

TOWN OF CHELMSFORD

ANNUAL TOWN REPORT • FISCAL 2019





Town Departments & Services

Accounting	250-5215
Animal Control.....	256-0754
Assessors	250-5220
Appeals, Board of	250-5231
Auditor.....	250-5215
Building Inspector.....	250-5225
Cemeteries	250-5245
Clerk, Town.....	250-5205
Community Development	250-5231
Community Education.....	251-5151
Conservation Commission	250-5248
Council on Aging / Senior Center	251-0533
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Gas Inspector	250-5225
Health Department.....	250-5241
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McKay.....	251-3212
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Sewer Operations	250-5297
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Town Engineer.....	250-5228
Town Manager.....	250-5201
Treasurer/Tax Collector.....	250-5210
Veterans' Agent	250-5238
Voter Registration	250-5205

Utilities & Other Useful Numbers

Cable Access/Telemedia	978-251-5143
Cable Television/Comcast	888-663-4266
Chelmsford Water Districts	
Center District	978-256-2381
East District	978-453-0121
North District	978-251-3931
Citizen Information (State).....	800-392-6090
Chelmsford Center for the Arts	978-250-3780
Chelmsford Community Center	978-656-1853
Chelmsford Country Club.....	978-256-1818
Chelmsford Forum Rink	978-670-3700
Fuel Assistance (CTI)	877-451-1082
National Grid (Gas)	800-548-8000
National Grid (Electric)	800-322-3223
Trash (Republic Services).....	800-442-9006
Trinity EMS, Inc	978-441-9999
Post Office (Center)	978-256-2670
Post Office (North)	978-251-3146
Recycling (Waste Management).....	800-972-4545
Registry of Motor Vehicles	800-858-3926
Verizon (Telephone, Internet).....	800-922-0204

Federal and State Officials

U.S. Sen. Edward Markey.....	617-565-8519
U.S. Sen. Elizabeth Warren.....	617-565-3170
U.S. Congress Lori Trahan	202-225-3411
State Senator Michael Barrett.....	617-722-1572
State Representatives:	
Rep. Tami Gouveia	617-722-2011
(Precincts 1, 9)	
Rep. Thomas A. Golden Jr	617-722-2263
(Precincts 2, 3, 6)	
Rep. James Arciero.....	617-722-2012
(Precincts 5, 7, 8)	
Rep. David Nangle	617-722-2520
(Precinct 4)	

Websites:

Town of Chelmsford Official Website:
www.townofchelmsford.us

Massachusetts State Government: www.mass.gov
 United States Government: www.firstgov.gov

TOWN OF CHELMSFORD



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Meeting Schedules

Board of Selectmen	Town Offices 7 PM alt. Monday
School Committee	230 North Road 6 PM 1st & 3rd Tuesday
Planning Board	Town Offices 7 PM 2nd & 4th Wednesday

Schedules are subject to change. To confirm all meetings, visit the Town's Official website at www.townofchelmsford.us or please call the Town Clerk's Office at (978) 250-5205.



Dedication

Dedication

Paul C. Hart - 1942-2018



Farmer, Business Owner, Politician (August 26, 1942 - December 18, 2018) 76 years old

Paul Hart, a lifelong resident of Chelmsford passed away in his home on December 18, 2018. Hart, a Selectman in town from 1971-1986, was also a well-known farmer with his father Daniel "D.J." Hart, and former owner of the Glenview Pub and Grille in North Chelmsford.

Hart was an active member in the Chelmsford community throughout his life and was a proud supporter of the Chelmsford Lodge of Elks, Chelmsford Youth Athletics and later Chelmsford High School Basketball, and many other local groups. Hart was a founding member of the Chelmsford Business Association.

A loving husband, father and grandfather, he enjoyed spending time on Singer Island, Florida, watching sports from his beloved recliner, and spending time with family during beach vacations and family pool parties.

He leaves behind his wife of 43 years, Helen, his son Chris Hart and his wife, Amy, his daughter Elizabeth (Hart) Goguen and her husband, Daniel, his son Daniel Hart and his wife, Katharine all of Chelmsford, MA, his grandchildren; C.J. Hart, Riley Goguen, Ryan Hart, Hailey Hart and Charlie Hart and a brother, Daniel Hart, and his wife Carolyn of Concord, NH.

Paul also leaves many close friends that he considered to be his family and a large extended family in the area.



In Memoriam



Frances T. McDougall

January 20, 2019. Fran was always a very active member of her community. She held many town-elected positions such as Town Meeting Representative in precinct 1 from 1989 – 2018, in 2009 she was honored with the Certificate of Achievement of 20 years of service. Fran was

also a member of the sign committee and the civic committee for many years. She was a co-manager of the Chelmsford's Farmers Market, a member of the parade committee, and worked for many years on the annual town census. Fran was passionate about politics and was a proud member of Greater Lowell Area Democrats.



Mary E. St. Hillaire

March 2, 2019. In 1972, Mary ran for the open position of Town Clerk in Chelmsford defeating several opponents. She ran unopposed every 3 years until 1989, serving for over 30 years. She was appointed to the position following Town of Chelmsford

Charter Commission reorganization of government. Mary was a Justice of the Peace for over 30 years. In her position as Town Clerk, Mary assisted the Board of Registrars who conducted all the local, state and federal elections. She spent many days preparing and worked many long hours during elections. She was an advocate for electronic voting systems. She was a Certified Municipal Clerk as she continuously trained and kept up to date with the changing role of her profession. She was an active member of the Massachusetts Municipal Clerks Association and the New England Association of City and Town Clerks. Following her retirement as Town Clerk, Mary accepted an appointment as a Commissioner to the Chelmsford Housing Authority in 2003. She was active with the CHA advocating for and assisting others with the maintenance and construction of affordable housing for many families and seniors in the community until her death. She was honored by the CHA and her fellow Commissioners in 2016 for her 40+ years of dedicated service to the Town of Chelmsford and the community.



Peter Dulchinos

March 31, 2019. Involved in his local community, Peter served as a as a Town Meeting Rep for precinct 7 from 1998 – 2009, on the Board of Health from 1996 to 2014, as a Republican state committeeman from 2004 to 2016, on the Economic Development Committee from 2012 – 2016 and as a member of the Board of Registrars from 2016 – 2019.



Ann B. McGuigan

May 10, 2019. Ann was very civic minded and served her community in many capacities over the years. She was a former member of the Lodge of Elks 2310 where she served as Presiding Justice and was honored as Elk of the Year for 2005-2006. Ann was a former precinct 1 Town Meeting Rep and had twice been the Chair of the Chelmsford Planning Board, as well as a member of the Chelmsford Center Village Master Plan Committee.



Richard E. DeFreitas

July 3, 2019. Richard loved the Chelmsford community and gave back in a variety of ways throughout his life. From 1989 to 1991, he served as a Town Meeting Rep for precinct two. From 1991 to 1994, he served as a member of the Board of Selectmen. He was the board's chair from 1993 to the end of his term. From 1999 to 2002, he was a trustee for the Chelmsford Public Library. From 2001 to 2004, he served as a Town Meeting Rep for precinct eight. From 2011 to 2014, he served as the Town Moderator.



Town Administration

Elected Officials *Town Clerk's Listing as of April 3, 2019*

BOARD OF SELECTMEN – 3 year Term

- 2020 Kenneth M. Lefebvre, Chair
3 Moonbeam Avenue
- 2021 George R. Dixon, Jr.,
15 Edgelawn Drive
- 2021 Emily R. Antul, Clerk
9 Mansur Street
- 2022 ¹Virginia E. Crocker Timmins
28 Lovett Lane
- 2022 Patricia Wojtas, Vice Chair
24 Elm Street

BOARD OF HEALTH – 3 year Term

- 2020 Nicholas H. Parlee
7 Sunset Avenue
- 2021 Annmarie Roark
9 Natalie Road
- 2022 Eric Andrew Meikle
16 Seventh Street

CEMETERY COMMISSION – 3 year Term

- 2020 Thomas A. St. Germain
16 Galloway Road
- 2021 Valerie Peterson Shupe
6 Laredo Drive
- 2022 Gerald L. Hardy
6 Lynn Avenue

HOUSING AUTHORITY – 5 year Term

- 2020 Denise Marcaurette
7 Whippetree Road
- 2021 Georgiana C. Mueller
114 Riverneck Road
- 2022 ²Fredrick K. Ramseyer
5 Lovett Lane

LIBRARY TRUSTEES – 3 year Term

- 2020 Margaret E. Marshall
2 Draycoach Drive
- 2020 Adam Schertzer
15 Juniper Street
- 2020 Sarah Conte
14 Edgelawn Avenue
- 2021 Laura Ecker
9 Balsam Drive
- 2021 David M. Braslau
99 High Street
- 2022 Jillian Kenny
8 Woodlawn Avenue
- 2022 ³Katy Wood Van Dyne
29 Brentwood Road

MODERATOR – 3 year Term

- 2020 Jon Kurland
17 Mansfield Drive

¹Replaced Albert Glenn Diggs
²Replaced Gail M. Beaudoin
³Replaced Lisa E. Daigle
⁴Replaced Edmond Roux
⁵Replaced Barbara J. Skaar



Elected Officials *Town Clerk's Listing as of April 3, 2019*

PLANNING BOARD – 3 year Term

Associate, 2 year term

- 2020 Michael Raisbeck
85 High Street

- 2020 Nancy Araway
85 High Street

- 2021 Glenn Kohl
26 Wildwood Street

- 2021 Timothy Shanahan
18 Housatonic Avenue

- 2021 Donald Van Dyne
29 Brentwood Road

- 2022 Henry Parlee, Jr.
135 Pine Hill Road

- 2022 ⁴Michael S. Walsh
7 Burton Lane

- 2022 Henry A. Houle
1 Pearson Street

SCHOOL COMMITTEE – 3 year Term

- 2020 W. Allen Thomas, Jr., Chairman
374 Littleton Road

- 2020 Dennis King II
35 Bridge Street

- 2021 Donna M. Newcomb
16 Janet Road

- 2022 John W. Moses, Secretary
49 Parkerville Road

- 2022 ⁵Maria L.Santos
19 Parkhurst Road



BOARD OF SELECTMEN



LIBRARY TRUSTEES



BOARD OF HEALTH



Town Meeting Representatives

The legislative body of the Town of Chelmsford is a Representative Town Meeting consisting of elected representatives from nine precincts who are elected for a three year term.

A more detailed listing of all Town Meeting Representatives, including Term Expirations and contact information can be found on the Town's official website at www.townofchelmsford.us or by contacting the Town Clerk's Office at 978-250-5205.

The list is current as of the April 2019 Election.

Precinct 1

Kathryn Brough	2020
¹ Jessica French Goyette	2020
Dennis F. King II	2020
Elaine M. MacDonald	2020
John J. Tubridy	2020
Kathleen A. Tubridy	2020

² Candace O. Chase	2021
Samuel P. Chase	2021
Theresa R. Feely	2021
Stacey Ladd Mulholland	2021
Kevin B. Ready	2021
Colleen A. Stansfield	2021

Nancy K. Araway	2022
³ Deirdre Connolly	2022
Matthew J. Hanson	2022
Karen I. Kowalski	2022
Michael N. Raisbeck	2022
Joseph D. Ready	2022

Precinct 2

Emily R. Antul	2020
Sarah Haven Davis	2020
⁴ Albert Glenn Diggs	2020
⁵ Sara Ward Medsger	2020
⁶ Paul J. Nutter	2020
⁷ Sia T. Pappas	2020

Colleen M. Arrington	2021
Jamie E. Dillon	2021
George L. Merrill	2021
Jeffrey D. Merrill	2021
Janet E. Murphy	2021
David E. Rand	2021

JoEllen Carkin	2022
James E. Clancy, IV	2022
Valerie Diggs	2022
⁸ Kevin Goscila	2022
Delores E. Miller	2022
Branden Morris	2022

Precinct 3

⁹ Tammy B. Arena	2020
Kaitlyn O. McCabe	2020
Ruth E. Monahan	2020
Meredith A. Moore	2020
Eric Salerno	2020
S. George Zaharoolis	2020

Helen H. Blaisioli	2021
Scott C. Davidson	2021
George R. Dixon, Jr.	2021
David W. Hadley	2021
Michael F. McCall	2021
Kayla Marie Rennie	2021

H. Steven Flynn	2022
Jeffrey A. Miller	2022
M. Janice Spence	2022
¹⁰ Virginia Crocker Timmins	2022
Elizabeth A. Twombly	2022
¹¹ Michael Walsh	2022

Precinct 4

Marlene Cote	2020
Linda A. Jones	2020
Dennis P. Sheehan	2020
Daniel J. Sullivan, III	2020
Kathleen M. Sullivan	2020
Annita Tanini	2020

Diane McKenna Baxter	2021
Henry A. Houle	2021
Brian P. Latina	2021
Helen A. Manahan	2021
¹² Sheila E. Pichette	2021
Nancy S. Sousa	2021

Christine E. Bowman	2022
Richard B. Fratus	2022
Nicole A. Geada	2022
Christopher R. Lavallee	2022
John T. Plunkett IV	2022
Carl H. Sterling, Jr.	2022



Town Meeting Representatives

Precinct 5

David P. Foley	2020
Maureen M. Foley	2020
Carol Kelly-Suleski	2020
Christine M. Lindberg	2020
Kerrie Anne Moore	2020
Glenn R. Thoren	2020
Pamela Holmes	2021
Daniel Tang	2021
W. Allen Thomas, Jr.	2021
Evelyn S. Thoren	2021
Karen D. Uttecht	2021
Patricia Wojtas	2021
Susan E. Carter	2022
Mary-Frances Doiron	2022
¹³ Alvin J. Drehman	2022
Thomas R. Fall	2022
Badhri Uppiliappan	2022
Robert J. Uttecht	2022

Precinct 6

Deborah L. Dery	2020
Paul H. Fenders	2020
Lori E. Kulis	2020
Kenneth M. Lefebvre	2020
Neal M. Lerer	2020
Edmond N. Roux	2020
Stephen J. Ball	2021
Janet G. Dubner	2021
Mary E. Frantz	2021
Sherman D. Horton III	2021
Ameena M. Langford	2021
Linda M. Lee	2021
Joanne M. Anderson	2022
Hana Barker	2022
Jennifer Battelle	2022
¹⁴ Edward J. Buckley Jr.	2022
Ginger Diane Skoog	2022
Virginia L. Williams	2022

Precinct 7

James M. Curley	2020
Katherine H. Duffet	2020
Richard Fallon	2020
Clare L. Jeannotte	2020
¹⁵ Helaine Kaplan	2020*
Randy S. Leach	2020
Paul J. Rigazio	2020
Jean W. Labrecque	2021
James M. Lane, Jr.	2021
Susan M. Mackinnon	2021
Donna L. Parlee	2021
Henry G. Parlee, Jr.	2021
Philip Stanway	2021
Judith K. Carven	2022
¹⁶ Susan J. Gates	2022
Katherine C. Harbison	2022
Kevin E. Porter	2022
Andrew V. Silinsh	2022

Precinct 8

¹⁷ Daniel J. Ahern	2020
Michael F. Curran	2020
Alexander W. Gervais	2020
Meaghan Marnell	2020
Leonard A. Olenchak, Jr.	2020
Glenn R. Thoren, Jr.	2020
Daniel W. Burke	2021
Dean L. Contover	2021
David P. Goselin	2021
Thomas E. Moran	2021
Maria I. Santos	2021
Angelo J. Taranto	2021
¹⁸ Julia Marie Novak Colwell	2022
Christopher T. Garrahan, III	2022
Joyce E. Johnson	2022
Patricia F. Magnell	2022
¹⁹ Samuel Poulten	2022
William D. Wagner	2022

Precinct 9

Francis J. Barre	2020
Douglas Byron Bruce	2020
Susan I. Dandaraw	2020
Danielle B. Evans	2020
Caroline Carrie Wetzel	2020
James W. Young	2020
Daniel R. Colucci	2021
Rebecca J. Gore	2021
Susan B. Graves	2021
²⁰ Patrick A. Snow	2021
Nicole Toomey	2021
Michael S. Young	2021
Joyce Brady Bean	2022
²¹ Catherine O. Dodge	2022
Donna M. Newcomb	2022
²² Jason M. Poor	2022
Johanna M. Shaw	2022
Robert F. Walton	2022

¹ Replaced Candace Chase, replaced Frances McDougal resigned on 4/26/18.
² Replaced Sandi Martinez, vacancy hearing 1/22/19
³ Replaced Robert Schneider
⁴ Replaced Kenneth Pantuso, moved from town
⁵ Replaced Brian Carey, resigned 1/14/19
⁶ Replaced Laura A. Merrill, vacancy hearing 1/22/19
⁷ Replaced Danielle Lacorazza
⁸ Replaced Albert Glenn Diggs
⁹ Replaced William Livingston
¹⁰ Replaced Brian J. MacPhee
¹¹ Replaced Elizabeth Logan
¹² Replaced Joao Geada who filled unexpired term for Kasey Ferreira who resigned 10/4/2018
¹³ Replaced Robert S. Russo, Jr
¹⁴ Replaced David W. Smith
¹⁵ Appointed for 1 year to replace Kenneth E. Nutter, vacancy hearing 1/22/19, * unexpired term ends 2022
¹⁶ Replaced Geoffrey L. Lucente
¹⁷ Replaced Samuel Poulten who resigned existing seat, ran write in and won for 3 year term
¹⁸ Replaced Bruce I. Mandell
¹⁹ Replaced William A. Nolan
²⁰ Replaced Nancy E. Donahue
²¹ Replaced Charles Wojtas
²² Replaced Curtis B. Barton



Town Administration

Appointed Officials

ADA Coordinator

Leonard Olenchak, Jr. 6/30/2020

Accountant

Darlene Lussier
Joan Fleury, Assistant

Agricultural Commission

Philip Jones 6/30/2020
John Swenson 6/30/2020
Glenn Kohl 6/30/2021
James Dergay 6/30/2021
Henry Parlee 6/30/2022

Animal Control Officer

Mark Cianci
Erik Merrill

Animal Inspector

Mark Cianci 4/30/2020
Erik Merrill 4/30/2020

Appeals, Board of

Brian Reidy 6/30/2020
Steven Mendez 6/30/2020
Nancy Morency 6/30/2020
¹Ida Gates, Assoc. 6/30/2020
Jamie Brown, Assoc. 6/30/2020
Erin Drew, Assoc. 6/30/2020
Mark Carota 6/30/2021
Charles Wojtas 6/30/2022

Arts and Technology Education Fund

Dr. Jay Lang, Superintendent
Evelyn Thoren 6/30/2020
Beverly Barrett 6/30/2020
Hana Barker 6/30/2021
Angelo Taranto 6/30/2021
Jeffery Porzio 6/30/2021
Kirk Marshall 6/30/2022
Carrie Meikle 6/30/2022

Assessors, Board of

Francis Reen, Jr., Chief Assessor
Kevin Sullivan 6/30/2020
John Duffett 6/30/2021
Samuel Chase 6/30/2022

Bicycle and Pedestrian Advisory Committee

James Kelsey 6/30/2020
Robert Morse 6/30/2020
Robert Schneider 6/30/2020
Karen Taylor 6/30/2020
David Antonelli 6/30/2021
Thomas Gazda 6/30/2021
Robert Klinkhammer 6/30/2021
Michael Carignan 6/30/2022
Steven Pustell 6/30/2022

Building Inspector

Shaun Shanahan, Building Commissioner
Martin Allan, Local Inspector

Capital Plan Committee

John Sousa, Jr., Finance Director
Darlene Lussier, Accountant
Katherine Duffett, Finance Committee
Jeffrey Doherty, School Cmte. 4/2/2020
Margaret Marshall, Library Trustee 4/2/2020
Michael Curran 6/30/2020
Christopher Lavallee 6/30/2020

Cemetery Commission

David Boyle, Superintendent

Center for the Arts Advisory Committee

Susan Gates, Exec. Dir. 6/30/2020
Karen Cawley 6/30/2020
Katherine Harbison 6/30/2020
Donald Van Dyne 6/30/2020
Dacey Zouzias 6/30/2020
²Michael Messier 6/30/2020
Barbara Reilly 6/30/2020

Center Village Master Plan Implementation Committee

Janet Askenburg 6/30/2020
John Handley 6/30/2020
Brian Milisci 6/30/2020
Michael Rigney 6/30/2020
Donald Van Dyne 6/30/2020
³Eileen DeChaves 6/30/2020

Community Action Program Committee

David Sperry 6/30/2020
Joanne Stanway 6/30/2020
John Tubridy 6/30/2020
⁴Elissa Magnant 6/30/2020
⁵Olivia Ventullo 6/30/2020

Community Development

Evan Belansky

Community Preservation Fund Committee

Evan Belansky Com Dev
Christopher Garrahan III Con Com Rep
Connie Donahue HA Rep
Gary Persichetti DPW
Linda Prescott HC Rep
Henry Parlee PB Rep
Judy Carven 6/30/2020
Sandi Martinez 6/30/2020
Emily Antul BOS Rep

Conservation Commission

Katharine Guertin, Conservation Agent
Chris Tymula 6/30/2020
John Souza 6/30/2020
Christopher Garrahan III 6/30/2021
⁶Karl Bischoff 6/30/2021
William Vines 6/30/2021
Marc Gibbs 6/30/2022
David McLachlan 6/30/2022

⁷Constable

Edwin Paul Eriksen 4/2/2020

Constable Deputies

Kevin Whippen 12/31/2019

Council on Aging

Debra Siriani, Director
⁸Jennifer Hardy, Assoc. 6/30/2020
Louise Myers 6/30/2020
⁹Ami Ogrady 6/30/2020
Anne Smith 6/30/2020
Fred Brusseau 6/30/2021
Leonard Olenchak, Jr. 6/30/2021
Diana Boisvert 6/30/2021
Paul Der Ananian 6/30/2022
H. Steven Flynn 6/30/2022
Ruth I'Anson 6/30/2022
Martha Sperry 6/30/2022
Jan Mounsey, Assoc. 6/30/2022

Cultural Council

Timothy Beary, Jr. 6/30/2020
John Mejia 6/30/2020
Subroto Mukherjee 6/30/2020
Kelly Guy 6/30/2021
Suzette Jefferson 6/30/2021
Barbara Reilly 6/30/2022

¹Replaces Jerry Loew resigned 11/1/2018

²Replaces Joseph Varnum

³Replaces Peggy Dunn

⁴Replaces Ryan Reveley

⁵Replaces Carol Russell resigned 1/27/2019

⁶Replaced April Mendez

⁷Constable changed from Elected to Appointed position in 2019

⁸Replaced Jerelyn Serra

⁹Replaced Nicholina Bischoff



Appointed Officials

Department of Public Works

Gary Persichetti Director
 Steve Jahnle Asst. Director
 Lawrence Ferreira Superintendent
 Joseph Eriksen Foreman

Disabilities, Commission on

Gloria Aronson 6/30/2020
 John Duggan 6/30/2020
 Joseph O'Neil 6/30/2020
 Francis Gilroy 6/30/2021
 Leonard Olenchak, Jr. 6/30/2021
 Anne Smith 6/30/2021
 Jonathan Tilley 6/30/2022
 Terrance Doherty 6/30/2022
 Paul Smith 6/30/2022

Dog Park Advisory Committee

Danielle Corsino 6/30/2020
 Elizabeth Bukala 6/30/2020
 Erik Merrill 6/30/2020
 Vivian Merrill 6/30/2020
 Sarah Creegan 6/30/2020

Economic Development Commission

¹⁰Thomas Boucher 6/30/2020
 John Wellman 6/30/2020
 Michael Kowalyk 6/30/2021
 Donald Van Dyne 6/30/2021
 Samuel Chase 6/30/2022
¹¹Peter McAllister 6/30/2022
 Laura Smith 6/30/2022

Electrical Inspector

Dennis Kane, Jr.

Energy Conservation Committee

Kathleen Canavan, Facilities Manager
 Nicholas Parlee, Energy Manager
 Joseph Dussault 6/30/2020
 David Sperry 6/30/2020
 Brandon Johnson 6/30/2021
 Aaron Cunningham 6/30/2021
 Alexander DeFreitas 6/30/2022

Finance Committee

Katherine Duffett 6/30/2020
 James E. Clancy, IV 6/30/2020
 Ameenah Langford 6/30/2021
 Vicky Parks 6/30/2021
 Annita Tanini 6/30/2021
 Eric Chambers 6/30/2022
 David Goselin 6/30/2022

Finance Director

John Sousa, Jr.

Fire Department

Chief Gary Ryan
 Deputy Chief Michael Donoghue

Hazardous Waste Coordinator

Susan Rosa 6/30/2020

Historic District Commission

Cynthia Acheson 6/30/2020
 John Handley 6/30/2020
 Patrick Wood 6/30/2020
 Debra Belden, Alt. 6/30/2020
 Janet Askenburg 6/30/2021
 Deborah Taverna 6/30/2022
 Brenda Lovering 6/30/2022

Historical Commission

William Nolan 6/30/2020
 Brian Stripp 6/30/2020
 James Geraghty 6/30/2021
 Frederic Merriam 6/30/2021
 Linda Prescott 6/30/2021
 Deborah Taverna 6/30/2022
 William Arvidson 6/30/2022

Holiday Decoration Committee

John Floria 12/31/2019
¹²Alison Ludwig 12/31/2019
 Erik Merrill 12/31/2019
 Vivian Merrill 12/31/2019
¹³Charlie Smith 12/31/2019
 Sharon Smith 12/31/2019
 Colleen Stansfield 12/31/2019

Housing Advisory Board

George R. Dixon, Jr. 6/30/2020
 John Edward 6/30/2020
 Deborah Taverna 6/30/2020
 Connie Donahue 6/30/2021
 Timothy Shanahan 6/30/2021

Local Emergency Planning Committee

Evan G. Belansky 6/30/2020
 Gary Ryan 6/30/2020
 Richard Day 6/30/2020
 Michael Donoghue 6/30/2020
 Gary Persichetti 6/30/2020
 Susan Rosa 6/30/2020
 James Spinney 6/30/2020

Military Community Covenant Task Force

James Curley 6/30/2020
 Brian Fredricksson 6/30/2020
 Patricia Wojtas 6/30/2020
 Lisa Devine 6/30/2021
 Steven Miller 6/30/2021
 Bradley Panton 6/30/2022
 Charles Fidler 6/30/2022

Nashoba Valley Tech High School District

Denise Pigeon, Superintendent
 Lawrence MacDonald 3/31/2020
¹⁴Samuel Poulten 3/31/2021
 Donald Ayer 3/31/2022

North Town Hall Advisory Committee

Laura Lee 6/30/2020
 Donna Salyards 6/30/2020
 John Thompson 6/30/2020
 Karen Thorp-Dussourd 6/30/2020
 Paula Nawoichik 6/30/2020
 Joseph Tierney 6/30/2020

Parade Committee

Paul Cohen, Town Manager
 Scott Amos 7/31/2020
 Kevin Beaudoin 7/31/2020
 Alison Ludwig 7/31/2020
 James Dolan II 7/31/2020
 Paul Hardy, Jr 7/31/2020
 Jennifer Hardy 7/31/2020
 Debora Haywood 7/31/2020
 Richard McLaughlin 7/31/2020
 Sharon McNamara 7/31/2020
 John Osborn 7/31/2020
 Ryan Reveley 7/31/2020
 Rick Romano 7/31/2020
 Donna Sargent 7/31/2020
 Sharon Smith 7/31/2020

Permanent Building Committee

Gary Persichetti, DPW Director
 Debra Belden 6/30/2020
 Timothy Powderly 6/30/2021
 Evelyn Thoren 6/30/2021
 Eric Johnson 6/30/2022
 Steven Roberts 6/30/2022

¹⁰Replaced Eric Salerno

¹¹Replaced Peter Dulchinos

¹²Replaced Sarah Romano

¹³Replaced Gary Samarjian

¹⁴Replaced Richard DeFreitas deceased



Town Administration

Appointed Officials

Personnel Board

Jeanne Parziale, Director of Human Resources
 Ann Wade 6/30/2020
 Patrick Lawlor 6/30/2020
 John Roark 6/30/2021
 Jessica Porter 6/30/2021

Personnel Director

Jeanne Parziale

Playground Inspector

Steve Callaghan

Plumbing Inspector

Donald Morash

Police Department

Chief James Spinney
Deputy Chief Daniel Ahern

Public Records Advisory Committee

Jennifer Almeida 6/30/2020
 Patricia Dzuris 6/30/2020
 Brian Herzog 6/30/2020
 Linda Prescott 6/30/2020
 John Sousa 6/30/2020

Recycling Committee

Melissa Joyce, Sustainability Manager
 Mark Gallagher 6/30/2020
 Karen Willis 6/30/2020
 Kevin Goscila 6/30/2020
 Rebecca Gore 6/30/2020
 Cynthia Fiekers 6/30/2020
 Stephen Maher 6/30/2020
 Virginia Williams 6/30/2020
 Jocelyn Demuth 6/30/2020
 Aaron Cunningham 6/30/2020

Registrars, Board of

Patricia Dzuris, Town Clerk
 James M. Lane, Jr. 6/30/2020
 Thomas R. Fall 6/30/2021
¹⁵Curtis Barton 6/30/2022

Roberts Field Advisory Committee

William Askenburg, Jr. 6/30/2020
 Elisabeth Bobrow 6/30/2020
 Marcus Bush 6/30/2020
 Denille Ruth 6/30/2020
 Justin Whitehouse 6/30/2020
 Adelle Stavis 6/30/2020
 Tameka O'Brien 6/30/2020

Route 40 Study Committee

Emily Antul 11/1/2019
 Nancy Araway 11/1/2019
 Pamela Armstrong 11/1/2019
 Nancy Gillies 11/1/2019
 Virginia Crocker Timmins 11/1/2019
 Donald Van Dyne 11/1/2019
 Michael Walsh 11/1/2019

Sign Advisory Committee

Philip Jones 6/30/2021
 Gary Frascarelli 6/30/2022

Skate Park Committee

Scott Bellinghieri 6/30/2020
 Dafna Erickson 6/30/2020
 Nicolette Reed 6/30/2020

Stormwater Master Plan Advisory Committee

Joanne Anderson 6/30/2020
 Emily Antul 6/30/2020
 Diane Baxter 6/30/2020
 Evan Belansky 6/30/2020
 Samuel Chase 6/30/2020
 Katherine Duffett 6/30/2020
 Katharine Guertin 6/30/2020
 Steve Jahnle 6/30/2020
 Christina Papadopoulos 6/30/2020
 Susan Rosa 6/30/2020
 Shaun Shanahan 6/30/2020
 Courtney Thompson 6/30/2020
 Glenn Thoren 6/30/2020
 William Wagner 6/30/2020
 Michael Walsh 6/30/2020
 Carrie Wetzel 6/30/2020

Sustainability Manager

Melissa Joyce

TREE Committee

Andrew Silinsh 6/30/2020
 James Martin 6/30/2020
 Virginia Marshall 6/30/2021
 Brian Zuzelo 6/30/2022

Town Clerk

Patricia Dzuris
MaryLou Carney, Assistant

Town Manager

Paul E. Cohen
Michael McCall, Assistant

Town Treasurer/Tax Collector

John B. Sousa, Jr.
Kim Pease, Assistant

Veterans Agent

Regina B. Jackson

Vinal Square Strategic Action Plan Committee

Laura Lee 6/30/2020
 Janet Murphy 6/30/2020
 Kenneth Pantuso 6/30/2020
 Joseph Tierney 6/30/2020
 William Vines 6/30/2020
 Michael Walsh 6/30/2020

¹⁵Replaced Peter Dulchinos deceased



Board of Selectmen *Kenneth M. Lefebvre, Chair*



Back Row Left to Right: Virginia Crocker Timmins, George R. Dixon, Jr., Front Row: Patricia Wojtas, Kenneth Lefebvre, Emily R. Antul

Fiscal Year 2019 saw another year with a new Board member for the Town of Chelmsford. The Board of Selectmen welcomed newcomer Virginia Crocker Timmins, and said goodbye to outgoing Chairman of the Board Glenn Diggs. We thank Glenn for his leadership, dedication and above and beyond service to the Town.

At the Board's reorganization meeting, held after the April election, it was my honor to be selected by my colleagues as Chairman of the Board. Pat Wojtas was chosen as Vice Chairman, and Emily Antul was given the position of Clerk.

The Town has maintained a strong credit rating, with Standard & Poor's affirming our AA+ rating, with a stable outlook, which has allowed us to borrow and refinance long-term debt at favorable rates. This financial strength is due to strong fiscal management, strong budgetary performance, strong budgetary flexibility, very strong liquidity, and a strong debt and contingent liability profile.

In the beginning of August 2018, the Board of Selectmen started to review the option to regionalize the public safety dispatch. This would require Chelmsford to move the dispatchers currently housed at the police department to a regional location in Tewksbury with the towns of Tewksbury and Dracut. After several meetings and much discussion, the decision was made to keep the dispatchers local.

Fall Town Meeting had several warrant articles that would change zoning and general bylaws. They included government flags on commercial properties, animal accessory bylaws, and three separate bylaw changes on plastic products. Articles reducing straws and Styrofoam passed while removing plastic bags did not. We will see what this fall's town meeting will hold.

The property at 101 Mill Road that was acquired by the Town back in 2014 was again listed for sale by the Town. After being divided into two parcels, the front parcel that contains the 1716 Federalist-style home built by Joseph Adams was purchased as a residence placing the home back on the tax rolls for the Town.

In November, the Board of Selectmen voted on tax classification. After a non-binding ballot question in the previous spring and formation of a Tax Classification Study Committee, the Board of Selectmen voted a 27% shift in the residential tax rate saving the average home owner in town \$172. In an effort to help seniors with the property tax burden, the Town also increased the funding of its senior citizen property tax work-off program to \$150,000.

Two new notable jobs were added by the Town Manager this year. The first was a Community Services Coordinator that was filled by Jennifer Melanson. The second was a full-time Municipal Safety Specialist that was filled by Stephen Cerven. We wish them both success in these new positions in the town.

In April, Chelmsford applied to join with AARP of Massachusetts and the World Health



Board of Selectmen

Organization to become an Age Friendly Community. By 2020, 30% of the town is projected to be over the age of 60. This shows the Town's commitment to promoting policies that build a welcoming environment and a livable community that will foster healthy aging and greater age integration for our residents. The Town joined the AARP network of age-friendly communities on May 10th.

The Director of Business Development, Lisa Marrone, helped to distribute a \$50,000 Small Business Grant from the Office of Labor and Workforce Development. The money was awarded to several small businesses around town to help with marketing to store renovations. Along with this grant the Crossroads at 129 marketing kicked off and has been very well received in the community. At Spring Town Meeting, limited drive-thrus were approved for the 129-overlay district.

Regarding development in town, there were several successes. On a smaller scale, there are new eateries that have opened such as Trailside Ice Cream, and new ones coming this fall such as Max and Leo's at the old Friendly's building. On a larger scale, the 30-condominium residence at Grist Mill and the 168 apartments at The Kinloch on Turnpike are almost complete and ready for occupancy.

The Town takes great pride in how it celebrates holidays. From the Memorial Day Parade, 4th of July celebrations, and the Annual Farm Fair, to the Holiday Prelude, and Winter Fest, the volunteers make each event a wonderful opportunity to unite us as one community. Alongside each event, the business owners and the great programs offered by the Chelmsford Center for the Arts also continue to attract patrons from around the area.

Thanks to the many Town employees, committee members, and volunteers, whose efforts improve our community every day, Chelmsford has continued to be a great place to call home.

We appreciate all of their contributions, and encourage all residents to become active in this wonderful town. Together we can work to mold the future that we want not just over the next 5-10 years but for the next generation.

Kenneth M Lefebvre, Chairman
Chelmsford Board of Selectmen



Town Manager *Paul E. Cohen*



The Town of Chelmsford experienced continued success during Fiscal Year 2019. The continued slow-growth economic expansion resulted in the construction of additional multi-family housing units. By the end of June, the first phase of 168 rental housing units at 104 Turnpike Road were completed. These units are deed restricted under the provisions of Chapter 40B of the Massachusetts General Laws. The Town's finished the fiscal year with 1,491 subsidized housing units, which equates to 10.85% of the 2010 Census year round housing supply. We are in compliance with the State's municipal affordable housing requirements.

Housing was also being constructed in the Town Center. The exterior of the 32-unit condominium project located adjacent to the Bruce Freeman Rail Trail has been completed. Occupancy is scheduled for the Fall of 2019. This will bring increased activity in the center.

On the last business day of the fiscal year, the Northern Middlesex Registry of Deeds recorded the sale of the 30-acre former UMass Lowell West Campus at 255 Princeton Street. All indications are that this site will be transformed into a residential community.

The Town also experienced increased business investment during the past fiscal year. A portion of the Radisson Hotel was detached and renovated into a Holiday Inn Express. The former extended-stay Hawthorne Suites in Drum Hill is nearing the completion of its conversion to an Element by Westin. These projects have created additional options for visitors to the community.

The Town and the region suffered from increased traffic congestion. The volume of traffic has increased with the historically low unemployment rate. Any incident on Interstate 495 or Route 3 resulted in additional congestion along major routes across town. The Board of Selectmen held a traffic forum to hear residents' concerns and suggestions on how to improve the situation. Residents sought increased traffic enforcement and other traffic calming measures.

Town Meeting reflected the trend towards increased environmental protection. At the 2018 Fall Annual Town Meeting, residents approved a ban on polystyrene (Styrofoam) disposable food service containers. Town Meeting also regulated the retail use of single-use plastic beverage straws and plastic stirrers. An effort to regulate the retail use of single-use plastic checkout bags in business establishments failed to pass Town Meeting. However, since neighboring towns have enacted bans on thin film single-use plastic bags, it is expected that this measure will be brought back to Town Meeting for another vote very soon.

The most-engaging Town Meeting action was a change in the zoning bylaws pertaining to animals accessory to dwellings. This was referred to as the chicken zoning bylaw. Residential concerns pertaining to rodents raised the land use issues for chickens. Stricter zoning requirements and enhanced Board of Health regulations resulted from this matter.

The Town's financial condition remained strong. The independent auditors presented a clean audit for Fiscal Year 2018 to the Board of Selectmen in October. Standard and Poor's credit rating agency maintained the Town's AA+ bond rating with a stable outlook in June as part of the \$7M borrowing for the FY20 capital expenditure plan and the refinancing of a portion of the Town's sewer debt. The credit profile noted the Town's very strong management, strong



Town Manager

budgetary performance, strong budgetary flexibility, very strong liquidity, and strong debt and contingent liability profile.

The Fiscal Year 2020 operating and capital budget that Town Meeting approved at the 2019 Spring Annual Town Meeting improves the financial stability of the community. The budget addresses the significant unfunded pension and Other Post-Employment Benefits (OPEB) liabilities. The \$8.87M assessment from the Middlesex County Retirement System includes a \$7.56M payment towards the Town's \$105.4M unfunded pension liability. The Town appropriated \$1.5M to the OPEB trust fund to conform to a 30-year actuarial plan to fund its \$67.7M retiree health care liability.

To address concerns regarding the increasing residential property tax burden, the Board of Selectmen implemented a 27% shift in the residential tax rate. The average single-family property tax bill was reduced from \$7,175 to \$7,003. The Town's statewide ranking decreased from 65 to 73. The average single-family home was assessed at \$428,333 and was subject to a tax rate of \$16.35.

The Town acted to provide additional services and assistance to residents by increasing the funding level under the senior citizen property tax work-off program from \$100,000 to \$150,000. This will increase the average program benefit to \$1,000. The FY20 budget includes funding for a full-time Community Services Coordinator to assist residents with the challenges posed by mental health issues, financial distress, opioid addiction, and other unmet human service needs. The budget also provides a full-time school resource officer at each of the two middle schools, along with one at the high school.

The Commonwealth of Massachusetts' adoption of the federal Occupational Health and Safety Administration (OSHA) standards for municipalities became effective on February 1, 2019. The Town established a full-time municipal safety specialist position to enhance its workplace safety training and record keeping requirements.

Town Meeting also funded the second phase of a three step implementation to address the updated federal stormwater management requirements that are now effective in Massachusetts. There is

a stormwater division of the Department of Public Works that undertakes engineering, maintenance, and capital investment in the Town's drainage system.

The Town maintained its proactive approach towards obtaining and utilizing available grant moneys to improve the community. The Director of Business Development administered a \$50,000 business development grant program that was earmarked to the Town of Chelmsford in the State's FY19 budget. The Department of Public Works oversaw the completion of a \$2.16M federal grant to stabilize 4,250 linear feet of the riverbank along the Merrimack River at Williamsburg to prevent damage to the condominium development's sewer infrastructure. The Town obtained a \$225,000 Housing Choice Community Capital Grant to construct sidewalks along Turnpike Road from Warren Avenue to Billerica Road. Chelmsford received a \$189,089 Green Communities Grant for LED lighting and chiller replacement at the police station, HVAC upgrades at the Senior Center, and LED lighting at the School Administrative Offices. The Town also received a \$31,000 Municipal Vulnerability Preparedness grant to identify the challenges posed to the community as a result of climate change. Finally, the Town was notified in June that it has been invited into the Massachusetts School Building Authority's Accelerated Repair Program to replace a portion of the South Row School Roof.

The Town enrolled in the AARP's Age Friendly Communities Program. Department heads, community service providers, and representatives of the Council on Aging gathered monthly to identify and address issues to make Chelmsford an inclusive community for people of all ages.

I want to thank the dedicated employees of the Town of Chelmsford, members of the Board of Selectmen and other volunteers serving in our Town's government, the residents and business owners in Chelmsford for their support and counsel during the past fiscal year. I look forward to working with you in the upcoming years for the betterment of our community.

Paul E. Cohen, Town Manager



Business Development

Lisa L. Marrone, Director



Continuing to promote business development in Chelmsford through the micro and macro economies, the Town is experiencing growth through added jobs, expanded workforce housing, new business property ownerships, increased business tenancy and more technical assistance have all provided a noticeable boost in the local economy.

New segments of expanded industries for robotics and life science have been emerging within the Chelmsford Cross Roads at Route 129 corridor. Auto Guide, Endeavor Robotics (automotive robotics/reconnaissance robotics) and First Light Diagnostics (R&D pathogen equipment), show confidence in Chelmsford for their expanded locations by interest of accessible skilled talent and new market rate housing choices. These companies compliment the more traditional long-term tenants with Route 129 for industrial, professional services, medical, banking, and commercial within the business park. Available space within the Cross Roads at Route 129 have been reduced by the new population of business tenants moving in totaling 550,000SF of newly occupied space.

Efforts towards business attraction for the Route 129 corridor include a new video for marketing and advertisement as voluntarily prepared by Chelmsford Telemedia and KFP Media. Participation with Chelmsford Economic Development Commission and the Chelmsford Community Development Director on a new website <https://chelmsfordcrossroads129.com> and new printed materials available for marketing as well. Arranging regularly scheduled site-tours with property owners and prospective tenants have been proven successful with the Town's involvement. MA Development also recently completed a site readiness grant for the Chelmsford Cross Roads at Route 129 that provided in-depth research study and recommendations towards full occupancy.

While a primary focus is on the Chelmsford Cross Roads at Route 129, the Director has also provided significant efforts towards the micro economy of the Chelmsford Small Business Grant, Chelmsford Ribbon Cutting Program, Age-Friendly Chelmsford program, to include strong involvement with Chelmsford Business Association, Greater Lowell Chamber of Commerce, to provide the necessary technical support for small business owners. Additional special projects as assigned including Town web-site redesign, business resource guide, and public/private partnerships in promotion of business development and Town involvement.

Moving forward, overall continuance to promote and elevate the Chelmsford Cross Roads at Route 129 opportunities and blend the activity of the small and large business economy to advance a vibrant community for business investment and development.





Finance Department

John Sousa, Jr., Finance Director, Treasurer, Collector



Left to right: Christine Wedge, John Sousa, Bonnie Stedman, Kim Pease, Lauren Halloran

The fiscal year ending June 30, 2019 was another strong one for the Town of Chelmsford. Total assessed valuation (AV) increased by 7.3% in FY19 to \$5.85 billion, reflecting a thriving Real Estate market for residential property. Market value increased over 7.8% to \$163,423 per capita. Our tax base remains diverse with the 10 largest taxpayers accounting for only 3.5% of total AV. Income levels remained strong with per capita effective buying income equal to 159% of the national level. Chelmsford's unemployment rate at the end of FY19 decreased by 0.5% to 2.7% versus June 2018, continuing to track below the statewide unemployment rate of 3.1%.

Revenues

Receipts from local sources of revenue remained solid. The Town collected 98.5% of FY19 real estate and personal property taxes within the fiscal year. Local Receipts totaled \$11.78M, a 12.7% increase from the prior year. Motor Vehicle Excise tax revenue collections totaled \$5.64M, a 1.6% increase from the prior year. Permit fees (Building, Electrical, and Plumbing) of \$1.45M reflect increased construction and remodeling activity as well as the Building Commissioner's adoption of an updated fee schedule. Hotel Room occupancy tax increased by \$169,266 or 47% as newly renovated properties opened and rooms became available

for rental. Investment interest increased by \$434,818 to \$585,388 as the Town benefitted from higher short-term market interest rates. Chelmsford received \$17.17M of State Aid during FY19.

Reserves

At the beginning of FY19, General Stabilization reserves equaled \$9.74M or 7.3% of budgeted operating revenues. Town Meeting voted in October 2018 to transfer \$767,880 of Free Cash into the General Stabilization Fund. A favorable market environment for both equity and fixed-income investments resulted in an investment gain of \$562,031 or 5.4% on Stabilization assets. The Stabilization Fund balance closed FY19 at \$11.07M, or approximately 8.3% of budgeted operating revenues, after adjusting for transfers from free cash. This level is just above the midpoint of our Town Financial Policy which requires cash reserves be maintained between 5% to 10% of general operating revenues.

Following the closeout of FY18, free cash was certified at \$996,403 as of July 1, 2018. In October, Town Meeting approved the following appropriations from Free Cash: \$767,880 transfer to General Stabilization, \$158,023 to fund a collective bargaining agreement for Police patrol officers, \$37,500 for Vinal Square improvements, \$30,000 for the Chelmsford Center for the Arts, and \$3,000 for the Chelmsford Open Space Stewards.

Liabilities

The FY19 General Operating Budget included a \$1.0M contribution to the OPEB (Other Post-Employment Benefits) Liability Trust Fund. The Town's OPEB Trust assets are invested in the Commonwealth of Massachusetts PRIT (Pension Reserves Investment Trust) Fund. Interested readers may access further information on PRIT at www.mapension.com. OPEB Trust assets earned a net investment return of \$546,112 due to the extremely strong performance of the stock market during the second half of FY19. At the end of



Finance Department

FY19, the OPEB Liability Trust Fund balance was \$10,442,866. The Total OPEB Liability (TOL) as of July 1, 2017 is \$66.97M. This represents a decrease of \$10.2M in the TOL or 13.2% from the prior actuarial valuation report completed as of December 31, 2016.

Standard and Poor's considers the Town's overall long-term debt low at less than 1.5% of market value after deducting sewer debt self-support through betterments and user charges. Amortization of existing debt is rapid with over 85% of principal being retired within 10 years. Debt service expenditures remain manageable with total general fund debt service charges of \$14.18M amounting to 10.7% of FY19 total budgeted expenditures or 8.9% of total expenditures net of betterment-funded sewer debt.

The Town issued \$3.65M of General Obligation Bonds in July 2018 to finance the following projects: \$3.1M to finance the FY19 Capital Improvement Plan, \$450,000 for Community Preservation Funded improvements at Roberts Field, and \$101,771 to complete the acquisition of the Forum Ice Arena.

Bond Rating

Prior to the sale of our bonds in July, Standard and Poor's (S&P) reaffirmed the Town's bond rating at AA+ with a Stable Outlook on June 13, 2018. The AA+ rating is just one step below S&P's highest rating of AAA. Analysts noted that the rating reflects Chelmsford's strong budgetary performance, very strong liquidity, and very strong financial management. S&P considers the Town's financial management practices "Strong" under its Financial Management Assessment (FMA) methodology. The FMA Assessment considers our financial policies and practices, which include: multi-year revenue and expenditure forecasts, long-term capital improvement plan as well as formal policies for the management of investments, debt, and reserves.

I would like to express my appreciation to our Treasurer/Collector's Office staff, which includes: Kim Pease, Assistant Treasurer, Christine Wedge, Assistant Collector, Bonnie Steadman, Principal Clerk, and Lauren Halloran, Principal Clerk for their dedication and efforts throughout the year. A note of appreciation is also extended to Taylor McLellan, our first student intern from Nashoba Valley Technical High School.

John Sousa, Jr.
Finance Director/ Treasurer-Collector



Finance Committee

James E. Clancy IV, Chairman



Front Row L to R: Kathy Duffett, Jim Clancy, Annita Tanini Back Row L to R: Vicky Parks, David Goselin, Ameena Langford, Eric Chambers

The Finance Committee is composed of seven members who are appointed by the Town Moderator. Each appointment is for a three-year term and terms are staggered to maximize flow of information and continuity of experience. The chief responsibility of the Finance Committee is to provide recommendations on the Town's budget and proposed warrant articles which will be considered by Town Meeting Representatives at the Spring and Fall Town Meetings and at any Special Town Meetings.

Finance Committee members are assigned to town departments and other town boards and committees as liaisons to review and bring information back to the Committee for deliberation and recommendations concerning financial issues. Each liaison may schedule individual visits with department heads to review department budgets prior to meeting with the full Committee. Department heads are then asked to present their department's budget to the Committee and answer questions from Finance Committee members.

In addition to reviewing the budgets of town departments, the Finance Committee is presented the overall proposed budget and recommended

capital plan. The Town Manager presents his proposed budget along with any additional information requested by the Finance Committee. The Capital Planning Committee Chair presents the capital plan to the Finance Committee for review. The Finance Committee may also invite others, including representatives from the CPC, proponents, petitioners, or other interested parties to attend Finance Committee meetings to answer questions with respect to all warrant articles which may have a financial impact on the town.

Once all the information needed to effectively deliberate is gathered, the Finance Committee makes informed recommendations to the Town Meeting Representatives on the budget and financial warrant articles and on any other warrant article which may have financial implications now or in the future. The Finance Committee makes its recommendations to Town Meeting based upon its own review, but it also presents that same information to Town Meeting through our handbooks and during our public meetings. Agendas and meeting minutes are posted and preserved on the Town's website and meetings are recorded for future viewing through Chelmsford TeleMedia's efforts. While the Committee hopes that its insight is beneficial to Town Meeting, and while the Committee believes that its recommendations are both thoughtful and thorough, it is ultimately the responsibility of Town Meeting to review what proponents of the articles have presented, to weigh the arguments for and against each article, and to vote for the most beneficial course of action for the Town as a whole.

When not preparing for Town Meeting, the Committee monitors the Town's financial situation throughout the year and has the ability to ask representatives of departments to meet and explain financial projects. The Committee also has discretion over the use of the Finance Committee Reserve Fund, which may be approached to address extraordinary or



Finance Committee

unforeseen expenditures at any time between town meetings, avoiding the need to call a Special Town Meeting which, when held, create an additional cost for the Town. The unexpended funds may also be appropriated at Town Meeting to fund warrant articles.

In the fall, the Town was once again faced with a certified free cash number which was lower than that of the previous year (\$44,979 lower). The Finance Committee voted in support of funding a collective bargaining agreement with the Chelmsford Police Association Fraternal Order of Police, Lodge 110 and for the hiring of an additional full-time health inspector to meet the increased demand for inspections. The Stormwater Management Enterprise Fund was created in a phased introduction to address the previously postponed EPA-issued General Permits for Stormwater Discharges from Small Municipal Separate Storm Water Systems from July 1, 2017 to July 1, 2018. The Finance Committee recognized the need to establish this enterprise fund especially considering the implementation of the new regulations and associated fines for non-compliance. While the Finance Committee supported an effort put forth by the Board of Selectmen to study municipal emergency ambulance and fire station consolidation, the measure was defeated by Town Meeting. The Finance Committee, after hearing from the Chelmsford Center for the Arts and the Chelmsford Open Space Stewards about their respective group's needs, voted in favor of one time fund transfers to aid in their efforts of adding culture and value to the Town without being supplied with annual funding to accomplish the same. Efforts to improve Vinal Square through the placement of portable planters and to secure a survey in order to seek state funding for the resurfacing and reconfiguration of Vinal Square were supported by the Committee. Other projects receiving recommended approval from the Finance Committee were reconstruction of the 9th hole green at the Chelmsford Country Club, the purchase of a utility trailer to haul

cable access equipment, and the continuation of the Pine Ridge Cemetery Expansion Project, all funded by respective enterprise funds and all projects adding value to their respective enterprises. A new bylaw definition for flag display was supported by the Finance Committee, while amendments banning the use of thin film single-use plastic bags by all business establishments in Chelmsford, banning the use of Styrofoam/polystyrene containers in all food establishments and town facilities in Chelmsford, and banning the use of single use plastic straws and stirrers in all business establishments or at "city sponsored events" were not. The bans concerned the Committee due to the increased burden placed on local small businesses and the Town's enforcement officers, and due to concerns over the logistics associated with implementing the bans. Ultimately, the flag amendment and the polystyrene amendment were successfully passed by Town Meeting. The straw and stirrer ban was modified at Town Meeting by the proponent to allow straws to still be supplied by businesses, while preventing businesses from actively providing them to customers. The ban on single-use plastic bags was not successfully passed. A zoning bylaw amendment concerning small animals accessory to dwellings was postponed to a Special Town Meeting in February, at which time a majority of the Finance Committee did not support recommendation of an ultimately successful amendment to the language of the bylaw.

In the spring, after thorough review with division and department heads, and further deliberation, a majority of the Committee recommended approval of the proposed budgets for the Town, Chelmsford Public School System, and Nashoba Valley Technical School District. The Committee unanimously supported approval of an accelerated Massachusetts School Building Authority project to replace roofing, windows, and doors at the Nashoba Valley Technical High School. The Committee voted in full support of the capital improvements budget which funded



Finance Committee

the replacement of the Town Hall roof, which has reached its end of life, and the replacement of Fire Engine 4, which continues a plan to replace fire apparatus as they begin to age out of service in the next several years. The Committee also recommended approval of the town's annual funds. After careful review, the Committee recommended approval of an amendment to language in the 129 Business Amenities Overlay District ("BAOD") zoning bylaw to allow for the introduction of drive throughs at upscale fast casual restaurants and supported the use of Community Preservation funds for the reconstruction of the Varney Playground two tennis courts into one tennis court and one pickleball court.

The Finance Committee expresses its sincere appreciation to Town Manager, Paul Cohen, Assistant Town Manager, Mike McCall, Finance Director, John Sousa, Town Accountant, Darlene Lussier, Chelmsford Public School District Superintendent, Dr. Jay Lang, Nashoba Valley Technical School District Superintendent, Denise Pigeon, Town Clerk, Patricia Dzuris and to all Chelmsford department and division heads and their staff for their wealth of information and assistance in helping the Finance Committee reach its decisions. The Committee extends its gratitude to Chelmsford TeleMedia for broadcasting and recording its meetings. The Finance Committee also thanks the boards and committees who appear before it yearly and, as always, the Committee extends a huge "thank you" to Pam Morrison, its clerk, who helps the Finance Committee remain current, organized, and punctual in its reporting of information and decisions to Town Meeting.

The Finance Committee as a body serves the taxpayers of Chelmsford and as such always welcomes comments and suggestions. Meetings are held on Thursday nights at 7:30 p.m. during the budget season and leading up to both Fall and Spring Annual Town Meetings, and public comment is always on the agenda. The Finance

Committee strives to improve our Town by overseeing the budget process throughout each Fiscal Year, making sure we are all guarding "what the sires have won."

The Finance Committee:

Jim Clancy, Chair
Annita Tanini, Vice Chair
Kathy Duffett
Ameena Langford
Eric Chambers
David Goselin
Vicky Parks





Accounting

CITY/TOWN OF CHELMSFORD, MASSACHUSETTS								
Combined Balance Sheet - All Fund Types and Account Groups								
as of June 30, 2019								
(Unaudited)								
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	7,055,587.87	23,544,627.18	2,860,202.92	3,976,205.59		27,642,239.41		65,078,862.97
Investments								0.00
Receivables:								
Personal property taxes	35,433.77							35,433.77
Real estate taxes	942,588.55							942,588.55
Deferred taxes	444,509.91							444,509.91
Allowance for abatements and exemptions	(1,018,759.85)							(1,018,759.85)
Special assessments	2,750.96	1,216,182.42						1,218,933.38
Tax liens	661,480.85							661,480.85
Tax foreclosures	44,450.23							44,450.23
Motor vehicle excise	515,043.54							515,043.54
Other excises								0.00
User fees				686,405.86				686,405.86
Utility liens added to taxes	406.29			37,819.46				38,225.75
Departmental								0.00
Other receivables	2,651.93					103,400.00		106,051.93
Due from other governments	1,244,258.00	779,738.99						2,023,996.99
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							80,892,515.42	80,892,515.42
Amounts to be provided - vacation and sick leave							1,557,803.70	1,557,803.70
Total Assets	9,930,402.05	25,540,548.59	2,860,202.92	4,700,430.91	0.00	27,745,639.41	82,450,319.12	153,227,543.00
LIABILITIES AND FUND EQUITY								
Liabilities:								
Accounts payable								0.00
Warrants payable	1,725,798.10	255,649.31	110,657.90	370,140.01		65,987.86		2,528,233.18
Accrued payroll and withholdings	2,275,016.85	827.16						2,275,844.01
Accrued claims payable								0.00
IBNR								0.00
Other liabilities	21,381.71							21,381.71
Agency Funds						877,787.93		877,787.93
Deferred revenue:								
Real and personal property taxes	(40,737.52)							(40,737.52)
Deferred taxes	444,509.91							444,509.91
Prepaid taxes/fees								0.00
Special assessments	2,750.96	1,216,182.42						1,218,933.38
Tax liens	661,480.85							661,480.85
Tax foreclosures	44,450.23							44,450.23
Motor vehicle excise	515,043.54							515,043.54
Other excises								0.00
User fees				686,405.86				686,405.86
Utility liens added to taxes	406.29			37,819.46				38,225.75
Departmental								0.00
Deposits receivable								0.00
Other receivables								0.00
Due from other governments		779,738.99						779,738.99
Due to other governments								0.00
Due to/from other funds								0.00
Bonds payable								0.00
Notes payable							80,892,515.42	80,892,515.42
Vacation and sick leave liability							1,557,803.70	1,557,803.70
Total Liabilities	5,650,100.92	2,252,397.88	110,657.90	1,094,365.33	0.00	943,775.79	82,450,319.12	92,501,616.94
Fund Equity:								
Reserved for encumbrances	388,068.83							388,068.83
Reserved for expenditures		21,068,953.50	2,749,545.02	590,525.00		26,801,863.62		51,210,887.14
Reserved for continuing appropriations	320,095.52							320,095.52
Reserved for petty cash	2,295.00							2,295.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for debt service								0.00
Reserved for premiums								0.00
Reserved for working deposit								0.00
Undesignated fund balance	3,569,841.78	2,219,197.21		3,015,540.58				8,804,579.57
Unreserved retained earnings								0.00
Investment in capital assets								0.00
Total Fund Equity	4,280,301.13	23,288,150.71	2,749,545.02	3,606,065.58	0.00	26,801,863.62	0.00	60,725,926.06
Total Liabilities and Fund Equity	9,930,402.05	25,540,548.59	2,860,202.92	4,700,430.91	0.00	27,745,639.41	82,450,319.12	153,227,543.00



Assessing Division *Frank Reen, Assessor*



Rena Gagne, Frank Reen, Sue Taylor, Kit Bianchi

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. It has been the policy of the Assessors to review the valuations annually in order to maintain accurate and current assessments; a summary of the analysis is reviewed by the Department of Revenue and is essential to the certification of the tax rate. The real estate valuations through calendar year 2017 demonstrated that the residential real estate market was continuing to appreciate. The commercial/industrial market continued to grow as well although at a slower rate. For Fiscal Year 2019 the Board of Selectmen adopted a split Tax Rate for the first time in twenty years. A split tax Rate creates two tax rates: one for Residential and one for Commercial/Industrial. The net effect is the Commercial/Industrial pay a larger share of the Tax Levy and the Residential pay a smaller share than they would have with a single rate. Additionally, the Board adopted the Small

Commercial Exemption (SCE) of 10%. The SCE, is a reduction in taxes by the adopted percentage for Commercial properties that are valued at less than \$1,000,000 and have ten or fewer full time employees. Last year's (FY18) Tax Rate was \$17.96 for all Classes. For FY2019 the Residential Tax Rate is \$16.35, for Commercial Industrial \$22.21. For Personal Property \$22.06. A single Tax Rate for FY19 would have been \$17.36

It is with both with some pleasure and sadness that we say goodbye Kathryn Bianchi as she is retiring after nineteen years of stellar public service to the Town, seventeen of those years were in the Assessor's Office. Kit spent her first two years with Community Planning before transferring to the Assessor's Office. Kit has been the Town's Assistant Assessor, and to me a colleague and a friend for those many years and her excellent work and companionship will be missed by all. Kit was instrumental in introducing many upgrades and improving procedures to the office which increased efficiency and delivered an enhanced service to the public. I, along with the rest of the staff and Board of Assessors wish her family all the best. I, along with Board members, Samuel Chase, John Duffett, and Kevin Sullivan wish to thank the staff of the Assessor's office, Sue Taylor, Rena Gagne and Kathryn Bianchi for all their hard work and dedication through the year. The work done by the staff is completed timely and accurately while maintaining the excellent service the public has come to expect. I would also like to take this opportunity to thank the residents and taxpayers of Chelmsford for their continued cooperation with this office.



Human Resources

Jeanne Parziale, Director of Human Resources

MISSION STATEMENT:

To attract and retain a qualified workforce, to maintain fair and equitable personnel policies and to promote a safe, health work environment.

PERSONNEL BOARD:

Jessica Porter, Chair, Patrick Lawlor, Anneke Wade, John Roark, Employee Rep. and one (1) appointed position is unfilled.

RECRUITMENT:

The Town of Chelmsford is committed to attracting, maintaining and retaining a knowledgeable and effective workforce. Human Resources processed 37 new employee hires, 7 retirements, and 25 terminations,

RETIREMENTS:		
Jonathan Tays	Police	10/16/18
Kevin Sheehy	Fire	12/21/18
Henry Houle	Fire	7/10/18
David Hadley	Fire	7/8/19
Jesse Foster	Fire	7/4/18
Gary White	Police	2/1/19
Donald Peterson	Fire	2/1/19

WORKERS' COMPENSATION:

Human Resources processed 40 claims of work-related injury. Breakdown as follows:

Total School Claims: 32
 Total Town Claims: 12

UNEMPLOYMENT:

Unemployment expenses in FY2019 totaled \$18486.92 for School District claims, \$0 for Town Government. Consulting fees were \$4,240.

