

**ANNUAL  
REPORTS**

**For the year  
2013**



**TOWN OF ASHBY  
MASSACHUSETTS**

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**The Town of Ashby web site:  
[www.ashbyma.gov](http://www.ashbyma.gov)**

<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

The Board of Selectmen wishes to thank:

Peter McMurray for his 13 years of service as a member of the Board of Selectmen as well as his many continuing years as a member of the Ashby Fire Dept. and numerous terms as Parks Commissioner. Dan Meunier for his 5 years of service as a Selectman, his 5 years of service as a member of the Earth Removal Board and 3 years of service as a member of the Finance Committee. Police Chief Drew for his dedicated service to this Town over the past four and a half years.

The Board is pleased to report that we have made it through FY2013 with all of its challenges and have been able to keep our heads above water. Our financial situation is tight but we are holding our own. We must be diligent with our spending while being conscious of the things that the Town needs (ex: Police Station), versus the things that we want. The Board of Selectmen is open to meeting with department heads to discuss and address any problems and concerns that they may have.

2013 was a year of transition at Town Hall.

- On Jan 7, 2013 we welcomed Mr. Robert Hanson as Ashby's new Town Administrator.
- Steve Ingerson won the annual election for the seat of Selectman for three years.
- At a special election Janet Flinkstrom won the seat of Selectman for the final year of the three year term that was vacated by Dan Meunier.
- Chief of Police Ed Drew resigned and Lt. Fred Alden was appointed as Acting Chief of Police with a three year contract to be reviewed at the end of each year.
- Contract negotiations began with dispatch personnel.
- Selectmen have attended several of the NMRHS Building Committee meetings to listen and gather information.

The Town applied for and was approved as a Green Community in 2013. With this designation, the Town was awarded a grant to pay for certain projects that are considered to be Green projects such as storm windows, upgrades to heating systems in Town Hall and refurbishing Town owned buildings etc. Thank you to the Energy Efficiency Committee for successfully applying for this grant on behalf of the Town.

The Board of Selectmen wishes to thank all of the Town Departments and numerous volunteers on Boards and Committees that keep this Town functioning and progressing forward.

I am looking forward to serving the Town and working on the challenges and rewards 2014 may bring.

Respectfully submitted,  
Janet L. Flinkstrom,  
*Chairman of the Board of Selectmen*

## FINANCE COMMITTEE

The Finance Committee held regular meetings on the second and fourth Tuesdays of each month. During summer months, we switch to a once per month schedule and during “budget season” we may meet more often. Public notices with the agenda items are posted on the bulletin board in front of the town hall. The atmosphere in our meetings is informal to encourage participation by all in attendance. We welcome members of the public to attend and join in our discussion.

This year the finance committee has two new members bringing our committee to six representatives. Members took time to attend the new officials finance forum that was held in Worcester.

The Finance Committee has updated the Reserve Fund Transfer Policy. The update focuses on accountability of department expenses, requiring documentation and receipts for over expenditures. The new policy states that a department can only request a RFT once any of their non-payroll budget lines reach 30 percent or less. This updated policy can be found on the town website.

I am pleased to report that the Finance Committee, the Board of Selectman and the Town Administrator have held many productive working sessions on the town budget.

The town finances are in good condition with little debt and a well-funded stabilization plan. Although the stabilization fund is in good condition, in order to maintain this fund the town needs to be frugal in spending free cash. In looking towards the future, the Finance Committee is looking to create a formal capital expense plan to help us better anticipate large expenditures.

The town does face challenges in the next few years that require us to pay attention to our financial planning. As you may know, ALL of the town buildings are in need of repair. We need to be diligent and begin to fund building maintenance projects to prevent more costly repairs in the future.

The Ashby Elementary School roof/window project is the largest expense our town has faced in many years. Even with state funding, the money needed to service this debt will consume a significant part of our 2.5% tax increase. This upcoming budget we will be working hard to manage this debt.

There are several large projects in the very near future; the potential of a new high school and/or the repair of the current high school and a new septic system for the Hawthorne Brook Middle School. Both of which are larger costs than the AES roof/window project. It is critical that we plan now in order to minimize the impact to our tax rate.

As always we encourage residents to participate in any and all meetings held by the town and school district. These meeting will keep you better informed about the upcoming projects and give you the opportunity to provide input as the projects come to fruition.

Respectfully Submitted,  
Kevin Stetson  
*FinCom Chair*

## 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 Real and Personal Property are based on “full and fair cash value” as of the January 1st preceding each fiscal year.

