

**ANNUAL  
REPORTS**

**For the year  
2010**



**TOWN OF ASHBY  
MASSACHUSETTS**

Accountant	8-28
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**The Town of Ashby web site:  
[www.ci.ashby.ma.us](http://www.ci.ashby.ma.us)**

<b>Available Funds</b>	Free cash, reserves, and unexpected balances available for appropriation.
<b>Chapter 90</b>	General Law which provides for contributions by the State for construction and maintenance of certain town road; usually roads leading from one town to another.
<b>Cherry Sheet</b>	Details of State and County charges and reimbursements used in determining the tax rate; known as “Cherry Sheet” due to color of the paper originally used.
<b>Estimated Receipts</b>	Estimate of miscellaneous receipts based on previous year’s receipts deducted by the Assessors from gross amount to be raised by taxation.
<b>Free Cash</b>	Amount certified by the Department of Revenue determined by any excess revenue and unexpended appropriations of the prior year.
<b>Matching Funds</b>	Amount made available by special State and Federal acts to supplement local appropriations for specific types of projects.
<b>Provision for Abatements &amp; Exemptions (formerly OVERLAY)</b>	Amount raised by Assessors for purpose of creating a fund to cover abatements granted.
<b>Provision for Abatements &amp; Exemptions Surplus (formerly Overlay Surplus)</b>	Excess determined by the Assessors (exceeding tax balance for that year) which may be voted for extra-ordinary or unforeseen purposes.
<b>Reserve Fund</b>	Amount appropriated for unforeseen or emergency purposes, controlled exclusively by the Finance Committee.

## BOARD OF SELECTMEN

In 2010 Ashby was able to maintain and improve in some areas due to the help of the North Middlesex School Committee cutting their budget which helped the town get through these tough economic times. So many thanks to our Representative Ken Brown and to the Committee for all the hours they put in.

The town was able to continue the third shift Police Officer with the help of a grant and the town funding the remainder of the year. Hopefully we can continue this in the future without the grant funding.

The town hired the Collins Research Group to help with an Organization Chart, update our Personnel Handbook and put in to place Personnel Review procedures. The Group, headed by Michael Ward, worked very hard and brought the town plans and information for the future. The Board wants to thank the Collins Center for their help which will benefit Ashby and will help other towns.

It has been over a year that Ashby has been without a Town Administrator. In 2011 we will be working to hire a new Town Administrator. During this year without an Administrator, the Board would like to thank everyone that works everyday to keep the town moving in the right direction. A special thank you to Jennifer Collins, that has kept the day to day flow of information to the Board members.

The Board of Selectmen wants to thank the Police Department, Fire Department and Highway Department who work together to protect the citizens of Ashby. Each Department works very hard every day while being understaffed. They still find time to apply for successful grants which benefit the town. They also support other groups in town and are able to do fundraising for special causes.

Another group in town that we wish to thank is the young men that have made the ranking of Eagle Scout. They have helped the town in many ways and we all should be grateful and very proud of the work they have done in the Town.

2011 will be another tough year for the budget, but with the help of everyone we will continue to offer the best services we can under these tough economic times.

Respectfully Submitted,  
Peter McMurray, *Chairman*  
Dan Meunier  
Joe Casey

## FINANCE COMMITTEE

During the fiscal year 2010, the Finance Committee has held regular meetings on the second and fourth Tuesday throughout the year, and has scheduled additional meetings on an as needed basis. Public notice with agenda items are posted on the

Town bulletin board and on the Town of Ashby web page at [www.ci.ashby.ma.us](http://www.ci.ashby.ma.us). We encourage and welcome the public at all of our meetings and welcome their input.

As was reported in the previous years Town Report the maintenance of the Town Buildings are in dire need of repair. This on going neglect of the our Municipal Buildings, in the opinion of the Finance Committee, is not acceptable, due to employee's health, safety, their working environment, plus the cost that we are incurring due the elements of deterioration. The Finance Committee has made recommendations to various committees, but it has never come to fruition. We will look to our public constituents to come forward to assist in making the necessary repairs with a plan that will be affordable to all taxpayers.

The Finance Committee is responsible for preparing the budget as voted and accepted in the Town Bylaws. Fiscal Year 2010 budget was presented by the Board of Selectmen not the Finance Committee and printed for the Special and Annual Town Meeting on May 1, 2010. We did our best and made amendments at the Annual Town Meeting, but all were defeated.

It was a pleasure to be a part of the team players that have a respect for our town needs. We thank Martha Svedberg, whom was not reinstated to the Finance Committee, John Steffian and Melissa Coyle whom resigned due to personal conflict. The Finance Committee has segregated terms of one, two or three years as noted on the green card presented to a new member by the Town Clerk when duly sworn in.

The newly appointed members for FY 2010 are: Suzanne Caron, Brian Foster, John Margosiak, Joe Armstrong-Champ, and Chris Haynes, plus reinstated members Lillian Whitney and Kevin Stetson.

Respectfully submitted,  
G. Lillian Whitney

## **BOARD OF ASSESSORS**

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

Office hours are Monday / Wednesday / Thursday 9:00 AM to 1 PM, Friday 9:00 AM to 12 PM, and Wednesday Evenings 4-8 or by appointment. The board meets at 6:00 PM on the second Wednesday of the month. The phone number is 978-386-2427 extension 15. E-mail is [assess@ci.ashby.ma.us](mailto:assess@ci.ashby.ma.us). Data on real property is available at [www.csc-ma.us/Ashby](http://www.csc-ma.us/Ashby).

Board and Staff  
 Oliver Mutch, *Chairman*  
 Doug Cudmore, *Member*  
 John Vogt, *Member*  
 Harald M. Scheid, *Regional Tax Assessor*  
 Linda Couture, *Associate Assessor*  
 Lois Raymond, *Administrative Assistant*

### Fiscal 2010 Assessments and Revenues by Major Property Class

<i>Property Class</i>	<i>Levy Percent</i>	<i>Valuation by Class</i>	<i>Tax Rate</i>	<i>Tax Levy</i>
Residential	94.9410	303,045,953	13.64	4,133,546.80
Open Space	0.0000	-0-	13.64	-0-
Commercial	2.8025	8,945,276	13.64	122,013.56
Industrial	0.3157	1,007,700	13.64	13,745.03
Personal Prop	1.9408	6,194,976	13.64	84,499.47
TOTALS	100.0000	319,193,905	13.64	4,353,804.86

### Prior Valuation and Tax History

<i>Fiscal Year</i>	<i>Tax Rate</i>	<i>Total Valuation</i>	<i>Accounts</i>	<i>Tax Levy</i>
2010	13.64	319,193,905	1,826	4,353,805
2009	11.96	351,803,275	1,836	4,203,690
2008	11.53	350,386,764	1,831	4,039,959
2007	11.70	350,003,100	1,813	4,095,036
2006	10.64	338,987,900	1,769	3,606,831
2005	11.81	294,241,300	1,757	3,474,990
2004	13.49	253,655,200	1,759	3,419,272
2003	13.39	228,753,800	1,716	3,063,013

**Fiscal Year 2010 Abstract of Assessments**

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<i>Prop Class Code/Description</i>	<i>Accts</i>	<i>Class Valuation</i>	<i>Average Value</i>
012 - 043 Mixed Use Properties	26	21,909,961	842,691
101 Residential Single Family	1063	257,816,174	242,536
102 Residential Condominiums	0	-0-	
104 Residential Two Family	14	3,440,600	245,757
105 Residential Three Family	2	766,400	383,200
Miscellaneous Residential	14	2,245,600	160,400
111 - 125 Apartments	1	262,500	262,500
130 - 132, 106 Vacant Land	368	19,815,400	53,846
200 - 231 Open Space	0	-0-	
300 - 393 Commercial	21	4,724,100	224,957
400 - 442 Industrial	4	1,007,700	251,925
501 - 508 Personal Property	206	6,194,976	30,073
600-821 Chapter 61, 61A, 61B	107	1,010,494	9,444
<b>TOTALS</b>	<b>1826</b>	<b>319,193,905</b>	

**Assessors' Account for Exemptions and Abatements**

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<i>Description</i>	<i>FY2010</i>	<i>FY2009</i>	<i>FY2008</i>	<i>FY2007</i>
Assessors' Overlay	65,163.76	66,403.52	56,359.69	58,828.06
Charges to 6/30/11	37,540.14	39,275.77	37,504.20	52,885.73
Balance	27,623.62	27,127.75	18,855.49	5,942.33

**New Growth Revenue**

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<i>Fiscal Year</i>	<i>New Revenues</i>
2010	21,487
2009	49,051
2008	39,192
2007	61,399
2006	71,272
2005	127,888



## TREASURER

As of December 31, 2010 available cash was equal to \$295,238.41, and a total of \$1,991.74 was earned in interest from the general fund accounts.

