

REFERENCE DESK

Town of Chelmsford



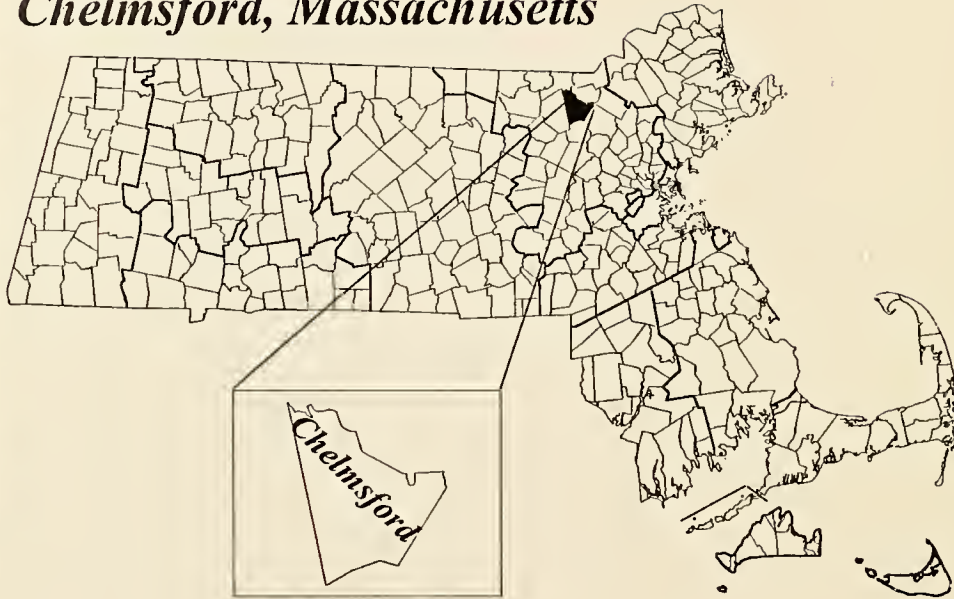
Chelmsford Police Station Dedicated May 18, 2003

Annual Report 2002/2003



Community Profile

Chelmsford, Massachusetts



Quick Facts

Incorporated	May, 1655
Type of Government	Board of Selectmen, Town Manager, Representative Town Meeting
County	Middlesex
Land Area	22.54 Square Miles
Public Road Miles 2001	186.99
Population 2000 Census	33,858
Median Family Income	\$82,676
Tax Rate FY2001	\$14.05 (Residential & Commercial)
Median Home Value FY2001	\$280,000
Median Tax Bill FY2001	\$3,934
Operating Budget FY2001	\$81,054,353
Web Site	www.TownofChelmsford.us




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ELECTED TOWN

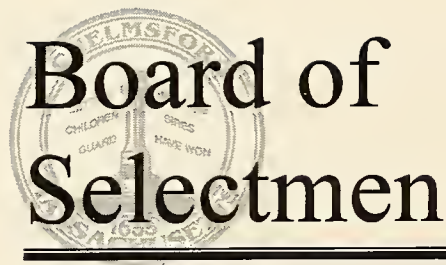
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PHONE DIRECTORY

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MEETING SCHEDULE	
Selectmen	Town Offices 7:00p.m.~ Every other Monday
School Committee	Parker School 7:30 p.m. ~ Every other Tuesday
Planning Board	Town Offices 7:00 p.m. ~ 2 nd & 4 th Wednesday
Appeals Board	Town Offices 7:00 p.m. ~ 2 nd & 4 th Thursday
Conservation Commission	Town Offices 8:00 p.m. ~ 1st & 3rd Tuesday
Board of Health	Town Offices 7:00 p.m. ~ 1 st Monday of Month
Housing Authority	10 Wilson Street 7:30 p.m. ~ 1 st Tuesday of Month
For current meeting schedule visit the Town web site at: www.TownofChelmsford.us	

Chelmsford Public Library
25 Boston Road
Chelmsford, MA 01824



Michael F. McCall
Chairman

Fiscal year 2003 and the second half of fiscal year 2002 was an active and productive period for the Town of Chelmsford. I would like to take this opportunity to highlight some notable accomplishments and update you on some of the activities of the Board of Selectmen.

Construction of our new Police Station began in November 2001, was completed in February of 2003 and formally dedicated in May in a ceremony which included police officers from Chelmsford, England. We can all be very proud of our long over due state of the art Police facility, which will accommodate the needs of the Chelmsford Police Department well into the future.

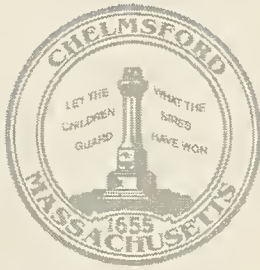
The appointed Secondary School Building Committee spent many months devising a plan for upgrading the high school and our two middle schools. However, for a variety of reasons including uncertainty of state reimbursement, the voters on two occasions rejected the proposed projects. This has required us to return to the drawing board to find an affordable and supportable project which addresses building and educational program needs. We intend to work with all parties including the School Committee to develop a plan for consideration in FY04. Such a plan may include renovations, additions, portable classes and possibly some new construction. Most importantly, the Selectmen remain committed to upgrading our community's schools within the financial parameters available to us. It should be noted that the School Building Assistance Program has been suspended, thereby eliminating the potential of immediate State reimbursement for any project.

The Route 3 North widening project is moving forward slightly ahead of schedule. This project has been a priority of our Town for three decades. The Selectmen have worked closely with Modern Continental, the designer/builders of the highway, to coordinate construction schedules to take advantage of weekend, nighttime and other off-

peak times to help reduce the inconvenience to commuters. And, where detours and road closures have been needed, every effort has been made to notify the public via television and newspaper announcements. Two major components of the project have been the Steadman Street Bridge and the Drum Hill Rotary. Completion of the Steadman Street Bridge was accomplished within six months to facilitate the flow of traffic between Chelmsford and Lowell. It is anticipated that the re-designed Drum Hill Rotary will be completed and open to traffic in the fall of 2003. Overall, we believe the Route 3 project is progressing fairly smoothly. We greatly appreciate the residents' patience as this major highway improvement project continues.

The Town remains financially strong with solid reserves and cash flow; however, we have experienced the effects of the economic downturn through reduced local revenue and reductions in state aid. Like other communities, we have had to find ways to reduce spending in order to stay within budget. We have achieved this through several cost saving measures. One example is the substantial savings in our ever increasing health insurance costs which was achieved through negotiations with our employee unions. We continue to be vigilant in order to reduce projected budget shortfalls in the future fiscal years, and search for other ways to reduce costs without jeopardizing essential services. The Selectmen are confident that such measures will ensure our fiscal strength into the future.

Finally, the Selectmen are committed to ensuring that the Town of Chelmsford is well represented on Beacon Hill. The Selectmen have been actively involved with our State Senator, our Legislative Delegation in the House of Representatives, and the Governor's Office on a variety of matters affecting the Town. The Selectmen lobbied hard to have the moratorium on the School Building Assistance Program lifted so that our school project could be submitted if



approved by the voters. We appealed to the Legislature and Governor for increased local aid, in light of the recent reductions in aid to the State's cities and towns. The Selectmen will continue to petition our representatives in the Legislature and the Governor's Office on the Town's behalf.

In closing, I want to express my thanks to our Town Manager and all of our employees who serve the public every day with professionalism and dedication. Also, I want to thank the many residents who donate their time and expertise to the Town by serving on boards, committees, and special events



Board of Selectmen, Left to Right: Philip Eliopoulos, Vice Chairman, William Dalton, Michael McCall, Chairman, Thomas Moran, Stuart Weisfeldt, Clerk.

Town Manager

Bernard F. Lynch
Town Manager



This Annual Report covers the period of January 1, 2002 through June 30, 2003 as we move from a calendar year to fiscal year reporting cycle. The reason for this change is to have consistency in all of our planning and reporting documents including our budget, audit, and reports to the state and federal government. This consistency will be increasingly important as new government accounting standards are introduced over the next few years.

The eighteen months that this Annual Report covers have been marked by a very difficult fiscal climate for our Town, our state and the nation as a whole. Many economists have written that the fiscal condition of states and local governments are the worst since the Great Depression of the 1930's. We have seen our local aid from the Commonwealth of Massachusetts reduced on several occasions during this time including mid-year reductions that were heretofore considered impossible. As with every economic downturn we have also seen our locally generated revenues stagnate during this period as less new development occurs, thereby affecting new property tax growth and less fees and licenses. Like the early 1990's we have seen a squeeze on revenue but increased fixed costs in the area of employee benefits like health insurance and pensions. And, the decrease in state aid does not reduce expectations of continued service

enhancements especially in education which was a primary beneficiary of increased financial assistance during the 1990's.

Despite the economic downturn of the last couple of years we remain financially stable with strong reserves that we built during the better times. These funds have been earmarked for stabilizing the impact of debt service for projects built over the last few years but they are, and are seen by financial analysts as, evidence of the Town's good condition and financial management strength. Likewise, our collection of taxes and cash flow remains very positive.

During this period we did take steps to improve the management of our health insurance costs through the introduction of a new program of coverage for our employees and retirees. Through the Health Trust of the Massachusetts Interlocal Insurance Association, an affiliate of the Massachusetts Municipal Association, we have brought improved but less costly coverage with first year savings in FY04 of nearly \$800,000. These savings are crucial in our effort to maintain services and employee jobs. Our efforts in this area were not unilateral as we worked closely with our employees in negotiating and structuring the transition to this program.

The most visible issue of the past eighteen months was the efforts to improve the condition and physical space at our secondary schools, McCarthy Middle, Parker Middle and the Chelmsford High School. While we continue to annually invest in our elementary school improvements we have determined a need for larger and more comprehensive approaches to these three buildings. The needs include addressing the overall condition of the structures as well as space and programmatic enhancements to meet current educational standards. The hard work of the appointed Secondary School Building Committee resulted in two ballot questions for Proposition 2 ½ debt exemptions which were voted down by the residents of the Town. The first question which was considered in November



of 2002 encompassed all three buildings and had a cost of approximately \$112 million. The second vote occurred in March of 2003 and had a cost of about \$86 million and would have included the construction of a new McCarthy Middle school and improvements at the High School. Questions regarding the total cost and uncertainty about state school building reimbursement were main issues in the voters' decisions.

Despite these votes it is widely accepted that improvements are needed at each of these three facilities. Each building is 30 to 45 years old and has needs of refurbishing and system replacements. Additionally, increased enrollment over the past few years in tandem with changed educational standards requires new and changed space at these schools. For these reasons we will over the next twelve months return to the drawing board in search of the solution that is deemed affordable and appropriate by the Town's residents. It is likely that such a project, or projects, will have to be accomplished without state assistance as a moratorium has been placed on new applications for aid. And, in retrospect it is unlikely that either of our previous projects would have been fully accepted for financial assistance. These circumstances make our efforts more difficult as we will likely absorb the entire cost. However, there are opportunities as the absence of state involvement may provide increased flexibility in developing creative solutions that people can support.

While our focus over the eighteen month period was our secondary schools we did see other projects move forward. Our new police station was completed and opened in the spring of 2003. This new facility was long overdue having rested on the back burner while other projects moved forward through the years. In the end the replacement of the 1962 station with the new

facility should address our needs well into the future. It follows on the heels of other projects including the Library and Center School reconstruction. We also saw in June of 2003 the beginning of the Central Square reconstruction for traffic safety and aesthetic improvement.