As always, if you have any questions regarding any assessing issues, please feel free to contact Lois Raymond, Administrative Assessor, at 978-386-2427 x15 or by email at [assess@ashbyma.gov](mailto:assess@ashbyma.gov) Office hours are from Monday, Wednesday, Thursday 9:00 AM to 1:00 PM. Friday 9 AM to 12 PM. Wednesday evenings 4:00 PM to 8:00. Tuesdays closed. The Board of Assessors normally meets on the first Wednesday of the month at 4:30 PM.

Respectfully submitted by the Board of Assessors  
Oliver Mutch, *Chairman*  
Charles Perna, *Member*  
Harald M. Scheid – *Regional Tax Assessor*  
Linda Couture – *Associate Assessor*  
Lois Raymond – *Administrative Assessor*

**Fiscal 2013 Assessments and Revenues by Major Property Class**

Property Class	Levy Percent	Valuation by Class	Tax Rate	Tax Levy
Residential	93.6826	265,047,200	17.47	4,630,374.58
Open Space	-0-	-0-	17.47	-0-
Commercial	3.0593	8,655,200	17.47	151,206.34
Industrial	0.2480	701,700	17.47	12,258.70
Personal Property	3.0101	8,516,277	17.47	148,779.36
<b>TOTALS</b>	<b>100.0000</b>	<b>282,920,377</b>	<b>17.47</b>	<b>4,942,618.98</b>

**Valuation and Tax History**

Fiscal Year	Tax Rate	Total Valuation	Accounts	Tax Levy	Change %
2013	17.47	282,920,377	1,741	4,942,619	6.5904
2012	16.42	282,400,824	1,752	4,637,022	2.9398
2011	14.90	302,321,755	1,752	4,504,594	3.4634
2010	13.64	319,193,905	1,826	4,353,805	3.5710
2009	11.96	351,803,275	1,836	4,203,690	4.0528
2008	11.53	350,386,764	1,831	4,039,959	-1.3450
2007	11.70	350,003,100	1,813	4,095,036	13.5356

**Assessor's Account for Exemptions and Abatements**

Description	FY2013	FY2012	FY2011	FY2010
Assessor's Overlay	123,339.89	63,902.05	125,570.42	65,163.76
Overlay Deficits	16,820.54	-0-	-0-	-0-
Charges to 6/30/10	64,053.04	37,749.91	33,819.56	42,152.74
Amount Released	76,107.39	26,153.14	91,750.86	13,011.02

**New Growth Revenue**

Fiscal Year	Added Valuation	Tax Rate	New Revenues
2013	1,849,016.00	17.47	30,361.00
2012	1,232,817.00	16.42	18,369.00
2011	5,025,493.00	14.90	68,548.00
2010	1,796,600.00	13.64	21,487.00

## TREASURER

As of December 31, 2013 available cash was equal to \$740,599.01 and a total of \$2,004.26 was earned in interest from the general fund accounts.

The sum of \$49,580.39 was collected in tax title receipts and foreclosure redemptions.

The following trust fund balances as of December 31, 2013 are:

John Forbes Memorial Clock Fund	\$ 1,300.73
School Funds	
Jesse Foster	\$ 1,080.77
Samuel P. Gates	\$ 21,576.92
Sumner Taylor	\$ 2,853.20
Cemetery Funds	
Sale of Lots	\$ 37,001.25
Perpetual Care	\$ 99,005.76
Rosanna Robbins	\$ 92,783.26
Open Space Acquisition Fund	\$ 19,332.37
Federal Forfeiture Fund	\$ 1,943.49
Stabilization Fund	\$723,271.28
Police-Law Enforcement Trust	\$ 822.36
Library Trust Funds	\$316,677.67
Memorial Trusts	\$ 6,423.71

The Town currently has no long-term borrowing.

Respectfully submitted,  
Kate E. Stacy, *Treasurer*

## REPORT OF THE COLLECTOR

These three charts expand the scope of the financial reporting to be included in the annual report. The tax billing, abatement, and policy information typically shown here can be found at the town website. Answers to commonly asked tax questions, a discussion of payment options, and other informative links are also available within the updated Tax Collector pages at: [www.ci.ashby.ma.us](http://www.ci.ashby.ma.us).

