hiring of a consultant to assist in the creation of design guidelines and possible zoning changes and that to meet such appropriation, the sum of \$7,067.84 be transferred from the unexpended funds allocated for funding the hiring of a consultant to create a Master Plan as approved by Article 4 of the November 15, 2004 Special Town Meeting; or do or act relating thereto.

Sponsor: Planning Board

Summary: This article seeks town meeting approval to expend the balance of the previously approved project authorized at the Special Town Meeting on November 15, 2004. The balance of the unexpended funds in Article 4 is \$7,067.84. The Master Plan has been completed and a portion of the remaining funds are needed to investigate design guidelines and zoning changes.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

VOTE: Majority in favor

Article 10: Granting of Liquor License

The Town voted to authorize the Board of Selectmen to file Home Rule Legislation that would authorize the Town of Bolton to issue a license pursuant to Massachusetts General Laws, Chapter 138, Section 12 for the sale of all alcoholic beverages to be drunk on the premises at 92 - 100 Wattaquodock Hill Road in Bolton, which is owned by NVW, Ltd. and operated by Nashoba Valley Spirits, Ltd. d/b/a Nashoba Valley Winery and J's Restaurant at Nashoba Valley Winery and that the legislation be adopted precisely as follows, except for clerical or editorial changes of form only.
HOME RULE LEGISLATION AUTHORIZING THE TOWN OF BOLTON TO GRANT A LICENSE

FOR THE SALE OF ALL ALCOHOLIC BEVERAGES TO BE DRUNK ON THE PREMISES OF A CERTAIN RESTAURANT

“An Act Authorizing the Town of Bolton to Grant A License for the Sale of All Alcoholic Beverages to be Drunk on the Premises of a Certain Restaurant

Section 1. Notwithstanding section 11 of Chapter 138 of the General Laws, or any vote cast in the town of Bolton pursuant to Chapter 386 of the acts of 1986, or any vote cast in the town of Bolton pursuant to Chapter 706 of the acts of 1967, or any vote cast in the town of Bolton pursuant to Chapter 146 of the acts of 1996, or any other special act or general law to the contrary, the licensing authority for the town of Bolton may grant a license for the sale of all alcoholic beverages to be drunk on the premises under section 12 of chapter 138 for the premises located at 92-100 Wattaquodock Hill Road owned by NVW, Ltd. and operated by Nashoba Valley Spirits, Ltd. d/b/a Nashoba Valley Winery and J’s Restaurant at Nashoba Valley Winery. The license shall not be transferable off the premises. If the license granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority of the town of Bolton. The licensing authority may then grant the license to a new applicant at the same location subject to all of the procedures set forth under Section 15A of Chapter 138.

Section 2. The license shall be subject to all of said chapter 138 except said section 11.

Section 3. This act shall take effect upon its passage.”

or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: Although by its population, Bolton could grant additional liquor licenses, votes taken in Bolton during the late 1960s require that additional full liquor licenses can only be granted following home rule legislation. The business owner of the Nashoba Valley Winery and J’s Restaurant at Nashoba Valley Winery would like to have a full license for the premises located at 92-100 Wattaquodock Hill Road by NVW, Ltd. and operated by Nashoba Valley Spirits, Ltd. d/b/a Nashoba Valley Winery.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

VOTE: Unanimous in favor

Articles 11, 12, 13, 14: Various Easements

Moderator initiated the use of a Consent Calendar for Articles 11, 12, 13, 14. After no ‘holds’ were voiced for any individual article, a motion was made to move the 4 articles together.

Vote Required: Majority

Consent Calendar VOTE: Unanimous in favor

Article 11: Cell Tower Easement

The Town voted to authorize the Board of Selectmen to grant to Verizon New England Inc., and National Grid a permanent and non-exclusive 10’ wide easement over the town property located at Forbush Mill Road near the transfer station as shown on Assessor’s Map 5A-19 for the purpose of accessing, constructing, reconstructing, repairing, operating and maintaining a line of poles for the transmission of high and low voltage electricity and the transmission of intelligence together with all conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto, as described in easement documents to be recorded at the Worcester South District Registry of Deeds the exact location of which, shall be subject to the approval of the Board of Selectmen; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: The town leased a site adjacent to the transfer station to Verizon Wireless that is building a cell tower to serve the west portion of Bolton. The easement required to get to the site from the transfer station and for obtaining electricity needs town meeting approval.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

Article 12: Pole Easement for the Library Project

The Town voted to authorize the Board of Selectmen to grant to National Grid a permanent and non-exclusive easement over town property located at 738 Main Street as shown on Assessors Map 1-40 for the purpose of accessing, installing, constructing, reconstructing, repairing, replacing, operating and maintaining a telephone pole at the Public Library together with all conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto, to facilitate the transmission and/or distribution of electricity and the transmission and/or distribution of telecommunications in the Town of Bolton, as described in easement documents to be recorded at the Worcester South District Registry of Deeds the exact location of which, shall be subject to the approval of the Board of Selectmen; or do or act relating thereto.

Sponsor: Library Trustees

Summary: A utility pole needed to be added on the site of the renovated library. Since the pole is not on a public way, an easement is required and that easement needs town meeting approval.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

Article 13: Propane Easement for the Library Project

The Town voted to authorize the Board of Selectmen to grant to Osterman Propane an easement for ingress and egress over town property located at 738 Main Street as shown on Assessors Map 1-40 for the purpose of installing, maintaining, servicing, repairing, reinstalling or removing a propane tank, regulators, piping and other materials at the Public Library, as described in easement documents to be recorded at the Worcester South District Registry of Deeds, the exact location of which, shall be subject to the approval of the Library Trustees; or do or act relating thereto.

Sponsor: Library Trustees

Summary: A propane tank was installed on the site of the new/renovated library. An easement is required by the propane company which allows them to access and service the propane tank.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

Article 14: Easement for National Grid for the Public Safety Center Project

The Town voted to authorize the Board of Selectmen to grant to National Grid a permanent and non-exclusive easement over town property located at 15 Wattaquadock Hill Road as shown on Assessors Map 4C-13 for the purpose of accessing, constructing, reconstructing, repairing, replacing, operating and maintaining an overhead system and an underground system for the transmission of high and low voltage electric current and for the transmission of intelligence to the Public Safety Building together with all conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto, as described in easement documents to be recorded at the Worcester South District Registry of Deeds the exact location of which, shall be subject to the approval of the Board of Selectmen; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: The underground electricity transmission system for the new public safety building requires an easement so that National Grid can maintain the utilities.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority

Article 15: Release of Interest - Old County Road Layout

The Town voted to authorize the Board of Selectmen, pursuant to Massachusetts General Laws, Chapter 40, Section 15, to release and abandon any and all right title and interest that the Town of Bolton may have in that portion of the Old County Road Layout at or near Still River Road, as shown on a plan of land entitled "Plan of Land, Bolton, Massachusetts" recorded with the Worcester South District Registry of Deeds on October 14, 2004 in Plan Book 816, Plan 80, a copy of which is on file in the Office of the Town Clerk; and further to authorize the Board of Selectmen to convey all of the Town's right title and interest in said portion of the way upon such terms and conditions, and for such consideration as the Board of Selectmen deem to be in the best interest of the Town, or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: This release applies to land on or abutting private residences on Still River Road where that road was rerouted back in the 1930s. By releasing its interest, the town is allowing the land to legally become part of the residential lots.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 16: Funding of Oil Tank Cleanup

The Town voted to appropriate by transfer the sum of \$52,416 (Fifty two thousand four-hundred sixteen dollars) to reimburse the Public Safety Building Project for funds that were spent on the cost of engineering and soil removal due to a leak from an underground fuel oil tank, and that to meet said appropriation, \$40,000 (Forty thousand dollars) be transferred from unexpended funds from Library Building Project, as previously appropriated by Article 11 of the May 1, 2006 Annual Town Meeting, and \$12,416 (Twelve thousand four hundred sixteen dollars) be transferred from unexpended funds from the Force Main Project, as previously appropriated by Article 15 of the May 5, 2008 Annual Town Meeting; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: The oil leak was detected when a 1960s-era tank was being removed as part of the project. Testing of the soils in the area and all surrounding water supply wells found that the leak was confined to the soils immediately around and below the oil tank. That soil was successfully removed. The expenses associated with testing and soil removal were not budgeted by the Public Safety Building project, so that project needs the funds to complete its work. The funds from the Library project were set aside for septic work and unexpended and the Force Main project was completed with funds remaining.

Board of Selectmen Recommendation: Approved (2 in favor, 1 abstained)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority **VOTE:** Unanimous in favor

Article 17: Funding for Oil Leak Reporting, Well Monitoring, and Testing

The Town voted to transfer from the Stabilization Fund the sum of \$45,000 (Forty-five thousand dollars) to fund one-time unforeseen costs of completing the reporting, well monitoring, and testing associated with the oil leak at the new public safety building, or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: As noted in Article 16, the contaminated soil from the oil leak at the existing tank at the public safety building was successfully removed. The Massachusetts Department of Environmental Protection (DEP) requires one year of additional testing and well monitoring to assure that there is no further contamination. Up to this point, all tests have been negative. These are one-time expenses that were not anticipated or budgeted. If the article is approved, the balance in the Stabilization Fund will be \$956,624.68.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority

VOTE: Unanimous in favor

Article 18: Additional \$35,000 to Offset Unforeseen Costs for the Public Safety Building

Mr. Troup yielded the floor to allow Susan Mason, Chairperson of the Public Safety Center Construction Committee to speak. Ms. Mason made the motion to Pass Over the article.

Article 18: Additional \$35,000 to Offset Unforeseen Costs for the Public Safety Building

The Town vote to appropriate the sum of \$35,000 (Thirty five thousand dollars) to offset some of the unforeseen costs needed to complete the Bolton Public Safety Center; and that to meet said capital appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized, pursuant to Massachusetts General Laws, Chapter 44, Section 7(9), or any other authority, to borrow up to that amount; the principal, interest, and associated costs on the borrowing; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: The Bolton Public Safety Center is scheduled to be completed by mid-June 2010. To assure that the project is completed without cutting back on landscaping needed near the several abutting residences and without giving up needed equipment and furnishings for the Center, the selectmen are proposing additional funding of \$35,000 to comfortably finish the project. Items to be completed include a DEP-approved diesel oil fuel tank and its concrete pad to be used for fueling fire trucks and the ambulance. Because the public safety building project has already had a debt exclusion override approved, only a town meeting vote is needed to appropriate these funds.

Board of Selectmen Recommendation: Approved (2 in favor, 1 abstained)

Advisory Committee Recommendation: Approved (4 to 1) (if anticipated grant money is not received)

Vote Required: 2/3 Majority

Vote Required for Pass Over: Majority

VOTE: Unanimous in favor

Article 19: Purchase of New One-Ton Minimum 16,000GVW Truck for the Department of Public Works

The Town voted to raise and appropriate the sum of \$50,000 (Fifty thousand dollars) to fund the purchase of a new one-ton truck for the Department of Public Works and all costs incidental or related thereto; and that to meet said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized pursuant to Massachusetts General Laws, Chapter 44, Section 7(9), or any other authority, to borrow up to that amount and to issue bonds or notes of the Town; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C(k) (Proposition 2½) amounts required to pay the principal of and interest on the borrowing authorized by this vote; and that the Board of Selectmen be authorized to expend the monies so appropriated for the foregoing purposes; or do or act relating thereto.

Sponsor: Department of Public Works

Summary: The DPW uses one-ton trucks for highways and grounds work during the year and for lighter-duty plowing during the winter. Based on its analysis of the truck inventory, the DPW determined that it needs a new one-ton this year. The Capital Planning Committee approved the proposed purchase, which will not be made unless the debt exclusion override vote is affirmative.

Board of Selectmen Recommendation: Approved (Unanimous)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 20: Grant for Redesign and Reconstruction of Route 117 (\$500,000)

The Town voted to appropriate the sum of \$500,000 (Five hundred thousand dollars) to fund the redesign and reconstruction of Route 117 from the Lancaster town line to Route 495; and for the payment of all other costs incidental and related thereto – contingent upon a Small Town Road Assistance Program (STRAP) grant being awarded to the Town of Bolton, and that to meet said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized pursuant to Massachusetts General Laws, Chapter 44, Section 7(6), or any other authority, to borrow up to that amount and to issue bonds or notes of the Town; and to authorize the Selectmen to apply to the Massachusetts Executive Office of Transportation for grant funding under the Small Town Road Assistance Program (STRAP); or do or act relating thereto.

Sponsor: Department of Public Works

Summary: The town is applying for a grant to redesign and reconstruct Route 117 west of Route 495. Provisions of the grant require the town to spend the money before being reimbursed with grant funds. Therefore, the town proposes to borrow the money if the grant is awarded and repay the debt after reimbursement. If the grant is not awarded, there is no expense by the town.

Board of Selectmen Recommendation: Approved (Unanimous)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: 2/3 Majority **VOTE:** Unanimous in favor

Article 21: Well for Emerson School

Mr. Troup made a motion to reduce the sum to \$63,000 (Sixty-three thousand dollars).

Article 21: Well for Emerson School

The Town voted to appropriate the sum of \$73,000 (Seventy-three thousand dollars) for the construction of a new water line to serve the Emerson School from the Florence Sawyer School public water supply well, including engineering and construction expenses, and any other associated costs; and that to meet this appropriation, \$23,881.19 (Twenty-three thousand eight hundred eighty-one dollars and 19 cents) shall be transferred from unexpended proceeds of the town's Sewer Bonds dated June 15, 2007, which bonds were issued for the construction of a wastewater treatment plant pursuant to the vote of the town passed May 1, 2006 (Article 8), and that the Treasurer, with the approval of the Board of Selectmen, is authorized pursuant to Massachusetts General Laws, Chapter 44, Section 8(5), or any other authority, to borrow the remaining amount and to issue bonds or notes of the Town; and that the Board of Selectmen be authorized to expend the monies so appropriated for the foregoing purposes and to take any other action necessary or convenient to carry out this project; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: The May 2009 town meeting approved \$25,000 for the first phase of the project to serve both the Emerson School and the Florence Sawyer School with the Florence Sawyer School well, as required by a DEP audit. DEP has approved the project and established a deadline for completion of September 1, 2011. The design has been completed and the amounts needed for construction are funded by this article. The May 2009 election approved a debt exclusion for the borrowing needed for the project.

Board of Selectmen Recommendation: Approved (Unanimous)
Advisory Committee Recommendation: Approved (Unanimous)
Vote Required: 2/3 Majority **VOTE:** Unanimous in favor

Article 22: Amendment to the Zoning Bylaws, Section 2.5.7.6 Wireless Communications

The Town voted to amend Section 2.5.7.6 of its Zoning Bylaws as follows (deletions in *parenthesis and italics*) and additions are underlined);

8. That any Wireless Communication Facility in the business, limited business, commercial, wireless overlay, residential or industrial zoning districts is set back from:

or do or act relating thereto.

Sponsor: Planning Board

Planning Board Report: At a duly-noticed public meeting on March 31, 2010, which followed an advertised public hearing on the proposed zoning change on March 24, 2010, the Bolton Planning Board voted unanimously to recommend to the Town Meeting that it approve the amendment to the zoning bylaw set forth in Article 22 of the Warrant.

Summary: Requires that wireless communications facilities located in any district obtain a Special Permit from the Board of Selectmen.

Board of Selectmen Recommendation: Disapproved (Unanimous)

Advisory Committee Recommendation: Disapproved (3 to 2)

Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 23: Purchase of Defibrillators

The Town voted to appropriate the sum of up to \$40,000 (Forty thousand dollars) to fund the purchase of defibrillator units to replace the current defibrillator units in the ambulance, police cruisers and fire trucks, and for the placement of additional units strategically within the Town; for the purchase of accessories for such units, and for the training of personnel in areas where all defibrillators are deployed and all other costs incidental or related thereto; and that to meet said appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized pursuant to Massachusetts General Laws, Chapter 44, Section 7(9), or any other authority, to borrow up to that amount and to issue bonds or notes of the Town; and that the Board of Selectmen be authorized to expend the monies so appropriated for the foregoing purposes; or do or act relating thereto.

Sponsor: Ambulance

Summary: The defibrillators on the public safety vehicles are 5-10 years old and need to be upgraded. For consistency of use and training, it is important that all the defibrillators be the same. Defibrillators have proven to save lives and it is important that the equipment is up-to-date.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority **VOTE:** Unanimous in favor

Article 24: Amendment to the Zoning Bylaws, Section 2.5.5.2, (j) Activity Regulations – Used Cars

The Town voted to amend Section 2.5.5.2 (j) Activity Regulations, of the Town of Bolton Zoning Bylaws, (additions are underlined);

(j) Involve the sale of new or used motor vehicles, with the exception of uses authorized by a Special Permit granted by the Board of Selectmen for the sale of used motor vehicles in residential districts subject to the following restrictions.

- (a) Limit of no more than two (2) vehicles for sale on a property at any one time.
- (b) The grant of a special permit may be conditioned upon time and use.
- (c) Is conducted by the resident of the premises.

- (d) The use is clearly incidental to and secondary to the use of the premises for residential purposes and the external character of the premises is that of a one-family residence.
- (e) Not more than two (2) persons other than the residents of the dwelling and not more than a total of four (4) are employed at any one time on the premises.
- (f) No noise, vibration, dust, heat, odors, glare, traffic congestion, unsightliness or other nuisance results which is discernible from other properties, or which is detrimental to the environment.
- (g) The requirement of 2.4.2.5 Signs in Residential Zones applies.
- (h) In the Residential District, the pre-existing non-conforming use of property for the sale of used motor vehicles as of the effective date of this bylaw, which use does not conform to this bylaw, may continue subject to 2.1.3.3 of the Zoning Bylaws.

or do or act relating thereto.

Sponsor: Board of Selectmen

Planning Board Report: At a duly-noticed public meeting on March 31, 2010, which followed an advertised public hearing on the proposed zoning change on March 24, 2010, the Bolton Planning Board voted unanimously to recommend to the Town Meeting that it approve the amendment to the zoning bylaw set forth in Article 24 of the Warrant.

Summary: Since the mid-1980s, the Board of Selectmen has approved Class II licenses for used car sales to a few homeowners under the provisions of the Home Occupation bylaw. These types of used car sales were prohibited in a 2004 zoning bylaw revision. This article proposes to codify the 1980s practice by incorporating home occupation requirements into the bylaw section dealing with auto sales. The change would not affect the prohibition of all other forms of car sales as was intended in 2004.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Disapproved (Unanimous)

Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 25: Amendment to the Zoning Bylaws, Section 2.3.4 Schedule of Uses – Used Cars

The Town voted to amend Section 2.3.4 of the Town of Bolton Zoning Bylaws, by inserting a new use under Mercantile, as follows:

| | Residential | Business | Limited Business | Commercial | Industrial | Limited Recreation Business |
|-----------------------|--------------------|-----------------|-------------------------|-------------------|-------------------|------------------------------------|
| Used car sales | SSP | No | No | No | No | No |

or do or act relating thereto.

Sponsor: Board of Selectmen

Planning Board Report: At a duly-noticed public meeting on March 31, 2010, which followed an advertised public hearing on the proposed zoning change on March 24, 2010, the Bolton Planning Board voted unanimously to recommend to the Town Meeting that it approve the amendment to the zoning bylaw set forth in Article 25 of the Warrant.

Summary: If the previous article is approved to allow used car sales as home occupations, the table of uses needs to be modified by adding the use of used cars with a special permit from the selectmen. If the bylaw change is not **approved, this article can be passed over.**

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority **VOTE:** Unanimous in favor

Article 26: Amendment to the Zoning Bylaws, Section 2.5.5.6 Site Plan Approval Process

Motion to add to the end of sentence: “floricultural, viticultural and home occupation uses.

VOTE: Defeated: Majority opposed

Article 26: Amendment to the Zoning Bylaws, Section 2.5.5.6 Site Plan Approval Process

The Town voted to amend Section 2.5.5.6 of its Zoning Bylaws as follows (deletions in *parenthesis and italics*) and additions are underlined); or do or act relating thereto.

Site Plan approval will be required of all non-residential uses (*uses*) in the Limited Business, Limited Recreation Business, Business, (*Commercial*) (*and*) Industrial, and Residential (*Zones*) Districts exempting agricultural, horticultural, floricultural and viticultural uses.

Sponsor: Planning Board

Planning Board Report: At a duly-noticed public meeting on March 31, 2010, which followed an advertised public hearing on the proposed zoning change on March 24, 2010, the Bolton Planning Board voted unanimously to recommend to the Town Meeting that it approve the amendment to the zoning bylaw set forth in Article 26 of the Warrant.

Summary: Requires all non-residential uses go through site plan approval process. Currently non-residential uses located in the Residential District are not required to obtain Site Plan Approval.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: 2/3 Majority **VOTE:** Declared 2/3 Majority in favor

Article 27: Feasibility Study for Improvements to the Minuteman Regional Vocational Technical School

The Town voted to approve the sum of \$725,000 (Seven hundred twenty five thousand dollars) of borrowing authorized by the Minuteman Regional Vocational Technical School District, for the purpose of paying costs of a feasibility study to consider options for making improvements to the District’s high school building located at 758 Marrett Road, Lexington, Massachusetts, which options shall include, but not be limited to renovating, reconstructing, expanding, remodeling and adding to the District’s high school, or any combination of the foregoing, said sum to be expended at the direction of the School Building Committee. The Massachusetts School Building Authority’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs of the Project that the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District, and that the total amount of the borrowing authorized by this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; or do or act relating thereto.

Sponsor: Board of Selectmen

Summary: Bolton’s estimated share after 40% Massachusetts School Building Authority (MSBA) reimbursement is \$7,240, payable over a five-year period, beginning in FY2012. The Feasibility Study is a collaboration between the Minuteman Regional Vocational Technical School District and the MSBA to find the most fiscally responsible and educationally appropriate solution to the facility’s condition as outlined in the Statement of Interest (SOI) previously submitted by the Minuteman District to MSBA. Minuteman facilities were last upgraded in 1974. Approving and conducting the Feasibility Study is not approval of a future construction project, but is the first step in exploring solutions to the capital problems that have been identified and outlined in the SOI. Local communities and regional school committees must follow the MSBA’s statute and regulations, which require MSBA collaboration and approval at each step of the process. The Minuteman Regional School Committee has authorized the amount of debt for the Feasibility Study, but according to the terms of the District Agreement in order to proceed with the Study, the Minuteman District needs the approval of its sixteen (16) member towns. If all towns do not approve the article, Minuteman will need to reapply for MSBA funds, will "lose its place in line," and the time line will be extended for any anticipated project. The cost of the Feasibility Study is estimated to be \$725,000, before 40% MSBA reimbursement.

Board of Selectmen Recommendation: Approved (Unanimous)

Advisory Committee Recommendation: Approved (Unanimous)

Vote Required: Majority **VOTE:** Unanimous in favor

Article 28: Authorize Town Election

The Town voted to meet at the Town Hall in Bolton, on Monday, May 10, 2010 between the hours of 12 noon and 8 p.m. to elect by ballot the following officers; or do or act relating thereto.

ONE YEAR: One Moderator, One member of the Cemetery Committee, One Town Clerk, One Parks & Recreation Commissioner, One Trustee of the Francis E. Whitcomb Benevolent Fund

THREE YEARS: One member of the Board of Selectmen, One member of the Board of Health, One member of the Board of Assessors, One member of the Cemetery Committee, One Commissioner of Trust Funds, Five Constables, One Library Trustee, One member of the Nashoba Regional School Committee, Two members of the Park and Recreation Commission, One Trustee of the Francis E. Whitcomb Benevolent Fund.

FIVE YEARS: One member of the Planning Board, One member of the Housing Authority

Vote Required: Majority
Meeting dissolved at 10:26 pm.

VOTE: Unanimous in favor

BOARD OF REGISTRARS

Pamela Powell2011
Susan Miles2011
Leslie Breeze2012
Carol O’Laughlin2013

The Board of Registrars is responsible for registering voters, maintaining the voting list, and producing the annual street list. According to state law and Bolton bylaws a true census count is done each year. The information obtained from the census is used directly in preparing the street list, annual register of voters, and updating the voting list. The data is also used to prepare the school list, the list of dog owners, and the required juror selection list. It may also be used to establish eligibility for residents' tuition at state colleges, veterans' benefits, senior citizen programs, and other benefits. The Police, Fire, and Ambulance departments use the resident street list extensively. State law requires the street list contain name, address, date of birth, occupation and citizenship.

Residents may register to vote during business hours at the Town Clerk’s office in the Town Hall or by mail. Mail-in forms are available at the post office, the library, and Nashoba Regional High School main office and Town Hall. Please contact the Town Clerk’s office at townclerk@townofbolton.com or call 978-779-2771 for further information.

**Financial Statement
July 1, 2009 to June 30, 2010**

Election

| | | | |
|---|----------------------|------------|-------------------|
| Appropriated | | | \$6,188.00 |
| Expended | Wages | \$1,641.00 | |
| | Supplies | \$322.43 | |
| | Purchase of Services | \$4,100.92 | <u>\$6,064.35</u> |
| Unexpended balance returned to general fund | | | \$ 123.65 |

Registrars - Street Listing

| | | | |
|--|----------|----------|------------------|
| Appropriated | | | \$1,250.00 |
| Expended | Wages | \$150.00 | |
| | Supplies | \$363.00 | <u>\$ 513.00</u> |
| Unexpended balance encumbered for FY2011 | | | \$ 730.00 |

AFFORDABLE HOUSING PARTNERSHIP

Mark Duggan2011
Kevin O'Brien.....2012
Doug Storey2013

In September of 2010, the Affordable Housing Partnership asked the Selectmen to disband this board and they complied. We felt that other boards (Housing Authority, Housing Trust and Planning Board) could currently handle its responsibilities.

In 2010 we held discussions on the Houghton Farm subdivision that has provided a lot for an affordable unit. We talked with Habitat for Humanity about building the home and the possibility of turning it into a duplex unit. This would require the town to approve a Local Initiative Project (a LIP) under the state comprehensive permitting law. The Selectmen must vote to endorse a LIP and then it goes before the ZBA for a comprehensive permit review.

We finished revising and updating the Affordable Housing Plan for the Town of Bolton and submitted it to the State for approval.

We established a Housing Trust Fund in 2006. The fund has six members, three of whom will be the members of the Board of Selectmen, and three others appointed by the Board of Selectmen. This board will decide how and when to best use the resources in the Trust Fund to pursue Affordable Housing opportunities in Bolton. We have not distributed any funds to date. We currently have \$94,048 in the fund available for uses supporting our Affordable Housing goals. The Selectmen appointed three members to this Trust Fund - Kevin O'Brien, Mark Duggan and Doug Storey.

Financial Statement July 1, 2009 to June 30, 2010

Expenses

| | |
|---|----------|
| Appropriated | \$100.00 |
| Unexpended balance returned to general fund | \$100.00 |

BOARD OF ASSESSORS

Charlotte Johnson-Zembko2011
Jeffrey D. Nichols, chairman2012
Susan Mason2013

The town gained major growth in years 2000 through 2007. But in 2008, new construction of homes, condos, and major renovations contributing to growth had decreased significantly and is expected to continue to decline through 2010. Preliminary indications point to a bottoming out of declining values for 2011.

The Assessor's office continues to maintain and enhance the CAMA mass appraisal system, the ArcView GIS system, and the Cartographics Query Manager application in managing the town's assessing, valuation, and parcel geographical data. The Assessors long-term goal is the implementation of the next generation GIS. This includes components of new ground control, photography, planimetrics and incorporating new digital orthophotos. This will render additional GIS precision and reduce map distortions.

The town's web site (www.townofbolton.com) is an excellent resource, and contains an abundance of town government information, town calendar, schedules, agendas, minutes, forms and links to other pertinent sites. The Assessing Department on the town web site has provided links to extensive assessing and related information; such as: Property record cards (which contain detailed data and valuation information for each parcel), assessing tax maps, real estate and vehicle abatement forms, the annual town financial rollup report, and various other useful links.