Over the next twelve months we will see the completion of the Central Square project and the widening of Route 3. These two projects along with other traffic improvements including signals along North Road should go a long way in addressing the traffic problems of our Town. We will also continue to work on the school building project as well as our Fire and DPW facilities so that we can move forward to continually improve the services and efficiencies in the operation of the Town. Lastly, we must continue to maintain the prudent and careful management of our finances as we cope with the continuation of difficult economic circumstances.

As always, I want to thank the members of the Board of Selectmen for their direction and support during the past eighteen months including William Dalton, Philip Eliopoulos, Michael McCall, Thomas Moran and Stuart Weisfeldt. I also want to recognize and thank the Department Managers and Town employees for their continued dedication and efforts. In particular, I want to thank the staff of the Executive Office, which has included John Coderre, Marian Currier, Donna McIntosh, Janet Murphy, and Jeanne Parziale.

It has been a challenging and often difficult period and the near future looks equally challenging. Throughout it all, I remain appreciative of the opportunity to work on your behalf as Town Manager. I remain committed to sustaining the direction in which we are heading to make Chelmsford an even better community.



Finance Department

Charles F. Mansfield

Finance Director/Treasurer/Tax Collector

The town's financial management is strong. The Fiscal year 2002 ending fund balance was \$4.9 million, or an adequate 5.9% of operating expenditures. The town has added reserves in the stabilization fund of over \$7.9 million, or 9.5% of operating expenditures. Chelmsford fund balance policy is to maintain the stabilization fund between 5%-10% of operating expenditures. The town expects to end fiscal 2003 with a surplus, despite the \$583,000 reduction in state aid made by the governor this past January.

As a result of the employment opportunities in and outside of the town, unemployment has historically been below state and national levels and is currently at 4.8%. Assessed valuation has been increasing strongly at an average annual 12% since 1998 to over \$3.79 billion in 2003, bringing the per capita assessed valuation (AV) to a very high \$112,000. The tax base is diverse, with the 10 leading taxpayers accounting for only 5.2% of total AV. Wealth and income levels are high, as demonstrated by median household effective buying income at 139% of state and 174% of national averages.

The overall debt burden is moderate on a per capita basis at \$1,922, but low on a market value basis at 1.7%. The debt service carrying charge is manageable at 11% of expenditures; amortization is rapid with 64% of principal retired in 10 years. Chelmsford is planning to issue around \$2.5 million annually for various capital improvements and about \$6-\$7 million annually for sewer projects. The Town maintained its Moody's credit rating of Aa3.

The Town has continued to improve its long-term financial position through the preparation and adherence to five-year fiscal forecasts and strategic planning. This planning addresses operating costs, debt, facility needs, and financial reserves.

Assessing Division

The Board is responsible for the full and fair market valuation of the approximate 13,900 real and personal property parcels within the community as of January 1st of the fiscal year. Fiscal Year 2003 was an interim adjustment year that demonstrated an average of 20% in property increase values. The tax rate for the fiscal year decreased to \$14.05 from the previous fiscal year of \$15.84. The real estate market continues to escalate as the community enters a full three year revaluation during the next fiscal.

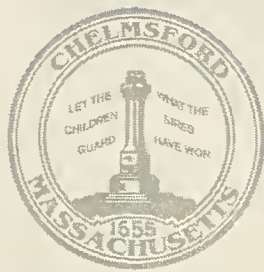
In addition, the Board is responsible for the administration and abatement of the approximate 30,000 excise bills that are issued through several commitments annually by the Registry of Motor Vehicles.

The Board congratulates Frank Reen as the Chief Assessor and Kit Bianchi as the Assistant Assessor. Frank was promoted from the position of Assistant Assessor upon the retirement of Diane Phillips. Kit was promoted from the position of Department Assistant of the Community Development Office. The Board congratulates Diane on her retirement after 17 years of service as the Chief Assessor and is pleased that Diane will remain on the Board as an acting member. In closing, the Board thanks the staff for their unending dedication and commitment to public service.

Accounting / Annual Audit

The Accounting Division is responsible for record keeping of all financial transactions of the Town; processing of all bills, warrants, receipts, payroll and ledgers; and supplies departments with financial reports and payroll information. The Accounting Division ensures the Town is in compliance with Generally Accepted Accounting Principals, Federal and State laws, and Town Meeting authorizations.

In accordance with Section 6-7 of the Town Charter the Board of Selectmen annually designate an independent public accountant or firm of accountants to audit the books and



accounts of the Town as provided for in Massachusetts General Laws. This requirement was completed in Fiscal 2001 by R.E. Brown & Company, P.C. of Mendon, MA.

Presented here from the annual audit is the Combined Statement of Revenues, Expenses, and Changes in Fund Balances for All Governmental Fund Types and Expendable Trusts for the Fiscal Year ended June 30, 2001. For a complete explanation of the Town's Fund structure and how it differs from the "budgetary basis" presented above, readers may refer to Appendix C of the annual budget document.

In the coming year the Finance Department will continue to promote the highest degree of public credibility and confidence in its operations by fostering fiscal accountability, efficiency, and integrity in all aspects of operations.

TOWN OF CHELMSFORD, MASSACHUSETTS					
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES					
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS					
YEAR ENDED JUNE 30, 2002					
	GOVERNMENTAL FUND TYPES			FIDUCIARY	TOTALS
	GENERAL	SPECIAL	CAPITAL	EXPENDABLE	(MEMORANDUM
		REVENUE	PROJECTS	TRUST	ONLY)
REVENUES:					
PROPERTY TAXES	\$ 51,067,998	\$ -	\$ -	\$ -	\$ 51,067,998
INTERGOVERNMENTAL - STATE	22,455,733	873,702	-	-	23,329,435
INTERGOVERNMENTAL - FEDERAL	-	1,437,790	-	-	1,437,790
MOTOR VEHICLE EXCISE TAX	4,014,532	-	-	-	4,014,532
INVESTMENT INCOME	519,617	2,499	-	470,144	992,260
SEWER	1,422,628	-	-	-	1,422,628
SPECIAL ASSESSMENTS	-	2,253,450	-	-	2,253,450
DEPARTMENTAL	2,421,765	4,775,628	-	6,052,214	13,249,607
TOTAL REVENUES	81,902,273	9,343,069	-	6,522,358	97,767,700
EXPENDITURES:					
CURRENT:					
GENERAL GOVERNMENT	3,043,771	196,612	61,495	-	3,301,878
PUBLIC SAFETY	8,660,246	236,438	2,787,603	7,149	11,691,436
EDUCATION	42,713,389	4,146,588	541,297	-	47,401,274
PUBLIC WORKS	5,672,190	357,305	11,328,973	73,329	17,431,797
CEMETERY	263,759	-	-	-	263,759
HUMAN SERVICES	693,702	676,051	-	-	1,369,753
CULTURE & RECREATION	1,353,156	896,962	56,818	29,900	2,336,836
EMPLOYEE BENEFITS	11,823,464	-	-	6,111,531	17,934,995
STATE & COUNTY ASSESSMENTS	258,378	-	-	-	258,378
DEBT & INTEREST	8,930,923	-	-	-	8,930,923
TOTAL EXPENDITURES	83,412,978	6,509,956	14,776,186	6,221,909	110,921,029
EXCESS (DEFICIENCY) OF REVENUES					
OVER EXPENDITURES	(1,510,705)	2,833,113	(14,776,186)	300,449	(13,153,329)
OTHER FINANCING SOURCES (USES)					
BOND PROCEEDS	-	-	24,750,000	-	24,750,000
OPERATING TRANSFERS IN	1,904,506	20,000	2,362	514,842	2,441,710
OPERATING TRANSFERS OUT	(502,362)	(1,398,571)	(2,547)	(537,388)	(2,440,868)
TOTAL OTHER FINANCING SOURCES (USES)	1,402,144	(1,378,571)	24,749,815	(22,546)	24,750,842
EXCESS (DEFICIENCY) OF REVENUES AND					
OTHER FINANCING SOURCES OVER (UNDER)					
EXPENDITURES AND OTHER FINANCING USES	(108,561)	1,454,542	9,973,629	277,903	11,597,513
FUND BALANCE AT BEGINNING OF YEAR	5,049,330	5,765,949	(7,025,213)	9,268,886	13,058,952



Town Clerk & Registrars

TOWN CLERK'S VITAL STATISTICS

Sporting Licenses	557
Dog Licenses	3100
Kennel Licenses	0
Birth (Inc)	396
Deaths	325
Marriages	155
Intentions	160

Elizabeth L. Delaney
Town Clerk

The year 2002 was a year of major change for the Town Clerk and Registrars Office. The Optech III electronic voting system that the Town had been using for the previous ten years was becoming obsolete. Under Article 14 of the April, 2001 Annual Town Meeting, the sum of \$64,000 through the Capital Planning article was voted and approved for purchasing ten Accu-Vote Optical Scanning machines. After purchasing the new machines in December 2001, our staff, precinct workers and voters had to be retrained for the new system. Beginning with the Annual Town Election on April 1, 2002 the new system was to be in place. We easily realized the overall success on election night when unofficial results from all nine precincts were available just forty-five minutes after the polls closed at 8PM.

Other events originating from our office include the Annual Town Meeting on April 28th with an adjourned session on May 2nd, the State Primary Election on September 17th, the Annual Fall Town Meeting on October 21st with an adjourned session on October 24th and finally the State Governor's Election on November 5th. This election generated a 76% voter turnout.

On September 15th, Mary E. St. Hilaire retired after thirty years as Town Clerk. She was first elected in March of 1972. One of her last official acts was to swear in Elizabeth L. (Betty) Delaney,

her employee of thirty years, who had been appointed by the Town Manager, as Town Clerk. Mary was the last elected Town Clerk. In 1989 the Town changed from an open Town Meeting concept, to a Charter form of government with a Town Manger, and 162 Town Meeting Representatives. According to the Charter, "the incumbent Town Clerk shall continue to serve in the office for which they were elected and shall continue to serve in said offices during good behavior." After attending and never missing 148 Town Meetings and 69 elections and signing countless birth, death, and marriage certificates, and being an active member of numerous committees, Mary decided it was time to relax and enjoy her beloved Red Sox. We miss her humor and her company.

Another faithful employee Sandra (Sandy) A. Kilburn, also retired on September 15th. After beginning as a part-time employee in 1973, in the Town Clerk's office, she moved up to full-time and eventually became the Departmental Assistant for the Registrars Department. She worked hand in hand with the Town Clerk's Office providing and updating information regarding census, voter registration and elections. She too is missed.

Due to budget constraints and employee reductions, it was decided to merge the Registrar's Department into the Town Clerk's Office. Now all personnel work together serving the public and maintaining all the records for both offices.

Voting Strength as of December 31, 2002 Enrolled Voters

Precincts	1	2	3	4	5	6	7	8	9	TOTAL
Democrats	541	542	513	535	524	577	544	603	527	4906
Republicans	344	249	250	294	339	360	375	366	387	2964
Unenrolled	1220	1022	1282	1162	1320	1364	1488	1258	1410	11526
Libertarian	5	12	9	14	14	10	5	11	12	92
Inter. 3rd Party	1	0	0	2	2	2	1	3	0	11
Reform	0	1	0	0	0	0	0	2	1	4
Rainbow Coalition	1	0	0	0	0	0	0	2	0	3
Socialist	0	0	0	0	0	0	0	0	1	1
Greenparty USA	0	3	0	0	0	0	0	0	0	3
Mass Green Party	2	0	1	3	1	2	2	2	1	14
TOTAL	2114	1829	2055	2010	2200	2315	2415	2247	2339	19524

Andrew Sheehan,

Community Deveopment Coordinator



Planning & Development

Planning Board

The Planning Board is responsible for insuring that the development of land in Chelmsford meets the criteria set forth in state and local land use regulations. The process involves the review of lot divisions, definitive and preliminary subdivisions, site plans, and special permits. The Planning Board strives to maintain the character of Chelmsford and enforce the provisions of the 1997 Master Plan.