HEALTH INSURANCE – JUNE 2019 ENROLLMENT

Blue Care Elect PPO			
	Town	School	Retirees
Individual	2	18	17
Family	3	10	3
Network Blue HMO			
Individual	62	116	40
Family	135	280	51
HMO Select Network			
Individual	4	11	0
Family	2	3	0
Managed Blue for Seniors			51
Medex			745

Submitted by: Jeanne Parziale, Human Resources Director



Town Administration

Town Employee Payroll

TOWN MANAGER

Last Name	First Name	Regular	Other	Total
BRUCE	KRISTINA	\$63,175.84	\$105.00	\$63,280.84
COHEN	PAUL	\$190,154.60	\$14,159.59	\$204,314.19
MARRONE	LISA	\$87,143.65	\$0.00	\$87,143.65
MCCALL	MICHAEL	\$93,894.62	\$0.00	\$93,894.62
PARZIALE	ERICA	\$2,072.00	\$0.00	\$2,072.00

FINANCE COMMITTEE

Last Name	First Name	Regular	Other	Total
MORRISON	PAMELA	\$2,202.33	\$0.00	\$2,202.33

ACCOUNTING

Last Name	First Name	Regular	Other	Total
FLEURY	JOAN	\$71,523.22	\$2,752.40	\$74,275.62
LUSSIER	DARLENE	\$107,646.30	\$5,068.23	\$112,714.53
MCCARTHY	KIMBERLY	\$71,523.22	\$3,334.21	\$74,857.43
MORGAN	DIANE	\$51,707.22	\$3,000.00	\$54,707.22

ASSESSORS

Last Name	First Name	Regular	Other	Total
BIANCHI	KATHRYN	\$73,311.22	\$3,302.88	\$76,614.10
GAGNE	RENA	\$47,891.20	\$0.00	\$47,891.20
REEN	FRANK	\$105,741.02	\$4,763.32	\$110,504.34
TAYLOR	SUSAN	\$54,510.85	\$0.00	\$54,510.85

TREASURER

Last Name	First Name	Regular	Other	Total
HALLORAN	LAUREN	\$37,748.32	\$0.00	\$37,748.32
PEASE	KIM	\$71,523.22	\$2,148.22	\$73,671.44
SOUSA	JOHN	\$128,897.40	\$3,870.96	\$132,768.36
STEADMAN	BONNIE	\$51,707.22	\$2,734.38	\$54,441.60
WEDGE	CHRISTINE	\$69,778.63	\$0.00	\$69,778.63

HUMAN RESOURCES

Last Name	First Name	Regular	Other	Total
PARZIALE	JEANNE	\$101,125.07	\$6,070.70	\$107,195.77

MIS/TECHNOLOGY

Last Name	First Name	Regular	Other	Total
HALL	MATHEW	\$91,555.56	\$0.00	\$91,555.56
LUTTER	EDWARD	\$107,855.96	\$4,858.60	\$112,714.56

TOWN CLERK

Last Name	First Name	Regular	Other	Total
ALMEIDA	JENNIFER	\$58,702.33	\$5,820.64	\$64,522.97
BARTON	CURTIS	\$250.00	\$0.00	\$250.00
CARNEY	MARYLOU	\$63,215.58	\$3,472.82	\$66,688.40



Town Employee Payroll

TOWN CLERK

Last Name	First Name	Regular	Other	Total
DZURIS	PATRICIA	\$85,018.36	\$3,497.98	\$88,516.34
MURPHY	JANET	\$2,264.00	\$0.00	\$2,264.00
SOUSA	NANCY	\$44,386.66	\$3,085.11	\$47,471.77

REGISTRAR

Last Name	First Name	Regular	Other	Total
FALL	THOMAS	\$500.00	\$0.00	\$500.00
LANE	JAMES	\$500.00	\$0.00	\$500.00
WARD	BETHANY	\$1,356.00	\$0.00	\$1,356.00
DULCHINOS	PETER	\$250.00	\$0.00	\$250.00

CONSERVATION

Last Name	First Name	Regular	Other	Total
GUERTIN	KATHARINE	\$55,873.71	\$0.00	\$55,873.71

COMMUNITY DEVELOPMENT

Last Name	First Name	Regular	Other	Total
BELANSKY	EVAN	\$107,911.80	\$3,239.06	\$111,150.86
MERRILL	VIVIAN	\$6,918.62	\$105.00	\$7,023.62

PLANNING BOARD

Last Name	First Name	Regular	Other	Total
STANSFIELD	COLLEEN	\$50,094.16	\$3,266.44	\$53,360.60

POLICE

Last Name	First Name	Regular	Other	Total
AHERN	DANIEL	\$121,526.34	\$59,953.69	\$181,480.03
AHERN	TODD	\$101,125.07	\$93,540.41	\$194,665.48
BARRY	TODD	\$55,909.73	\$2,129.99	\$58,039.72
BELLISSIMO	JENNIFER	\$0.00	\$402.65	\$402.65
BENNETT	KATHLEEN	\$51,707.21	\$2,250.00	\$53,957.21
BERNIER	JEFFREY	\$69,122.52	\$71,179.48	\$140,302.00
BLODGETT	JEFF	\$57,155.88	\$78,888.76	\$136,044.64
BOURKE	TIMOTHY	\$56,927.43	\$38,169.49	\$95,096.92
BRADY	SHAWN	\$55,017.24	\$51,682.13	\$106,699.37
BREWER	SHAWN	\$52,032.94	\$22,203.99	\$74,236.93
BROWN	ROBERT	\$56,927.43	\$58,971.82	\$115,899.25
BUCKLEY	STEVEN	\$3,567.71	\$0.00	\$3,567.71
CALLAHAN	RYAN	\$56,927.44	\$8,775.53	\$65,702.97
CAMERON	MARISSA	\$39,936.58	\$5,342.25	\$45,278.83
CARLO	WILLIAM	\$68,803.50	\$100,615.38	\$169,418.88
CONKLIN	STEVEN	\$25,594.46	\$1,093.15	\$26,687.61
DEFREITAS	DAVID	\$52,032.92	\$25,193.08	\$77,226.00
DEMERS	LISA	\$44,495.18	\$12,628.30	\$57,123.48
DEMERS	RICHARD	\$51,932.42	\$17,788.47	\$69,720.89



Town Administration

Town Employee Payroll

POLICE

Last Name	First Name	Regular	Other	Total
DOOLE	STEVEN	\$45.38	\$250.35	\$295.73
DUBE	PHILIP	\$69,509.52	\$77,642.46	\$147,151.98
FERNALD	MATTHEW	\$47,711.19	\$25,848.33	\$73,559.52
FREDERICKS	STEPHEN	\$70,205.37	\$116,386.08	\$186,591.45
GALLANT	ASHLEY	\$55,003.13	\$38,606.57	\$93,609.70
GERVAIS	BRIAN	\$22,635.80	\$14,104.52	\$36,740.32
GILLIS	AIDAN	\$47,804.23	\$47,093.84	\$94,898.07
GOGUEN	DANIEL	\$56,927.41	\$39,069.12	\$95,996.53
GOODE	FRANCIS	\$69,738.18	\$102,006.29	\$171,744.47
GOODE	TIMOTHY	\$51,932.45	\$12,886.61	\$64,819.06
HALL	SANDRA	\$54,085.73	\$2,718.75	\$56,804.48
HANNAGAN	GARY	\$100,502.43	\$126,733.14	\$227,235.57
HANSCOM	JASON	\$100,502.42	\$94,287.43	\$194,789.85
HAWKINS	STEVEN	\$56,927.40	\$82,038.77	\$138,966.17
HAYDEN	ALEXANDRA	\$51,856.84	\$20,257.24	\$72,114.08
HILL	DEREK	\$25,594.46	\$2,201.94	\$27,796.40
KELLEHER	DENNIS	\$14,772.58	\$23,599.92	\$38,372.50
KOCH	CARL	\$56,726.81	\$1,703.80	\$58,430.61
LECZYNSKI	KEITH	\$47,668.79	\$53,434.32	\$101,103.11
LEFEBVRE	SHAWN	\$14,068.98	\$1,276.11	\$15,345.09
LEO	DAVID	\$56,927.45	\$94,268.84	\$151,196.29
LINSTAD	DAVID	\$52,476.14	\$39,827.33	\$92,303.47
MACKENZIE	DAVID	\$56,927.42	\$64,091.74	\$121,019.16
MAUTI	CHRISTOPHER	\$43,390.89	\$57,094.59	\$100,485.48
MEAD	CRAIG	\$43,547.54	\$50,326.09	\$93,873.63
MEEHAN	KENNETH	\$56,813.16	\$55,313.39	\$112,126.55
MELISI	SHANE	\$39,537.48	\$26,133.59	\$65,671.07
MURPHY	ROBERT JAMES	\$56,927.41	\$53,082.03	\$110,009.44
NOLAN	MELISSA	\$48,841.31	\$0.00	\$48,841.31
O'KEEFE	RILEY	\$38,727.41	\$16,633.16	\$55,360.57
POOR	JASON	\$69,775.21	\$72,384.57	\$142,159.78
POOR	JOHN	\$51,932.40	\$24,156.04	\$76,088.44
PROULX	KEVIN	\$51,932.47	\$32,869.47	\$84,801.94
QUINN	EDWARD	\$100,709.96	\$82,331.74	\$183,041.70
REID	DANIEL	\$56,927.41	\$73,375.62	\$130,303.03
RICCI	ROBERT	\$0.00	\$84.44	\$84.44
RICHARD	BRIAN	\$56,927.42	\$41,216.84	\$98,144.26
RICHARDSON	PAUL	\$59,873.97	\$28,507.00	\$88,380.97
ROARK	JOHN	\$101,125.06	\$48,388.01	\$149,513.07
ROKAS	ASHLEY	\$47,775.96	\$15,751.90	\$63,527.86
SECH	MATTHEW	\$25,594.46	\$2,520.45	\$28,114.91
SHATTUCK	KRISTIN	\$8,441.48	\$6,548.31	\$14,989.79
SMITH	EDWARD	\$100,709.96	\$95,571.18	\$196,281.14
SPENCE	COLIN	\$101,125.06	\$81,365.99	\$182,491.05



Town Employee Payroll

POLICE

Last Name	First Name	Regular	Other	Total
SPINAZOLA	ANTHONY	\$56,927.42	\$31,941.56	\$88,868.98
SPINNEY	JAMES	\$136,857.89	\$35,601.88	\$172,459.77
SULLIVAN	DANIEL	\$56,927.42	\$48,396.68	\$105,324.10
TAYS	JONATHAN	\$17,942.39	\$7,812.03	\$25,754.42
THAYER	NICHOLAS	\$28,114.98	\$19,679.90	\$47,794.88
TYROS	GEORGE	\$56,927.44	\$51,111.82	\$108,039.26
TYROS	REBECCA	\$56,927.39	\$35,276.09	\$92,203.48
UBELE	BRIAN	\$56,813.18	\$43,122.44	\$99,935.62
WALSH	CRAIG	\$59,765.30	\$54,447.54	\$114,212.84
WHITE	GARY	\$34,306.02	\$14,754.10	\$49,060.12
YUAN	KALEIGH	\$38,746.31	\$26,903.15	\$65,649.46
ZAHER	CHRISTOPHER	\$56,927.40	\$66,718.11	\$123,645.51
ZIMINSKY	NICHOLAS	\$57,155.88	\$61,454.77	\$118,610.65

FIRE

Last Name	First Name	Regular	Other	Total
ABBOTT	JOSHUA	\$59,875.73	\$40,491.71	\$100,367.44
ALBON	ROBERT	\$44,029.14	\$9,189.05	\$53,218.19
AMUNDSON	WILLIAM	\$59,875.74	\$30,527.19	\$90,402.93
BACON	WILLIAM	\$59,875.70	\$15,418.13	\$75,293.83
BAKER	GARY	\$46,576.14	\$15,997.55	\$62,573.69
BENNETT	WILLIAM	\$59,875.74	\$43,845.80	\$103,721.54
BOISSEAU	EDWARD	\$59,875.72	\$20,864.08	\$80,739.80
BOUDREAU	A	\$59,875.72	\$20,218.94	\$80,094.66
BROTHERS	CHRISTOPHER	\$59,875.71	\$17,938.06	\$77,813.77
BROTHERS	MICHAEL	\$59,875.72	\$44,275.77	\$104,151.49
BROTHERS	THOMAS	\$59,875.74	\$27,515.38	\$87,391.12
BYAM	ERIK	\$59,875.75	\$19,910.99	\$79,786.74
CANCELLA	JEFFREY	\$59,875.76	\$52,573.14	\$112,448.90
CARKIN	JO ELLEN	\$18,595.22	\$0.00	\$18,595.22
CASEY	EDWARD	\$59,875.74	\$21,554.22	\$81,429.96
CHIASSON	MICHAEL	\$59,875.75	\$43,396.28	\$103,272.03
CLARKE	KEVIN	\$59,888.64	\$29,592.80	\$89,481.44
COREY	DANIEL	\$59,875.74	\$16,313.93	\$76,189.67
DALEY	PATRICK	\$59,875.74	\$25,293.41	\$85,169.15
DONOGHUE	MICHAEL	\$110,295.21	\$23,094.69	\$133,389.90
DUCHARME	MICHAEL	\$59,875.72	\$36,532.64	\$96,408.36
FADER	FRANK	\$69,162.69	\$13,296.94	\$82,459.63
FOSTER	JESSE	\$2,272.51	\$27,871.96	\$30,144.47
FUNARO	DANIEL	\$77,912.57	\$23,730.51	\$101,643.08
GARDNER	ROBERT	\$59,875.73	\$30,334.76	\$90,210.49
GRIFFIN	ANNA	\$54,141.22	\$3,750.00	\$57,891.22
HADLEY	DAVID	\$2,985.69	\$31,178.08	\$34,163.77
HAMILTON	DEREK	\$13,984.24	\$2,634.40	\$16,618.64



Town Administration

Town Employee Payroll

FIRE

Last Name	First Name	Regular	Other	Total
HAMILTON	NICHOLAS	\$59,391.09	\$53,851.91	\$113,243.00
HOULE	DAVID	\$59,875.72	\$19,451.10	\$79,326.82
HOULE	HENRY	\$4,156.37	\$40,272.80	\$44,429.17
HOULE	RYAN	\$81,574.07	\$38,925.27	\$120,499.34
KEOHANE	WILLIAM	\$59,875.75	\$34,429.45	\$94,305.20
KIVLAN	JOHN	\$82,514.01	\$56,173.32	\$138,687.33
KOHL	DONALD	\$59,391.10	\$16,553.70	\$75,944.80
KOUTSOUFIS	DANIEL	\$82,427.18	\$32,117.56	\$114,544.74
LINDSAY	KEITH	\$59,875.74	\$23,985.59	\$83,861.33
MAHER	DAVID	\$59,875.75	\$41,601.15	\$101,476.90
MAHER	MICHAEL	\$59,875.72	\$26,583.87	\$86,459.59
MANLEY	DANIEL	\$77,913.98	\$43,993.10	\$121,907.08
MANLEY	LEO	\$59,875.71	\$14,895.13	\$74,770.84
MCGARRY	PATRICK	\$46,576.20	\$9,375.75	\$55,951.95
MCNIFF	TIMOTHY	\$46,576.21	\$27,834.43	\$74,410.64
MICU	ANDREW	\$59,875.72	\$48,142.54	\$108,018.26
NELSON	MICHAEL	\$59,876.08	\$47,723.00	\$107,599.08
NEWCOMB	SCOTT	\$15,059.95	\$2,908.82	\$17,968.77
O'BRIEN	KEVIN	\$77,929.38	\$41,847.75	\$119,777.13
PARE	MARC	\$78,990.31	\$34,229.87	\$113,220.18
PETERSON	DONALD	\$37,077.70	\$19,351.76	\$56,429.46
PHELAN	CASEY	\$59,875.75	\$14,697.29	\$74,573.04
PRAK	CHHUNLY	\$59,875.73	\$21,139.70	\$81,015.43
REID	JOHN	\$59,875.72	\$23,165.92	\$83,041.64
ROBINSON	JOHN	\$59,875.74	\$43,268.15	\$103,143.89
RYAN	GARY	\$127,084.70	\$29,056.16	\$156,140.86
RYAN	GEORGE	\$59,875.72	\$37,961.30	\$97,837.02
SACCO	MICHELLE	\$59,883.26	\$48,153.92	\$108,037.18
SCHELLBACH	WILLIAM	\$59,875.76	\$44,592.43	\$104,468.19
SEGNINI	GREGORY	\$59,875.73	\$37,708.13	\$97,583.86
SHANAHAN	TIMOTHY	\$59,875.74	\$16,929.97	\$76,805.71
SHEEHY	KEVIN	\$30,388.34	\$23,287.50	\$53,675.84
SPARKS	GREGORY	\$59,875.74	\$33,308.25	\$93,183.99
TURNER	JASON	\$59,875.73	\$44,318.24	\$104,193.97
TURNER	JOSHUA	\$59,875.75	\$56,732.26	\$116,608.01
UBELE	DANIEL	\$59,875.72	\$21,389.35	\$81,265.07
WALSH	GARRETT	\$59,875.76	\$20,223.81	\$80,099.57
YOUNG	MICHAEL	\$59,875.74	\$26,668.59	\$86,544.33

BUILDING INSPECTION

Last Name	First Name	Regular	Other	Total
ALLAN	MARTIN	\$43,225.31	\$5,249.12	\$48,474.43
CLAUSON	VERA	\$48,841.32	\$0.00	\$48,841.32
DUPELL	MARK	\$16,290.80	\$3,113.18	\$19,403.98



Town Employee Payroll

BUILDING INSPECTION

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
FAULKENHAM	DAVID	\$2,000.00	\$0.00	\$2,000.00
KANE	DENNIS	\$43,225.34	\$6,793.71	\$50,019.05
MORASH	DONALD	\$41,116.00	\$3,600.00	\$44,716.00
SHANAHAN	SHAUN	\$83,339.55	\$4,000.00	\$87,339.55
WETHERBEE	PETER	\$2,000.00	\$0.00	\$2,000.00

ANIMAL CONTROL OFFICER

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
CIANCI	MARK	\$49,384.39	\$25,805.46	\$75,189.85
MERRILL	ERIK	\$55,909.75	\$1,807.27	\$57,717.02

DPW BUSINESS MANAGER

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
COTE	JOYCE	\$68,076.32	\$3,466.30	\$71,542.62

DPW/ENGINEERING

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
DANG	JOHNSON	\$885.50	\$0.00	\$885.50
DIAMOND	SEAN	\$4,620.00	\$0.00	\$4,620.00
JAHNLE	STEPHEN	\$121,463.44	\$5,471.58	\$126,935.02
LUDWIG	SCOTT	\$82,998.23	\$4,556.67	\$87,554.90
PAPADOPOULOS	CHRISTINA	\$87,143.80	\$0.00	\$87,143.80

DPW DIRECTOR

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
PERSICHETTI	GARY	\$136,857.91	\$6,161.86	\$143,019.77

DPW/HIGHWAY

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
RICE	CASSANDRA	\$1,008.00	\$0.00	\$1,008.00
CIARDI	PETER	\$50,966.92	\$8,194.79	\$59,161.71
COTE	PAUL	\$5,686.12	\$496.31	\$6,182.43
ERIKSEN	JOSEPH	\$93,013.20	\$48,375.67	\$141,388.87
FERREIRA	LAWRENCE	\$121,526.37	\$7,295.44	\$128,821.81
GUILMETTE	JOHN	\$58,970.48	\$12,364.14	\$71,334.62
IRVINE	DAVID	\$58,970.49	\$17,997.47	\$76,967.96
JENSEN	RICHARD	\$60,893.35	\$34,538.84	\$95,432.19
LEMASURIER	ANDREW	\$6,274.33	\$588.21	\$6,862.54
MALONE	RICHARD	\$51,236.67	\$19,032.56	\$70,269.23
MALONE	TIMOTHY	\$50,982.00	\$20,826.48	\$71,808.48
MCDONOUGH	LYNN	\$47,702.19	\$2,957.80	\$50,659.99
MCKENNEDY	JONATHAN	\$45,689.58	\$5,690.42	\$51,380.00
MURRAY	DAVID	\$51,893.19	\$14,379.62	\$66,272.81
RYAN	THOMAS	\$55,827.69	\$19,738.68	\$75,566.37
SILVA	DAVID	\$58,730.50	\$12,844.01	\$71,574.51



Town Administration

Town Employee Payroll

DPW/HIGHWAY

Last Name	First Name	Regular	Other	Total
SIMARD	DANIEL	\$7,450.77	\$1,746.27	\$9,197.04
SITTLER	DARRYL	\$59,357.61	\$16,635.97	\$75,993.58
TYLER	DAVID	\$60,893.36	\$28,908.33	\$89,801.69
WALSH	TRAVIS	\$51,893.19	\$12,649.58	\$64,542.77
FERREIRA	JOHN	\$7,100.00	\$0.00	\$7,100.00

DPW/PARKS

Last Name	First Name	Regular	Other	Total
SCOMIS	BRIAN	\$64,796.24	\$7,501.90	\$72,298.14

DPW/SEWER

Last Name	First Name	Regular	Other	Total
BELKAS	DANIEL	\$95,077.25	\$13,334.81	\$108,412.06
BOYER	SHARON	\$54,085.74	\$2,250.00	\$56,335.74
BRULE	CHRIS	\$47,004.34	\$3,932.66	\$50,937.00
DUPONT	MATTHEW	\$38,929.72	\$5,025.31	\$43,955.03
GARBARZ III	GABRIEL	\$4,823.75	\$0.00	\$4,823.75
GENDRON	SHANE	\$68,076.32	\$10,013.72	\$78,090.04
GEOFFROY	JUSTIN	\$54,546.00	\$7,346.65	\$61,892.65
LAURENCIO	ADAM	\$38,476.90	\$3,680.31	\$42,157.21
MCCORMICK	PATRICK	\$42,768.27	\$10,219.55	\$52,987.82
MORAN	NEIL	\$57,270.34	\$6,539.80	\$63,810.14
OCZKOWSKI	JOSEPH	\$80,921.79	\$13,134.72	\$94,056.51
POTVIN	CHAD	\$6,465.54	\$285.24	\$6,750.78
ROWSELL	RICHARD	\$82,944.82	\$5,560.10	\$88,504.92
SILVA	ROBERT	\$87,143.66	\$14,788.56	\$101,932.22
VOSNAKIS	MICHAEL	\$107,911.80	\$6,478.14	\$114,389.94

DPW/STORMWATER

Last Name	First Name	Regular	Other	Total
DESTREMPE	SCOTT	\$50,319.07	\$15,343.70	\$65,662.77
EDWARDS	BRYAN	\$54,993.08	\$13,583.31	\$68,576.39
GREENWOOD	DENNIS	\$63,376.47	\$31,132.57	\$94,509.04
LEVESQUE	JAMES	\$47,094.82	\$6,775.19	\$53,870.01
PACHECO	DAVID	\$50,319.05	\$9,755.31	\$60,074.36
RICE	STEPHEN	\$6,470.41	\$1,783.03	\$8,253.44
SILVA	ANDREW	\$49,598.37	\$9,235.21	\$58,833.58
WALKER	NATHAN	\$21,315.76	\$0.00	\$21,315.76

DPW/MAINTENANCE

Last Name	First Name	Regular	Other	Total
DORAN	JAMES	\$11,512.62	\$84.84	\$11,597.46
MORIN	DANIEL	\$40,048.03	\$1,343.81	\$41,391.84
MORIN	DONALD	\$1,003.59	\$0.00	\$1,003.59
SAVOIE	HENRY	\$6,249.50	\$587.50	\$6,837.00



Town Employee Payroll

DPW/FACILITIES

Last Name	First Name	Regular	Other	Total
CALLAGHAN	STEPHEN	\$45,004.19	\$3,372.01	\$48,376.20
CANAVAN	KATHLEEN	\$99,641.85	\$0.00	\$99,641.85
DIPERSIO	JASON	\$63,024.52	\$7,909.00	\$70,933.52
FAULKNER	ADAM	\$54,053.85	\$3,100.62	\$57,154.47
GIBELLI	MICHAEL	\$1,545.00	\$0.00	\$1,545.00
JARVIS	JOSEPH	\$5,568.00	\$0.00	\$5,568.00
KUHN	JOSEPH	\$812.00	\$0.00	\$812.00
LUCE	RICHARD	\$53,429.89	\$0.00	\$53,429.89
LUTTER	DECLAN	\$640.00	\$0.00	\$640.00
MARTHUR	CATHERINE	\$51,673.07	\$0.00	\$51,673.07
MILOTTE	ROGER	\$53,429.87	\$5,023.96	\$58,453.83
MISCOVITCH	RUSSELL	\$46,020.22	\$3,896.08	\$49,916.30
NORMANDIE	NATHAN	\$2,842.00	\$0.00	\$2,842.00
ORSO	BRIAN	\$60,156.21	\$13,206.73	\$73,362.94
PARLEE	NICHOLAS	\$57,270.16	\$5,167.73	\$62,437.89
PELKEY	RODNEY	\$53,429.86	\$6,019.87	\$59,449.73
RALLS	JOSEPH	\$63,024.54	\$11,966.28	\$74,990.82
RUGGIERO	DANIEL	\$46,020.16	\$5,639.36	\$51,659.52
TRAINOR	LIAM	\$4,982.00	\$0.00	\$4,982.00
TRAINOR	SHAUN	\$46,020.17	\$5,334.98	\$51,355.15
VAN LANDEGHEM	STEPHEN	\$53,429.87	\$9,777.55	\$63,207.42

CEMETERY

Last Name	First Name	Regular	Other	Total
BOYLE	DAVID	\$75,192.84	\$6,878.23	\$82,071.07
DEFREITAS	JORGE	\$61,746.36	\$16,851.01	\$78,597.37
MCCARTHY	CHRISTOPHER	\$2,312.00	\$357.00	\$2,669.00
SILVA	MARYANN	\$21,049.35	\$0.00	\$21,049.35
WITHYCOMBE	JACK	\$3,808.00	\$688.50	\$4,496.50
ZGONIS	NICHOLAS	\$52,650.27	\$9,455.52	\$62,105.79

BOARD OF HEALTH

Last Name	First Name	Regular	Other	Total
DAY	RICHARD	\$11,475.00	\$0.00	\$11,475.00
GRANT	MICHELE	\$26,181.31	\$0.00	\$26,181.31
MASIELLO	MARK	\$69,778.58	\$3,056.39	\$72,834.97
MCCAUL	CAROLE	\$54,085.69	\$1,500.00	\$55,585.69
ROSA	SUSAN	\$99,641.82	\$4,488.58	\$104,130.40
SORRENTINO	KERRY	\$49,999.33	\$0.00	\$49,999.33
WRIGHT-GLASER	AMANDA	\$38,461.45	\$0.00	\$38,461.45



Town Administration

Town Employee Payroll

COUNCIL ON AGING

Last Name	First Name	Regular	Other	Total
BARRY	DEBORAH	\$33,540.68	\$129.32	\$33,670.00
BERTOS	ANN	\$39,000.00	\$0.00	\$39,000.00
BISCHOFF	NICHOLINA	\$2,399.98	\$0.00	\$2,399.98
BLAIR	RUTH	\$2,886.69	\$0.00	\$2,886.69
BRAMAN DUSSAULT	NATALIE	\$51,591.17	\$0.00	\$51,591.17
BRIGHAM	SARAH	\$2,074.63	\$0.00	\$2,074.63
CAUTHEN	HENRY	\$6,158.97	\$0.00	\$6,158.97
CHAPUT	BETTY	\$11,728.07	\$312.00	\$12,040.07
DALEY	TIMOTHY	\$2,914.44	\$0.00	\$2,914.44
DANAHY	THOMAS	\$477.68	\$0.00	\$477.68
DEAR	ELENA	\$43,233.86	\$2,597.08	\$45,830.94
DEELY	JOHN	\$1,973.84	\$0.00	\$1,973.84
EVANS	PHYLLIS	\$0.00	\$0.00	\$0.00
FERNALD	NANCY	\$2,387.09	\$0.00	\$2,387.09
GRANT	LISA	\$1,630.70	\$0.00	\$1,630.70
GREEN	JAMIE	\$17,043.14	\$522.50	\$17,565.64
GRUENEICH	CAROL	\$4,564.56	\$0.00	\$4,564.56
GUERIN	JAMES	\$5,783.55	\$0.00	\$5,783.55
HAGAN	ANDREW	\$5,555.00	\$0.00	\$5,555.00
HOLTZMAN	RITA	\$500.85	\$0.00	\$500.85
HUNT	APRIL	\$46,428.32	\$0.00	\$46,428.32
JOHNSTON	SANDRA	\$1,498.82	\$0.00	\$1,498.82
LAMY	TINA	\$43,478.97	\$188.22	\$43,667.19
LIAKOS	ARTHUR	\$11,682.02	\$0.00	\$11,682.02
MACPHERSON	JANET	\$36,777.16	\$0.00	\$36,777.16
MAGUIRE	RICHARD	\$9,171.23	\$0.00	\$9,171.23
MORIN	DANIELLE	\$179.01	\$0.00	\$179.01
NEWCOMB	EMMA	\$513.50	\$0.00	\$513.50
NORMANDY	COLLEEN	\$50,078.55	\$1,504.28	\$51,582.83
O'NEIL	PATRICK	\$2,294.08	\$0.00	\$2,294.08
O'NEIL	TRACY	\$27,180.63	\$42.00	\$27,222.63
PAPPAS	SIA	\$25,841.39	\$1,993.66	\$27,835.05
PEARCE	MICHAEL	\$7,267.50	\$437.75	\$7,705.25
SIRIANI	DEBRA	\$77,022.51	\$0.00	\$77,022.51
SOLOMONIDES	KAREN	\$36,371.35	\$512.07	\$36,883.42
WALSH	PETER	\$21,195.00	\$0.00	\$21,195.00
WEBSTER	RUSSELL	\$922.91	\$0.00	\$922.91
WORTHEN	PAUL	\$10,339.67	\$0.00	\$10,339.67

VETERANS AGENT

Last Name	First Name	Regular	Other	Total
JACKSON	REGINA	\$75,144.40	\$4,513.96	\$79,658.36



Town Employee Payroll

LIBRARY

Last Name	First Name	Regular	Other	Total
BHAT	SUPRIYA	\$56,546.62	\$2,632.64	\$59,179.26
CARLSON	TANNER	\$3,712.50	\$0.00	\$3,712.50
CASTNER	LINDSAY	\$9,438.82	\$746.86	\$10,185.68
CHAGNON	SALLY	\$955.88	\$1,096.74	\$2,052.62
COWGILL	MICHAEL	\$20,149.02	\$2,205.80	\$22,354.82
DEBEAUCOURT	DAVID	\$6,489.75	\$0.00	\$6,489.75
DELOSSANTOS	JOSE	\$13,753.21	\$0.00	\$13,753.21
DEMPSTER	SARA	\$60,597.71	\$944.38	\$61,542.09
DIGGS	VALERIE	\$191.30	\$0.00	\$191.30
EVANS	GLYNIS	\$49,192.24	\$3,947.00	\$53,139.24
FITZHANSO	JESSICA	\$60,832.08	\$942.37	\$61,774.45
FOLEY	MAUREEN	\$965.64	\$379.98	\$1,345.62
FRANCINE	LISA	\$59,762.17	\$1,012.63	\$60,774.80
FRASSA	DIANE	\$725.89	\$0.00	\$725.89
GADGIL	MRUDULA	\$0.00	\$0.00	\$0.00
GADGIL	TRUPTI	\$46,925.28	\$3,984.72	\$50,910.00
GEADA	ISABELLE	\$0.00	\$0.00	\$0.00
GRANT	ANDREA	\$41,977.25	\$2,935.46	\$44,912.71
HARRADON	MICHAEL	\$75,144.43	\$52.50	\$75,196.93
HARTMAN	JEFFREY	\$49,087.87	\$73.13	\$49,161.00
HERRMANN	ELIZABETH	\$119,081.86	\$5,364.28	\$124,446.14
HERZOG	BRIAN	\$87,143.67	\$2,617.38	\$89,761.05
JONES	WESLEY	\$19,277.22	\$342.50	\$19,619.72
KERKHOVE	THOMAS	\$2,224.00	\$0.00	\$2,224.00
KING	WILLIAM	\$17,950.75	\$0.00	\$17,950.75
LEAL	ALDEVINO	\$58,144.98	\$4,815.19	\$62,960.17
LESSARD	DEBORAH	\$48,274.26	\$7,464.37	\$55,738.63
LIPOMI	LOUIS	\$90.16	\$0.00	\$90.16
LONGCHAMP	CHARLENE	\$49,293.20	\$6,601.36	\$55,894.56
LYKANSION	DANNY	\$60,832.07	\$2,141.60	\$62,973.67
MAFFETONE	DONNA	\$32,794.75	\$2,000.00	\$34,794.75
MAGNANT	EMILY	\$2,199.00	\$0.00	\$2,199.00
MASON	MARTHA	\$45,854.89	\$2,728.93	\$48,583.82
MCCARTHY	MELISSA	\$47,561.02	\$0.00	\$47,561.02
MICHAEL	COURTNEY	\$105.04	\$0.00	\$105.04
MICHAUD	MARTHA	\$1,520.81	\$137.82	\$1,658.63
MIU	LANNAE	\$2,917.50	\$0.00	\$2,917.50
MONAHAN	LUKE	\$3,124.00	\$0.00	\$3,124.00
MORRISSEY	DEBORAH	\$24,049.29	\$560.66	\$24,609.95
NELSON	STEPHANIE	\$15,336.04	\$340.00	\$15,676.04
O'HEARNE	FIONA	\$2,505.00	\$0.00	\$2,505.00
PHILLIPS	ANDREW	\$1,754.00	\$0.00	\$1,754.00
PHILLIPS	JAMES	\$24,959.23	\$1,848.74	\$26,807.97



Town Administration

Town Employee Payroll

LIBRARY

Last Name	First Name	Regular	Other	Total
REIDT	DAVID	\$204.96	\$0.00	\$204.96
REIMANN	AMY	\$32,479.36	\$163.50	\$32,642.86
ROBINSON	LINDA	\$3,845.28	\$292.47	\$4,137.75
ROCHE-HELMES	CHRISTINE	\$39,438.38	\$5,972.15	\$45,410.53
SYLVIA	THOMAS	\$10,404.68	\$1,473.13	\$11,877.81
THOMAS	JAMES	\$429.00	\$0.00	\$429.00
TRAINOR	ERIN	\$28,150.50	\$2,153.92	\$30,304.42
TURCOTTE	VICKIE	\$87,143.66	\$3,926.06	\$91,069.72
WALSH	EILEEN	\$45,812.60	\$2,064.29	\$47,876.89
ZISCH	HEIDI	\$4,614.51	\$282.84	\$4,897.35

CCA TECHNICAL DIRECTOR

Last Name	First Name	Regular	Other	Total
SILVIA	ANTHONY	\$12,000.00	\$0.00	\$12,000.00

CABLE ACCESS

Last Name	First Name	Regular	Other	Total
HEINRICH	KURT	\$6,137.60	\$864.28	\$7,001.88
PEDULLA	PETER	\$93,844.05	\$4,227.94	\$98,071.99
PETERSON	THOMAS	\$87,143.65	\$21,083.96	\$108,227.61
SILVIA	DANIEL	\$54,510.84	\$0.00	\$54,510.84
STEIMEL	DIANNE	\$43,648.78	\$0.00	\$43,648.78
TARI	VILLU	\$75,192.85	\$4,513.96	\$79,706.81

POLICE/AUXILLARY

Last Name	First Name	Regular	Other	Total
AHERN	JACOB	\$1,302.69	\$0.00	\$1,302.69
AKIMCHUK	JAMES	\$0.00	\$0.00	\$0.00
BELLEMARE	RYAN	\$0.00	\$0.00	\$0.00
GOYETTE	RICHARD	\$7,552.12	\$0.00	\$7,552.12
HOLSTON	KEVIN	\$18,176.28	\$0.00	\$18,176.28
HOUMILLER	ANDREW	\$37,209.21	\$0.00	\$37,209.21
JUMPP	GREGORY	\$425.36	\$0.00	\$425.36
MARTELL	MICHAEL	\$0.00	\$0.00	\$0.00
MERRILL	CODY	\$744.39	\$0.00	\$744.39
RAVANIS	PETER	\$6,018.07	\$0.00	\$6,018.07
RUSSELL	WILLIAM	\$11,527.41	\$0.00	\$11,527.41
TEEHAN	FRANCIS	\$53,113.96	\$55,241.55	\$108,355.51
TOUSIGNANT	LEO	\$29,518.42	\$0.00	\$29,518.42
WARNOCK	ZACHARY	\$212.68	\$0.00	\$212.68



School Employee Payroll

CENTRAL OFFICE

Last Name	First Name	Regular	Other	Total
ARGENZIANO	JEFFREY	\$48,927.58	\$0.00	\$48,927.58
BATTLE	BERNARD	\$15,079.92	\$0.00	\$15,079.92
BERGLUND	KAREN	\$42,448.38	\$636.73	\$43,085.11
BOLDUC	LEANNE	\$46,817.94	\$0.00	\$46,817.94
BORGEN	KIMBERLY	\$19,615.20	\$261.54	\$19,876.74
BREKALIS	PETER	\$45,899.88	\$0.00	\$45,899.88
CURLEY	BRIAN	\$101,745.02	\$0.00	\$101,745.02
GENNARO	JANE	\$56,555.98	\$0.00	\$56,555.98
GIGLIO	SHARON	\$3,910.00	\$0.00	\$3,910.00
GUILLEMETTE	TRACY	\$41,819.96	\$0.00	\$41,819.96
HEFFERNAN	LISA	\$49,978.50	\$0.00	\$49,978.50
HIRSCH	LINDA	\$144,999.92	\$13,759.60	\$158,759.52
JOHNSON-COLLINS	JOANNA	\$119,646.02	\$0.00	\$119,646.02
KEARNS	KERRY	\$32,885.00	\$0.00	\$32,885.00
KIRKPATRICK	CHERYL	\$122,767.06	\$0.00	\$122,767.06
LAMARRE	TRICIA	\$375.00	\$0.00	\$375.00
LANG	ROGER	\$192,500.10	\$27,264.47	\$219,764.57
MERCIER	KATHERINE	\$53,141.66	\$9,200.00	\$62,341.66
NORMANDIN	STEVEN	\$43,696.90	\$0.00	\$43,696.90
PACELLI	DONNA	\$38,760.02	\$0.00	\$38,760.02
PANNETON	SHERRI	\$42,448.38	\$0.00	\$42,448.38
PEREIRA	ANTONIO	\$86,700.12	\$466.85	\$87,166.97
PHILLIPS	DEBORAH	\$54,496.26	\$750.00	\$55,246.26
REESE	AMY	\$122,767.06	\$0.00	\$122,767.06
RIGOLI	PAMELA	\$72,869.42	\$0.00	\$72,869.42
ROSE	WIOLETTKA	\$57,222.10	\$0.00	\$57,222.10
SHIN	DONG	\$42,839.94	\$0.00	\$42,839.94
SILVER	WILLIAM	\$122,767.06	\$0.00	\$122,767.06
WEBBER	RUTH	\$41,616.12	\$0.00	\$41,616.12
WEDEL	PAUL	\$64,654.10	\$0.00	\$64,654.10
WOODMAN	KAREN	\$38,760.02	\$0.00	\$38,760.02
WYMAN	JOSEPH	\$63,923.92	\$0.00	\$63,923.92

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
ABOELSAAD	DAWN	\$81,902.08	\$0.00	\$81,902.08
ACHESON	BRIAN	\$87,226.10	\$1,730.00	\$88,956.10
ACHESON	CYNTHIA	\$34,023.05	\$875.00	\$34,898.05
ALVES	MADALENA	\$87,226.10	\$1,296.00	\$88,522.10
ANGELL-LICHTENTHAL	VALERIE	\$65,278.98	\$0.00	\$65,278.98
ANTETOMASO	MARY	\$87,226.10	\$2,680.00	\$89,906.10
ARENA	NANCY	\$86,432.01	\$0.00	\$86,432.01
ARRINGTON	ERICA	\$86,432.06	\$0.00	\$86,432.06



Town Administration

School Employee Payroll

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
AYLWARD	JAMES	\$81,902.08	\$959.52	\$82,861.60
BARTOS	MATTHEW	\$87,226.10	\$1,491.00	\$88,717.10
BEATO	EDUARDO	\$62,507.90	\$4,188.04	\$66,695.94
BEATTIE	CAITLYN	\$18,933.78	\$0.00	\$18,933.78
BETKE	BREE	\$56,110.59	\$348.00	\$56,458.59
BEYRANEVAND	MATTHEW	\$108,745.90	\$0.00	\$108,745.90
BLAGG	JOSHUA	\$108,264.00	\$1,620.00	\$109,884.00
BLAGG	KAREN	\$86,432.06	\$3,167.86	\$89,599.92
BOUSQUET	MARY	\$54,226.90	\$600.00	\$54,826.90
BRENNAN	JILL	\$6,879.13	\$57.00	\$6,936.13
BREVELERI	CARMEN	\$505.95	\$0.00	\$505.95
BRUELL	CAROL	\$86,432.06	\$150.00	\$86,582.06
BURLAND	JASON	\$76,360.96	\$6,586.15	\$82,947.11
BURNS	JACLYN	\$75,002.98	\$4,066.00	\$79,068.98
CAFARELLI	JOHN	\$56,967.04	\$239.88	\$57,206.92
CAPLES	ERIC	\$90.00	\$0.00	\$90.00
CARPENITO	SAMUEL	\$68,049.02	\$600.00	\$68,649.02
CHAGNON	KATHARINE	\$48,149.40	\$565.00	\$48,714.40
CHAGNON	MAIRIN	\$74,018.10	\$3,366.00	\$77,384.10
COCHRAN	LAUREN	\$86,432.06	\$10,578.00	\$97,010.06
COGLIANO	DIANE	\$81,902.08	\$0.00	\$81,902.08
COLE	BENJAMIN	\$81,902.08	\$4,781.00	\$86,683.08
COLE	CHRISTOPHER	\$19,835.53	\$0.00	\$19,835.53
COLLINS	DEBRA	\$86,432.06	\$125.00	\$86,557.06
COMEAU	KATE	\$81,902.08	\$4,347.00	\$86,249.08
COOGAN	MICHAEL	\$0.00	\$1,202.00	\$1,202.00
COURTEMANCHE	STEVEN	\$87,226.02	\$1,730.00	\$88,956.02
DASCOLI	BRIDGET	\$21,115.82	\$0.00	\$21,115.82
DEGEN	DANA	\$62,507.97	\$5,739.70	\$68,247.67
DEMERS	JONATHAN	\$20,184.98	\$4,774.50	\$24,959.48
DESCHENES	KATHRYN	\$81,902.08	\$705.60	\$82,607.68
DESILVIO	CHRISTINE	\$26,075.14	\$180.00	\$26,255.14
DEVANEY	MAURA	\$75,274.94	\$1,730.00	\$77,004.94
DEVILLASANTE	JORGE	\$62,507.97	\$0.00	\$62,507.97
DIBBLE	MATTHEW	\$81,902.08	\$0.00	\$81,902.08
DICK	ABBEY	\$100,729.98	\$0.00	\$100,729.98
DISTASI	REBECCA	\$29,104.09	\$7,567.10	\$36,671.19
DOAK	JENNIFER	\$81,902.08	\$2,555.50	\$84,457.58
DOHERTY	PATRICIA	\$105,745.90	\$0.00	\$105,745.90
DONNELL	MICHAEL	\$48,965.02	\$865.00	\$49,830.02
DOUKSZEWICZ	ROBERTA	\$16,117.24	\$3,207.50	\$19,324.74
DOULAMIS	KATHERINE	\$81,902.10	\$3,169.00	\$85,071.10
DRISCOLL	KELLEY	\$20,815.38	\$2,596.21	\$23,411.59



School Employee Payroll

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
DURKIN	JULIE	\$78,650.00	\$2,096.00	\$80,746.00
DUSSAULT	JASON	\$81,902.08	\$2,150.00	\$84,052.08
EASTMAN	MARGARET	\$21,174.53	\$0.00	\$21,174.53
ELLIS	JEAN-MARIE	\$20,569.73	\$0.00	\$20,569.73
ELLIS	NATHANIEL	\$11,134.09	\$0.00	\$11,134.09
EMANOUIL	CATHERINE	\$41,387.97	\$220.00	\$41,607.97
FALLON	SUSAN	\$24,168.48	\$0.00	\$24,168.48
FARRELL	COURTNEY	\$81,902.08	\$660.00	\$82,562.08
FLORES	NICHOLE	\$21,174.53	\$0.00	\$21,174.53
FURTADO	JULIANNE	\$23,099.61	\$1,896.00	\$24,995.61
GADBOIS	VERONICA	\$81,902.08	\$870.00	\$82,772.08
GAFFNEY	LEAH	\$81,902.08	\$1,296.00	\$83,198.08
GAGNON	DANIEL	\$9,000.00	\$0.00	\$9,000.00
GAUTHIER	SUSAN	\$86,432.06	\$3,205.00	\$89,637.06
GILBERT	STEPHANIE	\$87,226.10	\$2,651.00	\$89,877.10
GIOUMBAKIS	ELIAS	\$50,333.92	\$19,223.32	\$69,557.24
GOSELIN	RYAN	\$21,803.17	\$1,759.50	\$23,562.67
GRAHAM	REBECCA	\$72,245.95	\$0.00	\$72,245.95
GRAY-WILLIAMS	MANDY	\$81,902.08	\$865.00	\$82,767.08
GREENE	JEREMY	\$86,432.06	\$200.00	\$86,632.06
GREENFIELD	DOUGLAS	\$0.00	\$20,074.00	\$20,074.00
GUARENTE	MATTHEW	\$56,967.04	\$14,440.00	\$71,407.04
HALL	AMANDA	\$36,623.60	\$0.00	\$36,623.60
HARDY	MARY	\$6,673.68	\$0.00	\$6,673.68
HARRINGTON	CHRISTOPHER	\$0.00	\$1,000.00	\$1,000.00
HART	DANIEL	\$99,487.18	\$0.00	\$99,487.18
HARTERY	MARTHA	\$35,869.47	\$0.00	\$35,869.47
HILL	JAMIE	\$56,967.04	\$1,248.60	\$58,215.64
HIRSCH	ALLISON	\$6,169.75	\$0.00	\$6,169.75
HOLLERAN	JEFFREY	\$81,902.08	\$600.00	\$82,502.08
HUBBARD	MAUREEN	\$81,902.10	\$0.00	\$81,902.10
HUGHES	ANGELA	\$22,622.04	\$1,165.00	\$23,787.04
HUNT	ILYSSA	\$81,902.08	\$0.00	\$81,902.08
INMAN	TAYLOR	\$20,045.55	\$120.00	\$20,165.55
JORDAN	JAMES	\$0.00	\$3,701.00	\$3,701.00
KAIZER	DAVID	\$32,279.14	\$12,054.00	\$44,333.14
KAMEL	NANCY	\$23,886.45	\$0.00	\$23,886.45
KARANGIOZE	TERESA	\$87,226.10	\$0.00	\$87,226.10
KAVERUD	KRISTINA	\$91,490.91	\$1,296.00	\$92,786.91
KEA	KRISTINA	\$54,195.96	\$2,887.20	\$57,083.16
KELLEY	KARA	\$59,738.12	\$2,913.32	\$62,651.44
KELLY	COLLEEN	\$76,360.96	\$1,159.82	\$77,520.78
KENDER	MICHELLE	\$86,432.06	\$90.00	\$86,522.06



Town Administration

School Employee Payroll

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
KIERNAN-BELL	NANCY	\$81,902.08	\$8,422.00	\$90,324.08
KING	JOHN	\$81,902.10	\$5,493.00	\$87,395.10
KOBRENSKI	REBECCA	\$81,902.08	\$0.00	\$81,902.08
LAFLAMME	KATHRYN	\$86,432.06	\$1,825.50	\$88,257.56
LAFORTUNE	JOSHUA	\$82,592.12	\$0.00	\$82,592.12
LEARY	TAMMY	\$87,226.10	\$3,207.80	\$90,433.90
LEARY	VANESSA	\$76,659.96	\$0.00	\$76,659.96
LESLIE	KATHLEEN	\$21,478.06	\$12,443.00	\$33,921.06
LIMA	CHRISTINE	\$81,902.08	\$1,795.12	\$83,697.20
LINDSTROM	CAROLYN	\$21,680.36	\$1,239.02	\$22,919.38
LOISELLE	ELIZABETH	\$86,432.06	\$4,935.00	\$91,367.06
LOTTO	MARGERY	\$22,170.05	\$8,445.75	\$30,615.80
LUBY	PAUL	\$20,075.55	\$0.00	\$20,075.55
LYONS	ROBERT	\$109,948.40	\$0.00	\$109,948.40
MACISAAC	JOHN	\$103,217.92	\$0.00	\$103,217.92
MARSETTA	LAUREN	\$83,904.60	\$0.00	\$83,904.60
MARSHALL	ERIN	\$86,432.06	\$0.00	\$86,432.06
MARSHALL	MICHAEL	\$81,902.08	\$12,087.50	\$93,989.58
MASON	MARCY	\$24,064.41	\$40.00	\$24,104.41
MATSON	AMY	\$102,509.94	\$0.00	\$102,509.94
MCARDLE	MARY JANE	\$100,729.98	\$0.00	\$100,729.98
MCDERMOTT	RYAN	\$20,258.01	\$1,831.67	\$22,089.68
MCGOWAN-GUMP	MARGARET	\$98,691.10	\$796.08	\$99,487.18
MCINTYRE	ZACHARY	\$86,432.06	\$450.00	\$86,882.06
MCLAUGHLIN	RENEE	\$20,322.80	\$1,296.00	\$21,618.80
MCMANUS	JENNIFER	\$86,432.01	\$0.00	\$86,432.01
MEEGAN	MEAGAN	\$65,278.98	\$2,400.38	\$67,679.36
MESSIER	MARGARET	\$87,226.10	\$3,570.00	\$90,796.10
MIAN	AAMINA	\$20,472.54	\$2,317.28	\$22,789.82
MOHANRAJ	DEVIUMA	\$20,967.01	\$0.00	\$20,967.01
MOREAU	KELLEY	\$34,978.38	\$0.00	\$34,978.38
MORGAN	RENEE	\$99,487.18	\$0.00	\$99,487.18
MORRILL	COLLEEN	\$56,967.04	\$2,160.00	\$59,127.04
MORRIS	JONATHAN	\$99,487.18	\$0.00	\$99,487.18
MORRISSETTE	JENNA	\$65,278.98	\$90.00	\$65,368.98
MOUSSEAU	DEREK	\$81,902.08	\$0.00	\$81,902.08
MULROONEY	MATTHEW	\$81,902.08	\$0.00	\$81,902.08
MURPHY	JOAN	\$81,902.08	\$1,760.00	\$83,662.08
MURRAY	STEPHEN	\$136,461.00	\$0.00	\$136,461.00
O'KEEFE	MICHAEL	\$81,902.08	\$6,873.00	\$88,775.08
O'TOOLE	DEBBIE	\$23,886.45	\$1,801.20	\$25,687.65
ONEAL	MARICLARE	\$70,956.90	\$5,701.16	\$76,658.06
ORSINI	JENNIFER	\$68,049.02	\$4,697.48	\$72,746.50



School Employee Payroll

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
OSULLIVAN	JOHN	\$86,432.06	\$2,450.00	\$88,882.06
PAGONIS	CHRISTINA	\$0.00	\$18,375.00	\$18,375.00
PARATO	LISA	\$81,902.08	\$600.00	\$82,502.08
PARSONS	RYAN	\$74,018.10	\$7,804.58	\$81,822.68
PECORA	JOHN	\$81,902.08	\$60.00	\$81,962.08
PELLAND	DENISE	\$23,303.05	\$4,092.75	\$27,395.80
PISCIONE	CHRIS	\$20,064.98	\$2,341.76	\$22,406.74
POISSON	RYAN	\$10,049.20	\$4,761.03	\$14,810.23
PRATT HERMAN	JENNIFER	\$75,274.94	\$1,996.00	\$77,270.94
PREES	HOLLY	\$9,619.62	\$6,604.50	\$16,224.12
QUINN	STEPHANIE	\$107,745.90	\$8,400.00	\$116,145.90
RANDOLPH	THERESA	\$41,387.97	\$0.00	\$41,387.97
REGAN	SUSAN	\$81,902.08	\$0.00	\$81,902.08
REILLY	CAROL	\$70,760.04	\$1,299.00	\$72,059.04
RICH	BRUCE	\$0.00	\$7,339.00	\$7,339.00
RICHTER	DANIEL	\$74,018.10	\$12,249.00	\$86,267.10
RICK	ELIZABETH	\$41,601.27	\$60.00	\$41,661.27
RIVARD	DONNA	\$21,174.52	\$0.00	\$21,174.52
ROBERTS	PATRICIA	\$86,432.06	\$0.00	\$86,432.06
ROBERTSON	CRAIG	\$0.00	\$19,733.52	\$19,733.52
ROBILLARD	SCOTT	\$86,432.06	\$210.00	\$86,642.06
ROEDER	AMANDA	\$81,902.08	\$7,943.34	\$89,845.42
ROGERS	KELLY	\$103,973.82	\$2,400.00	\$106,373.82
ROSA	DANIEL	\$91,490.88	\$2,605.00	\$94,095.88
RUGGIERO	MARGARET	\$14,769.06	\$0.00	\$14,769.06
RUSSO	ROBERT	\$81,902.08	\$9,157.26	\$91,059.34
SALMON	JENNIFER	\$87,226.10	\$0.00	\$87,226.10
SALOMAA	JOANNE FAGAN	\$59,738.07	\$2,000.00	\$61,738.07
SANCHEZ	PATRICIA	\$70,957.12	\$1,200.00	\$72,157.12
SANDERS	CLAYTON	\$70,957.12	\$0.00	\$70,957.12
SCARFO	KERRY ANN	\$23,990.53	\$0.00	\$23,990.53
SCOTT	GORDON	\$81,902.08	\$0.00	\$81,902.08
SEXAUER	MATTHEW	\$81,004.52	\$9,329.50	\$90,334.02
SHEA	KAITLYN	\$2,326.94	\$0.00	\$2,326.94
SHEA	MICHAEL	\$86,432.06	\$1,274.00	\$87,706.06
SHEEHAN	JUDITH	\$91,490.88	\$904.91	\$92,395.79
SHEPPARD	LINDSEY	\$72,145.06	\$9,680.00	\$81,825.06
SHOLDS	KIMBERLY	\$64,975.02	\$2,065.00	\$67,040.02
SHUPE	ANDREW	\$75,274.92	\$2,451.00	\$77,725.92
SIMES	KATHRYN	\$107,745.90	\$600.00	\$108,345.90
SLOAN	MICHELE	\$86,432.06	\$0.00	\$86,432.06
SMITH	MARIAN	\$81,902.08	\$2,691.00	\$84,593.08
SOARES	SHEALAGH	\$74,018.10	\$0.00	\$74,018.10



Town Administration

School Employee Payroll

HIGH SCHOOL

Last Name	First Name	Regular	Other	Total
SOUSA	STEVEN	\$54,226.90	\$865.00	\$55,091.90
SOUSA	THOMAS	\$81,902.08	\$0.00	\$81,902.08
ST HILAIRE	JOSEPH	\$17,000.11	\$1,836.00	\$18,836.11
STEEVES	DAVID	\$86,432.06	\$1,873.00	\$88,305.06
STURGEON	JASON	\$51,425.92	\$0.00	\$51,425.92
SULLIVAN	KATELYN	\$56,967.04	\$1,296.00	\$58,263.04
SULLIVAN	KATHRYN	\$86,432.06	\$1,455.50	\$87,887.56
SWANSON	ALEXANDRA	\$70,957.12	\$2,451.00	\$73,408.12
SWEENEY	MARILYN	\$108,745.90	\$1,400.00	\$110,145.90
TAHA	BARBARA	\$81,902.08	\$1,364.20	\$83,266.28
TANINI	LINDA	\$91,490.91	\$0.00	\$91,490.91
TIERNEY	ALICIA	\$14,425.23	\$0.00	\$14,425.23
TURNER	WARREN	\$51,426.06	\$0.00	\$51,426.06
TRAVERS	GWEYN	\$22,334.02	\$1,840.00	\$24,174.02
TRUE-MELLO	KRISTEN	\$21,400.82	\$5,266.00	\$26,666.82
TYLENDIA	JESSICA	\$86,432.01	\$5,795.20	\$92,227.21
UPADHYAY	BINA	\$20,326.79	\$0.00	\$20,326.79
VAN BLARCOM	IAN	\$81,902.08	\$2,451.00	\$84,353.08
VANDAL	RYIAN	\$19,763.46	\$562.50	\$20,325.96
VARGA	ERIK	\$81,902.08	\$0.00	\$81,902.08
VECCHI	NICOLE	\$59,870.98	\$548.80	\$60,419.78
VITALE	CRAIG	\$79,132.04	\$8,564.92	\$87,696.96
WARD	JASON	\$77,860.02	\$0.00	\$77,860.02
WHITTLESEY	CHRISTINA	\$105,745.90	\$0.00	\$105,745.90
WILLIAMS	DANIEL	\$75,791.04	\$2,411.25	\$78,202.29
WILSON	LARAINNE	\$56,678.72	\$0.00	\$56,678.72
WILSON	MARY	\$21,328.06	\$0.00	\$21,328.06
WITTE	MATTHEW	\$81,902.08	\$450.00	\$82,352.08
WRIGHT	THOMAS	\$12,201.45	\$0.00	\$12,201.45
ZOPES	PETER	\$86,432.06	\$1,856.00	\$88,288.06
ZUKOWSKI	DAVID	\$17,909.22	\$0.00	\$17,909.22

MCCARTHY MIDDLE

Last Name	First Name	Regular	Other	Total
AJIKUTIRA	SANGEETHA	\$68,049.02	\$0.00	\$68,049.02
AMENKOWICZ	MARYANNE	\$8,641.16	\$0.00	\$8,641.16
ATHANAS	DOROTHEA	\$87,226.10	\$781.50	\$88,007.60
AVILA	LINDA	\$20,816.37	\$1,801.27	\$22,617.64
BAILLARGEON	DANIELLE	\$81,677.69	\$0.00	\$81,677.69
BAKER	AMY	\$79,132.04	\$180.00	\$79,312.04
BELANGER	NANCY	\$86,432.06	\$1,945.32	\$88,377.38
BELLINGHERI	AMY	\$34,075.54	\$0.00	\$34,075.54
BERUBE	BENJAMIN	\$81,004.52	\$841.00	\$81,845.52



School Employee Payroll

MCCARTHY MIDDLE

Last Name	First Name	Regular	Other	Total
BIBBER-DELTRECCO	CAROLINE	\$86,432.06	\$3,808.00	\$90,240.06
BONNAR	ROSLYN	\$81,902.10	\$5,065.00	\$86,967.10
BRAND	JOSHUA	\$5,437.50	\$0.00	\$5,437.50
BRAZIL	KATHLEEN	\$56,967.04	\$3,079.54	\$60,046.58
BROCKMYRE-MARTIN	MARY	\$86,432.06	\$1,699.50	\$88,131.56
BUCKLEY	JAMES	\$55,674.88	\$4,252.35	\$59,927.23
CALOBRISI	KERRY ANN	\$90,686.12	\$0.00	\$90,686.12
CAMARA	BRIAN	\$16,137.50	\$0.00	\$16,137.50
CHARIG	MOYA	\$56,967.04	\$1,730.00	\$58,697.04
CHEMALY	JEFFREY	\$20,361.54	\$2,842.62	\$23,204.16
CONNELLY	DARLENE	\$20,462.11	\$400.00	\$20,862.11
COURTNEY	DANA	\$74,018.10	\$3,551.50	\$77,569.60
CRAMER	VIRGINIA	\$86,432.06	\$0.00	\$86,432.06
CROCKER	CATHERINE	\$21,658.61	\$400.00	\$22,058.61
CURRAN	LISA	\$81,902.08	\$0.00	\$81,902.08
DAIGLE	DENISE	\$75,274.94	\$1,446.00	\$76,720.94
DALY	VIRGINIA	\$20,466.91	\$1,239.02	\$21,705.93
DEMIRDAG	MUGE	\$54,195.96	\$0.00	\$54,195.96
DENSON	MICHELE	\$87,226.10	\$648.00	\$87,874.10
DENTY	IRENE	\$19,873.19	\$0.00	\$19,873.19
DEVITO	KATHRYN	\$87,226.10	\$2,253.00	\$89,479.10
DOHERTY	ROBIN	\$9,429.16	\$0.00	\$9,429.16
EPSTEIN	SHELLEY LYNN	\$86,432.06	\$2,816.88	\$89,248.94
FELZANI	ADAM	\$87,226.10	\$469.24	\$87,695.34
FINN	KATHLEEN	\$20,495.02	\$0.00	\$20,495.02
FIPPEN	ELIZABETH	\$21,116.60	\$0.00	\$21,116.60
FLANAGAN	JENNIFER	\$81,902.08	\$1,736.00	\$83,638.08
GALLAGHER	THOMAS	\$75,274.94	\$0.00	\$75,274.94
GERMAIN	TRACEY	\$81,902.08	\$3,355.56	\$85,257.64
GERVAIS	MEGHAN	\$4,872.93	\$0.00	\$4,872.93
GOSLIN	JULIE	\$46,672.61	\$0.00	\$46,672.61
GRAHAM	PATRICK	\$81,902.08	\$0.00	\$81,902.08
HERLIHY	JODIE	\$20,471.30	\$1,615.27	\$22,086.57
HIGGINS	JOYCE	\$17,226.03	\$0.00	\$17,226.03
HILL	KATHERINE	\$62,507.90	\$781.50	\$63,289.40
HOLLAND	KELLEY	\$19,323.32	\$400.00	\$19,723.32
ISAACS	KELLY	\$51,698.40	\$648.00	\$52,346.40
KALABOKIS	JOANNE	\$76,361.04	\$0.00	\$76,361.04
KANTOR	MICHAEL	\$54,226.90	\$0.00	\$54,226.90
KARIC	MIRJANA	\$675.00	\$0.00	\$675.00
KELLY-SULESKI	CAROL	\$75,274.94	\$601.50	\$75,876.44
KILEY	SARAH	\$75,274.94	\$1,730.00	\$77,004.94
KLICK-MCHUGH	CAITLIN	\$71,276.80	\$0.00	\$71,276.80



Town Administration

School Employee Payroll

MCCARTHY MIDDLE

Last Name	First Name	Regular	Other	Total
KOMPERDA	JENNIFER	\$81,902.08	\$0.00	\$81,902.08
KONITZER	MICHELE	\$8,086.20	\$0.00	\$8,086.20
KOSCIOLEK	RAMONA	\$8,059.06	\$0.00	\$8,059.06
LACASSE	ALLISON	\$85,484.86	\$5,884.00	\$91,368.86
LANOUCETTE	CATHERINE	\$81,902.08	\$1,203.00	\$83,105.08
LAROCHELLE	LISA	\$16,884.64	\$0.00	\$16,884.64
LARRABEE	TERRIE	\$59,870.98	\$2,592.00	\$62,462.98
LILJEGREN	STEVEN	\$91,490.88	\$0.00	\$91,490.88
LIVINGSTON	SHAUN	\$79,132.04	\$500.00	\$79,632.04
LOCOCO	KAREN	\$81,902.08	\$601.50	\$82,503.58
LUCENTE	KATHRYN	\$86,432.06	\$0.00	\$86,432.06
LYONS	KRISTEN	\$81,902.08	\$648.00	\$82,550.08
MACPHEE	JENNIFER	\$81,902.08	\$2,680.00	\$84,582.08
MAHER	GLENN	\$81,902.08	\$150.00	\$82,052.08
MANNION	IDA	\$35,936.41	\$0.00	\$35,936.41
MARINO	CASSANDRA	\$4,111.33	\$411.60	\$4,522.93
MARSON	ELLEN	\$6,807.20	\$0.00	\$6,807.20
MARTIN	COURTENEY	\$14,154.57	\$0.00	\$14,154.57
MARTIN	DONNA	\$4,172.95	\$0.00	\$4,172.95
MARTIN	SANDRA	\$9,619.62	\$0.00	\$9,619.62
MARTINES	LAURIE	\$81,677.69	\$0.00	\$81,677.69
MCCARTHY	JACQUELINE	\$81,902.08	\$0.00	\$81,902.08
MCCORMICK	VIRGINIA	\$19,748.21	\$643.00	\$20,391.21
MCMAHON	MELISSA	\$81,902.08	\$2,422.00	\$84,324.08
MCPHEE	KURT	\$119,382.90	\$0.00	\$119,382.90
MEANEY	DANIELLE	\$79,132.04	\$0.00	\$79,132.04
MITCHELL	ARCH	\$6,251.73	\$0.00	\$6,251.73
MORIARTY	MARY	\$86,432.06	\$6,413.00	\$92,845.06
MURRAY	PAMELA	\$86,432.06	\$0.00	\$86,432.06
NUTT	TAMMIE	\$87,226.10	\$759.62	\$87,985.72
OMEARA	PAMELA	\$62,507.90	\$2,246.00	\$64,753.90
OTTMAN	RACHEL	\$81,902.08	\$1,803.00	\$83,705.08
PANAGIOTAKOS	CHRISTINE	\$86,432.06	\$2,605.00	\$89,037.06
PERRY	CANDACE	\$16,533.70	\$0.00	\$16,533.70
PINDARA	CHARLENE	\$38,629.11	\$0.00	\$38,629.11
PINDARA	ZACHARY	\$19,312.06	\$367.82	\$19,679.88
PIVONKA	SHARON	\$20,765.48	\$0.00	\$20,765.48
PORTEN	EMILY	\$80,718.04	\$0.00	\$80,718.04
RICHARDSON	JODI	\$81,902.10	\$9,639.18	\$91,541.28
ROBBAT	LINDA	\$81,902.08	\$0.00	\$81,902.08
ROCHWARG	CATHARINE	\$68,049.02	\$0.00	\$68,049.02
RUSH	CAROLINE	\$48,965.02	\$3,736.50	\$52,701.52
RUSSO	JANINE	\$7,962.87	\$0.00	\$7,962.87



School Employee Payroll

MCCARTHY MIDDLE

Last Name	First Name	Regular	Other	Total
SAVARESE	KELLY	\$18,327.55	\$400.00	\$18,727.55
SCHEINBART	CAROL	\$87,226.10	\$1,670.34	\$88,896.44
SCHILLE	JAYNE	\$20,361.51	\$6,194.20	\$26,555.71
SCHWAMB	EUGENE	\$63,573.12	\$399.80	\$63,972.92
SEERO	ELYSE	\$68,049.02	\$0.00	\$68,049.02
SEGAL	JENNIE	\$24,214.13	\$1,475.00	\$25,689.13
SEMENTELLI	KATHY	\$20,795.48	\$4,131.37	\$24,926.85
SHERLOCK	JOHN	\$81,902.08	\$1,318.60	\$83,220.68
SKAFF	LISA ANN	\$81,902.08	\$1,375.50	\$83,277.58
SKELTON	MARY	\$81,902.10	\$0.00	\$81,902.10
SLOCUM	SUSAN	\$86,432.06	\$2,451.00	\$88,883.06
SORAGHAN	BRIAN	\$50,334.06	\$9,279.83	\$59,613.89
SORRENTINO	LINDA	\$81,508.96	\$601.50	\$82,110.46
SPINAZOLA	MARGARET	\$8,003.98	\$0.00	\$8,003.98
STAFFORD	MARIA	\$20,765.48	\$2,682.23	\$23,447.71
SULLIVAN	ERIC	\$74,018.10	\$887.88	\$74,905.98
SWEENEY	BRITNI	\$65,278.98	\$0.00	\$65,278.98
SYKES	RUSSELL	\$20,765.48	\$0.00	\$20,765.48
TAYLOR	LISA	\$20,885.55	\$0.00	\$20,885.55
TESTA	CYNTHIA	\$80,718.04	\$0.00	\$80,718.04
THORP-DUSSOURD	KAREN	\$51,595.95	\$4,720.25	\$56,316.20
VENUGOPAL	DEVI	\$74,018.10	\$3,897.50	\$77,915.60
VINING	JESSICA	\$87,226.10	\$2,680.00	\$89,906.10
WRIGHT	SEAN	\$74,018.10	\$10,611.00	\$84,629.10
WU-MARSHALL	JANNIS	\$20,361.54	\$0.00	\$20,361.54
ZWART	RENEE	\$20,765.48	\$0.00	\$20,765.48

PARKER MIDDLE

Last Name	First Name	Regular	Other	Total
ADLER	ANITA	\$86,432.01	\$0.00	\$86,432.01
ASQUITH	BRENDAN	\$81,902.08	\$2,158.24	\$84,060.32
AYLWARD	JENNIFER	\$81,902.08	\$150.00	\$82,052.08
BAIN	JACLYN	\$81,902.08	\$0.00	\$81,902.08
BARRICELLI	ROBERTA	\$81,902.08	\$0.00	\$81,902.08
BARTLEMAN	JENNIFER	\$20,353.16	\$0.00	\$20,353.16
BELANGER	JOANNE	\$9,354.45	\$0.00	\$9,354.45
BOUCHER	MARC	\$62,507.90	\$750.00	\$63,257.90
BOUDREAU	KATHLEEN	\$20,451.51	\$0.00	\$20,451.51
BRIAND	KIMBERLY	\$81,902.08	\$1,383.00	\$83,285.08
BRUYN	PETER	\$0.00	\$20,074.00	\$20,074.00
BUTLER	JALISA	\$56,967.04	\$0.00	\$56,967.04
CARLSON	CHRISTINE	\$62,507.90	\$0.00	\$62,507.90
CARNEVALE	VICTORIA	\$59,738.07	\$1,159.52	\$60,897.59



Town Administration

School Employee Payroll

PARKER MIDDLE

Last Name	First Name	Regular	Other	Total
CASELLA	KRISTINA	\$23,886.45	\$1,813.05	\$25,699.50
CASEY	LAURA	\$81,902.08	\$0.00	\$81,902.08
CHASE	TIMOTHY	\$0.00	\$2,451.00	\$2,451.00
CODY	TRACEY	\$70,957.12	\$1,383.00	\$72,340.12
COHAN	MARCIA	\$20,825.48	\$0.00	\$20,825.48
COLON	MEGHAN	\$54,195.96	\$0.00	\$54,195.96
CORBO	STACY	\$81,902.08	\$0.00	\$81,902.08
COTE	ANDREA	\$29,868.93	\$0.00	\$29,868.93
COURTEMANCHE	KARA	\$65,278.98	\$1,653.00	\$66,931.98
CRONIN	DAWN	\$7,125.00	\$0.00	\$7,125.00
CROWLEY	JENNIFER	\$23,471.64	\$0.00	\$23,471.64
DANTAS	DONNA	\$6,811.86	\$0.00	\$6,811.86
DAY	SANDRA	\$81,902.08	\$1,296.00	\$83,198.08
DEDINSKY	ELAINE	\$20,361.54	\$1,415.66	\$21,777.20
DENNY-BROWN	ANN	\$65,278.98	\$1,248.00	\$66,526.98
DINGWELL	LORINDA	\$81,902.08	\$0.00	\$81,902.08
DOLAN	AUTUMN	\$79,578.79	\$0.00	\$79,578.79
DRAGOUMANOS	ELIZABETH	\$65,521.56	\$750.00	\$66,271.56
DUSSAULT	JENNIFER	\$65,962.00	\$569.72	\$66,531.72
EASTMAN	JENNIFER	\$81,902.08	\$0.00	\$81,902.08
EGAN	ASHLEY	\$0.00	\$50.07	\$50.07
ENGEL	SHANNON	\$81,902.08	\$1,203.00	\$83,105.08
FOLEY	DONNA	\$31,840.90	\$77.54	\$31,918.44
FRENETTE	MARY	\$20,863.87	\$8,498.00	\$29,361.87
GARNON	GENEVIEVE	\$41,140.84	\$0.00	\$41,140.84
GAUGHAN	NICOLE	\$21,569.57	\$1,799.64	\$23,369.21
GILLIES	KIMBERLY	\$20,825.48	\$8,239.89	\$29,065.37
GIORDANO	LAUREN	\$68,049.02	\$0.00	\$68,049.02
GLOVER	AMY	\$23,547.21	\$1,722.20	\$25,269.41
GRAY	RONALD	\$50,333.92	\$0.00	\$50,333.92
HAVENER	LYNN	\$20,661.54	\$648.00	\$21,309.54
HESLIN	JACKELYN	\$81,902.08	\$1,203.00	\$83,105.08
HICKEY	PATRICK	\$60.00	\$0.00	\$60.00
HILBERG	KERRI	\$9,429.16	\$0.00	\$9,429.16
HORAN	KRISTIN	\$65,100.13	\$939.62	\$66,039.75
JEAN	ASHLEY	\$59,738.07	\$5,679.00	\$65,417.07
JOWETT	LINDA	\$75,274.94	\$8,022.20	\$83,297.14
KAMENIDES	LISA	\$81,902.08	\$0.00	\$81,902.08
KENNEDY	JEAN	\$86,432.01	\$1,296.00	\$87,728.01
KEOHANE	THERESE	\$86,432.06	\$3,663.92	\$90,095.98
KISH	SHEILA	\$86,432.06	\$2,333.00	\$88,765.06
KURTH	KRISTIANA	\$52,101.06	\$0.00	\$52,101.06
LEONARD	NICOLE	\$81,902.08	\$1,050.00	\$82,952.08