The goal is to provide most if not all of the data electronically that you normally have gone to the Assessor's office for. Application forms may be downloaded for printing. Assessing maps may be viewed and printed as desired, and all assessments are available. It is even now possible to look up deeds directly from the Worcester Registry of Deeds web page. We have the self-service "Counter CAMA" computer at the Assessors counter to look up the above information. Of course, anyone may still obtain the information in the Town Hall.

The Town of Bolton operates on a Quarterly tax system and implements the mandatory Supplemental Real Estate Tax program. The Supplemental Tax program taxes a home from its date of completion rather than wait until the following fiscal year. The supplemental tax is only for the increase in value over the past year; and is from the date of occupancy until the end of the fiscal year. This seems to be a more equitable system of tax since residents are using town resources and ought to contribute their fair share.

Each summer the Assessors conduct interior inspections, on a rotational one-sixth of the residential parcels as required by the State. The total value of the town decreased from \$971,947,836 to \$931,523,796. The tax rate increased from \$15.91 to \$17.61.

Real estate tax exemptions are available for persons qualifying for: veterans, the elderly and surviving spouses/minors, and the blind; as well as, tax deferrals for property owners who meet State requirements. Please note that Bolton does provide for up to a doubling of the base tax exemption amount; this is by local by-law adoption without additional reimbursement from the State. The exemption increases are in incremental steps as the eligible person's overall tax obligations increase. Please contact the Assessors' Office for more information and applications.

Financial Statement
July 1, 2009 to June 30, 2010

Wages

| | |
|---|--------------------|
| Appropriated | \$47,446.00 |
| Expended | <u>\$45,469.34</u> |
| Unexpended balance returned to general fund | \$ 1,976.66 |

Expenses

| | | |
|---|-----------------------------|-----------------------------------|
| Appropriated | | \$80,526.00 |
| Expended | Supplies | \$ 587.48 |
| | Purchase of Services | 59,841.58 |
| | Worcester Registry of Deeds | 120.00 |
| | Software Support | 1,800.00 |
| | Dues/membership | 192.00 |
| | Instate travel | 678.48 |
| | Training | 595.00 |
| | GIS Map | 500.00 |
| Unexpended balance returned to general fund | | <u>\$64,314.54</u> \$16,211.46 |

AMOUNT TO BE RAISED

| | | |
|---|-----------------|-----------------|
| A. Appropriations (col.(b) through col.(e)) | | \$18,909,343.00 |
| B. Other Amounts To Be Raised | | |
| 1. Amounts certified for tax title purposes | 0.00 | |
| 2. Debt and interest charges not included in Schedule B | 0.00 | |
| 3. Final court judgments | 0.00 | |
| 4. Total overlay deficits of prior years | 0.00 | |
| 5. Total cherry sheet offsets | 3,733.00 | |
| 6. Revenue deficits snow and sand | 0.00 | |
| 7. Offset receipts deficits Ch. 44, Sec. 53E | 0.00 | |
| 8. Worcester County Retirement System and Snow/Sand | 0.00 | |
| Total B (Total Lines 1 through 8) | | \$3,733.00 |
| C. State and County Cherry Sheet Charges | | \$16,218.00 |
| D. Allowance for Abatements and Exemptions | | \$280,824.08 |
| E. Total Amount To Be Raised | | |
| | \$19,210,118.04 | |

ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES

| | | |
|---|----------------|----------------|
| A. Estimated Receipts - State | | |
| 1. Cherry Sheet Estimated Receipts | \$209,924.00 | |
| 2. Massachusetts School Building Authority Payments | \$431,753.00 | |
| Total A (Total Lines 1 and 2) | | \$641,677.00 |
| B. Estimated Receipts - Local | | |
| 1. Local Receipts Not Allocated | \$1,109,100.00 | |
| 2. Offset Receipts | 0.00 | |
| 3. Enterprise Funds | 0.00 | |
| Total B (Total Lines 1 through 3) | | \$1,109,100.00 |
| C. Revenue Sources Appropriated for Particular Purposes | | |
| 1. Free Cash | \$661,712.89 | |
| 2. Other Available Funds | \$393,494.11 | |
| Total C (Total Lines 1 and 2) | | \$1,055,207.00 |
| D. Other Revenue Sources Appropriated Specifically to Reduce the Tax Rate | | |
| 1. Free Cash...Date of Appropriation | \$0.00 | |
| 2. Municipal Light Source | 0.00 | |
| 3. Other Source (specify) | 0.00 | |
| Total Estimated Receipts and other Revenue Sources | | \$2,805,984.00 |

TAX RATE SUMMARY

| | | |
|---|--|-----------------|
| A. Total Amount to be Raised | | \$19,210,118.04 |
| B. Total Estimated Receipts and Other Revenue Sources | | \$2,805,984.00 |
| C. Tax Levy (IA minus IB) | | \$16,404,134.04 |
| D. Distribution of Tax Rates & Levies | <input checked="" type="checkbox"/> Classified | |
| | <input type="checkbox"/> Unclassified | |

Tax Rate: \$17.61

BOARD OF HEALTH

Christopher Rogers2011
Christopher Slade, Chairman2012
Laura Andrews.....2013

The three current members of the Board of Health have completed a second year as a congenial team. Our Administrative Assistant resigned due to a re-location out of the area; we miss her. However, our current Assistant hit the ground running and has given us excellent support along with her other responsibilities in the Town Hall.

Our responsibilities are basically four areas: food preparation, animal health, personal health and sanitation. Through Nashoba Associated Boards of Health (NABH), we have the services of a professional food inspector. All food preparation and storage facilities both public (school lunch rooms) and private, are inspected regularly in accordance with Federal and State standards.

Also through NABH, we provide our town with Nursing services. These services are most often used by our senior citizens, but are available to all residents. The wellness and flu clinics, as well as responding to general health threats, are also our responsibility.

The Animal Inspector we hire directly. Our Inspector conducts annual inspections of all farms and farm animals, both hobby and commercial.

For sanitation, NABH provides us with a Registered Sanitarian who specializes in Sewage Disposal Systems. Bolton's Sanitarian possesses excellent knowledge of all state codes and has exceptional field experience regarding Sewage Disposal Systems.

This year we were confronted with a general health threat. Mosquitoes in Bolton tested positive for both Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV). The Board of Health in conjunction with the Board of Selectmen provided services through the Central Massachusetts Mosquito Control Project (CMMCP) to spray the infected area and coordinated with school administration to also spray the High School athletic fields. At the next Annual Town Meeting in May of 2011, the Town will consider whether or not to become a member of the CMMCP district.

Otherwise, it was a calm year. The Board continues to help applicants for permit approvals without compromising the standards which we are charged to protect.

Financial Statement July 1, 2009 to June 30, 2010

Salary

| | |
|---|--------------------|
| Appropriated | \$27,763.00 |
| Expended | <u>\$26,158.53</u> |
| Unexpended balance returned to general fund | \$ 1,604.47 |

Expenses

| | | | |
|---|--------------------|----------|--------------------|
| Appropriated | | | \$ 1,975.00 |
| Expended | Rabies Testing | \$268.50 | |
| | Travel | 687.39 | |
| | Supplies | 103.45 | |
| | Postage | 0.00 | |
| | Advertising | 0.00 | |
| | Dues & Memberships | 100.00 | <u>\$ 1,159.34</u> |
| Unexpended balance returned to general fund | | | \$ 815.66 |

Nashoba Associated Boards of Health**Expenses**

| | | | |
|---|--|--|-----------------|
| Appropriated | | | \$ 6,861.00 |
| Expended | | | <u>6,861.00</u> |
| Unexpended balance returned to general fund | | | \$ 0.00 |

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 Bolton. In addition to the day to day public health work conducted for Bolton we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Bolton Board of Health up to date on matters of emergency preparedness planning. We are currently working on the Emergency Dispensing Site plan for Bolton.
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at Nashoba Regional High School.
- 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 Bolton's Board of Health. Included in the day-to-day work of Nashoba in 2010 were the following:

- Through membership in the Association, Bolton benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists.
- Reviewed 49 Title 5 state-mandated private Septic System Inspections for Bolton Board of Health. Received, reviewed, and filed these state-mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Bolton Board of Health for enforcement action.

By the Bolton 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!

Environmental Health Department - Environmental Information Responses

Bolton Office (days).....103

The Nashoba sanitarian is available for the public at least once a week (Friday) at the Bolton Board of Health Office. *This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.*

Food Service Licenses & Inspections.....26

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected using an at-risk method of inspection. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers are also investigated, and where appropriate, medical consultation and laboratory testing may be required.

Beach/Camp Inspection.....25

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

Housing & Nuisance Investigations..... 29

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspects for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....31

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicant's engineers.

Septic System Lot Tests.....175

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

Septic System Plan Applications 58

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 80

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

Septic System Permit Applications (new lots).....18

Septic System Permit Applications (upgrades).....25

Applicant's approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections..... 59
Nashoba Sanitarian is called to construction sites at various phases of construction to witness and verify that the systems are built according to plans.

Septic System Consultations.....254
During all phases of application, design, and the construction, the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....11

Water Quality/Well Consultations.....101
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assists the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics - Animals Immunized.....11
Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic, Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

Nashoba Nursing Service & Hospice Home Health

Nursing Visits.....504
Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their homes under physicians' orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24-hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits 649
Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing, dressing, exercises and meal preparation.

Rehabilitative Therapy Visit362
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.....41
Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Clinics - Local Well Adult, Support Groups, & Other Clinic

Visits.....368
Visits include well adult clinics, and immunization, cholesterol, exercise, mental health and bereavement clinics.

| | |
|--|-----|
| Number of patients that attended Flu Clinics held in Bolton..... | 284 |
| Number of patients who received Flu Shots that <u>live</u> in Bolton..... | 146 |
| Number of patients who attended Well Adult Clinics from Bolton | 82 |

Communicable Disease - Communicable Disease Reporting & Control

Nashoba’s Nursing Service and Environmental Health Departments work together to meet the local Board of Health’s responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within Bolton (MGL Chap111, Sec 6, 7, and 92-116). Nashoba Associated Boards of Health works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases “dangerous to the public health” as defined by MDPH (MGL Chap111, Section 6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case “dangerous to the public health”.
- Receive reports and undertake follow-up as necessary regarding certain food-borne and water-borne diseases and diseases being monitored by the MDPH.
- Receive reports, investigate and conduct follow-up on all incidences involving positive rabies results.

Number of Communicable Disease Cases

| | |
|--------------------|----|
| Investigated | 38 |
|--------------------|----|

Communicable Disease Number of Cases

- Anaplasmosis 1
- Babesiosis..... 1
- Campylobacter 1
- Ehrlichiosis..... 1
- Hepatitis B..... 2
- Hepatitis C..... 1
- Legionella..... 1
- Lyme Disease..... 22
- Salmonella..... 4
- Streptococcus pneumoniae..... 1
- Toxoplasmosis 1
- Varicella..... 2

Health Promotion

| | |
|-----------------------|----|
| Skilled Nursing | 71 |
|-----------------------|----|

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 | 247 |
| Students Participating | 82 |
| Referred to Dentist | 15 |

ANIMAL INSPECTOR

Phyllis Tower.....2011

ASSISTANT ANIMAL INSPECTOR

Susan Latham2011

| | | |
|----------------------|---|----|
| Barn Book | Residences with farm animals | 90 |
| Quarantines/Releases | 10 day quarantine dog to person | 3 |
| | 10 day quarantine cat to cat | 1 |
| | 10 day quarantine cat to person | 1 |
| | 45 day wound to dog from unknown origin | 2 |
| | 45 day wound to cat from unknown origin | 5 |
| | 6 month quarantine wound to cat from unknown origin | 1 |

Financial Statement

July 1, 2009 to June 30, 2010

Salary

| | |
|--------------|------------|
| Appropriated | \$1,214.00 |
| Expended | \$1,214.00 |

ANIMAL CONTROL OFFICER

Susan Latham.....2011

ASSISTANT ANIMAL CONTROL OFFICER

Phyllis Tower.....2011

| | | |
|-------------------------|-----------------------|------------------------------|
| Dogs complaints50 | Dogs found21 | Dogs lost.....47 |
| Dogs impounded ...6 | Cat complaints2 | Dogs returned to owners ...7 |
| Livestock complaints.18 | Cats lost15 | Cats found..... 13 |
| Written warnings.....4 | Wildlife50 | Information 14 |
| Cruelty/Neglect10 | Fines.....15 | |

Financial Statement

July 1, 2009 to June 30, 2010

Salary & Wages

| | |
|--------------|-------------|
| Appropriated | \$16,192.00 |
| Expended | \$16,192.00 |

Expenses

| | | |
|---|----------------------|--------------------|
| Appropriated | | \$ 1,600.00 |
| Expended | Supplies | \$215.67 |
| | In-state travel | 616.62 |
| | Purchase of Services | 236.04 |
| | | <u>\$ 1,068.33</u> |
| Unexpended balance returned to general fund | | \$ 531.67 |

PUBLIC WAYS SAFETY COMMITTEE

| | |
|----------------------------|------|
| Deborah Kellett | 2011 |
| Leslie Breeze | 2011 |
| Mary Ciummo, Chairman..... | 2012 |
| Peter Ross..... | 2012 |
| Rob Hagopian | 2013 |
| Thomas Kittler | 2013 |

Bolton values its winding, stonewall and tree-lined country roads, many of which have been designated “scenic roads” pursuant to state law and Town bylaw. Pedestrians, bicyclists, and horseback riders share our roads with increasing car and truck traffic. The shared use of our roads for all travelers is becoming increasingly important in safety and quality of life aspects.

The Public Ways Safety Committee was created in 2003 as an outgrowth of the Main Street Safety Task Group of 2002. Appointees have staggered terms of 3 years.

The Committee is an advisory resource for the town. Working in conjunction with the Department of Public Works, Police Department, Planning Board, Selectmen, and Town Administrator, the Committee shall identify, investigate, and propose solutions to safety concerns throughout the town. This shall include, but not be limited to, the examination of:

- Existing motorized local, commuter, and trucking traffic patterns.
- Existing non-motorized transit patterns.
- Existing traffic accident documentation recorded by the Police Department.
- Excessive traffic volumes.
- Signage and regulatory markings.
- Traffic speed and traffic calming measures.
- Safety for pedestrians, bikers, and riders.
- Parking.
- Dangerous or problem sections of roadways or intersections.
- Emergency vehicle access.
- Impact of new development upon existing and planned transportation infrastructures.

The Committee consults with the Superintendent of Public Works, Police Department, Town Planner, other boards and committees in Bolton and in neighboring towns, MassHighway and/or any other agency or committee in gathering information prior to bringing a specific proposal to the Board of Selectmen.

The Committee reports to the Board of Selectmen and Planning Board at least one time per year and once in the Annual Town Report.

The Committee’s activities and recommendations in 2010 included:

- A yield to stop signs review and report for the Police.
- The inclusion of a pathway and bus waiting area at the Houghton Farms development.
- The Line of Sight bylaw draft.
- Ongoing work to make Bolton a more walkable community.
- Responding to citizen inquiries and concerns.

AGRICULTURAL COMMISSION

Sue Storbeck, Chairman2011
Eric Schartner2011
Barbara Parente2012
Betsy Taylor-Kennedy2012
Richard Pelletier2013

The Bolton Agricultural Commission was established in 2007 as an advisory commission to provide a voice for the farming community.

Preserving farmland is the first step to keeping agriculture healthy and active in our local economy. For agriculture to prosper and remain sustainable in Bolton, it must be able to market its products, apply generally acceptable agricultural practices, and live in harmony with neighbors.

The Agricultural Commission is a valuable source of input for farming issues that arise. It also provides an agricultural perspective to assure the rich agricultural tradition of Bolton is not inadvertently disadvantaged. The priority of the Commission each year is to establish a working list of activities to pursue with the goal of promoting and preserving agriculture in Bolton.

The activities and accomplishments for the Agricultural Commission this year include the following:

- Continual participation with town boards, developers, farm owners and neighbors on issues that affect agriculture in Bolton
- Installation of “Right to Farm” signs at major town entry locations
- Promotion of third Holiday Sale showcasing Bolton agricultural products & agricultural demonstrations
- Distribution of “farmer survey of needs”
- Sponsorship of farmer meeting for roundtable discussion
- Continued distribution of the map of Bolton Farmers and Farm stands
- Sponsorship of “Bolton Agriculture” educational display at the Bolton Fair
- Provided support to various local organizations (Bolton Community Garden, Bolton Seniors)

The Agricultural Commission meets at 7:30 p.m. on the third Tuesday of the month at Town Hall.

Financial Statement July 1, 2009 to June 30, 2010

| | |
|---|-----------------|
| Expenses | |
| Appropriated | \$1,800.00 |
| Expended | <u>1,780.48</u> |
| Unexpended balance returned to General Fund | \$ 19.52 |

CONSERVATION COMMISSION

| | |
|---|------|
| Sarah Greenough..... | 2011 |
| Amy Wilson | 2011 |
| Maria Bermann | 2012 |
| Lori Stephenson | 2012 |
| Kevin Lord, Chairman | 2013 |
| Robert Cohen | 2013 |
| Carol Gumbart, Conservation Administrator | |

Membership: Changes in membership this year include the resignation of Russell Sandler. His involvement with the Commission was valuable. The Commission is grateful to all the non-member volunteers that assist the Commission with their work including: the newly formed Open Space Working Group, the de facto Bolton Trails Committee, Eagle Scouts, Boy Scouts, the Bolton Conservation Trust, and many others.

Key responsibilities of the Bolton Conservation Commission include the administration of the State's Wetland Protection Act and the Rivers Protection Act, as well as the local Bolton Wetlands Bylaw. The administration of these acts and bylaws occupy the bulk of the Commission's time and resources. The Conservation Commission Act charges the Commission with the responsibility to protect the town's natural resources including "the promotion and development of natural resources and the protection of watershed resources." To achieve this protection the Commission routinely reviews and makes recommendations on projects submitted to the Zoning Board of Appeals, Planning Board, Board of Health and the Board of Selectmen. Additionally, the Commission protects land by accepting gifts of land, conservation restrictions and acquisition of land in fee. The Conservation Commission Act places the care and custody of conservation land with the Commission.

Administration: The Conservation Commission consists of volunteer residents. The Board of Selectmen appoints the 7 voting members to the Commission. The Commission typically meets the first and third Tuesday of the month at the Town Hall. All meetings are open to the public. Formal meetings and public hearings are held to review specific projects involving impacts to wetlands, water resources and wildlife habitat within the town. Public hearings are advertised in the Bolton Common. During 2010, the Commission held 20 public meetings and reviewed new applications including: 16 Notices of Intent; and 6 Requests for Determination of Applicability. The Commission made site visits for each application and held numerous informational meetings with citizens, town boards, and developers. The Commission maintains a web page on the Town of Bolton website at www.townofbolton.com where agendas, minutes, trail maps and the Open Space and Recreation Plan can be found.

Wetlands Protection: In the administration of the State Wetlands and River Protection Acts and the local bylaws, the Commission serves the town in a regulatory as well as a conservation capacity. Under these laws, the Commission is charged with the review and control of activities in or near the town's fragile and valuable wetlands, water resources, wildlife habitat areas, and to prevent any adverse impact on those resources. Through a public review and decision-making process, the Commission regulates the work done in these areas to ensure the protection of public and private water supply, the protection of the groundwater supply, flood control, storm damage prevention, the prevention of pollution, and the protection of fisheries and wildlife habitat. The local wetlands bylaw provides additional protection wetlands for water quality and rare species habitat including rare plant species. The interests of the bylaw extend to agriculture, aquaculture and recreation deemed important to the community. Additionally, the Commission is charged with the responsibility of confirming wetland delineations for all protected wetland resource areas. During 2010 the Commission spent a considerable amount of time

on evaluating the potential impact of a new road proposed in the Houghton Farm Subdivision located off Sugar Road that included the crossing of an intermittent stream and four (4) house lots within that same subdivision. In addition the Commission monitored the construction of another new subdivision road located off Spectacle Hill Road in the Century Mill Estates Subdivision. Numerous other projects were reviewed including construction of new dwellings, septic systems repair work, road and driveway repair work, and restoration of altered wetlands and associated resource areas. Bylaw fees were raised and a new technology fee was added to cover the cost of a permit tracking program that will be implemented in 2011.

Open Space Preservation: Two Conservation Restrictions were granted to the Town and will be managed under the care and custody of the Conservation Commission. These include 100 acres adjacent to the Century Mill Estates Subdivision, and 1.9 acres adjacent to Welch Pond Conservation Area. The Conservation Commission worked with the developer of the Sunset Ridge Condominiums to relocate a trail easement between West Berlin Road and Wattaquaddock Hill Road. The same developer constructed a small parking area at the Wattaquaddock Hill Road trail head that offers access to Welch Bog. The town accepted a gift of 38 acres of land from the developer of the Houghton Farm Subdivision. Both the 100 acre conservation restriction and 38 acre gift were negotiated during the Farmland and Open Space Planned Residential Development (FOSPRD). The state granted a two (2) year extension to the Open Space and Recreation Plan. A new Land Working Group was formed to assist the Commission in furthering the goals identified in the Plan.

Land Management: The Commission continues to manage the town's conservation properties and thanks all the volunteer laborers who help keep the trails clear and/or mow the fields. The Commission embarked on a program to install boundary markers along the open space where it meets private land. This year the boundary marking was completed at the Oaks Open Space. The Commission has found encroachment into open space properties by abutting land owners and hopes the boundary marking will help to reinforce the delineation between private and public land. Part of the program will be to have the open space boundary markers installed before the construction of homes abutting the open space.

The Commission was alerted to illegal hunting in the Barrett's Hill Conservation Area. Presently there is no hunting on any of the town's conservation properties. There was vandalism at the Lime Kiln/Rattlesnake Hill Conservation Area including tree cutting and rogue trail marking during the fall. Rules and regulations have been adopted for the town conservation areas and where there are trail head sign boards the rules are being posted. They are also posted on the town's web site www.townofbolton.com.

As required by the Office of Dam Safety (ODS) the Commission has contracted with professional engineers to monitor the condition of the lower Fyfeshire Dam. In March 2009 the ODS declared the lower dam to be a Significant Hazard Dam in Poor Condition and required quarterly engineering reviews. The conditions do not appear to have worsened despite the stress of thirteen (13) inches of rain in one spring storm. After studying the alternatives presented in the Phase II Investigation and a subsequent study by the consulting firm Inter-fluve, the Commission has voted to bring an article to town meeting recommending the lower dam be removed.

Events: A Harvard Race organization held a kids race at Bowers Springs with over 120 area kids participating. The Bolton Conservation Trust's Tom Denney Nature Camp continues to use Bowers Springs during the summer months. Nashoba High School's cross country team held their home races at Bower Springs during the fall. And a special dedication ceremony was held at Bower Springs for the Noreen Flynn Beck memorial bench. This year volunteers held the "Big Night" event at three (3) separate locations across town. They slowed vehicular traffic for salamanders migrating from their upland homes to wetlands to mate and breed.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|--|-------------|
| Wages | | |
| Appropriated | | \$40,541.00 |
| Expended | | \$38,552.92 |
| Unexpended balance returned to General Fund | | \$ 1,988.09 |

| | | | |
|---|-------------------|------------|--------------------|
| Expenses | | | |
| Appropriated | | | \$14,325.00 |
| Expended | Land Maintenance | \$6,338.00 | |
| | Vernal Pool Study | 235.94 | |
| | Advertising | 17.84 | |
| | Supplies | 115.87 | |
| | Travel/Mileage | 96.54 | |
| | Dues & Membership | 426.00 | |
| | Other Expenses | 148.04 | |
| | Capital | 1,376.00 | \$ <u>3,070.77</u> |
| Unexpended balance returned to general fund | | | \$11,254.23 |

| | | |
|---|--|------------|
| Conservation Fund | | |
| Appropriated | | \$2,500.00 |
| Unexpended balance returned to Trust Fund | | \$2,500.00 |

| | | |
|--|----------|----------|
| Expenses paid by State Wetland Filing Fees | | |
| | Training | \$ 33.94 |

HOUSING AUTHORITY

| | |
|----------------------------|-----------------|
| David Yesue..... | 2012 |
| Kevin O'Brien..... | 2013 |
| Wendy Rogers..... | 2014 |
| David Drugge..... | 2015 |
| Eileen Griffin-Wright..... | State Appointee |

The Bolton Housing Authority continues to serve as an advisor to other Town boards and as a participant in affordable housing issues. Members worked with the Bolton Affordable Housing Partnership and the Town Planner to revise the Town's Affordable Housing Plan which was submitted to the State for approval in 2010. Authority member Rick Merrill resigned during 2010.

Housing Authority member Don Taylor chose not to run again for office. Don served on the Authority since it was established in 1987. We appreciate his many years of service to the Town.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|----------|----------|
| Expenses | | |
| Appropriated | | \$250.00 |
| Expended | Supplies | \$174.60 |
| Unexpended balance returned to general fund | | \$ 75.40 |

PLANNING BOARD

John Karlon, Vice Chairman.....2011
Doug Storey, Chairman.....2012
Mark Duggan..... 2013
Michelle Tuck..... 2014
Marc Gautreau2015
James Owen (Associate Member)... 2011

The Planning Board held many meetings during calendar year 2010. During these meetings, the Board accomplished several tasks:

- The Board addressed many of the day-to-day issues such as reviewing building and driveway permits, requests for common driveway modifications, administering performance guarantees, reviewing as-builts, conducting site walks, and land and business inquiries.
- The Planning Department approved a FOSPRD plan for Houghton Farm, located on Sugar and Golden Run Roads allowing for 15 lots with approximately 43.5 of the 72-acres of land preserved as open space and one lot for affordable housing. Installation of the road and utilities was done in the summer and late fall with weekly site visits conducted by the Town Planner and the Board's consulting engineer.
- Construction began for Century Mill Estates, a subdivision located on Century Mill and Spectacle Hill Roads. The road and utilities were installed in phase one which will include 22 lots. Weekly site visits were conducted by the Town Planner and the Board's consulting engineer. The subdivision includes 71 lots, 3 of which will be donated to the Bolton Affordable Housing Trust Fund. Of the 200 acres, approximately 100 acres will be preserved as open space.
- With the assistance of the Board's consulting engineer, the Board reviewed the as-built for the new Public Safety Building.
- The Planning Department applied for two State grants. 1) A technical assistance grant through the Department of Housing and Community Development (DHCD) to pay for the cost of a consultant to develop design guidelines. 2) A grant through the Metropolitan Area Planning Council (MAPC) to assist the Town with exploring zoning recommendations made through the UMass Village Overlay District study. The Town was awarded a grant from MAPC to assist the Town with developing design guidelines and village overlay zoning. The design guidelines are on the 2011 town meeting warrant and the board will continue working on the village overlay zoning for the next town meeting.
- The Board met numerous times with developers in regards to proposed development at the Smith property located at 715 & 719 Main Street.
- The Board hosted a workshop for the Citizen Planner Training Collaborative on "How To Read A Subdivision Plan." This was held in the new meeting room at the new public library.

- The Planning Department worked closely on three initiatives with the regional planning agency, the Metropolitan Area Planning Council:
 1. The Town has been working with the 13 towns of Minuteman Advisory Group on Interlocal Coordination (MAGIC) on the possible shared services.
 2. The Town has been working with the 13 towns of MAGIC on the possible shared transportation services.
 3. The Town has been working with MAGIC on looking at the former train line that intersects Bolton, Berlin and Hudson on the feasibility of creating a rapid bus service/bike path.
- The Board was awarded a grant from the Department of Energy Resources providing technical assistance in writing a Green Communities Action Plan for becoming a Green Community which would allow the town to obtain energy grants. The Planning Department worked closely with the Energy Committee and will be bringing adoption of the Stretch Code to Town Meeting in 2011.
- The Board met numerous times with the Public Ways Safety Committee on the Line of Sight at Intersections Bylaw.
- The Planning Department continues to strive to be more efficient and recently acquired permit tracking software which is up and running in many of the town departments. Residents and applicants will soon be able to apply for most applications on line.
- The Board welcomed Marc Gautreau who was elected to the Planning Board in 2010, replacing long time member Steve Garner. The Board would like to thank Steve Garner for his long and devoted service to the Board.