Respectfully submitted,  
 Beth Ann Scheid, CMMC  
*(Certified Massachusetts Municipal Collector)*

<b>COLLECTION ACTIVITY as Turn-Over Deposits to Treasurer</b>		
January 1, 2013 - December 31, 2013		
2014	Real Estate	\$ 2,353,975.91
2013	Real Estate	\$ 2,509,903.19
2013	Personal Property	\$ 10.32
2013	Personal Property	\$ 147,568.17
2011	Personal Property	\$ 105.43
2009	Personal Property	\$ 62.19
2004	Personal Property	\$ 13.48
2013	Motor Vehicle	\$ 355,857.40
2012	Motor Vehicle	\$ 11,966.86
2011	Motor Vehicle	\$ 1,490.43
2010	Motor Vehicle	\$ 212.08
2009	Motor Vehicle	\$ 101.25
2008	Motor Vehicle	\$ 235.41
2007	Motor Vehicle	\$ 292.50
2006	Motor Vehicle	\$ 347.50
2005	Motor Vehicle	\$ 109.58
2004	Motor Vehicle	\$ 140.01
2003	Motor Vehicle	\$ 9.17
	In Lieu Of Tax - City of Fitchburg	\$ 6,159.97
	Title V Liens (amortized pymnts)	\$ 2,251.97
	Title V Liens (payoffs)	\$ 21,148.00
	CDBG Liens (payoffs)	\$ 15,922.50
	Past Due Interest on Taxes	\$ 17,899.23
	Municipal Lien Certificate Fees	\$ 2,750.00
	Demand & Warrant Fees	\$ 8,230.10
	Deputy Notice & Service Fees	\$ 8,680.00
	RMV Non-renewal Marks Fees	\$ 3,720.00
	Tax Service Billing File Fees	\$ 1,525.00
	Registry Recording Fees	\$ 150.00
	NSF Returned Check Fees	\$ 25.00
	Vendor Refund Check	\$ 215.00
		<b>\$ 5,471,077.65</b>

COLLECTION ACTIVITY by Tax Year and Levy						
January 1, 2013 - December 31, 2013						
<b>REAL ESTATE TAX BILLINGS</b>						
	Balance on	Commitments	Payments (-)	Exemptions(-)	Transfer to	Balance on
	<u>12/31/2012</u>	<u>during 2013</u>	<u>Refunds (+)</u>	<u>Abatements(-)</u>	<u>Tax Title (-)</u>	<u>12/31/2013</u>
FY 2014	0.00	4,928,250.76	2,353,975.61 280.00	29,259.73 0.00		2,545,295.41
FY 2013	2,541,291.23	2,932.17	2,505,306.50 7,509.59	3,558.00 15,284.50	25,199.58	2,384.41
<b>PERSONAL PROPERTY TAX BILLINGS</b>						
		<u>Commitments</u>	<u>Payments</u>	<u>Abatements</u>	<u>Refunds</u>	
FY 2013	148,779.36		147,509.81		10.82	1,280.37
FY 2012	705.77					705.77
FY 2011	505.56		105.43			400.13
FY 2010	471.39					471.39
FY 2009	264.31		62.19			202.12
FY 2008	144.12					144.12
FY 2007	87.74					87.74
FY 2006	58.50					58.50
FY 2005	64.96					64.96
FY 2004	40.44		13.48			26.96
<b>MOTOR VEHICLE EXCISE TAX BILLINGS</b>						
		<u>Commitments</u>	<u>Payments</u>	<u>Abatements</u>	<u>Refunds</u>	
FY 2013	0.00	374,990.41	354,840.80	10,483.89	4,830.52	14,496.24
FY 2012	10,006.41	3,906.39	11,955.61	495.12	520.24	1,982.31
FY 2011	3,106.58		1,490.43	280.21	260.42	1,596.36
FY 2010	1,901.03		212.08	125.00	125.00	1,688.95
FY 2009	1,358.23		101.25	125.00		1,256.98
FY 2008	2,226.24		235.41			1,990.83
FY 2007	2,382.97		292.50			2,090.47
FY 2006	1,052.71		347.50			705.21
FY 2005	1,195.52		109.58			1,085.94
FY 2004	1,117.30		140.01			977.29
FY 2003	800.11		9.17			790.94