The sum of \$49,748.30 was collected in tax title receipts and foreclosure redemptions.

The following trust fund balances as of December 31, 2010 are:

John Forbes Memorial Clock Fund	\$ 1,267.06
School Funds	
Jesse Foster	\$ 1,052.77
Samuel P. Gates	\$ 21,018.15
Sumner Taylor	\$ 2,779.28
Cemetery Funds	
Sale of Lots	\$ 24,643.16
Perpetual Care	\$ 88,760.50
Rosanna Robbins	\$ 90,380.45
Open Space Acquisition Fund	\$ 18,831.73
Stabilization Fund	\$468,444.34
Police-Law Enforcement Trust	\$ 482.49
Library Trust Funds	\$311,314.06
Memorial Trusts	\$ 10,905.82

The Town currently has no long-term borrowing.

Respectfully submitted,  
Kate E. Stacy, *Treasurer*

## REPORT OF THE COLLECTOR

Our UPGRADED UNIBANK online lets you schedule future payment dates, receive automated bill notifications, recall payment history and much more! Visit [www.ci.ashby.ma.us](http://www.ci.ashby.ma.us) to create a personal account and enjoy these new features. Unibank payments deposit directly into the town bank account, and you select which account moves into my payment import file. It is less ideal with bill payer checks: these funds release to 3rd party processing centers, are mailed from out-of-state, and I must reprint coupons for posting (a challenge if the bill# is missing or wrong). Unibank works for BOTH of us – give it a try!

The state legislature has approved E-BILLING as a voluntary option to receive property tax bills. Sign-up links at [www.kelleyryan.com](http://www.kelleyryan.com) let you go green with excise as soon as an amendment is signed. Our Deputy Collector has the RMV data for matching and e-billing will be free. Taxpayers choosing e-billing are linked to pay these bills online using Unibank. Implementing property tax e-billing would require a switch from in-house print/stuff/ mailing to an outside firm, with fees for printing and e-billing. I want to learn the timing & cost for in-house software upgrades before considering property tax e-billing options.

Finally, some towns switch to mailing property tax bills only twice per year to cut costs, with coupons for two quarters inside each envelope. The savings is not so clear cut: the more involved folding/stuffing would likely require the use of an outside print firm, with a net savings of .53cents/parcel/year (or \$1500). Taxpayer inconvenience, the risk of missed payments, and reprinting lost tax bills are offsetting considerations and costs. For now, there will be no changes, and I will continue mailing your property tax bills four (4) times per year.

### **TAX BILLING**

Tax bills are mailed to addresses provided by the Assessors and the Registry of Motor Vehicles. By law, a taxpayer is responsible for payment even if the bill is not received. Valuable information regarding abatement filing and other important deadlines is printed on each tax bill. If you require further assistance, you may call me at 978-386-2427 ext13, visit during my walk-in hours, or arrange an appointment. To further taxpayer service in my absence, the Town Clerk staff is bonded to accept tax payments and provide stamped receipts

### **ABATEMENT APPLICATIONS**

My charge to collect a tax continues until the tax is either paid or abated by the Assessor's Office. The deadline for filing real estate abatement applications is February 1st each year. Unpaid real estate bills are eventually recorded as tax title and transfer to the Treasurer. Ignoring an Excise bill eventually prohibits vehicle registration and license renewal at the registry. If you transfer or sell your vehicle, or receive a bill for a vehicle you no longer own, you should contact the Assessor's Office to request an abatement application.

Respectfully submitted,  
Beth Ann Scheid

**Unpaid Real Estate tax recorded as TAX TITLE as of December 31st. Unpaid taxes, interest and fees transfer to the Treasurer's books for further collection.**

<i>Year</i>	<i>Added to Existing (#)</i>	<i>New Accts (#)</i>	<i>Total Transfer</i>	<i>Rate</i>
2004	25,401 (41)	9,828 (10)	35,230	1.04%
2005- multiple years taken per acct		20,689 (4)	20,689	n/a
2005	11,921 (16)	18,892 (12)	30,813	.89%
2006	18,026 (17)	4,055 (2)	22,081	.62%
2007	5,905 (9)	17,322 (13)	23,227	.57%
2008- lien	86,615 (1)		86,615	n/a
2008	6,416 (7)	22,620 (10)	29,035	.72%
2009	1,422 (1)	28,793 (13)	30,215	.72%
2010	18,550 (6)	7,257 (4)	25,807	.60%
2010 – held for deed research		4,109 (3)	pending	.01%

**OUTSTANDING RECEIVABLES as of December 31st.**

<i>Year</i>	<i>Personal Property</i>		<i>Motor Vehicle Excise</i>	
2000-2003	13		2,944	
2004	40		1,376	
2005	65		1,293	
2006	59		1,194	
2007	99		2,777	
2008	227		2,594	
2009	459		3,559	
2010	634	0.8%	10,670	3.2%

**COMMITMENT COMPARISONS as of December 31st.**

<i>Year</i>	<i>Real Estate</i>		<i>Personal Property</i>		<i>Motor Vehicle</i>	
FY2002	2,872,843	+151,788	48,919	- 1,861	319,262	+33,342
FY2003	3,019,179	+146,336	44,006	- 4,913	342,219	+22,957
FY2004	3,391,473	+372,294	48,518	+4,512	352,905	+10,686
FY2005	3,432,802	+41,329	46,260	- 2,258	371,114	+18,436
FY2006	3,568,252	+135,450	43,613	- 2,647	364,434	-6,680
FY2007	4,048,330	+480,078	46,699	+3,086	369,800	+5,366
FY2008	3,992,068	-56,262	47,876	+1,177	357,346	-12,454
FY2009	4,138,011	+145,943	69,639	+21,763	336,348	-20,998
FY2010	4,269,305	+131,294	84,499	+14,861	332,827	-3,481
FY2011	4,381,324	+112,019	123,277	+38,778	report Dec. 2011	

**TOWN CLERK'S FINANCIAL REPORT****2010 DOG LICENSES ISSUED**

		EACH	TOTAL
44	MALES/ FEMALES	\$10.00	\$ 440.00
317	SPAYED/ NEUTERED	6.00	1902.00
6	KENNEL \$25.00	25.00	150.00
4	KENNEL \$50.00	50.00	200.00
4	KENNEL \$75.00	75.00	300.00
		TOTAL	\$2992.00

**2010 FISHING & HUNTING LICENSED ISSUED**

3	RESIDENT FISHING MINOR	\$ 11.50	\$ 34.50
16	RESIDENT FISHING	27.50	440.00
4	RESIDENT FISHING (65-69)	16.25	65.00
1	NON-RESIDENT FISHING	37.50	37.50
10	RESIDENT CITIZEN HUNTING	27.50	275.00
2	NON-RESIDENT HUNTING, LG	99.50	199.00
1	HUNTING – MINOR	11.50	11.50
12	RESIDENT SPORTING	45.00	540.00
7	RESIDENT SPORTING (65-69)	25.00	175.00
12	ARCHERY STAMP	5.10	61.20
30	PRIMITIVE FIREARMS STAMP	5.10	153.00
2	WATERFOWL STAMP	5.00	10.00
		TOTAL	\$2001.70
	MISCELLANEOUS		\$1793.12

## PAYMENTS TO:

TOWN TREASURER	\$7182.82
COMMONWEALTH OF MASSACHUSETTS	\$1739.10

## REGISTRARS REPORT

The Town Clerk's office was open Tuesday, April 6th from 9:00 AM to 8:00 PM to register new voters Annual Town Election held Monday, April 26, 2010.

A registration session was held on Wednesday, April 21st from 9:00 AM to 8:00 PM to register new voters for the Annual Town Meeting held May 1, 2010.