**Financial Statement
July 1, 2009 to June 30, 2010**

Salary

| | |
|---|--------------------|
| Appropriated | \$56,491.00 |
| Expended | <u>\$49,969.61</u> |
| Unexpended balance returned to general fund | \$ 6,521.09 |

Expenses

| | |
|---|--------------------|
| Appropriated | \$14,263.70 |
| Expended | |
| Supplies | 459.48 |
| Purchase of Services | 10,732.60 |
| Advertising | 544.12 |
| Meeting Expense | 1,217.50 |
| Dues & Memberships | 1,310.00 |
| | <u>\$14,263.70</u> |
| Unexpended balance returned to general fund | \$ 0 |

BOARD OF APPEALS

Gerard Ahearn, Chairman..... 2011
 Brad Reed 2012
 Kay Stoner 2013
 Alexander Kischitz..... 2014
 Jacqueline Smith 2015
Associate Members
 Matthew Hurd 2012
 1 Opening

The Board of Appeals held 10 meetings during calendar year 2010. Throughout the year progress has been made with the Towns permitted 40B developments:

- The Board has worked closely with three of the 40B's; Sunset Ridge, Bolton Manor and the Regency. The Regency is under final construction and consists of a total of 60 units with 15 affordable units. Sunset Ridge will consist of 14 buildings (2 units per building); 10 of the 14 buildings are constructed. Seven of the units will be affordable. Bolton Manor located on Sugar Road was before the Board to extend its Comprehensive Permit and for preconstruction meetings. The development is currently on the market for sale. Construction has not begun.
- The Riverside 40B hearing was approved on February 21, 2007 with a total of six units (two affordable) and open space to be deeded to Mass Fish and Wildlife. Currently this project is permitted. No construction has begun.

| Type of Application | Applicant | Address | Action |
|--------------------------------------|-------------------------------------|------------------------|-----------|
| Special Permit | Karen & Ken Iwamoto | 14 S. Bolton Road | Withdrawn |
| Variance | Karen & Ken Iwamoto | 14 S. Bolton Road | Withdrawn |
| Special Permit | Richard Mitchell | 70 Spectacle Hill Road | Approved |
| Modification of Comprehensive Permit | Bolton Manor | Sugar Road | Approved |
| Special Permit | Gregory & Patricia Childs | 68 Nourse Road | Approved |
| Variance | Gregory & Patricia Childs | 68 Nourse Road | Approved |
| Modification of Comprehensive Permit | Toll Brothers The Regency of Bolton | Main Street | Approved |
| Variance | Jeffery Bursaw | 27 Millbrook Lane | Approved |

Financial Statement July 1, 2009 to June 30, 2010

| | | | |
|---|-----------------|--------|------------------|
| Expenses | | | |
| Appropriated | | | \$1,600.00 |
| Expended | Advertising | 356.80 | |
| | Meeting Expense | 577.47 | <u>\$ 934.27</u> |
| Unexpended balance returned to general fund | | | <u>\$ 665.73</u> |

ECONOMIC DEVELOPMENT COMMITTEE

| | |
|---------------------|------|
| Chris Nelson..... | 2013 |
| Helene Demmer | 2013 |
| Steve George | 2013 |
| Bruce Slater..... | 2013 |
| Eileen Schomp | 2013 |
| John Karlon..... | 2013 |
| Lysa Miller..... | 2013 |
| Dina Mazzola..... | 2013 |
| 3 Openings | |

The Economic Development Committee was established January of 2010 and typically holds meetings the first Monday of each month. Currently there are eight appointed members and the Town Planner serving as a Non-Voting Ex-Officio member. The Town was designated as an Economic Target Area (ETA) and Economically Distressed Area (EDA) by the Massachusetts Office of Business Development which allows the Town to participate in economic incentives. The Committee was awarded a Peer to Peer Grant from the Department of Housing and Community Development which provides a consultant to assist the Committee with writing the Economic Development Action Plan. The Committee launched a survey on January 1, 2011 and conducted a public forum to announce the survey. The Committee will continue to gather data and conduct public forums in 2011.

During the first year the Committee conducted the following:

Website Development:

- Developing a Bolton Economic Development website, which will act as an on-line resource for people interested in doing business in Bolton.

Interviews with businesses:

- Developed a questionnaire to interview vacant businesses in order to understand what their issues were, as well as to communicate the goals of the EDC and see if there was anything the town could do to help:
 - Future Electronics, Bolton Office Park, Salt Box (as well as individual owners), Potential developers

Interviews with other Town Boards and Committees:

- The Committee met with the Assessors and Advisory Committee to have a better understanding of the budget and how properties are assessed. The Committee also attended many Planning Board and Board of Selectmen meetings when business development was the topic.

Economic Development Plan

- Will include the results of the survey as well as the findings from the data collection process to establish recommendations on how the town should proceed on business development.
- Put together key metrics on Bolton (tax rate, spending, etc) along with similar information on other towns.
 - Next steps: understand what makes other towns successful
- Conducted a Town wide on-line survey for all residents to understand what/where they want to see in terms of commercial/business development. On-line January 2011
- Conduct a public forum announcing the survey and status of the Economic Development Committee. Will continue this throughout 2011

Future Development Forums

- Provided a forum for discussing potential development for the Smith Property. The EDC was asked to render an opinion – expected to do this for future developments

Town Planning liaison

- Coordinating efforts with Town Planner issues as ETA, etc.

ENERGY COMMITTEE

| | |
|-------------------------|------|
| Stu Malmberg..... | 2011 |
| Margaret Campbell | 2012 |
| Paul Vasington | 2012 |
| Theodore Kirchner | 2012 |
| Burt Shnitzler | 2013 |
| Martha Broad | 2013 |
| 1 opening | |

The Bolton Energy Committee mission is to explore ways to reduce the quantity used and the cost of all fuels to the town, and to implement equipment or operating changes that are proven to be cost effective.

The goals are:

- To save town money on energy costs;
- Take advantage of federal, state, and other grants and funding to reduce the town’s energy costs;
- Document building operating procedures for town buildings to reduce energy consumption;
- Develop metrics and methods to quantify energy use and reductions in municipal buildings.

In the last year, we have several accomplishments towards our goals. In September 2010, the Bolton Green Communities Action Plan was produced in conjunction with Vanasse Hangen Brustlin, Inc and the Demand Management Institute using a grant from the MA Department of Energy Resources Green Communities Division.

A 2kW solar array was installed on the roof of the Florence Sawyer School for power and educational purposes.

A database has been established to capture town energy usage.

PLUMBING AND GAS INSPECTOR

Fred Delorey 2011

ASSISTANT PLUMBING AND GAS INSPECTOR

Robert Janda 2011

There were 136 plumbing permits and 56 gas permits issued and approximately 192 inspections done in 2010.

**Financial Statement
July 1, 2009 to June 30, 2010**

Expenses

| | | |
|--------------|----------------------|-------------|
| Appropriated | | \$15,605.00 |
| Expended | Purchase of Services | \$15,605.00 |

WIRING INSPECTOR

James Boodry.....2011

ASSISTANT WIRING INSPECTOR

Peter Casello.....2011

There were 167 electrical permits issued and approximately 305 inspections done in 2010. In addition to scheduled inspections, the inspector also responds to requests from residents for guidance and expertise pertaining to electrical projects.

**Financial Statement
July 1, 2009 to June 30, 2010**

Expenses

| | | |
|--------------|----------------------|-------------|
| Appropriated | | \$18,091.00 |
| Expended | Purchase of Services | \$18,091.00 |

BUILDING DEPARTMENT
Michael Sauvageau.....2011

This year the Building Department has issued 186 permits as compared to 183 permits issued last year.

The Commonwealth of Massachusetts has now adopted four new codes within the last year and a half. They include the 2009 International Building Code, the 2009 International Residential Code, the 2009 International Energy Conservation Code and the 2009 International Existing Building Code.

Everyone should be aware that carbon monoxide detectors are required in every home regardless of its age. In addition, inflatable pools rarely meet the safety requirements of the building. Everyone should check with the building department to see if a permit is required for proposed work contemplated.

The 40B project on Route 117 being built by Toll Brothers is now nearing completion and the 40B project off Wattaquodock Hill Road being built by Heritage properties is moving along at a steady pace.

The following permits were issued in 2010:

| | | |
|-----------------------|--------------------------|----------------------------|
| Additions.....15 | Barns1 | Cell Tower Antennas2 |
| Demolition1 | Driveways4 | Dwellings38 |
| Garages4 | Fences1 | Remodeling.....41 |
| Roofing16 | Sheds2 | Siding3 |
| Signs.....5 | Tents8 | Solar Panels.....5 |
| Swimming Pools3 | Window Replacement....17 | Wood and Pellet Stoves14 |

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|---------------------|--------------------|
| Wages | | |
| Appropriated | | \$21,678.00 |
| Expended | Department Head | \$19,929.60 |
| | Assistant | 1,274.14 |
| | | <u>\$21,203.74</u> |
| Unexpended balance returned to general fund | | \$ 474.26 |
| Expenses | | |
| Appropriated | | \$ 3,280.00 |
| Expended | Vehicle Maintenance | \$1,112.65 |
| | Supplies permits | 550.23 |
| | | <u>\$ 1,662.88</u> |
| Unexpended balance returned to general fund | | \$ 1,617.12 |

CAPITAL PLANNING COMMITTEE

| | |
|---------------------|------|
| Wayne Day | 2011 |
| Kerry Hoffman | 2012 |
| Erik Neyland | 2013 |
| Brad Cote | 2013 |

The Capital Planning Committee (“Committee”) considers all departments’ annual capital requests, makes recommendations, and is responsible for capital planning on a continuing basis. By reviewing each capital request item, the Committee helps the town understand:

- the tax impact of capital expenditures
- the relative need, timing, and cost of each capital expenditure, including methods of financing and possible federal or state aid or grants
- the cost of maintaining the facility or equipment
- the effect each capital expenditure may have on the financial condition of the town

The outcome of each annual planning process is a recommendation as to what capital projects should be placed on the next town meeting warrant for voter consideration of funding and preparation of an updated 5-year plan which identifies future capital needs of the town.

Capital requests must have a minimum value of \$25,000 with a useful life of at least 5 years and will include such items as DPW trucks, fire trucks and ambulances, major infrastructure repairs and projects (roads, drainage, septic ...), major building renovations or alterations, new construction, and municipal land purchases.

Given the cycle of the fiscal year versus the calendar year, the majority of the Committee’s 2010-2011 activity involved review of the FY12 funding requests from the town departments. Absent any pre-determinations by the Advisory Committee of what funds may be available for capital expenditures in FY12, the Committee reviewed the FY12 capital requests and created a list of expenditures that could be brought forward to the voters for consideration at Town Meeting.

The total cost of all projects for which funding was requested was \$232,846. The list of possible expenditures reduced the amount to a possible \$36,346. This list was forwarded to the Town Administrator to then be forwarded to the Advisory Committee and Selectmen for the purpose of determining what level of FY12 funding should be made available and how many of the items should be included on the warrant for voter consideration. All requests (whether approved, reduced, or denied) are listed in the following spreadsheet. This sheet indicates the level of funding recommended as well as the Committee’s recommendation and is based on a vote by the Committee at their January 24, 2011 meeting.

| Department | Item Description | FY12 | Comments |
|-----------------------|--|------------------|---|
| <i>Ambulance/Fire</i> | Purchase new pagers | \$36,346 | The Committee approves the purchase of new pagers. |
| <i>DPW</i> | Purchase used 6-wheel snow plow/sander | \$154,500 | The Committee recommends holding off one more year and purchasing a used truck for approximately \$80,000. |
| | Replace boiler in Town Hall | \$20,000 | The Committee recommends the boiler be replaced but since this is less than \$25,000 it does not qualify for a capital request. |
| <i>Schools</i> | | | |
| Emerson | Paint 22 Building | \$22,000 | The Committee denies this item because it is less than \$25,000 and does not qualify for a capital request. |
| FY12 TOTAL | | \$232,846 | |

The 5-year plan helps the town schedule capital expenditures to allow a more balanced impact on the town budget and tax assessments. This is an initial 5-year plan based on preliminary discussions with only some departments. More discussion will be needed going into FY13 and beyond.

PUBLIC LIBRARY TRUSTEES

Roland Ochsenbein2011
 Robert C. Zak, Jr., Chairman2012
 Christine Sterling2013

Construction Project Complete; Grand Opening: The library’s year began with the long-anticipated move into the newly enlarged, renovated building, followed shortly after with a grand opening attended by over 700 people. After the Girl Scouts raised the flag, Trustee Chair Bob Zak presided over the ceremony and ribbon-cutting. Speakers included State Representative Kate Hogan, State Senator Jennifer Flanagan, architect R. Drayton Fair, and Trustee/library building committee co-chair Roland Ochsenbein. The event was organized and carried out by talented, dedicated members of the Grand Opening Committee: Lori Nelson, Leigh Shanny, Panny Gerken, Susan Anker, Holly Plante, Bob Zak, and Kelly Collins.

The Board of Trustees would like to thank the members of the Library Construction Committee for their years of service on planning, designing, and constructing the building: Kelly Collins, Pam Czekanski (co-chair), Panny Gerken, Joel Lindsay, Roland Ochsenbein (co-chair), John Rodenhiser, Chris Rogers, Mickie Simpson, and Bill Strapko. As Advisory Committee liaison to our Construction Committee, Burt Shnitzler provided valuable assistance during design and construction. The Board would also like to recognize Bob White and Richard Marks of Daedalus Projects, Inc., who as Owner’s Project Managers steered the project through its final, critical two years and delivered it on time and on budget.

In December, we were thrilled to see a photo and description of the library in *Library Journal's* annual Architecture Issue. Throughout the year, the building continued to attract first-time visitors. Some drove by as we were under construction and wanted to see the finished product, others are trustees and librarians from out of town who are planning their own building projects, and many are people discovering (or rediscovering) all that the public library has to offer.

Trustee activities: The Trustees held monthly business meetings. Our primary concern and challenge is managing the larger library, including fine-tuning the Program Room Policy, updating all other policies, and overseeing the budget. On the latter, the Board is paying especially close attention to the cost of utilities, which have come in higher than expected. We're tracking propane and electric use against engineers' models, and working with the Owner's Project Manager and contractors to ensure that equipment is running at peak efficiency. We've also identified areas of potential savings in other lines of the operations and services budget.

In November, with almost a year in the new building behind us, the Board offered a survey to gauge users' satisfaction with the new building, programs, and services. At year's end the budget was once again in focus with the Town's direction to cut 3% on all FY12 budget requests. The Board's challenge is in balancing responsible accounting practices with delivery of the high quality materials, programs, and services the community expects.

Personnel: The library staff grew this year as new positions were created to staff the larger building: Caitlin McKeon is our new teen specialist; Lyndsay Johnson is our technical services specialist; and Roxanne Starkin heads up the children's department. Jeremy Robichaud, who started working part-time at the circulation desk in February, left for a full-time job and was replaced by Susan Polansky. In August, shelver Jake Reed left for college, and Adam Vigneaux joined the staff shortly after. At year's end, the library staff included Kelly Collins (finishing her 13th year of service to the Town as Director of the Library), Julie Anne Entwistle, Deborah Garfield, Lyndsay Johnson, Linda McGeehan, Caitlin McKeon, Susan Polansky, Roxanne Starkin, Cathie Velardocchia, and Adam Vigneaux.

Statistics:

Use of the library continues to increase, as evidenced in these statistics:

- Circulation (items borrowed from our collections) for the year was 65,752. (This is a 38.5% increase over calendar year 2008, and a 46.7% increase over 2009.) Residents prefer to borrow books, followed by DVDs, recorded books, periodicals, and downloadable media.
- The library owns 33,359 items, with additional holdings (in the form of databases and downloadable books and movies) online.
- Attendance (visits to the library) was 42,913.
- The library held 68 programs attended by 709 adults and teens; and 141 programs attended by 2,011 children and parents/caregivers.
- The summer reading program, "Go Green @ Your Library," drew a record number of participants: 36 adults, 32 teens, and 209 kids.
- 3146 people (or, over 60 percent of Town residents) have a library card.

Program Room: The Program Room, which seats 65 people and is equipped with a kitchenette and a/v setup, is one of the greatest benefits of the expanded library. Though the room is intended primarily for use by the library for its own programs and events, we've been pleased to offer it for the use of 23

boards, committees, and community groups this year. In 2010 the room was used 185 times for meetings, programs, and events attended by 2,183 people.

The library's programs were varied and included the following:

- Local history discussion and genealogy instruction
- Author Talks with Alan R. Hoffman (*Lafayette in America*), Chath PierSeth (*After: Poems*), Alfred Lima (*Preserving Community Character*), David Wylie (*City, Save Thyself!*), Nicholas Basbanes (*A Gentle Madness*, and others), and Jeff Belanger (*Weird Massachsetts*, and others).
- Learn From Your Neighbor lecture series (sponsored by the Friends of the Library)
- Eclectic offerings such as craft demos from the Bolton Artisans Guild, a film series featuring the worst movies ever made, and a lecture on cemetery art by the Gravestone Girls.
- Programs sponsored by the Friends of the Library and the Bolton Cultural Council which augmented the summer reading program: Ed the Wizard, Sustainable Life Solutions, Jungle Encounters, and Scott Jameson's magic show.

Friends: The Friends of the Bolton Public Library had a successful year under the leadership of new chairperson Lori Nelson and vice chair David McKinley. In addition to semiannual used book sales, the Friends established a small perpetual book sale inside the library. Together with membership donations, book sale proceeds fund museum passes, programs and events including the summer reading program, and participation in the Concord Museum's Festival of Trees. The Friends also assisted the Trustees in planning and organizing the library's grand opening. They also contributed the scale model of the Whitney sisters' home which is a permanent fixture of the children's room.

Thanks:

- Roger Breeze, for leading monthly local history discussion and genealogy instruction.
- Dan and Faith Senie, for leading our monthly open mike for acoustic musicians.
- Bolton Common and Clinton Item, for getting the word out about the library calendar, and for thorough, thoughtful coverage of the construction project and grand opening.
- Susan Tripp, our liaison to the town's Seniors.
- Our wonderful Senior Tax Rebate Program employees.
- Lynn Clermont, our intern, for her dedication to improving the library website.
- Cia Ochsenbein, for assistance and expertise with the construction project, most notably in the area of graphic design and signage.
- Tim Fiehler, Mary Delaney, Pam Powell and the entire dollhouse construction team.
- Leigh Shanny, for expertise in compiling the survey and analyzing data.
- Bolton Garden Club, for assistance with plant inventory and landscaping, and for decorating the building for the holidays.

Budget: Once again, by virtue of meeting or exceeding the state's minimum standards for public library service, the library was accredited and thus eligible to receive state grants and aid. This year we earned \$1,938.23 in Library Incentive Grant (LIG), Municipal Equalization Grant (MEG), and Nonresident Circulation Offset (NRC) funds from the MA Board of Library Commissioners (MBLC). The Town also received (through MBLC) the final installment of its construction grant (\$248,790).

The Crispen family continues to honor the memory of David with donations to his memorial fund. Girl Scout Troop #30287 donated \$400.00 to be spent on materials for the new Children's Room. The Bolton Garden Club donated \$150.00 to be expended on gardening and landscaping books.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|----------------------|---------------------|
| Salary | | |
| Appropriated | | \$ 67,877.00 |
| Expended | | \$ 67,877.00 |
| Wages | | |
| Appropriated | | \$131,103.00 |
| Expended | | \$115,512.91 |
| Expenses | | |
| Appropriated | | \$ 96,183.00 |
| Transfer | | \$ 10,657.79 |
| Expended | Longevity | \$250.00 |
| | Purchase of Services | 8,296.68 |
| | Heating | 8,994.15 |
| | Electric | 10,529.10 |
| | Repairs | 718.02 |
| | Telephone | 1,910.09 |
| | Supplies | 7,278.67 |
| | Books | 58,630.33 |
| | Misc. & Programs | 8,875.41 |
| | | <u>\$105,482.45</u> |
| Unexpended balance returned to general fund | | \$ 1,358.34 |



COUNCIL ON AGING

| | |
|--|------|
| Shirley Sefton, Meals on Wheels..... | 2011 |
| Barbara Brown, Vice-Chair/Police Liaison... | 2011 |
| Margaret Nangle, Secretary | 2011 |
| Emma Herbison, Regency Liaison | 2011 |
| Daniel Tremblay, Legal Advisor | 2011 |
| Jean Cahill, Bolton Country Manor Liaison .. | 2012 |
| Flora Wilson, Treasurer | 2012 |
| Doris Ettinger, Chair | 2012 |
| Susan Tripp, Editor..... | 2013 |
| Irene Spencer, Honorary Member | |
| Sheila Chmielowski, Director | |

The Council on Aging (COA) is a department of the municipal government established for the purpose of coordinating and carrying out programs that meet the needs of the aging. The council meets at Bolton Country Manor on the first Tuesday of every month at 10:00 a.m. All meetings are open to the public. Observers and prospective new members are invited to any and all of the COA meetings. The members of the council are made up entirely of volunteer workers. All members are appointed by the Board of Selectmen and represent a cross-section of the community.

The Bolton Council on Aging is committed to the continued growth and well being of our senior citizens by providing programs, education, information and referral services with a goal of helping seniors achieve the best quality of life possible.

The Bolton Senior Center is an accessible focal point and a gateway to an important system of home and community-based services and programs. We attempt to strengthen and support the integration of older senior citizens into the life of our community.

The COA's Office and Senior Center are located at the Bolton Country Manor senior housing facility, 600 Main Street. The Council on Aging office can be reached at (978) 779-3313 or coa@townofbolton.com. Senior Center hours are Tuesdays, Wednesdays and Thursdays from 9:00 a.m. to 2:00 p.m. Various programs and services are offered and well-received throughout the year.

At the Council on Aging we have a lot to be thankful for. With the wonderful support of the Selectmen, Town Administrator, Town Secretary, Friends of the Bolton Seniors, and the hard work of the members of the council, many goals have been accomplished. Without their assistance we would not be able to operate such a successful and welcoming senior center.

One of the Council's prior major goals was the procurement of the van service for Bolton's elderly and handicapped. With the lack of public transportation in the town of Bolton, this program has been well received by both seniors and handicapped alike.

The Council on Aging recently introduced a new program this year to bring important information to Bolton seniors – the Outreach Program. The mission of the Outreach Program is to make contact with senior citizens, identify and meet their needs through information and referral, program development and advocacy. With the creation of this new program, we at the Council on Aging hope to enhance the quality of life and independence of the seniors in Bolton and to educate the community to the needs of its seniors. The Outreach Coordinator can explain community programs and benefits, assist with

applications to needed programs, aid elders in their search for services and act as an advocate and support for elders in need. Our new Outreach Coordinator, Kathryn Becker, comes to us with nine years of experience in Elder Services. Kathryn will be visiting Bolton seniors in their homes as well as meeting with them at the Senior Center where she'll be available by appointment on Thursdays from 9-3 pm. Thanks to funding from a State Grant, private donations, and the Friends of Bolton Seniors, we were able to continue this very important program throughout 2010.

The COA plans and provides for five to six bus outings during the year. Bus transportation is subsidized through the COA budget. Interesting visits to educational or historical sites invariably include a stop at a restaurant for lunch and entertainment.

In an effort to save postage the senior newsletter will no longer be mailed to our seniors unless specifically requested. There will be a \$5.00 yearly fee charged if you would like to continue to receive your newsletter by mail. The savings incurred will be used in other areas to benefit our senior population. Newsletters will be forwarded to email recipients at no charge. Volunteers will deliver copies of the newsletter to various locations within the town. The Council on Aging has contracted with Senior Publishing Company as a cost saving to the town. The COA board hopes that everyone will find the new format appealing.

A holiday banquet was held this year at the Cornerstone's Restaurant in Leominster. This event is sponsored by the Council on Aging and partially funded through the COA's town budget. There were 34 seniors that attended. Dr. Bartlett and his lovely wife Ruth entertained us with their music. This function is a yearly event and immensely enjoyed by all attendees.

The Eleventh Annual Senior Picnic was held at Knox Trail Cub Scout Camp in August and once again was sponsored by the Friends of the Bolton Seniors (FOBS). Thanks again to the Friends and also to the Knox Trail Cub Scouts for offering their beautiful grounds.

Meals on Wheels, is one of the council's most valuable and successful programs. The program provides nutritious meals to the frail, the homebound, and all seniors throughout the year. Prepared on Tuesdays and Thursdays and delivered by volunteers, these meals are often the most nutritionally balanced dinners received by recipients during the entire week.

Homemade soup continues to be prepared and delivered every week to approximately ten to twelve households in Bolton. The soup is prepared by a group of volunteers who refer to themselves as Soup Makers Anonymous. Soup recipients receive one quart of delicious homemade soup brought to their door every Monday.

Another program for seniors is the distribution of surplus foods to those that meet the qualifications. The WHEAT van continues to deliver USDA food commodities to the town hall for distribution the second Tuesday of each month from 11:30 a.m. to 12:30 p.m. We are very lucky to have many hard working volunteers who help with the distribution.

Well Adult Clinics are held at the senior center monthly on the third Thursday from 9:30 a.m. to 11:30 a.m. There is also a "Keep Well Elder Health Clinic sponsored by the VNA Care Network held the second Thursday of the month from 12:00 p.m. to 2:00 p.m. Services offered include blood pressure checks, blood glucose testing, checking heart rate and lungs, and individualized attention rendered by a registered nurse.

An exciting new program introduced at the senior center this year is “Relax with Reiki”. Reiki is a system of hands-on healing that allows seniors to feel relaxed, calm, and peaceful. Linda Crabtree, Reiki practitioner, focuses on the head and shoulders only. Sessions are held on the first Wednesday of every month. This is a free class. The Council also offers a four week Basic Computer Skills course that starts with how to turn on a computer. The class offers an overview of what you can do on a computer, using simple practice exercises. You will be surfing the internet before you know it. The fee is \$40. for four one-hour classes.

A program offered to seniors this year at the senior center is “Yoga For Health”. These classes, subsidized by the FOBS, are suitable for seniors of all physical condition from wheelchairs and/or walkers to marathoners and beginners as well as those who have taken yoga instructions in the past. Classes last approximately 30 to 45 minutes and cost \$3.00 per session. Classes are held every Wednesday at the senior center commencing at 10:15 a.m.

The FOBS sponsors “Tuesday Connections” program/lunch. Each third Tuesday of the month, other Bolton Citizens, committees and groups will offer discussions and activities of interest as part of Tuesday Connections. Afterwards, a delicious lunch is served by the members of the Friends. This program has been well received and will continue for 2011. A new program is also offered at the center on this day called “Lawyer for a Day”. Attorney Daniel M. Tremblay will be at the senior center on the third Tuesday of the month from 10:00 a.m. to 12:00 p.m. If you have any questions or concerns regarding Elder Law, Collaborative Law, Mediation, Estate Planning, Guardianship, Probate, etc., Dan will advise you on a one-on-one private visitation. This is a free one half hour consultation. Reservations are required by calling the COA’s office at 978-779-3313 to make an appointment.

The council encourages input about programs or additional services that you would like to have in your senior center, because this is your place. Our mission at the center is to enhance the quality of life for senior citizens of the Town of Bolton by providing multi-purpose programs especially designed to fulfill the health, educational, recreational, outreach and transportation needs of our seniors in a safe, friendly and comfortable environment.