Despite the economic slowdown, the Planning Board had a busy year reviewing development projects. The Board reviewed four significant commercial and industrial developments totaling over 100,000 square feet of floor space; approved 9 smaller Site Plans; approved 4 Minor Site Plans; approved 12 Approval Not Required plans; approved 6 Definitive Subdivisions creating 14 lots; approved one paper street construction project; and reviewed 1 Preliminary Subdivision.

The Board welcomed Bob Joyce as a member in April 2003 and Michael Pacitto as an alternate member in July 2002, and said goodbye to John Goffin. The staff that supports the Board also underwent changes this year. Community Development Clerk Kit Bianchi left to become the Assistant Assessor and was replaced by Diane Darling.

Board of Appeals

The Board of Appeals hears petitions for Variances, Special Permits, Comprehensive Permits, and appeals of the Building Inspector's rulings. The Board remained busy in FY2003, granting 27 Variances and 9 Special Permits; denying 6 Variances and 1 Special Permit; and upholding the Building Inspector once.

Comprehensive Permit applications kept the Board busy. Although none were approved during the fiscal year, the Board monitored the progress of one Comprehensive Permit project under construction; two that were approved and



Planning Board, Seated left to right: Christopher Garrahan, Pamela Armstrong, Vice-Chairman, Susan Carter, Chairman
Standing left to right: Charles Wojtas, Clerk, Robert Joyce, James Good, Michael Pacitto (Alternate).

appealed to the courts; and opened hearings on 2 other Comprehensive Permit projects. The Town's percentage of affordable housing units remained at 4.81%.

Conservation Commission

In 2003 Trillium Levine replaced Lynne Davis as Conservation Officer.

The Commission continued to make improvements to its reservations, town forests, and conservation lands. The Commission approved a limited timber harvest and sale at Thanksgiving Forest in the fall of 2002. The Commission continued a dialogue with the Carlisle Conservation Commission to try to better manage the Cranberry Bog Reservation that straddles the common border. The Commission continues to monitor the widening of Route 3 and the townwide sewer project. Red Wing Farm on Maple Road was acquired for conservation purposes using state open space acquisition funds that the Town received as compensation for the Route 3 widening project. Graduate students from the Conway School of Landscape Design completed a master plan for Red Wing Farm in the spring of 2003. Landscaping and initial construction activities aimed at refurbishing the site are set to begin in the fall of 2003. Finally,



Planning & Development

graduate students from the Conway School completed an update to the Town's Open Space and Recreation Plan in the spring of 2003.

As has been the case for several decades, the majority of the Conservation Commission's time was devoted to wetlands protection. The Commission reviewed a total of 56 permit

applications under the Massachusetts Wetlands Protection Act and Chelmsford Wetlands Bylaw. Of these applications, 17 were Notices of Intent, 37 were Requests for Determination of Applicability, and two were Abbreviated Notices of Resource Area Delineation.

Wetlands permit applications for Fiscal Years 2002 and 2003:		
	<u>2002</u>	<u>2003</u>
Requests for Determination	42	37
Notices of Intent	26	17
Abbreviated Notices	1	2
Total	69	56

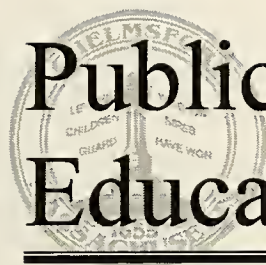
Historic District Commission

The Historic District Commission functions as a regulatory commission for the benefit of the Town. A small area of the Town's center section is under the Commission's authority. The objective of the Historic District Commission is to provide an expeditious application and review relative to the physical modifications to the residences and businesses within the District. Regular meetings are held on the first Monday of each month at the Town Offices.

During fiscal year 2003, the Commission received 23 applications for review and 23 applications were accepted. Three public hearings were held and twenty public hearings were waived. Five Certificates of Appropriateness, 16 Certificates of Non-Applicability and two Certificates of Hardship were issued.



Board of Appeals,
Seated left to right:
 Gustave Fallgren,
 Harold Organ, Chairman,
 Eileen Duffy.
Standing left to right:
 William Gilet, Ronald Pare,
 John Coppinger,
 Vice-Chairman.



Public Education

Richard H. Moser, Ph.D.
Superintendent of Schools

Chelmsford Public Schools

The membership of the Chelmsford School Committee at the end of the 2002 calendar year included Mrs. Evelyn Thoren, Chair; Mrs. Sheila Pichette, Vice Chair; Mr. Angie Taranto, Secretary; Mrs. Cheryl Perkins, Member at Large; Mr. Jim Trager Member at Large; and Kimberly Ang, Student Representative. Central administration for the Chelmsford School Department included Dr. Richard Moser, Superintendent of Schools; Dr. Karen Mazza, Assistant Superintendent for Curriculum and Instruction; Mr. Robert Cruickshank, Business Manager; Mrs. Dory Toppan, Director of Personnel; and Mr. Bruce Forster, Director of Educational Technology and Information Services.

The most salient issue of importance to the future of the Chelmsford Schools during 2002 was our focus on secondary school facilities. There were two votes of the community to approve a facilities improvement project for our secondary schools. The first vote included the construction of a new McCarthy Middle School, and renovation/additions at Parker Middle School and Chelmsford High School. The vote failed by a small margin and was followed by a second vote for a new McCarthy Middle School and renovation/additions at Chelmsford High School. The second vote also failed by a larger margin than the first vote.

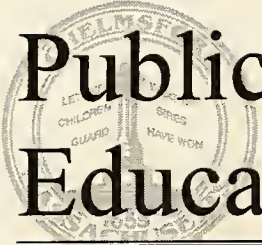
The Chelmsford School Committee proposed the formation of a follow-up committee to continue the facilities initiative. The follow-up committee would consist of six members: superintendent of schools, town manager, two members of the Chelmsford Board of Selectmen and two members of the Chelmsford School Committee. The purpose of the committee is to recommend our next steps for facility improvements K - 12.

A second issue which continues to be important to the future of the Chelmsford Public Schools is our increasing enrollment. Below is a chart detailing our actual K - 12 enrollment for FY 02 and projected enrollments for FY 03 and FY 04.

SCHOOL	FY 02	FY 03	FY 04
ELEMENTARY	2,196	2,216	2,238
MIDDLE	1,789	1,792	1,790
HIGH SCHOOL	1,662	1,707	1,755
TOTAL	5,647	5,715	5,783

A final issue worthy of attention includes the status of our current and future budgets. Our current budget for the 2002-03 school year is \$41,002,277. It is anticipated that our budget for next year will be \$40,450,000. This represents a substantive reduction in financial resources to support our current staff and programs. The Chelmsford School Department will be planning for these reductions and restructuring current programs for the 2003-04 school year.

The Chelmsford School Committee continues to commit to the mission of our school system for all students..."to cultivate the development of students into self-confident, lifelong learners and responsible citizens who possess personal integrity and the ability to succeed in a global society." The Committee welcomes input from our community on school programs and looks forward to a positive end to the 2002-03 school year.



Public Education

*Judith L. Klimkiewicz,
NASHOBA Superintendent*

Nashoba Valley Technical High School

MCAS INTENSIVE PROGRAMS

Nashoba has had an MCAS Summer Program for the last three years for incoming students and current students free of charge.

MCAS Academies in English and Math are provided for freshmen and sophomores during the school day. Academic Success Center is an after school program for ninth through eleventh grade students focusing on individualized assistance in areas of weakness. Individual Student Success Plan assigns students with a mentor who will identify areas of weakness and work with Academy Teachers, Success Center Tutors, and the student's regular academic teachers to help the student improve on these targeted areas. Eleventh Grade Academies allows any student needing to retake the test the opportunity to attend English and Math Academy.

SPECIAL ACADEMIC PROGRAMS

College preparatory courses are available in all core subjects. Foreign language is offered all four years for interested students. Juniors who are eligible may elect to enter the Dual Enrollment Program and take their junior and senior year at a community or state college facility in Massachusetts or New Hampshire. Upon completion, they receive their high school diploma from Nashoba and one or two years of credit from the college.

STUDENT ACTIVITIES

Nashoba sponsors an extensive program in intrascholastic sports including varsity teams in ten sports with equal opportunities for male and female students. Other activities include Student Council, National Honor Society, Yearbook, Students Against Destructive Decisions, Skills USA, Student Leadership, peer mediation, and many special interest clubs. Nashoba sports programs have no user fees.

Continuing & Community Education

Approximately fifteen hundred adults attend this evening program each school year.

The Kids Career Exploration Program

A free program for four afternoons from 3-6 PM offering students in grades five, six, and seven an opportunity to explore career opportunities. Programs are subject to change from year to year.

Summer Programs

Nashoba Valley's Allstars Summer Program is offered to 5th, 6th, and 7th graders in the area. Students enjoy outdoor adventures, sports programs, computer applications & graphics, and academic enrichment.

Community Service Projects

Nashoba is unique in its construction programs. Students go out to district towns to work on community service projects. Rather than building one house a year, the students perform needed projects for the district towns. This program educates students in a real world setting and allows the towns the benefit of viewing Nashoba students as well as having a project completed for the cost of materials.



Police Department

Raymond G. McCusker
Police Chief

I herein respectfully submit for your information and review the Annual Report of the Police Department. At the present time, the Department is made up of 55 permanent Officers.

NEW POLICE FACILITY

After many years of trials and tribulations the new police facility was officially opened on April 22, 2003. A dedication ceremony was held on May 18, 2003 and the town was honored by the presence of five Constables from Chelmsford, England. State and Local Dignitaries also attended the celebration. Our new 25,000 square foot main facility is state of the art with training rooms, interview rooms, fitness center, and adequate locker space and office space to expand the force by 50% should the need ever arise.



I would like to thank the members of our building committee for their support and efforts, specifically Town Manager Bernie Lynch, Selectman Philip Eliopoulos, Retired Chief Armand Caron and Lieutenant James Murphy. I would also like to thank the Board of Selectmen, all Town Officials and Town Meeting Representatives. A special thanks to the Chelmsford Police Foundation for their financial support of our special projects outside of our building budget.

This is a facility that the townspeople can be proud of and one that will serve the town for the foreseeable future.

MISCELLANEOUS STATISTICS

Calls Answered by Cruisers	22,014
Summons Served	246
Accidents Reported	1,351
Fatal Accidents	1
Personal Injury Accidents	197
Mileage of Cruisers	433,000
Station Lockups	560
Citations Issued	3,786
Parking Violations Issued	266
Restraining Orders Served	82
Protective Custody	53
Alarm Calls Responded to by Cruisers	1,923
Medical Calls	1,904
Suspicious Activity Calls	1,272
Disturbance Calls	652
Domestic Calls	342
O.U.I	70

ACHIEVEMENTS

- Completed installation of an Automated Emergency Telephone Notification System
- Established a telephone TIP line of 978-244-TELL
- Grants received:
 - State Community Policing Grant\$32,000
 - State Public Safety Equipment Grant Program.....\$44,500
 - State DARE Grant.....\$13,000
 - State Highway Safety Grant Program.....\$ 9,600

RETIREMENTS

The five police officers who retired were: Officer William F. Walsh, Officer Richard A. Adams, Sergeant Timothy F. O'Connor, Jr., Officer Ernest E. Woessner, Jr., and Sergeant Robert M. Burns.

Fire Department

*John E. Parow
Fire Chief*

This proved to be another very busy year for the Chelmsford Fire Department. Total emergency calls for the year were 4,571. Medical emergency calls accounted for over half the calls at 2,318. Actual fire calls were down over this period, however, we had some of the largest building fires in the department history including a six (6) alarm fire at the Carriage House Apartments and a four (4) alarm fire at Laughton's Nursery.