Wednesday, August 25th, a voter registration was held in the Town Clerk's office from 9:00 AM to 8:00 PM to register new voters and for voters to change parties for the State Primary held September 14, 2010.

The Town Clerk's office was open Wednesday, October 13th from 9:00 AM to 8:00 PM to register new voters for the State Election held November 4th.

Lorraine Pease, *Town Clerk*

## ELECTED TOWN OFFICIALS 2010

	TERM
MODERATOR	
Nancy E. Chew	2013
TOWN CLERK	
Lorraine Pease	2013
SELECTMEN	
Peter McMurray	2013
Daniel Meunier	2011
Joseph Casey	2012
ASSESSORS	
Oliver H. Mutch	2012
A. Douglas Cudmore	2011
John Vogt	2011
TREASURER	
Kate Stacy	2013
COLLECTOR	
Beth Ann Scheid	2012

NORTH MIDDLESEX SCHOOL DISTRICT COMMITTEE

Kenneth Brown 2013

NORTH MIDDLESEX SCHOOL DISTRICT SCHOOL  
COMMITTEE AT-LARGE

Michael Morgan 2011

Tamara Leclerc, res 2011

Anne Buchholz 2011

LIBRARY TRUSTEES

Dwight F. Horan 2011

David Jordan 2013

Martha Morgan 2011

Prudence Brennan 2011

John Mickola 2012

Michelle Thomas 2012

Mary O’Friel 2012

Douglas Leab 2013

Anne P. Manney 2013

CONSTABLE

William A. Davis 2013

TREE WARDEN

William A. Davis 2011

BOARD OF HEALTH

Cedwyn Morgan 2013

Nicholas A. Murray, res 2009

Bruce Adams, res 2011

Scott Leclerc 2011

Scott Carpenter 2011

PARK COMMISSIONERS

Peter McMurray 2011

Stephanie B. Lammi 2013

April Alden, res 2012

CEMETERY COMMISSIONERS

Daniel Harju 2012

John Mark Tiilikkala 2011

PLANNING BOARD

Alan W. Pease	2012
Jean Lindquist	2013
James H. Hargraves	2014
Wayne A. Stacy	2015
Andrew Leonard	2011

**APPOINTED TOWN OFFICIALS  
2010**

TOWN ADMINISTRATOR	Vacant
ASSISTANT TO BOARD OF SELECTMEN	Jennifer Collins
ASSISTANT TOWN CLERK	Barbara Faulkenham
TAX COLLECTOR'S CLERK	Barbara Faulkenham
TOWN HALL CLERICAL	Gail Farley, res.
TOWN ACCOUNTANT	Nancy Haines
ACCOUNTING CLERK	Jessica Johnson
ADMINISTRATIVE ASST. TO POLICE DEPT.	Jessica Johnson
REGIONAL ASSESSOR	Harald Scheid
ADMINISTRATIVE ASSESSOR	Lois Raymond
ADA COORDINATOR	Peter Niall
AGRICULTURAL COMMISSION	John Mickola Tom Cason William Duffy, Jr. Paula Bogue Paula Packard Kyrie Martin, res Heather Leonard Sue Chapman, alt.

	Charles Perna, alt. Nadine Callahan, alt.
ASHBY CULTURAL COUNCIL	Ann Marie LaBollita Kathryn Becker, chair Francis Steffian Sandra Schippers Katherine Stanwood Michelle Blake Faith Anttila Joanne Boudreau Dorothea Rourke, res Tamara Leclerc, res Amy Meunier, res
COMMUNICATION COMMISSION	Thomas Moylan, citizen
CONSERVATION COMMISSION	Tim Bauman, chair Robert Leary Roberta Flashman Cathy Kristofferson Michael Harrison, res
CONSTABLE-SPECIAL MUNICIPAL APPOINTED	Vacant
COUNCIL ON AGING	Gary Leonard, chair Rosemary Wayrynen Oliver Mutch Johanna Grutchfield Nancy Catalini. Lee Mikkola Linda Stacy Jan Miller, alt Nancy Catalini Patricia Wayrynen, alt. Kathryn Becker, outreach coor Elsie Frederickson,alt Angie Godin, res,



CMEMSC-FIRST RESPONDER REP	Scott Florio
CMEMSC-GOVERNMENT REP	Mary Krapf
DISPATCH MANAGER	Marilyn Cronin
DOG OFFICER ANIMAL ENFORCEMENT OFFICER	Mary Letourneau
E-911 COORDINATORS	Elmer S. Fitzgerald, Jr. Alan Pease
EARTH REMOVAL BOARD	Daniel Meunier Cedwyn Morgan James Hargraves Tim Bauman Frederick Stacy
ELECTION OFFICERS	Betty Tiilikkala Amy Meunier Wendy Baird Rachel Patnaude Linda Stacy Rosemary Wayrynen Kevin Sierra Marja LePoer
EMS DIRECTOR	William Seymour, Jr.
EMERGENCY MANAGEMENT DIRECTOR	Michael Bussell
DEPUTY MANAGEMENT DIRECTOR	David Rainville
FIELD DRIVER	Mary Letourneau
FINANCE COMMITTEE	Lillian Whitney Suzanne Caron Kevin Stetson Brian Foster Christian Haynes John Margosiak

	Joseph Armstrong-Champ Martha Svedberg, res. Melissa Coyle, res
FIRE CHIEF	William Seymour, Jr.
FULL TIME FIREFIGHTER/EMT	Scott Florio
FOREST FIRE WARDEN	William Seymour, Jr.
HAZARDOUS WASTE COORDINATOR	Elmer S. Fitzgerald, Jr.
HEALTH AGENT, Nashoba Board of Health	Rick Metcalf
HIGHWAY SUPERINTENDENT	William A. Davis
HISTORICAL COMMISSION	David Boutwell, chair Sally Bauman Claire Hutchinson-Lavin Jamie Coyle
HISTORIC DISTRICT COMMISSION	Paul Lieneck, chair Michael Reggio Claire Hutchinson-Lavin Mark Haines David Boutwell
INSPECTORS:	
ANIMAL	Mary Letourneau
BUILDING/ZONING OFFICER	Peter Niall
BUILDING INSP. ALTERNATE	Richard Hanks
ELECTRICAL	Paul Lessard
ASST ELECTRICAL	Stephen Dubois
PLUMBING & GAS	Richard Kapenas

PLUMBING & GAS ALTERNATES	Gary Williams
KEEPER OF THE TOWN CLOCK	Richard Foresman
LAND USE AGENT	Christopher Ryan
LEGAL COUNSELS	
TOWN COUNSEL	Kopelman & Paige
LAND USE COUNSEL	Kopelman & Paige
LABOR COUNSEL	Kopelman & Paige
LIBRARY DIRECTOR	Mary Murtland
LIBRARY ASSISTANTS	Jean Lindquist Angela Lopez Christina Ewald
MART ADVISORY BOARD	Mary Krapf
MONTACHUSETT JOINT TRANSPORTATION COMMITTEE	Mary Krapf Alan Pease
MONTACHUSETT METRO PLANNING ORG. (MRO)	Mary Krapf
MONTACHUSETT REGIONAL PLANNING COMMISSION	Alan Pease Wayne Stacy, alt.
MONTACHUSETT REGIONAL TECH SCHOOL COMMITTEE	Warren Landry
MOTH SUPERINTENDENT	Charles E. Perna
MUNICIPAL GROUNDSKEEPER	George Beauregard Stephanie Lammi William Davis
MUNICIPAL HEARINGS OFFICER	Vacant
POLICE & FIRE SIGNAL OPERATORS	Joyce Hopkins Mary Carter

	Kathy Bezanson Glen Casey Marilyn Cronin Anthony Montesion Catherine Whitney
POLICE CHIEF	Edward Drew, Interim Police Chief
POLICE REGIONALIZATION STUDY COMMITTEE	Dennis Moore Mary Krapf Douglas Brisebois Angela Jack Fred Alden, advisory member
REGISTRARS OF VOTERS	Lorraine Pease Carlton Mountain Donna Leonard Gail Farley, res. Sarah Leonard, alt.
RIGHT-TO-KNOW-LAW COORDINATOR	William Seymour, Jr.
SENIOR TAX WORK-OFF PROGRAM	Oliver Mutch Joan Chandley
SOLID WASTE DEPARTMENT SUPERVISOR	John Pankowsky
SOLID WASTE DEPARTMENT ATTENDANT	Frank McCarter
RECYCLING COORDINATOR	William Stanwood
SUPERINTENDENT OF SCHOOLS	Dr. Maureen Marshall
TELLERS	Nancy Peeler Deborah Pillsbury Elaine Kielty Shaun Kielty Janet Flinkstrom Pamela Peeler