Once again, the council would like to thank the Lions Club, Bolton Police, Fire and Ambulance departments, Friends of the Bolton Seniors, and all those who volunteered their services and time to our seniors this year. The council is fortunate to be able to work with such a wonderful group of people dedicated to the same mission in serving the seniors in Bolton. We have many blessings, but the one challenge that comes to mind is: that there are not enough hours in the day to accomplish all that we want to do.

The elderly population is not seeking something beyond their needs. Rather, they are hoping that they may continue as Citizens of Bolton, with the same opportunities the elderly of most towns throughout the Commonwealth provide for their seniors. The Council on Aging speaks not only for the current population of senior citizens, but also, for generations of seniors to come, in the quest for the continued support and kindnesses that were extended to us throughout the year 2010.

Financial Statement
July 1, 2009 to June 30, 2010

| | |
|---|--------------------|
| Salary and Wages (includes MART van drivers) | \$30,033.22 |
| Appropriated | <u>\$30,029.98</u> |
| Unexpended balance returned to general fund | \$ 3.24 |

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|----------------------|------------|--|----------------|----------|--|------------------|--------|--|-----------|--------|--|----------|----------|--|-----------------|----------|--|---------------|--------|-------------|--|
| Expenses | | | | | | | | | | | | | | | | | | | | | | | |
| Appropriated | | \$11,820.00 | | | | | | | | | | | | | | | | | | | | | |
| Expended | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Purchase of Services</td> <td style="width: 20%; text-align: right;">\$4,257.00</td> <td></td> </tr> <tr> <td>Building Lease</td> <td style="text-align: right;">1,800.00</td> <td></td> </tr> <tr> <td>Telephone (MART)</td> <td style="text-align: right;">243.00</td> <td></td> </tr> <tr> <td>Cable DSL</td> <td style="text-align: right;">720.00</td> <td></td> </tr> <tr> <td>Supplies</td> <td style="text-align: right;">2,838.45</td> <td></td> </tr> <tr> <td>Gasoline (MART)</td> <td style="text-align: right;">1,016.40</td> <td></td> </tr> <tr> <td>Miscellaneous</td> <td style="text-align: right;">701.73</td> <td style="text-align: right;">\$11,576.58</td> </tr> </table> | Purchase of Services | \$4,257.00 | | Building Lease | 1,800.00 | | Telephone (MART) | 243.00 | | Cable DSL | 720.00 | | Supplies | 2,838.45 | | Gasoline (MART) | 1,016.40 | | Miscellaneous | 701.73 | \$11,576.58 | |
| Purchase of Services | \$4,257.00 | | | | | | | | | | | | | | | | | | | | | | |
| Building Lease | 1,800.00 | | | | | | | | | | | | | | | | | | | | | | |
| Telephone (MART) | 243.00 | | | | | | | | | | | | | | | | | | | | | | |
| Cable DSL | 720.00 | | | | | | | | | | | | | | | | | | | | | | |
| Supplies | 2,838.45 | | | | | | | | | | | | | | | | | | | | | | |
| Gasoline (MART) | 1,016.40 | | | | | | | | | | | | | | | | | | | | | | |
| Miscellaneous | 701.73 | \$11,576.58 | | | | | | | | | | | | | | | | | | | | | |
| Unexpended balance returned to general fund | | \$ 243.42 | | | | | | | | | | | | | | | | | | | | | |

LAW COMMITTEE

| | |
|----------------------|------|
| Wendy Rogers..... | 2011 |
| Mark Slade..... | 2011 |
| Stanley Wysocki..... | 2011 |
| Curtis Plante | 2012 |
| David Lindsay | 2013 |

The Law Committee appointed Brackett & Lucas as Town Counsel and Mirick, O’Connell, Damallie & Lougee as Labor Counsel for the Town of Bolton.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|----------------------|--------------------|
| Expenses | | |
| Appropriated | | \$40,000.00 |
| Expended | Purchase of Services | <u>\$25,083.43</u> |
| Unexpended balance returned to general fund | | \$14,916.57 |

DEPARTMENT OF PUBLIC WORKS
Harold Brown, Director of Public Works

The Department of Public Works responsibilities include:

- Maintenance and repair of public roadways and associated storm drainage systems, street signs, traffic signs, traffic signals, public parking lots and guard rails
- Removal of roadside litter and brush
- Maintaining traffic markings
- Maintaining road and sidewalk safety in the winter by plowing and sanding
- Maintenance and repair of all public buildings
- Maintenance of public grounds
- Assisting Cemetery Department with burials
- Assisting the Tree Warden with tree removal and pruning
- Overseeing the operations of the Town Transfer Station and Recycling Center
- Applying for state and federal funding
- Working with various boards and committees on projects that benefit the Town of Bolton

The Department is committed to maintaining safe roads, buildings, and grounds while preserving the rural character of Bolton. We encourage calls from the public to make us aware of issues of public safety.

The following specific work has been done on Town roads during 2010:

- Drainage was installed on various roads including a large culvert on East End Road.
- All or part of the following roads were hot topped:
 - Twin Maple Road
 - Laurel Road
 - Woobly Road
 - Ballville Road
 - Golden Run Road

The Transfer Station and Recycling Center had another successful year. The facility continues to serve all residents and businesses of Bolton. Trash stickers are available for sale at the Transfer Station as well as the Town Hall. Please remember that the Transfer Station has permanent collections for books, electronics, and furniture recycling in addition to the traditional recycled items.

At the Annual Town Meeting in May in 2010, voters decided to join the Devens Regional Household Hazardous Products Collection Center. This facility is currently under construction and the group plans for it to be operational sometime during the summer of 2011. This facility will allow residents twenty opportunities per year to safely and properly dispose of hazardous products at the regional facility located on the Devens campus.

The residents of the Town of Bolton should be very proud of their recycling efforts as you helped to achieve an outstanding recycling rate! The Town of Bolton urges all residents to utilize the Recycling Center and to purchase products that contain recycled content. Please refer to our website for up to date information on accepted items and fees.

Financial Statement
July 1, 2009 to June 30, 2010

Buildings Expenses & Services

| | | | |
|---|---------------|-------------|--------------------|
| Appropriated | | | \$81,650.00 |
| Expended | Maintenance | \$27,684.64 | |
| | Repairs | 23,511.25 | |
| | Other Charges | 21,048.86 | <u>\$72,244.75</u> |
| Unexpended balance returned to general fund | | | \$ 9,405.25 |

Traffic Lights Expenses & Services

| | | | |
|---|----------|------------|-------------------|
| Appropriated | | | \$3,700.00 |
| Expended | Electric | \$1,413.06 | |
| | Repairs | 808.00 | <u>\$2,221.06</u> |
| Unexpended balance returned to general fund | | | \$1,478.94 |

Highways Salary

| | | | |
|---|--|--|--------------------|
| Appropriated | | | \$99,116.00 |
| Expended | | | <u>\$98,118.62</u> |
| Unexpended balance returned to general fund | | | \$ 0.38 |

Wages & Overtime

| | | | |
|---|-----------|--------------|---------------------|
| Appropriated | | | \$496,459.00 |
| Expended | Wages | \$450,294.01 | |
| | Overtime | 15,739.04 | |
| | Longevity | 1,600.00 | <u>\$467,633.05</u> |
| Unexpended balance returned to general fund | | | \$ 28,825.95 |

Expenses & Services

| | | | |
|---|---------------------|-------------|---------------------|
| Appropriated | | | \$122,300.00 |
| Expended | Purchase of Service | \$ 4,034.48 | |
| | Heating | 1,490.25 | |
| | Electric | 5,531.40 | |
| | Repairs | 39,542.61 | |
| | Telephone | 5,953.38 | |
| | Supplies | 12,312.42 | |
| | Gasoline | 9,123.15 | |
| | Stickers | 937.00 | |
| | Oil / Lube | 527.45 | |
| | Tires | 4,172.95 | |
| | Diesel | 12,186.21 | |
| | Parts / Supplies | 12,050.47 | |
| | Other Expenses | 8,887.57 | |
| | Training | 1,101.00 | <u>\$119,170.34</u> |
| Unexpended balance returned to general fund | | | \$ 3,129.66 |

Highway Improvement

| | | | |
|--------------|--|--|-------------|
| Wages | | | |
| Appropriated | | | \$12,000.00 |
| Expended | | | \$12,000.00 |

Expenses & Services

| | | |
|---|-------------------|---------------------|
| Appropriated | | \$200,000.00 |
| Expended | Local Improvement | \$189,955.66 |
| | | <u>\$189,955.66</u> |
| Unexpended balance returned to general fund | | \$ 10,044.34 |

Snow & Ice Wages & Overtime

| | | |
|---|----------|--------------------|
| Appropriated | | \$38,000.00 |
| Transfer | | <u>4,065.99</u> |
| | | \$42,065.99 |
| Expended | Wages | \$ 8,172.19 |
| | Overtime | 33,893.80 |
| | | <u>\$42,065.99</u> |
| Unexpended balance returned to general fund | | \$ 0.00 |

Expenses & Services

| | | |
|---|--------------|---------------------|
| Appropriated | | \$142,000.00 |
| Transfer | | <u>80,882.00</u> |
| | | \$222,882.00 |
| Expended | Repairs | \$37,268.18 |
| | Snow Removal | 48,558.15 |
| | Supplies | 20,185.10 |
| | Diesel | 10,860.24 |
| | Road Salt | 76,070.33 |
| | Sand | 29,940.00 |
| | | <u>\$222,882.00</u> |
| Unexpended balance returned to general fund | | \$ 0.00 |

Street Lights Expenses & Services

| | | |
|---|----------|-------------------|
| Appropriated | | \$8,500.00 |
| Expended | Electric | \$5,063.67 |
| | Repairs | 506.50 |
| | | <u>\$5,570.17</u> |
| Unexpended balance returned to general fund | | \$2,929.83 |

Transfer Station Wages & Overtime

| | | |
|---|----------|--------------------|
| Appropriated | | \$59,310.00 |
| Expended | Wages | \$54,913.36 |
| | Overtime | 4,271.15 |
| | | <u>\$59,184.51</u> |
| Unexpended balance returned to general fund | | \$ 125.49 |

Expenses & Services

| | | |
|---|-------------------|--------------------|
| Appropriated | | \$122,200.00 |
| Expended | Electric Service | \$ 6,063.17 |
| | Trash Disposal | 56,190.51 |
| | Trash Hauling | 8,400.00 |
| | Recycling Hauling | 14,079.03 |
| | Maintenance | 7,797.20 |
| | | <u>\$92,529.91</u> |
| Unexpended balance returned to general fund | | \$29,670.09 |

CEMETERY COMMITTEE

David Jaaskela2011
 Brenda Baum2012
 Harold E. Brown2013

The Pan Cemetery expansion project continued in 2010. The Cemetery Committee would like to recognize the Department of Public Works for the continuous job of maintaining all cemeteries in Town and assisting with burials.

In early 2010, the committee lost one of our long-time members, Harold Babcock. Harold’s dedication to records preservation and serving residents in their time of need will be deeply missed by the committee and the residents of the Town of Bolton.

**Financial Statement
 July 1, 2009 to June 30, 2010**

Expenses & Services

| | | | |
|---|---------------------|------------|-------------------|
| Appropriated | | | \$5,000.00 |
| Expended | Purchase of Service | \$2,425.00 | |
| | Other Charges | \$2,521.00 | <u>\$4,946.00</u> |
| Unexpended balance returned to general fund | | | \$ 54.00 |

**TREE WARDEN
 Mark E. Caisse**

The Tree Warden works with National Grid, other utility companies and subcontractors to remove dead and diseased trees that endanger the traveling public. In addition, the department, in conjunction with the Historical Commission, is working to maintain the rural character of Bolton through the ongoing tree replacement program. Brush cutting and road-side cleanup will continue with the help of the Department of Public Works. If residents have a tree issue they would like addressed, they should contact Shelly O’Toole at the Bolton Department of Public Works at 978-779-6402 or via e-mail at dpw@townofbolton.com.

**Financial Statement
 July 1, 2009 to June 30, 2010**

Forestry Salary

| | |
|--------------|------------|
| Appropriated | \$3,022.00 |
| Expended | \$3,022.00 |

Wages

| | |
|---|-------------------|
| Appropriated: | \$2,500.00 |
| Expended: | <u>\$2,362.50</u> |
| Unexpended balance returned to general fund | \$ 137.50 |

Expenses & Services

| | | | |
|---|----------------|-------------|--------------------|
| Appropriated: | | | \$43,000.00 |
| Expended: | Tree Trimming | \$30,947.00 | |
| | Other Expenses | \$10,306.50 | <u>\$41,253.50</u> |
| Unexpended balance returned to general fund | | | \$ 1,746.50 |

HISTORICAL COMMISSION

| | |
|------------------------|------|
| Marshall McKee | 2011 |
| Martha Remington | 2011 |
| Alice Coggeshall | 2012 |
| Linda Engelmann | 2012 |
| J. Howard Black | 2013 |

The Bolton Historical Commission was established in 1992 by Article 14 on the town meeting warrant. The Commission is charged by the Town of Bolton and the Massachusetts Historical Commission (MHC) to identify, evaluate, document, and where possible, protect and preserve Bolton's historical, cultural, and architectural resources.

ACTIVITIES -

Historic Cemeteries: Installation of the bollards at Pan Burying Ground is complete. The Commission wishes to thank the Board of Selectmen and the Advisory Committee for their support throughout the duration of the bollards project. In July, the Tree Replacement Program provided an additional salt resistant Valley Forge elm tree to join the other four. A granite monument with two bronze plaques was placed at Pan Burying Ground. Attention will now focus on providing a foundation of loam on the green space to provide a low-to-no-maintenance ground cover in front of the stone wall.

Some conservation of cemetery markers at Pan and West Cemeteries has begun. Damaged and tipped stones are repaired and leveled as our budget allows. This work is extremely costly and can only be completed by experts. It is done with the permission of the Cemetery Committee and cooperation of DPW Director Brown who is also on the Cemetery Committee.

Tree Replacement Program: Six young trees were planted at four locations on Main Street. Species chosen were Green Mountain sugar maples (3) and Valley Forge Elm (3). In December an alert motorist reported the unfortunate toppling of a young red oak from the Tree Replacement program located just west of St. Francis Xavier Church. This young tree will be replaced. The Tree Replacement Program is co-sponsored by the Tree Warden and the Historical Commission and received renewed funding from the voters at Annual Town Meeting.

Town Bounds: The Town Bounds Report drafted in 2009 by our member J. Howard Black was presented to the Selectmen in the fall after some additional discoveries this year. It is kept in the files of the Town Clerk.

Memorial Flag Signs: The Commission coordinated the replacement of the Howard Davis, Jr. memorial flag sign in the Pan section after an auto toppled it on March 15th. Three others of the original style of these signs are in dire need of repair and will be attended to in the coming budget years. Retired signs in acceptable condition become the property of the Historical Society who erected the original 6 markers.

Demolition Permit Requests:

149 Hudson Road – Shed at Persons Park. This application was withdrawn by Parks & Recreation Commission in January of 2010 when it was established that the structure was over 75 years old. (With the help of DPW, volunteers completed a clean-out of the shed and its extension; debris on the roof was removed and a tarp was installed over portions of the structure until such time that roof repair and replacement can be completed.)

855 Main St. – Benjamin Hastings, Jr./Turnpike Toll House (1801) was deemed historically significant; however, due to the extremely poor condition of this greatly altered structure it was not classified as preferably preserved. Regrettably, several historic features slated for salvage were destroyed by vandals prior to their removal by the Commission.

Bolton Pan National Register Historic District: Massachusetts Historical Commission approved go-ahead of this project after a special April meeting provided unanimous neighborhood support for creation of the new district. A Preservation Consultant will be assigned to the project in 2011. The final boundaries of the new district will be finalized after the Consultant has completed surveys of contributing structures in the Pan area between 50 and 74 years of age.

Baptist Church Sign: The original builder of the sign at the Old Baptist Church/Old firehouse, Lee Tavares, was hired to refresh the paint and design in honor of the completion of the new Public Safety Building.

Commission Book Collection: The Commission thanks the Historical Society for providing space over the last decade for our book collection. The newly expanded Bolton Public Library allows the Commission's collection to find a home in the Whitcomb Room of our beautiful 1903 original library section. A significant number of new books were purchased this spring. A generous donation by J Howard Black added even more books to our collection. All of the Commission's books and periodicals circulate to the public with the exception of the large 2-volume Historic Properties Survey. The Preservation Plan and the Historic Landscapes Reconnaissance Report can be found on the town web site.

Center Local Historic District: In September we were contacted by Main St. residents wanting to learn more about establishing a local historic district. The town Master Plan encourages forming local districts to help preserve the character of historic neighborhoods. We look forward to working on this long-term project once a study committee is appointed.

Participation with other town groups:

Planning Board –

- MAPC Village overlay discussions
- Houghton Farm development – Sugar Road
- Proposals for Smith Property site

Conservation Commission –

- Renewal of the Open Space Law
- Fyfeshire Lower Dam

The Historical Commission has voted for repair rather than removal of this tiny dam at the Fyfeshire Conservation Area. Our Chairman represents the Commission on the *Group for the Preservation of Fyfeshire Ponds* - Bolton residents working to save the dam and its ponds.

- Brush clearing at Whitcomb Garrison site

Membership and Acknowledgements: Again, our thanks to Bob Roemer who continues to donate his time most unselfishly for which we are very grateful. Thanks also to Roger Breeze for his help on the Davis memorial replacement sign and genealogical tidbits he contributes on our surveyed properties. We are actively seeking two new voting members. Please come to our meetings the first and third Wednesday of the month.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|----------------------|-------------------|
| Expenses | | |
| Appropriated | | \$6,970.00 |
| Transfer | | <u>255.00</u> |
| | | \$7,225.00 |
| Expended | Supplies | \$4,380.77 |
| | Purchase of Services | 1,801.00 |
| | Dues | 560.00 |
| | Books | 251.81 |
| | Advertising | 161.25 |
| | Postage | 70.10 |
| | | <u>\$7,224.93</u> |
| Unexpended balance returned to general fund | | \$.07 |

DEPARTMENT OF VETERANS' SERVICES

Michele Marino, Veteran's Agent2011

The Veterans' Services Office is located at 23 Linden Street, Berlin. Regular office hours are held Tuesdays and Thursdays, and also by appointment if needed. To arrange an appointment please call 978-838-2442. You may also contact me by email at: veteranservices@townofberlin.com.

The purpose of the Veterans' Services Department is to assist veterans and/or their dependants in procuring financial assistance, information and benefits to which they are entitled. These services/benefits are relative to vocational or other educational opportunities, medical care, compensation, pensions, burial allowance, grave markers and other benefits granted under existing State and Federal laws. The office of Veterans' Services is a one stop human service office with a top priority of providing services designed to improve the quality of life for every Veteran in Town, their families and surviving dependants.

I would like to take this opportunity to reach out to the Veterans of the Town of Bolton and their dependants. Please do not hesitate to call the Veterans' Office if you are in need of help. I am here to help you. If you have been affected by the tough economical situation we face at this time, you may be eligible for State or Federal Aid which could help you with your day-to-day living expenses.

I ask that all Veterans of the Town of Bolton provide this office with a copy of their DD214 (or equivalent proof of discharge) if you have not already done so. Having this on file will make for a smoother process if a Veteran or dependant needs to file for benefits. If you do not have a copy of your discharge documents I can help you obtain them. In closing, I would like to thank the Board of Selectmen and Town Officials for their support during the past year.

Financial Statement
July 1, 2009 to June 30, 2010

| | | |
|---|--|------------|
| Wages | | |
| Appropriated | | \$4,415.00 |
| Expended | | \$4,415.00 |
| Expenses | | |
| Appropriated | | \$1.00 |
| Unexpended balance returned to general fund | | \$1.00 |

CULTURAL COUNCIL

| | |
|-----------------------------|------|
| Susan Membrino | 2011 |
| Peter Vincent | 2011 |
| Tricia Sohl-Dickstein | 2012 |
| Gong-Jia Xing | 2013 |
| Judith Leonard | 2013 |
| Li Juan He | 2014 |
| Rosemary Donnelly..... | 2015 |

The Bolton Cultural Council (BCC) is part of a grass-roots network of 335 local councils that serve every city and town in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), which then allocates funds to each local council. Decisions about which activities to support are made at the community level by the BCC, a board of municipally appointed volunteers.

Members of the BCC are appointed to serve one term up to six years. The Bolton Cultural Council seeks to maintain a panel of 8-11 members, and welcomes new members as well as input and involvement from Bolton residents. Community surveys are distributed at the Annual Town Meeting every three years to solicit fresh input and suggestions from the community at large.

As dictated by MCC regulations, the Town receives funds from the MCC and releases funds to the grant recipients after approval by the BCC and upon subsequent satisfactory completion of the project within the year. Any residual funding is eligible for re-granting. The Town provides the BCC with meeting space as needed, a mailbox, and the Town Accountant maintains, manages and provides reporting for the BCC financial accounts. The reported BCC Account balance for fiscal year ending 6/30/2010 was \$7,063.55. This total reflects MCC monies (newly granted to the BCC for 2011 programs in the amount of \$3,870, along with not-yet-made disbursements for 2010 programs and a \$506 carry-over balance for 2010 program awards not actualized) and the BAC (restricted) Account balance of \$1,483.55 (representing previously volunteer-raised discretionary funds.).

BCC Funding Priorities

Preference is given to Bolton-based non-profit organizations and artists for projects that will benefit the Bolton community. Preference is also given to non-profit organizations from towns adjacent to Bolton for projects in which Bolton residents participate and/or serve Bolton residents. Potential applicants based outside of Bolton or the surrounding communities are expected to secure sponsorship with an organization in Bolton.

In addition to soliciting and awarding MCC funded grants to local visual, literary, and performing artists and crafters, the BCC occasionally sponsors other community events such as the Chinese New Year Event, which was at the Florence Sawyer School.

FY 10-11 Awards Process

The Bolton Cultural Council met on December 20, 2010 with the primary objective of reviewing grant applications and determining grant awards in accordance with the MCC guidelines. This year's MCC allocation of \$3870 plus \$506 in carry over funds from 2010 has been awarded for the 2010-11 fiscal year.

FY 2011 MCC Grant Award Recipients

| | | | |
|---------------------------|-------|-----------------------------|-------|
| Bolton Fair, Kids Country | \$500 | Concerts on the Common | \$100 |
| FSS Drama Soci - costumes | \$300 | Harvard Pro Musica | \$200 |
| Hudson Arts Alliance | \$150 | Sawyer Sch Grade 3 Plimoth | \$600 |
| Sawyer – PAC Enrichment | \$350 | Sounds of Stow | \$200 |
| Symphony Pro Musica | \$200 | Worc. Hort Soc - Tower Hill | \$100 |
| Worcester Chamber Music | \$200 | | |

Friends of Bolton Pub Lib

| | |
|---------------------|-------|
| Saori Weaving | \$380 |
| Creative Writing | \$210 |
| Earth Day - Totems | \$253 |
| Alexander - Jester | \$351 |
| World Travel -Tales | \$282 |

PARKS & RECREATION COMMISSION

| | |
|-----------------------------|------|
| Karen Regan, Chairman | 2011 |
| Thomas Wildman | 2011 |
| Joyce Sidopoulos | 2012 |
| Lori Colby | 2013 |
| Daniel Teague | 2013 |

The Parks & Recreation Commission meets monthly, usually on the second Wednesday of each month. The Commission manages the scheduling and maintenance of Bolton's parks, fields and recreation facilities and organizes several town celebrations including Easter, Halloween and observances including Memorial Day and Veteran's Day.

Local fields which include Memorial, Derby, Tower, Horse Ring and Forbush are used by youth sports organizations for soccer, baseball, softball and lacrosse. Forbush Field is also used by two adult leagues: The Dragon Disc Ultimate (Frisbee league) and the Over the Hill Soccer League (OTHSL). Parks under the Commission's management include Persons Park and Pond Park (for ice skating), in addition to the Town Beach. The Commission organized several volunteer days during FY10 to help restore/improve local recreation locations. The Little Pond Clean Up and Pond Park Clean Up were a success – both in turnout and project progress.

With regard to property development, the Commission is drafting plans to develop Horse Ring Field and Derby Field into suitable and safe playing surfaces. The Commission is also exploring opportunities to improve the Persons Park property.

Registration for the Town's annual swim lessons was successful with the Commission booking all three two-week sessions. The Commission added several new events in FY10 to improve the recreational opportunities for the town as well as drive revenue. Programs added included: Kayaking and Yoga. Further, the Commission is working on a fee schedule to effectively rent the town's fields and facilities to local businesses and sports leagues to help raise funds as well.

Holiday celebrations included the annual Easter Egg Hunt at Emerson School, which attracted ~200 people (~100 children) and the Halloween Parade, which attracted approximately ~300 people (~200 children). The Commission improved the registration process and attendee management through the use of event software, Constant Contact.

The Parks & Recreation Commission implemented its existing Rules and Regulations document to make it more current and better reflect how the parks, fields and facilities are being used. The Commission also implemented an improved application process and established a permitting process to better protect the users, and neighbors while also providing the Town and Commission with enforceable rules and regulations.

Financial Statement
July 1, 2009 to June 30, 2010

Recreation

| | | |
|---|--|-------------------|
| Wages | | |
| Appropriated | | \$4,500.00 |
| Expended | | <u>\$3,933.00</u> |
| Unexpended balance returned to general fund | | \$ 567.00 |

Expenses

| | | | |
|---|----------------------|------------|-------------------|
| Appropriated | | | \$5,850.00 |
| Transfer | | | <u>1,424.00</u> |
| | | | \$7,274.00 |
| Expended | Purchase of Services | \$6,418.43 | |
| | Equipment | 642.72 | |
| | Supplies | 168.87 | <u>\$7,230.02</u> |
| Unexpended balance returned to general fund | | | \$ 43.98 |

Parks

| | | | |
|---|---------------------|------------|-------------------|
| Expenses | | | |
| Appropriated | | | \$4,000.00 |
| Transfer | | | <u>820.00</u> |
| | | | 4,820.00 |
| Expended | Purchase of Service | \$3,887.24 | |
| | Electric | 916.61 | <u>\$4,803.85</u> |
| Unexpended balance returned to general fund | | | \$ 16.15 |



Pond Park preparation for ice skating

PUBLIC SAFETY CENTER CONSTRUCTION COMMITTEE

Susan Mason, Chair
Chris DeMers, Vice Chair
Vincent Alfano
Andrew Bagdonas
Margy Diaz
Dave Farrell
Mark Giunta
John Mentzer
Dina Rich
Paul Wood

The Committee is pleased to report that on October 5th, 2010, Bolton's combined Public Safety Services, Police, Fire, and Ambulance Departments, moved into their new quarters at 15 Wattaquaddock Hill Road. On January 24th, 2009, the Town broke ground on this well-needed and long-awaited project. The construction of this combined agency facility was designed to provide modern, safer, and more efficient working environments for our community's Police Officers, Firefighters, and Emergency Medical Technicians. These men and women risk their lives 24 hours a day, every day, ensuring the safety and security of all those who live, work, and pass through our vibrant community. As cost-saving measures, the new facility was constructed on Town-owned land adjacent to the existing Fire Station, eliminating any land purchase costs, and utilizes many shared components among the three departments. The front lobby, 911 Communications Center, kitchen area, and training room, as well as water, sewer, utilities, telephone, and computer systems are all shared.

Each agency realized many benefits from construction of this new facility. The Police Department moved out of its cramped and inefficient former location at the historic Houghton Building on Main Street. The new facility provides a much safer environment for Officers. Three holding cells in the arrest booking area provide for safe processing of persons under arrest. A cruiser Sallyport allows secure transfer of prisoners, minimizing possibility of escape. Officers now have locker room and shower facilities. The 911 Communications Center is state-of-the-art, enabling Dispatchers to rapidly and efficiently respond with emergency assistance to those in need, as well as maintain daily law enforcement, fire department, and ambulance administrative operations. The Fire Department gained much-needed administrative space, a turnout gear locker room with gear washing/drying appliances, and a SCBA (Self Contained Breathing Apparatus) and oxygen tank filling/maintenance room. Fire truck bay overhead doors were expanded, and all doors and windows in the former fire station wing replaced with energy efficient models. A fuel pump was added for safe on-site refueling of Fire equipment and the ambulance. Bolton EMS gained administrative and storage space, as well as a secure medical records area, all facilities they never had in the former Fire Station. One of the most welcome and most utilized benefits to each agency is the availability of the Harold Brown Jr. Training Room, named after a distinguished Bolton hero who sacrificed his life in Afghanistan in the service of his country. Departments now have modern classroom, training, and meeting space onsite. This ability did not exist in their former facilities. Many other Town groups and Departments also utilize this room based on availability. It is a very popular asset!