Over the past year the department suffered two great losses. The retirement of eleven (11) firefighters with a combined career experience of over 285 years and a reduction in manpower to the department of seven firefighter positions. In addition to the above, one firefighter was activated by the military and has yet to be released for return to work.

The eleven (11) firefighters that retired were: Captain Walter Adley, Captain Michael Burke, Firefighter David Campbell, Firefighter James Curran, Firefighter William Curran, Firefighter William Dalton, Firefighter William Jamer, Firefighter Ray Kydd, Firefighter Edward Nolet, Firefighter Daniel Reid, Firefighter James Reid, we wish them a long and enjoyable retirement. Firefighter Robert Tello was activated by the Air Force and we hope for his safe return.

Out of the eleven retirements we were able to hire four new recruits. They are Michael Chiasson, Casey Phelan, Michael Maher and Michael Nelson. All four have graduated from the 11 week Massachusetts Fire Academy Recruit Training class and hopefully will enjoy a long and fulfilling career with the department.

The new Quint "firefighting" apparatus was put into service this past year and will offer the department greater versatility at all emergency scenes. In addition, initial plans are underway to replace the fifty year old Center Fire Station and consolidate three of the five current stations into one station to improve efficiency and effectiveness.

I would like to thank all members of the department, my staff, the Town Manager, and the Board of Selectmen for their support over the past year.





Building Department

*Anthony F. Zagzoug,
Inspector of Buildings*

The Inspections Department has been very active this year enforcing state building codes and local zoning regulations. Several large projects were started in town this year including the 144-unit multifamily site at 225 Littleton Road and the 51-unit elderly housing site on Sheila Ave.

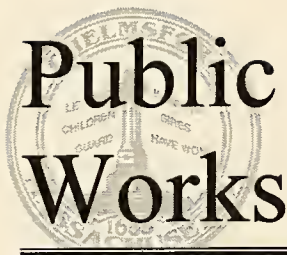
The following is a breakdown of permits issued this year:

New construction permits in 2002	
Single Family Dwellings:	28
Two Family Dwellings:	1
Multifamily Dwellings:	5 (210 units total)
Institutional:	1
Municipal:	1
Commercial:	1

Type of Permit	Number of Permits Issued	Fees
Building	848	\$644,656.00
Wiring	871	\$ 68,110.00
Plumbing & Gas	1217	\$ 58,224.00
TOTAL:	2936	\$770,990.00

In addition to the fees above, the total fees collected for sign permits, yard sales, and Certificates of Inspection amounted to \$11,186.00.

I would especially like to thank part-time Local Inspector Joseph Shaw for his service to our department. Joe has chosen to retire after ten dedicated years, and his expertise will be missed. We welcome Scott Hammond as the new part-time Local Inspector. I would also like to thank the personnel of other Town Departments for their cooperation, support, and assistance throughout the year.



James E. Pearson, PE
Public Works Director & Town Engineer

The Department of Public Works, created in 1989 by the Town Charter is comprised of Divisions including the highway, engineering, recreation, public buildings, parks, public shade trees and the operation of the sanitary sewer system.

Engineering Division

The Engineering Division provides technical support to many Town Boards including Planning Board, Conservation Commission, Town Manager, Board of Selectmen, Assessors, Town Clerk and Sewer Commission. Additionally the engineers design several projects for the Highway Division to construct such as sidewalk improvements, drainage repair, upgrades and Parks improvements.

This year's reviews for the Planning Board included 17 Site Plans, 2 minor Site Plans, 4 subdivision plans, and many Approval Not Required plans. Also, all projects involving site plans were inspected for compliance with the approved plans.

Engineers provided layout, grades, technical assistance, and inspections for the following projects:

- Sidewalk construction on Middlesex Street
- Sidewalk construction on Graniteville Road
- Multiple drainage improvements
- Review of the site plans for the Board of Appeals for Affordable Housing
- Performed construction administration at East Field
- Assisted with project management of the Central Square safety improvements

The office staff processes all expenditures and payroll for the Engineering, Sewer, Public Buildings and Parks Divisions.

Public Buildings

The Public Buildings Division maintains all municipal public buildings in town, performs the everyday custodial duties as well as the updating of buildings to meet the ever-changing needs. This division accommodates Board of Selectmen meetings, various town committees, commissions and multiple group meetings ensuring no conflicts with dates, times and meeting rooms. Other duties

include furniture repair, mechanical repair, repair of ceilings, walls, woodwork and painting, general "handy work" around the various buildings and perform snow removal during the winter months.

This year's special projects:

- Painted Old Town Hall auditorium walls
- Assisted Parks Division with Country Club pro shop renovations
- Completed air-conditioning of the Old Town Hall auditorium
- Re-roofed the final flat section of the Town Offices

The Public Building staff is also involved in numerous projects throughout the year. These include Winterfest, Student Government Day; recycle drop-off, annual Friends-of-the-Library book sale and the Fourth of July celebration.

Parks Division

The Parks Division maintains all parks, traffic islands, ballfields, playgrounds and commons in town. The grounds are groomed each spring and prepared for the heavy use each area receives during the year. This Division also prepares the Town Common for the annual Fourth of July celebration as well as the cleanup and restoration of damaged areas resulting from an abundance of activities throughout the year. Projects this year included:

- Varney Field tennis courts resurfacing
- New roof on Southwell Field snack shack
- Refurbished lower level of the Country Club with renovated bathrooms and sales/service area
- Replaced shrubs on the Common and performed major maintenance and root-care to the Purple Beech tree

The Division would like to thank many volunteer groups and individuals for their time, donations and help. Also, thanks to all that participated in the Adopt-a-Park program this year.



Sewer Division

The Sewer Division continued to expand this year with the addition of approximately 600 new sewer connections, bringing the total of on-line sewer users to 8433. Major work items this year include:

- Valve replacement at Southwell and Katrina pump stations
- Pump overhauls at Southwell and Katrina pump stations
- Started installation of SCADA system for improved remote monitoring and operation of pump stations

The office staff handles all sewer betterments, sewer billing, phone inquiries, complaints and other related correspondence. They also perform clerical work for the Chelmsford Sewer Commission.

Highway Division

The Highway Division maintains and improves all the streets, culverts, catch basins and manholes, street signs, traffic signs and traffic signals for approximately 230 miles of roadway. Additionally, the Highway Division clears the streets and public lots of snow and ice, which this past winter totaled approximately 97 inches and assists the other departments with the division's equipment and expertise of the crew. The office maintains all financial records needed for the reporting, tracking, payments of all vouchers connected with the highway budgets - including General Expenses, Salaries, Snow and Ice, Massachusetts Chapter 90 Funding (road reconstruction or repair), Street Lighting and Capital Expenditures.

The Division installed 58 catch basins and approximately 3,410 ft. of drainage pipe along with 7,420 ft. of sidewalk on Graniteville Road. Also 10 catch basins, 300 ft. of pipe and 2,450 ft. of sidewalk on School Street were installed. A new subdrain of approximately 2,000 LF was installed on Brentwood along with 250 ft. of pipe on Thomas Drive. A new retaining wall was built at Stony Brook and culverts were installed on Crooked Spring Road along with 400 ft. of pipe on Old Westford Road. The culvert across Boston Road at Hall Road was also extended.

In addition to the above a total of 60 additional catch basins were repaired on various streets throughout the town. Also, all the drains in the

newly-sewered areas were reconstructed prior to the pavement overlay by the Sewer Commission. This included Garland, Locke, Davis, Old Westford and Brentwood Road.

The Highway Division assisted with the drainage at the East School Ball Field.

Sewer Commission

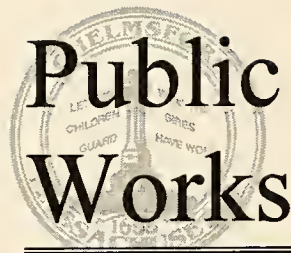
John P. Emerson, Chairman

Site restoration was completed this year in both Phases 4B (Crooked Spring Road Lateral Sewer Project) and 4C (Dennison Road/Locke Road Area lateral Sewer Project). Pipeline installation and paving continues in Phase 4D (Berkeley Drive Area Lateral Sewer Project).

The next phase (4E) is made up of two contracts, Livery Road Area and Chestnut Hill Road Area. Livery Road Area Lateral Sewers was bid this spring; pipeline installation is underway. Livery Road Area is on schedule to be complete in the summer of 2004. Design is nearing completion for the Chestnut Hill Road Area with construction anticipated to commence in the spring of 2004.

In August, the Chelmsford Sewer Commission (CSC) submitted a Project Evaluation Form to the Department of Environmental Protection (DEP) to compete for a place on the DEP's Final Calendar Year 2004 Intended Use Plan (IUP). The IUP is a priority-ranking list that DEP uses to assess which Clean Water projects will receive State Revolving Fund (SRF) loans. In 2002 and 2003, Phases 4D and 4E were placed on the IUP. This summer's submission is the CSC's attempt to secure a SRF loan for Phases 4F (High Street/Hunt Road Area Lateral Sewer Project) and 4G (Robin Hill Road/Burning Tree Lane Area Lateral Sewer Project). Phase 4F design is underway. The CSC will continue to submit applications and design schedules to maintain eligibility for the SRF loan program.

The CSC would like to acknowledge our administrative staff, Jacqueline Sheehy, Amy Baron and Heather Callery, for their hard work, professionalism and patience. They are the individuals who interface with the public on a daily basis, and their multifaceted duties are shared by the Sewer Division of the Department of Public Works.



Recycling Committee

The Town of Chelmsford contracted for the following services for residents, funded by taxes: weekly collection of solid waste, biweekly collection of recyclables, eight curbside leaf collections, and year round composting at Laughton's Nursery in Westford. The Town disposed of 15661 tons of solid waste, and recycled 2430.6 tons of paper, 824.65 tons of commingled cans and bottles, and 107.03 tons of cardboard. The Town fulfilled the requirements for the Massachusetts Municipal Recycling Incentive Program last fall, which provided an incentive payment based on the amount of recyclables collected in our curbside program. Unfortunately the Massachusetts Municipal Recycling Incentive program has been discontinued as of January 2003 due to state budget cuts.

The Chelmsford Recycling Committee held two brush drop-offs at Community Tree. The CRC also held two recycling drop-offs for metal (41 tons recycled), tires (1341 tires recycled), furniture and household goods (which were donated to the Massachusetts Coalition for the Homeless), clothing (which was donated to Goodwill Industries), electronics (51 tons collected). The CRC held the annual Town-Wide Litter Clean Up on May 3. 380 volunteers picked up litter from conservation land, schoolyards, road shoulders, and illegal dumpsites, and gathered afterwards for a picnic at the Elks Lodge.

The Town of Chelmsford sold composting bins as part of a state recycling grant to help reduce waste. The town also has an ongoing mercury drop-off for thermometers, florescent light bulbs, switches and other mercury containing items at the Chelmsford High School's mercury waste shed (first Wed of each month April-November). The annual recycling and trash flyer was produced and mailed to all residents. This flyer included the recycling schedule, and detailed the proper methods, timing and places for disposal of various types of recyclable material and solid waste. This type of information was also prepared for inclusion in the Community Newsletter and the "Chelmsford Recycles" web page at www.TownofChelmsford.us

Cemetery Commission

The Cemetery Commission is pleased to report the following highlights and accomplishments for fiscal year 2002-2003 to the citizens of Chelmsford.

At Riverside Cemetery, a hazardous tree removal project funded through the Community Preservation Act was completed during the Spring. Twelve diseased trees that had been designated as "high-risk" by an arborist were removed. New trees will be replanted in selected locations. Future monument and granite curb lot restoration work is also being planned for Riverside Cemetery which was established in 1841.