Sally Tracy  
Roberta Flashman  
Dennis Moore  
Cathy Kristofferson  
Stephanie Lammi  
Deborah Vogt  
John Vogt  
James Lippincott  
Mariana Furtney-Fyfe  
Scott Sweeney  
Ingrid Sweeney  
Jon Kimball  
Patricia Wayrynen  
Sally Bauman  
Michael McCallum  
Jean Lindquist  
John Pankowsky  
Deborah O'Hanlon  
Robert Leary  
Krishnabai  
Tim Bauman  
Kathryn Becker  
Daniel Harju  
Christina Ewald  
James Hargraves

VETERANS' AGENT

Joe Mazzola  
Theryn Blausen, Sr.,res

VETERANS' GRAVES AGENT

Christopher Travers

BACKUP VETERANS' GRAVES AGENT

Lorraine Pease

WASTE OIL COORDINATOR

Elmer S. Fitzgerald, Jr.

WIITA CONSERVATION LAND  
MANAGEMENT COMMITTEE  
(BLOOD HILL MANAGEMENT  
COMMITTEE)

Cedwyn Morgan  
Matthew Leonard  
Cathy Kristopherson  
Oliver Mutch  
Robert Leary

ZONING BOARD OF APPEALS

David Martin, chair  
Garry Baer  
James Stacy  
Frederick Stacy, alt

ADDITIONAL INFORMATION:  
ASHBY'S JUSTICE OF THE PEACE

Carleton J. Mountain

## **ASHBY POLICE DEPARTMENT**

In 2010 the Ashby Police Department responded to 9,090 incidents (including directed patrols, house watches and building checks). The Officers made 51 arrests, filed 60 additional criminal complaints and completed 1,197 motor vehicle violation stops of which 1,052 resulted in citations. We conducted patrol services, criminal investigations, medical assists, drug investigations, Firearms licensing and crime prevention activities as well as numerous other calls for service.

This past year the Ashby Police Department saw changes in staffing. Officer Brian Vautour was reinstated on January 10, 2010, after the Town of Ashby Police Department received a grant that paid for his salary and benefits. This enabled us to reinstate the midnight patrol shift. In December we hired two new Reserve Police Officers; Glenn Casey and Anthony Montesion. Both Officers are currently undergoing training with our senior officers and we anticipate that they will be fully trained by the spring of 2011. Mrs. Jessica Johnson also was hired in December as an Accounting Clerk to the Town Accountant and Administrative Assistant to the Police Department. This position is a part time position providing valuable and needed help to both Departments.

We received a \$3,000 grant for traffic enforcement which was successfully completed. The equipment portion of the grant for an additional \$3,000 was unfortunately rescinded by the State due to the economic downturn and the shortage of state funding. The department also received the second phase of a grant for \$2,000 to assist us in drug offense investigations and enforcement.

We continue to work with other communities and regional task forces to combat common problems such as drug trafficking, burglaries, theft, juvenile crime and domestic violence. We remain active in the Ayer District High Risk Domestic Violence Team, and the Community Based Justice initiative with the Schools and the District Attorney's Office.

This October, the Ashby Police and Fire Departments conducted a vehicle glass etching event in conjunction with the Governors Auto Theft Strike Force of the Massachusetts State Police. This event was organized by Officer Alden who enlisted the help of volunteers and coordinated the event with the State. As a result of this

community policing event, the efforts of all involved led to 41 vehicles being etched. This is a theft deterrent and reduces insurance costs for the vehicle owner. The State coordinator for this initiative remarked on the great effort and was pleasantly surprised at the turn out.

The fleet of police vehicles has been enhanced dramatically with the addition of two 2010 fully equipped Ford Crown Victorias. We were able to accomplish this through a three year lease which gives the Town full ownership for one dollar at the end of three years. This program provides new vehicles while allowing the Town to budget for them over a three year period. Currently, the remainder of the fleet is in good condition.

The Board of Selectmen received a report from The Department of Revenue which suggested we consider regionalizing the Police Department with Townsend's Police Department. The selectmen have convened a committee to study this report and advise them. Their report is forthcoming. Both the D.O.R. report and minutes of the Regionalization Committee's meetings are on the Town's website.

Respectfully submitted,  
Edward J. Drew, *Chief of Police*

## **POLICE FIRE SIGNAL OPERATORS**

The Dispatch Department consists of three full-time Dispatchers and four part-time Dispatchers. There were no new hires or resignations in 2010. Employment levels remained stable.

Dispatcher's completed various training programs and seminars throughout the year with the assistance of the State 911 Department. Each year the town is eligible to apply for a training grant in the amount of \$5000. This allows employees' to enhance current skills, learn new ones and review updates on any legal changes. The grant reimburses the town for class fees and personnel costs for attendees.

Some of the courses attended:

Domestic Violence  
Suicide Intervention  
Advanced Fire Dispatch  
Missing and Exploited Children

Regionalization remains an alternative that the Town continues to explore for the Police Department and Dispatch, with the possibility of losing the midnight shift police officer on July 1. Dispatch would continue to cover the town during that shift for 911 and emergency calls.

Two of the Dispatcher's, Anthony Montesion and Glenn Casey paid for and attended the Police Reserve Academy and have been sworn in as Reserve Police Officers for the Town of Ashby. They are currently in-training. I would like to take this opportunity to thank them for their personal initiative and dedication to serve. Glenn has been with the Department for 4 years and Anthony for 3 years.

Respectfully submitted:

Marilyn W. Cronin, *Dispatch Manager*

## FIRE DEPARTMENT

Ashby Firefighters responded to 156 calls for assistance during the 2010 calendar year. Motor Vehicle accidents continue to be the most responded to type of incident. There were twelve regular scheduled training sessions as well as several special sessions. Topics of training varied from several water pumping exercises, to fire attack, air pack drills, and search and rescue. Many of our members attended outside the department training as three members, Ashton Bosch, Jim Joseph and Tim Seymour, attended a four day Mass Fire Academy class on Rapid Intervention Team techniques held at Fitchburg Fire Headquarters. As planned we had an Emergency Vehicle Operators class made possible with a grant from our insurance company. Thirty Eight members took advantage of the training and many will go on to get their Commercial Drivers License. In June the Fire Dept. held a two day training exercise in a donated house on Fitchburg State Road. The first day consisted of live fire exercises with simulated room and contents fires. Fires were set in rooms of the house then crews entered the building, located the fire and extinguished it. This is absolutely the best training possible! Mason Fire Dept. participated as well as Firefighters from Princeton. Thank you to the Morrill family for the house.

This past year marked five year anniversaries for five members. David Lammi, 10 years, Captain David Rainville, 15 years, Captains William Davis and Kari Rantala, 20 years, Assistant Chief Paul Lasorsa, 25 years and Gerald "Donny" Phelan, 30 years. Incredible!

The Fire Dept. would like to request that all homeowners display their street number in clear view, possibly on a reflective material, at the beginning of their driveway in a fashion that it can be easily spotted by emergency responders traveling from either direction on your road. When seconds count, the sooner we find you may save a life!

I would like to thank the Firefighters and EMT's for their continued support and professionalism, as well as all other town departments and committees.

Respectfully Submitted,  
William T. Seymour Jr



## EMERGENCY MEDICAL SERVICES

Ashby EMT's responded to 247 calls for assistance during the 2010 calendar year. We currently have 26 EMT's on staff with one student that has almost completed an EMT class. During the past year we welcomed 5 new EMT'S to the department. Josiah David, Estelle Bosch, Theresa Irwin, Joshua Swenor and Kimberly Ward are our newest EMT's. Unfortunately Lesley Bergquist left the department to pursue a career as a Paramedic in the private sector. Congratulations to Lesley in becoming a Medic.