The Construction Committee faced many challenges throughout the design, construction, budgetary, and move-in phases of this project. All of these challenges were met, with the resulting facility speaking for itself. In these difficult economic times, thanks to the hard work, creativity, and dedication of the Construction Committee, Architect, Project Managers, and our Public Safety Department members themselves, this project was completed ON BUDGET. This is an accomplishment we are all very proud of. The Committee wishes to also thank the many residents who live adjacent to, or nearby the new facility. Their patience, input, and cooperation throughout this entire project was most valued. We are confident that the new facility will serve the needs of Bolton's Public Safety personnel many years into the future.



Public Safety Building Dedication - August 28, 2010

**POLICE DEPARTMENT
ROSTER AS OF DECEMBER 31, 2010**

Chief of Police Vincent C. Alfano, 4 years of service
Lieutenant Warren E. Nelson, 18 years of service
Sergeant Michael W. Slepetz, 26 years of service
Detective Kimberly Barry, 12 years of service
Patrol Officer Christopher Harrington, 8 years of service
Patrol Officer Yvette Washington, 7 years of service
Patrol Officer Jason Puri, 6 years of service
Patrol Officer Luke Hamburger 5 years of service
Patrol Officer Sandra Lawton 2 ½ years of service
Patrol Officer Jonathan Couture, hired 12/20/2010
Reserve Officer Hank Staake, 12 years of service
Reserve Officer Daniel Keller, 5 years of service
Reserve Officer Jacob Vicente, 5 years of service
Reserve Officer Mary Ann Kinirey 4 years of service
Reserve Officer Andrew Bagdonas, 24 years of service
Administrative Assistant Lorraine Kenney, 12 years of service

The past year has opened a new page of history for the Bolton Police Department. On October 5th, 2010, the Police Department moved out of its longtime home in the historic Houghton Building on Main Street, and into new quarters at the Bolton Public Safety Center, located on the former Fire Station site at 15 Wattaquadock Hill Road. This new facility, shared by the Police Department, Fire Department, and Bolton EMS, is an efficient, state-of-the-art design, which should serve the Town's public safety needs for decades to come. The new facility offers a much safer working environment for Police personnel. The arrest booking area includes three prisoner detention cells. These safe and sanitary structures are a far cry from our former detention capabilities at the Houghton Building, where Officers were obliged to handcuff persons under arrest to an iron pipe bolted to the wall! A cruiser "Sallyport" enables Officers to drive their cruisers into a secure garage area to transfer prisoners into and out of the station, minimizing risk of escape. Officers now have use of a locker room area and shower for changing and clean-up. The new 911 Dispatch Center houses state-of-the-art radio communications and computer equipment, all designed to respond Police, Fire, and Ambulance emergency assistance in a rapid and efficient manner. An extremely well-used feature of the new facility is the Harold Brown Jr. Training Room. This multi-function room, named in honor of a fallen Bolton hero, is used daily (and nightly!) by all three public safety agencies for classroom training and meetings, as well as many Town civic groups and committees. It is a very popular space! Several thousand residents have already toured through the new Public Safety Center, and the feedback has been positive. An important financial note is the fact that this project was completed on budget.

Countless thanks are owed to the many persons who contributed to making this long-needed project a success. Among them, the volunteer members of the Public Safety Center Building Committee, the men and women of Bolton's public safety services, the Police Fire, and EMS Departments, Town Officials, and nearby residents who were so cooperative and understanding during the construction phase. I personally invite every resident who has not yet toured the facility to contact me directly, and arrange for a visit. I will be most happy to personally show you the finished product of our investment. You will not be disappointed.

Upon reviewing significant events and activity for the past year, several statistics stand out. First, as all of you are well aware during your daily travels, traffic, and motor vehicle related events make up a significant portion of this departments activity. Once again, I am happy to report that due in large part to the traffic enforcement efforts of our Police Officers, this past year has again shown a reduction in traffic accidents over previous year. As motor vehicle accidents can be one of the most traumatic, expensive, and sometimes tragic, threats we all face and risk on a daily basis, this reduction is both significant and welcome. Statistical review and experience also reveal some upward trends that we all need to be aware of, and work diligently together as a community to combat.

Physical assaults against Bolton Police Officers have risen this past year. I myself have been a victim. As law enforcement professionals, we acknowledge that our chosen occupation is one of the most dangerous ways to make a living, and we accept that. Due to our town's physical location, and grid of State and Interstate Highways that crisscross our community, we experience significant volumes of non-residents who travel our roadways daily. All of the assaults on our Officers this past year were committed by those who do not reside here, and do not have the commitment to our community, its Town employees, and the law that you do. We will continue to train our Officers in the skills they need to protect themselves from harm, and remain ever vigilant. The Town has also experienced an increase in the number of Domestic Violence calls Officers have responded to. No community is immune from the specter of Domestic Violence. These challenging economic times, and the stresses of unemployment, home foreclosures, and substance abuse, contribute significantly to this terrible crime. We will always assist any residents who seek aid or resources in resolving domestic issues before they turn violent. Also, as we have well publicized, the region has experienced a sharp increase in the number of house and auto breaks in the past 9 months. These organized rings are comprised mainly of heroin users, and use stolen items as a means of feeding their drug habits. The problem has been so significant in the region, that many local Police Departments, to include Bolton, have banded together to pool resources and information to combat this ongoing criminal activity. We have made a number of arrests, but as a community, we still need to be vigilant. Please take advantage of the Police Department's ongoing Home Security Survey program. Bolton Police Officers will come to your home or local business and meet with you, provide a free security assessment, and offer suggestions on how to improve your home/business security and safety. The Bolton Police will also continue our series of Home Security presentations on selected nights in the Harold Brown Jr. Training Room. These have also been carried on local cable television.

My strong belief in partnerships continues. We remain committed to a safe and secure environment for our school students. On a daily basis, the Police Department works diligently with school administration, staff, teachers, and students to ensure open lines of communication, preparedness, and understanding. This same philosophy holds true for our relationship with our fellow Town Departments, Officials, and Committees. Bolton has a vast storehouse of resources in the talent and ability of its Town employees and volunteers. The Police Department will continue to work hand-in-hand with these groups to ensure the finest quality of service, planning, and joint problem solving.

This past year has also served as a personal milestone, as I completed my fifth year serving as your Police Chief, and my sixth year as a Town resident. I am honored to have the opportunity for both. I have seen the Department meet countless challenges with success, and mature into the professional law enforcement agency that serves you today. I am proud of the men and women of this agency, and applaud their dedication, professionalism, courage, and caring.

As a resident, I am confident that our tax dollars are efficiently spent on law enforcement services second to none. Also as a resident, I treasure the hundreds of friends in Bolton my family and I have been fortunate to meet and enjoy during my tenure as Chief. All of you are my investment in this

community. I will continue to devote my efforts, training, experience, professional knowledge, and understanding to this wonderful community and all those within. Thank you for the support and trust you have displayed towards myself, and all of your Police Officers. Working together, we will all strive to ensure that Bolton continues to be the safe and vibrant community its residents deserve.

**Financial Statement
July 1, 2009 to June 30, 2010**

Salaries

| | |
|---|---------------------|
| Appropriated | \$106,880.00 |
| Expended | <u>\$105,498.41</u> |
| Unexpended balance returned to general fund | \$ 1,381.59 |

Wages w/Overtime

| | |
|---|---------------------|
| Appropriated | \$728,898.86 |
| Expended | <u>\$722,013.94</u> |
| Unexpended balance returned to general fund | \$ 6,884.92 |

Expenses

| | | | |
|---|----------------------|------------|---------------------|
| Appropriated | | | \$141,693.00 |
| Expended | Tires | \$2,112.45 | |
| | Cruiser repairs | 16,025.14 | |
| | Oil & Lube | 805.71 | |
| | Building | 17,762.29 | |
| | Supplies | 7,631.30 | |
| | Firearms Supplies | 7,561.75 | |
| | Uniforms | 12,670.50 | |
| | Training | 5,314.90 | |
| | Dues & Subscriptions | 4,264.77 | |
| | Miscellaneous | 762.61 | |
| | Hired Services | 573.00 | |
| | Equipment | 7,699.17 | |
| | Cruiser | 31,817.00 | |
| | Gasoline-Cruiser | 21,715.61 | |
| | | | <u>\$141,216.20</u> |
| Unexpended balance returned to general fund | | | \$ 476.80 |



**POLICE DEPARTMENT COMMUNICATION CENTER
Roster as Of December 31, 2010**

Police Chief Vincent C. Alfano, Co-Director
 Fire Chief John Stephenson, Co-Director
 Donna L. Hathaway, 24 years of service
 Edward Haimila, 12 years of service
 Jaine Galeski, 6 years of service
 Diane Coolidge, 11 years of service
 MaryAnn McLaughlin, 18 years of service
 Hank Staake, 12 years of service
 David Byler, 5 years of service
 David Perry, 3 years of service

Bolton Dispatchers handled 8,695 Calls for Service in 2010. This includes 297 Ambulance Calls plus 8 Mutual Aid Ambulance Calls and 173 Fire Calls. Through the dedication of our fine dispatchers, the Communication's Department effectively delivered first-rate public safety services to the community of Bolton.

**Financial Statement
July 1, 2009 to June 30, 2010**

Wages w/Overtime

| | |
|---|---------------------|
| Appropriated | \$215,481.00 |
| Expended | <u>\$209,378.69</u> |
| Unexpended balance returned to general fund | \$ 6,102.31 |

Expenses

| | | |
|---|---------------------|--------------------|
| Appropriated | | \$66,918.00 |
| Expended | Purchase of Service | \$32,993.23 |
| | Training | 1,103.00 |
| | Software Support | 2,275.96 |
| | Telephone | 13,744.60 |
| | Teletype | 2,315.42 |
| | Supplies | 4,642.79 |
| | Uniforms | 1,186.95 |
| | Miscellaneous | 418.95 |
| | Antenna-Tower | 1,274.41 |
| | Radio Console | 2,468.83 |
| | Computer Equipment | 2,170.77 |
| | | <u>\$64,594.91</u> |
| Unexpended balance returned to general fund | | \$ 2,323.09 |

| Offenses reported to FBI for Statistical purposes by year | 2009 | 2010 |
|--|-------------|-------------|
| Rape (Forcible and statutory) | 4 | 2 |
| Forcible Sodomy | 1 | 0 |
| Aggravated assault (includes domestic A&B) | 3 | 4 |
| Simple assault | 19 | 25 |
| Intimidation (includes bomb threats) | 15 | 9 |
| Breaking and entering, vehicle, business or residential | 18 | 51 |
| Theft from building | 6 | 5 |
| Theft from motor vehicle | 0 | 16 |
| Theft of motor vehicle | 3 | 2 |
| Theft of motor vehicle parts/accessories | 0 | 0 |
| All other larceny | 25 | 31 |
| Stolen property offenses | 1 | 8 |
| Destruction/Damage/Vandalism of property | 36 | 55 |
| Drug/Narcotic violations | 31 | 19 |
| Drug/Equipment violations | 0 | 0 |
| Weapon Law violation | 0 | 1 |
| Disorderly conduct | 10 | 12 |
| Driving under the influence | 20 | 21 |
| Liquor law violations | 20 | 7 |
| Trespass | 3 | 7 |
| All other offenses | 34 | 33 |
| Traffic/Town Bylaw offenses | 441 | 244 |
| Counterfeiting/Forgery | 5 | 1 |
| Shoplifting | 0 | 0 |
| Embezzlement | 0 | 0 |
| False pretenses / swindle | 5 | 7 |
| Impersonation | 4 | 4 |
| Bad Checks | 4 | 1 |
| Credit Card / Automatic Teller | 0 | 3 |
| Bribery | 0 | 1 |

| Response by Police by type of call | 2009 | 2010 |
|--|--------------------|--------------------|
| Local ordinance/Bylaw violations | 30 | 20 |
| Missing persons | 3 | 6 |
| Disturbance | 5 | 8 |
| Domestic disturbances | 15 | 23 |
| Noise complaint | 21 | 25 |
| Suspicious activity | 114 | 149 |
| Suspicious person | 24 | 40 |
| Suspicious motor vehicle | 76 | 66 |
| Officer wanted | 314 | 298 |
| Burglar alarm | 259 | 276 |
| Lost/Found Property | 54 | 47 |
| Motor vehicle stops | 1821 | 1166 |
| Leaving the scene of an accident | 5 | 7 |
| Motor vehicle accidents – injury | 44 | 43 |
| Motor vehicle accidents – Property damage only | 162 + 6 winch-outs | 153 + 5 winch-outs |
| | | |

| Response by Police by type of call (continued) | <u>2009</u> | <u>2010</u> |
|---|--------------------|--------------------|
| Motor vehicle complaints | 175 | 145 |
| Disable motor vehicles | 208 | 190 |
| Parking violations | 7 | 8 |
| Building / house checks | 3744 | 2571 |
| Court appearances | 140 | 126 |
| Assist other PD | 188 | 183 |
| Community Policing Activities | 328 | 285 |

| | <u>2009</u> | <u>2010</u> |
|--------------------------------|--------------------|--------------------|
| <u>Arrests and citation</u> | | |
| Arrests | 56 (5 Juvenile) | 48 (5 Juvenile) |
| Motor vehicle citations | 1181 | 615 |



Residents tour the new Communications Center

AMBULANCE SQUAD

| | | | |
|----------------------------|---------------|----------------------------|---------------|
| Director: | Margy Diaz | Training Officer: | Chris Baker |
| Assistant Director: | Dina Rich | Assistant Director: | Jack Holbrook |
| Medical Director: | Marc Gautreau | Full Time EMT/FF: | David Farrell |

| | | | | |
|------------------------|---------------|------------------|--------------------|-----------------|
| EMT Attendants: | Barbara Brown | David Farrell | Allan Koung | Jamie Weliver |
| Christine Alfano | David Byler | Kelsey Farrell | Kara McClean | Gery Wilson |
| Chris Baker | Margy Diaz | Lauren Ferrechio | MaryAnn McLaughlin | Shannon Wheeler |
| Andrew Bagdonas | Wesley Durant | Luis Forte | David Perry | Chris Whynot |
| Pierino Bonazzoli | Cassie Ela | Jack Holbrook | Dina Rich | Kileen Burgoyne |
| | Ann Farrell | Kate Howard | Curtis Roemer | |

The Bolton Ambulance Squad provides emergency ambulance services to the Town of Bolton.

Weekday, daytime coverage is provided by one full-time EMT/Firefighter stationed at the Fire station and an on-call crew from the Nashoba Regional High School Cadet EMT program. The Nashoba Regional High School Cadet EMT program has been providing essential daytime coverage for over 20 years. Participants of the program have successfully completed the Department of Transportation approved Emergency Medical Technician class and continue their education with weekly classes. Students must maintain a minimum GPA in EMS classes and in all other school course work. Students provide coverage from the very beginning of the school day until 5pm and also provide coverage at sporting events. A Mass state waiver allows Bolton's Ambulance to transport patients with one adult certified EMT-B and two certified EMT-Cadets. In addition to providing the town with excellent emergency care, the program has introduced numerous high school students to the field of Medicine. Many students continue with EMS after high school as full-time careers, in college or in their communities. Currently, ten of the active Bolton EMTs started out as Cadet EMTs.

Evening, night and weekend coverage is provided by call personnel who carry pagers and respond to calls when they are able to. A majority of the call personnel work full-time jobs outside of Bolton or are college students but are eager and willing to share their free time with us. Call personnel are compensated with call stipends.

Bolton Ambulance is licensed as a BLS unit or Basic Life Support unit. Advanced Life Support (ALS) is provided by either Patriot Ambulance out of Hudson or Marlboro Hudson Ambulance out of Marlboro when necessary and available.

2010 was an exciting year with many changes and additions. We moved into the new Public Safety Building and are enjoying the new administrative and training spaces. We continue to capitalize on the new computer network and systems and are incorporating it into our daily processes. We also started working with the state to be prepared for the Massachusetts Ambulance Trip Record Information System (MATRIS) standards that began at the end of the year. As part of the MATRIS initiative, we have purchased a rugged laptop that will be mounted in the ambulance. We also formatted our new electronic patient care reports and anticipate being paperless by the spring of 2011. Being paperless will help our billing process become more efficient, make it easier to comply with state reporting standards and more importantly will help with patient care. Our software system has the ability to securely store vital patient information such as allergies and medical history, similar to systems used by hospitals. As always, patient information is strictly confidential and is only used to treat patients. A big thanks goes out to all of the people who have made donations to the ambulance as the laptop and all of the hardware

associated with it were purchased 100% from donations. Also by the end of spring we are deploying Public Access Defibrillators in several public areas as well as replacing the existing defibrillators. In addition to adding public access defibrillators, we plan on offering CPR and defibrillator training to the public.

In 2010 we had a record number of calls. We responded to 362 requests for emergency assistance.

The members of the Bolton Ambulance Squad are dedicated to providing prompt, skilled and compassionate emergency care to Bolton residents and visitors. We work hard to continuously improve the services provided and evolve with the rapidly-progressing field of emergency services.

We would like to thank the townspeople for their continuous support. We would also like to remind everyone that a few minutes on your part could make a difference in getting to a loved one quickly and safely during an emergency. Numbering your house with numbers that are clear and visible from both directions helps us get to you more quickly. Also making sure that driveways and walkways have been cleared of snow and debris is very helpful.

Never hesitate to call us. When in doubt, call us out!

**Financial Statement
July 1, 2009 to June 30, 2010**

Wages

| | |
|---|---------------------|
| Appropriated | \$101,466.00 |
| Expended | <u>\$101,307.33</u> |
| Unexpended balance returned to general fund | \$ 158.67 |

Expenses

| | |
|---|-----------------------------------|
| Appropriated | \$61,101.00 |
| Expended | |
| Purchase of Services | \$ 4,878.59 |
| Diesel | 3,055.91 |
| ALS Services | 16,960.00 |
| Telephone | 1,116.96 |
| Coastal Medical Billing | 7,456.01 |
| Uniforms | 1,604.17 |
| Repairs/Motor Vehicle | 1,166.73 |
| Cadet EMT Program | 13,820.00 |
| Supplies | 777.57 |
| Equipment | 7,291.88 |
| Unexpended balance returned to general fund | <u>\$58,127.82</u> \$ 2,973.18 |

VOLUNTEER FIRE DEPARTMENT
Roster of Active Members

CHIEF AND FOREST WARDEN: John Stephenson
DEPUTY CHIEF: John Mentzer
CAPTAIN: Gerald Wilson
LIEUTENANT: David Farrell

MEMBERS:

| | | |
|------------------|----------------|--------------------|
| John Holbrook | Wesley Durant | David Byler |
| Peter Casello | Donald Baum | Chris Slade |
| Curtis Plante | Chris Baker | Chris Poutenis |
| Paul Slade | Michael Kenney | Robert Publicover |
| Ryan Hartwell | David Perry | Christopher Whynot |
| Jason Ware | Curtis Roemer | Bryan Colwell |
| Jeremy O'Connell | Cory Baird | |
| Roger McManus | James Porteus | |

TRAINEES:

| | | |
|-------------------|---------------|--------------|
| Matthew Colacchio | James Weliver | Devin Duffin |
| Jaclyn Welch | | |

HONARARY MEMBERS:

| | | |
|-------------|---|-----------------|
| Eric Newton | Pierino Bonazzoli | Eric Stephenson |
| | Barbara Wilson – Fire Prevention Representative | |

The opening ceremony of the new Public Safety Building was held on August 28, 2010. With a large attendance of Bolton residents and town officials, the building was pronounced “Open” with the cutting of the ribbon, creating one location for all emergency response teams. The construction of the new building made only minor changes to the existing fire station. Relocating into the new section turned the former kitchen into an EMS cleaning room, combining the chief’s office with the radio room became the SBA room and the meeting room into a Turn Out room for fire equipment and gear. The garage portion of the existing fire station changed only slightly to connect to the new building. During construction, the fire trucks were required to be moved daily by the men to accommodate the different construction phases. With the cooperation of all involved all fire calls were responded to without incident.

In February 2010, Bolton lost one of its veteran fire fighters, Harold Babcock. After returning home from World War II, Harold joined the fire department where he had been active for over 50 years. Over the years he had been on the Bolton’s Mid-State Muster Team, Deputy Chief and as Fire Inspector. With deep sadness we bid him farewell.

In June of 2010, Gigi Bonazzoli retired from the fire department. Like his friend Harold, Gigi also joined the department after returning home from World War II. Living in the center of town, Gigi was always quick to respond to calls, assuring a fire truck was enroute to a call to meet the men at the scene. Gigi’s adoration for the Town of Bolton has been shown by the many hours committed to the fire department and the ambulance squad and for the men and women he served with. The fire department would like to thank you, Gigi, for over 50 years of caring and devoted service.

On June 30, Deputy Chief John Holbrook stepped down to a less active role within the department. Jack has been on the department since the early 60’s. He became Lieutenant in 1975, moved to Captain and

then Deputy Chief for the past 26 years. In addition to his high attendance at fire calls, Jack was very active in training, recruiting and proper insurance coverage of Bolton's firefighters. On behalf of the department and town we would like to thank him for his many years of service.

**Financial Statement
July 1, 2009 to June 30, 2010**

Fire Prevention

| | | |
|---|------------|------------|
| Appropriated | | \$3,000.00 |
| Expended | \$2,425.00 | |
| Unexpended balance returned to general fund | | \$ 575.00 |

Clerical

| | | |
|--------------|--|------------|
| Appropriated | | \$5,000.00 |
| Expended | | \$5,000.00 |

Fire Fighter Wages

| | | |
|--------------|--|-----------------|
| Appropriated | | \$48,075.00 |
| Transfer | | <u>7,943.17</u> |
| | | \$56,018.17 |
| Expended | | \$56,018.71 |

Expenses

| | | |
|--------------|--|--------------------|
| Appropriated | | \$36,892.00 |
| Transfer | | \$ <u>5,000.00</u> |
| | | \$41,892.00 |

| | | |
|---|-------------------|--------------------|
| Expended | | |
| | Electric | \$4,769.19 |
| | Heating | 4,136.39 |
| | Repairs | 7,795.14 |
| | Other Expenses | 1,892.66 |
| | Uniforms | 5,331.88 |
| | Supplies | 3,767.70 |
| | Diesel | 3,238.66 |
| | Telephone | 500.74 |
| | Dues Memberships | 629.95 |
| | Radio Maintenance | 1,163.25 |
| | Training | 654.85 |
| | Gasoline | 57.41 |
| | | <u>\$34,585.14</u> |
| Unexpended balance returned to general fund | | \$ 64.86 |

FIRE CALLS FOR THE YEAR

| | | | |
|-----------------|----|-----------------------|----|
| Accidents | 21 | Automatic Fire Alarms | 61 |
| Brush Fires | 17 | Building fires | 6 |
| Carbon Monoxide | 6 | Vehicle Fires | 17 |
| Chimney Fires | 6 | Hazardous Material | 12 |
| Mutual Aid | 12 | Miscellaneous | 32 |

PERMITS ISSUED

| | | | |
|-------------------------------|----|-----------------------------|------|
| Blasting | 2 | Oil Burner | 63 |
| New Home Smoke Alarms | 58 | Home for Resale Smoke Alarm | 64 |
| Sprinkler System Installation | 26 | Propane Tanks | 37 |
| Tank Removal | 3 | Outdoor Burning | 1176 |
| Fire Alarm Installation | 2 | | |



NASHOBA REGIONAL SCHOOL DISTRICT

Our faculty, staff and administration continue to teach to high expectations and our students thrive in this environment, excelling in every arena: academic, athletic and extracurricular. There are a number of events that capture the essence of last year.

We were fortunate to have grant funds to supplement our budget and help our schools move forward. We used the America's Reinvestment and Recovery Act (ARRA) grants very wisely to address immediate needs and to build capacity for the future. We wrote the grants to support professional development, training, and curriculum work where we could. We have invested heavily in supporting our math instruction for grades 5-9, reading instruction for grades K-5, and writing instruction grades K-12. Our emphasis has been and continues to be communication: be clear, be concise, and be focused on topic. This can be for the spoken as well as the written word. We have offered, and will continue to offer this spring, workshops for staff on writing across the curriculum so that kids can learn to communicate what they know, understand and are able to do in each content area. We have emphasized a few specific strategies and trained all staff in those strategies so that students are hearing the same vocabulary, seeing the same strategies and using the same schema whether it is in science, social studies, English or math. The program is called Six Traits. It is an approach for students to use to organize their thinking, content and personal style in the different genres of writing. We are very excited about this particular initiative.

In mathematics we provided training for our grade five through nine teachers in the area of "vertical acceleration." Based on the work by Mahesh Sharma, former President of Cambridge College, our teachers are working on their skills to teach students those elements of the math curriculum that will make the most difference for most kids to understand mathematics sooner and be able to "do it" with more success. The area most focused on is numeracy, where kids have to understand place value, operations and how numbers relate to one another. This training along with the district's adoption of the same K- 8 textbook series for mathematics provides us with greater consistency in vocabulary and instructional strategies in all of our schools.

This past summer we trained twenty teachers in Responsive Classroom, a focused approach for developing a community of learners. We have about 2/3 of our elementary staff already trained and we need to get everyone trained over time and keep them current in strategies that engage all learners, set the tone for the classroom and keep students connected with one another and the school.



Additionally, we have invested heavily in time and thinking to ensure a quality construction project in Stow (a new elementary school addition and renovation is occurring for a Pk-5 building). The Groundbreaking Ceremony for the Renovation/Addition of Center School, soon to house preK-5, was attended by all students and faculty, as well as some parents, community members, and state dignitaries. We are also looking at our space needs at the high school, especially outdoor space, and are awaiting a report on how we might

be able to move forward to gain better use of existing fields and other spaces.

The employees of the District have been taking advantage of the Wellness Programs offered by MIIA (Massachusetts Interlocal Insurance Association). Last year, many participated in the Zumba classes, the Strength and Stretch Exercise Program, a Mediterranean cooking demo, a Food and Mood cooking demo and the Pedometer Walking Program! Through these programs, we kept moving and learned about new healthy food alternatives.

The fall of 2010 brought a ten week Heart Matters Program where the Nashoba employees set an all time attendance record for MIIA! 53 staff members and retirees signed up and had their blood levels, weight, and blood pressure checked as a baseline entering the sessions. They attended ten meetings after school and learned about healthy choices, nutrition, stress reduction, exercise and even had a healthy cooking demonstration. At every class, the participants were introduced to a new healthy snack and were given a binder of recipes and guidelines for making healthy choices.

Nashoba Regional High School has been ranked within the top 5% of public high schools across the nation for three years running. Nashoba students performed 37th in MCAS out of 342 school Districts in 2010. Students at Nashoba are offered a wide array of challenging courses and extra-curricular offerings in a fully inclusive setting which helps us in our goal to have each student reach their full potential.

This past summer our *Best Buddies Program* at the high school was recognized as one of the top groups in the nation for their work supporting intellectually and physically challenged youngsters. The group pairs off with students with disabilities and helps to support them in everyday activities at the high school and the community.



Fifty-three (53) students at Nashoba Regional High School earned Advanced Placement Scholar Awards in recognition of their exceptional achievement on AP Exams. The College Board's Advanced Placement Program® (AP®) provides willing and academically-prepared students with the opportunity to take rigorous college-level courses while still in high school, and to earn college credit, advanced placement, or both for successful performance on the AP Exams. About 18 percent of the 1.8 million students worldwide who took AP Exams performed at a sufficiently high level to also earn an AP Scholar Award.