At Forefathers Burying Ground, the grant funded restoration project concluded in June. This project involved the reconstruction of two above-ground tombs as well as the rebuilding of a 120 ft. fieldstone retaining wall in the Historical Section. Nearly ninety 18th and 19th century slate gravestones were cleaned, reset, and repaired by Fannin-Lehner Preservation Consultants of Concord, MA. Their efforts will help preserve this historic treasure for future generations.

A new 1500 sq. ft. garage building is being planned for future construction at Pine Ridge Cemetery as a Nashoba Valley Technical High School (NVTHS) community service project. When completed, the garage will provide much needed storage space for maintenance equipment and vehicles. The present day garage and office facility was last expanded during the 1960's. Construction is tentatively scheduled to commence during Fall, 2003. Donated student labor is expected to result in significant savings over traditional construction costs. The Commission would like to thank Bernard Lynch, Town Manager and Nashoba officials for their assistance in approving this project.

There were 163 interments during the year including 37 cremation interments which accounted for 23% of total interments. In addition, there were 72 cemetery lots sold during the year. Thirty residents participated in the Prepaid Interment Fee Program. The Cemetery Commission commends our staff for their daily efforts to keep Chelmsford's six public cemeteries well-maintained and attractive burial places.



Human Services

Martin Walsh
Director of Human Services & Veterans Agent

Council on Aging / Senior Center

The greatest challenge over this past year was keeping our staff and programs intact so that needed services could be maintained. All total, the cumulative cost for operating your senior Center approaches \$750,000 annually. Beside the significant contribution of the Town, there is Federal and State funding, program income, transportation subsidies, and the ongoing and generous support from the "Friends" of the Senior Center. This year, as a result of all our political activity and advocacy, programs will be level funded through the forthcoming year. Not bad though considering these difficult times, and a "breather" with optimistic hope that next year's financial situation will reflect a brighter tomorrow. Certainly the challenges of providing service to those in need will not diminish. The following program statistics give partial testimony to our efforts over the past year:

- 270 active volunteers contributed over 42,000 hours of Community service, a value over \$300,00 to the Center's operation
- Held a "Recognition Dinner" funded by the "Friends of the Senior Center" to honor the significant contribution of all volunteers
- Council on Aging members became aggressive and vocal advocates in support of State and Federal funding
- "Friends of the Senior Center" contributed close to \$100,000 towards the Center's operation. Also reached out to the business community seeking their support
- Received a defibrillator from Trinity Ambulance, Inc. as a donation with the



perceived belief that it will have a life saving value for our agency

- Veterans History Project - assisted veterans from WWII and the Korean War in taping their personal experiences which will be housed in the Library of Congress

In October of 2003 the Chelmsford Senior Center will be celebrating its 14th anniversary. At a construction cost of close to \$2 million in 1989, the investment by this Town has yielded enormous benefit for the total Community as well. Some examples are: town meetings, public forums, Chowderfest, blood drives, flu clinics, community functions. It has stood as a focal point of Community pride for all these years and this tradition will be reverently maintained. It is the commitment of staff, the support and direction of the Council on Aging, its work and assistance of the "Friends" and it is you, the residents of Chelmsford, who give us your financial support, dedication and involvement. It is a good relationship; one where the total is the sum of the parts. Thanks.

Adult Social Day Program	46 participants, 2580 client days of service
Congregate Lunch	36,764 – Average daily: 149
Health Benefits Counseling	426 seniors benefited from SHINE and Senior Prescription Advantage Programs
Meals on Wheels	20,104 meals which assisted 131 of our homebound elders
Outreach	Continued to assist our residents over 70 with Professional direction and supportive services
Respite/Companion Care	79 elders – 18,345 Provider hours (shared cost with Westford – 25%)
Transportation – Local	5,871 trips – 196 elders
Trips – Recreation	41 – Average passengers: 46



Veterans Services

Regina B. Jackson, Assistant Veterans Agent

The Chelmsford Veterans' Services Office provides short-term financial assistance to eligible veterans and their families as mandated by Massachusetts General Law Chapter 115. We can assist eligible, needy veterans with a monthly allowable grant and some medical coverage. The amount of assistance depends on the budget standards set by the Commonwealth of Massachusetts Department of Veterans' Services. The State will reimburse Chelmsford for 75% of authorized benefits paid.

In FY2003 we averaged \$3,444.00 per month in benefits paid out. We have about 6 active State cases. Our reimbursement from the State is paid quarterly and runs approximately 10 months behind the authorizations. We also process State Annuities for 100% disabled veterans and State Annuities for certain eligible widows. We have about 37 ongoing Federal VA cases. These are disability claims, pension

claims, appeals on denial of claims, VA medical enrollments and veterans requests for other VA and /or Federal services. In conjunction with the Senior Center, we were able to have @ 10 veterans of WWII and Korean War tell their stories as part of the Victory Project. Also, in conjunction with the Senior Center and the Historic Commission we had a presentation on the Chelmsford Memorials and Monuments.

Our office is located in the Community Center (Old Town Hall) in Chelmsford Center. This office is open M/W/F 8:30 - 4:00 and Monday or Wednesday evening 7-9. Our phone number is #250-5238. If you need help when the office is closed call Marty Walsh at the Senior Center #251-8692. If you are unable to visit our office and need a home visit, please call and we will be happy to schedule a convenient time. Thank you.

Chelmsford Housing Authority

Denise Marcaurette, Chairman

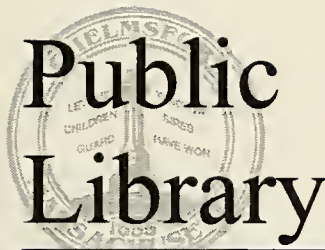
Great progress has been made over the past year in creating new housing opportunities for families, seniors and the disabled. The Authority received over \$2.5 million for over 100 new vouchers to assist people through the use of a Section 8 Voucher. These vouchers will be used in conjunction with some of the new developments planned in Chelmsford such as the Kensington of Chelmsford. This increase in assistance will begin the process of meeting the needs of the community.

Currently, the waiting period for state aided elderly/disabled housing is as follows: Local/Veterans 6 months to a year, Local Residents 2 to 4 years, Non-residents 10 years or more. The Section 8 Program continues to assist over 430 families/elderly/disabled in the area with rental assistance to live in a private apartment. Our Family Self Sufficiency Program is helping over 30 families improve their education and skills with the hopes of moving them towards homeownership.

The Chelmsford Housing Authority programs as of June 30, 2003 provided a total of 197 units of low-income public housing and 433 Section 8 Vouchers. In addition, the Authority serves as the Management Agent to the Town for monitoring the Affordable Homeownership Units located in Chelmsford.

Veterans' Emergency Fund Treasurer's Report to the Board of Selectmen	
Balance as of January 1, 2002	\$24,915.01
Add Receipts:	
The MassBank for Savings: Interest	310.79
Balance on Hand as of June 30, 2003	\$25,225.80
Assets	
MassBank for Savings, Regular Savings Account	\$25,225.80
Liabilities:	
Total Liabilities: None	0
Total Assets, Less Liabilities	\$25,225.80

Submitted by Alfred H. Coburn, Chairman



Becky Legros Herrmann
Library Director

Fiscal Year 2003 was a busy and productive year. Town residents continue to enjoy the library and its services, increasing our circulation numbers and boosting our attendance at our programs and activities. We added 1,612 town residents to our database as they received new library cards. We unveiled several updates to our technology at an open house that featured our redesigned web page (www.chelmsfordlibrary.org) -- our listeners' advisory stations (music kiosks that allow you to listen to songs from our CD collection) -- a readers' advisory station (a central spot to search databases and websites that recommend good books) -- and a new version of our card catalog that uses more graphics and has book reviews and summaries. We also wired our tables and desks in the public areas so that patrons may bring their laptops into the library and plug into the Internet. Program highlights included Improv Theater performances by teens and pre-teens -- kite design workshops and exhibits and a community kite fly -- star parties -- a visit by a past U.S. Poet Laureate -- and a Friends of the Library Fund-raiser that had us "Dancin' in the Stacks" with local band Beantown. With the help of the Friends of the Library, we also re-modeled the Young Adult area to make it more welcoming to teens. Our Summer Reading programs at both the main library and MacKay were very successful and well attended.

Circulation, Reference and Technology

During FY03, residents borrowed 513,104 items including 45,424 inter-library loans. While our overall circulation has increased by 20,000 over last fiscal year, we had a slight dip in circulation for the MacKay Library due to the budget cuts that resulted in a reduction of hours at the Branch. The reference department recorded 18,223 reference transactions including walk-ins, telephone and e-mail requests.

Electronic resources continued to be well utilized with 15,772 database searches documented. In addition to offering electronic resources, we also offered 60 computer-training workshops for both

groups and individuals. 215 patrons participated in these workshops. Workshop topics included: Connecting with Computers, our senior/teen program, How to use the Card Catalog, Database Searching, and Basic Internet Searching.

Community Services - Kathy Cryan-Hicks, Head of Community Services, coordinated 344 programs with an attendance of 5,134. Programs included poetry slams, writers' workshops, a job fair, Music on the Lawn, the First Sundays Classical series, author talks, a town kite fly, star parties, and a variety of other informational and recreational activities. Monthly art exhibits continue along with artisan displays co-sponsored by the Chelmsford Cultural Council.

Children's Department -During FY03 the children's staff offered 284 programs that were attended by 5,419 library patrons. These included our annual Dr. Seuss birthday party and our very popular Teddy Bear Picnic. We had a "Star-Spangled Summer!" at the library as our summer reading program was well attended with 1680 children participating in programs that included storytelling, musical performers, book discussions and crafts.

Anna C. MacKay Memorial Library -The MacKay Library staff offered 88 programs including 31 multi-generational programs and 47 children's programs for a total of 1073 participants. 184 children participated in the summer reading program. The MacKay Library also saw physical improvements as new windows were installed and the exterior was re-painted. The upstairs bathrooms were painted and stenciled by local scout troops and the stucco on the library porch entrance was repaired as part of an Eagle Scout project.

Public Library

The Friends of the Library continue to enhance the library by supplementing the budget in ways that help make the library special. During FY03, funds were spent on programs, equipment and furnishings. Examples of these include: furniture for the YA area, nursery rhyme carpets for the main library and MacKay, printers, music kiosks, museum passes, funding for the summer reading program performers, Music on the Lawn and artist's receptions, speakers and poets. There are over 1600 households that belong to the Friends and the library could not offer the many programs and services we do without the support of the Friends. In addition to money, many Friends offer their time. We currently have 168 volunteers who spend hours at the library shelving books, covering books, helping with mailings and programs and delivering materials to nursing homes. Their invaluable aid and enthusiasm make the library run more smoothly and the mundane tasks more enjoyable.

Trustees

In April 2002, Steve Mallette retired after a six-year stint on the library board. We gratefully acknowledge his hard work and his support during the building project and on the Capital Planning Committee. We will also miss his good sense of humor. The Library also welcomed aboard new trustee Bob Sullebarger.





Health Department

Richard J. Day
Health Director

Septage and Wastewater Abatement Program

In 2003 the Septage and Wastewater Abatement Program continued its efforts to clean up our waterways. The Board of Health, with the advent of a central sewer system in Chelmsford is now embarking on enforcement activities to insure compliance with local by-laws which will insure a safe water supply. Dye testing, water sampling and issuance of septic system permits will continue in all the non-sewered areas.