UNCOLLECTED RECEIVABLES - % by Levy Year						
Excise	PersProperty		Unpaid Real Estate taxes transferred to Tax Title			
as of December 31, 2013			add to existing (#) vs. new accounts (		Totals	%
3.88%	0.86%	FY 2013	14,070.34 (7)	11,129.24 (7)	25,200	0.53%
0.58%	0.53%	FY 2012	16,169 (10)	24,012 (12)	40,182	0.89%
0.46%	0.32%	FY 2011	5,170 (4)	19,124 (14)	22,564	0.55%
0.50%	0.56%	FY 2010	20,280 (7)	7,786 (5)	28,066	0.66%
0.37%	0.29%	FY 2009	1,422 (1)	29,311 (14)	30,733	0.74%
0.56%	0.30%	FY 2008	6,416 (7)	22,620 (10)	29,035	0.72%
0.57%	0.19%	FY 2007	5,905 (9)	17,322 (13)	23,227	0.57%
0.19%	0.13%	FY 2006	18,026 (17)	4,055 (2)	22,081	0.62%
0.29%	0.14%	FY 2005	11,921 (16)	39,581 (16)	51,502	1.50%
0.28%	0.06%	FY 2004	24,401 (41)	9,828 (10)	32,230	1.04%

Town of Ashby  
 Combined Balance Sheet All fund Types & Groups  
 June 30, 2013

Assets	General Fund	Special Revenue	Capital Projects	Enterprise Fund Recycle/Transfer	Trust/Agency Funds	Group Total
Cash & Investments	914,230	253,428	30,335	49,390	1,340,905	2,588,288
Cash Variance	454					454
Petty Cash	504					504
Receivables:						0
Personal Property	3,706					3,706
Real Estate	98,559					98,559
Provisions for Abatements	(207,022)					(207,022)
Tax Liens Receivable	35,399					35,399
Tax Foreclosures	12,599					12,599
Motor Vehicle Excise	62,528					62,528
Dept Receivable Ambulance	41,245					41,245
Betterments Receivable Title 5						0
Betterments - Not Yet Due		6,297				6,297
<b>Total Assets</b>	<b>962,202</b>	<b>259,725</b>	<b>30,335</b>	<b>49,390</b>	<b>1,340,905</b>	<b>2,642,557</b>
<b>Liabilities</b>						
Warrants & Payroll Payable	150,091					165,601
Withholdings	(17,738)			743	10,314	(17,738)
Deferred Revenue Property Tax	(104,757)	4,452				(104,757)
Deferred Revenue Tax Foreclosure	12,599					12,599
Deferred Rev. Ambulance	41,245					41,245
Deferred Rev Motor Vehicle Excise	62,528					62,528
Deferred Revenue Tax Liens	35,399					35,399



Town of Ashby  
 Combined Balance Sheet All fund Types & Groups  
 June 30, 2013

Assets	General Fund	Special Revenue	Capital Projects	Enterprise Fund Recycle/Transfer	Trust/Agency Funds	Group Total
Deferred Revenue Special Assessmnt		6,297				6,297
Abandoned Property/Tailings						0
Due to Com - Sales Tax					6	6
Due to Com of MA-Off Duty Details					(12,392)	(12,392)
Due to Com of MA-Firearms					150	150
Agency Due To					872	872
<b>Total Liabilities</b>	<b>179,367</b>	<b>10,749</b>	<b>0</b>	<b>743</b>	<b>(1,050)</b>	<b>189,810</b>
<b>Fund Equity</b>						
Reserve for Encumbrances	26,658	248,975	30,335			305,968
Reserve for PY Expenditures	86,310					86,310
Reserve for Expenditures	291,700			9,375		301,075
Reserve for Special Purposes					1,341,955	1,341,955
Reserve for Appropriation Deficit						0
Reserve for Unprovided Abatements						0
Unreserved Fund Balance	378,168			39,272		417,440
<b>Total Fund Equity</b>	<b>782,836</b>	<b>248,975</b>	<b>30,335</b>	<b>48,647</b>	<b>1,341,955</b>	<b>2,452,748</b>
<b>Total Liab. &amp; Fund Equity</b>	<b>962,202</b>	<b>259,725</b>	<b>30,335</b>	<b>49,390</b>	<b>1,340,905</b>	<b>2,642,557</b>