Fourteen of our EMT's are cross trained as Firefighters and respond to emergency calls and are able to provide assistance in both capacities. The combination Fire and EMS departments still continues to show positive results. Both EMTs and firefighters work and train together and know what each other is capable of on the scene of an emergency. Monthly training sessions are presented for continuing education of all members.

The Ashby Fire/EMS Dept strongly promotes the use of "File of Life" folders, especially for senior citizens. For more information please call the Fire Station, 978-368-5522. This year we are also promoting the marking of your residence at the road, as stated in the Fire Department report.

I would like to thank the EMT's and Firefighters for their continued support as well as all other town departments and committees.

Respectfully submitted,  
William T. Seymour Jr.

## FIRE DEPARTMENT AND EMT ROSTER

Chief/EMT	William Seymour Jr	EMT	Jean Nichols
Asst Chief	David Joseph	F.F.	Wayne Patnaude
Asst Chief/EMT	Paul Lasorsa	F.F.	Gerald Phelan
Asst Chief	David Pillsbury	F.F./EMTP	Paul Rekos
Captain	Michael Bussell	F.F.	Adam Rivard
Captain	William Davis	EMT	Travis Rixford
Captain	Craig Irish	F.F. /EMT	Kimberly Seymour
Captain	James Joseph	F.F.	Randy Stacy
Captain	Peter McMurray	F.F./EMT	Joshua Swenor
Captain	David Rainville	EMT	Kimberly Ward
	<i>Retired Nov. 2010</i>		
Captain/EMT	Timothy Seymour	EMT	Donna Williams
Captain/EMT	Kari Rantala		

Chaplain/F.F. Wayne Stacy  
 EMT Lesley Bergquist –Res.  
 EMT Sarah Berlinger  
 F.F. Daniel Bigwood

F.F. Christopher Borneman  
 F.F. Shawn Borneman  
 F.F./EMT Ashton Bosch  
 EMT Estelle Bosch  
 EMT Linda Brooke  
 F.F. John Cauvel  
 EMT Susan Cudmore  
 EMT Josiah David  
 F.F. Allan Dawson  
 F.F. Patrick Dickhaut  
 F.F. Elmer Fitzgerald  
 EMT Lisa Florio  
 F.F./EMTP Scott Florio  
 EMT Eileen Fredrickson  
 F.F./EMT Paul Fredrickson  
 F.F./EMT Christopher Haas  
 EMT Theresa Irwin  
 F.F. David Lammi  
 F.F./EMT Donald Lane  
 F.F./EMT Melinda Lemay  
 F.F./EMT Michelle Martens  
 F.F. James Martin

*Auxiliary Members*

Maureen Cauvel  
 Walter Hansen  
 Katie Kiluk  
 Jeffrey Martin  
 Kevin McMurray  
 Tucker Moore  
 Sam Stacy

**ASHBY HIGHWAY DEPARTMENT**

This report covers work performed by the Ashby Highway Department between January 1, 2010 and December 31, 2010.

**Road Mileage Breakdown for the Town of Ashby:**

Unaccepted .84, State 11.62, Local 53.21, Total 65.67.

**Road Maintenance and Construction:**

General cold patching was done on all town roads this year as many times as pot-holes made it necessary. Spring, midsummer and fall gravel road grading was done on most gravel roads.

**Guard Rail Replacement:**

None

**General Brush Cutting:**

All roadside brush was cut along Wheeler Rd this year in anticipation of receiving CDBG funds for paving in the spring. In addition to this various other locations throughout town received localized brush cutting. No roadside mowing was performed this year.

**Equipment:**

None

**Personnel:**

We currently have four full time employees down from six which is considered fully staffed.

Note: We need to restore two positions and look into adding another. With new housing and developments adding roads and vehicles to the town's infrastructure we need to expand road services not cut them back.

**Winter Operations**

All town snow removal equipment was repaired and prepared for service during the summer months. The town expended \$27,942.50 on plow contractors this year. We have also stockpiled 2,859.12 tons of winter sand in anticipation of storms this year.

Note: The types and numbers of storms may make it necessary to bring in more materials. Winter sand pile breaks down as follows:

<i>Materials</i>	<i>Quantity</i>	<i>Costs</i>
Sand	2497.42 tons	\$33,090.82
Salt	361.70 tons	\$21,575.41
Total Stockpile	2,859.12 tons	\$54,666.23

**Cross Culverts Replaced, Installed:**

Mayo Road one replaced. (12”diameter)  
Ashby Elementary School parking lot (12”diameter)  
replaced seventy feet to manhole  
Wheeler Road one installed (12” diameter)  
Mason Road one replaced (12” diameter)

Brooks Road one replaced (15" diameter)  
 Pillsbury Road one replaced (12" diameter)  
 Richardson Road replaced 80 feet of 12" drain line by the Fitchburg Rod & Gun

**Bridge Repairs:**

The bridge on lower Turnpike Rd was damaged by flooding earlier this year requiring narrowing of the road travel surface. It has since been repaired by using resources of the Mass DOT Dive Team and the Ashby Highway Department. The repair work took three weeks to complete. My thanks to Mass DOT and everyone involved for their help.

**Catch Basin and Dropped Inlet Structure Repairs, Replacements, New Installations:**

<i>Structure</i>	<i>Quantity</i>	<i>Location</i>	<i>Action</i>
Manhole	1	Ashby Elementary School	Repaired
Catch Basin	1	Mason Road	Installed
Dropped Inlet	1	Richardson Road	Replaced
Catch Basin	1	Pillsbury Road	Replaced
Catch Basin	1	Piper Road	Replaced
Catch Basin	1	Page Road	Repaired

**New Side Drain Installations:**

Mason Road 500 feet of 6 inch side drain installed.  
 Wheeler Road 200 feet of 6 inch side drain installed.

**Drainage Maintenance:**

All town drainage structures were cleaned. Total number of drainage structures, 370. Total cost for cleaning \$5,760.

**Road Shimming:**

Three sections of Heywood Rd were shimmed in using unforeseen contingency funds from the Mason Rd Chapter 90 project. This was allowed due to road damages created by the trucks hauling pavement to Mason Rd.

**Road Sealing:**

No town funds were spent on pavement preservation this year.

**State Funded Chapter 90 Projects:**

Mason Rd was reclaimed and paved from the intersection of New Ipswich Rd to the intersection of Heywood Rd. Two years of Chapter 90 funding was used for a

total cost of \$313,147.13. We anticipate continuing the Mason Rd project once this year's apportionment of Chapter 90 funding from the state becomes available.

**Town Resurfacing Projects:**

None

**Assist Other Departments:**

The Highway Dept assisted the Fire Dept with repairing two dry fire hydrants. The first was in the Ashby Elementary school yard. The second was located on Jones Hill Rd.

**General Information:**

The Ashby Highway Department is now operating with fewer personnel and with less town funding for roadwork than was expended in 1987 (24 years ago). I cannot stress hard enough the fact that we need to replace personnel on the department! Lack of personnel affects us greatly year round for both snow removal and road repairs.

At this time, I extend my thanks to all local contractors who have assisted the town this year by loaning the Highway Department equipment which it does not possess. I thank all Town "Boards and Departments" for their cooperation throughout the year. I also thank the Highway personnel, themselves for their year of service.

The Highway Department regrettably acknowledges the passing of retired Highway Superintendent Douglas A Damon. "Doug you will be remembered"!

Respectfully submitted,

William A. Davis, *Highway Superintendent*

**DOG OFFICER/ANIMAL ENFORCEMENT OFFICER**

Wildlife continues to be a concern when skunks and raccoons start venturing into sheds, garages and barns. Please make sure windows and doors are secured at night. If you have a wildlife issue, please contact me at 978-597-5868 for possible solutions.

Rabies Vaccinations are required by Massachusetts law. Local clinics are held 4 times a month at the local Petco. Both Nashua and Leominster hold clinics on a weekly basis. Call "Luv My Pet at 508-481-0580 for their schedule. Another option is our annual Rabies Clinic held in March at the West Townsend Fire Station. Call the Nashoba Board of Health for the date and time. All dogs must be licensed annually. This can be done at the Town Clerks Office. Bring your currant rabies certificate with you.

As the economy gets tighter, more pets will be left without families and/or homes. If I can be of any assistance, or if you know someone who might need help with their animals please don't hesitate to contact me.