Administration and Management

Income for various services and permits was \$26,965. During 2003 in addition to inspections of restaurants, septic systems, swimming pools and beaver complaints the department made inspections of day care centers, rental housing units, public schools, recreational camps, bathing beaches, International Certificates of Vaccination and all restaurants and retail food stores.

Hazardous Waste and Industrial Wastewater Program

Richard J. Day, Director of Public Health, was re-appointed Hazardous Waste Coordinator and Municipal Coordinator to enforce the "Right-To-Know" law for Chelmsford. The Board of Health held two Household Hazardous Waste Collection Days this year which were held on May 3, 2003 and November 2, 2002. This program has consistently collected significant volumes of hazardous waste.

Title V

The Board of Health is continuing to work on developing programs to control the effects of the new Title V regulation on the residents still on septic systems.

West Nile Virus/Mosquito Surveillance Program

The Board of Health office became the collection center for handling of dead birds for the West Nile Virus Surveillance Program. Thirty-nine dead birds were reported. Six birds were submitted for testing but only five were suitable to be tested. Two birds were found positive for West Nile Virus. The state limited the type and number of birds collected this year.

Tobacco Control Program

Mary Sullivan, Program Director

The Tobacco Control Program, which is state grant-funded by the voter-approved cigarette excise tax appropriation and the Master Settlement Agreement appropriation, is striving to make a healthier community.

Amendments were made to local tobacco control regulations this year that further protect the general public from secondhand smoke. Enforcement of regulations on the local level, as well as public media awareness campaigns on the local and regional level continue in the hopes of changing social norms relating to tobacco use. The Chelmsford Program Director also serves as facilitator for the regional social sources committee, and is a member of the UMASS Lowell's Northern Middlesex Tobacco-Free Network. The program ended in September 2003 because of State budget cuts.

Communicable Disease Program

The testing of persons exposed to tuberculosis and those persons whose employment require certification of freedom from disease is another responsibility of the Public Health Nurse. One hundred thirteen Mantoux (TB) tests were given to persons as required for pre-employment, college and also to household contacts of active cases in compliance with the Massachusetts Department of Public Health regulations. Home



Health Department

visits and telephone calls are made to families of active and some inactive cases on a periodic basis to insure understanding of the illness and that adequate medical follow-up is achieved. Numerous medical records are kept and updated on residents who have a positive mantoux (TB) test and are receiving medication prophylactically and being followed radiologically at the Lowell Chest Clinic. When necessary, TB testing is done at places of business if employees are exposed to an active case of TB.



BOARD OF HEALTH SERVICES

Pneumococcal (Flu) Vaccine Recommendations

- If you are 65 years of age or older and have never had this vaccine it is recommended by the Mass Department of Public Health Immunization Program that you receive this vaccine. The vaccine will be available at the Fall flu clinic that the Board of Health has at the Senior Center TBA.

Blood Pressure Screening first Thursday of each month, 9AM to 12 noon.

Immunizations by Appointment

- Measles / Mumps / Rubella (MMR)
- Polio
- Tetanus/Diphtheria (Td)
- Diphtheria/Tetanus/Pertussis (DTaP)
- Haemophilus Influenza B (HIB)
- Hepatitis A - Certain high risk groups (call for more info)
- Hepatitis B - Certain high risk groups (call for more info)
- Hepatitis B - 6th-8th grade students during school hours. (Parents notified of dates by mail)
- Hepatitis B - 9th-12th grade students at BOH office. (Parents notified of dates by mail)
- All immunizations required by State regulations (children & adults)
- Flu/Pneumonia Clinic - Yearly
- Travel Immunizations - Hepatitis A & Gamma Globulin

Other Services

- TB Testing
- Lead Paint Screening (Age 9 months to 6 years)
- Cholesterol Testing (3x per year - cost \$10) Advertised in paper, Senior Messenger and local Cable TV
- Health Fair or Screenings (As advertised)
- Investigation and control of communicable disease within the town
- General Health Counseling and referral to other health professionals and community agencies
- Maintain and provide to the public the most current educational material available regarding various public health issues and illnesses

Immunization Program

The Board of Health sponsored three flu clinics this year: 1,320 flu vaccine doses were administered at clinics and 112 persons were immunized with pneumonia vaccine. An additional 1,990 doses were dispensed to nursing homes and physicians' offices. Three visits were made to handicapped or house-bound residents. A combined total of 3,210 flu doses were allocated to the Chelmsford Board of Health by the Massachusetts Department of Public Health.

Two-hundred seventy-five immunizations were administered to adults and students in compliance with the Massachusetts Immunizations Laws and prophylactically to residents traveling to underdeveloped countries.



Hepatitis B Vaccine, school based program, was continued this year. Sixth, seventh and eighth grade immunizations were administered at school and ninth through twelfth grade were administered at the Board of Health office. A total of sixty-seven doses were administered. This also included the Charter School. Fifty-eight doses of the meningitis vaccine were administered to high school seniors entering college. Immunizations and other health services offered are listed on Town of Chelmsford web page.

Hypertension Screening Program

Blood pressure screenings for residents are held the first Thursday of every month from 9:00 to 12:00 at the Board of Health, Town Offices. Three-hundred forty-five residents attended the screenings.

Lead Paint Screening Program

The Board of Health offers lead paint testing for children between the ages nine months and six years. Residents may call the Board of Health at 250-5243 and make an appointment with the nurse. Seven children were screened for lead paint.

Other screenings offered by the Board of Health will be advertised in advance in the newspaper.

World AIDS Day December 1st

AIDS cases are still on the increase in third world countries. AIDS flags were displayed in Chelmsford Center the end of November through early December. This serves as a reminder of those infected and affected by HIV/AIDS.

Forty-Six reports of the following diseases were completed during 2003 for the Massachusetts Department of Public Health:

REPORTED CASES OF INFECTIOUS DISEASES			
Campylobacter Enteritis	4	Pertussis	1
Giardiasis	2	Salmonella	6
Hepatitis B	7	Shigella	1
Hepatitis C	6	Strep A	2
Malaria	1	Strep B	2
Lyme	13	Strep Pneumonia	1



Recreation Department

Holly Hamilton
Recreation Director

Meetings: First Monday of each month.

The Recreation Commission is composed of seven members appointed by the Town Manager. The primary reason of the commission is to support and make recommendations to continuously improve and expand the recreational opportunities offered to the Chelmsford community.

The Recreation Department offered over 400 self-supporting programs throughout the year. Some of the successful programs organized in the year 2002 include day trips, ski programs, dance lessons, art lessons, science programs and much more. The Recreation Department will continue to develop programming in response to the growing and changing needs of all populations within the Town of Chelmsford. Recreation programs will be advertised in the Chelmsford Community Newsletter and on the town web page at www.TownofChelmsford.us.

We are most thankful to all residents whose support, dedication and involvement contributed to the success of the 2002 Recreation Department program.



The seal of the Town of Chelmsford, featuring a central figure holding a staff, surrounded by the text 'CHELMSFORD' at the top and '1853' at the bottom. The seal also includes the motto 'CHILDREN LEARNED HAVE WORK' around the inner border.

Boards & Committees

Arts & Technology Education Fund (ATEF) *EDWARD MORASSI, Chairman*

The 1996 Spring Town Meeting approved an amendment to their General By-Laws by adding Section 13 to Article VII entitled Chelmsford Arts and Technology Education Funds (ATEF) through the combined efforts of Evelyn Thoren and George Ripsom. The purpose of this fund is to provide supplemental funding to support local educational initiatives and projects. Thanks to your generosity and support the ATEF has received well over \$50,000 since its inception in November 1996. The committee is currently working on investment strategies and researching other financial resources in order to create a lasting fund and insure continued and consistent awards. The ATEF has developed a website that makes all our applications and information available at the Town of Chelmsford website.

Chelmsford is the first town to have a By-Law in place that specifies the application process, committee make-up and limitations. The Spring 2003 Applications and copies of the applications along with the By-Law were distributed in January 2003 to each school. The awards were distributed to Amy Acker at Westlands for Westlands On-Line Art Gallery, Peggy Pappafagos at Byam School for Home Reading Program, Susan Thompson-Francisco and Nancy VonderLinden at South Row for Making Writing Tasks More Accessible, Teresa Karangioze at Parker Middle School for Integrating Fine Arts with Computer Technology, Lisa Curran at McCarthy Middle School for Conversation Scrapbooks, Doug Greenfield and John King, Chelmsford High School: CAD Plotter and Accessories, Sarah Hardy and Cheryl Pulkowski, South Row: South Row Publishing Center, and Amy Heusinkveld, McCarthy Middle School: Science Observation Kits. The committee received completed applications by March 31, 2003. Teachers and School Councils apply for these funds. Awards were announced at the Board of Selectmen's Meeting in June 2003. The next applications will be distributed in January 2004 and the deadline for the next academic year is March 31, 2004.

The concept of using tax check-offs for an alternative funding source for education was

initiated by Arlington's veteran Town Treasurer, John Bilafer, under a Home Rule Petition over twelve years ago. Since this was accepted, over fifty towns in Massachusetts have adopted the statute Chapter 60. Chelmsford became involved in the process of adopting Chapter 60 through the efforts of Anthony Volpe, a past member of the Chelmsford School Committee.

Chelmsford uses a separate tear-off sheet in the excise and real estate tax bills as the method to elicit voluntary contributions to enhance the education of Chelmsford Public School students. The collected money does not become part of the school budget. The Town Treasurer disperses the funds under the direction of the ATEF Committee. Information sheets are available in the Town Offices.

The contributions that you give, have and will continue to make a difference in the education of our children ... our future taxpayers.

Celebrations Committee *Walter R. Hedlund, Chairman*

The 2003 Annual Fourth of July Celebration for the 36th year was an outstanding success, with one of the largest parade, common activities, etc. Thanks to the Chelmsford Lions Club, Chelmsford Lodge of Elks No.2310, Chelmsford Art Society, Chelmsford Community Band and many other volunteer Chelmsford organizations.

The assistance of the following departments is appreciated: Highway, Parks, Police, Fire, Town Manager, and the Board of Selectmen, and a special thanks to the Chelmsford Police Auxiliary and Explorers Troop.

The Celebrations Committee is now planning for the 2004 Annual Fourth of July Celebration.



Boards & Committees

Commission on Disabilities

Leonard Olenchak, Chairman

The Chelmsford Commission on Disabilities held ten meetings during the past year. Meetings are held in the Town offices on the third Tuesday of each month at 7:00 p.m. We may be contacted at 978 250 9689 or through our e-mail address (seccodd@aol.com). "Access Issue Feedback" forms are available at the Town Offices, Senior Center, and both libraries.

The Commission actively participated in a variety of programs:

- Awarded two scholarships in conjunction with SPEDPAC.
- Funded voice over program at Chelmsford Telemedia, allowing sight impaired citizens to audibly receive the listings on the Chelmsford Bulletin Board
- Donated \$1,000 to the Chelmsford Police Department Defibrillator Fund
- Coordinated with Town officials to make all voting locations accessible

Along with these accomplishments, we sustained our efforts to address buildings, grounds and parking access issues in town. It is our committed goal to seek all opportunities to make Chelmsford more handicap accessible for our disabled citizens.

The members of the Commission wish to express their appreciation to Town Manager Bernard Lynch, Board of Selectmen Liaison Dr. Stuart Weisfeldt and many other Town officials and citizens who have supported our efforts this past year on behalf of our disabled community.

Cultural Council

Linda Carney, Chair

The Chelmsford Cultural Council (CCC) is comprised of nine volunteers who are appointed by the Town Manager. They are: Linda Carney, Jeff Carney, Sandy DeVore, Judy Jump, Carol Kelly-Suleski, Karen McHenry, Anne-Marie Messier, Sheila Schultz and Carolyn Wiljanen.