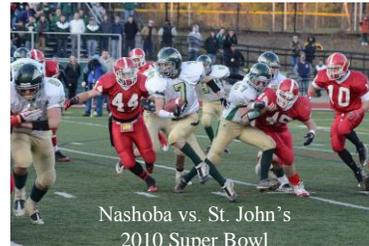
At Nashoba, sixteen (16) students qualified for the AP Scholar with Distinction Award by earning an average score of 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams. An additional fifteen (15) students qualified for the AP Scholar with Honor Award by earning an average score of 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams. Twenty-two (22) students qualified for the AP Scholar Award by earning by completing three or more AP Exams with scores of 3 or higher. Of this year's award recipients at Nashoba Regional High School, fifteen (15) took the tests as sophomores or juniors.

Eleven (11) students from our senior class have achieved Commended Students status in the National Merit Program. The National Merit Scholarship Program evaluates all of the PSAT scores from this graduating class's national cohort. Commended students are in the top 50,000 performers in the nation. When one considers that over 1.5 million students from the class of 2011 took the PSAT that highlights the magnitude of this achievement. Additionally, our students compete with their peers from Massachusetts, which ranks in the top of the nation for PSAT results.



It was another exciting year in 2010 for Nashoba sports teams. Participation was at an all-time high again with over 535 student-athletes participating in the high school sports program. Nashoba now offers 25 sports at the varsity level and fields a total of 42 teams on an annual basis.

The year was highlighted by Nashoba football team's Super Bowl appearance, which capped an amazing season by the Chieftains. The squad finished with an overall record of 10-3. The Chieftains won eight straight games before falling to Division I powerhouse St. John's 31-21 in the Super Bowl. Nashoba went undefeated in league play to capture the Central Mass. Division 1B regular season title.



The fall of 2010 was one of the most successful overall seasons for Nashoba sports teams in recent memory. Four teams were undefeated in the league including football, girls' soccer and boys' & girls' cross country. Those four combined for a 27-0 record against conference opponents in bringing home four titles to Nashoba. All qualified and had success in the post-season, including the boys' soccer team, which made the playoffs for the first time in five years. The boys' & girls' cross country teams advanced to the state finals and the girls' soccer team played in the MIAA District Semi-Finals.

Going back, the spring of 2010 also saw Nashoba teams succeed in the post-season. The boys' and girls' tennis teams combined for a regular season record of 25-7 and the girls' team advanced to the MIAA District Semi-Finals. The baseball (13-7), boys' lacrosse (9-9) and girls' lacrosse teams (9-7) also qualified for the MIAA playoffs.

There were numerous individual accomplishments during 2010 and several Nashoba student-athletes were recognized as some of the best in the state. Coby Horowitz (Stow) added to his long list of accomplishments by winning the 2-mile run in the All-State Indoor Meet in March, defeating all other competitors regardless of Division. For the first time in 30 years, the Nashoba-Clinton wrestling program had three student-athletes place in the MIAA Individual State Tournament: Josue Guerra (Clinton), Brad Lewis (Stow) and Andrew Holfinger (Clinton). Rachel Peabody (Stow), Kat Malley (Bolton) and Nick Bateman (Bolton) competed at the 2010 MIAA Alpine Ski State Championships. Peabody was the top performer for the Chieftains, finished 22nd out of top 130 skiers in the state.



Jair Cruikshank (Lancaster), Peter Hagermoser (Lancaster) and Abby Hurd (Stow), captured individual district titles at the MIAA Central Massachusetts' District Spring Meet in May. Cruikshank set a school and meet record in the 400 meter hurdles, while Hurd won the two-mile run and Hagermoser won the shot put. Those three qualified for the State Finals in June along with Emily Clark (Stow), Casey Teska (Stow), Rachel Busch (Stow), John Ojukwu (Stow), Alex Schryver (Lancaster), and Horowitz.

Returning to the fall, Hurd snagged her second District title of the year, winning the Girls' Division 1 District race and placing third in the state meet in November. The football team swept league MVP honors as Conor Wyand (Stow) was named league MVP, Will Hurley (Stow) was tabbed offensive MVP and Randy Patterson (Bolton) was the defensive MVP. Chelsea Roche (Bolton) and Mary Hilliger (Lancaster) were named Mid-Watch League Co-MVP's in girls' soccer and Roche went on to earn NSCAA All-Region honors.

A total of 57 Nashoba student-athletes were named to Mid-Watch League All-Star teams in 2010, but every one of our 500+ student-athletes that participated in sports deserves to be congratulated for their hard work and success. Additionally, the Nashoba Youth grade five boys' football team and girls' cheering squad won the state championships. The Florence Sawyer School sports teams all finished with winning records most notable with the Boys Basketball team finishing 15-1. All of our athletes worked extremely hard throughout the year and represented the school district well both on and off the fields.

Florence Sawyer School was fortunate to reach out to the greater community to bring learning into the classroom with visits from Treasurer Tim Cahill, Senator Scott Brown, Senate candidates Steve Pagliucci and Alan Khazi, and state legislators Jennifer Flanagan and Kate Hogan as part of the eighth grade civics unit. The middle level Destination Imagination team won their regional competition finishing fourth in the state. Florence Sawyer School and school-sponsored groups raised over \$40,000 for various charities (Make-A-Wish Foundation, PMC Kids Ride, Toys for Tots, Relay for Life, and Haiti Relief).

Our report would not be complete without mention of the faculty and administration who retired. Ken Tucker, Florence Sawyer Principal, retired after thirty-four years with the system, the last 12 as principal. Suzanne Wintle and Miriam D'Angona, elementary teachers at Florence Sawyer; Barbara Carvalho, Florence Sawyer Librarian; Nancy Merritt, Kindergarten Aide at Pompositticut; Marlene Bergart, Speech and Language Clinician at Pompositticut; April Michaud, music and band instructor at Pompositticut and Center Schools; Gail Foote, School Interventionist at Hale; Arthur Stickler, Technology & Engineering Teacher at NRHS; Pam Storm Speech and Language Clinician at Mary Rowlandson; and Cathy Haslett, Physical Education Teacher at NRHS all retired and were recognized for their service at a May 2010 event.

graduates

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

About Minuteman

Minuteman High School is a four-year career and technical high school serving our member towns: Acton, Arlington, Belmont, Bolton, Boxborough Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston, and over 30 other cities and towns in Eastern Massachusetts. Minuteman combines rigorous academics and preparation for college with relevant career and technical programs. The school also provides career development programs for adults as part of our self sustaining Community Education Program.

Enrollment

As of October 1, 2010, 9 high school students and 1 post graduate student were enrolled at Minuteman providing a full time equivalent (FTE) of 10 students that reside in Bolton. Minuteman offers a part time program where Nashoba Regional High School students are able to take part in elective technical training courses on a half day basis. Currently, no Bolton students take advantage of this unique program designed to give juniors and seniors the opportunity to explore career majors and still remain at Nashoba Regional High School. The District offers 'Post Graduate' programs to Bolton residents of any age who are seeking to enhance their own economic opportunity at Minuteman via skill development. Beginning in FY12 Member community Post-Graduate Students will be charged a tuition that will escalate over several fiscal years to reflect the estimated operating costs.

The fall of 2010 Minuteman experienced a 60% increase in the Freshman Class; in-district enrollment increased 68%. New recruitment and communications strategies were executed and have included students, parents, alumni and advisory committee members in speaking to parents, interested students and community groups about the value add of a Minuteman education. As the 2011-2012 Recruitment Activities have evolved we have seen an additional increase in interested 8th graders. All indications are that interest in Minuteman is increasing from our member communities.

2010 Bolton Graduates and Awards

Lucas Douglass, Carpentry

SkillsUSA

| <u>Student</u> | <u>Competition Category</u> | <u>State Results</u> | <u>National Results</u> |
|----------------|-----------------------------|----------------------|-------------------------|
| Michael Breen | Sustainability | Gold Medalist | Gold Medalist |
| Michael Bowe | Web Design | Silver Medalist | |

Class of 2010 Graduate Achievement Highlights

- 100% successfully passed the state-required MCAS tests in English and Math.
- 32 members (25%) of the class of 2010 earned John and Abigail Adams Scholarships for outstanding MCAS performance.
- 72% college acceptance or advanced Technical Training, 19% career bound in field and 5% military. Overall, graduates achieved a 95% placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 100% of Cosmetology graduates that participated in the state board examination were certified.
- Health Occupation graduates achieved 100% in college acceptance

- Commencement Student speakers:
 - Valedictorian, Adam Strandberg, a Biotechnology graduate from Tewksbury, was honored with the DeLuca Family Award, the Minuteman National Honor Society Award, the MPA - Science Technology Division/Academic Scholar Award and was a Friends of Minuteman Award recipient. Adam is attending Massachusetts Institute of Technology in Cambridge, MA.
 - Salutatorian, Ivan Yu, a Pre-Engineering graduate from Billerica, was honored with the Minuteman Attendance Award, the Minuteman National Honor Society Award, the Murphy Insurance Agency, and was a Friends of Minuteman Award recipient. Ivan is attending Rensselaer Poly Institute in Troy, NY.
 - Senior Class President, Dianna Willms, a Pre-Engineering graduate from Arlington, was honored with the Comcast Leaders and Achievers Scholarship, the Marine Corps Athlete Certificate, the Minuteman Drama Club Award, the MPA /Elaine Karkos Award, the MPA - Science Technology Division Award a Friends of Minuteman Award recipient. Dianna is attending Western New England College in Fort Devens, MA.

Leadership, Governance and Communication

- The Massachusetts School Building Authority (MSBA) invited Minuteman to the Feasibility phase of a renovation project. As of August 15, 2010, 16 of 16 member towns approved the Feasibility Study request of \$724,000. The first phase of the project includes the completion of an Enrollment Study, the Strategic Plan, and a review of the Regional Agreement (visit www.minuteman.org for more information.)
- In December of 2010, Middlesex County District Attorney, Gerard Leone, recognized Minuteman with the Martin Meehan Education Leadership Award in achieving exemplary status in regards to school safety, protection and education of its students.

Curriculum and Instruction

- Since 2008 all 9th grade students have studied English and Math every day, rather than the long-established “week-on-week-off” schedule, thus providing more consistent and concentrated instruction in preparation for MCAS as well as project-based learning and academic and technical integration.
- The Strategic Planning process has identified several new programs that Minuteman will be including in a renovation project including Criminal justice, Animal Science and several programs within the Technical and Performing Theater Arts. Two programs were phased out in 2010 including Office Technology and Auto Body Repair. The Hospitality Management Program gained Chapter 74 State Approval. A Pilot Barbering Program is in its second year of operation.

Assessment and Program Evaluation

- Minuteman has incorporated a Non-traditional Exploratory Program through which all students learn about the viability and challenges of men and women in non-traditional careers, such as Automotive Technology, Carpentry and Construction, Computer Science, and Engineering for women and in Medical Careers, Cosmetology / Barbering for young men. The students learn about these careers through a series of hands-on exercises, guest speakers and alumni panelists, and field site visits to industry partners.
- The New England Association of School and Colleges (NEASC) approved the Decennial Re-accreditation of Minuteman in November of 2009 with a concern regarding the facility.

Professional Development

- The Minuteman staff has prioritized two professional development topics for the 2007 – 2011 timeframe. Based upon feedback from our EQA report, several half day training sessions on summative and formative assessment methodologies are being held. In addition, the entire school is in its third year of creating a Professional Learning Community at Minuteman. Four school-wide goals are in place for 2010-2011: teacher-to-teacher peer observations, Executive Function, Reading Consultancies, and Academic-Vocational integration.

Student Access, Participation and Support

- Minuteman reorganized the assignment of guidance counselors to provide incoming 9th grade students with a dedicated guidance counselor. Our research has shown that many freshmen need additional support as they made the adjustment to High School.
- In addition to having a dedicated 9th grade counselor, the re-assignment strategies now include counselors covering the career clusters. This provides the counselors with a more thorough knowledge of the career areas and the staff.
- An all-grade-nine Executive Function initiative was launched this year. All students received a master binder to enhance their planning and organization skills. Classroom instruction includes activities for students to develop and apply study skills and strategies with particular emphasis on: pre-reading, time management, unit organization, note-taking, and test preparation.
- This is the second year for our full-time Reading Specialist. In addition to working with the students on his own caseload, he consults regularly with all academic and CTE teachers toward the development and application of a school-wide reading program.
- Enrollment has increased in Art and Music, Art (52%), Music (240%).
- Enrollment in Honors courses has increased 24%.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman students have access to more than 20 clubs and activities.
- The Minuteman Parent Association meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.

Recognition

- Environmental Technology teacher Emily Blume was awarded the 2010 Ocean Stewardship Teacher of the Year Award from the New England Aquarium. Social Studies teachers accepted an invitation to participate in a Teaching American History Grant, awarded by the U.S. Dept. of Education. Other members of the collaborative are Lexington, Woburn, Burlington, Bedford, and Somerville Public Schools.

Financial and Asset Management Effectiveness and Efficiency

- Budgets continue to be aggressively managed as Minuteman seeks to ‘right size’ itself and reduce its’ per pupil expenditures.
- A new financial management software system was implemented to improve the efficiency in the Business Office as well as a restructuring of staff. A new Director of Business and Operations position was hired and replaced two administrators. This position oversees all areas of non-instructional support services provided to the school and will continue to improve efficiency in all of these areas.
- The FY12 Capital funds were used for major systems repairs, continuing to implement the approved Technology Plan, upgrading the main entrance mall area of the school, relocating the vocational coordinator office, renovating and relocating the Early Education Child Care Center, renovating of hallway areas, various classrooms, cafeteria space, upgrading for pool heating systems, upgrading the graphic arts classrooms, physical education classrooms, and fitness room for students.

TAX COLLECTOR

Donna A. Madden, Treasurer/Collector/HR Director
Ninotchka Rogers, Assistant Treasurer/Collector

**Financial Statement
July 1, 2009 to June 30, 2010**

| | | |
|---|------------------------|--------------------|
| Salary | | |
| Appropriated | | \$15,924.00 |
| Expended | | \$15,924.00 |
| Expenses | | |
| Appropriated | | \$16,365.00 |
| | Software | \$9,965.00 |
| | Postage | 250.00 |
| | Office Supplies | 1,000.00 |
| | Tax Taking | 4,975.00 |
| | Miscellaneous Expenses | 100.00 |
| | Meetings | 75.00 |
| | | <u>\$16,361.04</u> |
| Unexpended balance returned to general fund | | \$ 3.96 |

FY 2010 TAX COLLECTIONS

| | REAL ESTATE | PERSONAL PROPERTY | FARM EXCISE | MOTOR VEHICLE EXCISE |
|-----------------------|----------------|----------------------|----------------|-------------------------|
| <u>2000 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | | | |
| Refunded | | | | |
| Collected | | | | |
| Balance 6/30/10 | \$0.00 | | | |
| <u>2001 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | | | |
| Refunded | | | | |
| Collected | | | | |
| Balance 6/30/10 | \$0.00 | | | |
| <u>2002 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | | | |
| Refunded | | | | |
| Collected | | | | |
| Balance 6/30/10 | \$0.00 | | | |
| <u>2003 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | | | |
| Refunded | | | | |
| Collected | | | | |
| Balance 6/30/10 | \$0.00 | | | |
| <u>2004 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | \$0.00 | | \$6,897.52 |
| Refunded | | | | |
| Abated | | | | |
| Collected | | | | |
| Balance 6/30/10 | \$0.00 | \$0.00 | | \$6,897.52 |
| <u>2005 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | \$0.00 | | \$3,474.32 |
| Refunded | | | | |
| Abated | | | | \$90.00 |
| Collected | | | | \$116.29 |
| Balance 6/30/10 | \$0.00 | \$0.00 | | \$3,268.03 |
| <u>2006 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$8,266.07 | \$0.00 | | \$1,953.50 |
| Tax Title | \$967.20 | | | |
| Refunded | | | | |
| Abated | | | | |
| Collected | \$7,298.87 | | | \$30.79 |
| Balance 6/30/10 | \$0.00 | \$0.00 | | \$1,922.71 |

| | REAL ESTATE | PERSONAL PROPERTY | FARM EXCISE | MOTOR VEHICLE EXCISE |
|--------------------------------|------------------------|------------------------------|------------------------|---------------------------------|
| <u>2007 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$7,867.36 | \$1,725.50 | | \$1,193.68 |
| Committed Tax Title | \$7,882.04 | | | |
| Refunded | | | | \$379.15 |
| Abated | (\$14.68) | \$1,725.80 | | \$374.15 |
| Collected | | | | \$590.95 |
| Balance 6/30/10 | \$0.00 | -\$0.30 | | \$607.73 |
| <u>2008 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$28,632.36 | \$206.31 | | \$4,053.66 |
| Committed Tax Title | \$17,724.16 | | | \$239.17 |
| Refunded | | | | \$1,091.66 |
| Abated | | \$145.38 | | \$1,079.16 |
| Collected | \$10,116.37 | \$6.89 | | \$1,854.29 |
| Balance 6/30/10 | \$791.83 | \$54.04 | | \$2,451.04 |
| <u>2009 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$242,994.22 | \$799.08 | \$3,946.27 | \$13,432.62 |
| Committed Tax Title | \$0.00 | | | \$82,629.99 |
| Refunded | \$19,518.39 | | | |
| Abated | \$2,861.25 | | | \$6,019.88 |
| Collected | \$182,952.87 | \$169.60 | \$3,946.27 | \$7,494.26 |
| Balance 6/30/10 | \$43,384.21 | \$506.06 | \$0.00 | \$87,959.92 |
| | | \$123.42 | | \$6,628.31 |
| <u>2009 Supplemental Taxes</u> | | | | |
| Outstanding 7/1/09 | \$930.02 | | | |
| Committed Collected | \$930.02 | | | |
| Balance 6/30/10 | \$0.00 | | | |
| <u>2010 Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | \$0.00 | | \$0.00 |
| Committed Exemptions | \$15,855,071.41 | \$549,063.88 | | \$587,560.69 |
| Tax Title | \$41,518.20 | | | |
| Refunded | \$63,751.73 | | | |
| Abated | \$19,337.30 | | | \$3,954.80 |
| Collected | \$42,782.04 | | | \$6,845.11 |
| Balance 6/30/10 | \$15,388,988.97 | \$547,775.01 | | \$553,498.79 |
| | \$337,367.77 | \$1,288.87 | | \$31,171.59 |
| <u>2010 Supplemental Taxes</u> | | | | |
| Outstanding 7/1/09 | \$0.00 | | | |
| Committed Collected | \$30,186.50 | | | |
| Abated | \$12,335.61 | | | |
| Balance 6/30/10 | \$467.28 | | | |
| | \$17,383.61 | | | |

TREASURER

Donna A. Madden, Treasurer/Collector/HR Director
Ninotchka Rogers, Assistant Treasurer/Collector

Financial Statement
July 1, 2009 to June 30, 2010

Salary

| | |
|---|--------------------|
| Appropriated | \$76,957.00 |
| Expended | <u>\$79,956.00</u> |
| Unexpended balance returned to general fund | \$ 1.00 |

Expenses

| | | |
|---|------------------------|--------------------|
| Appropriated | | \$14,095.00 |
| | Software | \$3,600.00 |
| | Postage | 1,700.00 |
| | Office Supplies | 1,200.00 |
| | Bank Charges | 2,550.00 |
| | In-State Travel | 1,000.00 |
| | Dues | 220.00 |
| | Miscellaneous | 525.00 |
| | Meetings | 1,300.00 |
| | Educational Assistance | 2,000.00 |
| | | <u>\$12,062.60</u> |
| Unexpended balance returned to general fund | | \$ 2,032.40 |

**TOWN OF BOLTON
TRUST FUNDS
July 1, 2009 - June 30, 2010**

| | Non- Expendable Principal | Expendable Balance July 1, 2009 | Deposits | Interest | Expended | Expendable Balance June 30, 2010 |
|--------------------------------|--|--|-----------------|-----------------|-----------------|---|
| Helen M. Brigham Nursing Fund | 1,000.00 | 10,030.48 | | 151.43 | | 10,181.91 |
| Gerdon A. Brown School Fund | 2,700.00 | 647.83 | | 45.96 | | 693.79 |
| Gerdon A. Brown Library Fund | 2,700.00 | 493.14 | | 43.89 | | 537.03 |
| Joan Sullivan Fund | 4,146.00 | 5,516.42 | | 136.77 | 250.00 | 5,403.19 |
| Bolton History Fund | | 3,190.45 | | 43.81 | | 3,234.26 |
| Francis E. Whitcomb Benevolent | 5,000.00 | 59.90 | | 68.45 | 59.90 | 68.45 |
| Sign Fund | | 504.31 | | 6.93 | | 511.24 |
| Perpetual Care Account | 30,724.13 | | | | | |
| Perpetual Care Income Account | | 7,248.49 | | 341.47 | | 7,589.96 |
| Houghton High School Fund | 12,000.00 | 1201.07 | | 116.96 | | 1,318.03 |
| Miriam S. Edes Fund | 10,000.00 | 651.90 | | 151.04 | 300.00 | 502.94 |
| Lucy F. Bowen Library Fund | | 108.68 | | 1.49 | | 110.17 |
| Conservation Fund | | 27,865.92 | 2,500.00 | 246.91 | | 30,612.83 |
| Dorothy Dewhurst Fund | | | | | | |
| Fire Department | | 13,176.71 | | 116.76 | | 13,293.47 |
| Police Department | | 5,387.85 | | 85.23 | 181.00 | 5,292.08 |
| Affordable Housing Trust | | 35,566.25 | 34,000.00 | 324.06 | | 69,890.31 |
| Stabilization Fund | | 995,166.75 | 175,000.00 | 8,573.58 | 220,000.00 | 958,740.33 |
| | 68,270.13 | 1,106,816.15 | | 10,454.74 | 220,790.90 | 1,107,979.99 |

**TOTAL OUTSTANDING LONG TERM DEBT
AS OF JUNE 30, 2010**

| <u>DATE</u> | <u>PRINCIPAL</u> | <u>INTEREST</u> | <u>NET DEBT SERVICE</u> |
|--------------|-------------------------|------------------------|-----------------------------|
| 6/30/2011 | 1,445,000.00 | 726,426.25 | 2,171,426.25 |
| 6/30/2012 | 1,450,000.00 | 672,320.00 | 2,122,320.00 |
| 6/30/2013 | 1,450,000.00 | 617,225.00 | 2,067,225.00 |
| 6/30/2014 | 1,445,000.00 | 565,015.00 | 2,010,015.00 |
| 6/30/2015 | 1,440,000.00 | 512,837.50 | 1,952,837.50 |
| 6/30/2016 | 1,405,000.00 | 460,075.00 | 1,865,075.00 |
| 6/30/2017 | 1,405,000.00 | 408,206.25 | 1,813,206.25 |
| 6/30/2018 | 1,395,000.00 | 354,525.00 | 1,749,525.00 |
| 6/30/2019 | 890,000.00 | 299,318.75 | 1,189,318.75 |
| 6/30/2020 | 895,000.00 | 261,250.00 | 1,156,250.00 |
| 6/30/2021 | 855,000.00 | 225,092.50 | 1,080,092.50 |
| 6/30/2022 | 725,000.00 | 193,960.00 | 918,960.00 |
| 6/30/2023 | 725,000.00 | 166,328.75 | 891,328.75 |
| 6/30/2024 | 640,000.00 | 138,608.75 | 778,608.75 |
| 6/30/2025 | 650,000.00 | 114,065.00 | 764,065.00 |
| 6/30/2026 | 655,000.00 | 88,437.50 | 743,437.50 |
| 6/30/2027 | 665,000.00 | 61,937.50 | 726,937.50 |
| 6/30/2028 | 550,000.00 | 34,100.00 | 584,100.00 |
| 6/30/2029 | 410,000.00 | 11,200.00 | 421,200.00 |
| Total | \$ 19,095,000.00 | \$ 5,910,928.75 | \$ 25,005,928.75 |

Par Amounts of Selected Issues

| | |
|---|-------------------------|
| December 15,2000 School Remodeling | 1,047,000.00 |
| December 15,2000 Landfill & Transfer Station | 473,000.00 |
| December 15, 2000 Land Acquisition | 517,000.00 |
| December 15. 2000 Decontamination | 13,000.00 |
| July 11, 2005 Adv Refinance of 6/98 School | 4,326,900.00 |
| July 11, 2005 Adv Refinance of 6/98 Decontamination | 178,100.00 |
| June 15, 2006 Land Acquisition | 1,290,000.00 |
| June 15, 2007 School Wastewater Treatment Plant | 2,125,000.00 |
| April 1, 2008 Library | 2,475,000.00 |
| April 1, 2008 Public Safety | 390,000.00 |
| April 1, 2009 Library | 775,000.00 |
| April 1, 2009 Public Safety | 1,255,000.00 |
| April 1, 2009 Public Safety II | 230,000.00 |
| October 1, 2009 Public Safety | 4,000,000.00 |
| | \$ 19,095,000.00 |