Respectfully Submitted,  
Mary L Letourneau, *Animal Control Officer*

## **LAWS GOVERNING DOGS**

The owner or keeper of a dog which is six months old or over shall annually, on or before the thirty-first day of December, cause it to be registered, numbered, described, and licensed for one year from the first of January following. If kept in any town, in the office of the Clerk thereof. The owner or keeper of a licensed dog shall cause it to wear around its neck a collar distinctly marked with the town's name and its registered number.

The owner or keeper of a dog may at any time have it licensed until the first day of January following; and a person who becomes the owner or keeper of a dog after January first which is not duly licensed, and the owner or keeper of a dog which becomes six months old after December thirty-first in any year shall, when it is six months old, cause it to be registered, numbered, described, licensed, and collared as required in the preceding section.

Whoever is the owner or keeper of a dog six months of age or older shall cause such dog to be vaccinated against rabies by a licensed veterinarian using a vaccine approved by the Board of Health.

Unvaccinated dogs acquired or brought into the Commonwealth shall be vaccinated within thirty days after acquisition or entry into the Commonwealth or upon reaching the age of six months, whichever comes later.

Vaccinated dogs shall be revaccinated periodically in accordance with rules and regulations adopted and promulgated by the Department of Health.

Whoever violates the provisions of this section shall be punished by a fine of not more than fifty dollars.

## **PLANNING BOARD**

During 2010 the Planning Board signed five plans showing 7 new lots. During 2009 the Planning Board signed two plans showing two new lots.

The Board brought the Agricultural/Recreational bylaw before the 2010 Annual Town Meeting. The bylaw was disapproved.

The Montachusett Regional Planning Agency, working with the Board, completed the feasibility study of public sewer in the center of town along Main Street. This study provides the Town with analysis of various systems and approximate cost. This study is intended to address the constraints of small lots along Main Street and to provide infrastructure to encourage business in the center of town.

The Board and the Selectmen brought an article to accept the Daley Drive to the Annual Town Meeting. The article passed however the Town was not able to obtain the required easements within the 120 day limit for recording.

The Town hired a new Land Use Agent, Chris Ryan in October. He is charged with documenting the permitting system and working with the Montachusett Regional Planning Agency on an economic development plan for the Town. We encourage public participation in formulating the plan.

We would like to thank Andrew Leonard for his hard work and dedication as the previous Land Use Agent. Many times he went well beyond the duties of the position to further the interests of the Town.

Respectfully submitted,  
James Hargraves, *Chairman*  
Alan W. Pease, *Clerk*  
Jean Lindquist  
Wayne A. Stacy  
Andrew Leonard

## CONSERVATION COMMISSION

The Ashby Conservation Commission is charged with the responsibility for administering the Wetlands Protection Act (Mass General Law Chapter 131, section 40) enacted in 1972 as described in HB Chapter 12 and the text printed in HB 18.34. This information is available to you on line at:

<http://www.state.ma.us/legis/laws/mgl/gl-131-toc.htm>

During the past year, the Massachusetts Department Of Environmental Protection has instituted a new system whereby certain forms can be filed electronically with the Department. The Commission can offer suggestions and assistance to citizens choosing to file for projects using this e-file system.

The Commission meets regularly on the 1st and 3rd Wednesdays of each month constituting 24 meetings during the year. All meetings are open to the public.

The Ashby Conservation Commission has completed a successful year protecting wetland resources in Ashby by enforcing the Massachusetts Wetlands Protection Act.

The Commission heard ten Notices of Intent (NOI), several Requests for Determination of Applicability (RDA), two requests for extensions of Orders of Condition, as well as conducting many informal discussions with homeowners and engineers regarding the disposition of their properties with proximity to wetlands. Subsequent to a public hearing being completed for each submitted NOI, the Commission creates a document defining the conditions under which the project may proceed. These are called Orders of Conditions. Three Emergency Certificates were also issued allowing work to proceed for a limited time under limited, special conditions.

The Commission issued three enforcement orders for illegal work in areas subject to wetlands protection by state statutes. These orders to cease and desist work are issued to projects where activities violate the Massachusetts Wetlands Protection Act through practices such as the improper or illegal clearing or filling within wetlands or wetland buffers.

Throughout the year 2010, numerous site visits were conducted by the Commission. It is our policy to usually include at least two members although many visits involved the full Commission. This represents over 1030 "person-visits." These walks provided informational opportunities for the landowner with suggestions as to how best they protect important aspects of their property. Also, preconstruction visits were arranged with builders and project managers, while other visits involved following up on complaints received from the citizenry. Forest Cutting Plans are also reviewed by the Commission. Additionally, the Commission annually monitors Town held Article 97 and Conservation Restriction lands.

The Commission has a "Tip Line" on the Ashby Website. This is designed to assist citizens who wish to remain anonymous but may have a concern regarding unauthorized activity being conducted within a wetland resource area. The Commission will investigate the complaint and, if determined to be valid, take the necessary action to resolve the problem.

The Commission's educational efforts have included a public program concerning the Asian Long Horned Beetle, Earth-Day activities, and the co-sponsorship of a Maple Sugar House open house. The Commission has also monitored and provided signage for conservation lands within the town.

A cooperative working relationship with all boards, agencies, and officers within the town is maintained by the Commission. Additionally we have been active participants with numerous regional and state agencies. We are participating members of the Massachusetts Association of Conservation Commissions, and the Nashua River Watershed Association. Commissioners have also assisted or served with the Ashby Open Space Plan, the Friends of Willard Brook, the Forest Legacy Program, the Blood Hill Management Committee, The Watatic Reservation Management Committee, NRWA's Smart Growth Circuit Riders Group, and the Fitchburg Northern Watershed ad hoc trail group. Others include the Ashby Land Trust and the North County Land Trust.



All present members hold certification in Fundamentals for Conservation Commissioners, while the Commission maintains membership in the Massachusetts Association of Conservation Commissions, while some commissioners have acquired the Advanced Certification status awarded by the Association.

Ashby's five Commission members serve three-year terms and are as follows:

Robert Leary, *Vice Chair*

Roberta Flashman, *Secretary*

Cathy Kristofferson, *Treasurer*

Tim Bauman, *Chair*

Presently there is one vacant seat

## CEMETERY COMMISSION

The Cemetery Commission is responsible for the care and management of all public burial grounds in the town. The commission meets periodically throughout the year to discuss and plan cemetery operations. When the need arises for a meeting, time and date are posted at town hall.

This past year the West Cemetery fences received some much needed attention. Thanks to the organization and elbow grease of Ross Watson. The fences were repaired and repainted as part of his requirements to make Eagle Scout. Nice job Ross.

The Commission also began the removal and replacement of several large and dying Ash trees in the front of Glenwood Cemetery. The trees had begun to regularly drop large limbs. Three of the five trees were removed before the winter and the other two will be removed this spring. New Trees will be in place for Memorial Day. Please pardon the appearance of this area as we undertake this project.

In April, the cemetery workforce was cut to two part time employees from three to adjust for budget constraints. The Commission continues to watch closely the impact of this reduction as we come to the end of the fiscal year.

In the coming year the Commission will be repairing and re-grading more of the avenues in Glenwood Cemetery. Material will be added and graded as soon as conditions in the cemetery will allow it.

The cemetery truck will also be going in for repairs. We hope to get many more seasons of use from it.

The Commission currently has an open seat and encourages anyone interested to contact us for more information on being appointed to serve as a Commissioner.

As always, our thanks to all the people of Ashby and everyone who visits the cemeteries for your interest and involvement, it is greatly appreciated.

Respectfully submitted,  
Daniel Harju  
John Mark Tiilikkala

## **NASHOBA ASSOCIATED BOARDS OF HEALTH**

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Ashby. In 2010 particular efforts were made to respond to continued demands in the Environmental Division while adjusting to changes in the Nursing Division created by national trends in health care. In addition to the day to day public health work Nashoba provides Ashby with the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See [nashoba.org](http://nashoba.org))
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Ashby Board of Health up-to date on matters of emergency preparedness planning. We are currently working on the Town's Emergency Dispensing Site Plan.
- Nashoba assisted the Board with provided a school-located seasonal flu clinic Ashby Elementary School.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.
- Providing stepped-up enforcement of public health laws through the use of the Housing Court system.