The CCC is a local agency of the Massachusetts Cultural Council and was established to carry out the mission of the state agency by supporting programs that promote access, education, diversity and excellence in the arts, humanities and interpretive sciences. The CCC allocates state funds for these disciplines through a local re-granting program. The programs the CCC chooses to fund help improve the quality of life for our residents and contribute to the economic vitality of our community.

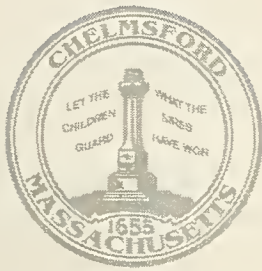
In 2002, the CCC awarded 14 grants totaling \$11,000. This money is funding cultural and arts programs in our schools, libraries, churches, historical properties and the Community and Senior centers. In addition to re-granting state funds, the CCC continued its tradition of actively promoting the arts, humanities, and interpretive sciences in Chelmsford through the following events:

- In conjunction with the library's Creative Month, we hosted two creative recycled art workshops facilitated by the staff at the Revolving Museum of Lowell.
- At our Annual Photography Contest held during Winterfest we sponsored music by local students.
- Our popular Parker Middle School Photography Classes ran a second year in cooperation with the Art Club.
- At the Annual Town Tree Lighting, the CCC provided the music of Quintessential Brass.
- Monthly art, hobby and collection exhibits are displayed in the CCC case at the Adams Library.

Historical Commission

Linda Prescott, Chairman

During the past year, the commission has continued with its ongoing projects. These projects include historic surveys of structures over 100 years old and placing a marker on the structures identifying the age and original owner. The surveys include a site visit, footprint map, deed search and photos. Finished surveys are



placed on file here in Town and with the State historical commission.

The Commission is also actively involved with historic preservation. The Commission continues to be an advocate for the ongoing North Town Hall and Middlesex Canal Projects, and is actively involved in the relocation of the Hill Jock House. A member of the Commission serves on the Community Preservation Committee, and is working on the Red Wing Farm Project.

This Fall we will start to put our records on computer to ensure their survival for the future and for access on the Town web site.

Any resident interested in history and historic preservation is invited to participate. Commission meetings are open to all and are generally held the second Tuesday of the month from September to June.

Holiday Decorating Committee
Linda Harrington, Chairman

Departmental Mission Statement

The Holiday Decorating Committee is a group of volunteers who arrange and implement the Holiday Lighting and Prelude Ceremony in Chelmsford Center the first Sunday in December. The committee, with the help of several interested individuals and groups, physically put up and take down all the lights on the shrubs and trees on the Chelmsford Common, the Old Town Hall and the Chelmsford Business District. In addition to the lighting, the committee also organizes musical talent who volunteer their time, arrange the hay rides, assist "Piney the Talking Tree" and "Santa" with more than 500 children who come to see them.

Budget

While the Town sanctions the Committee, we receive no funds and work from donations given to us by several groups and individuals. We are especially grateful this year to the Chelmsford Business Association, the Chelmsford Rotary Club, the Chelmsford Fire Union, the Chelmsford

Police Union, the Lowell Five Cents Savings Bank and Sovereign Bank.

Goals and Objectives

Our goal for the year 2003 is to light up the entire Center once the Chelmsford Revitalization Committee completes their work. We thank the Police Department, Police Auxiliary, Fire Department and the Highway Departments for their continued help and cooperation which has made our event possible and a huge success. We feel fortunate to have so many residents support our efforts and thank all those who give so freely of their time and talents to make this once a year event possible.

Finance Committee
Samuel Chase, Chairman

The Finance Committee is comprised of seven members who are appointed by the Town Moderator to three-year terms. The Committee is the arm of Town Meeting whose primary mission is to study and make recommendations on the town budget and warrant articles to be considered by the Town Meeting Representatives.

There are two Town Meetings each year; the spring meeting commences on the last Monday in April and the fall meeting is held at the end of October. Prior to the Spring Town Meeting, the Town Manager presents his proposed budget and capital improvement program for the upcoming fiscal year to the Committee.

Each Committee member acts as a liaison to one or more town departments and boards. Committee liaisons meet individually with department heads to review department budget requests. As individual reviews are completed, full Committee meetings are scheduled from December through April to hear, analyze and discuss departmental budgets and warrant articles. Each department or independent board is given the opportunity to present its budget and respond to questions and concerns raised by Committee members. Based on its deliberations, the Committee makes a recommendation on each line item of the budget and each warrant article.

The seal of the Town of Belmsford is circular and features a central figure holding a scale. The text "BELMSFORD" is at the top, "CHILDREN'S GUARD" on the left, "GRACE HAVE WON" on the right, and "1888" at the bottom. The main title "Boards & Committees" is overlaid on the seal in a large, serif font, with a horizontal line underneath.

Boards & Committees

Finance Committee (Continued)

Similar to the budget hearings, the Committee also meets with petitioners, proponents and other interested parties, whether in support or opposition of proposed warrant articles that are to be considered at the Spring or Fall Town Meetings. After consideration of each warrant article, the Committee votes on its recommendation. In certain instances, when an article has no financial implication to the Town, the Committee may vote to make "no recommendation" on the article.

The recommendations of the Committee are published in the Spring and Fall Report Books, which are available to residents and Town Meeting Representatives. Additionally, the Report contains financial data specific to the Town and other useful information.

The Finance Committee also has one or more liaisons assigned to all major capital project committees. Project Liaisons are responsible for keeping the Committee informed about a project's progress and financial status.

In accordance with the Town Charter, "The duty of Town Meeting Representatives is to keep abreast of town business and review materials forwarded to them by the Board of Selectmen and Town Manager. It is expected that town meeting members will attend meetings of multiple member bodies, attend hearings held by the Finance Committee and actively prepare for each session of the town meeting." The Finance Committee both encourages and welcomes attendance and participation of town meeting members and residents at any of its meetings.



Town Meeting Reps

The Legislative body of the Town of Chelmsford is a Representative Town Meeting consisting of 162 elected representatives from 9 precincts. Representatives are elected for a three-year term. Following is a listing of all Town Meeting Representatives as of the April 2002 election with the year indicating when their terms expire.

PRECINCT 1

2005

Anthony V. Volpe	144 Warren Ave
Elizabeth A. McCarthy	48 Bartlett St
Robert P. Joyce	103 Turnpike Rd
Marian D. Currier	181 Littleton Rd #239
William E. Spence	91 Billerica Rd
Cynthia J. Kaplan	22 Bartlett St

2004

Nancy H. Robinson	45 Billerica Rd
Mary A. Gregoire	4 Byam Rd
Barry B. Balan	54 Boston Rd
Kathryn Brough	14 High St
Margaret Peggy Dunn	2 Bridge St
Kathleen A. Tubridy	45 High St

2003

Samuel P. Chase	5 Rivermeadow Dr
Sandra A. Kilburn	181 Littleton Rd 8-217
Stephanie J. Levell	189 Acton Rd
Frances T. McDougall	11 Dawn Dr
Michael N. Raisbeck	85 High St
James P. Lynch	189 Acton Rd

PRECINCT 2

2005

George L. Merrill	108 Dunstable Rd
Francis G. Miskell	38 Groton Rd
Bruce J. Harper Sr	9 Harvard St
Wesley M. Harper	Removed 1/16/03
Vacancy will be filled 4/2003 election	
Mary Jo Welch	31 Kennedy Dr
Edward J. Nolet	8 Newfield St

2004

Mark T. Connors	61 Dunstable Rd
M. Janice Spence	816 Wellman Ave
Phyllis H. Clark	11 Sharon Ave
Francis M. Conlin	14 John St
Susan E. Carter	47 Kennedy Dr
Karen E. Connors	Removed 1/16/03
Vacancy will be filled 4/2003 election	

2003

Stanley W. Norkunas	58 Church St
Real R. Turcotte	dropped 5/7/02 per
Sec 2-5 (c)	
Vacancy will be filled 4/2003 election	
per 10/9/02 Rep Mtg	
John W. Thompson	14 Arbor Rd
Jeffrey W. Stallard	103 Tyngsboro Rd
	PO 2004
William F. Dalton	12 Dartmouth Sr
William J. Gilet, Jr	5 Sharon Ave

PRECINCT 3

2005

John P. Emerson, Jr.	8 Loiselle Ln
D. Lorraine Lambert	91 Main St
George R. Dixon, Jr	15 Edgelawn Ave
Michael F. Curran	58 Crooked Spring Rd
Michael F. McCall	151 Main St
Thomas E. Moran	19 Dennison Rd

2004

H. Steve Flynn	13 Dayton St
David H. Hadley	40 Blodgett Pk
Nancy J. Knight	29 Stonehill Rd
Jodie L. Murphy	70 Jordan Rd
Bruce R. Wolf	12 Hatikva Way
Carol W. Merriam	8 Lovett Ln

2003

James P. Spiller	96 Meadowbrook Rd
Adrienne M. Jerome	118 Crooked
	Spring Rd
Harold I. Matzkin	E24 Scotty Hollow Dr
Kathryn M. Fisher	2 Kelshill Rd
Christopher T. Garrahan	4 Maynard Circle
Shaun F. Saber	32 Hatikva Way



Town Meeting Reps

PRECINCT 4

2005

Scott E. Johnson	25 Samuel Rd
Karen M. DeDonato	57 Moore St
Brian P. Latina	15 Jessie Rd
John G. Coppinger	20 Ansie Rd
Kathleen M. Redican	80 Carlisle St
Mark A. House	12 Donald Ave

2004

John B. Sousa Jr	88 Carlisle St
Helen A. Manahan	26 Muriel Rd
Daniel J. Sullivan, III	4 Shedd Lane
Cathleen H. Latina	15 Jessie Rd
Henry A. Houle	1 Pearson St
Raymonde R. Legrand	20 Oak Knoll Ave

2003

Sheila E. Pichette	26 Shedd Ln
George A. Ripsom, Sr.	33 Porter Rd
Billy L. Martin	9 Vincent St
Dennis P. Sheehan	61 Moore St
Richard R. Madanjian	Resigned 1/15/03
Robert O. Gardner**	4 McFarlin Rd
**moved up 1/15/03	
Elizabeth M. Ripsom	33 Porter Rd

PRECINCT 5

2005

Kathleen Curran	5 Kenwood St
Evelyn S. Thoren	18 Pinewood Rd
Judith B. Mallette	13 Wedgewood Dr
Cheryl M. Perkins	10 Warwick Dr
Glenn R. Thoren	18 Pinewood Rd
Stephen J. Mallette	13 Wedgewood Dr

2004

Charles Wojtas	24 Elm St
Bonnie G. Wilder	3 Higate Rd
Dean Carmeris	20 Higate Rd
Barbara H. Ward	15 Pinewood Rd
John W. Wilder	3 Higate Rd
Carol A. Kelly-Suleski	5 Warwick Dr

2003

Patricia Wojtas	24 Elm St
Beverly A. Barrett	3 Delpha Ln
David P. McLaughlin	110 Garrison Rd
W. Allen Thomas, Jr.	374 Littleton Rd
Kathryn A. Torres	77 Hunt Rd
Chris L. Perkins	10 Warwick Dr

PRECINCT 6

2005

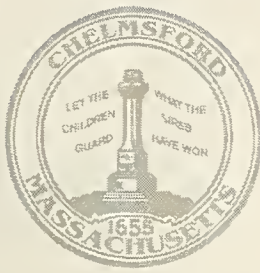
John P. Kivlan	123 Dalton Rd
Ralph M. Nebalski	10 Sunset Ave
Mary E. Frantz	34 Miland Ave
Howard J. Hall	5 Hillcrest Dr
Thomas R. Fall	11 Jensen Ave
Linda J. Fall	11 Jensen Ave