TOWN OF ASHBY  
 COMBINING BALANCE SHEET - ALL SPECIAL REVENUE FUNDS  
 JUNE 30, 2013

	CDBG 620 FUND 22	SPECIAL REVENUE 24	CDBG 580 FUND 25	TITLE 5 FUND 26	MEMA/FEMA FUND 27	CHAPTER 90 FUND 30	JUNE 30, 2013
<b>ASSETS</b>							
Cash	4,050	222,620	(3,794)	7,762	22,789	1	253,428
Investments, at cost							
Receivables:							
Departmental		6,297					6,297
Due from Other Governments							0
<b>TOTAL ASSETS</b>	<b>4050</b>	<b>228,917</b>	<b>-3794</b>	<b>7,762</b>	<b>22,789</b>	<b>1</b>	<b>259,725</b>
<b>LIABILITIES AND FUND EQUITY</b>							
<b>Liabilities:</b>							
Warrants Payable		4,452					4,452
Notes Payable							
Deferred Revenue - Other Receivables		6,297					6,297
<b>Total Liabilities</b>	<b>0</b>	<b>10,749</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,749</b>
<b>Fund Equity:</b>							
Fund Balances:							
Reserved for Encumbrances	4,050	218,168	-3,794	7,762	22,789	1	248,975
Reserved for Expenditures							0
Reserved for Special Purposes							0
Unreserved:							
Undesignated							0
<b>Total Fund Equity</b>	<b>4,050</b>	<b>218,168</b>	<b>-3,794</b>	<b>7,762</b>	<b>22,789</b>	<b>1</b>	<b>248,975</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>4,049.99</b>	<b>228,917</b>	<b>-3,794</b>	<b>7,762</b>	<b>22,789</b>	<b>1</b>	<b>259,725</b>

TOWN OF ASHBY  
 COMBINING BALANCE SHEET - ALL CAPITAL PROJECT FUNDS  
 JUNE 30, 2013

	LANDFILL CLOSURE	LIBRARY	JUNE 30, 2013
<b>ASSETS</b> =====			
Cash	30,276	60	30,335
Investments, at cost			
Amounts for be Provided for Payment of Notes Payment of Bonds Long-term Obligations			
<b>TOTAL ASSETS</b> =====	<u>30,276</u>	<u>60</u>	<u>30,335</u>
<b>LIABILITIES AND FUND EQUITY</b> =====			
Liabilities:			
Warrants Payable	0		0
Notes Payable			0
Deferred Revenue - Other Receivables			0
<b>Total Liabilities</b>	<u>0</u>	<u>0</u>	<u>0</u>
Fund Equity:			
Fund Balances:			
Reserved for Encumbrances	30,276	60	30,335
Reserved for Expenditures			0
Unreserved: Undesignated			0
<b>Total Fund Equity</b>	<u>30,276</u>	<u>60</u>	<u>30,335</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b> =====	<u>30,276</u>	<u>60</u>	<u>30,335</u>

TOWN OF ASHBY, MASSACHUSETTS  
ALL TRUST AND AGENCY FUNDS  
JUNE 30, 2013

	NON-EXPENDABLE TRUSTS FD 81	NON-EXPENDABLE TRUSTS FD 82	LIB TRUSTS FD 83	OTHER TRUSTS FD 84	AGENCY FD 85	TOTALS (MEMORANDUM) (ONLY) JUNE 30, 2013
<b>ASSETS</b>						
Cash	344,566	118,791	21,192	857,272	-916	1,340,905
Investments, at cost						
<b>TOTAL ASSETS</b>	<b>344,566</b>	<b>118,791</b>	<b>21,192</b>	<b>857,272</b>	<b>-916</b>	<b>1,340,905</b>
<b>LIABILITIES AND FUND EQUITY</b>						
<b>Liabilities:</b>						
Warrants Payable				10,314		10,314
Unclaimed Items - Uncashed Checks						
Abandoned Property/Tailings						
Excess on Sales - Land of Low Value						
Due to Police Officers -						
Off-Duty Work Details						
Due to Com of Ma - Sales Tax				(12,392)		(12,392)
Due to Com of Ma - Firearms Records				150		150
Due to Dept Fees				872		872
<b>TOTAL LIABILITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,050</b>	<b>(1,050)</b>	<b>(1,050)</b>
<b>Fund Equity:</b>						
Fund Balances:						
Reserved for Endowments	344,566	118,791	21,192	857,272	135	1,341,955
Reserved for Expenditures						
Unreserved:						
Designated						
Undesignated						
<b>TOTAL FUND EQUITY</b>	<b>344,566</b>	<b>118,791</b>	<b>21,192</b>	<b>857,272</b>	<b>135</b>	<b>1,341,955</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>344,566</b>	<b>118,791</b>	<b>21,192</b>	<b>857,272</b>	<b>-916</b>	<b>1,340,905</b>