School Employee Payroll

PARKER MIDDLE

Last Name	First Name	Regular	Other	Total
LINSNER	ERIC	\$75,274.94	\$8,327.00	\$83,601.94
LOISELLE	SUSAN	\$38,840.31	\$6,676.25	\$45,516.56
LOSSO	DEBORAH	\$9,354.45	\$0.00	\$9,354.45
MACISAAC	MELISSA	\$70,179.50	\$0.00	\$70,179.50
MAGNUSON	REBECCA	\$81,902.08	\$648.00	\$82,550.08
MAIER	DAVID	\$68,049.02	\$0.00	\$68,049.02
MANGAN	JULIE	\$75,002.98	\$5,478.50	\$80,481.48
MAYOTTE	BARBARA	\$81,902.08	\$1,296.00	\$83,198.08
MCAULIFFE	DANIEL	\$81,902.10	\$0.00	\$81,902.10
MCCARTHY	GARRETT	\$81,902.08	\$7,090.52	\$88,992.60
MCCLURE	STEPHEN	\$86,432.06	\$648.00	\$87,080.06
MCFARLAND	KEVIN	\$70,760.04	\$1,746.00	\$72,506.04
MERRILL	SHANNON	\$81,902.08	\$0.00	\$81,902.08
MESITE	DAWN	\$81,902.08	\$0.00	\$81,902.08
MITRA	JALPA	\$19,679.23	\$1,367.49	\$21,046.72
MOLONEY	MARGARET	\$7,875.00	\$0.00	\$7,875.00
MORTON	LISA	\$81,902.08	\$0.00	\$81,902.08
NEWTON	TAYLOR	\$17,968.50	\$27.76	\$17,996.26
NOBLE	AMANDA	\$75,002.98	\$0.00	\$75,002.98
NORTH	MARY	\$20,056.62	\$593.98	\$20,650.60
NOYES	JESSICA	\$59,738.12	\$1,961.96	\$61,700.08
O'NEILL	MYRIAM	\$9,155.44	\$0.00	\$9,155.44
OBRIEN INZ	SUSAN	\$91,490.88	\$0.00	\$91,490.88
OLSON	JUSTIN	\$24,330.62	\$0.00	\$24,330.62
PARKS	ANGELA	\$81,902.08	\$0.00	\$81,902.08
PARKS	JEFFERY	\$119,382.90	\$6,275.10	\$125,658.00
PAUL	LYNN	\$20,541.54	\$1,859.92	\$22,401.46
PIAZZA	SUSAN	\$84,366.88	\$0.00	\$84,366.88
POLLICELLI	MARICLARE	\$65,278.98	\$1,225.50	\$66,504.48
QUINN	KAREN	\$20,601.54	\$0.00	\$20,601.54
RADHAKRISHNAN	PRAVEENA	\$23,255.00	\$425.75	\$23,680.75
RAJI	PATRICIA	\$9,429.16	\$0.00	\$9,429.16
ROBINSON	DEBORAH	\$34,509.93	\$0.00	\$34,509.93
SAHOO	MAMATA	\$20,932.20	\$766.09	\$21,698.29
SEXTON	ELIZABETH	\$86,432.06	\$0.00	\$86,432.06
SIMON	STEVEN	\$69,009.98	\$0.00	\$69,009.98
SOUZA	MARK	\$108,329.86	\$0.00	\$108,329.86
SUCHECKI	ERIN	\$63,573.12	\$0.00	\$63,573.12
SULESKI	MICHAEL	\$86,432.06	\$1,353.00	\$87,785.06
SULLIVAN	MICHAEL	\$68,049.02	\$1,135.41	\$69,184.43
SUNDERMANN	ERIK	\$21,424.92	\$3,359.65	\$24,784.57
TAYLOR	DONNA	\$19,265.17	\$992.14	\$20,257.31
TIANO	LISA	\$65,379.60	\$2,451.00	\$67,830.60



Town Administration

School Employee Payroll

PARKER MIDDLE

Last Name	First Name	Regular	Other	Total
VORONOV	JULIA	\$69,286.98	\$0.00	\$69,286.98
WALSH	CHRISTINE	\$16,152.99	\$0.00	\$16,152.99
WALSH	JANICE	\$9,429.16	\$2,771.00	\$12,200.16
WEICK	DENA	\$87,226.10	\$2,819.50	\$90,045.60
WING	PAUL	\$86,432.06	\$2,680.00	\$89,112.06

BYAM ELEMENTARY

Last Name	First Name	Regular	Other	Total
ABBASCIANO	MICHELLE	\$56,967.04	\$2,680.00	\$59,647.04
ARORA	ANUPAMA	\$83,574.92	\$0.00	\$83,574.92
ATKINSON	KIMBERLY	\$81,902.08	\$2,934.57	\$84,836.65
BABSON	KRISTIN	\$81,902.08	\$600.00	\$82,502.08
BARRETT	BEVERLY	\$47,896.94	\$180.00	\$48,076.94
BLUMBERG	JANE	\$81,902.08	\$639.68	\$82,541.76
BOUCHARD	CELESTE	\$19,702.82	\$0.00	\$19,702.82
BREAULT	MELISSA	\$8,113.34	\$0.00	\$8,113.34
BURGESS	CATHERINE	\$81,902.08	\$0.00	\$81,902.08
CAMIRE	ALYSSA	\$76,360.96	\$0.00	\$76,360.96
CAREY	JANET	\$81,902.08	\$3,478.50	\$85,380.58
CARSON	SARAH	\$81,902.08	\$0.00	\$81,902.08
CASABURRI	FAYE	\$59,738.12	\$1,692.75	\$61,430.87
CASTONGUAY	MARY	\$21,997.45	\$97.74	\$22,095.19
COLE	MAURA	\$67,760.07	\$180.00	\$67,940.07
CONTE	CATHERINE	\$18,723.84	\$0.00	\$18,723.84
CORMACK-O'DONNELL	MARIE	\$81,902.08	\$600.00	\$82,502.08
D'AMATO	CONCETTA	\$10,319.19	\$920.00	\$11,239.19
DALEY	ALEXANDRA	\$21,758.14	\$1,743.00	\$23,501.14
DAVENPORT	KARLEE	\$20,394.66	\$225.16	\$20,619.82
DILLMAN	SUSAN	\$47,897.01	\$450.00	\$48,347.01
DOLAN	ELIZABETH	\$98,243.34	\$1,000.00	\$99,243.34
DOSSIN	ANNE	\$36,495.72	\$0.00	\$36,495.72
DUFRESNE	TARA	\$8,276.31	\$0.00	\$8,276.31
DYNAN	DEBORAH	\$17,879.20	\$0.00	\$17,879.20
FERRONETTI	SUSAN	\$62,507.90	\$1,203.00	\$63,710.90
FIELDING	ANDREW	\$20,596.38	\$0.00	\$20,596.38
FLAHERTY	BRENDAN	\$20,262.61	\$581.84	\$20,844.45
FREDETTE	JASON	\$113,220.12	\$3,200.00	\$116,420.12
GAUDETTE	LISA	\$19,197.43	\$0.00	\$19,197.43
GAUDINO	DIANE	\$21,599.57	\$0.00	\$21,599.57
GESUALDI	DAWN	\$81,902.08	\$1,383.00	\$83,285.08
GOFF	MICHAEL	\$21,599.57	\$9,561.06	\$31,160.63
GOLDSTEIN	JENNIFER	\$81,902.10	\$0.00	\$81,902.10
GOVER	ALLISON	\$68,049.02	\$0.00	\$68,049.02



School Employee Payroll

BYAM ELEMENTARY

Last Name	First Name	Regular	Other	Total
GRABER	MATTHEW	\$69,286.88	\$0.00	\$69,286.88
GREENLEE	JAN	\$9,806.50	\$0.00	\$9,806.50
HAGAR	ALICIA	\$59,738.12	\$0.00	\$59,738.12
HANAFIN	SHERRI	\$79,132.04	\$0.00	\$79,132.04
HANS	ANSHUL	\$20,528.90	\$0.00	\$20,528.90
HARRIS	KATHERINE	\$87,226.10	\$0.00	\$87,226.10
HAYWARD	CHRISTOPHER	\$7,750.47	\$0.00	\$7,750.47
HICKS	MEGHANNE	\$81,902.08	\$0.00	\$81,902.08
HOGAN	MEGHAN	\$81,902.08	\$180.00	\$82,082.08
HOLMAN	MELISSA	\$77,414.22	\$1,351.50	\$78,765.72
HURLEY-LEACH	DIANE	\$0.00	\$15,928.50	\$15,928.50
KAPOPOULOS	CHRISTINE	\$7,325.66	\$0.00	\$7,325.66
KAZARIAN	LYNN	\$0.00	\$14,235.00	\$14,235.00
KEHOE	TERRY	\$20,361.51	\$0.00	\$20,361.51
KENNEDY	MEGHAN	\$81,508.96	\$5,731.00	\$87,239.96
KIMSOUNG	PAULINE	\$19,898.21	\$0.00	\$19,898.21
KIVLAN	SARAH	\$8,630.80	\$0.00	\$8,630.80
KLIX	ROBERTA	\$81,902.08	\$3,558.94	\$85,461.02
KOOKEN	KARLA	\$74,018.10	\$0.00	\$74,018.10
LACAVA	JESSICA	\$0.00	\$15,507.43	\$15,507.43
LALLY	ERIN	\$86,432.01	\$0.00	\$86,432.01
LAMBERT	DONNA	\$21,569.57	\$1,448.64	\$23,018.21
LAROSE-YORK	RENEE	\$81,902.08	\$0.00	\$81,902.08
LEHAN	DANIELLE	\$19,444.90	\$0.00	\$19,444.90
LOEW	CATHERINE	\$70,957.12	\$1,799.20	\$72,756.32
MACDONALD	CAROL	\$20,481.54	\$0.00	\$20,481.54
MADDEN	BARBARA	\$21,997.45	\$0.00	\$21,997.45
MAGUIRE	ELEN	\$81,902.08	\$1,803.00	\$83,705.08
MANUPELLI	LISA	\$19,042.06	\$0.00	\$19,042.06
MARCHANT	KRISTINA	\$79,132.04	\$1,203.00	\$80,335.04
MARKHAM	JILL	\$20,328.00	\$0.00	\$20,328.00
MATSON-DURKIN	HOLLY	\$81,902.08	\$2,799.94	\$84,702.02
MCCALL	CARRIE	\$75,274.94	\$845.50	\$76,120.44
MCNULTY	STEPHANIE	\$8,113.34	\$0.00	\$8,113.34
MEAD	SHANNON	\$2,480.25	\$0.00	\$2,480.25
MEADOWS	JENNIFER	\$21,534.03	\$1,861.50	\$23,395.53
MIGNEAULT	DEBORAH	\$20,236.44	\$0.00	\$20,236.44
MOORE	ELIZABETH	\$8,086.20	\$0.00	\$8,086.20
MURPHY	STELLA	\$19,144.72	\$4,526.25	\$23,670.97
NOURIE	AMANDA	\$16,523.66	\$0.00	\$16,523.66
PAROYIAN	EMMA	\$8,720.36	\$0.00	\$8,720.36
POTULA	RAMADEVI	\$10,239.71	\$0.00	\$10,239.71
QUINN	COURTNEY	\$70,957.12	\$2,766.00	\$73,723.12



Town Administration

School Employee Payroll

BYAM ELEMENTARY

Last Name	First Name	Regular	Other	Total
REGAN	AMY	\$76,360.96	\$0.00	\$76,360.96
RILEY	MONICA	\$20,691.54	\$0.00	\$20,691.54
SANAM	SHEETHAL	\$21,087.36	\$1,137.60	\$22,224.96
SAPIENZA	KIMBERLY	\$20,825.48	\$34.00	\$20,859.48
SARAO	CATHERINE	\$19,653.05	\$400.00	\$20,053.05
SEXAUER	ELIZABETH	\$70,957.12	\$0.00	\$70,957.12
SILVA	CELINE	\$20,366.78	\$1,532.60	\$21,899.38
ST. PETER	LISA	\$0.00	\$15,105.00	\$15,105.00
STREETER	KRISTY	\$81,902.08	\$0.00	\$81,902.08
SULLIVAN	LAUREN	\$81,902.08	\$0.00	\$81,902.08
SZABLAK	LINDA	\$81,902.10	\$1,203.00	\$83,105.10
TICHES	RENEE	\$81,902.08	\$2,785.00	\$84,687.08
TOLLES	BRIAN	\$20,478.99	\$1,738.00	\$22,216.99
TULLY	ALYCE	\$9,890.71	\$91.30	\$9,982.01
WALSH	ASHLEY	\$65,278.98	\$0.00	\$65,278.98
WASZAK	ALISON	\$48,965.07	\$0.00	\$48,965.07
WILLIAMS	PHANI	\$8,099.77	\$0.00	\$8,099.77
WOOD	JAMIE	\$56,967.04	\$0.00	\$56,967.04
WYNN	DEBBIE	\$21,728.06	\$147.50	\$21,875.56
ZOUZAS	DESPENA	\$0.00	\$1,461.50	\$1,461.50

CENTER ELEMENTARY

Last Name	First Name	Regular	Other	Total
AHEARN	STEPHANIE	\$62,507.90	\$1,899.00	\$64,406.90
ALVELO	JESSICA	\$19,294.90	\$1,232.52	\$20,527.42
ANDERSON	ELIZABETH	\$8,251.20	\$0.00	\$8,251.20
APOSTOLOU	AMANDA	\$19,294.90	\$400.00	\$19,694.90
AYOTTE	JENNIFER	\$68,049.02	\$1,299.00	\$69,348.02
BARRETT	ERICA	\$75,002.98	\$2,275.50	\$77,278.48
BASCH	KIRSTEN	\$4,250.00	\$0.00	\$4,250.00
BENTLEY	LAURA	\$59,738.12	\$1,203.00	\$60,941.12
BERGLUND	CATHARINA	\$5,208.99	\$0.00	\$5,208.99
BROOKS	HEATHER	\$62,507.90	\$0.00	\$62,507.90
BUCKLEY	SARAH	\$74,018.10	\$600.00	\$74,618.10
CAFFELLE	MARY	\$36,453.56	\$750.00	\$37,203.56
CARTER	KATHLEEN	\$81,902.08	\$0.00	\$81,902.08
COLBERT	JENNIFER	\$19,324.93	\$0.00	\$19,324.93
COTTER	DIANNE	\$81,902.08	\$0.00	\$81,902.08
CUNNINGHAM	ALICIA	\$81,902.08	\$1,203.00	\$83,105.08
DARWIN	LISA	\$20,361.54	\$16,214.00	\$36,575.54
DEROECK	SARA	\$51,611.85	\$3,786.75	\$55,398.60
DOOLEY	SUSAN	\$81,902.08	\$1,203.00	\$83,105.08
ENGDAHL	MEAGHAN	\$47,897.01	\$601.50	\$48,498.51



School Employee Payroll

CENTER ELEMENTARY

Last Name	First Name	Regular	Other	Total
ERRGONG-WEIDER	MEGAN	\$81,902.08	\$2,451.00	\$84,353.08
FULREADER	DIANNA	\$113,220.12	\$2,000.00	\$115,220.12
FULTZ	KIMBERLEY	\$19,748.22	\$0.00	\$19,748.22
FYTEN	ANN MARIE	\$8,276.31	\$110.50	\$8,386.81
GALLUCCIO	LISA	\$8,113.34	\$0.00	\$8,113.34
GHOBRIAL	MARY	\$8,031.92	\$7,739.25	\$15,771.17
GRAFF	PATRICIA	\$8,440.22	\$0.00	\$8,440.22
GREGORY	KATHLEEN	\$56,857.06	\$0.00	\$56,857.06
GUERRA	MARY	\$62,507.90	\$0.00	\$62,507.90
HEALY	ERIN	\$11,384.24	\$0.00	\$11,384.24
HENRY-COLE	SALLY	\$86,432.06	\$5,743.18	\$92,175.24
HILL	KIMBERLY	\$20,117.63	\$0.00	\$20,117.63
HUGUET	ALESSANDRA	\$76,360.96	\$7,838.18	\$84,199.14
JOOS	DARLEEN	\$87,226.02	\$2,605.00	\$89,831.02
JOYCE	ALANA	\$21,583.33	\$6,118.75	\$27,702.08
KINNEY	ALICIA	\$19,748.21	\$3,336.21	\$23,084.42
KIVI	TANYA	\$87,226.10	\$0.00	\$87,226.10
KNIGHT	BARBARA	\$81,902.08	\$0.00	\$81,902.08
KRAFSIG	JENNIFER	\$81,902.08	\$2,400.00	\$84,302.08
L'ABBE	JEFFREY	\$86,432.06	\$1,203.00	\$87,635.06
LALLAS	CATHERINE	\$81,902.08	\$180.00	\$82,082.08
LAMSON	KARIN	\$47,896.94	\$0.00	\$47,896.94
LEBOEUF	STAMATIA	\$7,788.76	\$0.00	\$7,788.76
LEHMANN	MAUREEN	\$21,394.00	\$684.00	\$22,078.00
LOMICKA	BARBARA	\$20,765.48	\$690.00	\$21,455.48
MACKESSY	KRISTINE	\$17,816.93	\$0.00	\$17,816.93
MALONE	REBECCA	\$20,511.54	\$0.00	\$20,511.54
MARA	KIMBERLY	\$81,902.08	\$419.80	\$82,321.88
MARCOTTE	SHARON	\$17,575.41	\$0.00	\$17,575.41
MCCARTIN	SALLY	\$20,391.54	\$0.00	\$20,391.54
MCCONNELL	BRENDA	\$59,738.12	\$720.00	\$60,458.12
MCELHINNEY	DONNA	\$8,236.72	\$345.00	\$8,581.72
MUSE	CASSANDRA	\$48,965.02	\$0.00	\$48,965.02
OLSON	KRISTEN	\$81,902.08	\$2,961.43	\$84,863.51
OLSSON	MARYELLEN	\$79,132.04	\$4,955.50	\$84,087.54
OMOBONO	DONNA	\$81,902.08	\$3,282.00	\$85,184.08
PAPPERT	ALYSSA	\$7,959.69	\$0.00	\$7,959.69
PETROPOULOS	CHRISTINA	\$8,290.83	\$0.00	\$8,290.83
PIERCE	JACLYN	\$155.00	\$17,385.00	\$17,540.00
PIERCE-CLARKE	KARI	\$81,902.08	\$4,483.00	\$86,385.08
POPKIN	JANIS	\$20,855.55	\$0.00	\$20,855.55
REMICK	JESSICA	\$81,902.08	\$0.00	\$81,902.08
RICHERD GLADIUS	JUDITH GLADIUS	\$14,606.44	\$200.00	\$14,806.44



Town Administration

School Employee Payroll

CENTER ELEMENTARY

Last Name	First Name	Regular	Other	Total
ROSS-MYERS	DEBORAH	\$20,451.54	\$1,232.52	\$21,684.06
ROSSMAN	KATHY	\$75,274.92	\$0.00	\$75,274.92
SANTABARBARA	SUSAN	\$80,555.74	\$5,210.00	\$85,765.74
SHELDON	DOLORES	\$8,113.34	\$0.00	\$8,113.34
SOLLENBERGER	JULIA	\$67,759.90	\$180.00	\$67,939.90
SPILLER	KELLEY	\$19,512.96	\$0.00	\$19,512.96
STEVENSON	BETH	\$0.00	\$8,580.00	\$8,580.00
SULLIVAN	LYNN	\$5,367.04	\$0.00	\$5,367.04
TRAGER	BROOKE	\$59,738.12	\$2,220.00	\$61,958.12
TRAGER	STACIE	\$72,145.06	\$3,156.38	\$75,301.44
TRUDEL	CYNTHIA	\$20,825.48	\$0.00	\$20,825.48
WALKER	ANNAN	\$51,426.06	\$0.00	\$51,426.06
WALL	MARISA	\$1,659.10	\$0.00	\$1,659.10
WHITE	DENISE	\$86,432.06	\$1,203.00	\$87,635.06
YANKOPOULOS	CLAIRE	\$65,278.98	\$2,358.75	\$67,637.73
YOUNG	EILEEN	\$71,990.20	\$1,850.00	\$73,840.20

HARRINGTON ELEMENTARY

Last Name	First Name	Regular	Other	Total
ABBOTT	KATHLEEN	\$20,773.87	\$0.00	\$20,773.87
AKER	AMY	\$75,274.92	\$0.00	\$75,274.92
ASHDOWN	LISA	\$81,902.08	\$0.00	\$81,902.08
ASSELIN	ROBERT	\$113,220.12	\$2,000.00	\$115,220.12
BLAKE	SARAH	\$20,361.51	\$0.00	\$20,361.51
BORLETTO	TRACY	\$19,534.90	\$593.75	\$20,128.65
BOYNTON	JENNIFER	\$0.00	\$16,145.00	\$16,145.00
BROWN	E DIANE	\$81,902.08	\$5,210.00	\$87,112.08
BUCKLEY	DENISE	\$47,896.94	\$480.00	\$48,376.94
CASSELS	KATHLEEN	\$20,361.54	\$0.00	\$20,361.54
CLIMO	KIMBERLY	\$19,294.90	\$885.00	\$20,179.90
CODDAIRE	ELIZABETH	\$81,902.08	\$0.00	\$81,902.08
COLE	IAN	\$20,391.54	\$6,400.50	\$26,792.04
CONRAD	MICHELLE	\$8,059.06	\$0.00	\$8,059.06
CORMIER	KELLY	\$81,902.08	\$0.00	\$81,902.08
CORMIER	KRISTEN	\$5,257.08	\$0.00	\$5,257.08
COTE	ALLISON	\$54,195.96	\$4,286.00	\$58,481.96
COTE	KRISTINA	\$65,278.98	\$600.00	\$65,878.98
DANIELI	ELIZABETH	\$68,049.02	\$600.00	\$68,649.02
DEFREITAS	BARBARA	\$47,896.94	\$0.00	\$47,896.94
DEMAMBRO	JESSICA	\$18,903.30	\$0.00	\$18,903.30
DODGE	PATRICIA	\$0.00	\$16,830.00	\$16,830.00
DUNN	CHRISTINA	\$36,989.57	\$0.00	\$36,989.57
ESPINOLA	KAREN	\$675.00	\$0.00	\$675.00



School Employee Payroll

HARRINGTON ELEMENTARY

Last Name	First Name	Regular	Other	Total
FIDLER	HEATHER	\$18,296.04	\$0.00	\$18,296.04
FIELDING	ALLYSSA	\$8,167.88	\$0.00	\$8,167.88
GAMBON	SUSAN	\$81,902.08	\$0.00	\$81,902.08
GARERI	MICHELLE	\$36,384.64	\$0.00	\$36,384.64
GILBERT	STACY	\$81,902.08	\$1,203.00	\$83,105.08
GRAHAM	KRISTEN	\$81,453.30	\$1,383.00	\$82,836.30
GRIFFIN	ALYSSA	\$5,860.66	\$0.00	\$5,860.66
HAIDAR	DIANE	\$120.00	\$16,575.00	\$16,695.00
HOFFMAN	JANET	\$81,902.08	\$2,680.00	\$84,582.08
IMBRIACO	ANDREA	\$81,902.10	\$2,032.50	\$83,934.60
KENNEY	ROBYN	\$81,902.08	\$3,284.27	\$85,186.35
KINGSTON	TAMMY LEE	\$20,426.39	\$0.00	\$20,426.39
KOLAKOWSKI	CATHERINE	\$66,431.04	\$1,439.28	\$67,870.32
KOWALIK	JESSICA	\$81,902.08	\$1,383.00	\$83,285.08
LABOSSIERE	CAROLYN	\$75,274.94	\$2,605.00	\$77,879.94
LALWANI	DIVYA	\$0.00	\$16,725.00	\$16,725.00
LARIVEE	CAROLE	\$86,432.06	\$2,605.00	\$89,037.06
LAROSA	CHARLES	\$19,216.95	\$1,106.26	\$20,323.21
LEBLANC	DEBRA	\$1,383.80	\$0.00	\$1,383.80
LEE	ESTHER	\$8,086.20	\$0.00	\$8,086.20
LISCIOTTO	KATHLEEN	\$20,399.93	\$0.00	\$20,399.93
LOESCH	ELIZABETH	\$2,630.85	\$0.00	\$2,630.85
MACALLISTER	MARYBETH	\$74,018.10	\$1,383.00	\$75,401.10
MAHER	H LISA	\$20,825.55	\$7,302.40	\$28,127.95
MAHONEY	PATRICIA	\$8,086.20	\$0.00	\$8,086.20
MARMO	ANDREA	\$81,902.08	\$200.00	\$82,102.08
MARVIN	MICHELLE	\$70,957.12	\$0.00	\$70,957.12
MAZZONE	KELLY	\$25,755.92	\$1,296.00	\$27,051.92
MCCORMACK	SUSAN	\$20,416.87	\$0.00	\$20,416.87
MCMENIMAN	PAMELA	\$81,902.08	\$2,680.00	\$84,582.08
NAGLE	KAITLYN	\$46,333.04	\$0.00	\$46,333.04
O'NEIL	LYNDSEY	\$54,195.96	\$180.00	\$54,375.96
OLEY	LAURIE	\$8,059.06	\$0.00	\$8,059.06
OTTO	SUSAN	\$20,594.22	\$0.00	\$20,594.22
PAILES	THERESA	\$86,432.06	\$0.00	\$86,432.06
POTCNER	LEAH	\$56,967.04	\$6,352.00	\$63,319.04
PROIA	JOCELYNE	\$8,113.34	\$0.00	\$8,113.34
PRUSSACK	AMY	\$86,432.06	\$0.00	\$86,432.06
QUESNEL	JACLYN	\$67,215.98	\$0.00	\$67,215.98
QUINN-HARRAHY	NANCY	\$33,877.68	\$0.00	\$33,877.68
RUBIN	LYNN	\$18,848.76	\$0.00	\$18,848.76
SAWYER	ELIZABETH	\$81,902.08	\$2,605.00	\$84,507.08
SILVA	KERRY	\$20,505.76	\$12.75	\$20,518.51



Town Administration

School Employee Payroll

HARRINGTON ELEMENTARY

Last Name	First Name	Regular	Other	Total
SITTLER	KAITLYN	\$19,649.93	\$0.00	\$19,649.93
SULLIVAN	KELLIE	\$81,902.08	\$0.00	\$81,902.08
TORPEY	ELIZABETH	\$62,507.90	\$600.00	\$63,107.90
TREDEAU	MARY	\$20,475.53	\$0.00	\$20,475.53
VALENTINO	JESSICA	\$40,104.32	\$0.00	\$40,104.32
VISNIEWSKI	GALE	\$0.00	\$18,449.67	\$18,449.67
WHITNEY-PERRY	AMY	\$19,074.12	\$0.00	\$19,074.12
WURTZLER	STEVE	\$81,902.08	\$0.00	\$81,902.08

SOUTH ROW ELEMENTARY

Last Name	First Name	Regular	Other	Total
ABBOTT	TAMMY	\$68,049.02	\$1,803.00	\$69,852.02
ARONIAN	NANCY	\$20,765.48	\$9,444.25	\$30,209.73
BACON	PHYLLIS	\$20,682.22	\$1,090.00	\$21,772.22
BASTIANELLI	ELAINE	\$4,496.07	\$20.36	\$4,516.43
BOSSI	MAUREEN	\$19,294.90	\$6,093.75	\$25,388.65
BOTT	MICHELLE	\$2,919.14	\$0.00	\$2,919.14
BOYD	TRICIA	\$59,738.12	\$150.00	\$59,888.12
BRENNAN	VICKI	\$20,825.48	\$11,649.74	\$32,475.22
BROGAN	DEIRDRE	\$91,490.88	\$315.00	\$91,805.88
BROWN	LAURA	\$8,086.20	\$20.36	\$8,106.56
BROWN	REBECCA	\$53,475.11	\$4,956.41	\$58,431.52
BULLOCK	CARA	\$55,315.30	\$180.00	\$55,495.30
BURLAMACHI	ELIZABETH	\$20,421.54	\$0.00	\$20,421.54
CLARK	JENNIFER	\$8,166.20	\$20.36	\$8,186.56
CONNOLLY	ELAINE	\$81,677.69	\$0.00	\$81,677.69
COOPER	AMANDA	\$68,049.02	\$180.00	\$68,229.02
CRAIG	ANNE	\$81,902.08	\$0.00	\$81,902.08
CRISTANTIELLO	JANE	\$81,902.08	\$0.00	\$81,902.08
DELLAIA	SHAUNA	\$18,078.25	\$0.00	\$18,078.25
DOSSIN	EMILY	\$59,738.12	\$1,203.00	\$60,941.12
DRISCOLL	TERRY	\$77,860.12	\$0.00	\$77,860.12
DUNCAN	JACLYN	\$61,480.37	\$4,753.00	\$66,233.37
ELLISON	DEBBIE	\$8,086.20	\$20.36	\$8,106.56
FALLON	DANIELLE	\$56,967.04	\$839.68	\$57,806.72
FRASCA	STACY	\$81,902.08	\$0.00	\$81,902.08
HAMILTON	LORETTA	\$20,821.94	\$0.00	\$20,821.94
HARRINGTON	LOREAL	\$4,206.70	\$20.36	\$4,227.06
HEATER	JENNIFER	\$19,575.76	\$0.00	\$19,575.76
HECTOR	TRACEY	\$8,113.34	\$20.36	\$8,133.70
HEVEY	ALLISON	\$78,264.84	\$0.00	\$78,264.84
HICKS	CATHERINE	\$76,360.96	\$489.83	\$76,850.79
HILTERMAN	ERIN	\$1,839.24	\$0.00	\$1,839.24



School Employee Payroll

SOUTH ROW ELEMENTARY

Last Name	First Name	Regular	Other	Total
HODGKINS	JUDY	\$81,902.08	\$0.00	\$81,902.08
HOGAN	SARAH	\$81,902.08	\$601.50	\$82,503.58
KARNIK	AISHWARYA	\$3,494.68	\$0.00	\$3,494.68
KELLEY	DEIRDRE	\$74,018.10	\$1,418.58	\$75,436.68
KRASNOVSKY	SARAH	\$56,967.04	\$0.00	\$56,967.04
KRAUCH	MARTHA	\$81,902.08	\$3,107.25	\$85,009.33
LEFEBVRE	KIM	\$48,965.02	\$0.00	\$48,965.02
LOPEZ	CATHLEEN	\$19,575.76	\$0.00	\$19,575.76
MAIN	SUSAN	\$19,956.55	\$0.00	\$19,956.55
MARTIN	MICHELLE	\$56,967.04	\$315.00	\$57,282.04
MATHEWS	BETH-ANN	\$81,902.08	\$180.00	\$82,082.08
MCMAHON	MOLLY	\$113,220.12	\$3,000.00	\$116,220.12
MORIN	DANIELLE	\$20,223.95	\$92.79	\$20,316.74
ONEILL	DEBORAH	\$33,885.53	\$0.00	\$33,885.53
PATRIQUIN	ABIGAIL	\$54,195.96	\$450.00	\$54,645.96
RAMALHO	JAYSON	\$98,243.34	\$0.00	\$98,243.34
RANKIN	BONNIE	\$45,487.00	\$601.50	\$46,088.50
REIDY	DIANE	\$20,485.09	\$7,611.52	\$28,096.61
RICH	LINDA	\$91,490.88	\$420.00	\$91,910.88
RIGBY	JENNIFER	\$65,278.98	\$0.00	\$65,278.98
RUHMANN	MICHELLE	\$81,902.08	\$10,706.40	\$92,608.48
SANBORN	JENNIFER	\$81,902.08	\$3,561.75	\$85,463.83
SEPE	KIMBERLY	\$17,217.27	\$0.00	\$17,217.27
SHANAHAN	SANDRA	\$20,361.54	\$0.00	\$20,361.54
SNOW	LINDSEY	\$20,121.77	\$92.79	\$20,214.56
STAGNONE	ANNE	\$81,902.08	\$0.00	\$81,902.08
THOMPSON	SUSAN	\$81,902.08	\$2,605.00	\$84,507.08
TICE	LISA	\$86,432.06	\$0.00	\$86,432.06
TODD	MARY	\$81,902.08	\$258.40	\$82,160.48
TONEY	JENNIFER	\$41,276.97	\$0.00	\$41,276.97
VASQUEZ	AUDRA	\$81,902.08	\$0.00	\$81,902.08
WARREN	SALLY	\$47,897.01	\$735.00	\$48,632.01
WEBBER	JAMIE	\$62,507.90	\$2,163.00	\$64,670.90
YOUNG	ANNE	\$54,226.90	\$0.00	\$54,226.90

CUSTODIANS

Last Name	First Name	Regular	Other	Total
ARIAS	PEDRO	\$39,303.02	\$14,644.69	\$53,947.71
BUFFUM	CHARLES	\$48,575.69	\$2,061.34	\$50,637.03
CUNHA	CHRISTOPHER	\$37,006.02	\$2,317.12	\$39,323.14
DALY	VINCENT	\$8,885.00	\$0.00	\$8,885.00
GAUTHIER	DANIEL	\$1,350.00	\$2,475.00	\$3,825.00
HARRIGAN	PATRICK	\$4,240.00	\$0.00	\$4,240.00



Town Administration

School Employee Payroll

CUSTODIANS

Last Name	First Name	Regular	Other	Total
HARVEY	DEBORAH	\$1,100.00	\$0.00	\$1,100.00
HIRSCH	ADAM	\$18,875.00	\$0.00	\$18,875.00
KEARNS	ROBERT	\$3,365.00	\$10.00	\$3,375.00
KELLY	SHAWN	\$34,619.34	\$6,774.66	\$41,394.00
MANNINEN	MATTHEW	\$38,129.34	\$6,784.76	\$44,914.10
OCASIO	GLORIVEE	\$38,891.88	\$3,208.48	\$42,100.36
PANNETON	JACK	\$995.00	\$0.00	\$995.00
ROMAC	THOMAS	\$39,164.54	\$2,723.06	\$41,887.60
SAVOIE	HENRY	\$6,965.00	\$0.00	\$6,965.00
SEIDL	STEPHEN	\$38,287.51	\$1,189.43	\$39,476.94
SPAULDING	CHERYL	\$39,458.51	\$2,800.16	\$42,258.67
TRUJILLO	NICOLAS	\$39,417.80	\$5,670.74	\$45,088.54
URIZANDI HERNANDEZ	MARIO	\$1,518.11	\$0.00	\$1,518.11
WOODMAN	ALLEN	\$5,465.00	\$0.00	\$5,465.00

CHIPS PROGRAM

Last Name	First Name	Regular	Other	Total
BAILEY	SEAN	\$20,097.42	\$400.00	\$20,497.42
BAKER	CARA	\$9,357.71	\$400.00	\$9,757.71
BARRETT	ELIZABETH	\$76,361.04	\$0.00	\$76,361.04
BERRY	ABBY	\$81,902.08	\$100.00	\$82,002.08
BURKE	GWENDOLYN	\$21,208.06	\$400.00	\$21,608.06
BURNS	FAYE	\$22,913.05	\$400.00	\$23,313.05
CHHIM	SOKORNTEAR	\$21,560.85	\$1,822.00	\$23,382.85
CHOUBEY	NEHA	\$20,071.73	\$100.00	\$20,171.73
COPP	LYNN	\$79,132.04	\$1,998.02	\$81,130.06
CROWELL	CHERYL	\$75,274.92	\$5,210.00	\$80,484.92
DOAK	ERICA	\$59,738.07	\$0.00	\$59,738.07
DUNBAR	DENISE	\$21,630.05	\$400.00	\$22,030.05
FENN	KELSEY	\$21,328.44	\$1,822.00	\$23,150.44
FORTY	MARY ELLEN	\$81,902.08	\$2,615.70	\$84,517.78
GERARDI	STASIA	\$21,801.17	\$1,750.90	\$23,552.07
HECK	DEIRDRE	\$21,298.06	\$400.00	\$21,698.06
HENNIG	AMELIA	\$65,278.98	\$0.00	\$65,278.98
HOAR	SUSAN	\$21,208.06	\$1,267.00	\$22,475.06
HOYT	RUSSELL	\$104,461.76	\$0.00	\$104,461.76
ITRATO	NICOLE	\$21,830.85	\$400.00	\$22,230.85
JOYCE	FRANCES	\$21,630.05	\$8,101.00	\$29,731.05
KULIS	LORI	\$86,432.06	\$0.00	\$86,432.06
LEONI	MIRANDA	\$56,967.04	\$0.00	\$56,967.04
MARAZZI	MICHELE	\$21,526.05	\$11,306.50	\$32,832.55
MARTIN	LISA	\$65,278.98	\$0.00	\$65,278.98
MAZARES	MELANIE	\$73,693.10	\$0.00	\$73,693.10



School Employee Payroll

CHIPS PROGRAM

Last Name	First Name	Regular	Other	Total
MEAGHER	CATHERINE	\$22,119.58	\$0.00	\$22,119.58
NICOLOSI	LAUREN	\$75,002.98	\$2,858.25	\$77,861.23
ODONNELL	LESLIE	\$10,675.92	\$0.00	\$10,675.92
PANDA	PRANGYA	\$19,458.29	\$400.00	\$19,858.29
PARSONS	HEATHER	\$32,000.02	\$0.00	\$32,000.02
PONTES	TANYA	\$21,803.17	\$400.00	\$22,203.17
RENEE	DAWN	\$5,459.74	\$200.00	\$5,659.74
ROLLO	STEPHANIE	\$22,018.02	\$1,750.90	\$23,768.92
RUSZKOWSKI	WENDY	\$20,320.77	\$8,516.42	\$28,837.19
SCOTT	LAUREN	\$72,145.08	\$0.00	\$72,145.08
SEXTON	HEATHER	\$10,738.82	\$200.00	\$10,938.82
THAKUR	ISHITA	\$15,238.42	\$200.00	\$15,438.42
WEAVER-MORRIS	LISA	\$50,333.92	\$0.00	\$50,333.92
ZOUZAS	HARIKLIA	\$23,875.89	\$1,305.39	\$25,181.28

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
ALLEN	SAMUEL	\$174.00	\$0.00	\$174.00
AMBROSINO	JOSHUA	\$272.12	\$0.00	\$272.12
ANDERSON	CAROLYN	\$155.00	\$0.00	\$155.00
ARAVETI	SWETHA	\$7,206.89	\$0.00	\$7,206.89
ARSENEAULT	MATTHEW	\$0.00	\$3,607.20	\$3,607.20
AVERY	AMY	\$0.00	\$19,170.00	\$19,170.00
BADESSA	LINDA	\$54.00	\$0.00	\$54.00
BADOLA	KIRAN	\$7,284.33	\$0.00	\$7,284.33
BARON	LESLIE	\$1,275.00	\$0.00	\$1,275.00
BARRETT	ELIZABETH	\$1,095.19	\$0.00	\$1,095.19
BEATI	ELENNA	\$956.64	\$0.00	\$956.64
BEAUCHESNE	GERALD	\$6,801.04	\$0.00	\$6,801.04
BECKWITH	ANN	\$33.00	\$0.00	\$33.00
BEVIS	KATHIE	\$9,357.50	\$0.00	\$9,357.50
BHATTACHARJEE	RANJEETA	\$72.00	\$0.00	\$72.00
BOTTE	ROSE	\$0.00	\$5,870.00	\$5,870.00
BOYD	LILA	\$0.00	\$3,047.60	\$3,047.60
BRANCO	KEVIN	\$0.00	\$7,339.00	\$7,339.00
BRETON	ALENA	\$0.00	\$4,058.10	\$4,058.10
BRIDLE	JESSICA	\$675.00	\$0.00	\$675.00
BRUSO	JESSICA	\$450.00	\$0.00	\$450.00
BUENO	ARIANA	\$189.85	\$0.00	\$189.85
CALNAN	KRISTEN	\$0.00	\$3,235.50	\$3,235.50
CARTAGLIA	DEBORAH	\$1,118.52	\$0.00	\$1,118.52
CELLINI JR.	RICHARD	\$7,820.00	\$0.00	\$7,820.00
CHACHUS	JULIE	\$750.00	\$0.00	\$750.00



Town Administration

School Employee Payroll

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
CHAMBERLAIN	JENNIFER	\$525.00	\$0.00	\$525.00
CHASE	ALYSON	\$0.00	\$70.00	\$70.00
CHOU	DELIA	\$7,687.50	\$0.00	\$7,687.50
CIARLETTA	MICHAEL	\$11,316.04	\$0.00	\$11,316.04
CLIPP	GRACE	\$3,398.57	\$0.00	\$3,398.57
CONNELL	JEREMIAH	\$1,030.47	\$0.00	\$1,030.47
CONTE	ELIZABETH	\$900.00	\$0.00	\$900.00
COPP	HELEN	\$1,258.06	\$0.00	\$1,258.06
CORMIER	MARGARET	\$9,810.63	\$0.00	\$9,810.63
COURCY	JOY	\$562.50	\$0.00	\$562.50
COX	SHARON	\$1,992.50	\$0.00	\$1,992.50
CRAFTS	THERESA	\$975.54	\$0.00	\$975.54
CRANE	BRIAN	\$0.00	\$7,004.00	\$7,004.00
CROWELL	EILEEN	\$8,905.00	\$0.00	\$8,905.00
CURLEY	MARK	\$150.00	\$0.00	\$150.00
CURRAN	THOMAS	\$1,232.10	\$2,328.00	\$3,560.10
DAVIS	AMELIA	\$3,419.00	\$0.00	\$3,419.00
DAVIS	LINDA	\$5,225.00	\$0.00	\$5,225.00
DAVIS	MARIE-ALINE	\$258.00	\$0.00	\$258.00
DE MARS	LISA	\$1,861.50	\$0.00	\$1,861.50
DECHIARA	KAREN	\$6,097.65	\$0.00	\$6,097.65
DEIGNAN	SUSAN	\$0.00	\$1,032.52	\$1,032.52
DELETETSKY	ROBERTA	\$4,900.81	\$0.00	\$4,900.81
DENSON	GREGORY	\$675.00	\$0.00	\$675.00
DESHLER	BRYAN	\$0.00	\$1,813.00	\$1,813.00
DESMARAIS	GAIL	\$1,087.50	\$0.00	\$1,087.50
DESTEFANO	VINCENT	\$0.00	\$1,501.00	\$1,501.00
DEWEY	THYRA	\$0.00	\$4,284.50	\$4,284.50
DIAZ CHIROQUE	FLOR	\$187.50	\$0.00	\$187.50
DICROCE	JOHN	\$225.00	\$0.00	\$225.00
DILLMAN	BENJAMIN	\$1,845.44	\$0.00	\$1,845.44
DISTASI	LOUIS	\$0.00	\$3,710.70	\$3,710.70
DIVINCENZO	RISA	\$253.50	\$0.00	\$253.50
DIXON	KERRI	\$1,608.34	\$0.00	\$1,608.34
DODDS	MARSHA	\$200.75	\$0.00	\$200.75
DOHERTY	GLENN	\$900.00	\$0.00	\$900.00
DONOGHUE	ANDREW	\$0.00	\$437.00	\$437.00
DONOGHUE	ROBIN	\$13,342.31	\$4,538.00	\$17,880.31
DONOVAN	KIM	\$355.57	\$0.00	\$355.57
DONOVAN	ROBERT	\$1,650.00	\$0.00	\$1,650.00
DOUGLAS	STEPHANIE	\$390.00	\$1,366.70	\$1,756.70
DRAKOS	EIRINI	\$911.46	\$0.00	\$911.46
DRISCOLL	BETSEY	\$5,746.40	\$0.00	\$5,746.40



School Employee Payroll

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
DRISCOLL	REBECCA	\$0.00	\$1,509.00	\$1,509.00
DUFFY	KATHLEEN	\$2,137.50	\$1,436.25	\$3,573.75
DUGGAN	BRYAN	\$0.00	\$5,226.00	\$5,226.00
ELLITHORPE	EMILY	\$2,475.00	\$0.00	\$2,475.00
EPSTEIN	SARA	\$5,025.00	\$0.00	\$5,025.00
ERICKSON	SHERRILL	\$0.00	\$5,226.00	\$5,226.00
ERIKSEN	KRISTEN	\$0.00	\$200.00	\$200.00
EVANS	THERESA	\$3,675.00	\$0.00	\$3,675.00
FANNON	LISA	\$8,276.31	\$6,498.25	\$14,774.56
FARMER	JULIE	\$7,141.92	\$0.00	\$7,141.92
FENNELLY	DENISE	\$1,292.87	\$0.00	\$1,292.87
FILADORO	KATHLEEN	\$1,387.50	\$0.00	\$1,387.50
FINNEGAN	MEGAN	\$144.00	\$0.00	\$144.00
FIORE	KAITLIN	\$0.00	\$1,264.00	\$1,264.00
FIPPEN	HOLLY	\$8,856.64	\$0.00	\$8,856.64
FLETCHER	TODD	\$0.00	\$4,603.50	\$4,603.50
FOLEY	DONNA	\$30,000.00	\$0.00	\$30,000.00
FOLEY	OLIVIA	\$337.50	\$0.00	\$337.50
FRANCISCO	BRIAN	\$96.25	\$1,032.52	\$1,128.77
GARCIA BARRAGAN	IRIS	\$371.50	\$0.00	\$371.50
GARCIA BARRAGAN	MIRIAM	\$8,190.00	\$0.00	\$8,190.00
GARERI	GIANNA	\$144.00	\$0.00	\$144.00
GARG	ANKITA	\$243.00	\$0.00	\$243.00
GARRAHAN	JOANNE	\$1,237.12	\$0.00	\$1,237.12
GAUVIN	KERRY	\$0.00	\$1,320.00	\$1,320.00
GAVIRIA	HEDER	\$0.00	\$1,509.00	\$1,509.00
GIBSON	ALICE	\$7,912.00	\$0.00	\$7,912.00
GLEASON-TADA	MARIE	\$5,147.50	\$0.00	\$5,147.50
GODIN	JENIEL	\$37.50	\$0.00	\$37.50
GUILMETTE	JOANNE	\$116.31	\$0.00	\$116.31
HAACK	DANIEL	\$862.50	\$0.00	\$862.50
HABERL	REBECCA	\$1,266.00	\$0.00	\$1,266.00
HANSEL	JULIE	\$1,716.00	\$0.00	\$1,716.00
HARTSHORN	CURTIS	\$0.00	\$1,443.00	\$1,443.00
HAYWOOD	DEBORA	\$3,262.50	\$0.00	\$3,262.50
HEALD	ANNE	\$4,122.92	\$0.00	\$4,122.92
HECKING	JENNIFER	\$0.00	\$1,770.00	\$1,770.00
HEDISON	BEVERLY	\$6,940.00	\$0.00	\$6,940.00
HOBBY	TATUM	\$497.64	\$0.00	\$497.64
HOEY	ABIGAIL	\$795.00	\$175.32	\$970.32
HORT	KRISTIN	\$37.50	\$0.00	\$37.50
HUGHES	STEPHEN	\$0.00	\$3,172.06	\$3,172.06
INZ	REBECCA	\$903.48	\$0.00	\$903.48



Town Administration

School Employee Payroll

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
JAMIESON	HELEN	\$103.50	\$0.00	\$103.50
JEGANATHAN	MEERA	\$7,863.15	\$0.00	\$7,863.15
JILLET	JOHN	\$6,737.50	\$120.00	\$6,857.50
JOHNSON	MATTHEW	\$275.00	\$0.00	\$275.00
JONES	COLIN	\$5,887.50	\$0.00	\$5,887.50
KALOGRAIA	SOFIA	\$150.00	\$0.00	\$150.00
KINNETT	HARRIET	\$0.00	\$5,176.00	\$5,176.00
KULKARNI	ARUNDHATI	\$296.38	\$0.00	\$296.38
L'HEUREUX	COLLEEN	\$22,062.50	\$0.00	\$22,062.50
LABENSKI	LEEANNA	\$2,809.55	\$0.00	\$2,809.55
LABRECQUE	CHERYL	\$2,450.56	\$0.00	\$2,450.56
LAGRANGE	DONNA	\$0.00	\$21,846.31	\$21,846.31
LANG	JOHN	\$0.00	\$231.00	\$231.00
LAVERTY	ALEXANDRA	\$0.00	\$1,430.00	\$1,430.00
LEACU	SARAH	\$1,987.50	\$0.00	\$1,987.50
LEATHERMAN	CARRIE	\$108.00	\$0.00	\$108.00
LEBLANC	ANGELA	\$261.00	\$0.00	\$261.00
LEFEBVRE	KRISTEN	\$19,125.00	\$0.00	\$19,125.00
LEKAN	DEVIN	\$1,453.44	\$0.00	\$1,453.44
LENTZ	SUSAN	\$9,707.34	\$0.00	\$9,707.34
LEONARD JR	KEVIN	\$0.00	\$7,339.00	\$7,339.00
LOMBARDI	SAL	\$5,851.61	\$0.00	\$5,851.61
LOUGHRAN	ERIN	\$0.00	\$3,964.50	\$3,964.50
LUPOLI	MICHAEL	\$0.00	\$2,557.50	\$2,557.50
LY	CHRISTINE	\$4,650.00	\$0.00	\$4,650.00
MACARTHUR	KAYLIE	\$367.92	\$0.00	\$367.92
MACDONALD	KAYLA	\$0.00	\$5,811.96	\$5,811.96
MACKINNON	SUSAN	\$732.00	\$0.00	\$732.00
MAHANTESH	LAKSHMI	\$70.50	\$0.00	\$70.50
MALONEY	KATHLEEN	\$3,846.79	\$0.00	\$3,846.79
MARINO	DEBRA	\$641.50	\$0.00	\$641.50
MARTIN	CONNOR	\$0.00	\$70.00	\$70.00
MARTIN	DARBY	\$675.00	\$0.00	\$675.00
MARTINEZ	JOHN	\$0.00	\$4,918.16	\$4,918.16
MASOUD	KHAWLA	\$313.25	\$0.00	\$313.25
MATHUR	MONAL	\$2,468.48	\$0.00	\$2,468.48
MCCARTHY	SHANNON	\$225.00	\$0.00	\$225.00
MCCARTIN	ALICIA	\$66.00	\$0.00	\$66.00
MCGOWAN	JENNIFER	\$0.00	\$650.00	\$650.00
MCLEAN	KATHRYN	\$0.00	\$2,812.96	\$2,812.96
MCMASTER	ANGELA	\$242.55	\$0.00	\$242.55
MELLO	MARK	\$0.00	\$3,515.40	\$3,515.40
MICOL	CHARLES	\$0.00	\$7,339.00	\$7,339.00



School Employee Payroll

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
MILLER	HILARY	\$68.75	\$0.00	\$68.75
MINASIAN	REBECCA	\$375.00	\$0.00	\$375.00
MISHERFI	KATHLEEN	\$8,231.91	\$0.00	\$8,231.91
MORRISSETTE	AMY	\$0.00	\$2,648.00	\$2,648.00
MORRISSEY	TARA	\$383.75	\$0.00	\$383.75
MORTON	JUSTIN	\$37.50	\$0.00	\$37.50
MOUNSEY	AARON	\$0.00	\$1,113.00	\$1,113.00
MURRAY	DONNA	\$30,000.00	\$600.00	\$30,600.00
NAIK	ROOPA	\$264.00	\$0.00	\$264.00
NEUMEYER	MARY	\$276.00	\$0.00	\$276.00
ORCHARD	KATHRYN	\$0.00	\$4,494.00	\$4,494.00
OTERO	CELIA	\$33.00	\$0.00	\$33.00
PADHY	SUNITA	\$5,803.62	\$0.00	\$5,803.62
PALAGIRI	ZABEENA	\$7,251.92	\$0.00	\$7,251.92
PALAIA	KATHERINE	\$223.20	\$0.00	\$223.20
PALLAPOTHU	CHITRA	\$4,831.44	\$0.00	\$4,831.44
PATEL	MONALI	\$67.75	\$0.00	\$67.75
PATEL	VIDITA	\$1,410.77	\$0.00	\$1,410.77
PELTIER	MATTHEW	\$2,264.57	\$0.00	\$2,264.57
PERRY	CHANDA	\$0.00	\$330.00	\$330.00
PERRY	DANIELLE	\$0.00	\$3,530.00	\$3,530.00
PETERSON	GEORGE	\$0.00	\$992.70	\$992.70
PINDARA	SAMANTHA	\$165.00	\$0.00	\$165.00
POST	NETTIE	\$732.21	\$0.00	\$732.21
POTTURI	VENKATA	\$2,837.51	\$0.00	\$2,837.51
PRABHU	POORNIMA	\$2,968.08	\$0.00	\$2,968.08
RAGUSA	MARK	\$37.50	\$0.00	\$37.50
RAPONE	LEONARD	\$0.00	\$13,102.00	\$13,102.00
RAVAL	BHUMIKA	\$587.46	\$0.00	\$587.46
REGA	ALLISON	\$401.96	\$0.00	\$401.96
REPPUCCI	DONNA	\$112.50	\$0.00	\$112.50
RICARD	GENEVIEVE	\$0.00	\$805.00	\$805.00
RIZZO	KENDALL	\$0.00	\$5,807.00	\$5,807.00
RUDD	HANNAH	\$216.00	\$0.00	\$216.00
SABA	MICHELE	\$3,609.59	\$0.00	\$3,609.59
SAHA	DIPTI	\$10,398.00	\$0.00	\$10,398.00
SANTOS	MICHELLE	\$2,778.54	\$0.00	\$2,778.54
SCANLON	JAMES	\$0.00	\$5,226.00	\$5,226.00
SCHIEFEN	DEIRDRE	\$942.00	\$0.00	\$942.00
SENGHAS	JACOB	\$2,644.32	\$0.00	\$2,644.32
SETT	JAYATRI	\$8,658.40	\$0.00	\$8,658.40
SEVIGNY	COREY	\$33.00	\$0.00	\$33.00
SHAH	POOJA	\$99.00	\$0.00	\$99.00



Town Administration

School Employee Payroll

DISTRICT WIDE STAFF

Last Name	First Name	Regular	Other	Total
SHAHAB	ANNE	\$2,175.00	\$0.00	\$2,175.00
SHEERAN	JOAN	\$783.88	\$0.00	\$783.88
SHUMBATA	JANICE	\$5,887.14	\$0.00	\$5,887.14
SKINNER	SHANNON	\$0.00	\$2,142.26	\$2,142.26
SMALDONE	GAIL	\$112.50	\$0.00	\$112.50
SORAGHAN	BRIDGET	\$1,631.04	\$0.00	\$1,631.04
SPENCER	ALLYSON	\$675.00	\$0.00	\$675.00
STEPHAN	MICHELLE	\$27.50	\$0.00	\$27.50
STONE	KEITH	\$0.00	\$3,303.00	\$3,303.00
SUBRAMANIAN	RAMYA	\$6,905.00	\$0.00	\$6,905.00
SULLIVAN	ANDREW	\$525.00	\$0.00	\$525.00
SUN	GAIL	\$579.84	\$0.00	\$579.84
SWIERZBIN	ANNA	\$30,000.00	\$900.00	\$30,900.00
TASKER	ALAN	\$2,372.50	\$0.00	\$2,372.50
TOOMEY	NICOLE	\$0.00	\$70.00	\$70.00
TRONCOSO	TRACY	\$757.50	\$0.00	\$757.50
TURLEY	RUTH	\$0.00	\$460.00	\$460.00
TURNER	F WESLEY	\$0.00	\$2,211.60	\$2,211.60
VACCARO	PAMELA	\$262.50	\$0.00	\$262.50
VALDEZ	EDGAR	\$0.00	\$4,918.16	\$4,918.16
VASQUEZ	RUTH	\$615.72	\$0.00	\$615.72
VESEY	LYNN	\$1,965.13	\$0.00	\$1,965.13
WALDRON	HILARY	\$99.00	\$0.00	\$99.00
WALSH	DEBORAH	\$8,140.74	\$20.36	\$8,161.10
WASSERMAN	SIERRA	\$432.17	\$0.00	\$432.17
WEAVER	CHARLES	\$75.00	\$0.00	\$75.00
WILLETT	OLIVIA	\$1,509.43	\$0.00	\$1,509.43
WINSOR	MADELEINE	\$2,099.33	\$0.00	\$2,099.33
WONG	VICKY	\$0.00	\$3,701.00	\$3,701.00
WOOD	ALEXANDRA	\$0.00	\$1,631.70	\$1,631.70
WOODS	LORI	\$390.00	\$0.00	\$390.00
WRIGHT	PAMELA	\$0.00	\$3,578.92	\$3,578.92
YUTKINS	RICHARD	\$0.00	\$5,739.50	\$5,739.50
ZIMMERMAN	KATHLEEN	\$2,225.00	\$0.00	\$2,225.00

FOOD SERVICE

Last Name	First Name	Regular	Other	Total
AGOSTINO	MELANIE	\$303.00	\$0.00	\$303.00
ALLEN	DIANE	\$6,435.13	\$133.41	\$6,568.54
ANTOLINI	NANCY	\$79,560.00	\$0.00	\$79,560.00
BARBER	ROSALIA	\$13,086.52	\$550.00	\$13,636.52
BISHOP	LAURA	\$15,542.48	\$100.00	\$15,642.48
COUTU	TINA	\$178.75	\$0.00	\$178.75



School Employee Payroll

FOOD SERVICE

Last Name	First Name	Regular	Other	Total
CRAIG	CHARLES	\$1,854.56	\$0.00	\$1,854.56
DAIGNEAULT	MAGALY	\$11,961.66	\$426.00	\$12,387.66
DASILVA	SAMANTHA	\$5,584.89	\$184.78	\$5,769.67
DE YOUNG	LESLIE	\$26,445.13	\$10,809.42	\$37,254.55
EARL	LENA	\$7,774.92	\$34.00	\$7,808.92
ELLIOTT	ALLISON	\$9,861.81	\$100.00	\$9,961.81
ERICKSON	DAFNA	\$13,185.03	\$155.65	\$13,340.68
FENJAN	SUNDES	\$10,350.28	\$555.70	\$10,905.98
FREDERICKS	GEORGIA	\$24,104.56	\$959.54	\$25,064.10
GOSS	LISA	\$0.00	\$17.00	\$17.00
HIGGINS	ROBERT	\$13,866.20	\$567.20	\$14,433.40
HUGHES	TRACY	\$5,802.25	\$94.50	\$5,896.75
IANUZZI	LAUREN	\$2,052.00	\$0.00	\$2,052.00
LANE	DEANNA	\$13,467.37	\$600.00	\$14,067.37
LEGASSEY	CATHERINE	\$11,548.09	\$100.00	\$11,648.09
LUCONTONI	NORMA	\$5,568.00	\$0.00	\$5,568.00
MAIELLANO	CATHLEEN	\$23,269.31	\$2,015.23	\$25,284.54
MAKARA	HEATHER	\$17,508.28	\$100.00	\$17,608.28
MENDONZA	PHYLLIS	\$19,716.09	\$2,250.00	\$21,966.09
MUNROE	JEFFREY	\$13,428.25	\$577.30	\$14,005.55
NEBALSKI	JOANNE	\$42,518.46	\$0.00	\$42,518.46
NENTWIG	SUZANNE	\$2,970.75	\$0.00	\$2,970.75
NUNNERY	KIMBERLY	\$6,785.97	\$100.00	\$6,885.97
PAIS	DENISE	\$9,741.88	\$100.00	\$9,841.88
PAWL	JOHN	\$8,176.96	\$0.00	\$8,176.96
PERRY	DONNA	\$15,378.42	\$100.00	\$15,478.42
PERRY	LEAH	\$21,226.98	\$704.01	\$21,930.99
POISSON	CATHERINE	\$12,269.43	\$100.00	\$12,369.43
REPOZA	MICHELLE	\$18,314.80	\$156.81	\$18,471.61
RICHARDSON	MARISSA	\$13,138.65	\$100.00	\$13,238.65
SCARINGI	ELLEN	\$6,566.50	\$0.00	\$6,566.50
SILVA	PATRICIA	\$15,927.77	\$635.86	\$16,563.63
STUART	JENNIFER	\$16,772.06	\$513.70	\$17,285.76
TERRANOVA	SANDRA	\$12,384.88	\$0.00	\$12,384.88

COMMUNITY EDUCATION

Last Name	First Name	Regular	Other	Total
ABRAHAM	AMANDA	\$0.00	\$4,625.02	\$4,625.02
ADAMS	ROBYN	\$87,720.10	\$0.00	\$87,720.10
BEAUDIN	BONNIE	\$171.00	\$3,383.00	\$3,554.00
BRAGA	KRISTA	\$0.00	\$1,078.58	\$1,078.58
BRODIE	SANDRA	\$22,734.88	\$0.00	\$22,734.88
BROGAN	CARLEY	\$0.00	\$1,261.14	\$1,261.14



Town Administration

School Employee Payroll

COMMUNITY EDUCATION

Last Name	First Name	Regular	Other	Total
BROWN	MARIE	\$8,113.24	\$5,916.00	\$14,029.24
BRYANT	AARON	\$20,242.05	\$1,433.50	\$21,675.55
BYAM	NOELLA	\$0.00	\$12,336.00	\$12,336.00
CARROLL	KATHLEEN	\$0.00	\$14,194.98	\$14,194.98
CASSISTA	GERARD	\$0.00	\$174.00	\$174.00
CASTINE	LINDA	\$42.50	\$7,590.50	\$7,633.00
CLANCY	KATHRYN	\$0.00	\$840.75	\$840.75
CLARK	STEPHANIE	\$34,080.00	\$0.00	\$34,080.00
CONDON-RIVERA	AMANDA	\$0.00	\$9,292.50	\$9,292.50
CONLEY	KATHERINE	\$0.00	\$940.82	\$940.82
COOLIDGE	MARTHA	\$0.00	\$18,755.00	\$18,755.00
COWGILL	JUDITH	\$0.00	\$8,026.55	\$8,026.55
DARWIN	MADISON	\$0.00	\$2,452.64	\$2,452.64
DOHERTY	KATHRYN	\$0.00	\$1,695.00	\$1,695.00
ELLIS	RUTHANN	\$54.20	\$7,398.30	\$7,452.50
FAHY	MICHAEL	\$0.00	\$14,238.18	\$14,238.18
FALARDEAU	LAURA	\$0.00	\$1,343.00	\$1,343.00
FANTASIA	FALLON	\$0.00	\$3,272.25	\$3,272.25
FIELDS	STEFANIE	\$57,000.06	\$0.00	\$57,000.06
FRANTISKA	JOSEPH	\$0.00	\$507.50	\$507.50
GALLAGHER	JAN	\$0.00	\$6,809.88	\$6,809.88
GAUTHIER	STEPHANIE	\$0.00	\$13,989.28	\$13,989.28
GHOBRIAL	KAREN	\$0.00	\$52.88	\$52.88
GIRARD	SOPHIA	\$0.00	\$892.25	\$892.25
GREEN	ABIGAIL	\$0.00	\$3,639.38	\$3,639.38
GREEN	KIMARA	\$27,763.77	\$198.95	\$27,962.72
GREENLEE	JANEE	\$0.00	\$3,129.58	\$3,129.58
GROVES	JEAN	\$37,212.84	\$0.00	\$37,212.84
HANSEN	HEIDI	\$38,273.13	\$0.00	\$38,273.13
HARDY	MEREDITH	\$0.00	\$1,965.00	\$1,965.00
HARRISON	TERRI	\$0.00	\$340.00	\$340.00
HOEY	BETH	\$19,575.76	\$8,650.32	\$28,226.08
HUYNH	JENNIFER	\$0.00	\$4,692.21	\$4,692.21
IACOPUCCI	LINDA	\$0.00	\$5,367.75	\$5,367.75
KALABOKIS	BETHANY	\$33,472.74	\$232.00	\$33,704.74
KELLETT	BRITTANY	\$0.00	\$2,608.50	\$2,608.50
KELTS	SYLVIA	\$0.00	\$5,661.00	\$5,661.00
KIVLAN	MATTHEW	\$0.00	\$8,663.15	\$8,663.15
KLESCHINSKY	EMILY	\$0.00	\$2,898.65	\$2,898.65
KOETHE	DALE	\$0.00	\$1,160.00	\$1,160.00
LABLONDE	MARY ANN	\$0.00	\$8,750.75	\$8,750.75
LACAVA	EMMA	\$28.75	\$1,825.01	\$1,853.76
LAFLAMME	KATHLEEN	\$0.00	\$4,352.00	\$4,352.00



School Employee Payroll

COMMUNITY EDUCATION

Last Name	First Name	Regular	Other	Total
LEBEL	LINDA	\$24,651.63	\$1,102.69	\$25,754.32
LENINGTON MARTIN	KAREN	\$0.00	\$560.00	\$560.00
LUTHRA	GOPIKA	\$0.00	\$725.00	\$725.00
MACLEOD	LAUREN	\$1,699.28	\$0.00	\$1,699.28
MARION	RICHARD	\$0.00	\$2,596.75	\$2,596.75
MATTSEN	HANNAH	\$0.00	\$4,212.51	\$4,212.51
MATTSEN	PAULA	\$26,569.04	\$640.53	\$27,209.57
MCCARTHY	EMMA	\$0.00	\$1,516.13	\$1,516.13
MCCARTIN	JANICE	\$29,318.96	\$7,705.92	\$37,024.88
MISHRA	MANJARI	\$0.00	\$877.82	\$877.82
MORAN	KELSEY	\$0.00	\$1,734.05	\$1,734.05
MORRILL	COLBY	\$0.00	\$2,989.70	\$2,989.70
MORRIS	NATHANIEL	\$0.00	\$2,222.28	\$2,222.28
MORRISSEY	HENRIETTA	\$0.00	\$3,030.00	\$3,030.00
MORTON	JENNIFER	\$749.28	\$4,122.50	\$4,871.78
O'DONNELL	KAREN	\$0.00	\$3,165.28	\$3,165.28
OSTROVSKAYA	IRINA	\$0.00	\$2,058.00	\$2,058.00
PERRY	RYAN	\$0.00	\$1,110.58	\$1,110.58
PREES	EVAN	\$0.00	\$4,366.29	\$4,366.29
PRICE	CYNTHIA	\$0.00	\$7,985.75	\$7,985.75
RIGAZIO	JACQUELINE	\$0.00	\$1,882.13	\$1,882.13
RIGBY	WENDY	\$12,127.60	\$0.00	\$12,127.60
RUFF	JULIANNA	\$0.00	\$35.25	\$35.25
RUSSELL	EDDY	\$0.00	\$3,409.89	\$3,409.89
SANDELLI	GINA	\$24,529.56	\$998.90	\$25,528.46
SARGENT	LINDSEY	\$0.00	\$1,914.75	\$1,914.75
SCHIEFEN	DELANEY	\$0.00	\$1,032.01	\$1,032.01
SCHULZE	OLIVE	\$0.00	\$1,973.87	\$1,973.87
SCOTT	FELICIA	\$35,564.76	\$2,316.25	\$37,881.01
SENES	RENEE	\$0.00	\$58.00	\$58.00
SHAW	TRACY	\$0.00	\$6,161.26	\$6,161.26
SHEEHAN	KAREN	\$14,332.80	\$0.00	\$14,332.80
SILVA	MARIE	\$22,923.72	\$3,621.00	\$26,544.72
SMALL	HAILEY	\$0.00	\$85.50	\$85.50
SMITH	COLLEEN	\$10,083.78	\$0.00	\$10,083.78
SPOONER	TRACEY	\$26,624.76	\$564.75	\$27,189.51
THURLOW	ANDREA	\$0.00	\$1,330.32	\$1,330.32
TIERNEY	NATALIE	\$28.75	\$1,791.51	\$1,820.26
UVELLO	CHRISTINE	\$0.00	\$2,455.88	\$2,455.88
VACCARO	KAYLA	\$0.00	\$799.00	\$799.00
VIGNOLA	MATT	\$0.00	\$1,735.75	\$1,735.75
WALSH	MICHELE	\$54,059.98	\$420.00	\$54,479.98
WEINBECK	MICHAELLA	\$0.00	\$1,613.76	\$1,613.76



Town Administration

School Employee Payroll

COMMUNITY EDUCATION

<u>Last Name</u>	<u>First Name</u>	<u>Regular</u>	<u>Other</u>	<u>Total</u>
WESTLAND	LINDA	\$44,147.48	\$105.00	\$44,252.48
WILLIAMS	SARAH	\$0.00	\$1,636.25	\$1,636.25
WOOD	CHRISTINE	\$36,178.51	\$0.00	\$36,178.51
WORRALL	ANDREA	\$40,853.82	\$0.00	\$40,853.82
WREN	EDWARD	\$0.00	\$435.00	\$435.00



Town Clerk *Patrcia E. Dzuris*



Jennifer Almeida, Nancy Sousa, MaryLou Carney and Tricia Dzuris

STAFF

The staff in the Town Clerk's Office is very fortunate that we are a consistent, strong and cohesive team. We focus on serving the needs of the community with enthusiasm and a spirit of helpfulness, appreciation and generosity as well as supporting each other as co-workers.