2004

Angelo J. Taranto, Jr	11 Woodlawn Ave
Janet G. Dubner	46 Dalton Rd
Susan Kupor McHugh	63 Dalton Rd
Pamela H. McKenna	60 Hornbeam Hill Rd
George T. Chianis	273 Chelmsford St
Nancy W. Kaelin	22 Fairbanks Rd

2003

Judith A. Olsson	8 Scott Dr
Stuart G. Weisfeldt	8 Leitrim Ln
David J. McLachlan	51 Brentwood Rd
Marianne J. Paresky	10 Smith St
M. Elizabeth Marshall	16 Colonial Dr
Norman J. Aubert, Jr	14 Hidden Way



PRECINCT 7

2005

Dennis J. Ready 2 Abbott Ln
 Pamela L. Armstrong 15 Amble Rd
 Donna L. Ready 2 Abbott Ln
 Stratos G. Dukakis 10 Galloway Rd
 Peter Dulchinos 17 Spaulding Rd
 Paul F. Gleason 30 Pine Hill Rd

2004

Joseph D. Ready 2 Abbott Ln
 Leonard W. Doolan, III 52 Amble Rd
 Bernard A. Ready 31 Clover Hill Dr
 Judith Hass 27 McIntosh Rd
 Kevin E. Porter 48 Abbott Lane
 John S. Goffin* 19 Cathy Rd

2003

Dwight M. Hayward 59 Amble Rd
 Kathleen S. Fitzpatrick 15 Footpath Rd
 Carol A. Stark **Resigned 12/19/02**
 Joan D. Morrison* 85 Westford St
***Moved up 12/20/02**
 Robert F. Sullebarger 46 Chestnut Hill Rd
 Clare L. Jeannotte 3 Hawthorne Ln
 Gail F. McCall 28 Galloway Rd

PRECINCT 8

2005

Philip M. Eliopoulos 26 Arbutus Ave
 Angelo J. Taranto 8 Charlemont Ct
 William C. Curry 15 Overlook Dr
 Walter A. Clevon 4 Arbutus Ave
 Joyce E. Johnson 237 Old Westford Rd
 Richard M. Johnson 237 Old Westford Rd

2004

Richard J. Day 6 Merilda Ave
 S. George Zaharoolis 191 Princeton St
 Ralph J. Hulslander, Jr. 74 Smith St
 Margaret A. Fudge **Resigned 1/13/03**

2004 continue

Gail A. Luchini** 6 Lafayette Terrace
****moved up 1/13/03**
 Christine H. Walsh 17 Old Farm Way
 Jennifer Renna
 Ferreira **Resigned 5/2/02**
 Mark A. Healy** 13 Windsor St
****moved up 5/2/02**

2003

Alexander W. Gervais 5 Arbutus Ave
 Samuel Poulten 16 Berkeley Dr
 John S. Fudge, Jr. **Resigned 1/13/03**
 Rachael A. Haded 6 Sycamore St
****moved up 1/13/03**
 John E. Abbott 384 North Rd
 Deborah Villano 10 Gregory Rd
 Mary E. Tiano 1 Spruce St

PRECINCT 9

2005

Thomas A. Newcomb 9 Clarissa Rd
 Leonard E. Westgate 7 Wildes Rd
 John G. Harrington 149 Boston Rd
 Susan B. Graves 17 Clarissa Rd
 Will L. Perry 42 Concord Rd
 James L. Hickey 104 Kristin Dr Ext

2004

Barry K. Hamill 55 Clarissa Rd
 C. Thomas Christiano 6 Drew Cir
 George E. Ryan, Jr. 51 Clarissa Rd
 Phyllis M. Elias 28 Regina Dr
 Francis J. Barre 3 Sandra Dr
 Robert P. Mackey 47 Old Stage Rd

2003

Doris M. Briggs 26 Clarissa Rd
 Marc A. Pare 2 Marina Rd
 Matthew X. O'Brien 21 Regina Dr
 Gary A. Mathews 19 Clarissa Rd
 J. Stephen Clark 11 Smokerise Dr
 Arthur Carmen 6 Howard Rd



Town Meeting Reps

CHELMSFORD ELECTED OFFICIALS 4/2/02

CEMETERY COMMISSION

(3 yr Term - elected)

Jean R. McCaffery
201 Old Westford Rd. 256-5333 2003

Gerald L. Hardy **Chr**
11 Meehan Drive 256-6717 2004

James F. Dolan
106 Middlesex Street 251-3105 2005

CONSTABLE (3 yr Term - elected)

William E. Spence
91 Billerica Road 256-4581 2004

BOARD OF HEALTH (3 yr Term - elected)

Ann Marie Roark **appt 11/4/02**
9 Natalie Rd 256-6614 2003

Earnest Wu
255 North Rd #28 256-8976 2004

Peter Dulchinos
17 Spaulding Road 256-5256 2005

Douglas E. Hausler **resigned 9/17/02**

HOUSING AUTHORITY (5 yr Term - elected)

Scott Johnson
25 Samuel Road 256-3205 2003

Denise Marcaurelle **Chr**
7 Whippletree Rd 256-0942 2005

Leonard E. Westgate **VChr**
7 Wildes Rd 256-3796 2006

Gail F. Hunter
8 Buckman Dr 256-4058 2007

Andrea MacMillan (Govnr Appt)
101 Middlesex St 1st fl 251-1328 7/16/2003

Pamela Turnbull (Govnr Appt) **resigned 2/02**

LIBRARY TRUSTEES (3 yr Term - elected)

Carol L. Sneden **V Chr**
4 Laredo Dr 256-2327 2003

Stephen J. Mallette
13 Wedgewood Drive 250-0260 2003

Barbara A. Weisfeldt
8 Letrim Lane 256-7902 2004

Steven P.L. Maloney **Chr**
10 King St 256-8538 2004

Margaret E. Marshall
2 Draycoach Drive 251-1296 2005

Elizabeth A. McCarthy
48 Bartlett Street 256-6871 2005

Eric G. Groves
2 Wedgewood Dr 256-2881 2005

MODERATOR (3 yr Term - elected)

Dennis E. McHugh
63 Dalton Road 256-6842 2005
2 Chelmsford Street (office) 256-3330



PLANNING BOARD (3 yr Term - elected)
Alternate elected 2 yr term)

Pamela L. Armstrong **Clk**
 15 Amble Rd 256-8767 2003

John S. Goffin*
 19 Cathy Rd 256-1292 2003
 *Appt 6/18/02 to fill vacancy

James P. Good
 4 Burning Tree Lane 256-2686 2003

Charles Wojtas
 24 Elm Street 256-9089 2004

Susan E. Carter **Chr**
 47 Kennedy Drive 251-4374 2004

Robert C. Morse
 45 Clarissa Road 256-5147 2005

Christopher Garrahan
 4 Maynard Circle 251-3673 2005

Kim J. MacKenzie, **Resigned 5/23/02**

Michael W. Pacitto **Alternate Appt 7/16/02**
 17 Chestnut Ave 256-4379 2003

SCHOOL COMMITTEE (3 yr Term - elected)

James B. Trager
 203 Concord Rd 256-0371 2003

Cheryl M. Perkins
 10 Warwick Dr 250-4123 2004

Evelyn S. Thoren, **Chr**
 18 Pinewood Road 256-1122 2004

Angelo J. Taranto **Clerk**
 8 Charlemont Ct 251-8205 2005

Sheila E. Pichette **V Chr**
 26 Shedd Lane 452-5919 2005

SELECTMEN (3 yr Term - elected)

William F. Dalton **Chr**
 12 Dartmouth Street 251-3259 2003

Philip M. Eliopoulos
 26 Arbutus Ave. 256-2388 2003

Thomas E. Moran, **Clerk**
 19 Dennison Road 251-4173 2004

Michael F. McCall, **VChr**
 151 Main Street 251-3157 2004

Stuart G. Weisfeldt
 8 Leirim Lane 256-7902 2005

SEWER COMMISSION (3 yr Term - elected)

John P. Emerson, Jr. **Chr**
 8 Loiselle Lane 251-3654 2004

Barry B. Balan **VChr**
 54 Boston Road #10 256-8234 2004

John F. Souza
 123 Stedman St 256-6478 2005

Richard J. Day
 6 Merilda Avenue 251-3382 2005

George F. Abely **Clerk**
 87 Swain Road 251-8472 2003



Town Directory

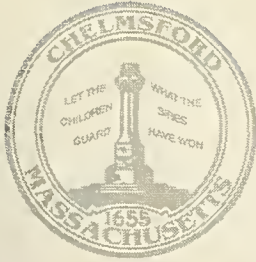
TOWN DEPARTMENTS & SERVICES

Accounting.....	250-5215
Assessor	250-5220
Board of Appeals	250-5231
Building Inspector.....	250-5225
Cemetery	250-5245
Conservation Commission.....	250-5247
Council on Aging / Senior Center.....	251-0533
Dog Officer	256-0754
Fire Department	256-2541
All Other Fire Business.....	250-5267
Gas Inspector	250-5225
Health Department	250-5241
Highway Department.....	250-5270
Garage.....	250-5271
Housing Authority	256-7425
Libraries:	
Adams	256-5521
McKay.....	251-3212
Personnel	250-5288
Planning Board.....	250-5231
Plumbing Inspector	250-5225
Police Department.....	256-2521
Recreation Commission.....	250-5262
School Administration	251-5100
Selectmen	250-5201
Sewer Commission	250-5233
Supt. of Public Bldgs.	250-5249
Town Clerk	250-5205
Town Engineer / Dir. Public Works	250-5228
Town Manager	250-5201
Treasurer/Tax Collector	250-5210
Veterans' Agent.....	250-5238
Waste/Recycle.....	250-5203

COMMUNITY VISION STATEMENT

The Town of Chelmsford strives to be a fiscally stable urban community providing the residents and businesses with a clean environment and a high quality of living. The Town will plan, construct and maintain all public facilities or public works infrastructure to provide for the health, safety, and welfare of all persons. The Town strives to offer an equitable tax structure to residents and businesses alike. The Town places a high value on the educational curriculum. The Town will foster an atmosphere conducive to the development and promotion of cultural, recreational, and educational opportunities to all the residents of the community.

Adopted, Board of Selectmen July 1993

**COMMUNITY PHONE NUMBERS****UTILITIES & OTHER USEFUL NUMBERS**

Cable TV—AT&T ComCast	888-663-4266
Citizen Info Service (Secretary of State)	800-392-6090
Chelmsford Forum Ice Skating Rink	978-670-3700
Keyspan Gas	800-548-8000
Local Access—Chelmsford TeleMedia Corp	978-251-5143
Massachusetts Electric	800-322-3223
Post Office (Center Chelmsford)	978-256-2670
Post Office (North Chelmsford)	978-251-3146
Registry of Motor Vehicles	800-858-3926
Trash—Russell Disposal	888-870-8882
Verizon Phone Service	800-870-9999
Water Districts	
Center District	978-256-2381
East District	978-453-0121
North District	978-251-3931

STATE & FEDERAL OFFICIALS

U.S. Senator John Kerry	617-223-2742
U.S. Senator Edward M. Kennedy	617-223-2826
U.S. Congressman Martin Meehan	978-459-0101
State Senator Susan Fargo	617-722-1572
State Representative Cory Atkins (Precincts 1,9)	617-722-2040
State Representative Thomas A. Golden Jr. (Precincts 2,6,8)	617-722-2575
State Representative Geoffrey D. Hall (Precincts 3,5,7)	617-722-2320
State Representative David Nangle (Precinct 4)	617-722-2230



Town of Chelmsford
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Website: www.TownofChelmsford.us

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