We look forward to continuing our work with Ashby's Board of Health. Included in highlights of 2010 are the following:

- Through membership in the Association, Ashby benefited from the services of the Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.

- Reviewed 27 Title 5 state mandated private Septic System Inspections for Ashby Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Ashby Board of Health for enforcement action.

By the Ashby Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

## **TOWN OF ASHBY**

### **Environmental Health Department**

**Environmental Information Responses Ashby Office (days) 117**  
The Nashoba sanitarian is available for the public twice a week at the Ashby Board of Health Office. *(This does not reflect the daily calls handled by the secretarial Staff at the Nashoba office in Ayer.)*

**Food Service Licenses & Inspections 6**  
Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

**Beach/Camp Inspections 11**  
Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

**Housing & Nuisance Investigations 15**  
Nashoba, as agent for the Ashby Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

<b>Septic System Test Applications</b>	<b>15</b>
Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.	
<b>Septic System Lot Tests</b>	<b>94</b>
Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.	
<b>Septic System Plan Applications</b>	<b>25</b>
Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.	
<b>Septic System Plan Reviews</b>	<b>51</b>
Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.	
<b>Septic System Permit Applications (new lots)</b>	<b>8</b>
<b>Septic System Permit Applications (upgrades)</b>	<b>17</b>
Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.	
<b>Septic System Inspections</b>	<b>36</b>
Nashoba Sanitarian is called to construction sites at various phases of construction to witness & verify that system is built according to plans.	
<b>Septic System Consultations</b>	<b>25</b>
During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.	
<b>Well Permits</b>	<b>10</b>
<b>Water Quality/Well Consultations</b>	<b>20</b>
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.	

**Rabies Clinics - Animals Immunized** **19**

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

**Nashoba Nursing Service & Hospice**

*Home Health*

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**Nursing Visits** **416**

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

**Home Health Aide Visits** **180**

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

**Rehabilitative Therapy Visit** **321**

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

**Medical Social Service Visits** **11**

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

**Clinics**

**Local Well Adult, Support Groups, & Other Clinic Visits** **260**

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

Number of patients that attended Flu Clinics held in Ashby 191

Number of patients whom received Flu Shots that live in Ashby 159

Number of patients whom received Pneumovax Vaccine	2
Number of patients whom attended Well Adult Clinics from Ashby	61

**Communicable Disease**

*Communicable Disease Reporting & Control*

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

- Investigate and control the spread of communicable diseases within Ashby (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases “dangerous to the public health” as defined by MDPH (MGL Chap111, Sec6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case “dangerous to the public health”.
- Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease cases Investigated	9
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Communicable Disease Number of Cases

- |                  |   |
|------------------|---|
| • Lyme’s Disease | 4 |
| • Salmonella     | 2 |
| • Varicella      | 3 |

**Health Promotion**

Nursing visits	5
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**Dental Health Department**

**Examination, Cleaning & Fluoride - Grades K, 2 & 4**

Nashoba’s Registered Dental Hygienists, operating out of the school nurse’s office and records, provide these services to those children whose parents have given written consent.

Students Eligible	109
Students Participating	59
Referred to Dentist	11

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

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

Number of Programs	6
Students Participating	86

**ASHBY BOARD OF HEALTH**

The Ashby Board of Health meets on the 2nd and 4th Mondays of each month on the first floor of Ashby Town Hall. Members Bruce Adams and Nick Murray resigned this year, and were replaced by Scott Leclerc and Scott Carpenter. We thank Bruce and Nick for their service to the town and welcome Scott and Scott to the board. Rick Metcalf of Nashoba Associated Board of Health served as the Board of Health agent.

The Board's responsibilities include permitting for septic systems and private potable wells, food service inspections & permitting tobacco control inspections, housing inspections, and monitoring the closed Town landfill. Refer to the Nashoba report for statistics regarding permits and inspections. Permitting activity for septic systems was relatively slow, consisting primarily of upgrades. The Board developed a standardized approach for permitting Presby systems, which have become increasingly common in designs reviewed by the Board. The landfill was mowed and landfill gas and groundwater quality were monitored in accordance with DEP requirements.

At the Board's recommendation, the Town approved funds for design of repairs to the Town Hall septic system, which is currently in failure and pumped monthly. A design to connect to the school septic system was developed and it is anticipated that the upgrades will be performed in 2011.

Respectfully submitted,  
Cedwyn Morgan, *Member*

**BUILDING COMMISSIONER**

The building department has issued 63 permits this year. The following is a summary of the year's activities.

PERMITS

New Homes	3
Garages	1
Barns & Sheds	4
Remodel, repair and additions	33
Wood & Pellet Stoves	14
Pools	1
Demolition	1
Solar Panels	1
Change of Contractor	1
Town Bulletin Boards	2
Temp. Mobile Homes (Fire)	2
 TOTAL PERMITS	 63

Total Permit Fee Revenue	\$12,215.00
Total Value of Work	\$1,027,702.71

Respectfully submitted,  
Peter Niall, *Building Commissioner*

**ELECTRICAL DEPARTMENT**

Wiring Permits for 2010 have been on the light side with permits ranging from remodeling, alarms, new construction and inspections on abandon properties plus inspections for Unutil.

Report for 2010.

- Permits pulled for 2010 = 57 for total revenue of \$3,090.00
- Inspections completed for the year = 140, this includes permits not complete for 2009
- Number of inspections for Unutil for meter turn on = 8
- Electrical inspections for the Fire Department after a Fire = 6

Respectfully submitted,  
Paul Lessard, *Wiring Inspector*



## PLUMBING AND GAS INSPECTOR

Number of permits for the year 2010	70
Plumbing Permits	42
Gas Permits	25
Number of inspections- approximately	96
Total revenue generated	\$3660.00

Respectfully submitted,  
Richard Kapenas, *Plumbing and Gas Inspector*

## COUNCIL ON AGING

### **Our Mission Statement:**

The mission of the Ashby Council on Aging is to enhance the quality of life for Ashby senior citizens and to promote healthy, successful aging. The Ashby COA provides outreach visits and assessments, meals on wheels, health screening, friendly visits, assistance with yard clean-up, rides to medical appointments, inter-age activities, plus information and referral for Ashby seniors and caregivers.

Director for the Council on Aging is Kathryn Becker. Kathryn's duties include visiting and assessing the needs and interests of elders, making appropriate referrals to meet those needs, providing advocacy for elders and developing volunteer programs to provide elder support. Information is available on housing, legal issues, health, safety and financial matters. Please call the office at (978) 386-2424 ext. 27.

### The COA Supports:

- Nashoba Nursing Services (800) 698-3307 provides Health Clinics at the American Legion Hall
- Montachusett Home Care Corporation (800) 734-7312 provides plans of care that enable elders to live at home
- SHINE (Serving the Health Information Needs of Elders) (800) 410-5288 provides free health insurance information, assistance and counseling to Medicare beneficiaries and their caregivers
- Volunteers deliver Meals on Wheels Monday through Friday during the school year.
- MART Shuttle Service is available Mon., Wed., Thurs. for medical appointments and shopping. Call Jennifer Collins (978) 386-2501 ext. 11 by 2:30 p.m. the day before travel.

- File of Life magnets are free for all seniors in town and available at the COA office or they can be mailed to you. Please call the office at (978) 386-2424 ext. 27.

Highlights of 2010 include:

- Service Incentive Grant from Executive Office of Elder Affairs supplemented 5 hours per week for Director's coordination of Chore Corps program during the spring. Chore program was originally created to aid seniors with yard clean up after Dec. 2008 ice storm and continues to offer yard clean up to elders who need help during spring and fall.
- We held our first Annual Volunteer Appreciation Luncheon celebrating COA volunteers who donated 692 hours of service on behalf of Ashby elders. These volunteers included Friendly Visitors, Drivers for medical appts., Chore Corps, Meals on Wheels Drivers and Council Members.

Council on Aging Chairperson Gary Leonard has resigned from the Council. The Council wishes to thank him for his years of thoughtful service and dedication to the needs of Ashby elders.

The Council offers it's sincere thanks to the American Legion Post #361 for the generous use of their hall. The Council on Aging meets on the second Tuesday of each month at 3:30 p.m. in the COA office on the 3rd floor of the Lyman Building. Meetings are open to the public.