The Clerk team is fortunate to have volunteers who support the Clerk's Office and help to keep us moving forward. Volunteers have helped to file census forms, organize voter registration cards, work elections, assist with mailings, and continually help out where needed. Grateful thanks go to Jeff Carney, Carolyn Curtin, John McCormack, Janet Murphy, Kathleen O'Brien, Chicki Rigazio, Connie Silvia and David Smith. The Clerk's office would not be able to accomplish many of its projects without these incredibly talented and dedicated individuals. We are so sad at the passing of Fran McDougall. Her spirited conversations, opinions and generous nature are truly missed in our office.

ELECTIONS

During fiscal year 2019 - beginning July 1, 2018 through June 30, 2019 - the Office conducted three Elections:

State Primary, September 4, 2018

State Election - November 3, 2018

Annual Town Election on April 2, 2019

The office held a voter registration session when the office remained open from 8:30 to 8:00 PM in advance of the Town Election. From July 1, 2018 to June 30, 2019, the office processed 8215 voter registrations and changes and handled 1591 absentee ballots. The Clerk's Office is grateful for the 200+ team of election workers who give of themselves to ensure the democratic process is upheld with the utmost integrity.

Chelmsford was one of the 37 towns that participated in the 3rd Congressional District-wide recount after the September 4th State Primary. We heard a lot of positive feedback from the candidates' staff members and volunteers on how well organized the recount was in Chelmsford. I am proud and grateful for my office staff and election workers. Their commitment to excellence and dedication to the election process is exemplary and they performed this vital role with efficiency and the utmost professionalism.

CENSUS

In December 2018, the office administered the census to nearly 15,000 households utilizing the Commonwealth's Voter Registration Information System. It is through this system that the Jury List and Street List are produced, as required by law. In preparation for the 2020 Federal Census, the Town Clerk worked closely with DPW Civil Engineer, Scott Ludwig, to cull through the list of addresses to provide the most up-to-date and accurate information possible.

Uses for Federal Census Data:

- Apportionment representation among states as mandated by Article 1, Section 2 of the US Constitution
- Draw congressional and state legislative districts, school districts and voting precincts
- Enforce voting rights and civil rights legislation
- Distribute federal dollars to states
- Inform planning decisions of federal, tribal, state and local government
- Inform organizational decisions (e.g., where to locate, size of market, etc.) of businesses and non-profits



Town Clerk

TOWN MEETINGS

The 2018 Fall Annual Town Meeting commenced on Monday, October 15, 2018, and ran for two sessions. The 2019 Spring Annual Town Meeting commenced on Monday, April 29 and ran for two sessions. The Clerk and Town Moderator thank the 162 Town Meeting Representatives who give their time to ensure each of our nine precincts is fully represented. A special thanks to Eleanor Gilroy, Connie Silvia, and Nancy Sousa, for their assistance in ensuring all representatives are accurately checked in, provided with their badges and other pertinent materials.

ETHICS/CONFLICT OF INTEREST

The Office administered the Oath of Office to over 400 appointed and elected officials and provided packets containing information on the conflict of interest law summary, online ethics training, and open meeting law summary.

REVENUE

The Office of the Town Clerk turned over the following amounts to the Town and State Treasuries as of June 30, 2019:

Dog Licenses, late fees and citations	\$86,643.00
General Revenue (1)	\$48,430.00
Other Department Revenue (2)	\$5,845.00
Permits (3)	\$3,535.00
Marijuana	\$0.00
Total revenue collected from July 1, 2018 to June 30, 2019	\$144,453.00

- (1) Birth, Marriage, Death & Business Certificates
- (2) Marriage Intentions, Street Listing, Violations
- (3) Burial Permits, Raffle Permits, Underground Storage Tanks Permits

DOG LICENSING

The Clerk's Office, in concert with the Animal Control Officer, continues to strengthen its outreach to dog owners to be law compliant. A rabies clinic was held in February to provide a cost effective solution to vaccinate dogs. All dog owners are reminded that it's State Law to keep all dogs current on vaccines and to have a yearly dog license. The Clerk's Office online dog licensing has increased compliance with State law. The system allows for email reminders to go out to dog owners before the implementation of late fees and/or citations. Through this outreach, dog owners are also reminded about upcoming deadlines, rabies clinic, and if their dog's rabies are coming up for renewal. For the 2019 licensing year and as of the date of this report, we have licensed 4170 of the 4227 known dogs in town. We are at 98.7% compliance for licensed dogs in Chelmsford. For the same time period, 1068 dog license applications have been processed on-line through the dog licensing program. We urge dog owners to please call the Town Clerk's Office if a dog has passed away or has moved from Town.

License Period 12/1 – 6/30	2015	2016	2017	2018	2019	% increase since online licensing implemented
# Dogs Licensed	3866	4010	4092	4144	4170	+7.8%

VITAL STATISTICS

The Town Clerk's office, acting as the Town's Register of Vital Records, recorded the following statistics for calendar year 2018 as of December 31, 2018:

VITAL STATISTICS	2013	2014	2015	2016	2017	2018
Births	334	300	326	295	302	329
Marriage Intentions	122	157	134	158	132	147
Marriages	119	145	127	145	145	144
Deaths	356	367	372	391	391	376



Town Clerk

C.L.E.R.K. INTERNSHIP PROGRAM

The Community Leadership through Education, Responsibility, and Kindness (CLERK) Internship Program was implemented in 2012 by former Town Clerk, Onorina Maloney. To date, twenty-nine enthusiastic individuals have graduated from the program. The CLERK Internship Program is a year-round opportunity for high school students, college students, post graduates, and professionals to gain valuable experience working in local government. The program is modeled on citizen and servant leadership, where interns gain professional skills while contributing to Chelmsford's local government as active participants and community representatives.

INITIATIVES

Through research and collaboration, the Clerk's Office continuously strives to meet the needs of citizens by embracing streamlined processes and technologies. We now accept credit and debit card payments for over the counter transactions. A new online dog licensing program was implemented and we have improved our online vital records request form. We are moving toward a Marriage Intention kiosk that will enable a couple applying for a Marriage License to enter their data at the counter electronically so that it will auto populate the state required forms for review and acceptance.

We have just finished year three of our five year Capital Plan to improve the overall environment, storage and archiving of permanent and departmental records. Planning & Zoning permanent records have been rehoused and stored appropriately in the refurbished, climate controlled room on new archival mobile shelving system. The Town Clerk Vaults and Treasurer's Vault have also been equipped with climate control to protect the records that are mandated by the state to be kept in perpetuity. We are currently working on the approved plan to purge, index, rehouse, inventory and properly store all department files that have been previously stored in inappropriate storage closets. These records



are subject to the State Public Records Retention Schedule and need to be tracked in a system that allows us to easily find and manage the proper destruction when the allotted retention time has expired. The next year proposal will include the deferred project in the Treasurer's Vault to add those records into the new database, improve the lighting and maximize the space with appropriate archival shelving.

I am honored to serve as your Town Clerk and to continue the tradition of excellence in public service that has been a long standing expectation in this office. It is a privilege to work alongside an amazing team of dedicated people every day. Many thanks to Assistant Town Clerk MaryLou Carney, Voter Registration Coordinator Jennifer Almeida and Principal Clerk Nancy Sousa. We strive for everyone to feel welcome and supported every time they walk through the doors of the Town Clerk's Office.

Respectfully Submitted:
Patricia E. Dzuris, CMC
Town Clerk

Support Team:
MaryLou Carney, Assistant Town Clerk
Jennifer V. Almeida, Voter Registration Coordinator
Nancy S. Sousa, Principal Clerk



Board of Registrars

The Board of Registrars, as directed by State and Federal Election Laws and by the Secretary of Commonwealth, provides voters in the Town of Chelmsford the opportunity to participate in their government through voting. The success of the democratic process requires the Board of Registrars to conduct fair, transparent elections that accurately reflect the intent of the electorate. To achieve this objective, the Registrars have two primary functions: register voters and conduct elections.

The Board of Registrars, through the Town Clerk's Office, offers a comprehensive year round program of voter registration and voter outreach. Using the statewide Central Voter Registration System (VRIS) database, the Registrars and the Office of the Town Clerk: determine the eligibility of voters; maintain the voter registration records and street file database; process absentee ballot applications; certify candidate nomination petitions and proposed town meeting articles; and provide public voter/census information, access to electronic lists of registered voters, and absentee applicants.

Election logistics also include: recruiting and training election officers; testing election equipment; overseeing polling places and absentee voting; preparing ballots; providing information to the public; compiling election returns; and posting unofficial election results on the Town's website on election night. In addition, the Office of the Town Clerk receives and provides public access to candidates' campaign contribution and expenditure reports.

All Chelmsford residents who are US citizens, who attain the age of 18 by the election date, and register to vote by the voter registration deadline, are eligible to vote. Registering to vote has become a very convenient process. Qualified individuals can now register to vote online by visiting the Secretary of Commonwealth's website. Eligible persons may also register to vote in person at the Town Clerk's Office during business hours, or a mail-in voter registration form may be requested by calling the Clerk's

Office. Voter registration applications are also available online by visiting the Secretary of Commonwealth's website.

The Registrars and Town Clerk perform additional functions that include: developing voter information lists; creating policies and procedures to comply with federal and state laws; responding to public inquiries; and receiving suggestions and feedback from voters, campaigns, candidates, elected officials, and the press.

The Town Clerk and the Board of Registrars, wish to wish to honor the memory of former Registrar, Peter Dulchinos who passed away on March 31, 2019. He was a kind man of high integrity who was dedicated to the election process. We wish to thank the team of 200+ election officers, without whom elections would not be possible. Grateful thanks go out to all personnel for their untiring dedication and assistance during our election cycles.

Chelmsford is comprised of nine voting precincts, which are located at the following locations:

Precincts 1, 4, 5, 6, 7, 8 and 9:
McCarthy Middle School Gymnasium
250 North Rd.

Precincts 2 and 3:
Chelmsford Senior Center
75 Groton Road North Chelmsford

Respectfully submitted by the Board of Registrars,

Patricia E. Dzuris, CMC, Clerk
Thomas R. Fall, Chairman
James M. Lane, Jr., Member
Curtis B. Barton, Member



Board of Registrars

LEGEND

- A - Conservative Party
- B - Natural Law Party
- C - New World Council
- D - Democrat**
- E - Reform Party
- F - Rainbow Coalition
- G - Green Party USA
- H - We the People
- J - Green Rainbow**
- K - Constitution Party
- L - Libertarian**
- M - Timesizing Not Downsizing
- N - New Alliance Party
- O - MA Independent Party
- P - Prohibition Party
- Q - American Independent Party
- R - Republican**
- S - Socialist
- T - Interdependent 3rd Party
- U - Unenrolled
- V - America First Party
- W - Veterans Party America
- X - Pirate Party
- Y - World Citizens Party
- AA - Pizza Party
- BB - American Term Limits
- CC - United Independent Party
- DD - Twelve Visions Party
- EE - Latino-Vote Party
- FF - The People's Party

Voting Strength as of December 31, 2018 Enrolled Voters																			
Precinct	A	AA	B	CC	D	E	G	H	J	K	L	O	Q	R	S	T	U	X	TOTALS
1	4	1		10	596				2		13		1	304			1719		2650
2	1		1	18	653			1			12	2		252	1	2	1612		2555
3				10	581		2		2		8	1	1	323	1	2	1722		2653
4	1	1		10	559			1			8	4	1	319	1	2	1590	1	2498
5	1	1		11	604		1		2		12	2	1	300		2	1794		2731
6	1			6	630		1		2	1	5	1		320	1		1817	1	2786
7				6	566				1		7	3		368		3	1794		2748
8				6	539	1					6	2	1	285		2	1743		2585
9	1			4	579		1		3		10	1	1	324		2	1905	3	2834
Totals	9	3	1	81	5307	1	5	2	12	1	81	16	6	2795	4	15	15696	5	24040

COUNT OF RESIDENTS AS OF 12/31/2018				
Precinct	Active Voters	Inactive Voters	Non-Voter	Grand Total
1	2517	233	760	3510
2	2310	339	782	3431
3	2521	228	819	3568
4	2373	202	915	3490
5	2569	241	881	3691
6	2632	217	950	3799
7	2698	136	849	3683
8	2486	176	825	3487
9	2706	177	823	3706
Total	22812	1949	7604	32365



Town Administration

2018 Fall Annual Town Meeting - Summary

Session 1 - Date 10/15/18 TMR Member Total: 162 - Attendance Record: 106 - Percentage: 65%

Session 2 - Date 10/18/18 TMR Member Total: 162 - Attendance Record: 123 - Percentage: 76%

Article	Date	Subject	Sponsor	Vote
1	10/15	Reports of the Town Officers and Committees.	Board of Selectmen	Reports heard and accepted
2	10/15	Transfer \$158,023 from Free Cash to fund to fund an employee contract agreement between the Town of Chelmsford and the Chelmsford Police Association Fraternal Order of Police, Lodge 110.	Town Manager	Carries by majority vote
3	10/15	Amend the Fiscal Year 2019 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 30, 2018 by raising and appropriating \$33,681 to budget line item #12 Community Services Personnel Services.	Town Manager	Carries by majority vote
4	10/15	Appropriate \$508,656 to operate the Stormwater Management Enterprise for Fiscal Year 2019 and appropriate \$985,000 for capital equipment.	Town Manager	Carries by majority vote
5	10/15	Transfer \$55,000 from Free Cash for the purpose of hiring an independent third party consultant to examine whether the Town should consolidate its fire stations.	Town Manager	Fails to carry
6	10/15	Transfer \$30,000 from Free Cash to support the operations of the Chelmsford Center for the Arts at the Town Hall.	Town Manager	Carries by majority vote
7	10/15	Transfer \$3,000 from Free Cash to maintain Town-owned conservation, agricultural, and open space lands that are supported by the volunteer efforts of the Chelmsford Open Space Stewards.	Town Manager	Carries by majority vote under consent agenda
8	10/15	Transfer from Free Cash the sum of \$27,500 to obtain a ground field survey of Vinal Square and transfer from Free Cash the sum of \$10,000 to purchase and install portable planters and dwarf trees in Vinal Square.	Town Manager	Carries by majority vote
9	10/15	Appropriate \$5,035.80 that was received by the Town from the Commonwealth Transportation Infrastructure Fund to improve the signalized pedestrian crosswalk that is located at the intersection of Omni Way and Billerica Road.	Town Manager	Carries by majority vote under consent agenda
10	10/18	Authorize the Board of Selectman to acquire land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Billerica Road (Route 129) and Riverneck Road intersection.	Town Manager	Carries by 2/3 vote
11	10/18	NO ACTION		NO ACTION



2018 Fall Annual Town Meeting - Summary

Article	Date	Subject	Sponsor	Vote
12	10/18	Transfer \$767,880 from Free Cash to the General Stabilization Fund.	Town Manager	Carries by majority vote
13	10/18	Transfer \$86,500 from the Golf Course Enterprise Fund Free Cash to reconstruct the 9th hole green at the Chelmsford Country Club.	Town Manager	Carries by majority vote
14	10/15	Transfer \$10,000 from the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise Fund Free Cash to purchase a utility trailer to haul equipment.	Town Manager	Carries by majority vote under consent agenda
15	10/15	Transfer \$75,000 from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund.	Cemetery Commission	Carries by majority vote under consent agenda
16	10/19	Amend the Town Code, Chapter 195: "Zoning Bylaw," by adopting a new and/or revised definition of a "Sign", Article XX, "Terminology" sub-section (1) related to the display of flags on commercial properties.	Planning Board	Carries by 2/3 vote
17	10/19	NO ACTION		NO ACTION
18	10/19	Amend the Town code, Chapter 195: "Zoning Bylaw" by adopting a new zoning bylaw, Article XXV, "Historical Preservation and Reuse", for purposes of providing zoning options and regulations for the preservation and reuse of historical structures.	Planning Board	Fails to carry
19	10/19	Amend the Town code, Chapter 195: "Zoning Bylaw," by revising the definition of "Dwelling" in Article XX, "Terminology"	Planning Board	Carries by 2/3 vote
20	10/23	Amend the Town code, Chapter 195: "Zoning Bylaw" Article XXIV, "Route 129 Business Amenities Overlay District (BAOD)" Section 195-144 "Establishment of Overlay District"	Town Manager	Carries by 2/3 vote
21	10/23	Amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single-use plastic checkout bags.	Recycling Committee	Fails to carry
22	10/23	Amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to ban polystyrene containers.	Citizen Petition Cynthia Fiekers	Carries by majority vote
23	10/23	Amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single use plastic beverage straws and stirrers.	Citizen Petition Nicole Geada	Carries by majority vote



Town Administration

Fall 2018 Annual Town Meeting October 15, 2018 - First Session

The first session of the 2018 Fall Annual Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, October 15, 2018. At the quorum count, there were 106 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. All stood for the Pledge of Allegiance. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/9282/2018-Fall-Town-Meeting-Presentation> The first night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=v7sPs0vFamY>

A proclamation was read by Selectman Pat Wojtas to recognize Charles Holtzman who has served 39 years as General Manager of the Friends of the Senior Center and will be retiring from this position on his 99th birthday on 11/20/2018. A flag pole will be installed in front of the Senior Center to honor him and his dedicated service.

Selectman Pat Wojtas presented a Certificate of Recognition to the following Town Meeting Members for serving 10 years as a Town Meeting Representative: Joanne Anderson of Precinct 6, Deborah Dery of Precinct 6, Matthew Hanson of Precinct 1, Bruce Mandel of Precinct 8, Edmond Roux of Precinct 6, and Colleen Stansfield of Precinct 1.

Town Manager Paul Cohen presented the following:

ARTICLE 1. To hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: Board of Selectmen

MOTION UNDER ARTICLE 1. I move that the Town hear reports of the Town Officers and Committees.

SUBMITTED BY: Board of Selectmen

John Sousa, Finance Director presented the five year financial forecast.

CONSENT AGENDA:

I move that the Town consider at this time under a consent agenda the following warrant articles:

- Article 7: Chelmsford Open Space Stewards \$3,000;
- Article 9: Commonwealth Transportation Infrastructure Fund: \$5,035;
- Article 14: Cable Access Utility Trailer: \$10,000;
- Article 15: Cemetery Improvement and Development Fund: \$75,000;

SUBMITTED BY: Town Manager

MOTION TO ACCEPT ARTICLES 7, 9, 14, & 15 AS A CONSENT AGENDA

SUBMITTED BY: Town Moderator

Motion made and seconded..

MOTION TO ACCEPT ARTICLES 7, 9, 14 & 15 AS A CONSENT AGENDA: The electronic voting devices recorded the following votes:

YES: 130 NO: 4 ABSTENTIONS: 1

ARTICLE 2. To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a certain sum of money to be used to fund employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

SUBMITTED BY: Town Manager



Fall 2018 Annual Town Meeting

October 15, 2018 - First Session

MOTION UNDER ARTICLE 2. I move that the Town transfer \$158,023 from Free Cash to fund to fund an employee contract agreement between the Town of Chelmsford and the Chelmsford Police Association Fraternal Order of Police, Lodge 110.

SUBMITTED BY: Town Manager

Recommendations:
 Board of Selectmen: Unanimously recommends approval
 Finance Committee: Unanimously recommends approval
 The electronic voting devices recorded the following votes:

YES: 135 NO: 1 ABSTENTIONS: 0

MOTION UNDER ARTICLE 2: Carries by majority vote

ARTICLE 3. To see if the Town will vote to amend the Fiscal Year 2019 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 30, 2018; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 3. I move that the Town amend the Fiscal Year 2019 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 30, 2018 by raising and appropriating \$33,681 to budget line item #12 Community Services Personnel Services.

SUBMITTED BY: Town Manager

Recommendations:
 Board of Selectmen: Unanimously recommends approval
 Finance Committee: Unanimously recommends approval
 The electronic voting devices recorded the following votes:

YES: 133 NO: 3 ABSTENTIONS: 0
 MOTION UNDER ARTICLE 3: Carries by majority vote

ARTICLE 4. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2019 budget to operate the Stormwater Management Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 4. I move that the Town appropriate the following sums to operate the Stormwater Management Enterprise for Fiscal Year 2019:

Personnel Services: \$116,360
 Expenses: \$392,296
 Total: \$508,656

and that \$508,656 be raised from Stormwater Management Enterprise revenues; that the Town appropriate \$985,000 for the following capital equipment:

Light Duty truck (3/4 ton)	\$45,240
Small SUV	\$38,000
Medium Duty truck	\$65,000
Medium Duty truck	\$65,000
Office buildout	<u>\$771,760</u>
Total:	\$985,000

that to meet this appropriation that the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$985,000 under Chapter 44 of the General Laws or any other enabling authority; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.



Town Administration

Fall 2018 Annual Town Meeting

October 15, 2018 - First Session

SUBMITTED BY: Town Manager

Two-Thirds Vote

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 114 NO: 17 ABSTENTIONS: 0
MOTION UNDER ARTICLE 4: Carries by majority vote

Selectman Emily Antul presented Article 5

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Board of Selectmen (in conjunction with the creation of an ad hoc public safety study committee) for the purpose of hiring a consultant to examine whether the Town should establish a municipal emergency ambulance service and whether the Town should consolidate its fire stations; or act in relation thereto.

SUBMITTED BY: Board of Selectmen

Proposed amendment by James Clancy IV of Precinct 2 and Samuel Poulten of Precinct 8

AMENDED MOTION UNDER ARTICLE 5. I move that the Town transfer \$55,000 from Free Cash to be expended by the Board of Selectmen (in conjunction with the creation of an ad hoc public safety study committee) for the purpose of hiring an independent third party consultant to examine whether the Town should consolidate its fire stations.

SUBMITTED BY: Board of Selectmen

The electronic voting devices recorded the following votes:

YES: 27 NO: 92 ABSTENTIONS: 1
AMENDMENT TO MOTION UNDER ARTICLE 5:
Fails to carry

Proposed amendment by Marlene Cody of Precinct

SECOND AMENDED MOTION UNDER ARTICLE

5. I move that the Town transfer \$55,000 from Free Cash to be expended by the Board of Selectmen (in conjunction with the creation of an ad hoc public safety study committee) for the purpose of hiring a consultant To study Public Safety Systems in Chelmsford.

SUBMITTED BY: Board of Selectmen

The electronic voting devices recorded the following votes:

YES: 4 NO: 113 ABSTENTIONS: 3
AMENDMENT TO MOTION UNDER ARTICLE 5:
Fails to carry

MOTION UNDER ARTICLE 5. I move that the Town transfer \$55,000 from Free Cash to be expended by the Board of Selectmen (in conjunction with the creation of an ad hoc public safety study committee) for the purpose of hiring a consultant to examine whether the Town should establish a municipal emergency ambulance service and whether the Town should consolidate its fire stations.

SUBMITTED BY: Board of Selectmen

Recommendations:

Board of Selectmen: Recommends approval by vote of 3 - 2

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 27 NO: 89 ABSTENTIONS: 2
MOTION UNDER ARTICLE 5: Fails to carry



Fall 2018 Annual Town Meeting
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ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to support the operations of the Chelmsford Center for the Arts at the Town Hall and at the Chelmsford Community Center at the North Town Hall; or act in relation thereto.

SUBMITTED BY: Board of Selectmen

MOTION UNDER ARTICLE 6. I move that the Town transfer \$30,000 from Free Cash to support the operations of the Chelmsford Center for the Arts at the Town Hall.

SUBMITTED BY: Board of Selectmen

Recommendations: Board of Selectmen: Unanimous Finance Committee: Unanimous The electronic voting devices recorded the following votes:

YES: 119 NO: 7 ABSTENTIONS: 0 MOTION UNDER ARTICLE 6: Carries by majority vote

CONSENT AGENDA: ARTICLES 7, 9, 14 & 15

SUBMITTED BY: Board of Selectmen

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to maintain Town-owned conservation, agricultural, and open space lands that are supported by the volunteer efforts of the Chelmsford Open Space Stewards; or act in relation thereto.

SUBMITTED BY: Board of Selectmen

MOTION UNDER ARTICLE 7. I move that the Town transfer \$3,000 from Free Cash to maintain Town-owned conservation, agricultural, and open space lands that are supported by the volunteer efforts of the Chelmsford Open Space Stewards.

SUBMITTED BY: Board of Selectmen

ARTICLE 9. To see if the Town will vote to appropriate the sum of \$5,035.80, received by the Town from the Commonwealth Transportation Infrastructure Fund, to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the Town, including, but not limited to, the complete streets program established in Massachusetts General Laws Chapter 90I, Section 1, and other programs that support alternative modes of transportation; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 9. I move that the Town appropriate \$5,035.80 that was received by the Town from the Commonwealth Transportation Infrastructure Fund to improve the signalized pedestrian crosswalk that is located at the intersection of Omni Way and Billerica Road.

SUBMITTED BY: Town Manager

ARTICLE 14. To see if the Town will vote to transfer a sum of money from the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise Fund Free Cash to purchase a utility trailer to haul equipment; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 14. I move that the Town transfer \$10,000 from the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise Fund Free Cash to purchase a utility trailer to haul equipment.

SUBMITTED BY: Town Manager



Town Administration

2018 Special Town Meeting October 18, 2018

ARTICLE 15. To see if the Town will vote to transfer a certain sum of money from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund; or act in relation thereto.

SUBMITTED BY: Cemetery Commission

MOTION UNDER ARTICLE 15. I move that the Town transfer \$75,000 from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund.

SUBMITTED BY: Cemetery Commission

**MOTION TO APPROVE CONSENT AGENDA:
ARTICLES 7, 9, 14 & 15**

SUBMITTED BY: Board of Selectmen

Recommendations:

Board of Selectmen: recommends approval of articles 7, 9, 14 & 15

Finance Committee: recommends approval of articles 7, 9, 14 & 15

The electronic voting devices recorded the following votes:

YES: 127 NO: 0 ABSTENTIONS: 1
MOTIONS UNDER CONSENT AGENDA: Carries by majority vote

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to obtain a ground field survey of Vinal Square and to purchase and install portable tree planters in Vinal Square; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 8. I move that the Town (a) transfer from Free Cash the sum of \$27,500 to obtain a ground field survey of Vinal Square and (b) transfer from Free Cash the sum of \$10,000 to purchase and install portable planters and dwarf trees in Vinal Square.

SUBMITTED BY: Town Manager

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 112 NO: 11 ABSTENTIONS: 0
MOTION UNDER ARTICLE 8: Carries by majority vote

Session I of Fall Annual Town Meeting Adjourned by the Moderator at 10:55 PM

TOWN OF CHELMSFORD
2018 SPECIAL TOWN MEETING
TOWN CLERK RECORD
TOWN OF CHELMSFORD
OCTOBER 18, 2018

The Town Moderator called the Special Town Meeting to order at 7:29 PM.

At the quorum count, there were 123 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. All stood for the Pledge of Allegiance. Mr. Moderator determined the Special Town Meeting Warrant was duly and properly posted.

Town Manager, Paul Cohen introduced the purpose of the article and Evan Belansky presented Article 1 of the Special Town Meeting.

ARTICLE 1. To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw" Article XX: Terminology, Section 195-108 Word usage and definitions, by adding the following underlined language to the term "Lot Area" under paragraph B.

Lot Area

The horizontal area of the lot, exclusive of any area in a street or recorded way open to public use.



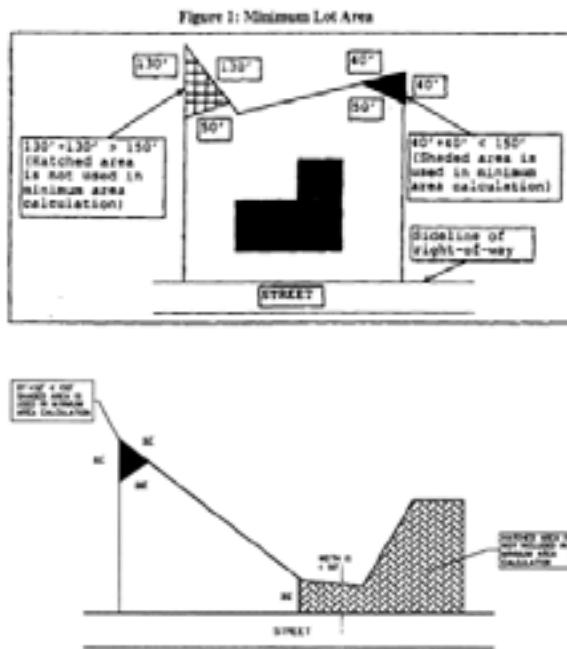
2018 Special Town Meeting

October 18, 2018

At least 80% of the lot area required for zoning compliance shall be contiguous land other than that under any water body, bog, swamp, wet meadow, marsh or other wetland, as defined in MGL c. 131, § 40, as amended. When the distance between any two points on lot lines is less than 50 feet, measured in a straight line, the smaller portion of the lot which is bounded by such straight line shall not be considered in computing the minimum lot area unless the distance along such lot lines between such two points is less than 150 feet. For the purpose of computing the 150' minimum distance, the length of each lot line shall be added together, irrespective of whether the two lines intersect. See accompanying diagram below.

; or act in relation thereto.

SUBMITTED BY: Town Manager



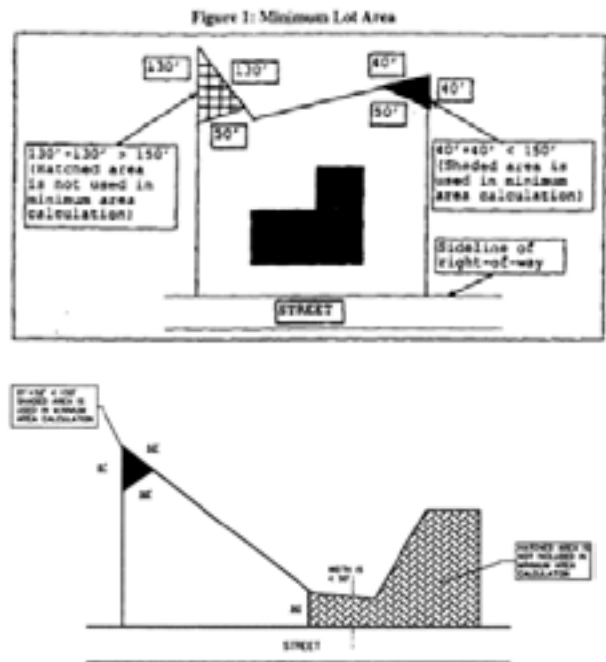
MOTION UNDER ARTICLE 1. I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw"

Article XX: Terminology, Section 195-108 Word usage and definitions, by adding the following underlined language to the term "Lot Area" under paragraph B.

Lot Area

The horizontal area of the lot, exclusive of any area in a street or recorded way open to public use. At least 80% of the lot area required for zoning compliance shall be contiguous land other than that under any water body, bog, swamp, wet meadow, marsh or other wetland, as defined in MGL c. 131, § 40, as amended. When the distance between any two points on lot lines is less than 50 feet, measured in a straight line, the smaller portion of the lot which is bounded by such straight line shall not be considered in computing the minimum lot area unless the distance along such lot lines between such two points is less than 150 feet. For the purpose of computing the 150' minimum distance, the length of each lot line shall be added together, irrespective of whether the two lines intersect. See accompanying diagram below.

SUBMITTED BY: Town Manager



Two-Thirds Vote



Town Administration

2018 Fall Annual Town Meeting October 18, 2018 - Second Session

Recommendations:

Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
Planning Board: Vote of 4-3 not to endorse this article
The electronic voting devices recorded the following votes:

YES: 113 NO: 16 ABSTENTIONS: 2
MOTION UNDER ARTICLE 1: Carries by two-thirds vote

Adjourn Special Town Meeting at 7:58 PM

TOWN OF CHELMSFORD
2018 FALL ANNUAL TOWN MEETING
TOWN CLERK RECORD
TOWN OF CHELMSFORD
OCTOBER 18, 2018

The second session of the 2018 Fall Annual Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:59 PM by Moderator Jon H. Kurland on Thursday, October 18, 2018. At the quorum count, there were 123 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/9282/2018-Fall-Town-Meeting-Presentation> The second night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=aHjaxDdVWp8>

Town Manager Paul Cohen introduced Assistant DPW Director, Steve Jahnle who presented Article 10.

ARTICLE 10. To see if the Town will vote to authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Billerica Road (Route 129) and Riverneck Road intersection.

	Total # Parcels	Area (Square Feet)
In Fee	0	0
Permanent Easements	11	16,266 SF
Temporary Easements	12	15,200 SF



2018 Fall Annual Town Meeting
October 18, 2018 - Second Session

Map/ Block/Lot	Address	Easement Parcel No.	Area (SF)	Remarks
74/275/26	110 Billerica Road	E-1	407	Sidewalk Reconstruction
		PUE-1	626	Relocation of Overhead Wires and Utility Poles
		TE-1	267	Sloping and Grading
74/325-1	Turnpike Road	E-2	830	Sidewalk Reconstruction
		TE-2	988	Sloping and Grading
74/275/27	112 Billerica Road	E-3	288	Sidewalk and Driveway Reconstruction
		PUE-2	807	Relocation of Overhead Wires and Utility Poles
		TE-3	827	Sloping and Grading
74/328/1	6 Turnpike Road	E-4	241	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		TE-4	971	Erosion Control, Clearing and Grubbing, Sloping and Grading
74/275/4	Billerica Road	E-5	379	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		WM-1	135	Watermain Installation, Erosion Control
		WM-PUE-1	787	Watermain Installation, Erosion Control, Relocation of Overhead Wires and Utility Poles
		T-PUE-1	511	Installation of Temporary Utility Pole, Erosion Control, Sloping and Grading
		PUE-3	497	Relocation of Overhead Wires and Utility Poles
		TE-5	210	Erosion Control, Clearing and Grubbing, Sloping and Grading
		TE-15	643	Erosion Control, Clearing and Grubbing, Sloping and Grading
74/275/33	283 Riverneck Road	E-6	280	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		WM-2	418	Watermain Installation, Sloping and Grading
		WM-PUE-2	444	Watermain Installation, Relocation of Overhead Wires and Utility Poles
		T-PUE-2	337	Installation of Temporary Utility Pole and Overhead Wire Relocation
		TE-6	347	Clearing and Grubbing, Sloping and Grading
74/328/2	Billerica Road	D-1	371	Drainage Installation
		PUE-8	25	Guy Wire Installation
		PUE-9	13	Guy Wire Installation
		TE-7	124	Erosion Control, Clearing and Grubbing, Sloping and Grading
		TE-8	431	Erosion Control, Clearing and Grubbing, Sloping and Grading
74/275/32	279 Riverneck Road	TE-9	141	Driveway Reconstruction, Tree Protection, Sloping and Grading
74/275/28	277 Riverneck Road	TE-10	488	Driveway Reconstruction, Sloping and Grading
74/275/19	273 Riverneck Road	E-7	99	Sidewalk Construction
		TE-11	1,496	Driveway Reconstruction, Sloping and Grading
74/291/1	130 Billerica Road	E-8	4,183	Sidewalk Construction, Drainage Installation
		WM-PUE-3	54	Hydrant Installation
		D-3	501	Drainage Installation, Sloping and Grading
		D-PUE-2	60	Watermain Installation, Relocation of Overhead Wires and Utility Poles
		PUE-5	784	Relocation of Overhead Wires and Utility Poles
		PUE-6	243	Relocation of Overhead Wires and Utility Poles
		PUE-7	1,278	Relocation of Overhead Wires and Utility Poles
		TE-12	6,913	Driveway Reconstruction, Erosion Control, R+R Fence, Sloping and Grading
74/328/3	139 Billerica Road	PUE-10	60	Guy Wire Installation
		TE-14	309	Driveway Reconstruction, Sidewalk Reconstruction, Sloping and Grading
		TE-15	213	Driveway Reconstruction, Sidewalk Reconstruction, Sloping and Grading
74/328/4	Billerica Road	D-2	710	Drainage Installation
		TE-13	1,066	Erosion Control, Clearing and Grubbing, Sloping and Grading

And further to authorize the Board of Selectmen to acquire these parcels or easements through any and all legal means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/or eminent domain. The subject parcels are currently identified on plans drafted by VHB Inc., dated July 13, 2017, revised through April 2, 2018, and titled Massachusetts Department of Transportation – Highway Division Billerica Road (Route 129) at Riverneck Road Chelmsford, Preliminary Right of Way Plan.; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote



Town Administration

2018 Fall Annual Town Meeting October 18, 2018 - Second Session

MOTION UNDER ARTICLE 10. I move that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels, for the purpose of obtaining a secure and public right of way to allow for the construction and roadway safety improvements at the Billerica Road (Route 129) and Riverneck Road intersection.

	Total # Parcels	Area (Square Feet)
In Fee	0	0
Permanent Easements	11	16,266 SF
Temporary Easements	12	15,200 SF

Map/ Block/Lot	Address	Easement Parcel No.	Area (SF)	Remarks
74/275/26	110 Billerica Road	E-1	407	Sidewalk Reconstruction
		PUE-1	626	Relocation of Overhead Wires and Utility Poles
		TE-1	267	Sloping and Grading
74/325-1	Turnpike Road	E-2	830	Sidewalk Reconstruction
		TE-2	988	Sloping and Grading
74/275/27	112 Billerica Road	E-3	288	Sidewalk and Driveway Reconstruction
		PUE-2	807	Relocation of Overhead Wires and Utility Poles
		TE-3	827	Sloping and Grading
74/328/1	6 Turnpike Road	E-4	241	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		TE-4	971	Erosion Control, Clearing and Grubbing, Sloping and Grading
74/275/4	Billerica Road	E-5	379	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		WM-1	135	Watermain Installation, Erosion Control
		WM-PUE-1	787	Watermain Installation, Erosion Control, Relocation of Overhead Wires and Utility Poles
		T-PUE-1	511	Installation of Temporary Utility Pole, Erosion Control, Sloping and Grading
		PUE-3	497	Relocation of Overhead Wires and Utility Poles
74/275/33	283 Riverneck Road	TE-5	210	Erosion Control, Clearing and Grubbing, Sloping and Grading
		TE-15	643	Erosion Control, Clearing and Grubbing, Sloping and Grading
		E-6	280	Sidewalk Reconstruction, Watermain Relocation, installation of Highway Guard
		WM-2	418	Watermain Installation, Sloping and Grading
		WM-PUE-2	444	Watermain Installation, Relocation of Overhead Wires and Utility Poles
74/328/2	Billerica Road	T-PUE-2	337	Installation of Temporary Utility Pole and Overhead Wire Relocation
		TE-6	347	Clearing and Grubbing, Sloping and Grading
		D-1	371	Drainage Installation
		PUE-8	25	Guy Wire Installation
		PUE-9	13	Guy Wire Installation
74/275/32	279 Riverneck Road	TE-7	124	Erosion Control, Clearing and Grubbing, Sloping and Grading
		TE-8	431	Erosion Control, Clearing and Grubbing, Sloping and Grading
		TE-9	141	Driveway Reconstruction, Tree Protection, Sloping and Grading
74/275/28	277 Riverneck Road	TE-10	488	Driveway Reconstruction, Sloping and Grading
74/275/19	273 Riverneck Road	E-7	99	Sidewalk Construction
		TE-11	1,496	Driveway Reconstruction, Sloping and Grading
74/291/1	130 Billerica Road	E-8	4,183	Sidewalk Construction, Drainage Installation
		WM-PUE-3	54	Hydrant Installation
		D-3	501	Drainage Installation, Sloping and Grading
		D-PUE-2	60	Watermain Installation, Relocation of Overhead Wires and Utility Poles
		PUE-5	784	Relocation of Overhead Wires and Utility Poles
74/328/3	139 Billerica Road	PUE-6	243	Relocation of Overhead Wires and Utility Poles
		PUE-7	1,278	Relocation of Overhead Wires and Utility Poles
		TE-12	6,913	Driveway Reconstruction, Erosion Control, R+R Fence, Sloping and Grading
		PUE-10	60	Guy Wire Installation
		TE-14	309	Driveway Reconstruction, Sidewalk Reconstruction, Sloping and Grading
74/328/4	Billerica Road	TE-15	213	Driveway Reconstruction, Sidewalk Reconstruction, Sloping and Grading
		D-2	710	Drainage Installation
		TE-13	1,066	Erosion Control, Clearing and Grubbing, Sloping and Grading



2018 Fall Annual Town Meeting
October 18, 2018 - Second Session

And further that the Board of Selectmen may acquire these parcels, or modification of these parcels or other required parcels through any and all legal means available under the General Laws of the Commonwealth including without limitation by donation, purchase and/ or eminent domain. The subject parcels are currently identified on plans drafted by VHB Inc., dated July 13, 2017, revised through April 2, 2018, and titled Massachusetts Department of Transportation – Highway Division Billerica Road (Route 129) at Riverneck Road Chelmsford, Preliminary Right of Way Plan.

SUBMITTED BY: Town Manager
Two-Thirds Vote

Recommendations:
Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
The electronic voting devices recorded the following votes:

YES: 128 NO: 5 ABSTENTIONS: 0
MOTION UNDER ARTICLE 10: Carries by two-thirds vote

Request by Town Manager for a motion to take Article 12 out of order. Ginger Skoog, of Precinct 6 made motion, motion was seconded. The Moderator ruled that the motion carries by a majority show of hands

ARTICLE 12. To see if the Town will vote to transfer from Free Cash a certain sum of money to the General Stabilization Fund; or act in relation thereto.

SUBMITTED BY: Town Manager

Amendment to Article 12 by Paul Rigazio of Precinct 7.

AMENDED MOTION UNDER ARTICLE 12. I move that the Town transfer \$267,880 from Free Cash to the General Stabilization Fund.

Recommendations:
Board of Selectmen: no recommendation on amendment
Finance Committee: no time to review amendment, historically do not endorse amendments
The electronic voting devices recorded the following votes:

YES: 24 NO: 106 ABSTENTIONS: 0
AMENDMENT UNDER ARTICLE 12: Fails to carry

Recommendations:
Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
The electronic voting devices recorded the following votes:

YES: 119 NO: 12 ABSTENTIONS: 1
MOTION UNDER ARTICLE 12: Carries by majority vote

ARTICLE 11. To see if the Town will vote to transfer from Free Cash a certain sum of money to defray Town expenses for the fiscal year period from July 1, 2018 to June 30, 2019; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 11. No Action.



2018 Fall Annual Town Meeting
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ARTICLE 13. To see if the Town will vote to transfer a sum of money from the Golf Course Enterprise Fund Free Cash to reconstruct the 9th hole green at the Chelmsford Country Club; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 13. I move that the Town transfer \$86,500 from the Golf Course Enterprise Fund Free Cash to reconstruct the 9th hole green at the Chelmsford Country Club.

SUBMITTED BY: Town Manager

Recommendations: Board of Selectmen: Unanimously recommends approval Finance Committee: Unanimously recommends approval The electronic voting devices recorded the following votes:

YES: 127 NO: 1 ABSTENTIONS: 3 MOTION UNDER ARTICLE 13: Carries by majority vote

ARTICLES 14 & 15 Approved under Consent Agenda on Monday, October 15, 2018

ARTICLE 16. To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw," by adopting a new and/or revised definition of a "Sign", Article XX, "Terminology" sub-section (1) related to the display of flags on commercial properties as follows, by deleting the language shown in strikethrough and adding the language shown in underline, with the text not being changed shown in regular type for informational purposes only, as follows:

SIGN

Any device designed to inform or attract the attention of persons not on the premises on which the device is located. Any building surfaces other

than windows that are internally illuminated or decorated with gaseous tube or other lights are considered signs. The following, however, shall not be considered signs within the context of this chapter:

(1) Flags and insignia of any government, except when displayed in connection with commercial promotion. A flag is defined as a piece of cloth or similar material, varying in size, shape, color and design, attached at one edge to a staff or cord, used as the symbol of a nation, state or other governmental entity.

; or act in relation thereto.

SUBMITTED BY: Planning Board Two-Thirds Vote

MOTION UNDER ARTICLE 16. I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw," by adopting a new and/or revised definition of a "Sign", Article XX, "Terminology" sub-section (1) related to the display of flags on commercial properties as follows, by deleting the language shown in strikethrough and adding the language shown in underline, with the text not being changed shown in regular type for informational purposes only, as follows:

SIGN

Any device designed to inform or attract the attention of persons not on the premises on which the device is located. Any building surfaces other than windows that are internally illuminated or decorated with gaseous tube or other lights are considered signs. The following, however, shall not be considered signs within the context of this chapter:

(2) Flags and insignia of any government, except when displayed in connection with commercial promotion. A flag is defined as a piece of cloth or similar material, varying in size,



2018 Fall Annual Town Meeting October 18, 2018 - Second Session

shape, color and design, attached at one edge to a staff or cord, used as the symbol of a nation, state or other governmental entity.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

Recommendations:
Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
Planning Board: Unanimously recommends approval
The electronic voting devices recorded the following votes:

YES: 130 NO: 0 ABSTENTIONS: 1
MOTION UNDER ARTICLE 16: Carries by two-thirds vote

ARTICLE 17. To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw" Article III: Use Regulations. Section 195-6 Accessory uses, by deleting the existing paragraph E. in its entirety and inserting in its place the following new paragraph E.:
E. Animals accessory to dwellings.

- 1) Up to two cattle, horses, sheep, hogs, goats, or similar livestock may be maintained accessory to a dwelling only on a lot having an area not less than 40,000 square feet. An additional 15,000 square feet of land area is required per large farm animal (25 pounds or heavier at maturity) in excess of the first two.
- 2) Up to ten small animals weighing less than 25 pounds each at maturity, including chickens and other game birds, may be maintained accessory to a dwelling. For lots having a lot area of 15,000 square feet or greater, one additional small animal shall be allowed per 1,500 square feet of lot area in excess of 15,000 square feet.

3) No roosters shall be permitted on a parcel that is less than two and one-half (2.5) acres.

4) Such animals and their waste shall be contained at least fifty (50) feet from any abutting lot line of a residentially used lot and at least fifty (50) feet from any year-round surface water body.

; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

MOTION UNDER ARTICLE 17. NO ACTION.

ARTICLE 18. To see if the Town will vote to amend the Town code, Chapter 195: "Zoning Bylaw," by adopting a new zoning bylaw, Article XXV, "Historical Preservation and Reuse", for purposes of providing zoning options and regulations for the preservation and reuse of historical structures as follows:

**Article XXV Historical Preservation and Reuse
195-148 Purpose and Intent**

The general purpose of this Historical Preservation Article is to maintain the character of the historic areas of Chelmsford while also maintaining the integrity of the residential neighborhoods in which they exist, and to promote the preservation of historically significant structures by providing incentives for private investment in their maintenance. Issues to be considered on the eligibility of projects include:

- A. The importance of the structure as determined by a Historical Commission finding of Historical Significance;
- B. Prevention of deterioration to buildings and resultant depreciation to the surrounding properties due to the upkeep costs of older structures;
- C. The need to bring properties up to current Building Code for safety and environmental compliance;



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D. The value of preserving the structure, taking into consideration the private investments required to improve safety and environmental systems,

E. Impacts to the immediate neighborhood of the proposed changes compared with the impact of replacement of the structure;

F. Impacts to the architectural, cultural and historic nature of the town.

195-149 Conversion of Dwelling Units

Alteration of a single-family dwelling existing at the time of adoption of this chapter in 1938 for occupancy by not more than two families is permitted in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations provided that

- a. the lot contains not less than 50% of the lot area required for the applicable zoning district,
- b. the exterior design of the structure is not changed from the character of a single-family dwelling,
- c. that at least 600 square feet of living space shall be provided for each resulting dwelling unit.
- d. other non-conforming conditions are not increased or created
- e. Additions to properties so converted shall have architecture consistent with the original dwelling style, and shall maintain the character of a single family dwelling.

195-150 Conversion or Expansion of Historically Significant Dwelling Units

Alteration or expansion of a single-family dwelling for occupancy by not more than three families is permitted by Special Permit in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations, provided that

- a. The structure is in excess of 75 years old,
- b. the structure is Listed on the Massachusetts Historic Commission Historic Inventory, is listed on the National Historic Register, or has been determined to be of Historical Significance by the Chelmsford Historical Commission,
- c. the property is placed under Historic Preservation Restrictions or Restrictive Covenants administrated by the Chelmsford Historic Commission,
- d. the exterior design of the structure is restored to and maintained in its original form, or as approved by the Historical Commission,
- e. the exterior design of any addition/expansion is approved for compatibility with the original

structure's design by the Historical Commission,
f. adequate parking, in compliance with 195-17 Minimum Parking Requirements, is maintained in the side or rear yard, or within garages,

g. the lot contains not less than 50% of the lot area required for the applicable zoning district, and
h. each resulting dwelling unit shall meet the minimum gross floor area requirements specified in 195-113 Residential Uses.

i. Detached Historically Significant accessory structures (such as, but not limited to, barns and carriage houses) may also be converted to living spaces, subject to independently meeting these provisions. Where the occupancy of the main dwelling and the accessory structure together exceed 3 units, (i.e., the house and accessory structure can each contain up to three dwelling units) the lot shall contain not less the minimum lot area required for the applicable zoning district by the Dimensional Tables.

195-151 Subdivision of Lots Containing Historically Significant Dwelling Units

Subdivision of Lots containing a single-family dwelling to create one additional building lot is permitted by Special Permit in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations, provided that

- a. The qualifying structure meets all requirements of 195-150 (a) through (f), and
- b. Each resulting lot (for both existing and new house) contains not less than 50% of the lot area required for the applicable zoning district, with no dimension less than 75 feet being included in the calculation of area, and
- c. Setbacks can be reduced up to 50% on each lot, and
- d. all other requirements for a building lot is met by each resulting lot, including those defined in 195 Attachment 2 – Table of Dimensional Requirements, excepting that Coverage and Floor Area Ratio requirements are waived for the original structure. Any lots so divided may not be divided again, and all Dimensional Requirements shall be applied to future additions to the original structure. Rear lots may be created compliant with Section 195-15 and as modified by the special provisions and size and dimensional exceptions described in this Article.



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195-152 Historic Preservation Restrictions

When Historic Preservation Restrictions or Restrictive Covenants are required by this Article, they may include, but are not limited to:

- a. The external structure shall be maintained in its Historically Significant form, or as deemed architecturally and historically compatible by the Historic Commission.
- b. Construction details described as Historically Significant shall be specifically listed in the Historic Preservation Restrictions and maintained.
- c. Façade proportions and fenestration shall be maintained on the original structure and additions.
- d. Exterior modifications or additions shall be reviewed and approved by the Historic Commission for compatibility with the Historically Significant architecture.
- e. Construction materials used for additions, replacement or repair on the exterior of the structure shall be visually compatible with the original construction materials and details.
- f. The exterior of the structure and the surrounding landscaping shall be maintained in good condition. Wear and damage that presents risks to the structure shall be repaired promptly.
- g. The color of the exterior of the structure is required to be maintained ONLY IF it is deemed to be Historically Significant.
- h. The Historic Preservation Restrictions/Restrictive Covenant shall have a duration in perpetuity or the longest period allowed by law.

195-155 Special Permits and Authorities

Historical Significance may be determined by the Chelmsford Historic Commission as described in the Chelmsford General Bylaws Sub-Section 16-2 B (2) Determination of Significance, or is listed on a state or federal register of historic places.

Where Special Permits are required in this Article, the review and approval authority is the Planning Board including section 195-8 as applicable. Inputs are required from the Historic Commission as described in each subsection.

The Chelmsford Historic Commission shall determine the scope of, and shall hold and administer Historical Preservation Restrictions or Restrictive Covenants under this Article. The Restrictions or Covenants shall be executed as a condition of approval of projects under this Article.;

And that the Town amend 191 Attachment 1, Use Regulation Schedule, Town of Chelmsford as follows:

- Add new line 2A. Three Family Historic Residence as shown below.
- Modify Line 4. Conversion of dwelling, reference From: "195-13". To: "195-149" and
- Add new line 9.f Detached Historically Significant accessory structures as shown below

Symbols employed below shall mean the following:
 Y A permitted use
 N An excluded or prohibited use
 BA A use authorized under special permit from the Board of Appeals as provided under § 195-103
 PB A use authorized under special permit from the Planning Board as provided under § 195-133

Principal Use	District														
	RA	RB	RC	RM	CA	CB	CC	CD	CV	IA	IS	RMH	CX	P	OS
A. Residential															
1. Single-family dwelling	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N	N	N
2. Two-family dwelling	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N



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Principle Use	RA	RB	RC							IA	IS			P	
<u>2a. Three Family Historically Significant Residence (SS195-150)</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>PB</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
4. (SS 195-13) Conversion or Expansion of Historically Significant Dwelling Units (195-150)	N PB		Y	BA PB	N	N	N	N	N	N	N	N	N	N	N
9.f Detached Historically Significant accessory structures (Article XXI section 195-150.i)	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N

- And that the Town delete § 195-13 Conversion of dwelling units {which has been relocated to new section 195-149} which reads as follows:

§ 195-13 Conversion of dwelling units.

Alteration of a single-family dwelling existing at the time of adoption of this chapter in 1938 for occupancy by not more than two families is permitted, in accordance with Article III of this chapter, provided that the lot contains not less than 15,000 square feet and the exterior design of the structure is not changed from the character of a single-family dwelling, and provided further that at least 600 square feet of living space shall be provided for each resulting dwelling unit.
or act in relation thereto.

SUBMITTED BY: Planning Board
Two-Thirds Vote

Matthew Hanson of Precinct 1 proposed a friendly amendment to Article 18.

MOTION UNDER ARTICLE 18. I move that the Town amend the Town code, Chapter 195: "Zoning Bylaw" by adopting a new zoning bylaw, Article XXV, "Historical Preservation and Reuse", for purposes of providing zoning options and regulations for the preservation and reuse of historical structures as follows:

Article XXV Historical Preservation and Reuse 195-148 Purpose and Intent

The general purpose of this Historical Preservation Article is to maintain the character of the historic areas of Chelmsford while also maintaining the integrity of the residential neighborhoods in which they exist, and to promote the preservation of historically significant structures by providing incentives for private investment in their maintenance. Issues to be considered on the eligibility of projects include:

- A. The importance of the structure as determined by a Historical Commission finding of Historical Significance;
- B. Prevention of deterioration to buildings and resultant depreciation to the surrounding properties due to the upkeep costs of older structures;
- C. The need to bring properties up to current Building Code for safety and environmental compliance;
- D. The value of preserving the structure, taking into consideration the private investments required to improve safety and environmental systems,
- E. Impacts to the immediate neighborhood of the proposed changes compared with the impact of replacement of the structure;
- F. Impacts to the architectural, cultural and historic nature of the town.



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195-149 Conversion of Dwelling Units

Alteration of a single-family dwelling existing at the time of adoption of this chapter in 1938 for occupancy by not more than two families is permitted in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations, provided that

- a. the lot contains not less than 50% of the lot area required for the applicable zoning district,
- b. the exterior design of the structure is not changed from the character of a single-family dwelling,
- c. that at least 600 square feet of living space shall be provided for each resulting dwelling unit.
- d. other non-conforming conditions are not increased or created
- e. Additions to properties so converted shall have architecture consistent with the original dwelling style, and shall maintain the character of a single family dwelling.

195-150 Conversion or Expansion of Historically Significant Dwelling Units

Alteration or expansion of a single-family or two-family dwelling for occupancy by not more than three families is permitted by Special Permit in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations, provided that

- a. The structure is in excess of 75 years old,
- b. the structure is listed on the Massachusetts Historic Commission Historic Inventory, is listed on the National Historic Register, or has been determined to be of Historical Significance by the Chelmsford Historical Commission,
- c. the property is placed under a Historic Restrictive Covenant administered by the Chelmsford Historic Commission,
- d. the exterior design of the structure is restored to and maintained in its original form, or as approved by the Historical Commission,
- e. the exterior design of any addition/ expansion is approved for compatibility with

the original structure's design by the Historical Commission,

- f. adequate parking, in compliance with 195-17 Minimum Parking Requirements, is maintained in the side or rear yard, or within garages,
- g. the lot contains not less than 50% of the lot area required for the applicable zoning district, and
- h. each resulting dwelling unit shall meet the minimum gross floor area requirements specified in 195-113 Residential Uses.
- i. Detached Historically Significant accessory structures (such as, but not limited to, barns and carriage houses) may also be converted to living spaces, subject to independently meeting these provisions. Where the occupancy of the main dwelling and the accessory structure together exceed 3 units, (i.e., the house and accessory structure can each contain up to three dwelling units) the lot shall contain not less the minimum lot area required for the applicable zoning district by the Dimensional Tables.

195-151 Subdivision of Lots Containing Historically Significant Dwelling Units

Subdivision of Lots containing a single-family or two-family dwelling to create one additional building lot is permitted by Special Permit in RA, RB, RC and RM Districts, in accordance with Chapter 195 Zoning, Article III, Use Regulations, provided that

- a. The qualifying structure meets all requirements of 195-150 (a) through (f), and
- b. Each resulting lot (for both existing and new house) contains not less than 50% of the lot area required for the applicable zoning district, with no dimension less than 75 feet being included in the calculation of area, and
- c. Setbacks can be reduced up to 50% on each lot, and
- d. all other requirements for a building lot is met by each resulting lot, including those defined in 195 Attachment 2 – Table of Dimensional Requirements, excepting that Coverage and Floor Area Ratio requirements are waived for the original structure.



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Any lots so divided may not be divided again, and all Dimensional Requirements shall be applied to future additions to the original structure.

Rear lots may be created compliant with Section 195-15 and as modified by the special provisions and size and dimensional exceptions described in this Article.

195-152 Historic Preservation Restrictions

When Historic Restrictive Covenants are required by this Article, they may include, but are not limited to:

- a. The external structure shall be maintained in its Historically Significant form, or as deemed architecturally and historically compatible by the Historic Commission.
- b. Construction details described as Historically Significant shall be specifically listed in the Historic Restrictive Covenants and maintained.
- c. Façade proportions and fenestration shall be maintained on the original structure and additions.
- d. Exterior modifications or additions shall be reviewed and approved by the Historic Commission for compatibility with the Historically Significant architecture.
- e. Construction materials used for additions, replacement or repair on the exterior of the structure shall be visually compatible with the original construction materials and details.
- f. The exterior of the structure and the surrounding landscaping shall be maintained in good condition. Wear and damage that presents risks to the structure shall be repaired promptly.
- g. The color of the exterior of the structure is required to be maintained ONLY IF it is deemed to be Historically Significant.
- h. The Historic Restrictive Covenant shall have a duration in perpetuity to the longest period allowed by law.

195-155 Special Permits and Authorities

Historical Significance may be determined by the Chelmsford Historic Commission as described in the Chelmsford General Bylaws Sub-Section 16-2 B (2) Determination of Significance, or is listed on a state or federal register of historic places.

Where Special Permits are required in this Article, the review and approval authority is the Planning Board including section 195-8 as applicable. Inputs are required from the Historic Commission as described in each subsection.

The Chelmsford Historic Commission shall determine the scope of, and shall hold and administer Historical Restrictive Covenants under this Article. The Covenants shall be executed as a condition of approval of projects under this Article.

195-156 Relationship with other zoning provisions

To the extent that the provisions of this article are in conflict with any other provisions of Chapter 195, the provisions of this article shall control, if the application of such other provisions would obstruct the purpose and intent of this article, as determined by the Special Permit Granting Authority



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And that the Town amend 191 Attachment 1, Use Regulation Schedule, Town of Chelmsford as follows:

- Add new line 2A. Three Family Historic Residence as shown below.
- Modify Line 4. Conversion of dwelling, reference From: "195-13". To: "195-149" and
- Add new line 9.f Detached Historically Significant accessory structures as shown below

Symbols employed below shall mean the following:

- Y A permitted use
- N An excluded or prohibited use
- BA A use authorized under special permit from the Board of Appeals as provided under § 195-103
- PB A use authorized under special permit from the Planning Board as provided under § 195-103

Principal Use	District														
	RA	RB	RC	RM	CA	CB	CC	CD	CV	IA	IS	RMH	CX	P	OS
A. Residential															
1. Single-family dwelling	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N	N	N
2. Two-family dwelling	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N

Principal Use	RA	RB	RC							IA	IS			P	
2a. Three Family Historically Significant Residence (SS195-150)	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N
4. (SS 195-13) Conversion or Expansion of Historically Significant Dwelling Units (195-150)	N PB		Y	BA PB	N	N	N	N	N	N	N	N	N	N	N
9.f Detached Historically Significant accessory structures (Article XXI section 195-150.i)	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N

And delete (relocated to new section 195-149)

Alteration of a single-family dwelling existing at the time of adoption of this chapter in 1938 for occupancy by not more than two families is permitted, in accordance with Article III of this chapter, provided that the lot contains not less than 15,000 square feet and the exterior design of the structure is not changed from the character of a single-family dwelling, and provided further that at least 600 square feet of living space shall be provided for each resulting dwelling unit.

SUBMITTED BY: Planning Board
Two-Thirds Vote

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

Planning Board: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 17 NO: 107 ABSTENTIONS: 3
MOTION UNDER ARTICLE 18 AS AMENDED:
Fails to carry

ARTICLE 19. To see if the Town will vote to amend the Town code, Chapter 195: "Zoning



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Bylaw," by revising the definition of "Dwelling" in Article XX, "Terminology", by adding the following language at the end of the definition:

Multifamily dwellings also include three (3) or more family units, in any configuration whether or not attached, on a single lot, and the buildings accessory thereto and within this context are not subject to 195-62 A and B; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

MOTION UNDER ARTICLE 19. I move that the Town amend the Town code, Chapter 195: "Zoning Bylaw," by revising the definition of "Dwelling" in Article XX, "Terminology", by adding the following language at the end of the definition:

Multifamily dwellings also include three (3) or more family units, in any configuration whether or not attached, on a single lot, and the buildings accessory thereto and within this context are not subject to 195-62 A and B.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

Recommendations:
Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
Planning Board: Unanimously recommends approval
The electronic voting devices recorded the following votes:

YES: 98 NO: 27 ABSTENTIONS: 1
MOTION UNDER ARTICLE 19: Carries by two-thirds vote

ARTICLE 20. To see if the Town will vote to amend the Town code, Chapter 195: "Zoning Bylaw" Article XXIV, "Route 129 Business

Amenities Overlay District (BAOD)" Section 195-144 "Establishment of Overlay District," by amending the Business Amenities Overlay District Map dated August 24, 2016, to remove from the Commercial Exclusion Zone the following two parcels: 282 Mill Road (identified by the Town of Chelmsford Board of Assessors as Map 97, Block 328, Parcel 7 containing .50 acres, more or less), and 278 Mill Road (identified by the Town of Chelmsford Board of Assessors as Map 97, Block 328, Parcel 8 containing .49 acres, more or less), in order to facilitate the commercial development of amenities on said parcels; or act in relation thereto.

**SUBMITTED BY: Town Manager
Two-Thirds Vote**

MOTION UNDER ARTICLE 20. I move that the Town amend the Town code, Chapter 195: "Zoning Bylaw" Article XXIV, "Route 129 Business Amenities Overlay District (BAOD)" Section 195-144 "Establishment of Overlay District," by amending the Business Amenities Overlay District Map dated August 24, 2016, to remove from the Commercial Exclusion Zone the following two parcels: 282 Mill Road (identified by the Town of Chelmsford Board of Assessors as Map 97, Block 328, Parcel 7 containing .50 acres, more or less), and 278 Mill Road (identified by the Town of Chelmsford Board of Assessors as Map 97, Block 328, Parcel 8 containing .49 acres, more or less), in order to facilitate the commercial development of amenities on said parcels.

**SUBMITTED BY: Town Manager
Two-Thirds Vote**

Recommendations:
Board of Selectmen: Unanimously recommends approval
Finance Committee: Unanimously recommends approval
Planning Board: Unanimously recommends approval
The electronic voting devices recorded the following votes:



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YES: 117 NO: 8 ABSTENTIONS: 0
MOTION UNDER ARTICLE 20: Carries by two-thirds

Recycling Committee member, Kevin Goscila presented Article 21.

ARTICLE 21. To see if the Town will vote to amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single-use plastic checkout bags as follows:

Article I. Plastic Bag Reduction in Business Establishments

Section 144-1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the use of thin film single use plastic bags by all business establishments in the Town of Chelmsford. The production and use of thin film single use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; causing the potential death of marine animals through ingestion and entanglement; and requiring the use of millions of barrels of crude oil nationally for their manufacture.

Section 144-2. Definitions

144-2.1 "Business establishment" means the following business uses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket and general department store; restaurant; and take out retail.

144-2.2 "Thin film single use plastic bags" means bags, typically with plastic handles, with a thickness of 4.0 mils or less and which are intended for single use transport of purchased

products purchased at a business establishment.

144-2.3 Reusable bag" means a bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.

Section 144-3 Use Regulations

144-3.1 Effective July 1, 2019, thin film single use plastic bags shall not be distributed, provided, or sold for checkout or other purposes at any business establishment within the Town of Chelmsford.

144-3.2 Thin film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods and other similar merchandise, typically without handles, are permissible.

144-3.3 Customers are encouraged to bring their own reusable bags to stores. Business establishments are encouraged to provide reusable thick plastic, paper, fabric, or other types of bags.

Section 144-4 Enforcement

144-4.1 The Inspector of Buildings of his designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

144-4.2 Penalty for Violation. Whoever violates any provision of this bylaw shall be punished by a fine not exceeding one hundred dollars (\$100.00) for each offense. Nothing contained herein shall preclude the Building Inspector from seeking equitable relief to enforce this bylaw.

144-4.3 Noncriminal Disposition. In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, Chapter 40, Section 21D. The penalty for such violation



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shall be \$25.00 for the first offense, \$50.00 for the second offense, and \$100.00 for the third and each subsequent offense.

; or act in relation thereto.

SUBMITTED BY: Recycling Committee

MOTION UNDER ARTICLE 21. I move that the Town amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single-use plastic checkout bags as follows:

Article I. Plastic Bag Reduction in Business Establishments

Section 144-1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the use of thin film single use plastic bags by all business establishments in the Town of Chelmsford. The production and use of thin film single use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; causing the potential death of marine animals through ingestion and entanglement; and requiring the use of millions of barrels of crude oil nationally for their manufacture.

Section 144-2. Definitions

144-2.1 "Business establishment" means the following business uses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket and general department store; restaurant; and take out retail.