TOWN OF ASHBY  
 RECYCLING/TRANSFER STATION ENTERPRISE FD  
 JUNE 30, 2013

	RECYCLING CTR TRANSFER STATION	JUNE 30, 2012 (memo only)
<b>ASSETS</b> =====		
Cash	49,390	48,713
Investments, at cost		
Amounts for be Provided for		
Payment of Notes		
Payment of Bonds		
Long-term Obligations	_____	_____
<b>TOTAL ASSETS</b>	<b>49,390</b>	<b>48,713</b>
	=====	=====
<b>LIABILITIES AND FUND EQUITY</b> =====		
Liabilities:		
Warrants Payable	743	1,093
Notes Payable		0
Deferred Revenue - Other Receivables		0
<b>Total Liabilities</b>	<b>743</b>	<b>1,093</b>
	_____	_____
Fund Equity:		
Fund Balances:		
Reserved for Encumbrances		0
Reserved for Expenditures	9,375	
Unreserved:		
Undesignated	39,272	47,620
<b>Total Fund Equity</b>	<b>48,647</b>	<b>47,620</b>
	_____	_____
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>49,390</b>	<b>48,713</b>
	=====	=====

**Town of Ashby**  
**Statement of Revenue, Budget vs Actual**  
**July 1, 2012 - June 30, 2013**

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BALANCE</b> <i>Over/(Under) Budget</i>
<b>TAXES</b>			
Personal Property Taxes		148,018.26	148,018.26
Real Estate/Personal Prop Taxes	4,754,072.56	4,697,899.90	(56,172.66)
Tax Liens Redeemed		36,942.46	36,942.46
Motor Vehicle Excise	330,797.00	336,813.92	6,016.92
In Lieu of Taxes	5,791.00	6,159.97	368.97
Supplemental Real Estate Tax			0.00
Chapter 61 Taxes			0.00
<b>Subtotal</b>	<b>5,090,660.56</b>	<b>5,225,834.51</b>	<b>135,173.95</b>
<b>INTEREST</b>			
Interest on Property Tax	16,160.00	12,243.83	(3,916.17)
Interest on Tax Liens		12,418.56	12,418.56
Interest on Motor Vehicle		1,939.56	1,939.56
<b>Subtotal Tax Charges and Interest</b>	<b>16,160.00</b>	<b>26,601.95</b>	<b>10,441.95</b>
<b>LICENSES &amp; PERMITS</b>			
Alcoholic Licenses	1,550.00	965.00	(585.00)
Common Victualler	240.00	180.00	(60.00)
Used Car License (II)	300.00	250.00	(50.00)
Junk Licenses (III)	60.00	60.00	0.00
Dog Licenses	2,000.00	2,181.00	181.00
Business Certificates-Sel	150.00	10.00	(140.00)
Business Certificates-TC	0.00	220.00	220.00
Building Permits	10,800.00	15,318.80	4,518.80
Plumbing/Gas Permits	3,525.00	3,337.00	(188.00)
Electrical Permits	2,200.00	3,575.00	1,375.00
BOH - Septic and Well Permits	850.00	1,438.00	588.00
<b>Subtotal License and Permits</b>	<b>21,675.00</b>	<b>27,534.80</b>	<b>5,859.80</b>
<b>FEES</b>			
<i>Selectmen</i>			
Misc. Receipts Selectman	0.00	3,101.25	3,101.25
Pole Petition Fee		0.00	0.00
Cable TV Fees	365.00	379.50	14.50
<i>Assessors</i>			
Assessors Misc. Other Receipt	120.00	185.00	65.00
<i>Town Clerk</i>			
Town Clerk Misc. Receipts	800.00	1,095.15	295.15
Substance Citation	200.00	300.00	100.00
Zoning By-Laws	100.00		(100.00)
Street Listings	130.00	83.00	(47.00)
<i>Planning Board</i>			
Planning Board A.N.R Fees	0.00	175.00	175.00
Planning Board Site Plan Review	0.00		0.00
<i>Board of Appeals</i>			
Hearings	150.00	125.00	(25.00)
Zoning Variances	0.00	775.00	775.00
<i>Treasurer</i>			
Treasurer Misc.	100.00	524.47	424.47
<i>Tax Collector</i>			
Tax Collector Misc.	1,000.00	2,153.66	1,153.66
<i>Police Department</i>			
Police F I D Cards	1,500.00	3,737.50	2,237.50
Police Accident Reports	100.00	313.25	213.25
Police Admin. Surcharge	400.00	3,597.60	3,197.60
Police Court		520.00	520.00
Police Misc. Receipts		237.50	237.50