Respectfully submitted,  
Linda Stacy, *Chairperson*  
Nancy Catalini, *Secretary*  
Oliver Mutch, *Treasurer*  
Rosemary Wayrynen  
Johanna Grutchfield  
Lee Mikkola

Elsie Fredrickson, *Alternate*  
Faith Anttila, *Alternate*  
Patricia Wayrynen, *Alternate*  
Kathryn Becker, *Director*  
Jan Miller

## ASHBY CULTURAL COUNCIL

The Ashby Cultural Council is a committee of at least 5 members appointed by the Board of Selectmen to serve three-year terms. The primary responsibility of the Council is to disburse funds received from the Massachusetts Cultural Council for the Arts whose purpose is: “to support public programs that promote access, education, diversity and excellence in the arts, humanities and interpretive sciences in communities across the Commonwealth.”

The Massachusetts Cultural Council granted the allotment of \$3870 for the year 2011. The Ashby Cultural Council had \$227 of unencumbered MCC monies available. The Council members agreed on allocating a total of \$4097 toward the approved applications. Eighteen grant applications were received requesting funding of \$10,047. Ten were approved and voted to receive full funding.

The approved requests and amounts to be disbursed for 2011 are:

Gregory Maichack	The Art of Georgia O’Keefe	\$435
Davis Bates	Under One Sky: A Multi-Cultural Celebration	550
Henry Lappen	Henry the Juggler	425
Historical Entertainments	Schmoozing with Sophie Tucker	625
Hawthorne Brook MS	Myth Masters	300
Hawthorne Brook MS	Animal Adventures	210
Hawthorne Brook MS	A Knights Tale	102
Ashby Elementary School	Up, Up & Away: Mad Science School Assembly	500
Ashby Elementary School	African Acrobat School Assembly	800
NMRHS	Joe DeVito – Hypnotist	150

Total = \$4,097

Cultural Council members are: Kathryn Becker, Chairperson; Sandra Schippers, Treasurer; Joanne Boudreau, Secretary; Katherine Stanwood, Publicist; Ann-Marie LaBollita, Michelle Blake, Frances Steffian, and Faith Anttila.

Respectfully submitted,  
Kathryn Becker, *Chairperson*

## ASHBY FREE PUBLIC LIBRARY BOARD OF TRUSTEES

Mission Statement: It is the mission of The Ashby Free Public Library (AFPL) to provide free and equal access to meet the informational, education, and cultural needs of the community in order to support lifelong learning.

Trustees remain committed to maintaining certification of the library, which means meeting the budget requirements of the Massachusetts Board of Library Commissioners (MBLC). With continued certification, the library is eligible for grants and programs offered through MBLC. The library has been recertified for 2011. Library hours have been maintained at 24 per week with the exception of the summer months, when it is closed on Saturdays.

The Trustees distributed scholarships totaling \$5,600. Trustees voted to change scholarship funding to coincide with the town's fiscal year (formerly distribution was in January).

Janitorial services were reinstated at town meeting beginning July 1. Carpet cleaning was not funded; carpets have not been cleaned in several years. The library will be power-washed and stained early in the spring of 2011. Furnace issues have been resolved, and the furnace is running more efficiently, saving money on oil.

Trustees rewrote the Library Director's job description to more closely reflect her varied and extensive responsibilities. Trustees recognize the Director takes on responsibilities for which she is not compensated, such as applying for grants.

The first Edwin Chapman Service Award was awarded posthumously to Helen Nash for her many years of volunteer service to the library. Many members of the Nash family were present in October to accept the award on her behalf.

As always, the Trustees would like to thank the AFPL Friends group for their very successful Pumpkin Festival this year, and for all the work they do to make the library an inviting and vital part of the community. Many volunteers help keep the library operating, while we cannot name them individually here, please know your assistance is most appreciated. Finally, the library would not function as well as it does without the hard working and committed professional staff: Director Mary Murtland and assistants Jeanie Lindquist, Angela Lopez and Christine Ewald.

Respectfully submitted,  
Martha Morgan, *Secretary*

Current Trustees are: John Mickola, Chair; Michelle Thomas, Vice-Chair, Martha Morgan, Secretary; Doug Leab, Treasurer; Dwight Horan, Dave Jordan, Prudence Brennan, Mary O'Friel, and Anne Manney.

## LIBRARY DIRECTOR

This year the town of Ashby has been named a *HeartSafe Community* by the Commonwealth of Massachusetts' Department of Public Health, the American Heart Association, and the Central Massachusetts EMS Council. Part of this recognition was due to the successful acquisition of a \$7000 grant for three AEDs (Automatic External Defibrillators) and training to use them awarded to the library by the Community Foundation of North Central Massachusetts and the Greater Lowell Community Foundation. The success of this project was due to the input from several members of the Ashby Library community. The committee that prepared and submitted the application for this grant included Mary Murtland, Tim and Sally Bauman, Michelle Thomas and Linda Sanders, with assistance from Bill Seymour Jr., Nancy Haines, and Ann Cromwell-Gapp. AEDs were purchased for the library, town hall, and elementary school. Many town employees and town residents participated in the training in CPR, use of AEDs, and First Aid that was offered.

As of July 1, 2010, our library is now a part of the Massachusetts Library System (MLS). The MLS was established to consolidate the previously existing six regional library systems in Massachusetts. Although the demand for library services continues to increase, the state budget reductions made the merger a necessity. The MLS will continue to provide statewide services that include interlibrary loans, delivery, electronic references, summer reading, and cooperative purchasing.

Ashby Free Public Library continues to be a member of the C/WMARS consortium and has once again fulfilled the requirements to be a certified library by the Massachusetts Board of Library Commissioners. This has provided Ashby residents access to a wide range of materials from other libraries throughout the state that the town itself could not afford to purchase or maintain.

The Library has two new bike racks that have been placed at each entrance. The bike racks were made for the library at cost by Minuteman Career and Technical High School students studying Welding and Auto Body.

The Library continues to serve the community in many different ways. It provides an Adult Reading Group, the Laptop Scholarship Program, the Pre-School Craft and Story Time, the Dropped Stitch Knitting Club, and both a children's and teen's Summer Reading Program. We continue to host programs sponsored by the Ashby Cultural Council, a monthly Wellness Clinic sponsored by the Nashoba Board of Health, community group meetings, and programs sponsored by the Friends of the Ashby Free Public Library.

We would like to thank the AFPL Board of Trustees, the Friends of the Ashby Free Public Library, the seniors participating in the Ashby Tax Work-Off Program, the AFPL Fund, and the many other volunteers that continue to serve their community by supporting the Library. Their dedication to maintaining the quality of service provided at the Library is deeply appreciated.

**Circulation statistics for 2010:**

Adult and Young Adult Books – 5,781, Juvenile Books – 5,032, Audio Books – 1,232  
DVDs and Videos- 5,303, Magazines – 157, CDROMs and Games – 59, Museum  
Passes – 39

Total Circulation – 17,603 items

Interlibrary Loans sent to other libraries in 2010 = 3196

Interlibrary Loans received from other libraries in 2010 = 3095

Respectfully submitted,

Mary E. Murtland, *Library Director*

## **PARKS DEPARTMENT**

The Parks Department wants to report that everything is well at our parks.

The Boy Scouts continue to turn out more Eagle Scouts than most towns, which helps the parks department in many ways.

With a tight budget we have it's hard to make many improvements, but we will continue to look for ways to make our parks look good.

The Bonfire has turned into a great fundraising event for many groups in town. It has also been a great place to meet people and find new friends. The Bonfire has become a big event for not just our town but for the families from surrounding towns. Thank you to the Fire Chief and his department that donate their time to build it each year. I would also like to thank Jack Lemieur and Elmer Fitzgerald that donate a tractor and truck and their time to assist in getting this done.

Ashby Little League continues to make improvements to the fields each year and brings the ball fields to life every spring.

Stephanie Lammi continues to do an outstanding job in maintaining the common and Allen field.

To Alan Murray and Sons thank you for supplying rubbish removal for Allen field for all the events.

The Parks Department would like to thank all of those who donate time to keep the parks clean and to the Highway Department that help when it's needed.

Just a reminder for those that take their dogs to the park please clean up after them. We don't have a full time employee that can take care of it. I know the animals need a place to run but our kids need a clean place to play.

Submitted by:

Peter McMurray

Stephanie Lammi