144-2.2 "Thin film single use plastic bags" means bags, typically with plastic handles, with a thickness of 4.0 mils or less and which are

intended for single use transport of purchased products purchased at a business establishment.

144-2.3 Reusable bag" means a bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.

Section 144-3 Use Regulations

144-3.1 Effective July 1, 2019, thin film single use plastic bags shall not be distributed, provided, or sold for checkout or other purposes at any business establishment within the Town of Chelmsford.

144-3.2 Thin film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods and other similar merchandise, typically without handles, are permissible.

144-3.3 Customers are encouraged to bring their own reusable bags to stores. Business establishments are encouraged to provide reusable thick plastic, paper, fabric, or other types of bags.

Section 144-4 Enforcement

144-4.1 The Inspector of Buildings of his designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

144-4.2 Penalty for Violation. Whoever violates any provision of this bylaw shall be punished by a fine not exceeding one hundred dollars (\$100.00) for each offense. Nothing contained herein shall preclude the Building Inspector from seeking equitable relief to enforce this bylaw.

144-4.3 Noncriminal Disposition. In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, Chapter 40,



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Section 21D. The penalty for such violation shall be \$25.00 for the first offense, \$50.00 for the second offense, and \$100.00 for the third and each subsequent offense.

SUBMITTED BY: Recycling Committee
 Recommendations:
 Board of Selectmen: Unanimously approves recommendation
 Finance Committee: Voted 4-3 against approval

Motion made by S. George Zaharoolis of Precinct 3 to move the question. By a show of hands, unanimous consent was declared by the Moderator

The electronic voting devices recorded the following votes:

YES: 46 NO: 71 ABSTENTIONS: 0

MOTION UNDER ARTICLE 21: Fails to carry
 Motion made by S. George Zaharoolis of Precinct 3 to suspend the rule to not take up any new articles after 11:00 PM to finish the last two articles.

YES: 67 NO: 42 ABSTENTIONS: 3
 MOTION TO SUSPEND THE RULE: Carries by majority vote

Proponent, Cynthia Fiekers, presented Article 22. **ARTICLE 22.** To see if the Town will vote to add to the Code of the Town of Chelmsford by adopting a new bylaw to ban polystyrene containers

ARTICLE 1. Polystyrene in Food Establishments
 Section__-1 Purpose and Intent

This bylaw is enacted for the purpose of eliminating the distribution of polystyrene containers by all Food Establishments in the Town of Chelmsford:

- Whereas, the Town has a duty to protect the health of its citizens and the natural environment.
- Whereas, Styrofoam is the brand name

for polystyrene (Dow Chemical Co.), a synthetic plastic that biodegrades so slowly (hundreds of years) it is considered to be nonbiodegradable.

- Whereas, expanded polystyrene containers are not part of the Town's regular recycling program.

- Whereas, styrene, the key ingredient in expanded polystyrene, was recently added to the National Toxicology Program's list of carcinogens (U.S. Depart. of Health and Human Services). Styrene can leach from polystyrene containers into food and beverages. It has become a major component of plastic debris in the ocean and animals often mistake it for food. It is also hazardous to marine life, transferring toxic chemicals to the food chain.

- Whereas, several communities in Massachusetts have banned disposable food service containers, including Amherst, Brookline, Great Barrington, Nantucket, Somerville, South Hadley, Williamstown as well as major cities such as Los Angeles, Chicago, Miami Beach, New York City, Portland, and Seattle. This bylaw is patterned after similar ones enacted in Massachusetts.

- Whereas, appropriate alternative products are readily available from vendors and are already being used by many of our businesses.

Section__-2 Effective Date

This bylaw shall take effect July 1, 2019.

Section__- 3 Definitions.

__-3.1 "Disposable Food Service Container" shall mean single-use disposable products for serving or transporting prepared, ready-to-consume food or beverages, including, without limitation, take-out foods and/or leftovers from partially consumed meals prepared by a food establishment. This includes, but is not limited to plates, cups, bowls, trays, hinged or lidded containers, cups, lids, straws, and utensils. It does not include single-use disposable packaging for unprepared foods.

__3.2 "Expanded Polystyrene" shall mean blown polystyrene (polystyrene that has been expanded or blown using a gaseous blowing agent into a



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solid foam) and expanded and extruded forms, which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion blow molding (extruded foam polystyrene). The term also includes clear or solid polystyrene, which is also known as "oriented," or referenced in this bylaw as "Rigid Polystyrene." Rigid Polystyrene is generally used to make clear clamshell containers, lids, and cutlery.

___3.3 "Fineable Offense" is defined as a knowing common use of item or items restricted by the bylaw. Common use refers to item or items that are part of one's normal or daily use.

___3.4 "Food Establishment" shall mean any operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et seq., shall be considered a food establishment for purposes of this bylaw.

___3.5 "Prepared Food" shall mean any food or beverage prepared on the food establishment's premises using any cooking or food preparation technique. Prepared food does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation. Prepared food may be eaten on or off the food establishment's premises.

___3.6 "Town Facility" shall mean any building, structure, land, or recreational area owned, leased, or operated by the Town of Chelmsford.

___-4 Prohibitions.

___4.1 Except as provided herein, food establishments are prohibited from dispensing prepared food and drink in disposable food service containers made from expanded polystyrene. All food establishments are strongly encouraged to use reusable food service containers and cutlery, and when possible biodegradable, compostable alternatives. Compostable materials must meet

ASTM (American Society of the International Association for Testing and Materials) Standards for compostability.

___4.2 Town departments or agencies shall not purchase or use disposable food service containers made from expanded polystyrene while in the performance of official Town duties.

___4.3 Individuals, contractors, vendors, or other entities shall not use disposable food service containers made from expanded polystyrene in a Town facility or Town property while acting or performing under a Town contract, lease, license, permit, grant, or other agreement.

___4.4 Nothing in this section shall prohibit someone from purchasing or using said containers for personal use, nor shall it prohibit any individual from purchasing or using said containers for a private function or when serving food on property owned by that person.

___-5 Variance.

___5.1 Any food establishment or Town Department and its agencies may make a written application to the Board of Health for a variance from this bylaw.

___5.2 Every application for a variance is subject to a public hearing. Notice of the hearing shall be posted as part of a public notice of the Board of Health meeting at which the application will be considered. Notice shall be posted no less than 48 hours before the meeting.

___5.3 By vote of a majority of its full authorized membership, the Board of Health may grant a variance in cases where a suitable biodegradable, compostable, reusable or recyclable alternative does not exist for a specific usage, and/ or enforcement of this bylaw would cause undue hardship to that food establishment or Town Department.

___5.4 A variance may be granted for up to six months and extended for like periods upon submission of a renewal application.

___5.5 Any variance granted by the Board shall be in writing.

___5.6 A copy of the variance granted under this Section shall be available for public inspection on the premises for which it is issued.

___-6 Enforcement, Penalties and Fines



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6.1 Enforcement

The Board of Health or its designee shall have primary responsibility for enforcement of this bylaw. This shall include: establishment of regulations or administrative procedures, inspections, and issuance of citations for violations.

6.2 Penalty for Violation.

Whoever violated any provision of this bylaw shall be punished as follows: first offense one hundred dollars (\$100), second offense two hundred dollars (\$200), third and subsequent offenses three hundred dollars (\$300) for each offense

Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense. Nothing contained herein shall preclude the Board of Health from seeking equitable relief to enforce this bylaw.

6.3. Noncriminal Disposition

In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, chapter 40, Section 21D. The penalty for such violation shall be \$25 for the first offense, \$50 for the second offense, and \$100 for the third and each subsequent offense.

6.4 Hearing to Suspend or Revoke License or Permit

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and CMR 590.15, may suspend or revoke the license or permit for any establishment failing to comply with this bylaw.
SEVERABILITY

If any provision of this Bylaw is declared invalid, or unenforceable, the other provisions shall not be affected thereby;
Or act in relation thereto.

SUBMITTED BY: Citizen Petition - Cynthia Fiekers

MOTION UNDER ARTICLE 22. I move that the Town amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to ban polystyrene containers as follows:

ARTICLE II. Polystyrene in Food Establishments
Section 144-5.1 Purpose and Intent

This bylaw is enacted for the purpose of eliminating the distribution of polystyrene containers by all Food Establishments in the Town of Chelmsford:

- Whereas, the Town has a duty to protect the health of its citizens and the natural environment.
- Whereas, Styrofoam is the brand name for polystyrene (Dow Chemical Co.), a synthetic plastic that biodegrades so slowly (hundreds of years) it is considered to be nonbiodegradable.
- Whereas, expanded polystyrene containers are not part of the Town's regular recycling program.
- Whereas, styrene, the key ingredient in expanded polystyrene, was recently added to the National Toxicology Program's list of carcinogens (U.S. Depart. of Health and Human Services). Styrene can leach from polystyrene containers into food and beverages. It has become a major component of plastic debris in the ocean and animals often mistake it for food. It is also hazardous to marine life, transferring toxic chemicals to the food chain.
- Whereas, several communities in Massachusetts have banned disposable food service containers, including Amherst, Brookline, Great Barrington, Nantucket, Somerville, South Hadley, Williamstown as well as major cities such as Los Angeles, Chicago, Miami Beach, New York City, Portland, and Seattle. This bylaw is patterned after similar ones enacted in Massachusetts.
- Whereas, appropriate alternative products are readily available from vendors and are already being used by many of our businesses.

Section 144-5.2 Effective Date



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This bylaw shall take effect July 1, 2019.

Section 144-5.3 Definitions.

155-5.3.1 "Disposable Food Service Container" shall mean single-use disposable products for serving or transporting prepared, ready-to-consume food or beverages, including, without limitation, take-out foods and/or leftovers from partially consumed meals prepared by a food establishment. This includes, but is not limited to plates, cups, bowls, trays, hinged or lidded containers, cups, lids, straws, and utensils. It does not include single-use disposable packaging for unprepared foods.

144-5.3.2 "Expanded Polystyrene" shall mean blown polystyrene (polystyrene that has been expanded or blown using a gaseous blowing agent into a solid foam) and expanded and extruded forms, which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion blow molding (extruded foam polystyrene). The term also includes clear or solid polystyrene, which is also known as "oriented," or referenced in this bylaw as "Rigid Polystyrene." Rigid Polystyrene is generally used to make clear clamshell containers, lids, and cutlery.

144-5.3.3 "Fineable Offense" is defined as a knowing common use of item or items restricted by the bylaw. Common use refers to item or items that are part of one's normal or daily use.

144-5.3.4 "Food Establishment" shall mean any operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et seq., shall be considered a food establishment for purposes of this bylaw.

144-5.3.5 "Prepared Food" shall mean any food or beverage prepared on the food establishment's premises using any cooking or food preparation technique. Prepared food does

not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation. Prepared food may be eaten on or off the food establishment's premises.

144-5.3.6 "Town Facility" shall mean any building, structure, land, or recreational area owned, leased, or operated by the Town of Chelmsford.

144-5.4 Prohibitions.

144-5.4.1 Except as provided herein, food establishments are prohibited from dispensing prepared food and drink in disposable food service containers made from expanded polystyrene. All food establishments are strongly encouraged to use reusable food service containers and cutlery, and when possible biodegradable, compostable alternatives. Compostable materials must meet ASTM (American Society of the International Association for Testing and Materials) Standards for compostability.

144-5.4.2 Town departments or agencies shall not purchase or use disposable food service containers made from expanded polystyrene while in the performance of official Town duties.

144-5.4.3 Individuals, contractors, vendors, or other entities shall not use disposable food service containers made from expanded polystyrene in a Town facility or Town property while acting or performing under a Town contract, lease, license, permit, grant, or other agreement.

144-5.4.4 Nothing in this section shall prohibit someone from purchasing or using said containers for personal use, nor shall it prohibit any individual from purchasing or using said containers for a private function or when serving food on property owned by that person.

144-5.5 Variance.

144-5.5.1 Any food establishment or Town Department and its agencies may make a written application to the Board of Health for a variance from this bylaw.

144-5.5.2 Every application for a variance is subject to a public hearing. Notice of the hearing shall be posted as part of a public notice



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of the Board of Health meeting at which the application will be considered. Notice shall be posted no less than 48 hours before the meeting.

144-5.5.3 By vote of a majority of its full authorized membership, the Board of Health may grant a variance in cases where a suitable biodegradable, compostable, reusable or recyclable alternative does not exist for a specific usage, and/ or enforcement of this bylaw would cause undue hardship to that food establishment or Town Department.

144-5.5.4 A variance may be granted for up to six months and extended for like periods upon submission of a renewal application.

144-5.5.5 Any variance granted by the Board shall be in writing.

144-5.5.6 A copy of the variance granted under this Section shall be available for public inspection on the premises for which it is issued.

144-5.6 Enforcement, Penalties and Fines

144-5.6.1 Enforcement

The Board of Health or its designee shall have primary responsibility for enforcement of this bylaw. This shall include: establishment of regulations or administrative procedures, inspections, and issuance of citations for violations.

144-5.6.2 Penalty for Violation.

Whoever violated any provision of this bylaw shall be punished as follows: first offense one hundred dollars (\$100), second offense two hundred dollars (\$200), third and subsequent offenses three hundred dollars (\$300) for each offense

Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense.

Nothing contained herein shall preclude the Board of Health from seeking equitable relief to enforce this bylaw.

144-5.6.3. Noncriminal Disposition

In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws,

chapter 40, Section 21D. The penalty for such violation shall be \$25 for the first offense, \$50 for the second offense, and \$100 for the third and each subsequent offense.

144-5.6.4 Hearing to Suspend or Revoke License or Permit

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and CMR 590.15, may suspend or revoke the license or permit for any establishment failing to comply with this bylaw.

SEVERABILITY

If any provision of this Bylaw is declared invalid, or unenforceable, the other provisions shall not be affected thereby.

SUBMITTED BY: Citizen Petition - Cynthia Fiekers

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Voted 6-1 against approval

Motion made by Linda Lee of Precinct 6 to move the question

By a show of hands, the Moderator declared the motion to move the question passes by majority vote.

The electronic voting devices recorded the following votes:

YES: 70 NO: 30 ABSTENTIONS: 3
MOTION UNDER ARTICLE 22: Carries by majority vote

Nicole Gead, Precinct 4 Town Meeting Representative, presented Article 23 with a revised motion.

ARTICLE 23. To see if the Town will vote to add to the Code of the Town of Chelmsford by adopting a new bylaw to regulate the retail use of single use plastic beverage straws and plastic stirrers

ARTICLE I. Single Use Plastic Beverage Straw and Stirrer Reduction in Business Establishments



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Section ____-1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the distribution of single use plastic straws and stirrers by all Business Establishments in the Town of Chelmsford. The production and use of single use plastic straws and stirrers have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; entering storm drains that lead to waterways leading to the ocean causing the potential death of marine animals through ingestion; and requiring the use of millions of barrels of crude oil nationally for their manufacture.

Section ____-2. Definitions

____-2.1 "Business Establishment" means the following businesses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket; general department store; restaurant; and take out restaurant, serving liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption, not including nursing homes or nursing care or assisted living facilities or doctors or nurses or Emergency Medical Technicians providing straws to patients.

____-2.2 "City Sponsored Event" means any event organized or sponsored by the Town of Chelmsford or any department of the Town of Chelmsford.

____-2.3 "Plastic Beverage Straw" means a tube made predominantly of plastic derived from either petroleum or a biologically based polymer, such as corn or other plant sources, for transferring a beverage from its container to the mouth of the drinker. "Plastic Beverage Straw" includes compostable and biodegradable petroleum or biologically based polymer straws, but does not include straws that are made from non-plastic materials, such as, but not limited to, paper, sugar cane, and bamboo.

____-2.4 "Plastic Stirrer" means a device that is used to mix beverages, intended for only one-time use, and made predominantly of plastic

derived from either petroleum or a biologically based polymer, such as corn or other plant source. "Plastic Stirrer" includes compostable and biodegradable petroleum or biologically based polymer stirrers, but does not include stirrers that are made from non-plastic materials, such as, but not limited to, paper, sugar cane, and bamboo.

Section ____-3. Use Regulations

____3.1 Effective July 1, 2019, Plastic Beverage Straws and Plastic Stirrers shall not be used or dispensed or sold in conjunction with the serving by Business Establishments or at any City Sponsored Event of liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption. The Town of Chelmsford shall accept from Business Establishments any stock remaining after that date for disposal free of charge through July 30, 2019, at the DPW.

____3.2 Nothing in this Bylaw prohibits the sale of Plastic Straws by supermarkets and general department stores in packages not in conjunction with the service of liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption.

____3.3 Nothing in this Bylaw prohibits customers from using their own straws of any material for personal use in any Business Establishment.

Section ____-4. Enforcement

____-4.1 The Board of Health or their designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

____-4.2 Penalty for Violation. Whoever violated any provision of this bylaw shall be punished as follows: first offense one hundred dollars (\$100), second offense two hundred dollars (\$200), third and subsequent offenses three hundred dollars (\$300) for each offense

Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense. Nothing contained herein shall preclude the Board of Health from seeking equitable relief to enforce this bylaw.

____-4.3. Noncriminal Disposition. In addition to the procedure for enforcement as described



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above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, chapter 40, Section 21D. The penalty for such violation shall be \$25 for the first offense, \$50 for the second offense, and \$100 for the third and each subsequent offense.

4.4 Hearing to Suspend or Revoke Food Service Permit

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and 590.15, may suspend or revoke the food service permit for any Business Establishment failing to comply with this Bylaw.

SEVERABILITY

If any provision of this Bylaw is declared invalid, or unenforceable, the other provisions shall not be affected thereby;
 Or act in relation thereto.

SUBMITTED BY: Citizen Petition – Nicole Gead

MOTION UNDER ARTICLE 23. I move that the Town amend the Code of the Town of Chelmsford by adopting a new section, "Section 144: Sustainable Community" and under said section adopting a new bylaw to regulate the retail use of single use plastic beverage straws and stirrers as follows:

ARTICLE III. Retail Use of Single Use Plastic Beverage Straws and Stirrers

Section 144-6.1. Purpose and Intent

This bylaw is enacted for the purpose of eliminating the distribution of single use plastic straws and stirrers by all Business Establishments in the Town of Chelmsford, except upon request. The production and use of single use plastic straws and stirrers have significant impacts on the environment, including, but not limited to: contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; entering storm drains that lead to waterways leading to the ocean causing the potential death of marine animals through ingestion; and requiring the use of millions of barrels of crude oil nationally for their

manufacture.

Section 144-6.2. Definitions

144-6.2.1 "Business Establishment" means the following businesses as defined in Section 195-108 of the Chelmsford Zoning Bylaw: a retail store; supermarket; general department store; restaurant; and take out restaurant, serving liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption, not including nursing homes or nursing care or assisted living facilities or doctors or nurses or Emergency Medical Technicians providing straws to patients.

144-6.2.2 "Town Sponsored Event" means any event organized or sponsored by the Town of Chelmsford or any department of the Town of Chelmsford.

144-6.2.3 "Plastic Beverage Straw" means a tube made predominantly of plastic derived from either petroleum or a biologically based polymer, such as corn or other plant sources, for transferring a beverage from its container to the mouth of the drinker. "Plastic Beverage Straw" includes compostable and biodegradable petroleum or biologically based polymer straws, but does not include straws that are made from non-plastic materials, such as, but not limited to, paper, sugar cane, and bamboo.

144-6.2.4 "Plastic Stirrer" means a device that is used to mix beverages, intended for only one-time use, and made predominantly of plastic derived from either petroleum or a biologically based polymer, such as corn or other plant source. "Plastic Stirrer" includes compostable and biodegradable petroleum or biologically based polymer stirrers, but does not include stirrers that are made from non-plastic materials, such as, but not limited to, paper, sugar cane, and bamboo.

Section 144-6-3. Use Regulations

144-6.3.1 Effective July 1, 2019, Plastic Beverage Straws and Plastic Stirrers shall not be used or dispensed or sold except upon request in conjunction with the serving by Business Establishments or at any Town Sponsored Event of liquid, slurry, frozen, semi-frozen, or other



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forms of beverages to the public for consumption.
144-6.3.2 Nothing in this Bylaw prohibits the sale of Plastic Straws by supermarkets and general department stores in packages not in conjunction with the service of liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption.

144-6.3.3 Nothing in this Bylaw prohibits customers from using their own straws of any material for personal use in any Business Establishment.

Section 144-6.4. Enforcement

144-6.4.1 The Board of Health or their designee is hereby designated and authorized as the officer charged with the enforcement of this bylaw.

144-6.4.2 Penalty for Violation. Whoever violated any provision of this bylaw shall be punished as follows: first offense one hundred dollars (\$100), second offense two hundred dollars (\$200), third and subsequent offenses three hundred dollars (\$300) for each offense. Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense. Nothing contained herein shall preclude the Board of Health from seeking equitable relief to enforce this bylaw.

144-6.4.3. Noncriminal Disposition. In addition to the procedure for enforcement as described above, the provisions of this bylaw may also be enforced by noncriminal disposition, as provided in Massachusetts General Laws, chapter 40, Section 21D. The penalty for such violation shall be \$25 for the first offense, \$50 for the second offense, and \$100 for the third and each subsequent offense.

144-6.4.4 Hearing to Suspend or Revoke Food Service Permit

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and 590.15, may suspend or revoke the food service permit for any Business Establishment failing to comply with this Bylaw.
SEVERABILITY

If any provision of this Bylaw is declared invalid,

or unenforceable, the other provisions shall not be affected thereby.

SUBMITTED BY: Citizen Petition – Nicole Geada

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Majority recommends against approval

Motion made by Linda Lee of Precinct 6 to move the question

The Moderator declared, by a show of hands, the motion to move the question passes by majority vote.

The electronic voting devices recorded the following votes:

YES: 55 NO: 45 ABSTENTIONS: 4
MOTION UNDER ARTICLE 23: Carries by majority vote

Session II of Fall Annual Town Meeting Adjourned by the Moderator at 11:38 PM

Patricia E. Dzuris
Town Clerk



Special Annual Town Meeting

February 4, 2019

TOWN OF CHELMSFORD
 2019 SPECIAL TOWN MEETING
 TOWN CLERK RECORD
 TOWN OF CHELMSFORD
FEBRUARY 4, 2019

The first session of the 2019 Special Town Meeting held at the Senior Center, 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, February 4, 2019. Mr. Moderator explained Town Meeting protocol and procedure. At the quorum count, there were 114 Town Meeting Representatives present of the 162, which satisfied the quorum requirement of 82 Representatives. All stood for the Pledge of Allegiance. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/9611/2019-February-4-Special-Town-Meeting-Presentation>. Voting Reports can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/9594/Voting-Report---Spring-STM-2-4-19>. The first night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://www.youtube.com/watch?v=r71N3BT44xo>

Town Manager, Paul Cohen, explained that Articles 1 & 2 are in conflict with one another, therefore they will be discussed simultaneously and voted on separately.

Planning Board Chair, Michael Raisbeck, presented Article 1. Robert Myers and Edward Buckley presented Article 2. An amendment to Article 1 was drafted by P6 Town Meeting Representative Neal Lerer but was withdrawn before being presented for consideration.

ARTICLE 1. To see if the Town will vote to amend the Town Code, Chapter 195, "Zoning Bylaw" Article III: Use Regulations, Section 195-6 Accessory Uses Paragraph E, Animals Accessory to Dwellings, by deleting the language shown in

strikethrough, with the text not being changed shown in regular type for informational purposes only, as follows:

Animals accessory to dwellings.

Up to two cattle, horses, sheep, hogs, goats, or similar livestock may be maintained accessory to a dwelling only on a lot having an area not less than 40,000 square feet. An additional 15,000 square feet is required per large farm animal in excess of the first two.

~~In excess of two cattle, horses, sheep, hogs, goats, game birds or similar livestock shall be maintained accessory to a dwelling only on a lot having an area of not less than 40,000 square feet plus 15,000 square feet per large animal (25-pounds or heavier at maturity) in excess of one or per 10 smaller animals in excess of the first 10. Such animals and their wastes shall be contained at least 50 feet from any abutting lot line of a residentially used lot and at least 50 feet from any year-round surface water body.; or act in relation thereto.~~

**SUBMITTED BY: Planning Board
 Two-Thirds Vote**

Glenn Thoren, P5, made a motion to move the question.

The electronic voting devices recorded the following votes:

YES: 118 NO: 5 ABSTENTIONS: 0

MOTION TO MOVE THE QUESTION ARTICLE 1: Carries by majority vote

MOTION UNDER ARTICLE 1. I move that the Town amend the Town Code, Chapter 195, "Zoning Bylaw" Article III: Use Regulations, Section 195-6 Accessory Uses Paragraph E, Animals Accessory to Dwellings, by deleting the language shown in strikethrough, with the text



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not being changed shown in regular type for informational purposes only, as follows:

Animals accessory to dwellings.

Up to two cattle, horses, sheep, hogs, goats, or similar livestock may be maintained accessory to a dwelling only on a lot having an area not less than 40,000 square feet. An additional 15,000 square feet is required per large farm animal in excess of the first two.

~~In excess of two cattle, horses, sheep, hogs, goats, game birds or similar livestock shall be maintained accessory to a dwelling only on a lot having an area of not less than 40,000 square feet plus 15,000 square feet per large animal (25 pounds or heavier at maturity) in excess of one or per 10 smaller animals in excess of the first 10. Such animals and their wastes shall be contained at least 50 feet from any abutting lot line of a residentially used lot and at least 50 feet from any year-round surface water body.~~

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

Recommendations:

Board of Selectmen: Majority in favor 4 / 1

Finance Committee: Majority against

Planning Board: Unanimous approval

The electronic voting devices recorded the following votes:

YES: 92 NO: 30 ABSTENTIONS: 0
MOTION UNDER ARTICLE 1: Carries by two thirds vote

ARTICLE 2. To see if the Town will vote to delete Section 195-6 E of the Chelmsford Zoning Bylaw, in its entirety, and replace it with the following:

E. Animals accessory to dwellings

- 1) Up to two cattle, horses, sheep, hogs, goats, or similar livestock may be

maintained accessory to a dwelling only on a lot having an area not less than 40,000 square feet. An additional 15,000 square feet of land area is required per large farm animal (25 pounds or heavier at maturity) in excess of the first two.

- 2) Up to six smaller animals weighing less than 25 pounds each at maturity, such as chickens, ducks, geese, game birds, rabbits, and similar sized animals may be maintained accessory to a dwelling, in a structure having setback from the lot lines of the animal owner's property of no less than 75 feet, and no less than 150 feet from a year-round surface water body.
- 3) No roosters shall be permitted unless the parcel of land is defined as a farm by local, state, or federal law.
- 4) Smaller animals weighing less than 25 pounds each at maturity and their wastes shall be contained at least 75 feet from the lot lines of the animal owner's property and at least 150 feet from any year-round surface water body.
- 5) Structures for smaller animals weighing less than 25 pounds each at maturity (such as henhouses, coops, hutches and runs) shall not be situated in front or side yards of the Premises.

; or act in relation thereto

**SUBMITTED BY: Citizen Petition -
Robert Myers, 7 Pinehill Avenue
Two-ThirdsVote**

Petitioner, Robert Myers made an amendment to the original motion as noted in the strikeout and added text below.



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MOTION UNDER ARTICLE 2 AS AMENDED.

I move that the Town delete Section 195-6 E of the Chelmsford Zoning Bylaw, in its entirety, and replace it with the following:

E. Animals accessory to dwellings

- 1) Up to two cattle, horses, sheep, hogs, goats, or similar livestock may be maintained accessory to a dwelling only on a lot having an area not less than 40,000 square feet. An additional 15,000 square feet of land area is required per large farm animal (25 pounds or heavier at maturity) in excess of the first two.
- 2) Up to six smaller animals weighing less than 25 pounds each at maturity, such as chickens, ducks, geese, game birds, rabbits, and similar sized animals may be maintained accessory to a dwelling, in a structure having setback from the lot lines of the animal owner's property of no less than 75 50, and no less than 150 100 feet from a year-round surface water body.
- 3) No roosters shall be permitted unless the parcel of land is defined as a farm by local, state, or federal law.
- 4) Smaller animals weighing less than 25 pounds each at maturity and their wastes shall be contained at least 75 50 feet from the lot lines of the animal owner's property and at least 150 100 feet from any year-round surface water body.
- 5) Structures for smaller animals weighing less than 25 pounds each at maturity (such as henhouses, coops, hutches and runs) shall not be situated in front or side yards of the Premises.

**SUBMITTED BY: Citizen Petition -
Robert Myers, 7 Pinehill Avenue
Two-Thirds Vote**

Recommendations:

Board of Selectmen: Majority recomends against approval 3/1/1 abs

Finance Committee: Unanimously recomends against approval

Planning Board: Majority recomends against approval 4/1/2 abs

The electronic voting devices recorded the following votes:

YES: 18 NO: 106 ABSTENTIONS: 0
MOTION UNDER ARTICLE 2: Fails to carry

ARTICLE 3. To see if the Town will vote to transfer from the General Stabilization Fund a certain sum of money to be used to fund an employee contract agreement between the Town of Chelmsford and and the Chelmsford Superior Officers, Local 20 of the New England Police Benevolent Association, Inc.; or act in relation thereto.

**SUBMITTED BY: Town Manager
Two-Thirds Vote**

MOTION UNDER ARTICLE 3. I move that the Town transfer \$108,531 from the General Stabilization Fund to fund an employee contract agreement between the Town of Chelmsford and the Chelmsford Superior Officers, Local 20 of the New England Police Benevolent Association, Inc.

**SUBMITTED BY: Town Manager
Two-Thirds Vote**

Recommendations:

Board of Selectmen: Unanimously recomends approval 4/0/1 abs

Finance Committee: Unanimously recomends against approval

The electronic voting devices recorded the following votes:

YES: 26 NO: 89 ABSTENTIONS: 5
MOTION UNDER ARTICLE 3: Fails to carry



Town Administration

Special Annual Town Meeting February 4, 2019

ARTICLE 4. To see if the Town will vote to authorize the Board of Selectmen to grant an access and utility easement for the benefit of property known and identified by the Town Assessor as Middlesex Street Off, Map 20 Parcel 50 Lot 4, shown as "Proposed Easement/Right-of-Way (Tobin Avenue)" on a plan entitled "Exhibit Plan in Chelmsford, Massachusetts" prepared by Hancock Associates, and dated January 4, 2019; or act in relation thereto.

SUBMITTED BY: Board of Selectmen
Two-Thirds Vote

MOTION UNDER ARTICLE 4. I move that the Town authorize the Board of Selectmen to grant an access and utility easement for the benefit of property known and identified by the Town Assessor as Middlesex Street Off, Map 20 Parcel 50 Lot 4, shown as "Proposed Easement/Right-of-Way (Tobin Avenue)" on a plan entitled "Exhibit Plan in Chelmsford, Massachusetts" prepared by Hancock Associates, and dated January 4, 2019; provided that the Town receive payment in the amount of \$50,000 for the granting of said access and utility easement.

SUBMITTED BY: Board of Selectmen
Two-Thirds Vote

Recommendations:

Board of Selectmen: Unanimously recommends approval

Finance Committee: Unanimously recommends approval

The electronic voting devices recorded the following votes:

YES: 92 NO: 25 ABSTENTIONS: 2
MOTION UNDER ARTICLE 4: Carries by two thirds vote

Special Town Meeting Adjourned by the Moderator at 10:10 PM

Respectfully Submitted,

Patricia E. Dzuris

Town Clerk



2019 Spring Annual Town Meeting - Summary

Session 1 - Date 4/29/19 TMR Member Total: 162 - Attendance Record: 136 - Percentage: 84%
 Session 2 - Date 5/2/19 TMR Member Total: 162 - Attendance Record: 125 - Percentage: 77%

Article	Date	Subject	Sponsor	Vote
1	4/29	Reports of the Town Officers and Committees.	Board of Selectmen	Reports heard and accepted
2	4/29	Amend the Fiscal Year 2019 operating budget adopted under... by transferring \$10,000 from Line Item #1 Municipal Administration Personnel Services, \$300,000 from Line Item #7 Public Works Snow and Ice Removal, and \$122,681 from the Finance Committee Reserve Fund...	Town Manager	Carried by unanimous consent
3	4/29	NO ACTION		NO ACTION
4	4/29	Raise and appropriate \$3,101,017 to fund the Town's Fiscal Year 2020 assessment to the Nashoba Valley Technical School District.	Town Manager	Carried by unanimous consent
5	4/29	Approve \$3,704,616 borrowing authorized by the Nashoba Valley Technical High School District, for the purpose of paying costs of the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School...	Nashoba Valley Technical District School Committee	Carried by unanimous consent
6	4/29	Raise and appropriate \$61,000,000 to defray charges for the operations of the Chelmsford Public Schools for the fiscal year period July 1, 2019 through June 30, 2020.	Town Manager	Carried by unanimous consent
7	4/29	Raise and appropriate \$65,494,986; ... to defray charges of the Town's General Government operations for the fiscal year period July 1, 2019 to June 30, 2020...	Town Manager	Carried by majority vote
8	04/29	Raise and appropriate \$400,000 to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2020, as provided in General Laws Chapter 40, Section 6.	Town Manager	Carried by consent agenda
9	04/27	Appropriate \$3,473,018 for capital projects...	Town Manager Capital Planning Committee	Carried by 2/3 vote
10	5/02	Amend the Town Code, Chapter 195, "Zoning Bylaw" Article XXIV Route 129 Business Amenities Overlay District (BAOD) Section 195-145 Use Regulations ...	Planning Board	Carried by 2/3 vote
11	4/29	Appropriate \$3,923,122 to operate the Sewer Enterprise for Fiscal Year 2020 and that \$3,923,122 be raised from Sewer Enterprise revenues.	Town Manager	Carried by consent agenda
12	4/29	NO ACTION		NO ACTION
13	4/29	NO ACTION		NO ACTION



Town Administration

2019 Spring Annual Town Meeting - Summary

Article	Date	Subject	Sponsor	Vote
14	5/2	Appropriate \$998,449 to operate the Stormwater Management Enterprise for Fiscal Year 2020... and that \$998,449 be raised from Stormwater Management Enterprise revenues; and that the Town appropriate \$550,000 for capital equipment...	Town Manager	Carried by 2/3 vote
15	4/29	Appropriate \$110,000 in expenses to operate the Chelmsford Forum Enterprise Fund for Fiscal Year 2020 and that \$110,000 be raised from Chelmsford Forum Enterprise Fund revenues.	Town Manager	Carried by consent agenda
16	4/29	Appropriate \$542,849 to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise for Fiscal Year 2020... and that \$542,849 be raised from cable television licensing revenues.	Town Manager	Carried by consent agenda
17	4/29	Appropriate \$30,000 in expenses to operate the Golf Course Enterprise for Fiscal Year 2020 and that \$30,000 be raised from the Golf Course Enterprise revenues.	Town Manager	Carried by consent agenda
18	4/29	Authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2020 ...	Town Manager	Carried by consent agenda
19	5/2	Amend its votes taken... authorizes the Town to establish a senior citizens property tax work-off abatement program by increasing the total amount of abatements that may be granted under this program to \$150,000 in any given year.	Town Manager	Carries by unanimous consent
20	4/29	Transfer \$50,000 from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund.	Cemetery Commission	Carried by consent agenda
21	4/29	Raise and appropriate \$10,000 to fund the Community Action Program	Town Manager	Carried by consent agenda
22	5/2	Hear and act on the report of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation budget...	Community Preservation Committee	Carried by unanimous consent
23	5/2	appropriate and transfer \$50,000 from the Community Preservation Fund General Reserve for the rehabilitation and restoration of land for recreational use	Community Preservation Committee	Carries by majority vote
24	4/29	NO ACTION		NO ACTION
25	4/29	NO ACTION		NO ACTION
26	5/2	Appropriate \$95,000 from the Community Preservation Fund General Reserve for the reconstruction of the Varney Playground two tennis courts into one tennis court and one pickleball court.	Community Preservation Committee	Carried by majority vote
27	5/2	Accept as town ways ... Alyssa Way, Fay Street, Galloway Road, Hall Road, Mission Road...	Board of Selectmen DPW Director	Carried by unanimous consent



2019 Spring Annual Town Meeting

First Session - April 29, 2019

The first session of the 2019 Spring Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, April 29, 2019. There were 136 Town Meeting Representatives present which satisfied the quorum requirement of 82 Representatives. All stood for the performance of the Star Spangled Banner by the CHS Band and the Pledge of Allegiance. Town Clerk, Patricia E. Dzuris swore in the newly Elected Town Meeting Members. Mr. Moderator asked for a moment of silence in remembrance of the passing of former Town Clerk Mary St. Hilaire and former Town Meeting member and Registrar, Peter Dulchinos. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/9973/2019-Spring-Annual-Town-Meeting-Presentation>. The first night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/PA1RsVDixcA>

There was a technical problem with the electronic voting devices. The quorum count was taken from the Poll Pad check-ins via the Epulse software.

ARTICLE 1. To see if the Town will vote to hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: **Board of Selectmen**

MOTION UNDER ARTICLE 1. I move that the Town hear reports of the Town Officers and Committees.

SUBMITTED BY: **Board of Selectmen**

Reports were given by the following:
Kenneth Lefebvre, Board of Selectmen Chair - Update on Large Font Menus voluntary initiative.
Lisa Marrone, Director of Business Development - Update on marketing and branding effort.

Introduced promotional video for Cross Roads at 129.
Fred Brusseau, Council on Aging Vice Chair - Age Friendly Community Initiative

CONSENT AGENDA:

Motion under Consent Agenda:

I move that the Town consider at this time, under a consent agenda, the following warrant articles:

- Article 3: Collective Bargaining Agreements
- Article 8: Finance Committee Reserve Fund;
- Article 11: FY20 Sewer Enterprise Operating Budget;
- Article 12: Progress Avenue Sewer Pump Station;
- Article 13: Sewer System Inflow and Infiltration Assessment;
- Article 15: FY20 Forum Ice Rink Enterprise Fund Operating Budget;
- Article 16: FY20 PEG Access and Cable Related Enterprise Fund Operating Budget;
- Article 17: FY20 Golf Course Enterprise Fund Operating Budget;
- Article 18: FY20 Authorization of Departmental Revolving Funds;
- Article 20: Cemetery Improvement and Development Fund;
- Article 21: Community Action Program Fund;
- Article 24: Façade and Signage Improvement Program.
- Article 25: Affordable Housing at 86 Richardson Road

SUBMITTED BY: **Town Manager**

MOTION TO ACCEPT ARTICLES 3, 8, 11, 12, 13, 15, 16, 17, 18, 20, 21 and 24, 25 AS A CONSENT AGENDA: Carries by show of tickets as declared by Moderator.

Town Manager Paul Cohen reviewed details of each article under the Consent Agenda.

ARTICLE 3. To see if the Town will vote to raise



Town Administration

2019 Spring Annual Town Meeting First Session - April 29, 2019

and appropriate, and/or transfer from available funds a certain sum of money to be used to fund employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 3. I move that the Town take no action under this article.

SUBMITTED BY: **Town Manager**

ARTICLE 8. To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2020, as provided in General Laws Chapter 40, Section 6; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 8. I move that the Town raise and appropriate \$400,000 to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2020, as provided in General Laws Chapter 40, Section 6.

SUBMITTED BY: **Town Manager**

ARTICLE 11. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2020 budget to operate the Sewer Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 11. I move that the Town appropriate the following sums to operate the Sewer Enterprise for Fiscal Year 2020:

Personnel Services:	\$1,100,407
Expenses:	<u>\$2,822,715</u>
Total	\$3,923,122

And that \$3,923,122 be raised from Sewer Enterprise revenues.

SUBMITTED BY: **Town Manager**

ARTICLE 12. To see if the Town will vote to transfer from the Sewer Enterprise Fund Free Cash a sum of money to upgrade the Progress Avenue sewer pump station; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 12. I move that the Town take no action under this article.

SUBMITTED BY: **Town Manager**

ARTICLE 13. To see if the Town will vote to transfer from the Sewer Enterprise Fund Free Cash a sum of money to complete an inflow and infiltration assessment of the sewer system; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 13. I move that the Town take no action under this article.

SUBMITTED BY: **Town Manager**

ARTICLE 15. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2020 budget to operate the Forum Ice Rink Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 15. I move that the Town appropriate \$110,000 in expenses to operate the Chelmsford Forum Enterprise Fund for Fiscal Year 2020 and that \$110,000 be raised from Chelmsford Forum Enterprise Fund revenues.

SUBMITTED BY: **Town Manager**



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ARTICLE 16. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2020 budget to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 16. I move that the Town appropriate the following sums to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise for Fiscal Year 2020:

Personnel Services:	\$391,249
Expenses:	<u>\$151,600</u>
Total	\$542,849

and that \$542,849 be raised from cable television licensing revenues.

SUBMITTED BY: **Town Manager**

ARTICLE 17. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2020 budget to operate the Golf Course Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 17. I move that the Town appropriate \$30,000 in expenses to operate the Golf Course Enterprise for Fiscal Year 2020 and that \$30,000 be raised from the Golf Course Enterprise revenues.

SUBMITTED BY: **Town Manager**

ARTICLE 18. To see if the Town will vote to authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2020 which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

Dog Pound & Licensing:	\$10,000
Senior Citizen Trip Program:	\$75,000
Senior Citizen Respite Care Program:	\$75,000
Police Cruiser Communications Equipment:	\$20,000
Fire Life Safety Equipment:	\$20,000
Sealer of Weights & Measures Inspections:	\$40,000
Cemetery Wreath/Floral Decorations:	\$10,000

or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 18. I move that the Town authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2020 which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

Dog Pound & Licensing:	\$10,000
Senior Citizen Trip Program:	\$75,000
Senior Citizen Respite Care Program:	\$75,000
Police Cruiser Communications Equipment:	\$20,000
Fire Life Safety Equipment:	\$20,000
Sealer of Weights & Measures Inspections:	\$40,000
Cemetery Wreath/Floral Decorations:	\$10,000

SUBMITTED BY: **Town Manager**



Town Administration

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ARTICLE 20. To see if the Town will vote to transfer a certain sum of money from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund; or act in relation thereto.

SUBMITTED BY: **Cemetery Commission**

MOTION UNDER ARTICLE 20. I move that the Town transfer \$50,000 from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund.

SUBMITTED BY: **Cemetery Commission**

ARTICLE 21. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 21. I move that the Town raise and appropriate \$10,000 to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford.

SUBMITTED BY: **Town Manager**

ARTICLE 24. To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund Historic Preservation Reserve and/or the Community Preservation Fund General Reserve for a facade and signage improvement program for Center Village and Vinal Square; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

MOTION UNDER ARTICLE 24. I move that the Town take no action under this article.

SUBMITTED BY: **Community Preservation Committee**

ARTICLE 25. To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund Community Housing Reserve and/or the Community Preservation Fund General Reserve for the preservation of 16 units of senior affordable housing located at Brianna Lyn Estates, 86 Richardson Road, Chelmsford; or act in relation thereto.

SUBMITTED BY: **Community Preservation Committee**

MOTION UNDER ARTICLE 25. I move that the Town take no action under this article.

SUBMITTED BY: **Community Preservation Committee**

Recommendations:

Finance Committee: Unanimously recommends approval of Articles 8, 11, 15, 16, 17, 18, 20 and 21 and no action on Articles 3,12,13,24 and 25

Board of Selectmen: Unanimously recommends approval of Articles 8, 11, 15, 16, 17, 18, 20 and 21 and no action on Articles 3,12,13,24 and 25

MOTION FOR ARTICLES 3, 8, 11, 12, 13 15, 16, 17, 18, 20, 21, 24 & 25 UNDER THE CONSENT AGENDA: The electronic voting devices were not functioning. The Moderator asked for a show of tickets and declared that the motion carries by a majority vote.

ARTICLE 2. To see if the Town will vote to amend the Fiscal Year 2019 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on



2019 Spring Annual Town Meeting

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April 30, 2018 and amended under Article 3 of the Warrant for the Fall Annual Town Meeting held on October 15, 2018; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 2. I move that the Town amend the Fiscal Year 2019 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 30, 2018 and amended under Article 3 of the Warrant for the Fall Annual Town Meeting held on October 15, 2018, by transferring \$10,000 from Line Item #1 Municipal Administration Personnel Services, \$300,000 from Line Item #7 Public Works Snow and Ice Removal, and \$122,681 from the Finance Committee Reserve Fund to the following budget line items:

Line Item #2	
Municipal Administration Expenses	\$23,000
Line Item #4	
Public Safety Expenses:	\$15,000
Line Item #6	
Public Works Expenses	\$300,000
Line Item #9	
Municipal Facilities Expenses	\$94,681

SUBMITTED BY: **Town Manager**

Recommendations:

Finance Committee: Unanimously recommends approval of Article 2
 Board of Selectmen: Unanimously recommends approval of Article 2

MOTION UNDER ARTICLE 2: The electronic voting devices were not functioning. The Moderator asked for a show of tickets and declared that the motion carries by unanimous consent.

ARTICLE 3 considered under consent agenda - NO ACTION

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to fund the Town's Fiscal Year 2020 assessment to the Nashoba Valley Technical School District; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 4. I move that the Town raise and appropriate \$3,101,017 to fund the Town's Fiscal Year 2020 assessment to the Nashoba Valley Technical School District.

SUBMITTED BY: **Town Manager**

Recommendations:

Finance Committee: Majority recommends approval of Article 4 by a vote of 6-1
 Board of Selectmen: Unanimously recommends approval of Article 4

MOTION UNDER ARTICLE 4: The electronic voting devices were not functioning. The Moderator asked for a show of tickets and declared that the motion carries by unanimous consent.

ARTICLE 5. To see if the Town will vote to approve the **Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616)** borrowing authorized by the **Nashoba Valley Technical High School District** for the purpose of paying costs of the **Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886**, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the **Nashoba Valley Technical School**



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District School Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) **fifty-five percent (55%)** of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.; or act in relation thereto.

SUBMITTED BY: **Nashoba Valley Technical District School Committee**
Two-Thirds Vote

MOTION UNDER ARTICLE 5. I move that the Town hereby approves the **Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616)** borrowing authorized by the **Nashoba Valley Technical High School District**, for the purpose of paying costs of **the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886**, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of **the Nashoba Valley Technical School District School Committee**; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may

receive from the MSBA for the Project shall not exceed the lesser of (1) **fifty-five percent (55%)** of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

SUBMITTED BY: **Nashoba Valley Technical District School Committee**
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 5
Board of Selectmen: Unanimously recommends approval of Article 5

MOTION UNDER ARTICLE 5: The electronic voting devices were not functioning. The Moderator asked for a show of tickets and declared that the motion carries by unanimous consent.

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money as may be required to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2019 through June 30, 2020; or act in relation thereto.

SUBMITTED BY: **Town Manager**

MOTION UNDER ARTICLE 6. I move that the Town raise and appropriate \$61,000,000 to defray charges for the operations of the Chelmsford Public Schools for the fiscal year period July 1, 2019 through June 30, 2020.

SUBMITTED BY: **Town Manager**

Recommendations:

Finance Committee: Unanimously recommends approval of Article 6
Board of Selectmen: Unanimously recommends



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approval of Article 6
 School Committee: Unanimously recommends approval of Article 6

MOTION UNDER ARTICLE 6: The electronic voting devices were not functioning. The Moderator asked for a show of tickets and declared that the motion carries by unanimous consent.

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money as may be required to defray charges of the Town's General Government operations for the fiscal period July 1, 2019 through June 30, 2020; or act in relation thereto.

SUBMITTED BY: **Town Manager**

AMENDED MOTION UNDER ARTICLE 7. Jean W. Lebreque of Precinct 7 made a motion to amend article 7 to reduce the budget by \$70,650.

The electronic voting devices registered the following votes:

YES: 14 NO: 119 Abstentions: 2

AMENDED MOTION UNDER ARTICLE 7: Fails to carry

MOTION UNDER ARTICLE 7. I move that the Town raise and appropriate \$65,494,986; transfer \$6,000 from the Wetlands Protection Act Revolving Fund; transfer \$2,367,748 from the Sewer Capital Improvement Fund; transfer \$652,705 from Sewer User Revenue; transfer \$129,112 from Stormwater Management User Revenue; transfer \$68,972 from Cable Television License Revenue; transfer \$46,476 from Excluded Debt Bond Premium Reserve; and transfer \$159,260 from the Childcare Revolving Fund to defray charges of the Town's General Government operations for the fiscal year period July 1, 2019 to June 30, 2020 according to the following line items:

• Municipal Administration	
1. Personnel Services:	\$2,301,894
2. Expenses:	\$1,150,620
• Public Safety	
3. Personnel Services	\$12,609,700
4. Expenses:	\$1,193,530
• Public Works	
5. Personnel Services:	\$2,118,252
6. Expenses:	\$3,728,520
7. Snow and Ice Removal	\$1,500,000
• Municipal Facilities	
8. Personnel Services:	\$897,755
9. Expenses:	\$839,580
• Cemetery Commission	
10. Personnel Services:	\$302,517
11. Expenses:	\$63,900
• Community Services	
12. Personnel Services:	\$885,503
13. Expenses:	\$399,445
• Library	
14. Personnel Services:	\$1,593,746
15. Expenses:	\$488,610
• Benefits and Insurance	
16. Expenses:	\$24,707,742
• Debt & Interest	
17. Non-Excluded:	\$7,543,192
18. Betterment - Funded:	\$2,367,748
19. Excluded:	\$4,233,005

SUBMITTED BY: **Town Manager**

Recommendations:

Finance Committee: Unanimously recommends approval of Article 7

Board of Selectmen: Majority recommends approval of Article 7 by a vote of 4-1

The electronic voting devices registered the following votes:

YES: 104 NO: 31 Abstentions: 1

MOTION UNDER ARTICLE 7: Carries by majority vote

ARTICLE 8 considered and carried under Consent Agenda



Town Administration

2019 Spring Annual Town Meeting

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ARTICLE 9. To see if the Town will vote to: a.) appropriate a certain sum of money for the following capital projects:

FY2020 PROPOSED CAPITAL BUDGET			
	Department /Location	Project	Expenditure
	<u>Information Technology</u>	IT Security Camera Network	\$100,000
	<u>Town Clerk</u>	Vault & Records Storage Upgrade	\$57,819
	<u>Adams Library</u>	Carpet Replacement	\$50,000
	<u>Fire Department</u>	Replace Fire Engine 4	\$718,960
	<u>DPW</u>	Sidewalk Construction	\$325,000
		Road Improvements	\$350,000
		Heavy Duty Truck (10 Wheel)	\$213,724
		One Ton Pickup Truck	\$70,000
	<u>Cemetery</u>	One Ton Dump Truck & Plow	\$56,000
	<u>Municipal Facilities</u>	3/4 Ton Pickup Truck	\$45,240
		Athletic Field Striper and Groomer	\$28,925
		Town Offices Roof	\$425,000
		School Kitchens Code Compliance	\$285,644
		Elementary School Kitchens Upgrade	\$101,706
		Harrington School Parking Lot Expansion	\$205,000
	<u>School Technology</u>	Security & Surveillance Systems Upgrade	\$440,000
CAPITAL PROJECTS TOTAL			\$3,473,018

and b.) raise and appropriate, transfer and appropriate from available funds, transfer and appropriate from the General Stabilization Fund, and/or borrow a certain sum of money (or any combination thereof) to fund said projects, and to further authorize the Town Manager to enter into lease and/or purchase agreements, on such terms and conditions as the Town Manager deems appropriate in the best interests of the Town, in excess of three years; or act in relation thereto.

SUBMITTED BY: **Town Manager**



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FY2020 PROPOSED CAPITAL BUDGET			
Function	Department /Location	Project	Expenditure
Administration/ Community Services	<u>Information Technology</u>	Security Camera Network Upgrades	\$100,000
	<i>Information Technology Subtotal</i>		\$100,000
	<u>Administration/Library</u>		
	Town Clerk	Records Archive Upgrade	\$57,819
	Adams Library	Carpet Replacement	\$50,000
	<i>Administration/ Library Subtotal</i>		\$107,819
Public Safety	<u>Fire</u>	Replace Engine 4	\$718,960
	<i>Public Safety Subtotal</i>		\$718,960
Public Works	<u>Highway</u>	Sidewalk Construction	\$325,000
		Roadway Improvements	\$350,000
		Heavy Duty 10-Wheel Truck	\$213,724
		One Ton Pickup Truck	\$70,000
	<u>Cemetery</u>	One Ton Dump Truck	\$56,000
	<i>Public Works Subtotal</i>		\$1,014,724
Public Facilities	<u>Municipal Facilities</u>	3/4 Ton Pickup Truck	\$45,240
		Athletic Field Striper/Groomer	\$28,925
		Town Offices Roof	\$425,000
	<i>Municipal Facilities Subtotal</i>		\$499,165
	<u>Byam, Harrington, So. Row</u>	Kitchen Upgrades	\$101,706
	<u>Byam, Harrington, So. Row,</u>	Kitchen Code Compliance Upgrades	\$285,644
	<u>Westlands, & Parker Schools</u>		
	<u>Harrington School</u>	Parking Lot Expansion	\$205,000
<i>School Facilities Subtotal</i>		\$592,350	
Public Education	<u>School Technology</u>	Security System Upgrades	\$440,000
	<i>School Technology Subtotal</i>		\$440,000
	CAPITAL PROJECTS TOTAL		\$3,473,018



Special Town Meeting

Thursday, May 2, 2019

Capital Planning Committee
Two-Thirds Vote

MOTION UNDER ARTICLE 9. I move that the Town (a.) appropriate \$3,473,018 for the following capital projects:

and (b.) that to meet this appropriation that the Town transfer \$3,590.34 from unexpended bond proceeds under Article 12 of the Annual Town Meeting of April 27, 2015 which is no longer needed to complete the projects for which it was originally borrowed; transfer \$8,500.61 from unexpended bond proceeds under Article 8 of the Annual Town Meeting of April 24, 2017 which is no longer needed to complete the projects for which it was originally borrowed; transfer \$58,261.55 from T/M Bond Premium Reserve and Bond Premium Iss 6/19/18 funds/accounts; and that the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$3,402,666 under Chapter 44 of the General Laws or any other enabling authority; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the projects; and that the Town Manager is authorized to take any other action necessary or convenient to carry out these projects.

SUBMITTED BY: **Town Manager**
Capital Planning Committee
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 9
Board of Selectmen: Unanimously recommends approval of Article 9

The electronic voting devices registered the following votes:

YES: 132 NO: 4 Abstentions: 0

MOTION UNDER ARTICLE 9: Carries by two thirds vote.

Motion to adjourn until after Special Town Meeting on May 2, 2019
Meeting adjourned at 10:58 PM.

TOWN OF CHELMSFORD
SPECIAL TOWN MEETING
Clerk's Record
Thursday, May 2, 2019

The Special Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:29 PM by Moderator Jon H. Kurland. There were 125 Town Meeting Representatives present which satisfied the quorum requirement of 82. All stood for the Pledge of Allegiance. The Special Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/Orq2M6HKEgY>.

ARTICLE 1. To see if the Town will vote pursuant to Massachusetts General Laws Chapter 59, Section 38H, and/or any other enabling authority, to ratify and approve, and to authorize the Board of Selectmen to (a.) negotiate and enter into on such terms and conditions as the Board of Selectmen deems in the best interests of the Town, a so-called Payment in Lieu of Taxes (PILOT) Agreement with 100 Wotton Solar SOCAP, LLC, or its affiliate, with respect to payments for a sum certain in lieu of real and/or personal property taxes owed to the Town over a twenty (20) year period relative to a proposed solar electric generating facility at 100 Wotton Street, Chelmsford, MA 01863, with an option for extension coterminous with the lease of said parcel; and (b.) take such actions and execute



2019 Spring Annual Town Meeting
Second & Final Session - Thursday, May 2, 2019

any necessary documents relating thereto; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

MOTION UNDER ARTICLE 1. I move that, pursuant to Massachusetts General Laws Chapter 59, Section 38H, and/or any other enabling authority, that the Town ratify and approve, and authorize the Board of Selectmen to: (a.) negotiate and enter into on such terms and conditions as the Board of Selectmen deems in the best interests of the Town, a so-called Payment in Lieu of Taxes (PILOT) Agreement with 100 Wotton Solar SOCAP, LLC, or its affiliate, with respect to payments for a sum certain in lieu of real and/or personal property taxes owed to the Town over a twenty (20) year period relative to a proposed solar electric generating facility at 100 Wotton Street, Chelmsford, MA 01863, with an option for extension coterminous with the lease of said parcel; and (b.) take such actions and execute any necessary documents relating thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

Recommendations:
 Finance Committee: Unanimously recommends approval of Article 1
 Board of Selectmen: Unanimously recommends approval of Article 1

The electronic voting devices registered the following votes:

YES: 114 NO: 11 Abstentions: 0

MOTION UNDER ARTICLE 1: Carries by two-thirds vote

TOWN OF CHELMSFORD
SPRING ANNUAL TOWN MEETING
Clerk's Record
Thursday, May 2, 2019
Second & Final Session

The second session of the 2019 Spring Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30PM by Moderator Jon H. Kurland. There were 125 Town Meeting Representatives present which satisfied the quorum requirement of 82. All stood for the Pledge of Allegiance. The second night of Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/Orq2M6HKEgY>.

Lisa Marrone, Director of Business Development and Evan Belansky Community Development Director presented the article.

ARTICLE 10. To see if the Town will vote to amend the Town Code, Chapter 195, "Zoning Bylaw" Article XXIV Route 129 Business Amenities Overlay District (BAOD) Section 195-145 Use Regulations as follows:

- {1} Under Paragraph C. Adding the following use (4) permitted by special permit:
- (4) Upscale Fast Casual Restaurant (fast food) with Drive-through in accordance with the below standards.
 - a. Located only on main arteries (Mill Road and Billerica Road to the Billerica Town Line)
 - b. Only one per property
 - c. Must be located on an end cap (not free-standing)
 - d. 3,500 sq. ft. minimum gross floor area
 - e. Minimum of 50 interior seats



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- f. Must provide for consumption of food prepared on the premises
g. Must provide reusable dinnerware for onsite / interior consumption
h. Must provide for outdoor seating / eating areas
i. The drive-thru shall only be open from 5:30 am to 10 pm

The Board may waive any provision, a-i, where it determines that the project will be consistent with the Purpose and Intent of the Bylaw.

{2} Under Paragraph D. By deleting the language shown in strikethrough and adding the language shown in underline, with the text not being changed shown in regular type for informational purposes:

D. The above uses Subsections B(1) through (9) and C(2), and (3) and 4) are not permitted in the Commercial Exclusion Zone as defined in the overlay district map.

; or act in relation thereto.

SUBMITTED BY: Planning Board
Two-Thirds Vote

Christopher Lavalle of Precinct 4 made the following motion to amend article 10. Strike the language "The Board may waive any provision, a-i, where it determines that the project will be consistent with the Purpose and Intent of the Bylaw."

AMENDED MOTION UNDER ARTICLE 10: I move that the Town amend the Town Code, Chapter 195, "Zoning Bylaw" Article XXIV Route 129 Business Amenities Overlay District (BAOD) Section 195-145 Use Regulations as follows:

{1} Under Paragraph C. Adding the following use (4) permitted by special permit:

(4) Upscale Fast Casual Restaurant (fast food) with Drive-through in accordance with the below

standards.

a. Located only on main arteries (Mill Road and Billerica Road to the Billerica Town Line)

b. Only one per property

c. Must be located on an end cap (not free-standing)

d. 3,500 sq. ft. minimum gross floor area

e. Minimum of 50 interior seats

f. Must provide for consumption of food prepared on the premises

g. Must provide reusable dinnerware for onsite / interior consumption

h. Must provide for outdoor seating / eating areas

i. The drive-thru shall only be open from 5:30 am to 10 pm

The Board may waive any provision, a-i, where it determines that the project will be consistent with the Purpose and Intent of the Bylaw.

{2} Under Paragraph D. By deleting the language shown in strikethrough and adding the language shown in underline, with the text not being changed shown in regular type for informational purposes:

D. The above uses Subsections B(1) through (9) and C(2), and (3) and 4) are not permitted in the Commercial Exclusion Zone as defined in the overlay district map

S. George Zaharoolis, precinct 3, made a motion to table the amendment on the floor until the next proposed amendment is heard.

The electronic voting devices registered the following votes:

YES: 85 NO: 40 Abstentions: 0

MOTION TO TABLE AMENDMENT: Carries by majority vote



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Sheila Pichette of Precinct 4 made a motion to amend Article 10 by adding the following text after paragraph 4: **The Board may approve up to three permits.** Planning Board Chair, Glenn Kohl, accepted this as a friendly amendment.

A motion was made from the floor to take the first amendment of Article 10 from the table. The moderator recognized a majority vote to take the first amendment of Article 10 from the table.

Discussion on the first amendment of Article 10 continued.

The electronic voting devices registered the following votes:

YES: 39 NO: 83 Abstentions: 1

AMENDED MOTION UNDER ARTICLE 10: Fails to carry

MOTION TO MOVE THE QUESTION:
 The electronic voting devices registered the following votes:

YES: 111 NO: 16 Abstentions: 1

MOTION UNDER ARTICLE 10 AS AMENDED.

I move that the Town amend the Town Code, Chapter 195, "Zoning Bylaw" Article XXIV Route 129 Business Amenities Overlay District (BAOD) Section 195-145 Use Regulations as follows:

{1} Under Paragraph C. Adding the following use (4) permitted by special permit:

(4) Upscale Fast Casual Restaurant (fast food) with Drive-through in accordance with the below standards.

a. Located only on main arteries (Mill Road and Billerica Road to the Billerica Town Line)

b. Only one per property

c. Must be located on an end cap (not free-standing)

d. 3,500 sq. ft. minimum gross floor area

e. Minimum of 50 interior seats

f. Must provide for consumption of food prepared on the premises

g. Must provide reusable dinnerware for onsite / interior consumption

h. Must provide for outdoor seating / eating areas

i. The drive-thru shall only be open from 5:30 am to 10 pm

The Board may waive any provision, a-i, where it determines that the project will be consistent with the Purpose and Intent of the Bylaw. The Board may approve up to three permits.

{2} Under Paragraph D. By deleting the language shown in ~~strike through~~ and adding the language shown in underline, with the text not being changed shown in regular type for informational purposes:

D. The above uses Subsections B(1) through (9) and C(2), ~~and (3)~~ and 4 are not permitted in the Commercial Exclusion Zone as defined in the overlay district map.

SUBMITTED BY: **Planning Board**
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 10

Board of Selectmen: Majority recommends approval of Article 10 by a vote of 4-1

Planning Board: Majority recommends approval by a vote of 6-1

The electronic voting devices registered the following votes:

YES: 105 NO: 23 Abstentions: 0



Town Administration

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MOTION UNDER ARTICLE 10: Carries by two-thirds vote

ARTICLE 11 considered and carried under Consent Agenda

ARTICLE 12 considered under Consent Agenda – NO ACTION.

ARTICLE 13 considered under Consent Agenda – NO ACTION.

ARTICLE 14. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2020 budget to operate the Stormwater Management Enterprise; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

MOTION UNDER ARTICLE 14. I move that the Town appropriate the following sums to operate the Stormwater Management Enterprise for Fiscal Year 2020:

Personnel Services:	\$524,709
Expenses:	\$473,740
Total:	\$998,449

and that \$998,449 be raised from Stormwater Management Enterprise revenues;

and that the Town appropriate \$550,000 for the following capital equipment:

Street Sweeper	\$285,000
Excavator/Trailer	\$105,000
6-Wheel Dump Truck	\$160,000
Total:	\$550,000

And that to meet this appropriation, the Treasurer, with the approval of the Board of

Selectmen, is authorized to borrow \$550,000 under Chapter 44 of the General Laws or any other enabling authority; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 14
Board of Selectmen: Unanimously recommends approval of Article 14

The electronic voting devices registered the following votes:

YES: 118 NO: 6 Abstentions: 0

MOTION UNDER ARTICLE 14: Carries by two-thirds vote

ARTICLE 15 considered and carried under Consent Agenda

ARTICLE 16 considered and carried under Consent Agenda

ARTICLE 17 considered and carried under Consent Agenda

ARTICLE 18 considered and carried under Consent Agenda

ARTICLE 19. To see if the Town will vote to amend its votes taken under Article 10 of the October 20, 2008 Fall Annual Town Meeting



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and Article 14 of the April 27, 2015 Spring Annual Town Meeting pertaining to the Town's acceptance of the provisions of Massachusetts General Laws Chapter 59, Section 5K which authorizes the Town to establish a senior citizens property tax work-off abatement program by increasing the total amount of abatements that may be granted under this program to \$150,000 in any given year, or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 19. I move that the Town amend its votes taken under Article 10 of the October 20, 2008 Fall Annual Town Meeting and Article 14 of the April 27, 2015 Spring Annual Town Meeting pertaining to the Town's acceptance of the provisions of Massachusetts General Laws Chapter 59, Section 5K which authorizes the Town to establish a senior citizens property tax work-off abatement program by increasing the total amount of abatements that may be granted under this program to \$150,000 in any given year.

SUBMITTED BY: Town Manager

Recommendations:

Finance Committee: Unanimously recommends approval of Article 19

Board of Selectmen: Unanimously recommends approval of Article 19

The electronic voting devices registered the following votes:

YES: 125 NO: 0 Abstentions: 1

MOTION UNDER ARTICLE 19: Carries by unanimous consent

ARTICLE 20 considered and carried under Consent Agenda

ARTICLE 21 considered and carried under Consent Agenda

ARTICLE 22. To see if the Town will vote to:

A. hear and act on the report of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation budget;

B. appropriate a certain sum of money from Fiscal Year 2020 Community Preservation Fund revenues and/or from Community Preservation Fund reserves for the payment of Fiscal Year 2020 debt service;

C. appropriate from Fiscal Year 2020 Community Preservation Fund revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2020; and

D. reserve for future appropriation amounts from Fiscal Year 2020 Community Preservation Fund revenues as recommended by the Community Preservation Committee:

- (1) a sum of money for the acquisition, creation and preservation of open space,
(2) a sum of money for the acquisition and preservation of historic resources,
(3) a sum of money for the creation, preservation and support of community housing; and
(4) a sum of money for the Community Preservation Fund Fiscal Year 2020 Budgeted Reserve

; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee

MOTION UNDER ARTICLE 22. I move that the Town:

A. hear and act on the report of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation budget;

B. appropriate \$100,000 from the Community Preservation Fund Open Space Reserve,



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\$100,000 from the Community Preservation Fund Historic Preservation Reserve, \$100,000 from the Community Preservation Fund Community Housing Reserve, and \$404,393 from the Community Preservation Fund General Reserve for the payment of Fiscal Year 2020 debt service;

C. appropriate from Fiscal Year 2020 Community Preservation Fund revenues \$50,000 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2020; and

D. reserve for future appropriation amounts from Fiscal Year 2020 Community Preservation Fund revenues as recommended by the Community Preservation Committee:

- (1) \$100,000 for the acquisition, creation and preservation of open space,
(2) \$100,000 for the acquisition and preservation of historic resources,
(3) \$100,000 for the creation, preservation and support of community housing; and
(4) \$200,000 for the Community Preservation Fund Fiscal Year 2019 Budgeted Reserve

All other monies in the Community Preservation Fund shall remain undesignated until further recommendations by the Community Preservation Committee and action thereon by the Town Meeting.