2010 W-2 SALARIES AND WAGES

| | | | | | |
|---------------------|----|------------|--------------------------|----|-----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Alfano, Christine | \$ | 3,466.00 | Ela, Cassandra | \$ | 10,711.00 |
| Alfano, Vincent | \$ | 102,204.00 | Entwistle, Julie Ann | \$ | 2,204.00 |
| Bagdonas, Andrew | \$ | 54,650.00 | Farnsworth, Donna | \$ | 37,305.00 |
| Baird, Corey | \$ | 2,239.00 | Farrell, Ann | \$ | 8,535.00 |
| Baird, Francis | \$ | 640.00 | Farrell, David | \$ | 67,950.00 |
| Baker, Christopher | \$ | 4,758.00 | Farrell, Kelsey | \$ | 5,374.00 |
| Balco, John | \$ | 550.00 | Fazio, Michael | \$ | 830.00 |
| Balco, Rona | \$ | 3,598.00 | Ferrechio, Lauren | \$ | 326.00 |
| Barry, Kimberly | \$ | 81,552.00 | Fields, Stephen | \$ | 140.00 |
| Barry, Ryan | \$ | 60,515.00 | Forte, Luis | \$ | 2,396.00 |
| Baum, Donald | \$ | 57,967.00 | Galeski, Jaine | \$ | 42,179.00 |
| Berry, Nathaniel | \$ | 55,623.00 | Galeski, Ronald | \$ | 56,962.00 |
| Bonazzoli, Pierino | \$ | 35.00 | Gannon, Martin | \$ | 1,805.00 |
| Boodry, James | \$ | 18,091.00 | Garfield, Deborah | \$ | 12,697.00 |
| Borsari, Madeline | \$ | 707.00 | Geis, John | \$ | 8,608.00 |
| Bradbury, Cynthia | \$ | 43,995.00 | Germano, Michael | \$ | 300.00 |
| Breen, David | \$ | 336.00 | Goguen, David | \$ | 960.00 |
| Breen, Michael | \$ | 429.00 | Goulding, David | \$ | 8,908.00 |
| Brown, Barbara | \$ | 915.00 | Gumbart, Carol | \$ | 33,687.00 |
| Brown, Harold | \$ | 96,880.00 | Haimila, Edward | \$ | 14,202.00 |
| Burgoyne, Alyssa | \$ | 11,094.00 | Hamburger, A. Luke | \$ | 76,584.00 |
| Burgoyne, Kileen | \$ | 643.00 | Harrington, Christopher | \$ | 82,845.00 |
| Burney, Jennifer | \$ | 50,539.00 | Hartwell, Ryan | \$ | 3,557.00 |
| Byler, David | \$ | 7,152.00 | Hathaway, Donna | \$ | 45,864.00 |
| Caisse, Mark | \$ | 5,399.00 | Herbison, Gary | \$ | 140.00 |
| Carlin, Christopher | \$ | 160.00 | Herbison, Linda | \$ | 716.00 |
| Carlisle, Michelle | \$ | 10,130.00 | Heron, Lee | \$ | 1,140.00 |
| Casello, Peter | \$ | 3,321.00 | Holbrook, John | \$ | 3,603.00 |
| Centeno, David | \$ | 2,720.00 | Howard, Katherine | \$ | 2,312.00 |
| Chmielowski, Sheila | \$ | 25,004.00 | Hughes, Robert | \$ | 639.00 |
| Clemente,, Pasquale | \$ | 671.00 | Hurwitz, Maxwell | \$ | 2,270.00 |
| Collins, Kelly | \$ | 63,202.00 | Jackson, Merdendrick, Jr | \$ | 88.00 |
| Collins, Sean | \$ | 595.00 | Johnson, Lyndsay | \$ | 26,911.00 |
| Colwell, Bryan | \$ | 6,910.00 | Keller, Daniel | \$ | 14,329.00 |
| Connors, John | \$ | 685.00 | Kenney, Lorraine | \$ | 29,033.00 |
| Coolidge, Diane | \$ | 45,347.00 | Kenney, Michael | \$ | 3,161.00 |
| Corriveau, Carl | \$ | 4,528.00 | Kinirey, Mary Ann | \$ | 20,637.00 |
| Costello, Julie | \$ | 55,167.00 | Klouda, Timothy | \$ | 1,196.00 |
| Couture, Jonathan | \$ | 1,279.00 | Kuong, Allan | \$ | 1,489.00 |
| Darden, Madeline | \$ | 535.00 | Lamb, Kevin | \$ | 140.00 |
| Day, Linda | \$ | 51,869.00 | Latham, Susan | \$ | 13,861.00 |
| Delorey, Wilfred | \$ | 15,605.00 | Lawton, Sandra | \$ | 49,248.00 |
| Diaz, Margaret | \$ | 7,911.00 | Lowe, Donald | \$ | 85,612.00 |
| Diaz, Normando | \$ | 30.00 | MacLean, Kara | \$ | 120.00 |
| Drugge, David | \$ | 1,274.00 | Madden, Donna | \$ | 67,266.00 |
| Durant III, Wesley | \$ | 7,073.00 | Mailman, Kevin | \$ | 320.00 |
| Dwinells, Scott | \$ | 44,784.00 | Marino, Michele | \$ | 4,437.00 |
| | | | | | |
| | | | | | |

| 2010 W-2 SALARIES AND WAGES | | | |
|------------------------------------|--------------|-----------------------|-----------------|
| Masters, Corbett | \$ 3,686.00 | Rich, Dina | \$ 2,851.00 |
| McGeehan, Linda | \$ 16,895.00 | Robichaud, Jeremy | \$ 11,263.00 |
| McGrady, Samuel | \$ 22,171.00 | Roemer, Curtis | \$ 1,769.00 |
| McKeon, Caitlin | \$ 26,823.00 | Rogers, Ninotchka | \$ 20,393.00 |
| McLaughlin, Mary Ann | \$ 50,597.00 | Sauvageau, Michael | \$ 29,227.00 |
| McManus Jr., Roger | \$ 1,650.00 | Schartner, Eric | \$ 1,560.00 |
| McNally, John | \$ 7,298.00 | Slepetz, Michael | \$ 63,725.00 |
| McNamara, James A | \$ 1,840.00 | Smith, Paul | \$ 5,078.00 |
| McNamara, Sean | \$ 320.00 | Soar, Donald | \$ 48,369.00 |
| Mentzer, John | \$ 2,757.00 | Sozio, Nicholas | \$ 8,683.00 |
| Merrill, Richard | \$ 247.00 | Spaulding, Howard | \$ 7,055.00 |
| Miles, Susan | \$ 38,473.00 | Spaulding, Jeffrey | \$ 960.00 |
| Murphy, Gary | \$ 160.00 | Staake, Hank | \$ 14,371.00 |
| Mustard, Kelvin | \$ 4,344.00 | Staake, Theodore | \$ 32.00 |
| Nelson Jr., Warren | \$ 84,601.00 | Starkin, Roxanne | \$ 22,844.00 |
| Newton, Eric | \$ 155.00 | Stephenson, Eric | \$ 1,727.00 |
| O'Connell, Jeremy | \$ 8,932.00 | Stephenson, John | \$ 7,111.00 |
| O'Leary, Lisa | \$ 10,516.00 | Thraen, Darrin | \$ 245.00 |
| O'Toole, Michelle | \$ 38,681.00 | Tower, Phyllis | \$ 3,332.00 |
| Oxenberg, Jesse | \$ 1,466.00 | Troup, Kenneth | \$ 278.00 |
| Penney, James | \$ 27,837.00 | Velardocchia., Cathie | \$ 17,033.00 |
| Perkins, Wayne | \$ 43,236.00 | Vincente, Jacob | \$ 23,151.00 |
| Perry, David | \$ 5,998.00 | Vigneaux, Adam | \$ 1,037.00 |
| Plante, Curtis | \$ 525.00 | Walkonen, Edward | \$ 140.00 |
| Polansky, Susan | \$ 3,188.00 | Ware, Jason | \$ 866.00 |
| Pond, Kevin | \$ 495.00 | Washington, Yvette | \$ 90,133.00 |
| Porteus, James | \$ 247.00 | Welch, Jaclyn | \$ 523.00 |
| Poutenis, Christopher | \$ 1,668.00 | Welch, Thomas | \$ 7,828.00 |
| Powell, Pamela | \$ 49,544.00 | Weliver, James | \$ 909.00 |
| Publicover, Robert | \$ 160.00 | Wheeler, Shannon | \$ 5,225.00 |
| Puri, Jason | \$ 61,036.00 | Whynot, Christopher | \$ 5,720.00 |
| Ramos, Juan | \$ 16,527.00 | Wilson, Gerald, Jr. | \$ 3,077.00 |
| Reed, Jake | \$ 3,355.00 | Wysocki, Chris | \$ 4,915.00 |
| | | | |
| | | Total Wages | \$ 2,813,232.00 |

REPORT OF THE TOWN ACCOUNTANT

FOR THE FISCAL YEAR ENDING JUNE 30, 2010

The following is a list of all receipts and expenditures as per warrants, for ALL FUNDS, for the period beginning July 1, 2009 through June 30, 2010.

RECEIPTS - GENERAL FUND

INCOME FROM TAXATION:

Personal Property Taxes

| | | |
|------|--------------|--------------|
| 2008 | \$6.89 | |
| 2009 | \$506.06 | |
| 2010 | \$547,775.01 | \$548,287.96 |
| | <hr/> | |

Real Estate Taxes

| | | |
|------|-----------------|-----------------|
| 2006 | \$7,311.18 | |
| 2007 | (\$1.04) | |
| 2008 | \$10,116.37 | |
| 2009 | \$180,091.60 | |
| 2010 | \$15,369,651.67 | \$15,567,169.78 |
| | <hr/> | |

Motor Vehicle Excise Taxes

| | | |
|------|--------------|--------------|
| 2005 | \$112.50 | |
| 2006 | \$31.25 | |
| 2007 | \$212.62 | |
| 2008 | \$762.63 | |
| 2009 | \$81,554.42 | |
| 2010 | \$549,929.61 | \$632,603.03 |
| | <hr/> | |

Farm Animal Excise

| | | |
|------|------------|------------|
| 2009 | \$3,946.33 | \$3,946.33 |
| | <hr/> | |

Tax Lien Revenue

\$67,130.59

Supplemental Taxes

\$13,265.63

Penalties & Interest Real & Personal

\$46,036.71

Penalties & Interest Motor Vehicle Excise

\$1,685.27

\$47,721.98

CHARGES & FEES:

| | | |
|-------------------------|--------------|--------------|
| Parks | \$9,924.50 | |
| Landfill | \$102,548.50 | |
| Police Admin Fees | \$11,848.90 | |
| Other Departmental | \$508.00 | |
| Nashoba Board of Health | \$410.00 | |
| Town Clerk | \$9,396.15 | |
| Dog Fines | \$340.00 | |
| COA Van Fees | \$6,140.33 | |
| Planning | \$27,048.00 | |
| Board of Appeals | \$1,740.00 | |
| Cemetery | \$5,150.00 | |
| Police | \$1,723.00 | |
| Assessors | \$595.00 | |
| Tax Collector | \$12,038.00 | |
| Selectmen | \$25.00 | |
| Registry Release Fees | \$835.00 | |
| Treasurer | \$535.10 | |
| Library | \$2,221.26 | |
| Conservation Fees | \$4,202.50 | \$197,229.24 |
| | <hr/> | |

LICENSES & PERMITS:

| | | |
|--------------------|-------------|--------------|
| Alcohol Beverage | \$9,340.00 | |
| BOS Other Licenses | \$650.00 | |
| Dog Licenses | \$7,433.00 | |
| Building | \$79,989.00 | |
| Wire | \$15,974.20 | |
| Plumbing | \$19,645.00 | |
| Trench | \$180.00 | |
| Fire | \$4,690.00 | \$137,901.20 |
| | <hr/> | |

INCOME FROM STATE:

| | | |
|---------------------------------|--------------|--------------|
| Abatements to Blind/Elderly | \$3,522.00 | |
| School Aid Chapter 70 | \$5,654.00 | |
| Construction of School Projects | \$431,753.00 | |
| Veterans Benefits | \$2,069.00 | |
| Lottery | \$173,954.00 | |
| Room Occupancy | \$9,568.00 | |
| State Owned Land | \$13,510.00 | \$640,030.00 |
| | <hr/> | |

FINES:

| | | |
|---------------|-------------|-------------|
| Court Fines | \$44,060.00 | |
| Parking Fines | \$300.00 | \$44,360.00 |
| | <hr/> | |

MISCELLANEOUS:

| | | |
|---|--------------|--------------|
| Earnings on Investments | \$56,669.67 | |
| Donations | \$273.00 | |
| Premium from Sale of Bonds | \$3,678.65 | |
| Miscellaneous Revenue | \$24,598.41 | |
| Transfer from Rec. Reserved for Approp. | \$120,000.00 | |
| Transfer from Revolving Fund | \$70,000.00 | |
| Transfer from Trust & Agency Funds | \$175,000.00 | \$450,219.73 |
| | <hr/> | |

TOTAL RECEIPTS - GENERAL FUND

\$18,349,865.47

RECEIPTS - HIGHWAY FUND

RECEIPTS:

| | | |
|------------|--------------|--|
| Chapter 90 | \$217,027.00 | |
| | <hr/> | |

TOTAL RECEIPTS - HIGHWAY FUND

\$217,027.00

RECEIPTS - STATE GRANTS FUND

RECEIPTS:

| | | |
|------------------------|-------------|--|
| MEMA | \$14,964.50 | |
| Library State Aid | \$6,389.70 | |
| Arts Lottery Council | \$4,027.12 | |
| Council on Aging | \$3,500.00 | |
| MAPC Bike Rack | \$2,537.25 | |
| Extended Polling Hours | \$2,969.00 | |
| State 911 | \$4,954.88 | |
| Selective Enforcement | \$8,178.00 | |
| Emergency Preparedness | \$11,069.10 | |
| Clean Energy Grant | \$19,405.06 | |

TOTAL RECEIPTS - STATE GRANTS FUND

\$77,994.61

RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION

RECEIPTS:

| | |
|----------------------|--------------|
| Ambulance: | |
| Charges for Services | \$145,004.76 |
| Interest | \$2,745.10 |
| | <hr/> |

| | |
|--|---------------------------------|
| TOTAL RECEIPTS - RECEIPTS RESERVED FOR APPROPRIATION | <hr/> <hr/> <u>\$147,749.86</u> |
|--|---------------------------------|

RECEIPTS - REVOLVING FUNDS

RECEIPTS:

| | |
|------------------------|--------------|
| Police Outside Details | \$140,275.50 |
| Cingular Tower Funds | \$98,360.34 |
| Cable Fees | \$55,233.22 |
| Insurance Recovery | \$32,883.70 |
| Ambulance Donations | \$1,950.00 |
| Conservation Wetlands | \$5,630.00 |
| Library Memorial Fund | \$400.00 |
| Recycling | \$360.00 |
| Police Gift | \$100.00 |
| DARE Gift | \$16.37 |
| Law Enforcement | \$6.86 |
| Bolton Flag Fund | \$70.00 |
| Park & Recreation Gift | \$350.00 |
| | <hr/> |

| | |
|----------------------------------|---------------------------------|
| TOTAL RECEIPTS - REVOLVING FUNDS | <hr/> <hr/> <u>\$335,635.99</u> |
|----------------------------------|---------------------------------|

RECEIPTS - CONSULTANT FUND

RECEIPTS:

| | |
|----------------------------------|------------|
| Century Mill Estates | \$5.41 |
| Houghton Farm Peer Review | \$7,560.00 |
| Century Mill Estates Peer Review | \$5,000.00 |
| | <hr/> |

| | |
|----------------------------------|--------------------------------|
| TOTAL RECEIPTS - CONSULTANT FUND | <hr/> <hr/> <u>\$12,565.41</u> |
|----------------------------------|--------------------------------|

RECEIPTS - CAPITAL PROJECTS FUND

RECEIPTS:

| | |
|----------------------------|----------------|
| Bond Proceeds | \$4,041,756.88 |
| State Revenue | \$995,162.00 |
| Interest Income | \$8,469.14 |
| Transfer from General Fund | \$22,615.00 |
| Transfer from Trust Funds | \$45,000.00 |
| | <hr/> |

| | |
|--|-----------------------------------|
| TOTAL RECEIPTS - CAPITAL PROJECTS FUND | <hr/> <hr/> <u>\$5,113,003.02</u> |
|--|-----------------------------------|

RECEIPTS - EXPENDABLE TRUST FUNDS

RECEIPTS:

| | |
|--|-------------------|
| Earned Interest: | |
| Stabilization | \$8,573.58 |
| Cemetery Perpetual Care | \$341.47 |
| Conservation | \$246.91 |
| Houghton School | \$116.96 |
| Dewhurst, Fire | \$116.76 |
| Affordable Housing | \$324.06 |
| Nursing | \$151.43 |
| M. Edes | \$151.04 |
| Joan Sullivan | \$136.77 |
| Dewhurst, Police | \$85.23 |
| Whitcomb | \$68.45 |
| Brown School | \$45.96 |
| Brown Library | \$43.89 |
| Bolton History | \$43.81 |
| Sign Fund | \$6.93 |
| Lucy Bowen Library | \$1.49 |
| Income: | |
| Transfer from Gen Fund - Stabilization | \$175,000.00 |
| Affordable Housing | \$34,000.00 |
| Transfer from Gen Fund - Conservation | <u>\$2,500.00</u> |

TOTAL RECEIPTS - EXPENDABLE TRUST FUNDS

\$221,954.74

TOTAL RECEIPTS - ALL FUNDS

\$24,475,796.10

TOWN OF BOLTON

As of June 30, 2010

Balance Sheet - General Fund

| | | |
|--|------------------------|------------------------|
| Cash - Unrestricted Checking | \$ 2,505,822.38 | |
| Petty Cash - Ambulance | \$ 200.00 | |
| Personal Property Receivable: | | |
| 2007 | | \$ 0.30 |
| 2008 | \$ 54.04 | |
| 2009 | \$ 123.42 | |
| 2010 | \$ 1,288.87 | |
| Real Estate Receivable: | | |
| 2008 | \$ 791.83 | |
| 2009 | \$ 43,384.21 | |
| 2010 | \$ 337,367.77 | |
| Provision for Abts & Exempt: | | |
| 2004 | | \$ 75,511.08 |
| 2005 | | \$ 109,333.39 |
| 2006 | | \$ 62,558.09 |
| 2007 | | \$ 140,726.52 |
| 2008 | | \$ 102,131.04 |
| 2009 | | \$ 192,277.59 |
| 2010 | | \$ 196,056.52 |
| Tax Lien Receivable | \$ 353,599.48 | |
| Supplemental Tax Receivable | | |
| 2010 | \$ 17,383.61 | |
| Motor Vehicle Excise Receivable: | | |
| 2004 | \$ 6,897.52 | |
| 2005 | \$ 3,268.03 | |
| 2006 | \$ 1,922.71 | |
| 2007 | \$ 607.73 | |
| 2008 | \$ 2,451.04 | |
| 2009 | \$ 6,628.31 | |
| 2010 | \$ 31,171.59 | |
| Farm Animal Excise Receivable: | | |
| 2009 | | \$ 0.06 |
| Tax Foreclosures | \$ 12,674.21 | |
| Warrants Payable | | \$ 122,994.60 |
| Health Insurance Withholding | | \$ 11,184.06 |
| Life Insurance Withholding | | \$ 108.65 |
| Disability Insurance Withholding | \$ 0.02 | |
| Accrued Payroll | | \$ 76,574.69 |
| Abandoned Property and Unclaimed Items | | \$ 2,724.83 |
| Deferred Revenue - Real Estate & Pers. Prop. | \$ 495,584.39 | |
| Deferred Revenue - Tax Liens | | \$ 353,599.48 |
| Deferred Revenue - Tax Foreclosures | | \$ 12,674.21 |
| Deferred Revenue - Supplemental Taxes | | \$ 17,383.61 |
| Deferred Revenue - Motor Vehicle Excise | | \$ 52,946.93 |
| Deferred Revenue - Farm Animal Excies | \$ 0.06 | |
| F/B Reserved for Encumbrances | | \$ 89,488.17 |
| F/B Reserved for Expenditures | | \$ 441,083.00 |
| Undesignated Fund Balance | | \$ 1,761,864.40 |
| | <u>\$ 3,821,221.22</u> | <u>\$ 3,821,221.22</u> |

Balance Sheet - Highway Fund

| | | |
|------------------------------|-------------|-------------|
| Cash - Unrestricted Checking | | \$ - |
| F/B Designated State Grant | \$ - | |
| | <u>\$ -</u> | <u>\$ -</u> |

Balance Sheet - State Grant Fund

| | | |
|------------------------------------|---------------------|---------------------|
| Cash - Unrestricted Checking | \$ 51,071.27 | |
| Warrants Payable | | \$ 760.43 |
| F/B Police Public Safety Equipment | \$ 18,638.89 | |
| F/B State 911 | \$ 14,687.32 | |
| F/B MEMA/FEMA | \$ 10,844.00 | |
| F/B Fire Safety Equipment | \$ 1,853.84 | |
| F/B Bulletproof Vests | \$ 1,625.95 | |
| F/B Selective Enforcement Grant | \$ 900.00 | |
| F/B Library State Aid | | \$ 50,868.37 |
| F/B Clean Energy - Sawyer | | \$ 19,405.06 |
| F/B Emergency Preparedness | | \$ 8,597.91 |
| F/B Arts Lottery | | \$ 5,654.92 |
| F/B Community Policing | | \$ 3,896.52 |
| F/B Fire FEMA | | \$ 2,994.79 |
| F/B MASSGIS | | \$ 2,547.00 |
| F/B Extended Polling | | \$ 1,979.00 |
| F/B Emergency Management | | \$ 1,562.68 |
| F/B Health Preparedness | | \$ 1,068.26 |
| F/B Clean Energy | | \$ 276.22 |
| F/B LEPC Grant | | \$ 10.00 |
| F/B Council on Aging | | \$ 0.11 |
| | <u>\$ 99,621.27</u> | <u>\$ 99,621.27</u> |

Balance Sheet - Receipts Reserved for Appropriation

| | | |
|------------------------------|----------------------|----------------------|
| Cash | \$ 241,902.79 | |
| Ambulance Receivable | \$ 94,931.99 | |
| Deferred Revenue - Ambulance | | \$ 94,931.99 |
| F/B Reserved - Ambulance | | \$ 241,902.79 |
| | <u>\$ 336,834.78</u> | <u>\$ 336,834.78</u> |

Balance Sheet - Revolving Fund

| | | |
|---------------------------------|----------------------|----------------------|
| Cash | \$ 454,353.56 | |
| Departmental Receivable | \$ 40,055.50 | |
| Deferred Revenue - Departmental | | \$ 40,055.50 |
| F/B Cable | | \$ 265,222.22 |
| F/B Cingular Tower Funds | | \$ 118,970.46 |
| F/B Conservation Wetland Fees | | \$ 39,178.51 |
| F/B Ambulance Donations | | \$ 35,111.82 |
| F/B Insurance Reimb | | \$ 9,491.34 |
| F/B Bolton Fair Lease | | \$ 9,452.59 |
| F/B Recycling Programs | | \$ 6,767.25 |
| F/B Library Memorial Fund | | \$ 2,001.64 |
| F/B Conservation Gift | | \$ 1,860.69 |
| F/B Cultural Council | | \$ 1,408.63 |
| F/B Park & Recreation Gift | | \$ 1,275.00 |
| F/B DARE Gift | | \$ 1,142.98 |
| F/B Police Gift | | \$ 745.71 |
| F/B Law Enforcement Trust | | \$ 545.11 |
| F/B Highway Gift | | \$ 400.00 |
| F/B Fire Donations | | \$ 75.00 |
| F/B Bolton Flag Fund Gift | | \$ 70.00 |
| F/B World War II Memorial Gift | | \$ 25.00 |
| F/B Conservation Vernal Pool | | \$ 25.00 |
| F/B Selectmen Gift | | \$ 16.11 |
| F/B Police Revolving | <u>\$ 39,431.50</u> | |
| | <u>\$ 533,840.56</u> | <u>\$ 533,840.56</u> |

Balance Sheet - Consultant Revolving Fund

| | | |
|--------------------------------------|---------------------|---------------------|
| Cash - Restricted Savings | \$ 15,048.17 | |
| Warrants Payable | | \$ 660.00 |
| F/B Cons. Wetlands and Wildlife Inc. | | \$ 1,754.90 |
| F/B Heritage Properties | | \$ 500.07 |
| F/B Houghton Farm Peer Review | | \$ 6,900.00 |
| F/B Century Mill Estates Peer Review | | \$ 5,000.00 |
| F/B Sunset Ridge | | \$ 233.20 |
| | <u>\$ 15,048.17</u> | <u>\$ 15,048.17</u> |

Balance Sheet - Capital Projects Fund

| | | |
|----------------------------------|------------------------|------------------------|
| Cash | \$ 1,060,921.42 | |
| Warrants Payable | | \$ 188,266.11 |
| Retainage Payable | | \$ 328,429.15 |
| BAN's Payable | | \$ 176,392.00 |
| F/B Two Used Trucks | \$ 81,385.00 | |
| F/B Used Highway Truck | \$ 49,731.00 | |
| F/B Chipper | \$ 39,200.00 | |
| F/B Public Safety Software | \$ 19,380.57 | |
| F/B Main Street Sidewalks | \$ 10,907.00 | |
| F/B New 1 Ton Truck | \$ 10,121.00 | |
| F/B Copier | \$ 8,000.00 | |
| F/B Public Safety Center | | \$ 429,368.29 |
| F/B Wastewater Treatment Plant | | \$ 84,151.17 |
| F/B Library Renovation/Expansion | | \$ 73,039.27 |
| | <u>\$ 1,279,645.99</u> | <u>\$ 1,279,645.99</u> |

Balance Sheet - Non-Expendable Trust Fund

| | | |
|---------------------------------------|---------------------|---------------------|
| Cash - Restricted Savings | \$ 68,270.13 | |
| F/B Cemetery Perpetual Care Principal | | \$ 30,724.13 |
| F/B Houghton High School | | \$ 12,000.00 |
| F/B M. Edes Scholarship | | \$ 10,000.00 |
| F/B Whitcomb Benevolent | | \$ 5,000.00 |
| F/B Sullivan Scholarship | | \$ 4,146.00 |
| F/B G. Brown Library | | \$ 2,700.00 |
| F/B G. Brown School | | \$ 2,700.00 |
| F/B Nursing | | \$ 1,000.00 |
| | <u>\$ 68,270.13</u> | <u>\$ 68,270.13</u> |

Balance Sheet - Expendable Trust Fund

| | | |
|------------------------------------|------------------------|------------------------|
| Cash - Investment | \$ 1,108,160.99 | |
| Warrants Payable | | \$ 181.00 |
| F/B Stabilization Fund | | \$ 958,740.33 |
| F/B Affordable Housing Trust | | \$ 69,890.31 |
| F/B Conservation Fund | | \$ 30,612.83 |
| F/B Dewhurst, Fire | | \$ 13,293.47 |
| F/B Nursing | | \$ 10,181.91 |
| F/B Dewhurst, Police | | \$ 5,292.08 |
| F/B Cemetery Perpetual Care Income | | \$ 7,589.96 |
| F/B Joan Sullivan Scholarship | | \$ 5,403.19 |
| F/B Bolton History Fund | | \$ 3,234.26 |
| F/B Gerdon Brown Library | | \$ 537.03 |
| F/B M. Edes Scholarship | | \$ 502.94 |
| F/B Sign Fund | | \$ 511.24 |
| F/B Gerdon Brown School | | \$ 693.79 |
| F/B Houghton School Fund | | \$ 1,318.03 |
| F/B Lucy Bowen Library | | \$ 110.17 |
| F/B Whitcomb Benevolent Fund | | \$ 68.45 |
| | <u>\$ 1,108,160.99</u> | <u>\$ 1,108,160.99</u> |

Balance Sheet - Agency Fund

| | | |
|--|----------------------|----------------------|
| Cash - Unrestricted | \$ 133,901.64 | |
| Warrants Payable | | \$ 49.25 |
| Due to Commonwealth | | \$ 2,787.25 |
| Guaranteed Deposits | | \$ 1,068.56 |
| Planning Board Escrow - Houghton Farm | | \$ 7,500.00 |
| Planning Board Escrow - Centurymill | | \$ 6,136.00 |
| Planning Board Escrow - Woodview Develop. | | \$ 2,997.50 |
| Planning Board Escrow - Hudson Rd. Common Driveway | | \$ 1,000.00 |
| Planning Board Escrow - Regency at Bolton | | \$ 2,544.36 |
| Board of Health Escrow - 244-248 Harvard Road | | \$ 5,096.65 |
| Board of Health Escrow - 662-664 Main Street | | \$ 4,218.68 |
| Conservation Escrow - Century Mill Estates | | \$ 68,500.92 |
| Conservation Escrow - Essex Equine | | \$ 8,600.00 |
| Conservation Escrow - Duval & Klasnick | | \$ 6,300.00 |
| Conservation Escrow - Heritage | | \$ 5,000.00 |
| Conservation Escrow - Curran Driveway | | \$ 5,000.00 |
| Conservation Escrow - Danforth Brook | | \$ 1,716.00 |
| Conservation Escrow - Rocky Dundee | | \$ 1,442.97 |
| Conservation Escrow - Enders | | \$ 1,095.00 |
| Conservation Escrow - Evangelous | | \$ 1,380.00 |
| Conservation Escrow - Great Brook Farms | | \$ 1,300.00 |
| Conservation Escrow - Ragozzino OOC 112-535 | | \$ 168.50 |
| | <u>\$ 133,901.64</u> | <u>\$ 133,901.64</u> |

Balance Sheet - Long Term Debt Group

| | | |
|--|-------------------------|-------------------------|
| Loans Authorized | \$ 732,310.81 | |
| Loans Authorized & Unissued | | \$ 732,310.81 |
| Amount to be Provided for Payment | \$ 19,095,000.00 | |
| Bonds Payable - Refunding | | \$ 4,505,000.00 |
| Bonds Payable - Library Exp/Renovation | | \$ 3,250,000.00 |
| Bonds Payable - Wastewater Treatment Plant | | \$ 2,125,000.00 |
| Bonds Payable - Public Safety Center | | \$ 5,875,000.00 |
| Bonds Payable - APR's | | \$ 1,290,000.00 |
| Bonds Payable - Emerson Remodeling | | \$ 1,006,000.00 |
| Bonds Payable - Landfill Closure | | \$ 473,000.00 |
| Bonds Payable - Nashoba Realty Land | | \$ 350,000.00 |
| Bonds Payable - Barrett's Hill Land | | \$ 100,000.00 |
| Bonds Payable - Savignano Land | | \$ 67,000.00 |
| Bonds Payable - Sawyer Repairs | | \$ 41,000.00 |
| Bonds Payable - Transfer Station | | |
| Bonds Payable - Gas Spill Cleanup #2 | | \$ 13,000.00 |
| | <u>\$ 19,827,310.81</u> | <u>\$ 19,827,310.81</u> |