**Town of Ashby**  
**Statement of Revenue, Budget vs Actual**  
**July 1, 2012 - June 30, 2013**

	<i>BUDGET</i>	<i>ACTUAL</i>	<i>BALANCE</i> <i>Over/(Under) Budget</i>
<i>Fire Department</i>			
Smoke Detectors	600.00	1,100.00	500.00
Fire Reports	15.00		(15.00)
Fuel Storage	50.00	75.00	25.00
Tank Removal Permits	0.00	75.00	75.00
Oil & Wood Burner Permits	400.00	200.00	(200.00)
LPG - Propane Permits	500.00	800.00	300.00
Blasting Permits	0.00		0.00
Tank Truck Cargo/Transit	45.00	25.00	(20.00)
Tank Installation	200.00	50.00	(150.00)
Open Air Fires	5,000.00	3,545.00	(1,455.00)
Fire Misc. Receipts	30.00	12.00	(18.00)
<i>Dispatch</i>			
Misc Non-recurring	0.00	0.00	0.00
<i>Library</i>			
Misc. Receipts	0.00	56.00	56.00
<i>Police Department</i>			
Reg. Motor Veh. Fees	2,500.00	3,405.00	905.00
<b>Subtotal Fees:</b>	<b>14,305.00</b>	<b>26,645.88</b>	<b>12,340.88</b>
<b>RENTALS</b>			
Contract Fee - Comm Tower	13,000.00	14,276.58	1,276.58
<b>Subtotal Charges for Services</b>	<b>13,000.00</b>	<b>14,276.58</b>	<b>1,276.58</b>
<b>CHARGES FOR SERVICES</b>			
Ambulance	72,000.00	85,348.56	13,348.56
<b>Subtotal Charges for Services</b>	<b>72,000.00</b>	<b>85,348.56</b>	<b>13,348.56</b>
<b>OTHER DEPARTMENTAL</b>			
Compost Bin Sales	0.00	117.60	117.60
Agricultural Commission Fees			0.00
<i>Highway</i>			
Misc receipts-surplus metal	0.00		0.00
<i>Treasurer</i>			
Misc- non recurring			
Uncashed Checks		3,086.89	3,086.89
<b>Subtotal</b>	<b>0.00</b>	<b>3,204.49</b>	<b>3,204.49</b>
<b>FINES AND FORFEITS</b>			
CMVI Fines	13,000.00	9,107.50	(3,892.50)
Dog License Fines	0.00		0.00
Court Fines		150.00	150.00
<b>Subtotal Fines and Forfeits</b>	<b>13,000.00</b>	<b>9,257.50</b>	<b>(3,742.50)</b>
<b>STATE &amp; FEDERAL RECEIPTS</b>			
St. Rec. Sch. Aid Ch. 70			0.00
St. Rec. State Owned Land	105,306.00	105,306.00	0.00
St. Rec Abate for Surviving Spouse	12,735.00	12,468.00	(267.00)
St. Rec Abate for Elderly			0.00
St. Rec State Lottery	370,356.00	370,356.00	0.00
St Rec Veterans Benefits	8,485.00	11,222.00	2,737.00
<b>Subtotal State and Federal</b>	<b>496,882.00</b>	<b>499,352.00</b>	<b>2,470.00</b>

**Town of Ashby**  
**Statement of Revenue, Budget vs Actual**  
**July 1, 2012 - June 30, 2013**

	<i>BUDGET</i>	<i>ACTUAL</i>	<i>BALANCE</i> <i>Over/(Under) Budget</i>
<b>REFUNDS &amp; MISC. RECEIPTS</b>			
Earnings of Investments	2,000.00	2,401.61	401.61
Miscellaneous Refunds			0.00
Insurance Recoveries			0.00
Sale of Fixed Assets			0.00
Subtotal	<b>2,000.00</b>	<b>2,401.61</b>	<b>401.61</b>
<b>OTHER FINANCING SOURCES</b>			
Transfer from Special Revenue			0.00
Transfer from Capital Project			0.00
Transfer from Agency			0.00
Transfer from Enterprise Fund			0.00
Transfer from Released Abatement			0.00
Subtotal	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>MISCELLANEOUS NON-RECURRING</b>			
Miscellaneous Non-Recurring			
State Grant-Thermo Imaging Camera		2,000.00	2,000.00
FEMA-Oct 11th Storm		9,526.78	9,526.78
Hurricane Irene		3,878.00	3,878.00
Subtotal	<b>0.00</b>	<b>15,404.78</b>	<b>15,404.78</b>
<b>TOTAL REVENUES</b>	<b>\$ 5,739,682.56</b>	<b>\$ 5,935,862.66</b>	<b>\$ 196,180.10</b>