SUBMITTED BY: Community Preservation Committee

Recommendations:

Finance Committee: Unanimously recommends approval of Article 22

Board of Selectmen: Unanimously recommends approval of Article 22

The electronic voting devices registered the following votes:

YES: 122 NO: 0 Abstentions: 0

MOTION UNDER ARTICLE 22: Carries by unanimous consent

ARTICLE 23. To see if the Town will vote to (a.) appropriate and transfer a certain sum of money from the Community Preservation Fund Open Space Preservation Reserve and/or from the Community Preservation Fund General Reserve for the rehabilitation and restoration of land for recreational use, including the replacement of playground equipment and other capital improvements to the land or the facilities thereon which make the land or the related facilities more functional for their intended recreational use; and (b.) appropriate a certain sum of money from the Community Preservation Fund Open Space Preservation Reserve and/or from the Community Preservation Fund General Reserve for the purpose of open space preservation activities, including capital improvement projects for publicly accessible open space properties, including improvements to Chelmsford Land Conservation Trust parcels; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee

MOTION UNDER ARTICLE 23. I move the Town vote to (a.) appropriate and transfer \$50,000 from the Community Preservation Fund General Reserve for the rehabilitation and restoration of land for recreational use, including the replacement of playground equipment and other capital improvements to the land or the facilities thereon which make the land or the related facilities more functional for their intended recreational use; and (b.) appropriate \$50,000 from the Community Preservation Fund General Reserve for the purpose of open space preservation activities, including capital improvement projects for publicly accessible open space properties, including improvements to Chelmsford Land Conservation Trust parcels.

SUBMITTED BY: Community Preservation Committee



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Recommendations:

Finance Committee: Unanimously recommends approval of Article 23

Board of Selectmen: Unanimously recommends approval of Article 23

The electronic voting devices registered the following votes:

YES: 123 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 23: Carries by majority vote

ARTICLE 24 considered under Consent Agenda - NO ACTION.

ARTICLE 25 considered under Consent Agenda - NO ACTION.

ARTICLE 26. To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund Open Space and Recreational Use Reserve and/or the Community Preservation Fund General Reserve for the reconstruction of the Varney Playground two tennis courts into one tennis court and one pickleball court; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee

MOTION UNDER ARTICLE 26. I move that the Town appropriate \$95,000 from the Community Preservation Fund General Reserve for the reconstruction of the Varney Playground two tennis courts into one tennis court and one pickleball court.

SUBMITTED BY: Community Preservation Committee

Recommendations:

Finance Committee: Unanimously recommends approval of Article 26

Board of Selectmen: Unanimously recommends

approval of Article 26

The electronic voting devices registered the following votes:

YES: 123 NO: 3 Abstentions: 0

MOTION UNDER ARTICLE 26: Carries by majority vote

ARTICLE 27. To see if the Town will vote to: a.) accept as town ways the following mentioned streets, as laid out by the Board of Selectmen and shown by reports and plans duly filed in the office of the Town Clerk:

- Alyssa Way
Fay Street
Galloway Road
Hall Road
Mission Road

providing all the construction of the same meets with the requirements of the Board of Selectmen, and subject to the withholding of any remaining bonds until such requirements have been met; b.) authorize the Board of Selectmen to acquire any and all temporary and/or permanent easements, and any property in fee simple, with the trees thereon, by purchase, eminent domain, gift or otherwise, for the purpose of securing traffic safety and road improvements; c.) raise and appropriate, transfer and appropriate from the Stabilization Fund, and/or borrow a certain sum of money to defray all necessary costs, fees and expenses in connection with the acquisition of said land and for paying any damages which may be awarded as a result of any such taking; and d.) authorize the Board of Selectmen to negotiate and execute all necessary and proper contracts and agreements thereto; or act in relation thereto.

SUBMITTED BY: Board of Selectmen
DPW Director



Town Administration

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MOTION UNDER ARTICLE 27. I move that the Town

(a.) accept as town ways the following mentioned streets, as laid out by the Board of Selectmen and shown by reports and plans duly filed in the office of the Town Clerk:

- Alyssa Way
- Fay Street
- Galloway Road
- Hall Road
- Mission Road

providing all the construction of the same meets with the requirements of the Board of Selectmen, and subject to the withholding of any remaining bonds until such requirements have been met;

(b.) authorize the Board of Selectmen to acquire any and all temporary and/or permanent easements, and any property in fee simple, with the trees thereon, by purchase, eminent domain, gift or otherwise, for the purpose of securing traffic safety and road improvements;

(c.) authorize the Board of Selectmen to negotiate and execute all necessary and proper contracts and agreements thereto.

SUBMITTED BY: **Board of Selectmen
DPW Director**

Recommendations:

Finance Committee: Unanimously recommends approval of Article 27

Board of Selectmen: Unanimously recommends approval of Article 27

The electronic voting devices registered the following votes:

YES: 121 NO: 0 Abstentions: 1

MOTION UNDER ARTICLE 27: Carries by unanimous consent

Motion to adjourn was made and seconded by several members from the floor at 10:00 PM. Moved to dissolve the 2019 Spring Annual Town Meeting. Motion carried by voice vote as declared by Moderator. The second and final session of the 2019 Spring Annual Town Meeting dissolved at 10:00 PM.

Submitted by:

Patricia E. Dzuris
Town Clerk



Those who stay away from the
election think that one vote will
do no good. 'Tis but one step more
to think one vote will do no harm.

-Ralph Waldo Emerson





Election Results

Town of Chelmsford Election September 4, 2018 Official Results

SEPTEMBER 4, 2018 STATE PRIMARY Town of Chelmsford OFFICIAL RESULTS										
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The OFFICIAL results are as follows:										
CANDIDATE PRECINCT:	1	2	3	4	5	6	7	8	9	TOTAL
DEMOCRATIC PARTY										
SENATOR IN CONGRESS										
ELIZABETH A. WARREN	415	345	433	345	365	452	530	475	457	3817
GEOFF DIEHL			1			3		1		5
All Others	11	6	11	7	6	7	6	4	8	66
Blanks	129	67	110	81	82	114	106	113	105	907
Totals	555	418	555	433	453	576	642	593	570	4795
GOVERNOR										
JAY M. GONZALEZ	262	184	242	213	211	287	291	276	278	2244
BOB MASSIE	133	112	165	103	129	127	144	146	122	1181
CHARLES D. BAKER	4	11	9		5	8	9	7	10	63
All Others	0	0	3	9	0	0	2	0	0	14
Blanks	156	111	136	108	108	154	196	164	160	1293
Totals	555	418	555	433	453	576	642	593	570	4795
LIEUTENANT GOVERNOR										
QUENTIN PALFREY	230	199	228	182	186	229	233	252	234	1973
JIMMY TINGLE	167	106	189	140	143	182	208	169	162	1466
KAREN E. POLITO			4					1	3	8
All Others	2	0	0	0	1	1	1	1	1	7
Blanks	156	113	134	111	123	164	200	170	170	1341
Totals	555	418	555	433	453	576	642	593	570	4795
ATTORNEY GENERAL										
MAURA HEALY	457	365	469	356	389	483	553	502	483	4057
All Others	3	2	1	1	2	3	5	1	3	21
Blanks	95	51	85	76	62	90	84	90	84	717
Totals	555	418	555	433	453	576	642	593	570	4795
SECRETARY OF STATE										
WILLIAM FRANCIS GALVIN	409	301	409	301	307	412	470	432	376	3417
JOSH ZAKIM	106	92	107	100	112	121	138	110	151	1037
All Others	0	0	0	0	0	2	0	0	0	2
Blanks	40	25	39	32	34	41	34	51	43	339
Totals	555	418	555	433	453	576	642	593	570	4795



Town of Chelmsford Election September 4, 2018 Official Results

TREASURER										
DEBORAH B. GOLDBERG	412	325	422	323	330	435	481	435	404	3567
All Others	0	1	0	1	0	2	3	1	2	10
Blanks	143	92	133	109	123	139	158	157	164	1218
Totals	555	418	555	433	453	576	642	593	570	4795
AUDITOR										
SUZANNE M. BUMP	394	318	418	314	326	425	472	427	389	3483
All Others	2	0	0	1	0	2	2	0	1	8
Blanks	159	100	137	118	127	149	168	166	180	1304
Totals	555	418	555	433	453	576	642	593	570	4795
REPRESENTATIVE IN CONGRESS THIRD DISTRICT										
JEFFREY D. BALLINGER	1	4	9	6	4	6	5	6	2	43
ALEXANDRA E. CHANDLER	17	21	28	19	23	14	15	25	29	191
BEEJ DAS	11	13	10	7	5	10	13	16	10	95
RUFUS GIFFORD	102	43	62	74	82	97	115	77	82	734
LEONARD H. GOLDER	2	2	5	1	1	3	0	2	2	18
DANIEL ARRIGG KOH	81	83	92	80	79	123	101	119	110	868
BARBARA L'ITALIEN	69	55	74	35	66	49	69	64	89	570
BOPHA MALONE	5	9	19	5	7	9	6	10	3	73
JUANA B. MATIAS	21	13	23	15	22	17	25	22	15	173
LORI LOUREIRO TRAHAN	238	162	226	187	160	235	287	245	222	1962
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	8	13	7	4	4	13	6	7	6	68
Totals	555	418	555	433	453	576	642	593	570	4795
DEMOCRATIC PARTY										
COUNCILLOR THIRD DISTRICT										
MARILYN M. PETITTO DEVANEY	306	244	309	235	252	315	363	334	295	2653
NICK CARTER	106	90	135	106	101	134	130	118	132	1052
All Others	0	1	0	1	0	1	0	0	1	4
Blanks	143	83	111	91	100	126	149	141	142	1086
Totals	555	418	555	433	453	576	642	593	570	4795
SENATOR IN GENERAL COURT THIRD MIDDLESEX DISTRICT										
MICHAEL J. BARRETT	410	319	417	323	337	430	474	442	403	3555
All Others	1	1	1	0	0	5	2	0	4	14
Blanks	144	98	137	110	116	141	166	151	163	1226
Totals	555	418	555	433	453	576	642	593	570	4795



Election Results

Town of Chelmsford Election September 4, 2018 Official Results

REPRESENTATIVE IN GENERAL COURT FOURTEENTH MIDDLESEX DISTRICT (Pcts 1, 9)										
BENJAMIN BLOOMENTHAL	91								84	175
TAMI L. GOUVEIA	305								311	616
CHRISTIAN W. KRUEGER	43								53	96
All Others	2								1	3
Blanks	114								121	235
Totals	555								570	1125
REPRESENTATIVE IN GENERAL COURT SIXTEENTH MIDDLESEX DISTRICT (Pcts 2, 3, 6)										
THOMAS A. GOLDEN, JR.		340	436			465				1241
All Others		1	2			2				5
Blanks		77	117			109				303
Totals		418	555			576				1549
REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (Pct 4)										
DAVID M. NANGLE				324						324
All Others				5						5
Blanks				104						104
Totals				433						433
REPRESENTATIVE IN GENERAL COURT SECOND MIDDLESEX DISTRICT (Pcts 5, 7, 8)										
JAMES ARCIERO					339		491	455		1285
All Others					3		2	0		5
Blanks					111		149	138		398
Totals					453		642	593		1688
DEMOCRATIC PARTY										
DISTRICT ATTORNEY Northern Middlesex										
MARIAN T. RYAN	283	234	307	232	236	302	369	327	284	2574
DONNA PATALANO	173	137	167	140	143	193	172	173	187	1485
All Others	0	0	0	0	0	1	0	0	2	3
Blanks	99	47	81	61	74	80	101	93	97	733
Totals	555	418	555	433	453	576	642	593	570	4795
CLERK OF COURTS Middlesex County										
MICHAEL A. SULLIVAN	401	318	410	317	328	433	474	437	396	3514
All Others	0	1	2	0	0	1	0	0	1	5
Blanks	154	99	143	116	125	142	168	156	173	1276
Totals	555	418	555	433	453	576	642	593	570	4795



Town of Chelmsford Election September 4, 2018 Official Results

REGISTER OF DEEDS Middlesex Northern District										
RICHARD P. HOWE JR.	429	339	437	334	346	458	501	462	415	3721
KAREN CASSELLA	4		2			2	4	3		15
All Others	0	2	1	1	1	4	1	1	2	13
Blanks	122	77	115	98	106	112	136	127	153	1046
Totals	555	418	555	433	453	576	642	593	570	4795
REPUBLICAN PARTY										
CANDIDATE PRECINCT:	1	2	3	4	5	6	7	8	9	Total
SENATOR IN CONGRESS										
GEOFF DIEHL	81	88	117	87	84	98	117	96	119	887
JOHN KINGSTON	54	46	71	38	36	58	70	49	65	487
BETH JOYCE LINDSTROM	57	43	77	48	44	60	83	64	60	536
All Others	1	0	0	0	0	4	1	1	1	8
Blanks	12	7	15	4	6	10	11	9	3	77
Totals	205	184	280	177	170	230	282	219	248	1995
GOVERNOR										
CHARLES D. BAKER	132	111	187	94	91	144	191	153	138	1241
SCOTT LIVELY	72	72	84	81	77	83	86	62	105	722
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	1	1	9	2	2	3	5	4	5	32
Totals	205	184	280	177	170	230	282	219	248	1995
LIEUTENANT GOVERNOR										
KAREN E. POLITO	159	143	202	127	127	176	208	163	180	1485
All Others	5	0	4	2	5	1	3	2	7	29
Blanks	41	41	74	48	38	53	71	54	61	481
Totals	205	184	280	177	170	230	282	219	248	1995
ATTORNEY GENERAL										
JAMES R. MCMAHON III	103	101	112	94	86	118	113	89	114	930
DANIEL L. SHORES	61	55	93	49	62	60	105	73	86	644
All Others	0	0	0	0	1	1	1	1	0	4
Blanks	41	28	75	34	21	51	63	56	48	417
Totals	205	184	280	177	170	230	282	219	248	1995
SECRETARY OF STATE										
ANTHONY AMORE	151	135	181	114	126	155	184	139	168	1353
All Others	2	2	1	0	1	1	1	2	1	11
Blanks	52	47	98	63	43	74	97	78	79	631
Totals	205	184	280	177	170	230	282	219	248	1995



Election Results

Town of Chelmsford Election September 4, 2018 Official Results

REPUBLICAN PARTY										
TREASURER										
KEIKO M. ORRALL	149	137	173	112	116	148	182	140	168	1325
All Others	1	2	2	0	3	3	1	0	2	14
Blanks	55	45	105	65	51	79	99	79	78	656
Totals	205	184	280	177	170	230	282	219	248	1995
AUDITOR										
HELEN BRADY	153	135	181	112	115	155	186	141	174	1352
All Others	1	2	3	0	3	1	0	0	1	11
Blanks	51	47	96	65	52	74	96	78	73	632
Totals	205	184	280	177	170	230	282	219	248	1995
REPRESENTATIVE IN CONGRESS THIRD DISTRICT										
RICK GREEN	152	144	192	123	129	170	197	150	183	1440
All Others	1	0	2	0	1	2	1	2	0	9
Blanks	52	40	86	54	40	58	84	67	65	546
Totals	205	184	280	177	170	230	282	219	248	1995
COUNCILLOR THIRD DISTRICT										
AARON HUTCHINS	1	2	1	0	5	2	9	10	8	38
All Others	24	19	35	15	27	13	27	25	26	211
Blanks	180	163	244	162	138	215	246	184	214	1746
Totals	205	184	280	177	170	230	282	219	248	1995
SENATOR IN GENERAL COURT THIRD MIDDLESEX DISTRICT										
All Others	27	22	24	18	23	14	20	20	25	193
Blanks	178	162	256	159	147	216	262	199	223	1802
Totals	205	184	280	177	170	230	282	219	248	1995
REPUBLICAN PARTY										
REPRESENTATIVE IN GENERAL COURT FOURTEENTH MIDDLESEX DISTRICT (Pcts 1, 9)										
All Others	24								23	47
Blanks	181								225	406
Totals	205								248	453
REPRESENTATIVE IN GENERAL COURT SIXTEENTH MIDDLESEX DISTRICT (Pcts 2, 3, 6)										
All Others		19	24			11				54
Blanks		165	256			219				640
Totals		184	280			230				694



Town of Chelmsford Election September 4, 2018 Official Results

REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (Pct 4)										
All Others				14						14
Blanks				163						163
Totals				177						177
REPRESENTATIVE IN GENERAL COURT SECOND MIDDLESEX DISTRICT (Pcts 5, 7, 8)										
KATHLEEN LYNCH					124		203	139		466
All Others					1		0	1		2
Blanks					45		79	79		203
Totals					170		282	219		671
DISTRICT ATTORNEY NORTHERN DISTRICT										
All Others	22	14	21	14	17	13	18	22	19	160
Blanks	183	170	259	163	153	217	264	197	229	1835
Totals	205	184	280	177	170	230	282	219	248	1995
CLERK OF COURTS MIDDLESEX COUNTY										
All Others	22	14	20	13	17	9	18	19	20	152
Blanks	183	170	260	164	153	221	264	200	228	1843
Totals	205	184	280	177	170	230	282	219	248	1995
REGISTER OF DEEDS Middlesex Northern District										
All Others	24	18	20	18	17	14	19	22	21	173
Blanks	181	166	260	159	153	216	263	197	227	1822
Totals	205	184	280	177	170	230	282	219	248	1995
LIBERTARIAN PARTY										
CANDIDATE PRECINCT:	1	2	3	4	5	6	7	8	9	Total
SENATOR IN CONGRESS										
All Others	1	1	0	0	1	0	1	1	0	5
Blanks	1	3	1	0	3	4	0	1	0	13
Totals	2	4	1	0	4	4	1	2	0	18
GOVERNOR										
CHARLES D. BAKER	1	2	0	0	1	0	1	1	0	6
All Others	0	0	0	0	1	2	0	0	0	3
Blanks	1	2	1	0	2	2	0	1	0	9
Totals	2	4	1	0	4	4	1	2	0	18
LIEUTENANT GOVERNOR										
All Others	1	1	0	0	0	1	1	0	0	4
Blanks	1	3	1	0	4	3	0	2	0	14
Totals	2	4	1	0	4	4	1	2	0	18



Election Results

Town of Chelmsford Election September 4, 2018 Official Results

ATTORNEY GENERAL										
All Others	1	2	0	0	0	2	1	0	0	6
Blanks	1	2	1	0	4	2	0	2	0	12
Totals	2	4	1	0	4	4	1	2	0	18
SECRETARY OF STATE										
All Others	1	1	0	0	1	2	1	0	0	6
Blanks	1	3	1	0	3	2	0	2	0	12
Totals	2	4	1	0	4	4	1	2	0	18
TREASURER										
All Others	0	1	0	0	0	0	1	0	0	2
Blanks	2	3	1	0	4	4	0	2	0	16
Totals	2	4	1	0	4	4	1	2	0	18
AUDITOR										
DANIEL FISHMAN	1	3	1	0	3	1	1	1	0	11
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	1	1	0	0	1	3	0	1	0	7
Totals	2	4	1	0	4	4	1	2	0	18
LIBERTARIAN PARTY										
REPRESENTATIVE IN CONGRESS THIRD DISTRICT										
All Others	0	2	0	0	0	2	1	1	0	6
Blanks	2	2	1	0	4	2	0	1	0	12
Totals	2	4	1	0	4	4	1	2	0	18
COUNCILLOR										
All Others	0	0	0	0	0	0	1	0	0	1
Blanks	2	4	1	0	4	4	0	2	0	17
Totals	2	4	1	0	4	4	1	2	0	18
SENATOR IN GENERAL COURT THIRD MIDDLESEX DISTRICT										
All Others	0	0	0	0	1	0	1	0	0	2
Blanks	2	4	1	0	3	4	0	2	0	16
Totals	2	4	1	0	4	4	1	2	0	18
REPRESENTATIVE IN GENERAL COURT FOURTEENTH MIDDLESEX DISTRICT (Pcts 1, 9)										
All Others	0								0	0
Blanks	2								0	2
Totals	2								0	2



Town of Chelmsford Election September 4, 2018 Official Results

REPRESENTATIVE IN GENERAL COURT SIXTEENTH MIDDLESEX DISTRICT (Pcts 2, 3, 6)										
All Others		0	0			0				0
Blanks		4	1			4				9
Totals		4	1			4				9
REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (Pct 4)										
All Others				0						0
Blanks				0						0
Totals				0						0
REPRESENTATIVE IN GENERAL COURT SECOND MIDDLESEX DISTRICT (Pcts 5, 7, 8)										
All Others					0		1	0		1
Blanks					4		0	2		6
Totals					4		1	2		7
DISTRICT ATTORNEY NORTHERN DISTRICT										
All Others	0	0	0	0	0	1	1	0	0	2
Blanks	2	4	1	0	4	3	0	2	0	16
Totals	2	4	1	0	4	4	1	2	0	18
CLERK OF COURTS MIDDLESEX COUNTY										
All Others	0	0	0	0	1	0	1	0	0	2
Blanks	2	4	1	0	3	4	0	2	0	16
Totals	2	4	1	0	4	4	1	2	0	18
REGISTER OF DEEDS Middlesex Northern District										
All Others	0	0	0	0	0	0	1	0	0	1
Blanks	2	4	1	0	4	4	0	2	0	17
Totals	2	4	1	0	4	4	1	2	0	18



Election Results

Town of Chelmsford Election September 4, 2018 Official Results

BALLOTS VOTED										
Democratic Ballots	555	418	555	433	453	576	642	593	570	4,795
Republican Ballots	205	184	280	177	170	230	282	219	248	1,995
Libertarian Ballots	2	4	1	0	4	4	1	2	0	18
Total Ballots Voted	762	606	836	610	627	810	925	814	818	6,808
Total Registered	2,744	2,668	2,754	2,550	2,824	2,870	2,808	2,668	2,863	24,749
Percentage	27.8%	22.7%	30.4%	23.9%	22.2%	28.2%	32.9%	30.5%	28.6%	27.5%
REGISTERED VOTERS										
Democrats	628	679	610	577	616	660	565	575	587	5,497
Republicans	322	268	341	322	313	337	389	293	339	2,924
Libertarians	13	9	8	6	9	4	6	5	8	68
Other Political Designations	18	33	20	21	26	16	16	12	15	177
Unenrolled	1,763	1,679	1,775	1,624	1,860	1,853	1,832	1,783	1,914	16,083
Total Registered Voters	2,744	2,668	2,754	2,550	2,824	2,870	2,808	2,668	2,863	24,749
% OF BALLOTS VOTED BY PARTY										
Democratic Ballots	72.8%	69.0%	66.4%	71.0%	72.2%	71.1%	69.4%	72.9%	69.7%	70.4%
Republican Ballots	26.9%	30.4%	33.5%	29.0%	27.1%	28.4%	30.5%	26.9%	30.3%	29.3%
Libertarian Ballots	0.3%	0.7%	0.1%	0.0%	0.6%	0.5%	0.1%	0.2%	0.0%	0.3%
Total Ballots Voted	27.8%	22.7%	30.4%	23.9%	22.2%	28.2%	32.9%	30.5%	28.6%	27.5%



Community Development

Evan Belansky, Director



The Department continued to provide full time administrative and technical staff support to the Planning Board, Conservation Commission and Zoning Board of Appeals. In addition the Department provided support to the following committees:

- Economic Development Commission
- Dog Park Advisory Committee
- North Village Strategic Master Planning Committee
- Center Village Master Planning Committee
- Housing Advisory Board
- Historical Commission

During this past year the Department was involved in a number of planning related activities: continued to advance the \$370K Massworks grant pertaining to the new residential development at 11 Cushing Place, obtained a \$15,000 Massachusetts Downtown Initiative grant to conduct a wayfinding program for Vinal Square, supported the Tax Classification Study Committee as a member, participated in the Rt. 40 Groton Road and U Mass West projects, applied for and obtained a \$38,000 grant to develop a Municipal Sustainability and Vulnerability report.

The Department worked with the Economic Development Commission and the Planning Board to successfully amend the Rt. 129 Business Amenity Overlay District to permit upscale fast food restaurant with a drive-thru.

In addition the Department continued managing community and economic development projects, grant administration, and interfacing with residents, developers, and other municipal staff.



Planning Board

PLANNING BOARD MEMBERS:

Glenn Kohl, Chair
 Henry Parlee, Vice Chair
 Mike Raisbeck, Clerk
 Mike Walsh, Member
 Tim Shanahan, Member
 Nancy Araway, Member
 Donald Van Dyne, Member
 Hank Houle, Associate Member

STAFF MEMBERS:

Evan Belansky,
 Community Development Director
 Colleen Stansfield,
 Planning Board Administrator

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.

After the April Annual Elections, we welcomed newly elected full member, Mike Walsh and Hank Houle, Associate Member, to the Board. The Board voted Glen Kohl to be the Chair, Henry Parlee, Jr., was voted to be Vice Chair, and Mike Raisbeck was voted to be Clerk.

Planning Activities

The Planning Board strives to maintain the character of Chelmsford and enforce the provisions of the 2010 Master Plan. This past fiscal year, the Board appointed a Master Plan Update Committee and a Route 40 Study Committee. The Master Plan Update Committee will be an ongoing effort and will likely take 11 to 12 months to complete the update. The Route 40 Study Committee completed their review and submitted a report to the Planning Board which has resulted in a proposed zoning change article for Fall Town Meeting. The recommendation was to rezone the north side of route 40 west of Route 3, to IA-Industrial and consider an overlay district for 55+ age in place zoning.

FY2019 Projects

Notable projects for which approval was granted in FY2019 were solar fields at 100 Wotton Street and 135 Pine Hill Road along with a Planned Open Space Development at 24 Misty Meadows. Other projects that received approvals were 21-29 Quigley Ave, a new prayer building for the Buddhist Temple, 297 Billerica Road had an expansion approved for the new tenant, Digital Credit Union and 197 Billerica Road received approvals for new construction for a restaurant, retail and associated improvements. 21-29 Drum Hill was approved to be demolished to construct a new building that will house a restaurant with a drive through, a Dental office, and a retail store.

Summary of Planning Board FY2018 Activity

The following applications were reviewed by the Board this year:

7	Site Plans
9	Special Permits
1	Minor Site Plans
0	Major Modification to a Site Plan
5	Approval Not Required Plans



Board of Appeals

MEMBERS:

- Brian Reidy, Chair
- Mark Carota, Vice Chair
- Charles Wojtas, Member
- Steve Mendez, Member
- Nancy Morency, Member
- Erin Drew, Associate Member
- Jamie Outland-Brown, Associate Member
- Ida Gates, Associate Member

STAFF MEMBERS:

- Shaun Shanahan, Building Commissioner
- Evan Belansky, Community Development Director
- Colleen Stansfield, Zoning Board Administrator

The Board of Appeals hears petitions for Variances, Special Permits, Comprehensive Permits, and Appeals of the Building Commissioner’s rulings.

During Fiscal Year 2018, the Board certainly saw much activity and acted upon the following:

Application	FY18	FY19
Special Permit	40	36
Variance	13	4
Sign Variance	5	2
Limited Accessory Apartment	5	9
Administrative Appeal	2	0
40B Comprehensive Permit	1	0
Administrative Amendments	0	0

Membership

Mr. Brian Reidy continues in the position of Chair, and Mr. Mark Carota continues the position of Vice Chair. The Board welcomed newly appointed Associate Members, Erin Drew and Ida Gates.

Comprehensive Permit, Chapter 40B

There were no 40B Applications in FY19. The past approvals have brought the Town over the required 10% affordable housing requirement from the State. The 2020 Census will likely change the number, however the town feels confident that even with the Census, we will maintain the 10% affordable housing.

FY2019 Board of Appeals

During FY2019 the Board saw a slight decrease in the amount of applications from FY2018. There was also an increase in Limited Accessory Apartment applications. This was a change from last year where there was a noticeable decrease in these requests.



Community Development

Inspections Department

Shaun Shanahan, Building Commissioner, Building Department

Department Personnel:

Shaun Shanahan, Building Commissioner
 Vera Clauson, Department Assistant
 Martin J. Allan, Local Inspector
 Dennis P. Kane, Wiring Inspector
 Don Morash, Plumbing & Gas Inspector

The Chelmsford Building Department/Code Enforcement Division, works to protect public safety through enforcement of the State Building, Plumbing, Electrical, Gas & Sanitation Codes. Combined with local ordinances, response to public nuisance complaints and potential code violations, we remain committed to protecting and preserving public safety, quiet enjoyment of residential properties, evaluation of land development/ use proposals per the goals and objectives of the zoning board.

The following is a breakdown of new construction permits this year:

Single Family Dwellings:	12
Two Family Dwellings:	1
Multifamily Dwellings:	5 (200 Units Total)
Institutional:	0
Municipal:	0
Commercial:	2
Industrial:	0
Agricultural:	0

Type of Permit	Number of Permits Issued	Total Fees
Building	1555	\$ 1,012,868.00
Wiring	1104	\$ 170,471.88
Plumbing & Gas	1697	\$114,691.00
Mechanical	113	\$43,090.00
TOTAL:	4469	\$1,340,938.88

In addition to the fees above, the total fees collected for yard sales and Certificates of Inspection amounted to \$3,385.

I would also like to thank the personnel of other Town Departments for their cooperation, support, and assistance throughout the year.

Building Permits			
Type of Permit	Number of Permits	Fees Collected	Construction Cost
Alteration/Remodel	444	\$262,630.00	\$20,078,055.00
Windows/Siding/Roofing	437	\$78,939.00	\$5,243,733.00
Decks, Pools, Sheds, Patios, Gazebos	138	\$35,807.00	\$2,601,656.00
Insulation	219	\$27,168.00	\$1,069,456.00
Demolition of Structure	15	\$3,572.00	\$202,500.00
Residential Addition	42	\$45,024.00	\$3,450,389.00
Temporary Structure/Tent	10	\$850.00	\$62,328.00
Solar Panels	104	\$53,235.00	\$4,028,131.00
New Home	16	\$59,595.00	\$4,780,001.00
Other Structures (retaining wall, etc)	9	\$13,530.00	\$935,600.00
Sign (60+ sq ft)	7	\$1,450.00	\$168,380.00
Sign (37-59 sq ft)	11	\$1,150.00	\$70,150.00
Detached Garages/Barns	9	\$7,767.00	\$573,111.00
Sign (16 sq ft)	8	\$600.00	\$41,077.00
New Building	43	\$407,479.00	\$33,850,229.00
Commercial/Industrial Addition	10	\$11,622.00	\$956,813.00
Wood/Pellet Stove	13	\$625.00	\$55,644.00
Sign (17-36 sq ft)	13	\$1,500.00	\$81,440.00
Yard Sale	5	\$25.00	\$207.00
Certificate of Inspection COI	1	\$150.00	\$9,400.00
Temporary Signs	1	\$150.00	\$6,650.00
	1555	\$1,012,868.00	\$78,264,950.00

Electrical Permits	
Electrical Permits Issued	Fees Collected
1104	\$170,471.88
Gas Permits	
Gas Permits Issued	Fees Collected
1034	\$57,507.00
Mechanical Permits	
Mechanical Permits Issued	Fees Collected
113	\$43,090.00
Plumbing Permits	
Plumbing Permits Issued	Fees Collected
663	\$56,884.00
Total Revenue:	\$1,340,820.88

Mission Statement:

The mission of the Chelmsford Building Department is to provide services of the highest quality in the area of Building, Electrical, Plumbing and Gas Code Enforcement and Zoning By-law compliance to protect the health, safety and welfare of all citizens of Chelmsford.



Conservation Commission



Back row (left to right): Chris Tymula, Marc Gibbs, William Vines. Front row (left to right): Jack Souza, Chris Garrahan, David McLachlan. Not Pictured: April Mendez

Members:

David McLachlan, Chairman
 Chris Garrahan, Vice Chairman and Clerk
 Marc Gibbs
 Bill Vines
 Jack Souza
 Chris Tymula
 April Mendez

Staff:

Katie Guertin (Messer), Conservation Agent/Planner
 Vivian Merrill, Recording Secretary

Membership:

Dave McLachlan served as the Commission's Chairman for the 2019 Fiscal Year. Chris Garrahan served as the Vice Chairman and Clerk. There were no new Commission members appointed.

Wetlands Regulation

The Commission reviewed 34 applications under the Massachusetts Wetlands Protection Act (MGL c.131, §40) and Chelmsford Wetlands Bylaw (Chapter 187) during FY2019.

The following is a breakdown of wetlands permit applications for FY2019 as compared to the two previous fiscal years:

Application Type	FY17	FY18	FY19
Request for Determination of Applicability	17	14	14
Notice of Intent	23	24	10
Request for Certificate of Compliance	14	14	10
Abbreviated Notice of Resource Area Delineation	2	0	0
Request to Amend Order of Conditions	0	0	0
Total	56	52	34

Education

The Conservation Commission and staff assisted Zoo New England with their Town wide vernal pool/endangered species project. The goal of the program was to bring awareness to residents on the importance of vernal pools and the species they harbor. With resident volunteers and Zoo New England staff members, several potential pools and habitat areas were studied. The information collected will be used to update older data regarding the various species found in Chelmsford and their locations.

Open Space Management and Use

The Conservation Commission continues to collaborate with the Chelmsford Open Space Stewards (COSS). COSS works in accordance to a Memorandum of Understanding with the Commission in order to keep the various reservations clean and safe for the public's enjoyment. Eagle scouts continue to complete improvements on Commission reservations to earn various badges. Work is performed under the guidance of COSS leader, Phil Stanway.

Conservation Commission and Joint Committees

Dave McLachlan continued to serve as the Commission's representative to the Cranberry Bog Subcommittee. This is a joint committee of the Chelmsford and Carlisle Conservation Commissions. The Committee met twice in FY 2019 to continue to plan for the change in use of the cranberry bog on the Carlisle side. Chris Garrahan served as the Commission's liaison for the Community Preservation Committee. The Conservation Commission will also be represented by Katie Guertin (agent) on the new Stormwater Master Plan Advisory Committee.



Public Education

Chelmsford Public Schools

Dr. Jay Lang, Superintendent



2018-2019 Year in Review

The members of the Chelmsford School Committee at the end of the 2018-2019 school year include the following: Mr. Dennis King, Chair; Mr. John Moses, Vice Chair; Ms. Maria Santos, Secretary; and Members at Large, Ms. Donna Newcomb and Mr. W. Allen Thomas. Central administration for the Chelmsford Public Schools include the following: Dr. Jay Lang, Superintendent of Schools, Dr. Linda Hirsch, Assistant Superintendent of Curriculum and Instruction, Dr. Cheryl Kirkpatrick, Director of Personnel and Professional Learning, Ms. Joanna Johnson-Collins, Director of Business and Finance, Mr. William Silver, Director of Information, Communication and Technology Services, Ms. Amy Reese, Director of Student Support Services, and Mr. Brian Curley, Director of Operations and Maintenance.

District Mission

The mission of the Chelmsford Public Schools is to educate, engage, prepare, and empower well-rounded and knowledgeable learners who PERSEVERE through challenges, demonstrate RESPECT and INTEGRITY in their words and actions, are DEDICATED to their community, and display EMPATHY as global citizens while discovering and pursuing their full potential.

District Vision

The vision of the Chelmsford Public Schools is to provide all students with multiple pathways to optimize their own potential for academic excellence, leadership, and social and emotional wellness. We work from a rigorous curriculum that is aligned with state standards using multiple forms of data to inform innovative approaches to teaching. Our students' success is anchored in the high expectations of teachers who are part of a professional, collaborative culture that demands a continuous focus on instructional improvement. It is our responsibility that every student feels safe, cared for, appropriately challenged, and supported in our schools. Our students' successes are celebrated within and across schools as well as throughout the broader community. Parents and the Chelmsford community are connected to the daily life of our schools through consistent, multidirectional and multi-modal communication, which builds external support for and pride in the district, schools, teachers, and students. As a result of high quality teaching, meaningful partnerships, and well-resourced schools, our students contribute to the Chelmsford community as self-directed, creative, and well-rounded learners who are ready to become the innovative leaders of tomorrow.



Chelmsford Public Schools

District Values

- Academic Achievement for All Students
- Positive and Support School Cultures
- Excellence and Professionalism in Teaching
- Supportive and Stable Relationships
- Strong Fiscal and Facility Support

As I reflect on my fourth year leading the Chelmsford Public Schools (CPS), I am deeply grateful for the encouragement and support I have received from students, parents, staff, and community members; I feel privileged to work with you as superintendent. I do not take the opportunity to lead this district lightly. Your support for our students is truly remarkable, and I look forward to working with you and the greater Chelmsford community as we build on past successes in the district and work to make CPS the best public school system in the state.

We have accomplished much over this past year. I am very proud of our work, and I thank you for guiding and supporting me and the CPS staff as we strive to address students' academic, social, and emotional needs. I feel encouraged every day when I walk through schools, attend events, and witness firsthand the dedication to meeting student needs shown by our teachers, paraprofessionals, building administrators, and support staff. Following are some highlights of our work this year:

FY2018 Massachusetts DESE Financial Audit

Every year, each school district in Massachusetts must submit an external audit of their end-of-year financial report to the Massachusetts Department of Elementary and Secondary Education (DESE). Powers & Sullivan, LLC performed the district's external financial audit for the year ending June 30, 2018. As noted in the audit report, the auditors had no financial findings or financial reporting recommendations. This outcome is desirable and significant, given the number of financial audits and reviews of CPS conducted in prior fiscal years, each with findings and

recommendations for improvement of financial practices.

FY2019 Budget Administration

School Committee members received regular reports on the district's finances throughout FY2019, including the local operating budget, grant funds, and revolving funds. After reviewing the FY2019 budget, I am pleased to report the district has made great strides in stabilizing its finances. By implementing strict financial practices, it has accrued several reserve fund balances for future budget needs. At the end of FY2019, the district is able to:

- reserve approximately \$2.5 million in the special education circuit breaker revolving fund to pay for future unanticipated/unfunded special education student tuition and/or transportation costs. (By contrast, in the fall of 2015, the school department had to request a supplemental appropriation of \$500,000 from the town to cover unanticipated special education tuition costs because no reserve fund balance was available.)
- carry over approximately \$600,000 in food service/school nutrition funds. This is a significant achievement, given that many school districts find themselves operating their food service programs at a deficit.
- set aside approximately \$1.6 million in school choice funds as a reserve for future spending by the School Committee on educational programs, services to augment current program offerings in the schools, or a contingency in the event of an unanticipated budget shortfall. School choice funds will be utilized annually to support the 1:1 Chromebook initiative.



Public Education

Chelmsford Public Schools

FY2020 Budget Presentation and Review

In February, the central office presented the FY2020 general fund operating budget to the School Committee, including net school spending compliance and comparable community analysis (demographic and financial). We highlighted the assumptions that underlie the FY2020 budget, including normal step and lane increases, a set-aside for contract negotiations with our unions, a net decrease in special education tuition costs, special education student transportation increases, funding to reinstate a full-time curriculum coordinator for world languages and student exchange programs, two additional assistant principal positions to support the elementary schools, an additional integrated preschool classroom at the CHIPs Program, a social worker at Parker Middle School, and a new special education team chairperson to support our intensive special education programs districtwide. The School Committee held public input sessions and reviewed district-level budget detail and a staff salary book that cross-walked salaries to the main budget document.

At the April 2019 town meeting, representatives once again asked thoughtful questions, received straightforward answers, and approved (nearly unanimously) the FY2020 funding request of \$61 million to support CPS.

10-Year Capital Plan

The Facilities Subcommittee of the School Committee met in the summer of 2018 to begin to review the recommendations of the Dore & Whittier (D&W) comprehensive facilities assessment as it relates to CPS. An initial internal review and prioritization of the D&W recommendations were provided and sorted in the following major categories: Completed, General Maintenance, High Priority (1–3 years), Medium Priority (4–6 years), and Low Priority (7–10 years) action items. Further, a number of items were categorized as “building envelope” and “no action recommended.” The items categorized as building envelope will be taken together for further review and recommendation. Throughout the fall, various elements of the 10-year capital plan were presented to the School Committee

and prioritized for consideration. Although the priority of various elements of the approved 10-year capital plan may evolve, the 10-year capital plan provides a roadmap for town and school department investments in the schools.

FY2020 Capital Expenditures

In November, the School Committee approved a prioritized request of \$1.77 million for building and technology capital projects in the schools. The town Capital Planning Committee ultimately recommended \$1 million in school-related capital projects to spring town meeting for consideration, which was approved. The building capital projects approved by town meeting include code compliance upgrades to several school kitchen and food preparation areas (\$285,644), upgrades to kitchen service lines (\$101,706), and expansion of the front parking lot at Harrington Elementary School (\$205,000). Technology capital projects include the first year of a three-year investment in upgrades to the existing security camera and intrusion systems at McCarthy and Parker Middle Schools (\$440,000).

Options-Based (ALICE) Emergency Response Protocol

The district adopted an options-based response protocol to emergency events in the 2018/19 school year. This initiative was a coordinated effort with local first responders, including the Chelmsford Police and Fire departments. Training was provided to all staff at the beginning of the school year on the ALICE options-based response protocols. A number of administrators attended specialized training and were certified as ALICE instructors. Staff and students collaborated to create age-appropriate training videos and materials to assist in the ALICE options-based emergency response implementation. All staff and students practiced the various responses to drill scenarios throughout the school year. All school and district emergency response plans were updated and an external, third-party review of our facilities, emergency plans, and response protocols is in process.

MA DESE Coordinated Program Review



Chelmsford Public Schools

A five-member Massachusetts Department of Elementary and Secondary Education team conducted a Coordinated Program Review in CPS to evaluate the implementation of selected criteria in the program areas of special education, civil rights, and other related general education requirements, as well as English learner education. The team had an opportunity to interview staff and parents, to observe classroom facilities, and to review the programs under way in the district. A copy of the Coordinated Program Review report of findings was provided to the School Committee. All district action steps and elements of the Coordinated Program Review have been accepted by MA DESE.

Elementary-Level Therapeutic Program: STRIVE

The establishment of the STRIVE Program was recommended and approved in the FY19 budget to address the need for a continuum of services with regard to students requiring behavioral/therapeutic services at the elementary grade levels of our district. This was identified as a programmatic need within our recently completed MA DESE Coordinated Program Review. The new program, housed at the South Row Elementary School, opened and began enrolling students in the fall of 2018. All staff members, including a board-certified behavior analyst (BCBA), special education teachers, and paraprofessionals, worked incredibly hard this past summer to develop entry and exit criteria for the program and a structure to support each referred student's academic, social, and emotional health and well-being. The program has been very successful in its first year of operation due largely to the dedication of so many individuals at South Row and throughout the district committed to ensuring that each referred CPS student is successful.

Appointment of Coordinator of Social Emotional Learning and Counseling Services

The coordinator of school guidance, Mr. Thomas Wright, resigned to take on a new challenge in a neighboring district. Considering our districtwide focus (Strategic Plan Goal No. 2) on students' social and emotional health and well-being, I felt it was time to clearly articulate our vision

for a coordinated effort to evaluate and provide responsive programming to meet the social and emotional needs of our students and staff. Mr. Wright and Ms. Katie Simes had taken the lead over the past year coordinating social and emotional health initiatives and programming throughout the district, but now we had a new opportunity to embed and support this work.

We created an updated job description for a new position of coordinator of social emotional learning and counseling services to replace the current coordinator of school guidance position. Ms. Larainne Wilson was selected as the new coordinator of social emotional learning and counseling services. She joined the district this past December. Larainne's educational philosophy is child-centered, and she sought to join a school environment where the adults understand themselves to be lifelong learners in an effort to constantly improve their teaching and therapeutic practices. Throughout her career, Larainne has had many opportunities to use data to inform curriculum and instruction decisions. As part of her instructional leadership team work, she has guided the process of using student testing and performance data as well as staff survey feedback to guide instructional choices. Larainne values diversity and believes that all children, staff, and parents have the right to a safe, nurturing school environment where academic achievement is valued, supported, and celebrated.

Appointment of Coordinator of English 5 – 12

The School Committee approved the restoration of the coordinator of English position in the FY2019 budget process. Due to budget issues, the district had eliminated the position during the 2014/15 school year. Since that time, the social studies coordinator for the district had been performing the work of both the English and social studies coordinators. Ms. Abbey Dick was appointed to serve as the CPS coordinator of English 5-12 for the 2018/19 school year.

Abbey previously served as director of humanities in the Malden Public Schools. In that role, Abbey oversaw curriculum, instruction,



Chelmsford Public Schools

assessment, and professional development for English, social studies, and several other departments in the district. Before that, she had taught grades 6-12 ELA, including co-teaching Advanced Placement language and literature. Abbey has also worked as a literacy specialist at DESE, where she learned about data analysis, assessment writing, grant evaluation, curriculum units, and the diverse needs of Massachusetts school districts. Although she enjoyed state-level education policy and learned many things, she missed working in a district and came back to the public schools as an English teacher and then administrator.

Addition of Elementary Level Assistant Principal Positions

The FY2019 budget added 2.0 elementary school assistant principal positions in support of goals I and II of the district's strategic plan. During the 2018/19 school year, two .5 FTE assistant principal positions were added at the Byam, Center, Harrington, and South Row elementary schools. We were able to attract two outstanding candidates to fulfill these new roles in our district.

Ms. Betsy Dolan was appointed as the assistant principal for the Byam and Harrington schools. Previously, she had served as a school counselor at the elementary level in the Ayer-Shirley school district. In this role she handled many administrative duties while supporting the varying needs of students throughout her building. Her approach to working with students, families, staff, and the wider community was highlighted throughout her interview process and through speaking with current supervisors and colleagues. She is seen as a leader in her building and district, where she brings a thoughtful and supportive style.

Mr. Jayson Ramalho was appointed as the assistant principal for the Center and South Row schools. Jayson is a proud South Row alumnus! Prior to his return to South Row, he had been a physical education teacher at Methuen Comprehensive Grammar School since 2011, where he was recognized as their 2018 Teacher of the Year. Jayson has taken on many

leadership roles in his former district. He was a member of their district evaluation, wellness, professional development, and PBIS teams. Jayson is an active member of the Massachusetts Association for Health, Physical Education, Recreation and Dance (MAHPED). He is currently the VP of adaptive physical education on their executive board. In addition to coaching numerous teams, he is active in the PTO and family events in the school community.

1:1 Technology Initiative

An Information Communication and Technology Services Steering Committee was convened to discuss and plan for a 1:1 Chromebook implementation in the district. The committee's 24 members represented all our stakeholder groups. The committee brought together district and building administrators, teachers, technology integration specialists, technicians, unions, and parents. It was a diverse mix of interested parties, and everyone worked very hard to make sure critical components for the roll-out were addressed.

The committee followed the International Society for Technology in Education (ISTE) recommended guidelines to address planning a 1:1 implementation. This gave the committee a good starting point to think about all the changes that teachers, students, and parents would experience as this initiative unfolds. Documentation was produced to serve as a guide for the district as we begin this journey. The plan they developed requires constant revisiting based on administrator, teacher, student, and parent feedback. This is both expected and encouraged. We want the CPS 1:1 initiative to be successful, and it will be, because the approach taken is deliberate and founded in the best instructional practices. Funding to launch the 1:1 Chromebook initiative was approved in the FY2020 budget.



Chelmsford Public Schools

Ratification of the Chelmsford School Administrators Association Collective Bargaining Agreement

In March 2019, the School Committee ratified a three-year contract with the Chelmsford School Administrators Association bargaining unit, covering the period from July 1, 2019 to June 30, 2022.

Ratification of the Chelmsford Schools' Food Service Association Contract

In March 2019, the School Committee ratified a three-year contract with the Chelmsford Schools' Food Service Association covering the period from July 1, 2019 to June 30, 2022.

Over this past year, we have accomplished much as we worked together. In addition to the developments already listed, we have taken steps to rebuild both the school community's and the greater Chelmsford community's confidence in the school administration. I have worked closely with Town Manager Cohen and the members of his financial team to provide accurate and timely information on our budget to Chelmsford's boards. We will close the books on FY2019 with a positive fund balance, transferring any unexpended local budget appropriation to the circuit breaker revolving fund to help offset future unanticipated special education tuition costs, and we'll set aside remaining school choice funds as a reserve for School Committee use. Much work lies ahead, but I strongly feel we are continuing to move in the right direction. I am excited about our staff's past accomplishments in the district and look forward to a successful 2019/20 school year.

Yours truly,

Jay Lang, Ed.D.
Superintendent of Schools





Public Education

Nashoba Valley Technical High School

Denise P. Pigeon, Superintendent

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. Nashoba Valley Technical High School offers career preparation in 20 technical programs

Administration

- Dr. Denise P. Pigeon Superintendent
- Mr. Jeremy Slotnick Principal
- Ms. Jeanne Savoie Business Manager
- Dr. Carol Heidenrich Technology Director
- Mr. Paul Jussaume Vocational Operations and Facilities Director
- Ms. Jobee O’Sullivan Postsecondary, Continuing & Community Education Director
- Ms. Gabriella White Curriculum Director
- Ms. Michelle Valhouli Special Education Director
- Ms. Kyla Callahan Guidance and Admissions Coordinator
- Mr. Jeff Scheminger Vocational Technical Coordinator
- Mr. Ed Storey Team Chair
- Mr. Ryan Wood Dean of Students

Chelmsford

NVTHS School Committee Members

- Mr. Donald Ayer
- Mr. Lawrence MacDonald
- Mr. Samuel Poulten



Accreditation: New England Association of Schools and Colleges.

The Learning Schedule: Three 12-week trimesters consisting of eight 45-minute periods set in a four block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

The Year in Review

The core mission of a vocational-technical school is to impart to its students knowledge and skills that will be valuable for securing and having success in future employment. In order to achieve this goal, Nashoba Valley Technical High School must constantly look to the future in order to determine the necessary skills that will be valued in an economy yet to come. In the 50 years that have passed since Nashoba Valley Technical High School opened its doors in September 1969, in-demand skills have changed along with career pathways and technology. Nashoba Tech’s history is one of near-constant adaptation; not just to keep pace with a rapidly-changing world but to anticipate those changes and keep learning relevant. These changes have come about both in the technical programs that Nashoba offers and in the facilities and equipment of the building.

Announced by Gov. Charlie Baker in the summer of 2019, a partnership between Nashoba Valley Technical High School and Middlesex



Nashoba Valley Technical High School

Community College will allow Nashoba Tech students the option to earn college credits on campus, no charge to the student. This partnership defines Nashoba Valley Technical High School as the only regional technical school in Massachusetts to receive the Early College Designation, and one of just 17 schools in the state. Also in 2019, Nashoba Tech underwent several program area renovations, including our in-school restaurant, The Elegant Chef. A fresh new look to the restaurant was possible primarily by donated time and materials from local businesses. Also, our Health Assisting and Dental Assisting programs began extensive renovations to refresh and update both program areas. This project was led by our very own Construction Cluster students and staff, and supported by a Workforce Skills grant, Massachusetts Skills Capital Grant Program. Outside construction consisted of the MSBA accelerated roof repair project ongoing through the summer.

**Vocational-Technical Programs
(Secondary & Post Graduate)**

- Advanced Manufacturing
- Auto Collision Repair & Refinishing
- Automotive Technology
- Biotechnology
- Carpentry
- Cosmetology
- Culinary Arts
- Dental Assisting
- Design & Visual Communications
- Early Childhood
- Electrical Technology
- Engineering Academy
 - Robotics & Automation
 - Engineering Technology
- Health Assisting
- Hospitality Management
- Marketing
- Plumbing & Heating
- Programming & Web Development
- TV & Media Production/Theatre Arts
- Veterinary Assisting

Special Academic Programs

Advanced Placement, Honors and College Preparatory courses are available in all core subjects. Foreign language, music, theatre art and additional elective courses are offered for all four years to all interested students.

Dual Enrollment

The Dual Enrollment program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Dual Enrollment Program is available to any junior or senior who meets the criteria adopted by both the State and the School District. Juniors who are eligible and recommended by teachers/administration may elect to enter the Dual Enrollment Program and take courses their junior and senior years at a two- or four-year public college or private institutions in Massachusetts or New Hampshire. The program allows a student to attend Middlesex Community College, Mt. Wachusett Community College, U Mass Lowell or Fitchburg State University on a full time basis, while still enrolled at NVTHS as a high school student. Credit for the courses applies to both the high school and college transcripts. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associates degree from a college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

Early College

In January of 2019, Nashoba became the first vocational school to be awarded the Early College designation from the Department of Elementary and Secondary Education. Students can apply to participate in the Early College at Nashoba program beginning in their junior



Nashoba Valley Technical High School

year. This program allows students to remain at Nashoba Valley Technical High School, enroll in "concurrent" enrollment classes at NVTHS, and earn credit at both Nashoba and Middlesex Community College. Students would be expected to complete a minimum of 12 or more credits between their junior and senior year. These credits are offered at no cost to the student or their families. Additionally, beginning with the class of 2022, students will enter the program with one credit earned for Career Exploration. This course is taken by all students in grade 9 when they participate in their required Freshmen Exploratory of all Nashoba's technical programs. In future years, all students will earn one credit apiece for a First Year Seminar and a Service Learning course, both of which are currently in development. Early College at Nashoba students have all the resources of Middlesex Community College available to them. They become college students with access to libraries, technology centers, and support services available at the college. Nashoba's teachers work with a mentor from Middlesex to design the course and to help students get the most benefit from this unique experience.

Community Service Projects

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts and having a major project completed without over expending limited town resources for capital improvement.

Student Activities

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 16 current high school sports, with equal opportunities for both male and female students. Next year we hope to add tennis and crew as new team sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick Off Mentors, Students Against Destructive Decisions (SADD), Skills USA, Student Leadership, Peer Mediation, Chorus, Drama, and many special interest clubs. No user fees are imposed on any sport, school sponsored club, or activity.

Continuing & Community Education

Nashoba Tech's Continuing Community Education Program offers many late afternoon and evening classes to our community, such as Electrical, Advanced Manufacturing, and Driver's Education. Additional information can be found on the NVTHS website.





Arts & Technology Fund Committee

Evelyn S. Thoren, Chair

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 awarded over \$88,000 in grants 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 Spring 2019-2020 Applications and copies of the applications were made available in January 2019 to each school through email. The committee received completed applications by March 31, 2019. Teachers and School Councils apply for these funds. Project Summary forms are required from current and previous awardees prior to consideration for any additional future new projects. Awards were announced at the Board of Selectmen's Meeting in June 2019. The next applications will be distributed in January 2020 and the deadline for the next academic year is March 31, 2020.

2019-2020 AWARDS DISTRIBUTED - \$3492.28

Mary Ellen Forty CHIPS

"School/Home Story Telling Kits"

Jessica Valentino Harrington

"Strum that Ukulele"

Holly Matson-Durkin and Maura Cole Byam

"Game Group: Building Social Skills through Cooperative Play"

Allisson Lacasse and Sean Wright McCarthy

"McCarthy Jazz Ensemble Collaboration with Soul City"

Catherine Rochwarg and Kathy Sementelli

McCarthy

"Scanning Pens"

David Steeves CHS

"Arduino Microcontrollers in Engineering Class"

2019 ATEF MEMBERS

Beverly Barrett

Dr. Jay Lang, Superintendent

Kirk Marshall

Carrie Meikle, Secretary

Jeffrey Porzio

Hana Barker

Angelo Taranto

Evelyn S. Thoren, Chair



Public Safety

Police Department

James M. Spinney, Chief of Police



I herein respectfully submit the Annual Report of the Police Department for FY 2019. The department's sworn complement remained at 53 permanent officers. The philosophy of the department continues to emphasize community policing strategies and initiatives that enhance the overall safety of the community. It is our goal to work in partnership with all the citizens of Chelmsford, to address and resolve issues of concern, and to improve the overall quality of life for those that live, work or visit Chelmsford. Our top priorities continue to include traffic related complaints, disturbance and nuisance calls and drug and alcohol violations. These quality of life issues are of paramount importance in maintaining order, and providing an overall sense of safety and security throughout the town.

ADMINISTRATIVE DIVISION

CHIEF OF POLICE

James M. Spinney

DEPUTY CHIEF

Daniel J. Ahern

PATROL DIVISION LIEUTENANTS

Lt. Edward Smith
Lt. Edward Quinn
Lt. Todd Ahern
Lt. Gary Hannagan
Lt. Jason Hanscom

PATROL DIVISION SERGEANTS

Sgt. Philip Dube
Sgt. Francis Goode Jr.
Sgt. Stephen Fredericks
Sgt. Jason Poor
Sgt. Paul Richardson
Sgt. Craig Walsh

INVESTIGATIVE DIVISION

Lieutenant John Roark
Sgt. William Carlo
Detective Jeffrey Blodgett
Detective George Tyros
Detective Steven Hawkins
Detective Brian Ubele

SPECIAL SERVICES DIVISION

Lieutenant Colin Spence
Traffic Officer Ryan Callahan
Traffic Officer Nick Ziminsky
School Resource Officer Rebecca Tyros (High School)
School Resource Officer Daniel Sullivan (McCarthy, Parker School)
K-9 Officer David Leo

DEPARTMENT CRIMINAL PROSECUTOR / LOWELL DISTRICT COURT

Sgt. Jeffrey J. Bernier

PATROL DIVISION OFFICERS

David Mackenzie Jr.
Robert Murphy, Jr.
Anthony Spinazola
Timothy Bourke
Christopher Zaher
Daniel Reid



Police Department

Brian Richard
 Daniel Goguen
 Nicholas Ziminsky
 Ryan Callahan
 Kenneth Meehan
 Ryan Callahan
 Robert Brown
 Shawn Brady
 Ashley Gallant
 David Linstad
 Matthew Fernald
 Aidan Gillis
 Ashley Rokas
 Keith Lecyznski
 Craig Mead
 Christopher Mauti
 Shane Melisi
 Riley O'Keefe
 Kaleigh Yuan
 Steven Conklin
 Matthew Sech
 Derek Hill
 Nicholas Thayer

PUBLIC SAFETY DISPATCHERS

David DeFreitas
 Richard Demers
 Timothy Goode
 Lisa Demers
 John Poor
 Kevin Proulx
 Shawn Brewer
 Alexandra Hayden
 Marissa Cameron

ADMIN ASSISTANT

Melissa Nolan

RECORDS

Kathleen Bennett

ACCOUNTING

Sandra Hall

FACILITY MAINTENANCE

Carl Koch

FLEET MECHANIC

Todd Barry

RECEIPTS TURNED OVER TO THE TOWN	
Permits, fines, and fees	\$17,425
Parking Tickets	\$ 5,190
Towing Receipts	\$57,526
BREAKDOWN OF ARRESTS	
Adult Arrests	255
Juvenile Arrests	2
Total Arrests	257
DISPOSITION OF CASES	
Noelle Prosecution	4
Continued	19
Dismissed	304
Default	74
Guilty	37
Not Guilty	3
Placed on Probation	13
Continued Without a Finding	43
MISCELLANEOUS STATISTICS	
Total Police Activity	36,554
Summons Served	277
Accidents Reported	770
Fatal Accidents	1
Serious Injury Accidents	121
Citations Issued	2,510
Motor Vehicle Stops	6,107
Parking Violations Issued	65
Restraining Orders/Harassment Orders Served	87
Alarm Calls Responded to by Cruisers	1,474
Medical Calls	3,621
Opioid Overdoses	27
Opioid OD Fatalities	3
Suspicious Activity Calls	989
Disturbance Calls	388
Domestic Calls	396
O.U.I. Alcohol	38



Police Department

ACHIEVEMENTS

Over 36,000 Incidents / Interactions were handled by officers during FY 19. While our violent crime rate remained extremely low for a community the size of Chelmsford, we continue to see property crimes related to thefts from motor vehicles, shoplifting and vandalism. The police department is continuing in its efforts to reduce and deter these types of crimes.

The Chelmsford Police Department in collaboration with the Tewksbury Police Department, the Billerica Police Department, and the Dracut Police Department have implemented a follow-up program to address the needs of residents who appear to be suffering from addiction issues, as well as mental health challenges. Through a grant from the Greater Lowell Health Alliance all four communities now have access to a full-time medical clinician. This medical clinician will respond to our communities and work alongside officers to facilitate follow-up medical treatment. We have continued to expand this program which has resulted in the ability for the Police Department to deploy the clinician in the field to deal with persons in need. During these deployments the clinician can examine persons in need and help make a determination as to the next steps to assist with proper care and treatment. The Chelmsford Police Department has also partnered with Uber-Health. By working with Uber-Health the police department will be able to arrange for free transportation for those with substance abuse and or mental health issues that otherwise would not be able to get to their medical appointments.

The Chelmsford Police Department has also initiated a substance abuse Follow-up Response Procedure. When the Police Department responds to a Chelmsford resident who has experienced an opioid, or other type of overdose a detective will be assigned to follow-up with the victim and or victim's family. The goal is to work with victims of addiction and their families and assist with facilitating follow-up medical care and treatment.

With the goal being to get dangerous narcotics off the street the Chelmsford Police Department has implemented a drug pickup program. Any Chelmsford resident or business owner who has unused or unwanted medication at their residence or business can drop off that medication at the Chelmsford Police Department main lobby. If someone has issues with transportation and cannot respond to the Chelmsford Police facility a detective can be contacted and will respond to the residence or business and take custody of the medication.

The Chelmsford Police Department is also pleased to announce that we have continued to expand the School Resource Officer Program. In addition to having a School Resource Officer assigned to the High School on a full time basis we have added a full time School Resource Officer for assignment at the Parker and McCarthy middle schools. This program has been well received and has allowed the Police Department to regularly interact with school officials and students. Moving forward our goal will be to staff both the Parker and McCarthy middle schools with a dedicated School Resource Officer for each school on a full time basis.

CRITICAL INCIDENT / SCHOOL AND WORK PLACE SAFETY

The Chelmsford Police Department continues to make school and workplace safety a top priority. During FY19 the Chelmsford Police Department conducted numerous training sessions with local businesses and churches in the community. This training focuses on enabling stake holders to develop and implement safety plans to prepare for and respond to a critical incident.

The Chelmsford Police Department also conducted a full-scale exercise involving a reported active / critical incident. These exercises were a collaborative effort between the Chelmsford Police Department, the Chelmsford Fire Department, Trinity Ambulance, and Greater Lowell E.M.S. The focus of this training was to enhance coordination and communication between all first responder agencies that would respond to such an incident.



Police Department

OFFICER AWARDS

This years' Police Foundation Awards Breakfast honored three officers for meritorious service. Officers receiving 2019 awards were:

- Patrol Officer Ryan Callahan – Life Saving Award
- Detective Jeffrey Blodgett – Meritorious Service Award of Recognition
- K-9 Officer David Leo and partner Flacko – Meritorious Service Award of Appreciation

PERSONNEL CHANGES

Det. Craig Walsh promoted to Sergeant
 Officer Paul Richardson promoted to Sergeant

RETIREMENTS

- Sergeant Frank Teehan
retired after 32 years of service
- Patrol Officer Gary White
retired after 21 years of service
- Patrol Officer Jonathan Tays
retired after 20 years of service

GRANTS

The Police Department received the following Grants during Fiscal Year 2019:

State 911 Dispatching Grant	\$ 102,900
Emergency Medical Dispatch Training Grant	\$ 15,034
EOPS Pedestrian & Bicycle Safety Grant	\$ 3,213

CHIEF'S STATEMENT

It is truly an honor and privilege to serve as the Town of Chelmsford's Police Chief. Having served on the Chelmsford Police Department for over twenty-five years I have come to know what the people of this community expect and demand from our Police Department. As Chief of Police I will ensure that the Chelmsford Police Department moves forward continuing to be a highly professional, ethical, and responsible agency, focusing on quality of life issues, and being proactive in the deterrence and prevention of crime. I will also make it a priority that the Chelmsford Police Department deploys resources towards community policing efforts while striving to be a responsive and adaptive agency to the needs of this community.

I look forward to working as a team with the other Departments and entities in town making sure that Chelmsford stays on track as a great community to live, work, and visit.

Respectfully submitted,

James M. Spinney
 Chief of Police



Police Department *Auxiliary Police*



MISSION STATEMENT:

We, the Chelmsford Police Department, in partnership with our community are committed to maintaining the peace, protecting life and property, and providing professional law enforcement and crime prevention services.

We accept the challenge of reducing the fear of crime by the prevention of criminal activity. We shall provide these services with compassion, dignity, and proficiency within the framework of the United States Constitution. To enhance the quality of life for all citizens we will cooperate with other agencies and groups to resolve community concerns. To fulfill our mission, the Chelmsford Police Department will provide a supportive work environment that fosters the professional development of its members. Service will be our commitment...Honor and integrity our mandate.

DIRECTOR

Lieutenant Gary Hannagan

SUPERVISOR

Sergeant Francis Goode

SPECIAL TRAFFIC OFFICERS

AUXILIARY OFFICER

Ret. Sgt. Francis Teehan
Captain Richard Demers
Captain Kevin Proulx
Sergeant Peter Ravanis
Sergeant Richard Goyette
James Akimchuk
Mark Cianci
Alexandra Hayden
Kevin Holston
Andrew Houmiller
James Irving Jr.
Gregory Jumpp
Michael Martell
Cody Merrill
Leo Tousignant
Zachary Warnock
David Boyle
Chris Chipchak
Devon Deon
Bryan Gardner
Cody Hamel
Bryan Moran
Christopher Robinson
Nick Tziolis



Police Department *Auxiliary Police*

The Director of the Auxiliary Police Unit is Lieutenant Hannagan who oversees Supervisor of the Auxiliary Unit, Sergeant Francis Goode. The Auxiliary Police Unit is comprised of approximately 15 Special Traffic Officers and 8 Auxiliary Police Officers. The Unit is built on the chain of command. The sole purpose of the unit is to coordinate with numerous special events including but not limited to road races, bike path events, sport tournaments, parades, and other town wide events. The unit is strictly on a volunteer basis.

As a bonus the Special Traffic Officers are allowed to work paid traffic details during the course of the year.

Lieutenant Gary Hannagan # 32
Shift Commander 4-12

ABOUT US:

Members participated in over 26 events which included assisting in over 10 road races and bike path events during the fiscal year. There was a drop in events from the previous year specifically in road races and bike path events. The Auxiliary Unit also provides security on a number of major incidents in the town. It should be noted that many of these events would not be as successful as they were, without the resource of the Auxiliary Unit.

In addition to the 10+ road race and bike path events, there are currently 7 mandatory events that the Auxiliary Unit needs to attend: (Memorial Day Parade, Senior Pictures on the Common, July 3rd Town Fair, 4th of July Parade, Bay State Marathon, Halloween, and the Holiday Tree Lighting Event).

Since the last annual report (FY2017-2018) Lieutenant Hannagan has added new members to the branches of the Auxiliary Unit. As seen on the Staff Page, the unit now consists of 16 Special Traffic Officers and 8 Auxiliary Officers. As of this report the Unit has received leave of absences from Special Traffic Officer Shawn Lefebvre, who is currently attending the Lowell Police

Academy and should be graduating for Full-Time status with the Chelmsford Police Department; Auxiliary Stephen Rice, who is pursuing a career with the Storm Water Division of the DPW. Special Traffic Officer William Russell was removed from the unit. The Unit has added two new Special Traffic Officers, James Irving Jr. and returning from a leave of absence Special Traffic Officer Alexandra Hayden. We have added two new Auxiliary Officers, Cody Hamel and Bryan Moran. Auxiliary Cody Hamel and David Boyle are currently in a MPTC Part-Time Academy and will be graduating in late July and will be promoted to Special Traffic Officer status. We are also pleased to announce that we have the addition of 1 retired officer to the Special Traffic Officer Unit, Retired Sergeant Francis Teehan. Special Traffic Officers are fully sworn reserve academy certified through MPTC. The Auxiliary Officers are not MPTC certified but are over the age of 18.

MONTHLY MEETINGS AND TRAINING:

The Auxiliary Unit takes pride in their work and dedication to the members and stakeholders of the community in which they serve. We currently hold monthly meetings on the third Monday of every month. Meetings consist of Guest speakers and keeping its members apprised on legal updates and training. Over the last year we have continuously gone over policy and procedure and rules and regulations with the members to instill professionalism and accountability within the unit. ALL Special Traffic Officers still complete the same In-Service training through the Massachusetts Police Institute as Full-Time Officers within the Chelmsford Police Department.

In addition to the monthly meetings our unit is yearly certified by Aux Captain Demers in CPR/AED training. All of the unit's Special Traffic Officers have to qualify with their service weapon under MPTC firearms guidelines. I am proud to report that all Special Traffic Officers have passed this year's firearms training with Officer Nicholas Ziminsky and Officer Daniel Goguen.