TOWN OF BOLTON

Encumbrances and Carry Forwards to Fiscal Year 2011

| | | | |
|--------------------------------------|---|-------------------|---------------------|
| Town Administrator | Purchase of Services | 0200-123-5200-ENC | \$ 119.69 |
| Accountant | Audit Services | 0200-135-5303-ENC | \$ 1,000.00 |
| Assessors | GIS Art 7 11/98 | 0200-141-5820-ART | \$ 4,462.01 |
| Legal | Purchase of Services | 0200-151-5200-ENC | \$ 2,656.76 |
| MIS | Software Support | 0200-155-5243-ENC | \$ 1,591.00 |
| MIS | Equipment | 0200-155-5850-ENC | \$ 190.50 |
| Town Clerk | Purchase of Services | 0200-161-5200-ENC | \$ 8,000.00 |
| Registrar | Supplies | 0200-163-5400-ENC | \$ 730.00 |
| Conservation | Land-Capital Improvement | 0200-171-5800-ENC | \$ 13,574.00 |
| Conservation | Equipment | 0200-171-5850-ENC | \$ 1,000.00 |
| Conservation | Fyfeshire Dam Phase II Inspection Art. 8 5/09 | 0200-171-5800-ART | \$ 6,310.00 |
| Planning | Master Plan Enhancements Art. 9 5/10 | 0200-175-5201-ART | \$ 7,067.84 |
| Planning | Web Based Municipal Software Art. 6 5/10 | 0200-175-5300-ART | \$ 6,500.00 |
| Town Hall | Capital Outlay | 0200-192-5800-ENC | \$ 236.68 |
| School | School Space Needs Art 5 5/06 | 0200-300-5200-ART | \$ 10,000.00 |
| Public Ways | School Zone Flasher Art. 7 5/09 | 0200-400-5800-ART | \$ 305.00 |
| Highway | Gas Spill Art 18 5/08 | 0200-421-5782-ART | \$ 10,356.35 |
| Construction & Maint | Local Improvements | 0200-422-5842-ENC | \$ 8,050.00 |
| BOH | Replacement Monitoring Wells Art 8 11/04 | 0200-510-5802-ART | \$ 5,557.06 |
| Historical Commission | Tree Replacement Art 10 5/06, Art. 5/09 | 0200-691-5800-ART | \$ 1,681.28 |
| Other Insurance | Motor Vehicle | 0200-945-5745-ENC | \$ 100.00 |
| Total Encumbered and Carried Forward | | | <u>\$ 89,488.17</u> |

EXPENDITURES - GENERAL FUND

| | | | |
|-------------------------|---------------------------------|-------------------------------------|--------------|
| GENERAL GOVERNMENT | | | |
| Moderator | Expense Approp. Expenses | \$100.00 | \$20.00 |
| Selectmen Salary | Salary Approp. Salary | \$900.00 | \$600.00 |
| Selectmen's Expense | Expense Approp. Transfer out | \$20,550.00 <u>(\$13,000.00)</u> | |
| | Expenses | \$7,550.00 | \$5,970.39 |
| Administrator Salaries | Salary Approp. Transfer in | \$148,111.00 <u>\$81.87</u> | |
| | Salary | \$148,192.87 | \$146,794.73 |
| Administrator Expenses | Expense Approp. Transfer in | \$5,900.00 <u>\$3,500.00</u> | |
| | Expenses | \$9,400.00 | \$8,465.74 |
| Advisory Comm. Expenses | Expense Approp. Expenses | \$190.00 | \$152.00 |
| Accountant Salary | Expense Approp. Expenses | \$56,898.00 | \$56,892.13 |
| Accountant Expenses | Expense Approp. Expenses | \$18,498.00 | \$17,197.98 |
| Assessor's Salaries | Salary Approp. Salary | \$47,696.00 | \$45,719.34 |
| Assessor's Expense | Expense Approp. Transfer out | \$80,526.00 <u>(\$4,400.00)</u> | |
| | Expenses | \$76,126.00 | \$64,314.54 |
| Treasurer Salaries | Salary Approp. Transfer in | \$76,956.00 <u>\$1.00</u> | |
| | Salary | \$76,957.00 | \$76,956.00 |
| Treasurer Expense | Expense Approp. Transfer out | \$14,095.00 <u>(\$2,000.00)</u> | |
| | Expenses | \$12,095.00 | \$12,062.60 |
| Tax Collector Salaries | Salary Approp. Transfer in | \$14,042.00 <u>\$1,882.00</u> | |
| | Salaries | \$15,924.00 | \$15,924.00 |
| Tax Collector Expense | Expense Approp. Transfer in | \$15,665.00 <u>\$700.00</u> | |
| | Expenses | \$16,365.00 | \$16,361.04 |
| Law Committee | Expense Approp. Transfer out | \$40,000.00 <u>(\$5,000.00)</u> | |
| | Expenses | \$35,000.00 | \$25,083.43 |
| MIS Expense | Expense Approp. Expenses | \$39,340.00 | \$37,517.18 |
| Town Clerk Salaries | Salary Approp. Salary | \$89,380.00 | \$89,358.29 |
| Town Clerk Expense | Expense Approp. Transfer in | \$2,150.00 <u>\$8,000.00</u> | |
| | Expenses | \$10,150.00 | \$3,668.74 |

| | | | |
|----------------------------|-----------------|---------------------|--------------|
| Election Wages | Wage Approp. | \$1,000.00 | |
| | Transfer in | <u>\$728.00</u> | |
| | | \$1,728.00 | |
| | Wages | | \$1,641.00 |
| Election Expense | Expense Approp. | \$3,300.00 | |
| | Transfer in | <u>\$1,160.00</u> | |
| | | \$4,460.00 | |
| | Expenses | | \$4,423.35 |
| Registrars Wages | Wage Approp. | \$150.00 | |
| | Wages | | \$150.00 |
| Registrars Expense | Expense Approp. | \$1,100.00 | |
| | Expenses | | \$363.00 |
| Conservation Comm. Wages | Wage Approp. | \$40,541.00 | |
| | Transfer out | <u>(\$1,500.00)</u> | |
| | | \$39,041.00 | |
| | Wages | | \$38,552.92 |
| Conservation Comm. Exp. | Expense Approp. | \$11,825.00 | |
| | Transfer in | <u>\$11,900.00</u> | |
| | | \$23,725.00 | |
| | Expenses | | \$8,754.23 |
| Planning Board Wages | Wage Approp. | \$56,491.00 | |
| | Transfer out | <u>(\$5,000.00)</u> | |
| | | \$51,491.00 | |
| | Wages | | \$49,969.61 |
| Planning Board Expense | Expense Approp. | \$13,850.00 | |
| | Transfer in | <u>\$413.70</u> | |
| | | \$14,263.70 | |
| | Expenses | | \$14,263.70 |
| Board of Appeals Expense | Expense Approp. | \$1,600.00 | |
| | Expenses | | \$934.27 |
| Agricultural Commission | Expense Approp. | \$1,800.00 | |
| | Expenses | | \$1,780.48 |
| Affordable Housing Expense | Expense Approp. | \$100.00 | |
| | Expenses | | \$0.00 |
| Town Buildings Expense | Expense Approp. | \$81,650.00 | |
| | Transfer out | <u>(\$5,000.00)</u> | |
| | | \$76,650.00 | |
| | Expenses | | \$72,244.75 |
| Town Hall Expense | Expense Approp. | \$39,300.00 | |
| | Transfer out | <u>(\$2,500.00)</u> | |
| | | \$36,800.00 | |
| | Expenses | | \$36,249.03 |
| Building Insurance Expense | Expense Approp. | \$15,700.00 | |
| | Expenses | | \$15,492.00 |
| Town Reports | Expense Approp. | \$5,880.00 | |
| | Transfer out | <u>(\$2,500.00)</u> | |
| | | \$3,380.00 | |
| | Expenses | | \$3,280.14 |
| Energy Committee | Expense Approp. | \$4,210.00 | |
| | Expenses | | \$558.00 |
| TOTAL GENERAL GOVERNMENT | | | \$871,714.61 |

PROTECTION OF PERSONS & PROPERTY

| | | | |
|--|------------------|---------------------|----------------|
| Police Dept. Salaries | Salaries Approp. | \$791,818.00 | |
| | Transfer in | <u>\$46,560.86</u> | |
| | | \$838,378.86 | |
| | Salaries | | \$836,050.64 |
| Police Dept. Expense | Expense Approp. | \$141,693.00 | |
| | Transfer out | <u>(\$4,500.00)</u> | |
| | | \$137,193.00 | |
| | Expenses | | \$136,716.20 |
| Fire Dept. Wages | Wage Approp. | \$80,676.00 | |
| | Transfer in | <u>\$7,943.17</u> | |
| | | \$88,619.17 | |
| | Wages | | \$88,063.35 |
| Fire Dept. Expense | Expense Approp. | \$36,892.00 | |
| | Transfer in | <u>\$5,000.00</u> | |
| | | \$41,892.00 | |
| | Expenses | | \$40,547.16 |
| Ambulance Wages | Wage Approp. | \$99,466.00 | |
| | Transfer in | <u>\$2,000.00</u> | |
| | | \$101,466.00 | |
| | Wages | | \$101,307.33 |
| Ambulance Expense | Expense Approp. | \$61,101.00 | |
| | Expenses | | \$58,127.82 |
| Building Inspector Wages | Wage Approp. | \$21,678.00 | |
| | Wages | | \$21,203.74 |
| Building Inspector Expense | Expense Approp. | \$3,280.00 | |
| | Expenses | | \$1,662.88 |
| Plumbing Inspector Expense | Expense Approp. | \$15,605.00 | |
| | Expenses | | \$15,605.00 |
| Wiring Inspector Expense | Expense Approp. | \$18,091.00 | |
| | Expenses | | \$18,091.00 |
| Animal Control Salary | Salary Approp. | \$16,192.00 | |
| | Salary | | \$16,192.00 |
| Animal Control Expense | Expense Approp. | \$1,600.00 | |
| | Expenses | | \$1,068.33 |
| Traffic Lights | Expense Approp. | \$3,700.00 | |
| | Transfer out | <u>(\$1,450.00)</u> | |
| | | \$2,250.00 | |
| | Expenses | | \$2,221.06 |
| Forestry Salary | Salary Approp. | \$5,522.00 | |
| | Salary | | \$5,384.50 |
| Forestry Expense | Expense Approp. | \$43,000.00 | |
| | Transfer out | <u>(\$1,700.00)</u> | |
| | | \$41,300.00 | |
| | Expenses | | \$41,253.50 |
| Communication Wages | Wage Approp. | \$215,356.00 | |
| | Transfer out | <u>(\$6,302.00)</u> | |
| | | \$209,054.00 | |
| | Wages | | \$203,400.73 |
| Communication Expense | Expense Approp. | \$66,918.00 | |
| | Transfer out | <u>(\$8,447.00)</u> | |
| | | \$58,471.00 | |
| | Expenses | | \$56,147.91 |
| TOTAL PROTECTION OF PERSONS & PROPERTY | | | \$1,643,043.15 |

SCHOOLS

| | | | |
|------------------------------------|-------------------------------|-----------------|-----------------|
| Nashoba School District Assessment | Assessment Approp. Assessment | \$10,954,700.00 | \$10,954,636.00 |
| Minuteman Vocational Assessment | Assessment Approp. Assessment | \$352,037.00 | \$352,037.00 |
| TOTAL SCHOOLS | | | \$11,306,673.00 |

PUBLIC WORKS & OTHER

| | | | |
|----------------------------|------------------------------------|--------------------------------------|-----------------------------|
| Highway Dept. Wages | Wage Approp. Transfer out | \$595,575.00 <u>(\$21,497.00)</u> | \$574,078.00 |
| | Wages | | \$573,117.39 |
| Highway Dept. Expense | Expense Approp. Expenses | \$122,300.00 | \$119,170.34 |
| Highway Improvements | Wage & Exp. Approp. Wages Expenses | \$212,000.00 | \$12,000.00 \$189,955.66 |
| Snow & Sand Wages | Wage Approp. Transfer in | \$38,000.00 <u>\$4,065.99</u> | \$42,065.99 |
| | Wages | | \$42,065.99 |
| Snow & Sand Expenses | Expense Approp. Transfer in | \$142,000.00 <u>\$80,882.00</u> | \$222,882.00 |
| | Expenses | | \$222,882.00 |
| Street Lights | Expense Approp. Transfer out | \$8,500.00 <u>(\$2,500.00)</u> | \$6,000.00 |
| | Expenses | | \$5,570.17 |
| Transfer Station Wages | Wage Approp. Wages | \$59,310.00 | \$59,184.51 |
| Transfer Station Expense | Expense Approp. Transfer out | \$122,200.00 <u>(\$5,000.00)</u> | \$117,200.00 |
| | Expenses | | \$92,529.91 |
| Landfill | Expense Approp. Transfer out | \$8,200.00 <u>(\$650.00)</u> | \$7,550.00 |
| | Expenses | | \$7,440.00 |
| Sewer | Expense Approp. Transfer in | \$9,500.00 <u>\$1,028.00</u> | \$10,528.00 |
| | Expenses | | \$9,627.73 |
| Cemetery | Expense Approp. Expenses | \$5,000.00 | \$4,946.00 |
| TOTAL PUBLIC WORKS & OTHER | | | \$1,338,489.70 |

HEALTH

| | | | |
|--------------------------|-----------------------------|------------------------------------|-------------|
| Animal Inspector Salary | Salary Approp. Transfer out | \$28,977.00 <u>(\$1,500.00)</u> | \$27,477.00 |
| | Salary | | \$27,372.53 |
| Board of Health Expenses | Expense Approp. Expenses | \$8,836.00 | \$8,812.34 |
| Nurse Expense | Expense Approp. Expenses | \$7,000.00 | \$7,000.00 |
| TOTAL HEALTH | | | \$43,184.87 |

| | | | |
|-----------------------------------|-----------------|---------------------|--------------|
| CHARITIES & VETERANS | | | |
| Council on Aging Salary | Salary Approp. | \$29,647.00 | |
| | Transfer in | <u>\$386.22</u> | |
| | | \$30,033.22 | |
| | Salary | | \$30,029.98 |
| Council on Aging Expenses | Expense Approp. | \$11,220.00 | |
| | Transfer in | <u>\$600.00</u> | |
| | | \$11,820.00 | |
| | Expenses | | \$11,576.58 |
| Veterans Salary | Salary Approp. | \$4,415.00 | |
| | Salary | | \$4,415.00 |
| Veterans Expense | Expense Approp. | \$1.00 | |
| | Expenses | | \$0.00 |
| Housing Authority | Expense Approp. | \$250.00 | |
| | Expenses | | \$174.60 |
| TOTAL CHARITIES AND VETERANS | | | \$46,196.16 |
| CULTURE & RECREATION | | | |
| Library Salaries | Salary Approp. | \$204,230.00 | |
| | Transfer out | <u>(\$5,000.00)</u> | |
| | | \$199,230.00 | |
| | Salaries | | \$183,639.91 |
| Library Expense | Expense Approp. | \$95,933.00 | |
| | Transfer in | <u>\$10,657.79</u> | |
| | | \$106,590.79 | |
| | Expenses | | \$105,232.45 |
| Recreation Wages | Wage Approp. | \$4,500.00 | |
| | Wages | | \$3,933.00 |
| Recreation Expense | Expense Approp. | \$5,850.00 | |
| | Transfer in | <u>\$1,424.00</u> | |
| | | \$7,274.00 | |
| | Expenses | | \$7,230.02 |
| Parks Expense | Expense Approp. | \$4,000.00 | |
| | Transfer in | <u>\$820.00</u> | |
| | | \$4,820.00 | |
| | Expenses | | \$4,803.85 |
| Historical Commission | Expense Approp. | \$6,970.00 | |
| | Transfer in | <u>\$255.00</u> | |
| | | \$7,225.00 | |
| | Expenses | | \$7,224.93 |
| Memorial Day | Expense Approp. | \$1,500.00 | |
| | Transfer out | <u>(\$447.99)</u> | |
| | | \$1,052.01 | |
| | Expenses | | \$1,048.80 |
| TOTAL CULTURE & RECREATION | | | \$313,112.96 |
| UNCLASSIFIED | | | |
| Debt Principal: | | | |
| Sawyer Repairs | Expense Approp. | \$4,000.00 | |
| | Expenses | | \$4,000.00 |
| Emerson School | Expense Approp. | \$93,000.00 | |
| | Expenses | | \$93,000.00 |
| Landfill Closure/Transfer Station | Expense Approp. | \$78,000.00 | |
| | Expenses | | \$78,000.00 |
| Highway Gas Cleanup Add'l | Expense Approp. | \$13,000.00 | |
| | Expenses | | \$13,000.00 |
| Barretts Hill Land | Expense Approp. | \$10,000.00 | |
| | Expenses | | \$10,000.00 |

| | | | |
|--------------------------------|---------------------------------|-------------------------|--------------|
| Nashoba Valley Land | Expense Approp. Expenses | \$35,000.00 | \$35,000.00 |
| Savignano Land | Expense Approp. Expenses | \$7,000.00 | \$7,000.00 |
| Schartner/Nicewicz APR | Expense Approp. Expenses | \$100,000.00 | \$100,000.00 |
| Refunding | Expense Approp. Expenses | \$610,000.00 | \$610,000.00 |
| Wastewater Treatment Plant | Expense Approp. Expenses | \$125,000.00 | \$125,000.00 |
| Library Expansion/Renovation | Expense Approp. Expenses | \$138,000.00 | \$138,000.00 |
| Public Safety Center | Expense Approp. Expenses | \$22,000.00 | \$22,000.00 |
| PSC/Library Renovation/Exp | Expense Approp. Expenses | \$100,000.00 | \$100,000.00 |
| Debt Interest: | | | |
| Sawyer School Repairs | Expense Approp. Expenses | \$2,172.25 | \$2,172.25 |
| Emerson School Restoration | Expense Approp. Expenses | \$52,144.00 | \$52,144.00 |
| Landfill Closure/Transfer Sta. | Expense Approp. Expenses | \$25,333.50 | \$25,333.50 |
| Highway Gas Cleanup Addtl | Expense Approp. Expenses | \$926.25 | \$926.25 |
| Barretts Hill Land | Expense Approp. Expenses | \$5,158.00 | \$5,158.00 |
| Nashoba Valley Land | Expense Approp. Expenses | \$18,078.00 | \$18,078.00 |
| Savignano Land | Expense Approp. Expenses | \$3,510.50 | \$3,510.50 |
| Wastewater Treatment Plant | Expense Approp. Expenses | \$103,500.00 | \$103,500.00 |
| Schartner/Nicewicz APR | Expense Approp. Expenses | \$60,145.00 | \$60,145.00 |
| Refunding | Expense Approp. Transfer out | \$179,025.00 (50.91) | |
| | Expenses | \$179,024.09 | \$179,011.39 |
| Copier | Expense Approp. Transfer out | \$320.00 (102.21) | |
| | Expenses | \$217.79 | \$217.79 |
| Sidewalks | Expense Approp. Transfer out | \$436.50 (238.54) | |
| | Expenses | \$197.96 | \$197.96 |
| Public Safety Software | Expense Approp. Transfer out | \$809.00 (441.76) | |
| | Expenses | \$367.24 | \$367.24 |
| DPW 1-ton | Expense Approp. Transfer out | \$667.00 (364.52) | |
| | Expenses | \$302.48 | \$302.48 |

| | | | |
|---|-----------------------------------|--|-----------------|
| Library Expansion/Renovation | Expense Approp. Expenses | \$100,207.50 | \$100,207.50 |
| Public Safety Center | Expense Approp. Transfer in | \$15,792.50 \$62,525.00 | |
| | | <u>\$78,317.50</u> | |
| | Expenses | | \$78,317.50 |
| Two Used DPW Trucks | Expense Approp. Transfer out | \$2,667.00 (\$852.06) | |
| | | <u>\$1,814.94</u> | |
| | Expenses | | \$1,814.94 |
| Public Safety Center | Expense Approp. Expenses | \$153,573.00 | \$153,572.22 |
| PSC/Library Renovation/Exp | Expense Approp. Expenses | \$86,940.00 | \$86,940.00 |
| State Assessments | Assessment Approp. Assessments | \$10,935.00 | \$9,915.00 |
| County Assessment Governments | Assessment Approp. Assessment | \$5,283.00 | \$5,283.00 |
| County Retirement Assess. | Assessment Approp. Assessment | \$239,965.00 | \$239,965.00 |
| Workers Compensation | Expense Approp. Transfer in | \$19,000.00 \$5,023.00 | |
| | | <u>\$24,023.00</u> | |
| | Expenses | | \$24,023.00 |
| Unemployment | Expense Approp. Expenses | \$100.00 | \$0.00 |
| Health Ins. - Town Share | Expense Approp. Expenses | \$327,800.00 | \$327,194.14 |
| Life Insurance - Town Share | Expense Approp. Expenses | \$1,350.00 | \$1,287.40 |
| Medicare Ins. - Town Share | Expense Approp. Transfer out | \$41,000.00 (\$2,774.00) | |
| | | <u>\$38,226.00</u> | |
| | Expenses | | \$38,220.06 |
| Other Insurance | Expense Approp. Expenses | \$65,850.00 | \$64,723.00 |
| Transfer out | Expense Approp. Expenses | \$200,115.00 | \$200,115.00 |
| TOTAL UNCLASSIFIED | | | \$3,117,642.12 |
| CURRENT YEAR EXPENDITURE TOTAL | | | \$18,680,056.57 |
| ENCUMBRANCES & CARRY FORWARDS FROM FISCAL YEAR 2009 | | | |
| GIS STM 11/98 #7 | Expense Balance Expenses | \$4,462.01 | \$0.00 |
| Treasurer | Expense Balance Expenses | \$1,543.03 | \$0.00 |
| Legal | Expense Balance Expenses | \$1,444.20 | \$1,444.20 |
| Fyfeshire Dam Phase II ATM 5/09 #8 | Expense Balance Expenses | \$50,000.00 | \$43,690.00 |
| Master Plan ATM 5/10 #9 | Expense Approp. Expenses | \$7,067.84 | \$0.00 |

| | | | |
|--|-----------------------------|-------------|------------------------|
| Web-based Municipal Software ATM 5/10 #6 | Expense Approp. Expenses | \$6,500.00 | \$0.00 |
| Energy Committee | Expense Balance Expenses | \$973.15 | \$0.00 |
| Police | Expense Balance Expenses | \$664.63 | \$664.63 |
| New Ambulance 5/07 #14 | Expense Balance Expenses | \$314.00 | \$314.00 |
| Communications | Expense Balance Expenses | \$175.00 | \$175.00 |
| School Space Needs 5/06 #5 | Expense Balance Expenses | \$10,000.00 | \$0.00 |
| School Zone Flasher ATM 5/09 #7 | Expense Balance Expenses | \$7,500.00 | \$7,195.00 |
| Gas Spill Cleanup Continued ATM 5/08 #18 | Expense Balance Expenses | \$29,028.31 | \$18,671.96 |
| Sewer | Expense Balance Expenses | \$1,085.51 | \$1,085.51 |
| Board of Health | Expense Balance Expenses | \$800.00 | \$800.00 |
| Replacement Monitoring Wells STM 11/04 #8 | Expense Balance Expenses | \$5,557.06 | \$0.00 |
| Tree Replacement 5/06 #10 | Expense Balance Expenses | \$3,181.28 | \$1,500.00 |
| July 4th Celebration | Expense Approp. Expenses | \$10,000.00 | \$5,000.00 |
| TOTAL ENCUMBRANCES FROM FISCAL YEAR 2009 | | | \$80,540.30 |
| TOTAL EXPENDITURES - GENERAL FUND | | | <u>\$18,760,596.87</u> |

EXPENDITURES - HIGHWAY GRANT FUND

| | | | |
|-----------------------------------|--|---------------------|---------------------|
| EXPENSES: Chapter 90 | | <u>\$211,551.88</u> | |
| TOTAL EXPENDITURES - HIGHWAY FUND | | | <u>\$211,551.88</u> |

EXPENDITURES - STATE GRANTS FUND

| | | | |
|--|--|--------------|--------------------|
| EXPENSES: | | | |
| Police Public Safety Equipment | | \$18,638.89 | |
| State 911 | | \$14,687.32 | |
| Selective Enforcement | | \$7,278.00 | |
| Community Policing | | \$6,760.11 | |
| Council on Aging | | \$3,499.89 | |
| Arts Lottery Council | | \$3,320.00 | |
| Emergency Preparedness PHER | | \$2,471.19 | |
| Fire Safety Equipment | | \$1,860.63 | |
| Extended Polling | | \$990.00 | |
| Emergency Management | | \$937.32 | |
| Emergency Preparedness | | \$240.00 | |
| MAPC Bike Rack | | (\$447.00) | |
| FEMA | | (\$6,365.72) | |
| TOTAL EXPENDITURES - STATE GRANTS FUND | | | <u>\$53,870.63</u> |

EXPENDITURES - RECEIPTS RESERVED FOR APPROPRIATION

| | | | |
|---|--|---------------------|---------------------|
| EXPENSES: Transfer to General Fund - Ambulance | | <u>\$120,000.00</u> | |
| TOTAL EXPENDITURES - RECEIPTS RES. FOR APPROP. | | | <u>\$120,000.00</u> |

EXPENDITURES - REVOLVING FUNDS

EXPENSES:

| | |
|--|--------------|
| Police Outside Details | \$159,262.50 |
| Transfer to General Fund - Miscellaneous | \$70,000.00 |
| Intel Assabet Watershed | \$30,000.00 |
| Insurance under \$10K | \$23,392.36 |
| Ambulance Gift | \$6,876.30 |
| Recycling Revolving | \$1,325.00 |
| Police Law Enforcement | \$400.00 |
| Cultural Council | \$370.59 |
| Conservation Wetlands | \$35.75 |
| Library Memorial | \$17.98 |

TOTAL EXPENDITURES - REVOLVING FUNDS \$291,680.48

EXPENDITURES - CONSULTANT FUNDS

EXPENSES:

| | |
|---------------------------|----------|
| Houghton Farm Peer Review | \$660.00 |
|---------------------------|----------|

TOTAL EXPENDITURES - CONSULTANT FUNDS \$660.00

EXPENDITURES - CAPITAL PROJECT FUNDS

EXPENSES:

| | |
|--------------------------------|----------------|
| Public Safety Center | \$4,452,466.24 |
| Library Expansion/Construction | \$3,594,244.21 |
| Construct Sewer Force Main | \$229,478.00 |
| DPW Truck | \$49,731.00 |
| Bond Issuance Costs | \$41,756.88 |
| Oil Leak Monitoring & Testing | \$9,674.25 |
| Alternative Water Supply | \$8,489.50 |
| Sewer Force Main Design | \$5,001.08 |

TOTAL EXPENDITURES - CAPITAL PROJECT FUNDS \$8,390,841.16

EXPENDITURES - EXPENDABLE TRUST FUNDS

EXPENSES:

| | |
|--|--------------|
| Transfer to General Fund - Miscellaneous | \$175,000.00 |
| Transfer to Capital Projects | \$45,000.00 |
| Edes Fund | \$300.00 |
| Joan Sullivan | \$250.00 |
| Dewhurst, Police | \$181.00 |
| Whitcomb Benevolent | \$59.90 |

TOTAL EXPENDITURES - EXPENDABLE TRUST FUNDS \$220,790.90

TOTAL EXPENDITURES - ALL FUNDS \$28,049,991.92