Police Department *Auxiliary Police*

FUNCTIONS:

In FY 2018-2019 the Chelmsford Police Department Auxiliary Unit performed the following functions within the course of their duty:

Events	730 Hours for the Unit
Ride Along	28 Hours for the Unit
Auxiliary Meetings	430 Hours for the Unit
Training	720 Hours for the Unit

MOVING FORWARD:

In FY 2019-2020 we will Continue to keep staffing where it is, but we are always welcoming possible new members to the unit.

In Closing, we observed a slight decline in events within the Town of Chelmsford over the last year. In the coming years, the Auxiliary Unit will undoubtedly see increases in road races, bike path events and special events across the board. As we grow, the unit will continue to provide professional and knowledgeable service to the individuals of the community. The members of this unit will continue to work in partnership with the full-time officers of this department and the citizens of Chelmsford. We will constantly strive to embrace a foundation of integrity and code of ethics to provide the highest standard for the community and its stakeholders.



Police Department *Animal Control*



CALLS FOR SERVICE	1,050
INFORMATIONAL CALLS	1,450
DOG LICENSING INFY2017	4,305
ANIMALS TAKEN TO POUND	33
ANIMALS RETURNED TO OWNERS	27
ANIMALS TO FOSTER FACILITIES/ ADOPTION	6
ROAD KILLS DISPOSED OF	340
ANIMAL BITES	33
CITATIONS ISSUED	13
VALUE OF CITATIONS	\$1,000.00
OTHER FUNDS COLLECTED	\$500.00
CITATIONS FOR UNLICENSED DOGS	200
COURT SUMMONS/ACTION TAKEN	14

Animal Control's Mission:

To protect the health and welfare of all our residents. As well as to promote the humane treatment of both domestic and wild animals through education and enforcement of state and town ordinances.

When the need arises, we work in conjunction with different state and local agencies, as well as other ACO's to share resources and information. Other agencies include, but are not limited to the MSPCA, the MA Environmental Police, the Board of Health, Local Veterinarians, and the MA Department of Agriculture. Animal Control also works with local foster facilities, such as: Bay State Dog Rescue, Lowell Humane Society, and various Licensed Rehabilitators.

The Animal Control Division is tasked with a wide variety of duties. We field several types of calls, such as: citizens' concern of rabid, diseased, or orphaned animals, lost or missing pets, or wildlife in proximity to residences and roadways. We also work with animals that may be considered dangerous. We issue warnings and citations when necessary. We conduct property checks, maintain records, maintain the Chelmsford Dog Pound, and conduct investigations when needed. But most of all, our satisfaction comes from being able to reunite owners with their missing pets.

Animal Control is so much more than being a "Dog Catcher." As our community continues to grow and expand into wooded areas, our service calls increase and so does the need for continued education and resources.

We would like to thank the Chelmsford Town Manager, Board of Selectmen, Police Department, and other town entities for their continued support in our endeavors. We also would like to thank the town residents whose donations of food and other supplies help make our animal guests stay more comfortable.

Lastly, with the popularity of social media – we have launched a Chelmsford Animal Control Facebook Page. This will serve as another form of communication to our residents. Please check us out and give us a like and share.

Respectfully,

ACO Mark A. Cianci

ACO Erik E. Merrill



Fire Department

Gary Ryan, Fire Chief



Within the past year, five members of the Department have retired. Captain Henry "Hank" Houle, Firefighter Jesse Foster, Firefighter David Hadley, Firefighter Donald Peterson, and Firefighter Kevin Sheehy. The retirement of trusted co-workers and the loss of experience and historical knowledge of the organization is challenging. We are extremely fortunate to have benefited from their service and will do our best to carry their sense of duty forward. We wish them a long and enjoyable retirement.

Two new recruits, Firefighters Derek Hamilton and Scott Newcomb were hired and have successfully completed and passed their EMT course. Both members will be attending the Massachusetts Fire Academy in July 2019 and we wish them well in their new positions.

On September 13, 2018, excessive pressure in natural gas lines owned by Columbia Gas of Massachusetts caused a series of explosions and fires to occur in the Merrimack Valley communities of Lawrence, Andover, and North Andover. The Chelmsford Fire Department immediately responded to the impacted communities as part of the District 6 Structural Fire Task Force. The Task Force departments responded to approximately 150 emergency calls that included 60-80 structure fires. Sadly, one Lawrence resident was killed as a result of a home explosion. In addition to the initial emergency response, the Chelmsford Fire Department collaborated with officials from Lawrence, North Andover and Andover in forming 20 teams, each consisting of a police officer, firefighter and natural gas technician going house-to-house to approximately 8,600 affected natural gas customers to verify that the gas meters and utilities were safely shut off. The Department offers our thoughts and prayers to all those impacted by this tragic event. I would also like to commend and thank the members of the Chelmsford Fire Department for their dedication to serving those in need.

CHELMSFORD FIRE DEPARTMENT RUN TOTALS

■ 2014 ■ 2015 ■ 2016 ■ 2017 ■ 2018

MUTUAL AID	17	34	45	79	78
INVESTIGATIONS	347	471	477	418	517
MVA WITH INJURIES	243	251	277	198	221
MOTOR VEHICLE ACCIDENTS	104	119	111	97	150
MEDICALS	3,971	5,426	5,279	5,378	5,682
STRUCTURE FIRES	17	33	23	30	26
CALLS	6,422	6,853	6,667	6,605	7,234



Fire Department

Providing a membership that is healthy, physically fit, and emotionally prepared to perform in a dangerous stressful environment is paramount. We have established initiatives that will assist us in our battle against the ravages of cancer in the fire service. These initiatives include the procurement of a second set of bunker gear for our fire personnel, installing additional washing machines, providing wet wipes in the apparatus, and the annual service and testing of our diesel exhaust extraction systems. In addition, on May 6th the Chelmsford Fire Department became the first District 6 community to host a skin cancer screening for our firefighters. A special thank you to Dermatologist Dr. Christine Kannler for providing this invaluable service. Collectively, these measures are critical in protecting our most valuable resource, our members.

In June 2019, the Chelmsford Fire Department participated in a multi-agency drill on the Merrimack River. The drill simulated a chemical spill on the river and the challenges that had to be met to protect the drinking water supply to over 500,000 people in Lowell, Methuen, Tewksbury, Andover, and Southern New Hampshire. The MassDEP, Water Treatment officials along with public safety departments from Lowell, Tewksbury, and Tyngsborough collectively devised the appropriate strategies and tactics to contain and collect the spill. My thanks to all who participated and coordinated this event.

On behalf of all the members of the Department, I would like to thank our citizens, town officials, and mutual aid partners for their support. We look forward to continuing to work together to protect the community we serve.

Fiscal Year 2019 Chelmsford Fire Department

Gary Ryan
Chief

Michael Donoghue
Deputy Chief

Unit 1

Captain Henry Houle (ret)
Captain Marc Pare'
Kevin Clarke
John Robinson
George Ryan
Robert Gardner
Timothy Shanahan
Michael Maher
Michael Ducharme
Joshua Abbott
Michelle Sacco
Jason Turner
Gregory Segnini
Donald Kohl
Timothy McNiff

Unit 3

Captain Kevin O'Brien
David Hadley (ret)
Donald Peterson (ret)
Christopher Brothers
Will Amundson
Keith Lindsay
Michael Young
Garrett Walsh
Edward Casey
Patrick Daley
Joshua Turner
Andrew Micu
Nicholas Hamilton
Gary Baker

Unit 2

Captain Daniel Manley
Daniel Ubele (ret)
John Reid (ret)
Jesse Foster (ret)
William Keohane
Leo Manley
William Bennett
Casey Phelan
Michael Nelson
Evan Boudreau
Chhunly Prak
Erik Byam
Robert Albon

Unit 4

Captain Daniel Funaro
Kevin Sheehy (ret)
William Bacon
Daniel Corey
Jeffrey Cancellia
Thomas Brothers
Michael Chiasson
Edward Boisseau
William Schellbach
Michael Brothers
David Maher
David Houle
Gregory Sparks
Patrick McGarry

Firefighters in training:

Derek Hamilton
Scott Newcomb

Mechanic

Frank Fader

Fire Prevention Captains

Daniel Koutsoufis
Ryan Houle

Clerk

Anna Griffin

Fire Prevention Clerk

Jo-Ellen Carkin

Training Captain

John Kivlan



Fire Department





Emergency Management Agency

Steve Maffetone, Director



Chelmsford Emergency Management Agency

Steve Maffetone – Director
Paul Eriksen – Assistant Director
John E. Abbott Richard Day
Bill Ohm Nick Parlee
Rick Russo John Villare

The Office of Emergency Management has had a busy fiscal year in 2019 monitoring potential impacts to Chelmsford throughout the year.

Chelmsford Emergency Management Agency (CEMA) worked closely with the Police and Fire Departments in preparation for the July 4th celebration, Holiday Prelude, as well as several other training events. CEMA was successful in receiving a new 20' response trailer from Northeast Regional Advisory Council (NERAC) to house our Soft Shelter System and various equipment. This important piece of response equipment was funded with Federal Homeland Security funds and is available to all communities. This trailer will replace two existing trailers, which will be returned to the Massachusetts Department of Health.

The Town of Chelmsford received \$169,321 Federal reimbursement for the March 2018 storm expenditures. Thank you to Joyce Cote for working with all Departments and filing the necessary paperwork. Emergency Management received \$8,900 in FEMA performance grants. The grant was used to purchase trauma kits for police and fire and cooling fans which were used in the July 4th parade.

Chelmsford Emergency Management asks all residents to be prepared and be informed. As we have seen across the globe, weather impacts have greatly increased with a variety of severe weather events, including droughts, floods and wildfires. It is important for residents to plan for prolonged power outages and learn the practical steps you can take to keep your family and home safe.

While power is often restored in a reasonably short period of time, history has shown that more destructive hurricanes and winter storms can cause prolonged power outages. Restoration can be hindered by downed trees, wires, debris blocking roads, and flooding that limits the utility companies' ability to access impacted areas. Visit <https://www.nationalgridus.com/MA-Home/Storms-Outages/Outage-Map> or download National Grid Outage Map to your Smart Phone or portable device to receive live updates on your outage. The Town of Chelmsford's Public Safety Departments work closely with National Grid during any outage event and throughout the year.

Do not call 9-1-1 to report your power outage or to ask for information; use 9-1-1 only for emergencies. Contact your utility company to report the outage and get restoration information. Check in on friends, family, and neighbors, particularly those most susceptible to extreme temperatures, such as seniors, and especially those who do not have cell phones or access to social media.

If you have life-support devices that depend on electricity, contact your local electric company about your power needs for life-support devices (home dialysis, suction, breathing machines, etc.) in advance of an emergency. Let the fire department know that you are dependent on life-support devices.



Emergency Management Agency



During emergencies, information may be available from a number of sources. Some of the primary ways to get information during an emergency include:

Town of Chelmsford website for the Community Notifications

Register on the Code Red system on the Town of Chelmsford website

Facebook at Chelmsford Emergency Management

Twitter at Chelmsford Mass EM@Chelmsford_EM

Ping4alerts! - Free mobile app - available for iOS and Android devices

MEMA's Twitter and/or Facebook accounts

Monitor local media (TV and radio)

Please note that *Massachusetts Alerts* have been discontinued. Please delete the app from your smartphone.

Call 2-1-1 for Non-Emergency Assistance. 2-1-1 is the Commonwealth's primary telephone call center during times of emergency and is able to provide information on emergency resources, such as shelter locations.

Visit "Be Prepared" on the MEMA website for further information: <http://www.mass.gov/eopss/agencies/mema/be-prepared/>

Thank you to the members of the Chelmsford Emergency Management Agency for all of their hard work and dedication over the past year. I would also like to thank Town Manager, Paul Cohen, the Board of Selectmen, and all of the Town Departments for their support.

For additional information contact me at EmergencyManagement@TownofChelmsford.us.

Respectively submitted,

Steve Maffetone
Director



Department of Public Works

Gary Persichetti, Director



The Department of Public Works (DPW) consists of seven Divisions (Engineering, Facilities, Highway, Parks, Public Buildings, Recycling, and Sewer).

All DPW Divisions are located at 9 Alpha Road with the exception of the Facilities maintenance shop which is located behind the High School.

The Town hired BW Construction, Spencer, MA (with oversight by Weston & Sampson Engineers) to complete the Alpha Road Renovation project which allowed for the relocation of the Highway mechanics to Alpha Road. This project is now completed and the mechanics have relocated to Alpha Road.

Engineering Division

The Engineering Division provides technical support to many Town departments and committees, including the Planning Board, Conservation Commission, Town Manager, Board of Selectmen, Zoning Board of Appeals, Assessors Department, Town Clerk, and Sewer Division. Additionally, the engineers design, provide construction layout and inspections for several projects constructed by the Highway Division.

The engineers provided design, layout, grades, technical assistance, and inspections for the following projects:

- Various roadway resurfacing and improvement projects by the DPW – Highway Division
- Richardson Road sidewalk improvements
- High School Parking Lot
- Parker School Parking Lot

The engineers provided site plan reviews and/or inspections on the following projects:

- 276 Mill Road Comprehensive Permit
- 267 Littleton Road Comprehensive permit
- 241 Littleton Road Site Plan
- 191-195 Princeton Street Site Plan
- 59 Parkhurst Road Site Plan
- 7 Progress Ave Site Plan
- Alyssa Way Subdivision off Riverneck Road
- 26 Wildwood Street Subdivision
- 11 Cushing Place Site Plan
- 104 Turnpike Road Site Plan
- 254 Billerica Road Site Plan
- 59-65 Princeton Street Site Plan
- 135 Dalton Road Subdivision
- 16 Maple Road Site Plan
- 160 Mill Road Subdivision
- 50 Hunt Road Comprehensive Permit
- 7 Gorham Street Comprehensive Permit
- 19 North Road Special Permit
- 27 Katrina Road Site Plan
- 197 Billerica Road Site Plan
- 100 Wotton Street Site Plan
- 14 Alpha Road Site Plan
- Misty Meadow Subdivision off Bridle Lane
- 9 Burton Hill Road Subdivision
- Land off Tobin Ave Subdivision
- 21-25 Quigley Ave Site Plan
- 21-29 Drum Hill Road Site Plan
- 53 Parkhurst Road Site Plan
- 35 Hunt Road Site Plan
- 152 Turnpike Road Site Plan/Special Permit
- 278 Mill Road Site Plan/Special Permit



Department of Public Works

Ongoing projects consisted of:

Building and updating sewerage and drainage base maps for GIS use. We maintain a system for Municipal employees to access plans and other information from the field with an online application for GIS.

Continued working with design engineers for intersection improvements at the Billerica Road/Riverneck Road and Concord Road/Boston Road/Parker Road intersections. These projects will be placed in MassDOT's Transportation Improvement Project cycle and will have roadway, pedestrian and drainage improvements. Billerica Road/Riverneck Road is scheduled for construction to begin in the fall of 2019. Boston Road/Concord Road is schedule for 2020.

Filed applications with MassDOT for improvements to Chelmsford Street.

Worked with Consulting Engineers for design of underground utilities, roadway and pedestrian improvements on Cushing Place. This project is funded from a MassWorks Grant.

Provided technical assistance for the Merrimack River bank reconstruction near Williamsburg/Wellman Ave. Currently working with consulting engineers per the awarded FEMA grant for the restoration of approximately 4200 feet of riverbank. The project was substantially completed in Spring 2019.

Developed a Stormwater Utility in anticipation of new EPA Stormwater Phase 2 requirements. The utility was developed as an enterprise fund to be a separate division of the DPW. The Utility was approved at the Annual Town Meeting in April of 2017. Implementation of the Utility began in January of 2019.

- Developed a plan to process and accept the unaccepted streets within the Town. By accepting the streets, additional funding can be received from the MassDOT Chapter 90 reimbursement program.

- Assisted consulting engineers with the design of the mechanic's garage at the DPW location (9 Alpha Road).
- Worked on the Freeman Lake dam for continuing compliance with the Office of Dam safety. The dam has been inspected and has an ongoing maintenance plan.
- Worked with Consulting Engineers for maintenance of the Landfill at Swain Road.
- Assisted the Roberts Field Improvement Committee.
- Continuing updates to the pavement management system.
- Coordinated update to the Town Assessor Maps with an outside consultant.
- Review, inspect and coordinate tree work within Town roadways.
- Prepared and recorded various documents for drainage easements and conservation notice of intents.
- Worked with sewer division for the site improvements to the Western Ave pump station.
- Coordinated improvements to the intersection of Mill Road and Turnpike Road.
- Worked with the Cemetery Department on the expansion of the Pine Ridge Cemetery.
- Worked with the Town Clerk's office to prepare for the 2020 census.
- Worked with MassDOT on Bridge improvements on North Road.
- Member of the NMCOG Regional Stormwater Collaborative.

The engineering staff also assists residents with requests on an as-needed basis (i.e., providing maps, drainage expertise, and performing tree inspections).



Department of Public Works

Stormwater Management Program

The Town of Chelmsford is required to maintain compliance (managing the runoff from rain storms and snow melt) with the EPA Phase II National Pollutant Discharge Elimination System (NPDES) permit. This permit requires Towns to control water pollution by regulating the point sources that discharge pollutants into our water systems.

The EPA announced effective date of the General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) in Massachusetts to be July 1, 2018. In 2018, Fall Town Meeting approved the operating budget for the Enterprise Fund. The utility began collecting funds in January 2019. In FY19, we hired Nathan Walker as the GIS Manager and continued our search for a Stormwater Engineer. This position will be filled in the Summer of 2019. We also added four truck drivers, two Equipment Operators and one Working Foreman for the facilitation of on-site maintenance projects. The compliance measures in place are as follows:

- Student education and outreach: The Town has presented stormwater lesson plans to over 200 students in Chelmsford public schools. The lessons included information on stormwater pollution, watersheds, and a demonstration of the Enviroscope Model which enables the students to receive a hands-on lesson about point-source and non-point-source pollution.
- Public education, involvement, and participation: Organized a storm drain stenciling program. Stencils read -- "Dump no waste, Drains to Wetland".
- Town Engineer held a presentation at the Library and attended an interview on the local cable TV show "Town Talk" which highlighted the importance of proper yard care and pet waste disposal.
- Ongoing reviews of construction site plans to assure that they meet the standard erosion and sedimentation protection

requirements as well as the water quality standards. Proposed projects are reviewed for compliance with the MA Stormwater Standards. All redevelopment designs must show improvements to water quality runoff.

- Post construction stormwater runoff control: Design engineers are required to submit as-built drawings and letters certifying construction has been conducted in accordance with the plans. Follow-up inspections conducted by DPW staff ensure that facilities are working as proposed.
- Street/Sidewalks/Lots/Catch Basins: All public streets, sidewalks and municipal parking lots were swept utilizing town owned and operated equipment. All storm drains were cleaned by a private contractor.
- The Town's GIS maps have been updated to show the latest stormwater infrastructure including detention basins.
- Utilized UMass Lowell interns to complete the drainage maps and perform outfall inspections.
- Weston and Sampson Engineers were hired to create a Stormwater Master Plan for the Town to help direct future resources to maintain, protect, and improve the assets and natural resources of the Town through proactive Stormwater management. This plan will be completed in May 2020.
- A Stormwater Management Plan was developed to assist with MS4 Permit compliance as well as outlining the responsibilities of the various municipal departments.

New projects this year include:

- Locating/uncovering buried outfalls in various locations
- Rip Rap stabilization in various locations
- Maintenance on Town owned detention basins



Public Works

Public Facilities

The Division of Public Facilities oversees the operation and maintenance of the Chelmsford Public Schools and Public Buildings. The main goal is to manage a responsive, well planned and cost effective maintenance operation. The Division provides in-house services staffed by the Facilities Maintenance Shop including electrical, plumbing, painting, carpentry, small engine repair, asbestos/pesticides, truck driving and general maintenance.

Public Facilities is responsible for the maintenance and repair of all Town owned streetlights, and maintenance on natural grass and artificial turf fields for recreational and athletic use. During the summer months, staff mow over 80 acres, remove trash on school property, parks, playgrounds, and at the Town beaches. During the winter months, staff provide snow removal at the schools and public buildings.

This year, Public Facilities hired Goose Patrol Inc., an alternative goose harassment/removal method where two English Shepard herding dogs, disrupt the flocks of Canadian Geese living on the beach and athletic playing fields and mitigate the problems they cause.

In FY19, the recently hired Parks and Playground Coordinator assisted the Facilities Manager in inspecting, maintaining and repairing playgrounds in the public parks and on school property; supervising the maintenance and upkeep at Varney Playground and Heart Pond during the summer months; and helping to support town wide events and volunteers throughout the year.

Additionally, a new playground was installed at the Westland School under budget and in time for students in the Summerfest program and CHIPs program. New playground equipment was also installed at the Lion’s Den Preschool, located at the High School and operated by CommEd. Following the completion of phase I in fall of 2018, phase II of the Skate Park, near the McCarthy School, is underway and opening is planned for fall 2019.

In addition to the day-to-day activities, the Director of Public Facilities is responsible for developing the capital improvement program for all public buildings and schools.

Capital Projects Completed/In-process in FY19
Municipal Facilities – Wide Area Mower
Senior Center – Roof Replacement
Parker School – Parking Lot and Curbing
High School –Parking Lot and Curbing

The Director of Public Facilities also oversees the maintenance of HVAC services that are currently under contract to Boston Mechanical Services as well as supervises an Energy Manager.

Energy Management

The Town of Chelmsford supports a part time Energy Manager at seventeen and a half hours per week. The principal duties of the Energy Manager include:

- Research and apply for all energy saving projects through grant applications/awards.
- Manage and Monitor HVAC controls and building schedules in the Energy Management System daily, which consists of over fifteen buildings, including all schools.
- Assist with HVAC maintenance efforts.
- Assist the Energy Service Performance Agreement (ESPA) contractor in managing the measurement and verification (M&V) plan
- to assure the energy savings is on track at all schools and municipal buildings. The second year of the performance period of the M &V report included a total cost avoidance of \$732,084.



Notable Grant Award:

In FY18, the Department of Energy Resources (DOER) Green Communities Division approved an award of \$189,809 for projects completed in FY19. The total project cost was \$274,329 with an additional National Grid utility incentive of \$44,520. The Town contributed the remaining \$40,000 in funds to complete the following projects:

- Police Station Chiller Replacement at a total cost of \$80,177
- Police Station LED Lighting at a total cost of \$98,279
- Senior Center HVAC Upgrades at a total cost of \$52,846
- School Administration Building LED Lighting at a total cost of \$43,027

The projected annual cost savings or utility avoidance is \$22,230 with 116,767 kWh in annual electricity savings or generation, and 1,676 therms in annual natural gas savings.

Energy Conservation Committee

In addition to the above mentioned tasks, the Energy Conservation Committee members provide technical advice and engineering expertise to the Facilities Manager and the Energy Manager.

The Energy Conservation Committee (ECC) continues on its mission of reducing energy consumption in Chelmsford, reducing greenhouse gas emissions, providing financial benefits to the Town and to raising the public's awareness of energy conservation.

The M&V report for the ESPA Year 2, September 01, 2016 - August 31, 2017, noted \$732,084 in total savings to the Town. This represents a surplus of \$16,854 from the guaranteed projected savings of \$718,230. The Year 2 energy savings totaled 6,787,795 kWh and 47,963 thermal MMBTU. The Town's photovoltaic solar arrays spearheaded the electric savings by producing 2,265 MWh in total.

Highway Division

Winter plowing operations were managed by Highway Division personnel, assisted by the Engineering Division, Parks Division, Cemetery Division, Sewer Division and Facilities Division. All divisions/contractors did a great job plowing/sanding with a lighter volume of snowfall (42 inches). The staff maintains all plowing equipment as well as supervises 40 subcontractors during snow operations.

The Highway Division Departmental Assistant handles all administrative tasks associated with the Highway Division as well as the Facilities Division. Day-to-day tasks include answering/addressing numerous calls/issues (at the DPW Facility, by phone, email, and SeeClick Fix); maintaining numerous logs to assist with tracking the progress of Highway related requests, and processing numerous Street Opening Permits. During the Winter months, she assists the Highway Division with Snow & Ice operations (answering phones, acting as the point of contact at the DPW Facility).

Other projects completed by the Highway Division personnel are as follows:

Spot Grinding & Spot Paving

Ansie@ Kensington	Swain Road
Biscayne Intersect.	Main Street
Pendleton	Concord Road
Kensington	Billerica Road
First St. (both ends)	Drum Hill Road
Boston Rd.	Acton Road
Kristen Drive	Edson Street
Priscilla	Garrison Road
Sylvan Ave	Dalton Road
Steadman	

Grinding, Paving & Drainage Improvements

Thomas Drive	Glen Avenue
Parker Road	Montcastle Drive
McFarlin Road	Tollcross Road
Berkley Drive	Hildreth Street

Ansie Road – removed trees, install new drain line through easement, loom & seed
Concord Road – clean & remove trees in easement, replace pipe, loom & seed



Public Works

Capital Projects

High School Parking Lot: Repaired drainage, installed granite, new sidewalks, pave stripe, installed light bases, loom and seed.

Parker School Parking Lot: paved, installed curbing, sidewalks, strip, loom and seed

Bike Path: Removed trees, cut brush, installed benches

Southwell Field Parking Lot: Dig for conduit for video surveillance; filled in parking lot with fill and re-graded.

Friendship Park Playground: Added mulch, loom & seed, installed pad for shade structure, installed fencing and benches

Playgrounds: Removed and installed equipment at various locations throughout the town

Conservation Parking Lots: Filled and re-graded, cut brush

Trees: Removed numerous hazardous trees as well as uplifted trees on various roads

Miscellaneous Projects:

Crosswalks, ramps and signals: Installed crosswalk, ramps, and crosswalk signals @ North & Davis

Manhole Covers: Sealed 380 manholes around pavement

Parks Division

The Parks Division maintains all traffic islands and commons in Town as well as the DPW Building. The grounds are groomed each Spring and prepared for heavy use 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. Staff members also assist with plowing during the Winter.

Public Buildings Division

We continue to employ two part-time Building Attendants (evenings) to assist with various building maintenance needs (painting, carpentry, and repairs) at the Town Offices as well as opening and closing as needed.

The Town extended the cleaning contract with Advanced Maintenance Solutions at the Town Offices as well as the DPW Facility at Alpha Road. They continued cleaning operations through June 2019 at which time the Town contracted with Transcend Maintenance Services. The Building Attendants supervise the contractor during their daily cleaning. They also help out with plowing during the Winter.

Recycling and Solid Waste Division

The Office of Recycling and Solid Waste Coordinator works to provide high quality trash and recycling services to the residents of Chelmsford. The Coordinator works to keep trash tonnage to a minimum while encouraging recycling, assuring that our solid waste and recycling programs comply with state waste bans, local bylaws and other relevant requirements. In addition, the Coordinator assists residents with issues/inquiries related to recycling and solid waste, educates residents regarding the importance of recycling, reuse and donation options, and other waste reduction programs while also monitoring the Town's waste and recycling contractor's tonnage and cost activity. Republic Services was our Solid Waste Contractor. They are responsible for picking up our trash and transporting it to Covanta Haverhill for disposal. Waste Management is our Recycling Contractor and is responsible for transporting our recyclables to their facility in Billerica where it is separated into commodities and sold. Both weekly trash pickup and bi-weekly recycle pickups totaled 750,000 stops.

Solid Waste and Recycling tonnages: Solid Waste tonnage totaled 10,605 tons -- an approximate 500-ton reduction from the previous year. Recycling tonnage totaled approximately 3700 tons.

Electronics/appliances/tires: Republic Services continued providing a for-fee pick-up of electronics, appliances and tires.



Drop-offs: Chelmsford held three brush drop-offs and one household hazardous waste drop-off in FY19. The brush drop-offs were held at Community Tree, staffed by Town employees and volunteers. Together, these events served over 500 loads. The hazardous waste event was staffed by Board of Health personnel and volunteers. Residents who were unable to attend this event had the option of using the Minuteman Household Products Facility in Lexington.

Mercury programs: The Recycling Office operates the Town's mercury abatement programs (to keep mercury out of the trash), funded by our combustion facility Covanta Haverhill. This program includes the collection of fluorescent light bulbs, thermometer exchanges, and thermostat and button cell battery collections programs. During the year, many thermometers, thermostats and blood pressure units as well as elemental mercury were recycled.

Cell phone & rechargeable battery recycling: Cell phones (along with their batteries and accessories) are collected for recycling at the Chelmsford Town Offices (Recycling Offices). In FY19 we recycled approximately 300+ cell phones and 500 pounds of rechargeable batteries.

Sewer Division

The daily activities of the Sewer Division Operations Staff include: preventative maintenance and repair of 41 pump stations, 2 metering stations, and approximately 190 miles of sewer gravity mains, force mains and low pressure lines. In addition to the preventative maintenance tasks, the Operations Staff performs inspections, snow removal at the pump stations, mark outs, and odor control. The Staff also oversees and performs repairs and maintenance on all the Town's backup generators at the schools, police, fire and Town offices. In addition, the Staff assists the Highway Division with snow removal activities and other Divisions as needed.

The Sewer Division experienced a turnover/reorganization of employees and hired three new employees Adam Laurencio, Matt Dupont and Gabriel Garbarz. Two of these employees will be conducting the State mandated inspections of the sewer lines and one will be assisting with

maintenance tasks for the Sewer Division as well as assisting the Parks Division during the Spring/Summer months.

Major projects completed this year:

- Western Ave Pump Station: new pump house & equipment upgrades
- Richardson Rd Pump Station: Control Panel upgrade
- Southwell and Katrina Pump Stations: new Triplex Control Panels; 50 kW multi-voltage multi-phase portable backup generator.
- Several older pump stations: 12 replacement pumps in stock
- Rebuilt/repared pumps and valves at over 8 pump stations.
- Started full time pipeline and manhole inspection program using acoustic main line and laser/video manhole rapid inspection equipment that were added to the mainline video inspection equipment van.
- Oversaw the completion of the Inflow & Infiltration Analysis Study conducted by Weston & Sampson Engineers.

The Departmental Assistant is the primary interface with the public and handles billing, sewer betterments, phone inquiries, concerns and other related matters.



Cemetery Commission *David Boyle, Superintendent*



Members:

Thomas A. St. Germain, Chairman
Valerie P. Shupe
Gerald L. Hardy

Cemetery Department Personnel:

David J. Boyle	Superintendent
Jorge De Freitas	Foreman/Backhoe Operator
Nick Zgonis	Driver / Laborer
MaryAnn Silva	P. T. Clerk
Chris McCarthy	Seasonal Laborer

The Cemetery Commission is pleased to report the following accomplishments for Fiscal Year 2019, to the citizens of Chelmsford.

In the Fiscal Year 2019, there were a total of 181 interments, 103 full burials and 78 cremation interments. Cremations accounted for just over 44% of total interments. For FY 2019 there were 89 cemetery lots purchased, of which 48 were pre-need and 41 were at-need. Forty-nine (49) lot owners participated in the Prepaid Interment Fee Program.



Cemetery Commission

During the summer of 2018, the cemetery placed two custom-made wrought iron benches supplied by Mass-Cor, a division of the Massachusetts Correctional program, in Pine Ridge Cemetery around the Cremation Garden & Niche Wall areas.

The Cemetery Commission was able to secure Community Preservation monies to begin restoring the granite walls at Fairview Cemetery in North Chelmsford, the walls were originally constructed and completed by the E.R.A. (Emergency Relief Administration) which was created by President Franklin Delano Roosevelt in 1934. This restoration project will be completed by Fall of 2019.

As of June 30, 2018, restoration of the wrought iron fencing that runs the perimeter of Pine Ridge cemetery is approximately 50% complete, this restoration began during the Fall of 2017 and will continue until completed.

This winter we will be offering a Christmas Wreath program to all of our lot owners. Please check the website, Facebook or Twitter page for updates. Once the link is up on the website, click the link to the Wreath Program, here you will be able to complete the purchase online.

As in years past and as time allows, we continue our program to safety prune any trees that need attention at the Town's six cemeteries. Once again, this past year Cemetery personnel assisted the DPW in snowplowing operations throughout the winter season.

Please note, beginning November 16, 2019, Cemetery personnel will remove all Veterans flags, for the winter season. Veteran flags will be placed on all Veterans graves on the third Saturday in May of 2020. We are always looking for volunteers to place flags for Memorial Day. If there are any questions, please direct them to the Superintendent at dboyle@townofchelmsford.us



Cemetery Lots are available for sale at Pine Ridge Cemetery, Fairview Cemetery, Heart Pond Cemetery and West Chelmsford Cemetery. The Cemetery Commission appreciates our staff's efforts to keep Chelmsford's six public cemeteries well-maintained and attractive burial places.

Please check out the Chelmsford Cemeteries Smart Phone App, which works with both Android and the I-Phone. If you have not downloaded the app, go to the app store and search for "Chelmsford Cemeteries". Our Facebook page, listed under Chelmsford Cemeteries, is continually updated with information regarding the Town's cemeteries. We also now have a Twitter page where we will begin to do real time updates as needed.

Please visit the Cemetery web site, cemeteries.townofchelmsford.us or go on the Town's web site townofchelmsford.us and click on the Town Departments link; then to the Cemetery Department link, here you will find all information pertaining to the Cemeteries.

Respectfully submitted,
David J Boyle,
Superintendent of Cemeteries



Chelmsford Board of Library Trustees

Jillian Kenny, Chair



Standing from left to right: Trustees Laura Ecker and David Braslau, Library Director Becky Herrmann, Trustees Maggie Marshall and Jill Kenny
Seated from left to right: Trustees Sarah Conte, Katy Wood Van Dyne and Adam Schertzer

Chelmsford Board of Library Trustees

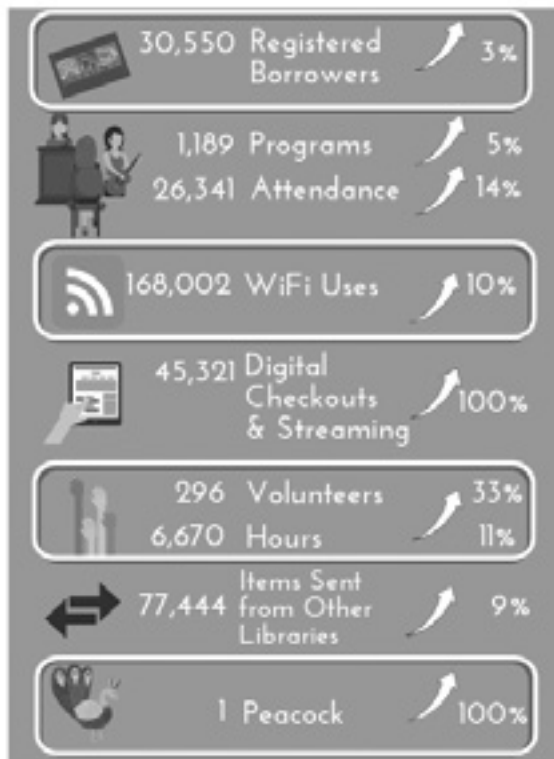
- Jillian Kenny, Chair
- Laura Ecker, Vice Chair
- Adam Schertzer, Treasurer
- Katy Van Dyne, Correspondence Secretary
- Maggie Marshall, Capital Planning Liaison
- Sarah Conte
- David Braslau

The Massachusetts Public Library Trustee Handbook states, "An effective public library board of trustees consists of informed and dedicated citizens representing a cross-section of the population who govern the library for the benefit of the community." Chelmsford is lucky to have a board of dedicated individuals who worked well together this year to accomplish our goals.

We participated in the development of the strategic plan by the library staff, which will be submitted this fall. The library staff did an amazing job to include the community when creating the strategic plan. We took the initiative to attend town meetings and made connections in the community. We also supported and attended many of the wonderful library events and programs.

We rolled out an annual giving campaign called "Make Your Impact" that the board has been developing over the past few years and are happy with the results thus far. Our big push with the Impact Fund this year was to fund a Mobile Pop-Up Library, which was an idea that grew out of a library survey that identified outreach as a top priority for town residents. The Pop-up Library will be ready in the spring of 2020. We plan to use our successful campaign strategies for future projects to add to our wonderful community centered library.

Trending Up for FY 19





Chelmsford Public Library *Becky Herrmann, Library Director*



"Alone, we can do so little; together, we can do so much" – Helen Keller

This past year at the Chelmsford Library, we have been working with the schools, town departments, community and civic groups, authors, and performers to reach out and expand our programs and services -- breaking down barriers and creating community both inside and outside the library walls.

Creating Community

In October of 2018, The Chelmsford Library was one of three libraries awarded a Civic Engagement grant, a pilot project from the MA Board of Library Commissioners. Our REACT: Read, Engage and Come Together project, which runs from October 2018 to September 2019, consists of a series of programs and curated resources focused on six key issues in America today, namely, Poverty and Food Insecurity; Racial Justice; The Environment and Climate Change; LGBTQ+ rights and equality; Public Education; Immigration and Refugees. Our on-going series of discussions, led by Keith West, a moderator and debate coach, continue to provide a space for people to learn and engage in civil debate on issues often mired in misinformation, emotion and partisan politics.

Our REACT project aims to convey that the library is a welcoming community space for congenial conversation and discussion of civic issues. Over the course of this grant, we have engaged our residents in author talks, guided discussions, programs and film screenings, partnerships with area organizations, and a proliferation of well-researched resources to amplify conversations and combat misinformation. As referenced in the library mission, we hope that the community recognizes the library as "a bridge to exploration, engagement and enjoyment."

Also, as part of creating a welcoming environment for our town residents, we updated the exterior paint on the MacKay Branch and installed new carpet tile on the main floor of the Adams Library – the rest of the building will be carpeted in Fy20.

Bringing the Community in

In FY19, as part of a broader outreach focus, we worked to fold more service, civic and interest groups into our library community.

- Elders Climate Action came and gave two REACT presentations, and out of this, interested attendees have formed a Chelmsford branch of the group that continues to meet regularly at the library to discuss climate issues.
- The League of Women Voters has been very involved in bringing two new programs to our library: Barbara Berenson and her book about the Women's Suffrage Movement in Massachusetts, and an upcoming program on Ranked Choice Voting in September, just in time for election season.
- We worked together with SEPAC (the Special Education Parent Advisory Council) to create a SEPAC collection in the Parenting section of the library. We partnered on programs, including a program for Dyslexia Awareness Month, and we began our Tales with Tails program at their request.
- We are working with the Chinese Family



Chelmsford Public Library

Network to improve our Chinese language collection for children and we hope to work with other bilingual community members to improve our other foreign language collections for children.

- We collaborated with a Girl Scout working on her Silver Award and with Open Space Chelmsford to revamp and unveil a brand new Story Walk! Thanks to Scout Jordan Harris' hard work to build Story Walk boxes, we will now be able to display stories year-round and rotate them seasonally.

We also puzzled over non-traditional ways to attract new users and bring a different segment of the community into the library, and so we grew our Library of Things – bike repair kits, mobile hotspots, digital projectors, telescopes and ukuleles and a wheelchair – these are just a few things that can be checked out with your library card.

And we asked for help from you. As we have developed our current strategic plan-we sent out surveys and fun quizzes, hosted focus groups and listening sessions. This information has helped us to formulate our goals and objectives for our three-year plan and shaped our programs for the year to come.

Breaking down Barriers

We decided to incorporate the themes of the grant into our annual One Book Chelmsford community-wide program. With racial barriers in mind, we invited up and coming poet and educator Clint Smith to visit and distributed over 500 copies of his intimate and accessible poetry collection *Counting Descent*. Smith speaks passionately about growing up as a young black man in America and we were fortunate to have him present twice – during the day at the Chelmsford High School for 700 students and at the library in the evening for around 150 people. Several students that saw him at the high school were so affected they brought their parents that night and others took part in our annual poetry

slam three months later. We were very pleased with the feedback from the community, many of whom still mention the impact of Mr. Smith's words.

We also chose to read an additional One Book Chelmsford title -*The Hate U Give*, and while author Angie Thomas was unable to visit, we did have our library book groups read it, hosted a special book discussion at the High School and screened the film three different times. This was another moving reading experience for many. At our moderated discussion on police brutality and racism, we had special guest Chief James Spinney who shared what Massachusetts and Chelmsford are doing for diversity and inclusion training and what steps are being taken to combat this inequality

One Book Chelmsford also offered a visit from reporter Meghan Irons, who was involved in the Boston Globe's Spotlight investigation into the realities of racism in Boston. And as part of the REACT project we offered an Ask a Muslim Anything program, led by photojournalist Robert Azzi. Azzi encouraged members of the public to ask him frank and important questions about the Muslim faith, a big step in clearing up stereotypes. Similarly, our Human Library event invited people representing marginalized groups to make themselves available to members of the public for honest and enlightening conversations about their experiences. Many attendees were moved to tears listening to the stories.

Helping to break down the age barriers, the Library has an active role in Chelmsford's Age-Friendly initiative, an initiative that resulted in Chelmsford being designated as an Age-Friendly Community by AARP, opening up grant opportunities. We are leading the team that is collecting data about the community's current information and communication infrastructure.

As part of that initiative, we added a special Senior Resources section to our website, to help connect seniors with agencies, organizations,



Chelmsford Public Library

and library services tailored to their needs. And to further accessibility for all, we also added the translate feature to our website, making our website more accessible to speakers of 100+ languages.

Outside the Library Walls

And when groups cannot come to us, we go to them. Much of our work this year extended our reach beyond the building itself.

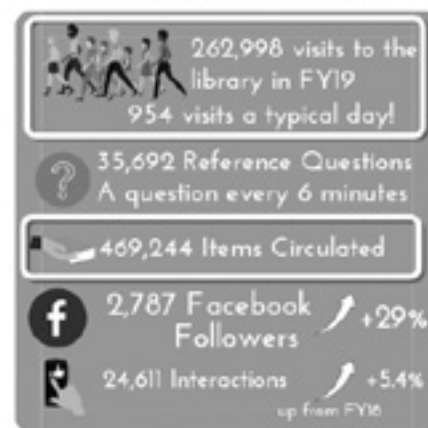
- Throughout the year, library staff and Trustees made visits to many local agencies and community groups such as The Center for the Arts, the Historic Commission, the Bicycle and Pedestrian Committee, the PTO, Rotary, etc. If we haven't visited you yet, let us know! Our goal is to learn more about the groups that are active around Chelmsford, and to highlight library resources that can help with their mission and activities.
- As an example, we attended the Historic Commission meeting, and learned their members used to do tours of Forefathers Cemetery. After making that connection, library staff is partnering with the Commission to bring back these tours.
- Library personnel have also lent expertise to help the Town Clerk with the public records archiving project.
- Chelmsford Telemedia works with the library recording our programs to air on cable television and for patrons to check out of the library. They also partner with us for an on-air weekly storytime show.
- Together, the Youth Services (YS) staff visited over 20 classrooms during the Community Read-In!
- YS staff visit preschools and home daycare centers offsite, tailoring storytimes and educating the daycare providers on promoting early literacy. Many of these daycares serve children and families who are in need.
- The library also reached out in unexpected places such as the winter and summer Farmer's Markets, with displays, books to share, onsite storytimes and reading recommendations.
- The annual Volunteer Fair serves not only to connect local groups with potential volunteers, but to connect them with each other. The Volunteer Fair provides a great opportunity to connect teen volunteers (and adults) with charitable and community organizations.

Making an Impact – A New Way to Reach Out!

Finally, the Pop-up Mobile Library, which is the trustee's first project for the "Make Your Impact" campaign was publicized and funds were donated, helping raise awareness throughout the community of the potential for the library to reach patrons in a very literal way! There have been 82 donations so far – and \$44,796 raised as of this report printing – with the Friends of the Library kicking it off with a leadership gift of \$15,000!

This Mobile Library will allow library staff to bring resources to senior housing, parks, beaches, playgrounds, daycares, neighborhoods, the Farmer's Market - anywhere in Town (and we're taking suggestions!). This helps us reach more people with access to library services. Thank you to all who have participated in this project – watch for the roll-out this fall!

Library Connections FY19





Human Services

Senior Center - Council on Aging & Elder Services

Debra Siriani, Director of Human Services



Council on Aging Board members

July 1, 2018– June 30, 2019

Len Olenchak, Chair	Fred Brusseau, Vice Chair
Ruth I'Anson, Secretary	Louise Myers
Anne Smith	H. Steven Flynn
Paul Der Ananian	M. Dianne Sperry
Ami O'Grady	Jennifer Hardy
Nicholina Bischoff	Robert Hamilton
Alan Fidler	

Associate Members:

Jerelyn Serra, Diane Boisvert

Senior Population projections = the 60+ age group is projected to be 30% of Chelmsford's population by the year 2020. This will mean over 10,000 seniors will live in town.



This year, Chelmsford was officially accepted into AARP's network of Age-Friendly Communities! Age-Friendly is an international movement focused on making communities more livable for people of all ages. The structure is based on the World Health Organization's model of a healthy community, including **8 Domains of Livability**:

- Domain 1: Outdoor Spaces and Buildings
- Domain 2: Transportation
- Domain 3: Housing
- Domain 4: Social Participation
- Domain 5: Respect and Social Inclusion
- Domain 6: Civic Participation and Employment
- Domain 7: Communication and Information
- Domain 8: Community and Health Services

The Council on Aging and Human Services Department have been the group at the helm of the movement to make Chelmsford more Age-Friendly. The Town Manager, Selectboard, and most of the Departments in Town have been part of the CORE group, studying this framework, and are working hard to set goals together that make sense for the betterment of policies, public space, and programs for all.



Senior Center - Council on Aging & Elder Services





Senior Center - Council on Aging & Elder Services

Some of the Age-Friendly Initiative tasks completed as of June 2019:

- Producing Chelmsford Tele Media "Age-Friendly Chelmsford" show- first show June 2019
- Senior Tax Rebate warrant approved through Town Meeting to increase amount of rebate to seniors up to \$1000/year
- Partnership with Chelmsford Center for the Arts to provide transportation for seniors to shows – pilot program starting June 2019
- Dementia Friendly training for businesses and Town employees- in planning stage with Alzheimer's Association and Chelmsford Business Association
- Logo for Age Friendly Chelmsford in partnership with Artist's Exchange
- Buried in Treasures workshop series helping residents with need for help with hoarding and organization issues. 17 attendees began and completed this program, and there is a waiting list for the next session
- Distribution of printed Resource guides to local Housing Authority buildings, Library, Town Hall, and snack shack at school
- 4 public listening sessions held so far
- Co-Chair Fred Brusseau Presented Age-Friendly Initiative at Town Meeting
- Secured \$40K Age-Friendly Chelmsford Initiative state funding for FY20

Community Partnerships:

Just some of the groups we work with to make a better Chelmsford:
 UMASS Lowell, Elder Services of the Merrimack Valley, AARP, District Attorney Marian Ryan, Chelmsford High School and Middle Schools, Nashoba Valley Technical High School, Greater Lowell Health Alliance, Lowell General Hospital, Lowell Regional Transit Authority, Commission on Disabilities, Chelmsford Police and Fire Departments, Library, and Assessors Department.

Local businesses have been wonderful support for our programs as well, and we look forward to another great year of partnerships.

The Chelmsford Senior Center is now the home of the Table of Plenty! Table of Plenty in Chelmsford, Inc. is a non-profit organization in Chelmsford, Massachusetts consisting of volunteers who desire to share community with those in need. They serve a free weekly meal to alleviate hunger and social isolation for individuals and families in a friendly and welcoming environment. ALL ARE WELCOME — no questions asked, ever.

Meals are served every Tuesday from 5:00 - 6:00 PM at the Chelmsford Senior Center

Chelmsford Senior Center by the numbers...

In FY19:

Over **38,682** events on site

We have more than **300** visitors each weekday, sometimes more than **400!**

We have **at least one new member per day** at the Senior Center!

Over **12,000** van rides to medical appointments, groceries, Senior Center programs and social and cultural events

Meals on Wheels program in FY18, we delivered **23,639** meals to **187** homebound seniors.

In FY19, we delivered **28,700** meals to **210** homebound seniors. This is now approximately **115-120** meals delivered each weekday.

8,078 congregate meals to more than **722** seniors and their guests

Over **300** active volunteers for more than **18,900** documented volunteer hours (and many more than these are undocumented...)

Approximately **50** high school volunteers

AARP free tax preparation this year from the Senior Center site:

Total 2018 federal returns 400

Total 2018 state returns 398

Total 2018 Circuit Breaker refunds 131 seniors valued at more than \$120,000



Senior Center - Council on Aging & Elder Services

Who comes to the senior center?

Age Range	Percent
Ages 55-59	1.4%
Ages 60-64	4.6%
Ages 65-69	12.9%
Ages 70-74	18. %
Ages 75-79	25.5%
Ages 80-84	15.4%
Ages over 85	18.1%

Social Services Coordination and Outreach

Elena Dear, our wonderful Social Services Coordinator of over 23 years, provided the following services in the past year alone:

- Email Consultations: 97
- Home Consultations: 429
- Office Consultations: 73
- Phone Consultations: 766
- Text Messages: 2

Our services include food and fuel assistance, repairperson services, meals on wheels and in-home service information, questions about health concerns and legal concerns, and caregiver support. Simple questions to complex problems, we are here to help!

Elder Services of the Merrimack Valley (ESMV) can offer many supports to a family in crisis, and we work with them closely to help do this for Chelmsford residents.

******If you know of an elder at risk, call the Elder Hotline at (800) 922-2275 or call the Senior Center for advice at 978-251-0533.******

Companion Program and Adult Social Day Program-

Respite care for families in need



The Chelmsford Adult Social Day Program alongside its sister Companion Program have both experienced a very successful year, with record high enrollment in both. Both programs allow families to keep their loved ones at home, with respite for family caregivers and clients alike. With the increased number of clients needing these services, and more coming forward to accept them, we are working hard to expand the assistance available to meet those needs.

The Social Day Program regularly has a waiting list, as our limit is 26 clients per day. Our Program Manager, Colleen Normandy, works creatively and compassionately with families to assist them through an often-difficult process of providing care for their loved ones at home. The program staff offer personalized and engaging activities to support seniors at their highest level of physical, mental, and social functioning.

The Companion Program has had so many new requests that we hired an Assistant Companion Coordinator this year to increase our ability to provide the needed assistance. We have 16 Companions at this time, (many are retired professionals) going to seniors' homes to provide a break for caregivers, or just a social visit to reduce isolation.

The coordination of staffing between the departments, along with Meals on Wheels and Outreach has really helped us to reach out to those who have perhaps experienced a reluctance to come forward. The goals are to continue to meet these needs as we look to embrace the future serving more seniors in this Age Friendly climate.



Human Services

Senior Center - Council on Aging & Elder Services

Programs and Activities:

Our Center is a HUB of Community Life!



New Programs: My Life, My Health Chronic Pain Support and Self-Care Group, Buried in Treasures Workshop Series

Multi-Cultural: Misunderstood Islamic Faith Discussion, 2-part discussion with Ed Alessi, Middle East and Italian Cooking Class, English Class for Mandarin speaking seniors

Informational: Winter Scam Awareness: A Conversation with Middlesex District Attorney Marian Ryan, History of Stone Walls, Film and Discussion of Gen Silent

Intergenerational: Monthly Rock Painting with Sandie Rainey, McCarthy Middle School String Orchestra, Sophomores Helping Seniors Winter Fair, Karrie Stang "Gotta Dance" Showcase, Chowderfest with "Seniors Helping Seniors" and "Sophomores Helping Seniors" from CHS. Our annual Chowderfest is an amazing community event for all ages!





Senior Center - Council on Aging & Elder Services



Volunteer Performances:

Monthly Upbeat Band Performances, Hawaiian Dance Performance, Senior Singers Concerts

Health programs included: Take Control of Your Physical Health in the New Year, balance screening, fall prevention, rehabilitation hospital, explanation of Medicare inpatient/outpatient procedures, Intro to Medicare, MassRelay phone for hearing impaired, How to Combat the Effects of Arthritis and Stay Active, My Life My Health workshop, Time Well Spent: Communicating and Spending Time with a Loved One with Dementia, Coping with Grief through the Holidays

Themed lunches included Oktoberfest, Turkey Dinner, Go Red for Women Day, Chinese New Year, St Patrick's Day, Spring Holiday, Red Sox and Baseball Opening Day and Luau Luncheon

Other Program highlights: Monthly Elder Law series, SHINE and Medicare Plan open enrollment meetings. The Center hosted a drop off for winter clothing to be donated to local Veterans, Mother's Day, Father's Day, Backpack for Back to School kids in need.

Day Trippers program had full trips with wait lists showing the need to expand these programs. This year, they took trips to Parker's Maple Barn, Reagle Theater, Salisbury Beach Sandcastle Competition, Boston Flower Show, and many others!





Senior Center - Council on Aging & Elder Services



VOLUNTEER POWER!

Alongside our dedicated and caring staff, volunteers are part of almost every service and activity that we offer; from administrative support, meals on wheels drivers, decoration committee, fitness center monitors, and kitchen helpers, we love our volunteers!



The Friends Café is continuing to be a very popular spot for seniors and others to meet.

It provides a bright and comfortable space to enjoy the company of others, with no requirement to purchase anything.



Senior Center - Council on Aging & Elder Services

Looking forward to FY20...priorities include:
Improvements and updating to an aging building and parking lot.

Expansion of the Companion Program to increase the availability of services to families in need of assistance with a loved one at home. We are looking forward to transitioning to a full time position in the coming year in order to support a growing need of affordable, in-home care as a respite for caregivers.

Our Transportation Program this past year has struggled to hire, train, and retain a full pool of drivers. We are currently at full staff, and are looking forward to *moving* this goal forward! Improvement of Transportation Program to increase availability and access to essential services such as medical appointments and grocery shopping, as well as opportunities for social interaction and cultural engagement.



Friends of the Senior Center, Inc. providing over \$60K of support each year!

The Friends of the Senior Center (FOSC) is a non-profit organization, which raise monies to support Senior Center programs. They run many fundraising events and manage investment earnings in order to offer to the Council on Aging (COA) Director, who manages contributions to help fund the nutritional program, evening staff hours to support nighttime activities, building improvements, the Veterans Breakfast, the Messenger newsletter mailing, the annual volunteers' appreciation dinner and many other projects to assist seniors in need.



This year we honored Charles Holtzman, founding member of the Friends, and volunteer for over 40 years, with the dedication of this beautiful granite bench. We are looking forward to celebrating Charlie's 100th Birthday this November!

The Friends need YOU! Please call 978-251-1123 to find out how you can help.



Human Services

Board of Health *Richard Day, Director*



Board Members:
Annmarie Roark, Chairman
Nicholas H. Parlee, Vice Chairman
Eric Meikle MD, Clerk



Staff:
Susan M. Rosa, BSN, RN, CHO, Public Health Director
Richard Day, Deputy Director
Kerry Sorrentino, MSN, RN Public Health Nurse
Mark Masiello, Environmental Health Inspector
Michele Grant, Health Inspector
Amanda Glaser, BS, Health Educator
Carole McCaul, Department Assistant
(Michele Grant is missing from the photo)

Updated Board of Health Regulations:

The Board of Health updated three regulations in FY 2019:

- Article II Domestic Animals, Chelmsford Board of Health Regulations Governing the Keeping of Domestic Animals, Effective January 1, 2019
- Chelmsford Board of Health Lifeguard Variance Regulations, Revised June 5, 2017. Amended February 11, 2019
- Chapter 201 Regulations of the Chelmsford Board of Health Article XIV - Restricting the Sale of Tobacco Products , Adopted July 1, 2019, effective October 7, 2019

The Board of Health updated all permit application forms in FY 2019

By-Laws passed at Fall Town Meeting to be enforced by the Board of Health

Certificate of Vote Article 23 General By-law Amendment

- Adopt new section 144: Sustainable Community Regulate Retail Use of Plastic Straws and Stirrers
- 2018 Fall Annual Town Meeting, Second and Final Session – Thursday, October 18, 2018
- Effective July 1, 2019

Certificate of Vote Article 22 General By-law Amendment

- Adopt new section 144: Sustainable Community Polystyrene Container Ban
- 2018 Fall Annual Town Meeting, Second and Final Session – Thursday, October 18, 2018
- Effective July 1, 2019



Board of Health

Numerous Services and Programs Offered Septage and Wastewater Abatement Program

The Board of Health, with the completion of a central sewer system in Chelmsford is continuing its enforcement activities to insure compliance with local by-laws, which will insure a safe water supply. Dye testing and water sampling will continue as needed until all properties that are able are connected to the sewer as required by Town By-Laws.

Permitting and Inspectional Services

Michele Grant, Health Inspector, joined the Board of Health team full time in January of 2019 to assist with all inspectional services and follow up on complaints. The Board of Health is thrilled to have Michele on board.

During FY 2018-2019 inspections and permits were issued for food establishments, school food service, farmers market, food and ice cream trucks, temporary food permits and retail food establishments.

The Board of Health performs pool inspections for any public or semi-public pools, inspections of all tanning facilities, and beach testing weekly during the summer months.

The Board of Health added an additional full time Health Inspector on January 14, 2019.

The new Health Inspector began by handling inspections for all Animal permit renewals: 40 Animal permits were issued in total with 37 re-inspections of properties requesting Animal permits.

Chelmsford had a total of 193 Food Establishments/Food Retail Establishments at the beginning of the fiscal year. Due to changes in the Food Code the number of Food Retail Establishments that require inspections decreased by 20.

Six (6) Food Establishments closed and Nine (9) Food Establishments opened. We now have (4) Mobile Food Trucks and (5) Ice Cream Trucks that all require inspections.

Between the two health inspectors the Board of Health performed 245 inspections consisting of Food Establishments, Retail Food Establishments, Pools, Tanning, Mobile Food trucks, and Farmer's Market Vendors. There were 108 re-inspections consisting of Food establishments, Retail Food Establishments, Pools, and Body Art pre-construction re-inspections.

Numerous complaints come through the Board of Health regarding rental housing units, beaver dams, rats/animals, food establishments, trash, noise, odor, environmental, and mosquitoes. Total number of complaints that were followed up on: 185.

Additionally the Board of Health reviews all permit applications, lab reports for lake testing as well as reports from ice cream testing, performs food plan reviews, pool plan reviews, temporary permit reviews,

Total inspections and reviews for all of the above: 750

Hazardous Materials and Industrial Wastewater Program

Richard J. Day, Deputy Director, was reappointed Hazardous Materials Coordinator and Municipal Coordinator to enforce the "Right-To-Know" law for Chelmsford. The Board of Health/Solid Waste held one Household Hazardous Waste Collection Day this year on April 27, 2019. This program has consistently collected significant volumes of hazardous waste. Due to increased volume this year, a second collection day is being added in the Fall.



Board of Health

West Nile/ EEE Virus /Mosquito Surveillance/ Control Program

The Board of Health does aerial larvaciding of our large wetland areas every spring. This is done in coordination with the Central Massachusetts Mosquito Control Project (CMMCP) activities. Mosquito pool collections and testing are performed routinely to monitor virus activity in the town. www.cmmcp.org The Town had one mosquito pool test positive for West Nile Virus on September 6, 2018 and coordinated with CMMCP to have the affected area in town sprayed for prevention purposes.

Public Health Nurse and Health Educator:

William James College Freedman Center formerly called MSPP INTERFACE
Wondering about....
MENTAL HEALTH SERVICES?

The INTERFACE Community Resource & Referral HELPLINE became available to parents and community members in Chelmsford beginning July 2011, to assist in finding appropriate mental health services for children, families and adults. Callers are provided professional, personalized counseling referrals matched for location, specialty and insurance or fee requirements. The HELPLINE is available Monday-Friday from 9AM-5PM at 1-888-244-6843 (toll free).

INTERFACE, an initiative out of William James College Freedman Center formerly called The Massachusetts School of Professional Psychology, works to improve the integration of mental health services within schools and community agencies and to improve access to these services for individuals.

On the INTERFACE Web site, interface.williamjames.edu, individuals can find information related to mental health questions and services for children, families and adults, including a calendar of community trainings and events.

The Town of Chelmsford, the Chelmsford School Department, and the Chelmsford Board of Health generously provide funding for this service.

From December 1, 2018 through May 31, 2019 (the most recent reporting period), 57 residents utilized this resource (50 children ages from 0-17 and 7 for those who are 18+). Since its inception on July 1, 2011, 712 residents have received services through this resource. This service continues to be utilized more for youth and families who hear about the service primarily from the school system, rather than adults or older adults. This reporting period INTERFACE Referral Staff were able to attend a meeting with Chelmsford's Special Education Parent Advisory Council as well as attend a regional program on Substance Use Disorder.

As with most communities, a majority of callers were requesting help for Anxiety (27) and/or Depression (19). Callers seeking services to address Behavioral Issues increased this reporting period (14). Callers requesting help with Family Related Issues remained high at 13. Of note, there was an increase in referrals reporting Suicidal Ideation currently or in the recent past (5). There was also one report of engagement in self-injurious behaviors.

Healthy Chelmsford Coalition: (established in September 2009)

The Healthy Chelmsford Coalition has collaborated with other departments and community partners to provide health promotion and educational programs for the community.



September 30, 2018 approximately 50 people attended the 5th Annual Overdose Vigil held on the Chelmsford Center Common in remembrance of those who lost their battle with Substance Use and to celebrate those in recovery.



Board of Health



Since October is National Substance Use Prevention Month, multiple prevention education programs and activities were provided for all ages within our community.

Students who attend Parker Middle School, McCarthy Middle School and Chelmsford High School attended this presentation.

Throughout the year, the Board of Health collaborates with the Chelmsford Public Library to put on a monthly "library series" for the residents of Chelmsford on a variety of different topics. During the fall of 2018 through spring of 2019, programs offered included: "An Evening of Qs & As about ADHD", "Smokeless Tobacco, the Vaping Craze, and Marijuana Awareness", "The Savvy Caregiver Program", "Let's Meditate; Cultivating Peace Within", "Family & Friends CPR", "Increasing Youth Mental Health Problems Facing Today's Issues", and "Alpha-Gal".

Every year the Board of Health hosts a Wellness Fair, alternating between a fair for the community held at the Chelmsford Senior Center and a fair for students of Chelmsford High School. On Friday, April 5, 2019, roughly 60 vendors educated and interacted with hundreds of students and staff members from Chelmsford High School on the Seven Dimensions of Wellness; Physical, Social, Emotional, Environmental, Spiritual, Intellectual, and Occupational Wellness.

The Board of Health acknowledges the importance of maintaining a healthy lifestyle. From May to September, we invite residents to join our walking group on the first and third Thursday of the month at 8:00am at the 110 Ballfield so that we may get in our 30 minutes of daily-recommended exercise while learning about different health topics. There were 21 participants in the walking group.



Board of Health

The Public Health Director, the Public Health Nurse, and the Health Educator are active participants on numerous committees including the High School Drug Task Force; LiveSmart, the School Department's Wellness Committee, Greater Lowell Health Alliance Substance Use Prevention Task Force and Marijuana Subcommittee, the Healthy Eating and Living Task Force, Massachusetts Opiate Abuse Prevention Collaborative, Substance Abuse Prevention Collaborative, Massachusetts Association of Public Health Nurses, Mass Health Officers Association, and the Region 3C Emergency Preparedness Coalition.

Unwanted Medication Drop Box:

LET'S KEEP UNUSED PRESCRIPTION MEDICATION OUT OF THE HANDS OF OUR YOUTH AND ANY OTHER OVER THE COUNTER MEDICINE OUT OF OUR WATER AND LANDFILLS!

There is an Unwanted Medication Drop Box located in the Chelmsford Police Station lobby. It is available 24 hours per day. Any unwanted or expired medication (NO LIQUIDS or SHARPS) can be dropped into the slot. Remove medication from the bottle and place it in a sandwich size zip lock baggie. Dispose of the baggie in the slot located at the front of the drop box; no questions asked!

On Saturday, April 27, 2019, Chelmsford Police Department participated in the DEA's National Prescription Drug Take Back Day.

Influenza Vaccine Program

The Board of Health sponsored several flu clinics this past year; 1,208 flu vaccine doses were administered at multiple clinics.

The Board of Health also offered seasonal flu vaccine clinics this year for students at both Middle Schools as well as at CHS. The clinics were held during the school day after receiving parental consent. A total of 179 students were immunized in the school based program.

Immunization Program

One hundred and twelve (112) immunizations: 9 Adult Hep A, 55 Adult Hep B, 44 Adult Shingrix and 4 TDap were administered to adults in compliance with the Massachusetts Immunization Laws.

Hypertension Screening Program

Blood pressure screening for residents are held the first Thursday of every month from 9:00 to 12:00 at the Board of Health, Town Offices. One hundred fifty-seven (157) residents attended the screenings this year.

Cholesterol Screening Program

The Public Health Nurse offers cholesterol screenings throughout the year at the Board of Health office in the Town Hall. Appointments are needed and a \$20.00 fee is required. These screenings are advertised in the local newspapers, local cable television and the Town of Chelmsford web page at www.townofchelmsford.us. A total of 21 screenings were done.



Board of Health

Emergency Preparedness

There is ongoing recruitment for the Upper Merrimack Valley Medical Reserve Corp, a volunteer organization that is tapped into to obtain volunteers to help out in a disaster situation.

The Board of Health continues to promote emergency preparedness working through the Region 3C Coalition along with the UMVMRC (www.UMVMRC.org) to educate the public on the importance of being prepared for an emergency. Region 3 Public Health Coalitions have been working for the past year with the Regional Hospitals, Long Term Care Facilities, EMS and Community Health Centers to form a new joint Coalition to deliver a better coordinated service during emergencies.

Health Promotion and Education Programs Coordinated with Other Partners

- Medical Sharps drop-off for town residents held three times per year
- Stop the Bleed and CPR trainings for town employees
- Campaign for a Healthy Heart in February
- Breast Cancer Awareness
- BOH Inspection of all Summer Camps for Children per State requirements
- Beach water testing weekly during the summer months

Communicable Disease Program

The Board of Health followed up on two active cases of TB for surveillance and maintenance purposes.

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 or other chest clinics. When necessary, TB testing is done at places of business if employees are exposed to an active case of TB. Chelmsford had two cases of Active TB Infection. For those receiving medication treatment for LTBI the Public Health Nurse follows up to assure medication compliance.

There were a total of 194 communicable disease case reports completed with the three major diseases being Influenza, Lyme disease, and Hepatitis C.



Veterans' Services

Regina Jackson, Veterans' Agent



Samuel Poulten and George Buote; Commander American Legion Post 212

The Chelmsford Veterans' Services Office provides short-term financial assistance to eligible Veterans and their families as mandated by Massachusetts General Law Chapter 115. The Chapter 115 program is a public assistance program run by the State. 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 Service. The State will reimburse Chelmsford for 75% of authorized benefits paid out.

In fiscal year 2019 Chelmsford paid out \$117,293.00 to Veterans and widows/ surviving spouses eligible for the Chapter 115 assistance. The benefit is paid out on a monthly basis. We assisted an average of 28 benefit requests per month – paid out to 20+ Veterans & surviving spouses. The Town will get back \$87,969.00 of that amount. This is the maximum 75% reimbursement allowed by the State. The amount of Chapter 115 benefits paid out has held steady this past year. Requests have stabilized as more Veterans are receiving Federal benefits - although the VA claims process is still very cumbersome. The Chapter 115 program provides a limited safety net for Veterans.



Veterans' Services



Chelmsford Memorial Day 2019



Merrimack Valley Vietnam Veterans; William E. McCarthy and Vincent P. Freeman with Representative Thomas A. Golden, Jr.

Federal VA benefits can have a more significant impact for the Veteran and the community. There have been several major changes at the Federal level this past year which directly affect our Veterans. The VA claims appeal process has been totally revamped. The 'Mission Act' is being implemented for VA Healthcare enrollees. The Pension (with/ without Aid & Attendance) benefit eligibility criteria has changed. The number of Veterans eligible for Federal VA benefits is always a small percentage of the total number of Veterans in the community. Almost all VA benefits must be applied for – they are not automatic. This office helps any Chelmsford Veteran dealing with the VA claims process. The claims may be an initial filing, reopen a disability claim for increase, appeals on denied claims, hearings with the Regional Office or hearings before the Board of Veterans Appeals, etc...The VA periodically takes a 'snapshot' of the

total amount of Federal Veterans benefits that flow into a community. The latest figures from 2017 are as follows: The amount of Federal VA money that flows annually into Chelmsford for Veterans is \$5,893,800.00 as disbursed to over 432 Veterans. Also, VA pays out \$800,592.00 annually to 52 surviving spouses living in Chelmsford.

This office also processes applications for State Veterans Bonuses and Annuities. We also work closely with the Chelmsford Housing Authority to address the housing needs of our Veterans and to implement the VASH housing voucher program in conjunction with Bedford VA Medical Center. We also work closely with the numerous Veterans groups and organizations throughout the Merrimack Valley. We collaborate with The Veterans Northeast Outreach Center (VNOC) and Elder Services of Merrimack Valley on many issues. There have been several exciting regional and local housing opportunities open for our homeless Veteran population. We work with the Assessor's office to identify eligible Veteran homeowners for the State Veteran tax exemptions.

Our office coordinates the Chelmsford Veterans Day Observance, which is always held at Veterans' Memorial Park on the 11th of November at 11:00AM (11/11 at 11). All are welcome! We also coordinate the Memorial Day Parade, which is on Monday (Memorial Day) at 10:00am. The parade alternates yearly between North Chelmsford and Town Center. This year the Parade was in North Chelmsford and hosted by The American Legion Post 313.

Veterans Services is located at Town Offices, 50 Billerica Road. We are on the first floor, Room 109. The office is open Monday, Wednesday, Thursday 8:30AM- 4:00PM, and Tuesday 8:30AM – 7:00PM and Friday 8:30AM- 1:00PM. If you are unable to visit the office, please call and I would be happy to schedule a home visit. # 978-250-5238, rjackson@townofchelmsford.us.

Thank you.

Regina B. Jackson
Veterans Agent



Board & Committee Reports

Bicycle & Pedestrian Advisory Committee

James Kelsey, Chair



The Bicycle and Pedestrian Advisory Committee (BPAC) was formed to improve bicycling and pedestrian conditions in the Town of Chelmsford. Its long-term goal is to help make Chelmsford a more bicycle and pedestrian friendly community where users of motorized and non-motorized means of transportation can safely share the roads in town. The Committee has continued the work from its inception in a number of areas.

During the year, the BPAC submitted input on several projects to the appropriate Boards and Town Departments concerning new developments to ensure that bicycle and pedestrian accommodations were included in these projects. BPAC provided input to the Planning Board on these projects as well as working with the developers and their engineering firm representatives. BPAC held its annual meeting with the Chelmsford Department of Public Works (DPW) to discuss various road, sidewalk and trail related projects for the calendar year and made recommendations

regarding prioritization of projects. Possible solutions for the condition of the BFRT (Bruce Freeman Rail Trail) trail surface were prominently discussed. BPAC has also coordinated the installation of several memorial bench donations along the trail. BPAC has spent considerable time discussing the use of e-bikes on the trail. In particular a discussion of Massachusetts House Bill H3014 led to consideration of a letter to State Representatives pointing out our concerns. BPAC has also been coordinating the fabrication and installation of another BFRT kiosk at Heart Pond. This is scheduled to be installed in the spring of 2020.

The committee maintains a web page on the Town website at <http://www.townofchelmsford.us/Bicycle.cfm> with valuable information and important links related to bicycle and pedestrian issues, rules, safety guidelines and various activities. There is also a link to a Bruce Freeman Rail Trail light maintenance program. This will be used to encourage volunteers to get involved with helping to maintain the bike trail. The Committee has placed articles of interest in the quarterly Community Newsletter published by the Community Education Department.

Many activities have been undertaken regarding the Bruce Freeman Rail Trail as BPAC has a role to coordinate maintenance and monitoring of the trail. The committee works with the Department of Public Works to address safety and maintenance incidents as they occur. The DPW has received a budget for BFRT maintenance and is working with BPAC to prioritize maintenance items on the rail trail. BPAC sponsored a volunteer spring cleanup of Cushing Place and other sections of the trail on Earth Day which was very successful and provided a more pleasing appearance of the area for trail users. Volunteers go out on the trail to remove trash and prune back branches and vines as well as provide periodic mowing of the Art Walk site at Cushing Place.



Bicycle & Pedestrian Advisory Committee

BPAC representatives met with representatives from the Towns of Westford, Carlisle, and Acton last year to coordinate the revised Event Registration Form for groups of more than 25 participants wanting to use the trail for organized events now that Phase 2A of the trail is open. This communication has proved successful in coordinating event approvals for the trail. BPAC also coordinates a trail count in Chelmsford to document the level of trail usage as well as addressing signage, crossing and safety issues at key trail intersections, particularly in Chelmsford Center, near Fletcher Street and the Golden Cove Road, High Street and Maple Road crossings.

There were a number of walking, riding and running events held on the trail to date in 2018-19, with most starting and ending at the Byam School. A sampling of groups having events on the trail this year included: The PMC Kids Ride, Live for Liv, Indian Association of Greater Boston, World Pay Cleanup (Cross Point to the Ball Fields) and the Borego Solar Cleanup (Heart Pond Area). The BPAC worked with all the groups to ensure that they use the trail safely and respect the property of abutters and the Byam School.

For the coming year, the Committee's major effort will be focused on finalizing plans for a memorial to Carol Clevon to be located at the Cushing Place Art Walk. This project is tied in part to the proposed redevelopment of the 11 Cushing Place property. BPAC has been working with the developer's engineering and landscaping staff to coordinate this project which will include a memorial plaque that exhibits the history of Representative Clevon's efforts to gain funding for the construction of Phase 1 of the trail as well as the history of the site and the Lowell to Framingham rail line on which the trail is being built. The committee will also continue to respond to resident concerns regarding bicycle and pedestrian safety and monitor issues related to the operation of town roads and the installation and maintenance of sidewalks, crosswalks and

signage with the goal of enhancing bicycle and pedestrian safety in the Town. The Committee will also be updating the Bicycle and Pedestrian Plan in conjunction with the updating of the Town's Master Plan.

The BPAC thanks the Town Manager, Board of Selectmen, Town Engineering Department, Department of Public Works, Police Department and all town officials for their continuing support of this committee and its efforts.

Respectfully submitted,

James Kelsey, Chair
Chelmsford Bicycle and Pedestrian Advisory
Committee

2018-2019 BPAC Members

James Kelsey, Chair
Thomas Gazda, Vice Chair
Karen Taylor, Secretary
David Antonelli
Michael Carignan
Robert Klinkhammer
Robert Morse
Steven Pustell
Robert Schneider



Board & Committee Reports

Chelmsford Center for the Arts

1A North Road



The Chelmsford Center for the Arts (CCA) mission is to bring the visual and performing arts to Chelmsford and surrounding towns by providing a venue for active engagement as a participant or audience member."

The Chelmsford Center for the Arts (CCA) continued to grow in FY19. While the CCA is a function of the Town of Chelmsford, we've received very little operational monies from the town budget. Every year since the CCA opened its doors on November 7, 2009, the operational receipts have supported the operational expenses of our programming. In FY19 the CCA recognized operational revenues totaling \$85,109. This represents nearly an 18.5% increase in revenue over the prior year. Our percentage revenue from core programming receipts also grew in FY19. This increase is consistent with our mission statement and further confirms the CCA influence as a regional showcase venue for the performing and visual arts.

Thanks to contributions and the support of the CCA development committee, the CCA made a significant investment in a professional sound system that was installed in both the Veterans' Auditorium and the Cabaret Café.

Not only were the financials strong again this year, but the CCA continues to increase and broaden our audience base. Much of the credit goes to Susan Julian Gates, the CCA's volunteer Executive Director. In addition to the programming, the Executive Director also oversees the day to day operations of the CCA.

It's fair to say that not much can happen at the CCA without an Executive Director, support staff and volunteers. In FY19 the CCA Board effectively campaigned and received a one-time appropriation from the town. This money allowed us to hire a Technical/Marketing Director to collaborate with the Executive Director, the Board and volunteers to keep the doors open, stage lights on and the seats full.



Chelmsford Center for the Arts

As for programming, the CCA maintains wide appeal with regular performances by the Chelmsford Jazz Ensemble (Jazz), Illumination Opera (Opera), Wendee Glick and friends (Jazz), The Thoreau Piano Trio (Chamber), ABS Quintet (Jazz), the CTM Film Festival, Applause Academy and Open Mic Night with Charlie Smith. We also offer art and music classes and the Art Gallery hosts rotating shows and is open on the weekends and during all performances in the Veterans' Auditorium.

Further the CCA, through the efforts of board member Michael Messier and Susan Julian Gates introduced diversified programming with a successful singer/song writer series. Featured artists included Martin and Kelly, Erin Harpe and the Delta Swingers, Dan Sirois, Flynn, Chris Trapper, Jeffrey Gaines, Ellis Paul and well-known comedian Jimmy Tingle.

In January the CCA hosted our annual fund-raising benefit. This year we transformed the Cabaret Café into a 1920 speakeasy. Party guests dressed in period clothing, enjoyed the sweet sounds of the Mill City Rags and drank signature martinis from coffee cups. Fortunately, the Bureau of Prohibition turned a blind-eye (maybe they were paid off) and the evening was great fun and a tremendous success.

At the end of the fiscal year the CCA commissioned the skills of a trained facilitator to attend our annual board retreat to assist in the assessment and development of a sustainable business model. The ongoing success of the CCA will depend on the creation of a paid Executive Director position, increasing revenues through diversified programming and heightened public/private support. It's anticipated the board will complete its appraisal in FY20 and make a report at the Spring town meeting.

In FY20 the CCA will celebrate 10 years of bringing quality visual and performing arts to our community. Keep an eye out for your invitation to attend one of the many events we are planning for this coming year.

In closing, the CCA Board wishes to thank all CCA members, volunteers and staff, and especially the Enterprise Bank; Rita, Trina and Donna our Resident Artists; Chelmsford Telemedia; Tony Silva and Susan Julian Gates and all the Chelmsford community.

SEE YOU AT THE CCA!

ART. PERFORMANCE. LIFE

Respectfully submitted,

Donald Van Dyne, Chairman
Susan Julian Gates, Executive Director
Karen M. Cawley
Katherine C. Harbison
Michael S. Messier
Barbara Reilly
Dacey Zouzas



Board & Committee Reports

Chelmsford Cultural Council

John Mejia, Sue Jefferson – Co-Chairs



Stats:

- Members: # 4
- Meetings: 1 per month (except July)
- Length of Term: 3 years, rolling enrollment

The Chelmsford Cultural Council (CCC) awards grant funds annually to artists and organizations that help build and contribute to Chelmsford's lively cultural community. Our published priorities for the upcoming grant cycle are to fund projects that:

- Support Chelmsford artists, cultural organizations and community events
- Promote collaboration among local artists, cultural groups and community organizations
- Celebrate Chelmsford's cultural diversity and promote inclusiveness
- Bring new artists and/or cultural opportunities to Chelmsford

Other Activities:

Promoting the Arts:

Holiday Prelude: The Chelmsford Cultural Council sponsored the Quintessential Brass for the town's holiday festivities on the Town Common in December.

Chelmsford Center for the Arts: Additional funding was also given to the Chelmsford Public Library towards their Pop-up Library van.

23rd Annual Photography Contest: The Chelmsford Photography Contest was held at the Chelmsford Public Library on the first Sunday in February as part of the town's WinterFest activities. Under the direction of cultural council members, John Mejia, and Sue Jefferson, photographs were entered in the contest and displayed at the library for the month of February. Tom Christiano, Nan Quintin, and Roberta Witts graciously served as judges. Prizes were awarded to student, amateur, and professional photographers. A reception for grant recipients, photographers and the public was held in the library meeting room with refreshments. Photography contest award winners were:

Student

- 1st – Lily Daigle, "Still Life with Boots, Chelmsford"
- 2nd – Kenneth Damon, "Iceland Mountains Landscape"
- 3rd – Gabe Weber, "Sunflower, Shelburne Falls, MA"

Amateur

- 1st – Dan Colucci, "Autumn Waterfall, Nashua, NH"
- 2nd – Patrick Doherty, "City Scene with Wedding Dress"
- 3rd – Felicity Hileman, "Bund, Shanghai, China"
- 1st Honorable Mention – Christy Vercauteren, "My Son Looking Through Ice"
- 2nd Honorable Mention – Anne Whitaker, "Butterfly, Concord, MA"
- 3rd Honorable Mention – Stephen Byer, "Milky Way Over Martha's Vineyard"

Professional

- 1st – Mike Weinholt, "Dog Peering Through Red Leaves"
- 2nd – David McCuin, "Portrait"
- 3rd – Lee Fortier, "Pastel Mountain View and Chairs"
- 1st Honorable Mention – Bruce Magnuson, "School Street, Chelmsford"
- 2nd Honorable Mention – Lee Fortier, "Rabbit"



Chelmsford Cultural Council

FY 2019 Grant Activity

In FY 2019 the CCC received \$11,100.00 from the Massachusetts Cultural Council and awarded that money to the following applicants:

Applicant	Project	Grant Funding	Project Location
Chelmsford Community Band	Jazz Band Composition Commission	\$400.00	Chelmsford Senior Center – North Chelmsford, MA
Chelmsford Public Library	Preschool Yoga Storytime	\$650.00	Chelmsford Public Library – Chelmsford, MA
Chelmsford Scottish Family Dance	Family Scottish Country Dance	\$480.00	Chelmsford Community Center – North Chelmsford, MA
Chelmsford Senior Center	Kevin Gardner: Discovering New England Stone Walls	\$300.00	Chelmsford Senior Center – North Chelmsford, MA
Chinese Family Network	Class Chinese Poetry, Literature, and Art for Children	\$1,080.00	Chelmsford Public Library – Chelmsford, MA
Discovery Museum	Free Friday Night Fun	\$250.00	Discovery Museum – Acton, MA
Doucette, Denise	Musical Programs for Seniors	\$630.00	Palm Manor Nursing Center – Chelmsford, MA
Fitchburg Art Museum	84th Regional Exhibition of Art & Craft	\$150.00	Fitchburg Art Museum – Fitchburg, MA
Hart, Francis	A Cultural and Historical Reflection of the 1960's	\$325.00	Chelmsford Public Library – Chelmsford, MA
Harrington School Parent Teacher Organization (HPTO)	Heritage Festival	\$750.00	Harrington School – Chelmsford, MA
Indian Hill Music, Inc.	Bach's Lunch Concert Series	\$500.00	Indian Hill Music – Littleton, MA
Kammerwerke Double Wind Quintet	Kammerwerke Double Wind Quintet (3)	\$550.00	First Parish Unitarian Universalist – Bedford, MA
Lowell Philharmonic Orchestra	Remembering World War 1	\$1,080.00	Chelmsford Center for the Arts – Chelmsford, MA
Maichack, Gregory	Sail Away on the Craft of Pastel Painting	\$605.00	Chelmsford Public Library – Chelmsford, MA
Massachusetts Educational Theater Guild, Inc.	The Massachusetts High School Drama Festival	\$500.00	Chelmsford High School – Chelmsford, MA
McGary, Diane	Resident Therapeutic Musician	\$1,500.00	Lowell General Hospital – Lowell, MA
The Musary, JRP Inc.	Musical Instrument Lending Acquisitions	\$750.00	Chelmsford, MA
Westford Chorus, Inc.	The Killer B's Winter Concert	\$600.00	All Saints Episcopal Church – Chelmsford, MA



Board & Committee Reports

Chelmsford Cultural Council



Recruitment of New Members: Council member Sue Jefferson attended the town Volunteer Fair at the Chelmsford Senior Center in March to promote the council and publicize openings.

Donation: In June, the Council received a donation from Mary Cleven in memory of her friend Carolyn Wiljanen.



Council Members:

Sue Jefferson – Co-Chair, Grant Administrator, Secretary

John Mejia – Co-Chair, Treasurer, Photography Contest

Subroto Mukherjee – Web & Facebook page, Photography Contest

Elizabeth E. Smith

Respectfully Submitted,
Sue Jefferson – Co-Chair
Chelmsford Cultural Council



Chelmsford Commission on Disabilities



The Town of Chelmsford Commission on Disabilities is an appointed committee which is empowered to carry out programs in coordination with the Massachusetts Office on Disability in order to bring about full and equal participation in all aspects of life in the Town of Chelmsford for persons with disabilities.

A person with a disability is defined as any person who:

- Has a physical or mental impairment which limits one or more major life activities.
- Has a record of such impairment or is regarded as having such impairments as defined in Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Americans with Disabilities Amendment Act of 2008.

The Commission strives to deal with all disability issues, including, but not limited to, providing information, advocacy, referrals, guidance, and coordination of activities for persons with disabilities residing in the Town of Chelmsford.

The Commission emphasizes its stated mission to public agencies, private individuals, public and private entities, and institutions. Its members include individuals with disabilities and family members of persons with disabilities. Commission members offer new concepts, enthusiastic goals and a determined outlook.

Chelmsford is one of a small number of cities and towns in Massachusetts that has adopted the concept of an ADA Coordinator staff position. This allows the appointed individual, that has been certified by the State, to actively educate and assist in the enforcement of rules and regulations in the Town of Chelmsford that pertain to the rights of persons with disabilities.

During the past year the Commission has developed an initiative to promote the availability of large print menus at local restaurants in Chelmsford, in order to provide a more inclusive atmosphere for persons with visual impairments, seniors, and any persons who experience difficulties reading small print on restaurant menus under low lighting conditions.

The Commission is working to create and enhance its Social Media presence to educate and open direct communications with the residents of the Town of Chelmsford. Questions and comments are always welcome. Concerns or complaints are held in strict confidence. The CCOD hotline can be reached at (978) 250-6989.



Board & Committee Reports

Chelmsford Historical Commission



Toll House



Chelmsford Historical Commission

MISSION STATEMENT

- Research, compile and maintain an inventory of the town's historic assets.
- Encourage community awareness and interest in Chelmsford's historical heritage and maintain a presence on the Internet in conjunction with the Town's website in order to promote preservation of those assets.
- Act as a historical resource in cooperation with other town Boards and Committees as needed.
- Advise the Town of Chelmsford in all matters pertaining to the proposed destruction or relocation of historical assets in accordance with Chelmsford Demolition Delay Bylaw 16.2.

During the past year, the Historical Commission has continued its commitment to its Mission Statement, 2010 Master Plan and 2012 Historic Preservation and Cultural Plan. The Commission is working with the Planning Board to develop bylaws that will help preserve some of the oldest buildings and structures in Chelmsford. Historic District house signs continue to be made for homes and buildings in the District.

Inventory forms are completed as homes are researched. The completed inventory forms are on file with the Historical Commission and on the Town's Historical Commission webpage. The completed forms have also been placed on file with the Massachusetts Historical Commission and can be accessed through the Massachusetts Historical Commission's website. Documents from Chelmsford's past are being scanned and made accessible to all through the town website.

The Commission has provided and will continue to provide support to the restored Town Halls, Middlesex Canal Toll House, and 1802 School House. The Toll House and the 1802 School House are open during events held on the Common as requested in the 2010 Master Plan and the 2012 Historical Preservation and Cultural Plan.

The Commission continues to administer the Demolition Delay Bylaw, a printable copy can be found on the Historical Commission's webpage. The Demolition Delay Bylaw is a tool used by the Inspector of Buildings and the Historical Commission to educate owners of historic properties about their options to demolition. The Commission is an information resource for contractors, realtors and the community as they restore or rehabilitate their homes and places of business. The Historical Commission continues to implement the 2010 Master Plan and the 2012 Historical Preservation and Cultural Plan recommendations. These documents are important to the policy makers of our community to help understand and protect our historic and cultural resources. At present, the Commission is reviewing the Historical and Cultural Preservation Plan with the goal of implementing more of the recommendations.



Board & Committee Reports

Economic Development Committee



The Economic Development Committee (EDC) is comprised of Town of Chelmsford staff and seven voting members appointed by the Town Manager. Each member reflects complementary disciplines in support of Chelmsford's economic development needs. The EDC actively works with the Town Manager's Office, Community Development Office (Evan Belansky) the Director of Business Development (Lisa Marrone) and the Board of Selectmen (BOS) in a team approach to attract and retain businesses in Chelmsford. In addition, the EDC in conjunction with the Chelmsford Business Association (CBA), supports small locally owned businesses through programs like SHOP CHELMSFORD and the Gift of Chelmsford. The EDC is also an active member in the Greater Lowell Chamber of Commerce, the Middlesex 3 Coalition (M3), and maintains working relationships with the Northern Middlesex Council of Governments (NMCOG) and MassEcon.

The goal of economic development is to balance quality of life issues with standard of living to support and create a vibrant community. Chelmsford maintains four commercial districts- North Chelmsford, Center Village, Drum Hill and the Chelmsford Cross Roads at 129 Business Park. We have a vibrant mix of retail, office, warehouse and flex/industrial space to compliment the needs of all current and future stakeholders- business/ property owners, tenants and investors.

In FY19 the EDC launched the ChelmsfordCrossRoads129.com website. The goal of the website is to share targeted information and news about the Cross Roads Business Park with current and future stakeholders. Along with the 129 video and printed collateral material, the EDC working together with Lisa Marrone and Evan Belansky created a media packet that tells the story of the Cross Roads area and invites stakeholders to engage with the town.

Carried forward from FY18, Camoin Associates completed the study of the 632 acres and 70 properties of the Chelmsford Cross Roads at Route 129. The report details existing conditions and provides a comprehensive marketing analysis. The report shared eight major recommendations and suggested the EDC create a business investment and attraction subcommittee to assist in planning for and overseeing the business attraction process.

In addition to the ongoing efforts of marketing and branding, the EDC also focused on two significant Chelmsford issues in FY19- Taxes and Zoning.

State law requires the Chelmsford Board of Selectmen to set the annual property tax rate for the different property classes in our town. Typically, the BOS renders their decision in November. This year early in the process the BOS publicly hinted they were interested in splitting the tax rate between residential and commercial classes. The BOS desired to shift the tax burden to the commercial base and provide biased tax



Economic Development Committee

relief to the residential class. Throughout the public hearing process, the EDC reminded the BOS that their classification initiative conflicted with their goal to grow the town's commercial tax base across all our business districts. The EDC highlighted examples such as the significant investment in branding and marketing of the Cross Roads at 129 Business Park that represents fifty percent of Chelmsford's CIP (commercial, industrial and personal property), and the BOS financial commitment of hiring a dedicated Business Development Director. Further the EDC asserted "now" is not the time to split the tax rate. The town needs to maintain the commercial competitive advantage of a single tax rate to help address Chelmsford's 16% vacancy rate; Chelmsford should not communicate a "residents vs. business" attitude and the EDC reminded the BOS that splitting the tax rate will frustrate the Town's vision to recharge economic development in Chelmsford. Unfortunately, with a 3-2 vote the BOS elected to split the tax and then subsequently voted a 27% shift causing medium to large commercial property owners to pay significantly more property tax. The EDC will revisit this issue again in FY20.

In February, a Chelmsford Crossroad's property owner asked the EDC to endorse a vision for drive-through restaurants for the Crossroads area and support an amendment to the Business Amenities Overlay District (BAOD). Working closely with the Planning Board a zoning change was crafted that would allow for upscale fast casual dining. At the Spring town meeting representatives voted to allow up to three drive-through restaurants along the corridor.

In FY19 the EDC initiated the operational framework for continued success in FY20 and beyond. In FY20 the EDC will continue to focus its attention on attracting high valued tenants to the Chelmsford Crossroads Business Park; work to support the other business districts in Chelmsford; advocate for a uniform tax rate and address the economic development opportunities of the RT 40 corridor.

In closing, the committee wishes to thank Eric Salerno, a resigning member, for his many years of voluntary service and welcome new members Tom Boucher, and Peter McAllister. With a heavy heart, the committee acknowledges the loss of Peter Dulchinos a valuable member of the economic development team since 2013. Peter passed away on March 31, 2019 and will be remembered for his can-do attitude and commitment to making Chelmsford a great place to live, work and play.

Respectfully submitted,

Donald Van Dyne, Chairman
Thomas N. Boucher
Samuel P. Chase
Michael Kowalyk
Peter W.A. McAllister
Laura B. Smith
John A. Wellman





Board & Committee Reports

Roberts Field Advisory Committee

Marcus Bush Co-Chairman, Elisabeth Bobrow Co -Chair

The Roberts Field Advisory Committee (RFAC) was formed to carry out the master plan of park-wide improvements to Roberts Field and Friendship Park that were originally created by the Roberts Field Improvement Committee. The committee used a community – driven process that included public input, including feedback and direction from residents, park users and organizational stakeholders. Today the Roberts Field Advisory Committee continues to carry out improvements from the original plan and new improvements developed from public input and committee meetings.

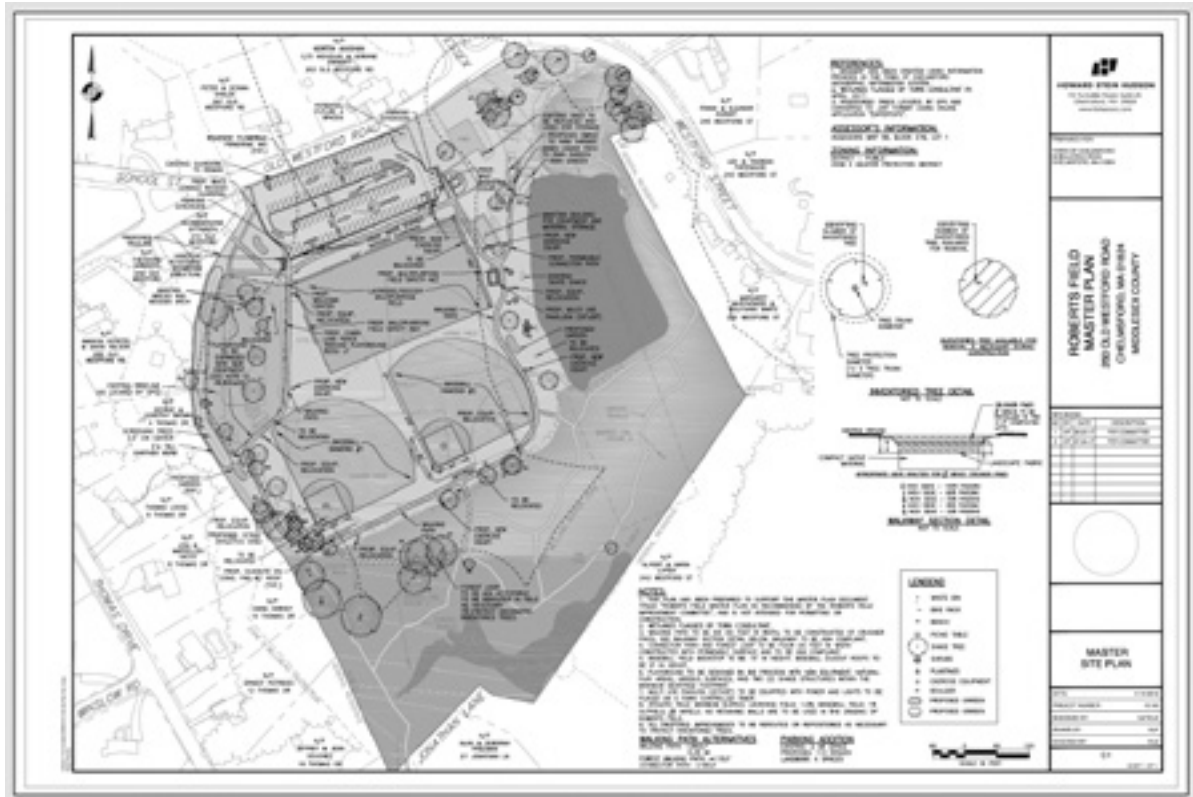
Over this past year, the RFAC has continued fund raising efforts through our sponsorships program, Buy A Brick campaign and grants. To date with the support of the Friends of Roberts Field (FORF) we have raised \$130,226.20 in Funds and in-kind donations of which \$86,000 has been paid back to the town with approximately \$30,000 to be used for debt services of the CPA at Spring Town Meeting.

Alterations and improvements made to the park include.

- The removal of climbing rocks by the DPW after a safety inspection follow – up with the town's insurer. They were not commercial play equipment and therefore not compliant with the town's insurance policy.
- The Shade Structure at the center of Friendship Park has been completed.
- The permanent benches and tables were added under the shade structure.

Additional alterations and improvement plan for 2020 include.

- 12 Tree tags to be engraved and installed by the Tree Committee.
- Jack Wagner of Weston Nursery is working on a layout for the perennial garden.
- Sandie Rainey is helping to build a plant list for the gardens and is also looking for people and companies who are willing to donate plants. Depending on that progress we may plant in the fall of 2019 or the spring of 2020.
- Kinetic Wind Sculpture being built by Chris Ferreira and Joe McCarthy and installed at the center of the butterfly garden.
- Marcus Bush will be refurbishing the wooden picnic tables with new materials that match the current color scheme of Friendship Park.
- Plans are being developed to solve for the water problem at the sandbox through a redesign or relocation of the sandbox.
- We will be updating the Protected Tree Inventory list with the assistance of volunteer Jim Martin.
- Installation of a well and irrigation system.
- Installation of walking paths around the perimeter of Roberts Field.
- Installation of updated exercise equipment.



A complete site map that outlines the Master Plan can be found at <http://www.robertsfield.org/roberts-field-master-site-plan/>

The committee maintains a web page <http://www.robertsfield.org> where there is information available to the public about the history of the committee and Roberts Field along with News, calendar of events, a volunteer sign-up sheet, contact info and all recordings of committee meetings.

The RFAC thanks the Town Manager, Board of Selectmen, Town Engineering Department, Department of Public Works, Police Department and all town officials for their continuing support of this committee and its efforts. We would also like to thank all the volunteers and participants during the public input session at the committee meetings.

Respectfully submitted,

Marcus Bush, Co-Chair
Roberts Field Advisory Committee

2018-2019 RFAC Members

Marcus Bush, Co-Chair
Elisabeth Bobrow, Vice Chair
Justin Whitehouse, Secretary
Denille Ruth
Adelle Stavis
Bill Askenburg
Tameka Grantham O'Brien



Board & Committee Reports

Tree Committee

James F. Martin - Chair

The Chelmsford TREE Committee in its name quickly summarizes the purpose of its existence, its philosophy, its goals, its activity. The Tree Committee of Chelmsford is mandated by the following town statutes:

Tree Replacement Establishment Enhancement

Some of our activities during this year are detailed in the following report.

PRESERVATION of TREES

Several years ago, cuttings were taken from the old Purple Leaf European Beech tree that was a landmark in the Common. Unfortunately, the huge tree was removed in 2012.

Prior to its removal, Weston Nurseries took cuttings from the old tree and grafted them onto a suitable root stock. The grafting was successful in creating an exact genetic copy of the original tree planted in 1896 by Chelmsford school children.

The new cuttings were named "Chelmsford Legacy Beech", and will insure that offspring to the old tree will continue. The Nursery grew them for a few years before turning the saplings over to the Committee last year. The Committee maintained the saplings until April of this year when we planted them with the cooperation of COSS; one was planted at Sunny Meadow Farm and one at the Garrison House. The TREE Committee will continue to maintain these two historically important trees until they are established. At this time, both trees are doing well.

Some of the wood from the original tree was kept and used for various projects around town. For instance, benches in the libraries and a table in the Senior Center were made from the wood by the woodworking classes at Chelmsford High School.

One of the most unique and outstanding uses for one of the logs can be seen in the foyer of the High School. It stands almost 7 ½ feet tall and is a wood carved lioness, inspired by the school mascot. The TREE Committee was very involved with this project from its inception to the completion. The creative artist Felix Huang, a student at Chelmsford High School, under the guidance of his teacher Doug Greenfield, and with the support of principal Stephen Murray.

It is very fitting that a Chelmsford High School student transformed a log from the "Legacy Beech Tree" which graced the Town Common for over 100 years. His admirable work will inspire future generations of students.

TREE INVENTORY

The Chelmsford Tree Inventory has gathered information on in excess of 2,100 trees on at least fifty public town properties. The data, includes the tree species, location, trunk diameter and condition. The properties includes all public schools and cemeteries. Maps of each property have been created to a the specific location of each individual tree. During the winter, the Committee made an in-depth presentation, concerning the Tree Inventory to the Chelmsford Board of Selectmen.

EMERALD ASH BORER

Being aware that the Emerald Ash Borer, a new deadly invasive insect pest, has been moving toward Chelmsford the Committee contacted the Massachusetts Department of Conservation & Recreation. They provided Ash Borer traps to help determine if the insect had arrived in Chelmsford. These special insect traps were installed in Ash trees, monitored and then the results sent to the State for the past several years. In August 2018, the State confirmed that the insect has arrived here in Chelmsford. This information has been presented to the Board of Selectmen. It should be noted that the Emerald Ash Borer is expected to kill all the true Ash trees in Chelmsford in the next decade or so if nothing is done to save them.



Tree Committee

ROBERTS FIELD

The Committee has advised the Roberts Field Advisory Community on the issue of protecting existing trees during the park renovation.

The Committee also has assisted the Nature Walk Committee and has also offered to supply labels for trees along the Nature walk. As part of the labeling project, the TREE Committee suggested specific trees and purchased labels which will identify them.

CHAMPION TREE

Through the efforts of the Committee, Chelmsford was recognized because of its large size, for being the home of a Massachusetts "Champion" Tree. Located on the grounds of the McCarthy Middle School, this Champion, an outstanding Siberian Elm, was nominated and awarded the distinction of being the Champion State Tree of Massachusetts.

INTO THE DIGITAL AGE

With the help of Michael McCall, the Assistant Town Manger, The Committee has established a web site, linked through the Town Web site. The site has modern scientific information on numerous topics e.g. tree planting, maintenance, identification, and Tree Inventory.

CHELMSFORD DOG PARK

The Committee is working with the Chelmsford Dog Park to establish some shade trees at the park. A soil compaction survey, along with soil samples sent off for testing for available nutrients and soil pH. was the first step. The test results will be used to make proper recommendations for the species of trees suitable for the growing in the environment. This is an ongoing project.

VINAL SQUARE

When the Vinal Square Community wanted to undertake a beautification project for the area, they approached the TREE Committee for some preliminary ideas and recommendations

Respectfully submitted,

James F. Martin, Chair

Chelmsford Tree Replacement Establishment & Enhancement Committee

2018-2019 TREE Members

James F. Martin, Chair
Virginia M. Marshall, Secretary
Andrew V. Silinsh
Brian Zuzelo
Richard Friesner
Kenneth LeFebvre, Liaison Board of Selectmen



Board & Committee Reports

Housing Authority

David Hedison, Executive Director



The Chelmsford Housing Authority (CHA), a municipal corporation, is committed to serving low- and moderate-income seniors, families, veterans and disabled individuals in need of affordable housing in the Town of Chelmsford. Our agency has been serving the community for over 45 years. As state and federal resources diminished for the creation of affordable housing opportunities and supportive services, our agency founded Choice Housing Opportunities for Intergenerational and Community Endeavors, Inc. (CHOICE, Inc.) a non-profit mirror of the Chelmsford Housing Authority in 2001. In 2017, CHOICE, Inc also acquired the assets of the Chelmsford Housing Elder Partnership, Inc. and the Westford Initiative for Senior Housing, Inc. The CHA Board of Commissioners serves as the Board of Directors for all three non-profit boards. These non-profit operations are subject to the same rules, regulations and oversight as is the Chelmsford Housing Authority.

Over the past year, our agency has continued to make progress in securing additional resources for families, veterans and the disabled in need of housing. The CHA was one of a handful of agencies in MA to receive new funding for housing assistance vouchers for disabled applicants at risk of homelessness. Construction started on our new development in Shirley, MA that will be home to at least 58 seniors. Permitting is completed on a new project in Westford that will house at least 18 seniors in need of supportive services and, lastly, CHA/CHOICE is working to preserve the affordability of an existing 16-unit development in N. Chelmsford. The CHA and its affiliated boards are continuing to seek new housing opportunities for the development of affordable senior housing, as there has been a significant increase in the need for supportive and independent senior housing.

The Chelmsford Housing Authority's State Public Housing portfolio makes up a small percentage of our agency. It is in this portfolio, however, where the greatest need for modernization rests. The developments of McFarlin Manor, Chelmsford Arms and Delaney Terrace receive about \$275,000 annually from the state Department of Housing and Community Development (DHCD) to address their overall deferred maintenance. In contrast, this portfolio has expired components that exceed \$4 million. Each year, DHCD divides the limited funding for State Public Housing modernization among 45,000 housing units. Overall, the State Public Housing portfolio needs \$2 billion of funding; only \$50 million is allocated annually.



Housing Authority

The Chelmsford Housing Authority's waiting list for our State-Aided Senior Housing has now transitioned over to a statewide waiting list. There are currently over 160,000 applicants on the waiting list. While we still focus on our local residents, the State requires that we offer housing to local residents in emergencies, then to applicants in emergencies from any community, and then to local standard applicants. Because new applications are being added every hour from across the state, it has become extremely difficult to provide local applicants with an estimated wait time. The average wait is still over 5-7 years for State Public Housing. Applicants for our other developments have a 3-5 year waiting period.

Our agency also manages over 700 Section 8 rental vouchers. There are 3,000-plus applicants on the waiting list, more than 1,000 of whom have a local preference based on where they live or where they work. We are currently making offers to people who applied back in 2010. There is clearly a significant backlog of people in need of housing assistance.

The Chelmsford Housing Authority continues to manage the Northeast Regional Capital Asset Team for DHCD. We are responsible for overseeing and providing technical assistance to 68 housing authorities with regard to their State Housing Capital Program. Our agency is now responsible for over 9,000 units in the northeast region of Massachusetts. With an additional team of employees, we have expanded our mission in serving agencies from Amesbury to Hopkinton. We are now in our fourth year and anticipate that this program will increase in scope.

Each year, our organization strives to meet the needs of the residents waiting for affordable housing and those already residing in our housing. Overall, we have over 1,100 applicants on our waiting lists who either work or live in Chelmsford. Quite often, these applicants are our neighbors, former teachers and individuals who never anticipated needing our assistance. We remain committed to making progress in meeting the needs our community. With heartfelt appreciation to the residents of the Town of Chelmsford, its elected and appointed officials and the Commissioners and Staff of the Chelmsford Housing Authority, we look forward to continuing our mission over the next year.

On a final and sad note, Gail Beaudoin resigned this past year after two decades of service as a Commissioner and our beloved Mary St. Hilaire passed away after serving almost two decades on our Board. The commitment both of these Commissioners made will not be forgotten.

David J. Hedison, Executive Director

Connie Donahue-Comtois, Deputy Director



Board & Committee Reports

Housing Advisory Board

The Housing Advisory Board (HAB) was established in 2012 as recommended by the 2011 Chelmsford Affordable Housing Plan. As defined by the Board of Selectmen, the HAB was given the mission:

1. To conduct pre-application meetings, as requested by potential applicants, to ensure housing proposals are consistent with the housing goals stated in the adopted master plan and affordable housing master plan documents.
2. To provide advisory opinions, as requested by Town Boards during the permitting process, to ensure the proposals are consistent with the housing goals stated in the adopted master plan and affordable housing master plan documents
3. To work with the Community Development Department, Housing Authority, and applicants, to implement the actionable components of the Affordable Housing Plan in order to meet the desired levels of affordable housing units established in Chelmsford.
4. Perform research as requested on new initiatives pertaining to housing.

Since its inception the HAB has been meeting regularly with a focus on this mission. We have met with many developers of proposed housing projects, and other stakeholders. We have worked with and provided input to other boards and committees regarding housing related issues. The HAB has supported the Planning Board and the Community Development Department in their efforts to improve the town's zoning strategy when it comes to encouraging the inclusion of affordable housing in new production.

In 2017 we submitted an update to the Affordable Housing Plan (also known as a Housing Production Plan) that was approved by the Board of Selectmen, the Planning Board, and the Massachusetts Department of Housing and Community Development (DHCD) as a new five-year plan. Both the 2011 plan and the 2017 update were necessary in the town achieving "safe harbors" under Chapter 40B – thereby giving the town more control over proposed housing development.

The Town of Chelmsford achieved a major milestone in fiscal year 2019. DHCD issued a Certificate of Municipal Compliance in recognition of the town's progress on production of affordable housing. Not only did the town earn a two-year certification (i.e., safe harbor), for the first time the Town of Chelmsford has exceeded the Chapter 40B goal of 10 percent of housing units being on the Subsidized Housing Inventory (SHI). As of the letter from DHCD the town's SHI stood at 10.85 percent.

However the job is not over -- diligence must be maintained. Units could be lost from the SHI. With the 2020 census, the Chapter 40B bar of 10 percent will be raised, as the total number of housing units in town will grow substantially. Most importantly, there are still thousands of households that are living in unaffordable conditions.

Therefore the HAB continues to work on initiatives such as the proposed Route 40 zoning changes, monitoring the status of the UMass Lowell West Campus property, and the effort to gain the designation of Chelmsford being an Age Friendly Community.

For Chelmsford residents, or people considering a move to Chelmsford, if you need help with affordability issues, the HAB with support from the Town Assessor's and Town Clerk's office have provided information on the Town of Chelmsford web site regarding available resources. On the town web site find the Housing Advisory Board under Elected and Appointed Boards or just go to:

<http://www.townofchelmsford.us/341/Housing-Advisory-Board>

2018-2019 Housing Advisory Board Members

- George Dixon
- Connie Donahue-Comtois
- John Edward
- Tim Shanahan
- Deb Taverna



Chelmsford Telemedia



Chelmsford TeleMedia is our town's Community Media Center. We're organized as a PEG Center, which means we facilitate video content for Public, Educational and Governmental Access channels.

Public Access programming is created or sponsored by Chelmsford residents. Chelmsford TeleMedia has no editorial control over these shows, making them a true exercise in free speech.

You'll see local talk shows like Town Talk, Chasing the Facts, The Current Buzz and Dacey's Divas. News shows like Chelmsford News with Tom Christiano. Comedy with Bill Campbell and Charlie Smith. Plus, shows about art, culture, health, and more.

Public Access programming is cablecast on Comcast 8/Verizon 38.

Educational Access programming is produced by the Chelmsford Public Schools, with help from Chelmsford TeleMedia.

Much of Chelmsford's educational programming is created by CHSTv, the high school TV club. These students produce live CHS sports, CPS concerts, plays, and more. CHSTv members also play an integral part in bringing you Chelmsford's Annual Independence Day Parade and Road Race, as well as the Lowell Folk Festival.

Chelmsford TeleMedia funds and manages CHSTv. We also fund and teach two academic classes each year: Introduction to Communication and Media and the Media Internship.

Educational Access programming is cablecast on Comcast 22/Verizon 37.

Governmental Access programming primarily consists of local government meetings. You can watch regular, live broadcasts of Board of Selectmen, School Committee, Finance Committee, Planning Board, Zoning Board of Appeals, Capital Planning Committee, and more – including Spring and Fall Town Meeting.

In addition, Town Manager, Paul Cohen, and Departmental Assistant, Colleen Stansfield, produce the bi-monthly Town Manager's Roundtable which highlights important issues facing our town.

Government Access programming is cablecast on Comcast 99/Verizon 36.

In addition to our cablecasts, nearly all of our government programming is streamed live at live.chelmsfordtv.org. Plus, we maintain an up-to-date, on-line archive of all government meetings.

In 2017, Chelmsford TeleMedia became an official department of the Town of Chelmsford. Previously, we were a 501(c)(3) non-profit corporation serving the Town. Our department is solely funded by franchise fees paid by subscribers to Comcast and Verizon and configured into an Enterprise Fund.

The staff of Chelmsford TeleMedia is:

Pete Pedulla, Director
Tom Peterson, Production Engineer/Education Program Coordinator
Villu Tari, Program Manager
Dan Silvia, Technical Producer
Dianne Sherratt Steimel, Staff Producer
Kurt Heinrich, Media Assistant (P/T)

Finally, we'd like to express our gratitude to the dedicated Chelmsford TeleMedia volunteers who operate cameras, edit video, maintain our archives, and much, much more. We couldn't provide such a wide range of services without them, and their can-do spirit.

Please visit chelmsfordtv.org or call the studio at 978-251-5143 to find out more, to volunteer, or just to let us know how we're doing.



Board & Committee Reports

Chelmsford Military Community Covenant



The members of the Chelmsford Military Community Covenant Task Force prepare to serve local veterans and their families during our annual Military Appreciation Cookout. From left to right are: Lisa Devine, Brian Fredriksson, Jim Curley, Steve Miller, Pat Wojtas, and Chuck Fidler.

The Chelmsford Military Community Covenant mission statement reads:

- Together, we are committed to building strong communities.
- We, the Community, recognize:
 - The commitment Service Members and their families are making every day
 - The strength of Service Members comes from the strength of their families
 - The strength of their families comes from the strength of the Community
 - The strength of the Community comes from the support of Employees, Educators, Civic and Business Leaders, and its Citizens
- We, the Community, are committed to:
 - Building partnerships that support the strength, resilience, and readiness of Service Members and their Families
 - Assisting in the implementation of the Military Covenant



Chelmsford Military Community Covenant

During the past year, the Covenant has continued our mission to recognize those service members who have returned from deployments, are serving on active duty, as well as those who served during earlier conflicts.

Once again, we hosted a cookout for all Veterans, active military, and their families. As has become their tradition, the Chelmsford Lodge of Elks graciously donated the use of their pavilion for the event. The turnout was gratifying. The folks who showed up enjoyed each others' company, as well as the wonderful food prepared by members of our committee and generous volunteers. We intend to continue this tradition each year.

Maxwell's of Chelmsford (formerly known as Chelmsford Agway) again allowed us to host a cookout on Armed Forces Day, with all proceeds being donated to our committee. We are extremely grateful for the ownership of Maxwell's for their continued support.

We have been busy performing yard chores for local families, one of whom has been deployed for most of this year as a Naval officer in the Middle East. We will be welcoming him home in November. The other is a 94 year-old veteran, one of the few remaining World War II veterans in Chelmsford.

And we welcomed home two service members from their long deployments. The banners that we install at Vinal Square and the Center Common have often proven to be a pleasant surprise for the returning soldiers. We encourage family members to reach out to us, so we can prepare the necessary banners, as it is important to recognize the sacrifices our military makes in order to keep us safe.

A special thanks goes to the Chelmsford Republican Town Committee. After collecting donations at the Fourth of July Country Fair, they again generously donated those proceeds to us, to help with our mission.

Another event which we annually conduct is a 9/11 Remembrance Ceremony. This solemn service assures us that the events of September 11, 2001 are never forgotten. Our featured speaker this past year was Josh Spero, who was present at the Pentagon that day, and recounted the terrible impacts, both physical and emotional, on those who witnessed the attack.

We welcomed two new members to our group this year: Brad Panton and Chuck Fidler. Both are local veterans, and bring added energy and new ideas for how to improve the services we provide to active military and veteran families.

We are constantly amazed at the extraordinary level of support we receive from individuals, businesses, and organizations in the Town of Chelmsford, who are ready to step forward with financial aid and volunteer hours, as needed.

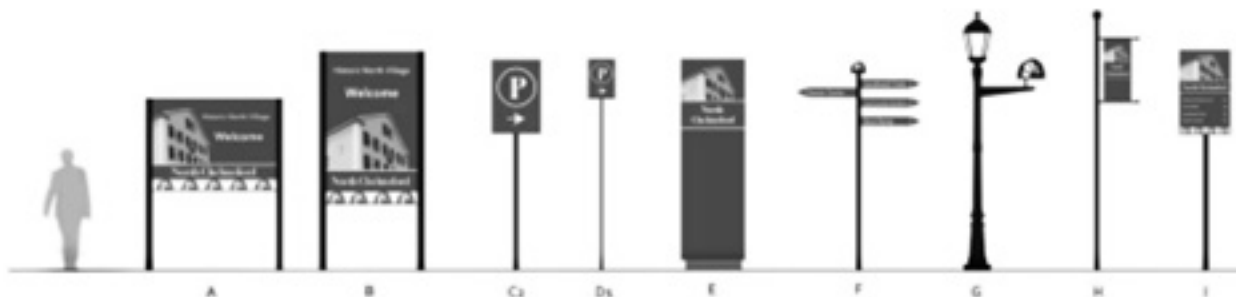
The members of the Chelmsford Military Community Covenant Task Force are:

Pat Wojtas
Brian Fredriksson
Steve Miller
Jim Curley
Lisa Devine
Brad Panton
Chuck Fidler



Board & Committee Reports

Vinal Square Master Plan *Joe Tierney, Chair*





Vinal Square Master Plan



Background

Upon completion of the Vinal Square Strategic Action Plan, in 2014, and the establishment of an official standing committee in 2015, the Committee has transitioned to implementation phase of the Plan and has now created specific Sub-committees to address key areas highlighted within the Plan. The Study Area encompassed the Historic Village of North Chelmsford, including the core Vinal Square area, as well as Southwell Fields, the Senior Center, Freeman Lake, Varney Playground, and the Historic Mills. These areas were deemed core to the revitalization of the Vinal Square area and will play an important role when integrating residents with both businesses and public attractions.

Committee Members

Joe Tierney, Chair

Kenny Pantuso, Co-Vice Chair

Laura Lee, Co-Vice Chair

Janet Murphy, Secretary

Bill Gilet

Bill Vines

Mike Walsh, Planning Board Rep

Virginia Crocker Timmins, Board of Selectmen Rep

Selected Key Accomplishments

- Wayfinding Signage/Branding Program, selection of Final signage menu and presented to BOS in June
- Partner with Chelmsford Open Space Stewards to restore open space trails at Southwell Fields, MOU for Varney Playground clean up
- Partner with Chelmsford Police Dept to improve safety and cleanliness of Varney Playground
- Partnered with Steve Callaghan (DPW) to communicate the upcoming Varney Playground Phase II /Tennis Court, Pickleball Court and designated parking off of Varney Ave
 - Held public information session for Phase II of Varney Playground restoration plan,
 - Forming a Varney Playground/Playground Subcommittee for future improvements and events
 - Fund-raising and community events (e.g., movie night, paint night, block party, etc)
 - Input to replace playground that is approaching EOL (3+years out)
- Continue Planter Program with support from Mahoney's Garden Center
- Continue Annual Winter Holiday Tree Lighting and Festivities at Vinal Square
- Partnered with Chelmsford Schools to create Varney Summer Open Park for kids
- Maintain public dock at Varney Playground beach (installed by Eagle Scout, Owen Busser)
- Small Business meeting with Lisa Marrone (Dir Business Development) to promote the 1st SMB Grant program in 1Q 2019, upcoming facade improvement and other programs
 - Rosie's Diner got remodeled via Food Network's Restaurant Impossible show June 2019



Boards & Committees

Committee Descriptions

Agricultural Commission

Board of Selectmen Appointed
Members: 5
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Commission services as facilitators for encouraging the pursuit of agriculture in Chelmsford, promote agricultural-based economic opportunities in Town, acts as mediators, advocates, educators, and/or negotiators on farming issues, works for preservation of prime agricultural lands and pursues all initiatives appropriate to creating a sustainable agricultural community.

Arts and Technology Education Fund

Town Manager Appointed
Members: 9
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The committee works to provide supplemental funding to support educational initiatives and projects that enhance the curriculum of the Chelmsford Public Schools.

Bicycle and Pedestrian Advisory Committee)

Town Manager Appointed
Members: 9
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The committee works to improve bicycling and pedestrian conditions; coordinates maintenance, policing, and enhancements to any bicycle/pedestrian paths. The committee facilitates coordination of activities that involve or affect non-motorized transportation.

Board of Appeals

Town Manager Appointed
Members: 5, plus 3 alt.
Length of Term: 3 Years, 1 for alts.
Term Begins: July
Average Meetings: 1 per month
The Zoning Board of Appeals mission is to interpret and apply the General Laws of the Commonwealth of Massachusetts and the Zoning Bylaws of the Town of Chelmsford to all matters which appear before it. In so doing, the Board follows its rules and regulations fairly and gives due deference to the reports of the Planning Board and the Building Commissioner, who is the Zoning Enforcement Officer for the Town of Chelmsford, as well as the decisional laws of the Commonwealth.

Board of Assessors

Town Manager Appointed
Members: 3
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Board of Assessors is responsible for the full and fair market valuation of real and personal property for the purposes of levying the property tax as of January 1st every year. It is the responsibility of the assessors office to maintain valuations at full and fair cash value and to meet the Commissioner of Revenue's re-certification requirements of property valuation every three years. The assessors office collects and maintains a database on each parcel of property in town. The assessor's office is responsible for the administration of the 30,000 excise bills which are issued by the Registry of Motor Vehicles annually, as well as, subsequent excise commitments.

Board of Health

Elected Members: 3
Length of Term: 3 Years
Term Begins: April
Average Meetings: 1 per month
The Board works to protect the public health of the residents. It also has administrative, planning, and policy responsibility for health functions of the Board of Health Office.

Board of Registrars

Board of Selectmen Appointed
Members: 3
Length of Term: 3 Years
Term Begins: April
Average Meetings: Varies by elections per year
The Board is in charge of administering the town census, voters' registration, and elections.

Board of Selectmen

Elected Members: 5
Length of Term: 3 Years
Term Begins: April
Average Meetings: 2 per month
The Board is the Town's body of chief elected officials. The powers and duties include appointing the Town Manager and many committees, issuing certain licenses, enforcing special sections of the by-laws, and regulating the public ways.

Capital Planning Committee

Appointed Members: 7
Town Treasurer, Town Accountant, two BOS appointed Citizen Reps, Finance Com. Rep., Library Trustee Rep., School Com. Rep.
Length of Term: 1 Year
Term Begins: July
Average Meetings: weekly
November - December.
The Committee studies proposed capital outlay, declares rules and regulations, makes investigations, and holds public hearings as it deems appropriate.



Committee Descriptions

CIVIC Committee

Board of Selectmen Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 2 per month
The work of the Community Involvement and Volunteerism in Chelmsford (CIVIC) Committee is to increase volunteerism and civic engagement as well as to recognize and showcase the outstanding individuals and groups who through abiding service have demonstrated their long-term commitment to the Chelmsford community.

Cemetery Commission

Elected Members: 3
Length of Term: 3 Years
Term Begins: April
Average Meetings: 6 per year
The Commission plans, operates, and maintains the six Town cemeteries as attractive, dignified, and appropriate public burial grounds.

Commission on Disabilities

Appointed Members: 10
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Commission works to deal with all disability issues and provide information, referral, guidance, coordination, and technical assistance to other public agencies and private persons, organizations, and institutions engaged in activities and programs intended to eliminate prejudice and discrimination against persons with disabilities.

Community Action Program

Town Manager Appointed
Members: 7
Length of Term: 1 year
Term Begins: July
Average Meetings: 1 per quarter
The Community Action Program provides a unique source of matching funds for projects that benefit the community. The Community Action Program was established for the purpose of awarding cash grants to individuals and organizations that wish to develop civic projects for the benefit and enjoyment of the citizens of Chelmsford.

Community Preservation Committee

Appointed Members: 9
Community Dev. Dir., DPW Dir., BOS Rep, Planning Board Rep, Conservation Rep, Housing Auth. Rep, Historical Com. Rep and two Town Manager appointed Citizens.
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The third Wednesday at 7:00 PM
The Community Preservation Act (CPA) provides funding through a surcharge on the property tax bills for the preservation of Open Space, Historic Preservation and Affordable Housing. The CPC holds annual public hearings on proposed plans for the fund and presents for Town Meeting approval

Conservation Commission

Town Manager Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 2 per Month
The commission is responsible for ensuring protection of wetlands and acquiring, managing, and maintaining over 750 acres of conservation and Town Forest Land.

Council on Aging

Town Manager Appointed
Members: 11
Length of Term: 3 Years Average
Term Begins: July
Average Meetings: 1 per month
The Chelmsford Council on Aging is appointed by the Town Manager. The members serve in an advisory capacity and work with the Director of the Senior Center to develop policy, programs and services. Council members are appointed on a rotating basis, each for a period of three years, and may serve a maximum of six continuous years.

Cultural Council

Town Manager Appointed
Members: 9 up to 21
Length of Term: 2 Years
Term Begins: July
Average Meetings: 1 per month
The Council provides public funding for the arts, humanities, and interpretive sciences by granting funds to individuals and organizations in the community. Its duties also include soliciting community input and assessing local cultural needs.

Economic Development Commission

Town Manager Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Economic Development Commission's efforts include:
Understanding the needs of prospective businesses opening/relocating to Chelmsford.
Conducting roundtable meetings with commercial realtors and businesses. Collaborating with local and regional business organizations. Participating in industry associations.



Boards & Committees

Committee Descriptions

Energy Conservation Committee

Town Manager Appointed
Members: 9
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Energy Conservation Committee assists with identifying, designing, and implementing programs and projects for energy conservation, energy efficiency, and renewable energy generation. These programs and projects may include all forms of energy use: electricity, natural gas and heating oil, and transportation fuels.

Finance Committee

Town Moderator Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per week - (September to May)
The Committee meets with each Town Department head, considers the merits of the individual budget in terms of the Town's total needs and the limits of the total monies available, and prepares the final budget recommendations for the Annual Town Meeting.

Historical Commission

Town Manager Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Commission works to promote the preservation, promotion, and development of the historical assets of the Town. It conducts research to identify places of historical value and actively urges other alternatives before destroying a historically important building or site.

Historic District Commission

Town Manager Appointed
Members: 5
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Commission works to preserve and protect the buildings and places within the Chelmsford Center Historic District.

Holiday Decorating Committee

Town Manager Appointed
Members: 7
Length of Term: 1 Year
Term Begins: December
Average Meetings: as needed seasonally
The Holiday Decoration Committee consists of a group of volunteers appointed by the Town Manager, who arrange and implement the Holiday Lighting and Prelude Ceremony in Chelmsford Center on 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 Chelmsford Common, the Old Town Hall and the Chelmsford Business District.

Housing Authority

Elected Members: 5
Length of Term: 5 Years
Term Begins: April
Average Meetings: 1 per month
The Housing Authority works to provide an adequate supply of low and moderate income housing for Town Residents.

Middlesex Canal Commission

Town Manager Appointed
Members: 4
Length of Term: 2 Years
Term Begins: July
The Commission works to maintain the Middlesex Canal Heritage Park and to inform, inspire, and draw the public to this nationally significant landmark.

Military Community Covenant

BOS Appointed Members: 7
Length of Term: 3 years
Term Begins: July
Average Meetings: 1 per month
The Task force has formalized a partnership between the Town and local military community, represented by Hanscom AFB. The Task Force represents the Town of Chelmsford in advocating for military families. Activities primarily consist of coordinating volunteers who wish to support military families in Chelmsford, and approaching the business community in town to provide discounts or other gestures of appreciation to military families.

Parade Committee

Town Manager Appointed
Members: 12
Length of Term: 1 Year
Term Begins: July
Average Meetings: 1 per month
The Committee plans and carries out the annual Fourth of July Parade in Chelmsford.

Permanent Building Committee

Town Manager Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Permanent Building Committee assists the Town Manager with the development of financial estimates, project design and supervision of construction of municipal building projects.

Personnel Board

BOS Appointed Members: 5
Length of Term: 2 Years
Term Begins: July
The Personnel Board works in conjunction with the Town Manager in developing Personnel Rules and Regulations and the classification and compensation system of the town.



Committee Descriptions

Planning Board

Elected Members: 7
Length of Term: 3 Years
Term Begins: April
Average Meetings: 2 per month
The Board is the regulatory agency most responsible for ensuring that development occurs in a manner that is beneficial to the Town. It enforces several acts and reviews all subdivisions, site plans, and the creation of lots on existing ways.

Public Celebrations Committee

BOS Appointed Members: 5
Length of Term: 1 Year
Term Begins: July
Average Meetings: 1 per month
The Committee plans and carries out the annual Fourth of July Country Fair in Chelmsford.

Recycling Committee

Town Manager Appointed
Members: 9
Length of Term: 1 Year
Term Begins: July
Average Meetings: 1 per month
The Committee works to reduce solid waste disposal costs by decreasing the quantity of solid waste disposed and increasing the quantity of recyclables collected. The committee also works to increase the number of recycling participants.

School Committee

Elected Members: 5
Length of Term: 3 Years
Term Begins: April
Average Meetings: 2 per month
The Committee has general charge of the public schools of the Town. The powers include appointing a superintendent and all other officers and employees of the school, and making rules and regulations.

Sign Advisory Committee

Town Manager Appointed
Members: 7
Length of Term: 3 Years
Term Begins: July
Average Meetings: as needed
The Committee reviews and comments on sign permits and applications for other special permits.

TREE Committee

Town Manager Appointed
Members: 5
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The Tree Replacement, Establishment, and Enhancement (TREE) Committee facilitates and encourages the long-term health of Chelmsford's public trees. The TREE Committee is charged with developing and administering a comprehensive tree management program to guide the Town and the Committee's activities.

Town Meeting Representatives

Elected Members: 162
Length of Term: 3 Years
Terms Begin: April
Average Meetings: twice per year (Spring & Fall)
Town Meetings involve Multiple Sessions & Special town meetings, as needed
The legislative body of the Town is a Representative Town Meeting consisting of 162 elected representatives from nine voting precincts. Members participate in the Spring and Fall Annual Town Meeting and all Special Town Meetings. Members also keep abreast of Town business year-round and attend informational sessions as needed in preparation for all Town Meeting sessions and votes for all warrant articles.

Water Commissions Center, North & East Districts

Elected Members: 3 per district
Length of Term: 3 Years
Terms Begin: April
Average Meetings: 1 per month
Each Commission oversees the water takers of the Center, North and East Districts separately and regulates the bylaws as it deems necessary. The Chelmsford Water Districts are each separate entities run independently of the Town.

Zoning Board of Appeals

Town Manager Appointed
Members: 5
Length of Term: 3 Years
Term Begins: July
Average Meetings: 1 per month
The board hears petitions and applications for variances, special permits, comprehensive permits, and several other appeals. The Board also decides, upon appeal, the application of the zoning, subdivision, sign, and building bylaws.



Credits

Cover Photographs:

Donna Parlee
135 Pinehill Road

Other Photographs:

Tom Christiano
6 Drew Circle

Barry Jefferson
5 Bridle Road

Fred Merriam
8 Lovett Lane

Donald Miffitt
44 Thomas Drive

Chelmsford Public Library

Chelmsford Independent
www.wickedlocal.com/chelmsford

Merrimack Valley Medical
Reserve Corps

Town of Chelmsford Website:

www.townofchelmsford.us
www.chelmsfordnow.com

Town Related Links:

Chelmsford Public Schools
www.chelmsford.k12.ma.us/

Chelmsford Public Library
www.chelmsfordlibrary.org/

Chelmsford Telemedia
www.chelmsfordtv.org/

Chelmsford Parade Committee
www.chelmsfordparade.com/

Merrimack Valley Medical
Reserve Corp.
www.merrimackvalleymrc.org/



The Town Clerk's Office is continuously seeking photographs of any events or places around Town. If you would like any of your photographs to be considered for future Annual Town Reports or featured on the Town of Chelmsford website, please email them to:

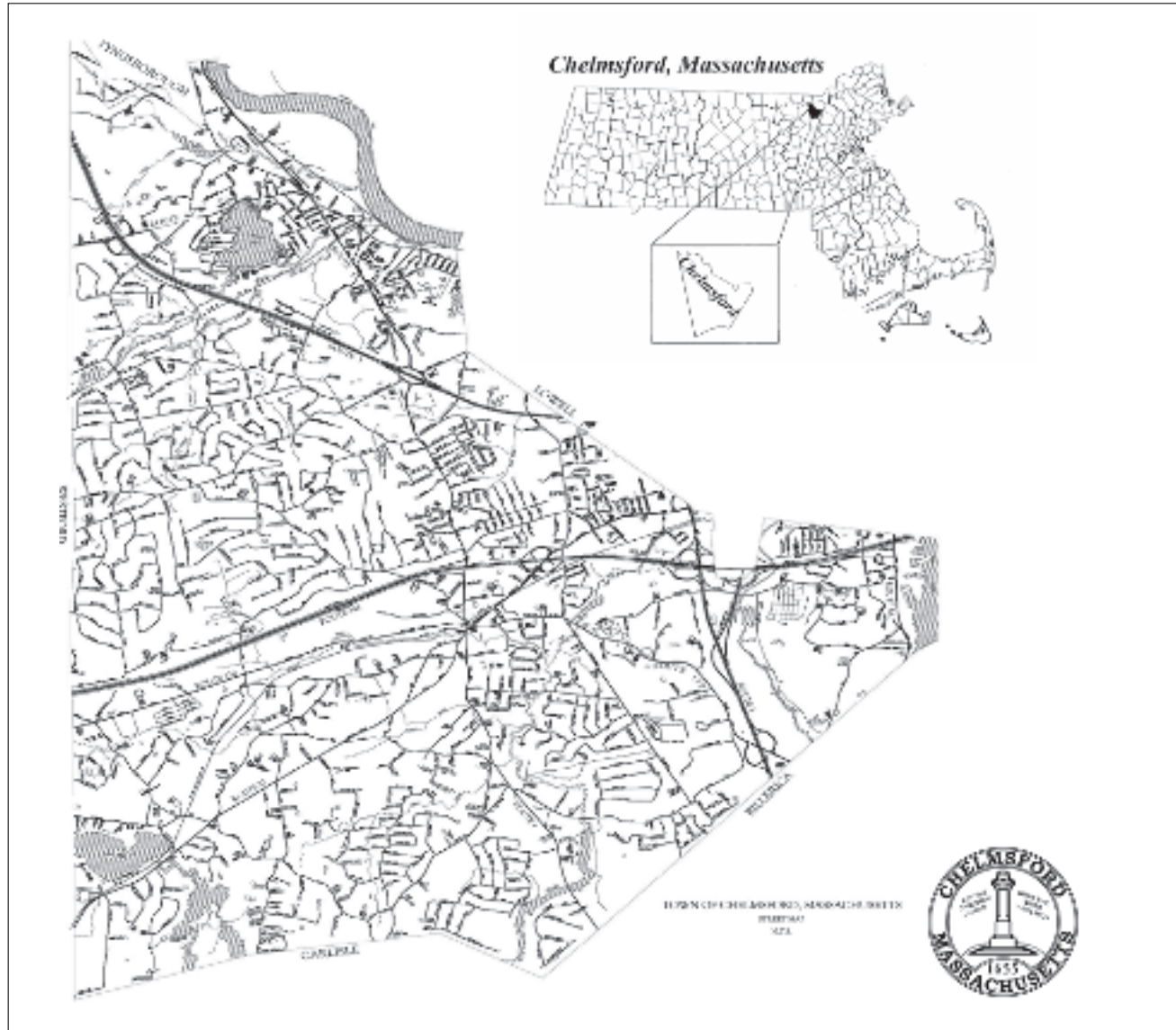
tdzuris@townofchelmsford.us



Community Profile & Map

2019 Quick Facts

Incorporated:	May 1655	Total Condo Units:	2,688
Type of Government:	Board of Selectmen	Total Households:	13,628
	Town Manager	Avg. Single Family Home Value:	\$428,333
	Representative Town Meeting	Tax Rate Per \$1000: (split in FY 19)	Res \$16.35
County:	Middlesex		CIP \$22.21
Land Area:	22.54 Sq. Miles		(Business Personal Property) PP \$22.06
Public Road Miles:	230	Avg. Single Family Tax Bill:	\$7,003
Total Population:	32,365	Original FY 2018 Operating Budget:	\$132,475,868
Registered Voters as of 12/31/2018:	24,040	Website:	www.townofchelmsford.us
Total Single Family Units:	9,057		



¹Municipal Databank on Massachusetts Dept. of Revenue, Division of Local Services website
²Municipal Databank on Massachusetts Dept. of Revenue, Division of Local Services website



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