FY2013 Expense Report (All Entries) - General Fund  
July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
<b>ENCUMBERED</b>						
Collector Expense Encumbered	121.61	-	121.61	121.61	-	-
Technology Expense Encumbered	891.41	-	891.41	855.00	-	36.41
Town Clerk Encumbered	2,250.00	-	2,250.00	2,250.00	-	-
Municipal Building Repair-Encumbered	2,694.62	-	2,694.62	2,599.75	-	94.87
Municipal Building Elevator-Encumbered	12,800.00	-	12,800.00	11,873.89	-	926.11
Fire Dept Expense-Encumbered	2,500.00	-	2,500.00	2,500.00	-	-
Highway Expense-Encumbered	3,852.84	-	3,852.84	3,852.84	-	-
Unemployment Expenses	43.80	-	43.80	-	-	43.80
<b>TOTAL ENCUMBERED</b>	<b>25,154.28</b>	<b>-</b>	<b>25,154.28</b>	<b>24,053.09</b>	<b>-</b>	<b>1,101.19</b>

**GENERAL GOVERNMENT**

Town Clerical Staff Wages	39,156.71		39,156.71	39,156.71	-	-
Admin & Operations Expense	7,500.00		7,500.00	5,282.85	-	2,217.15
Town Administrator Salary	55,933.07		55,933.07	39,869.25	-	16,063.82
Finance Committee Expense	500.00		500.00	152.00	-	348.00
Reserve Fund	25,000.00	(23,057.88)	1,942.12	-	-	1,942.12
Town Accountant Salary	32,136.00	(925.00)	31,211.00	32,136.00	-	(925.00)
Town Accountant Clerical	7,918.82		7,918.82	3,338.50	-	4,580.32
Town Accountant Expense	3,500.00		3,500.00	3,321.58	-	178.42
Audit of Records	20,000.00		20,000.00	20,000.00	-	-
Professional Assessor	17,800.00		17,800.00	17,800.00	-	-
Assessor Clerical Wages	16,931.47		16,931.47	15,283.74	-	1,647.73
Assessor Expense	985.00		985.00	1,023.22	-	(38.22)
Assessors Map Maintenance	1,600.00		1,600.00	1,600.00	-	-
Carma Expense	1,900.00		1,900.00	1,900.00	-	-
Treasurer Salary	25,399.08		25,399.08	25,399.08	-	-

FY2013 Expense Report (All Entries) - General Fund

EXPENSE CATEGORY	July 1, 2012 - June 30, 2013			RESERVED FOR ENCUMBRANCE	BALANCE
	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED		
Treasurer Salary	25,399.08	-	25,399.08	25,399.08	-
Treasurer Expense	4,826.00	-	4,826.00	4,549.96	276.04
Tax Title Expense	5,000.00	-	5,000.00	5,208.10	(208.10)
Collector Salary	32,124.17	-	32,124.17	32,124.17	-
Collector Expense	10,436.00	-	10,436.00	10,278.40	38.60
Collector Software	4,976.00	-	4,976.00	4,976.00	-
Legal Counsel Services	25,000.00	-	25,000.00	23,615.71	1,384.29
Technology & Systems	27,500.00	26,800.00	54,300.00	37,106.65	1,417.79
Town Clerk Salary	29,250.60	-	29,250.60	29,250.60	-
Asst. Town Clerk Wages	7,119.95	-	7,119.95	7,542.01	(422.06)
Elec and Reg Stipend	6,227.13	-	6,227.13	8,496.25	(2,269.12)
Town Clerk Expense	2,705.00	-	2,705.00	745.26	1,493.92
Town Clerk Dog Lic. Expense	332.00	-	332.00	324.32	7.68
Public Records Preservation	2,000.00	-	2,000.00	1,800.00	200.00
Elec and Reg Expense	5,800.00	-	5,800.00	4,810.42	989.58
Town Reports	1,600.00	-	1,600.00	1,519.44	80.56
Conservation Commission	1,523.00	-	1,523.00	1,199.96	200.00
Planning Board Expense	750.00	-	750.00	750.00	-
Zoning Board Expense	500.00	539.66	1,039.66	1,039.66	(0.00)
Land Use Agent	10,000.00	-	10,000.00	8,487.50	1,512.50
Land Use Expense	500.00	-	500.00	641.82	(141.82)
Mont Plan Comm Assessment	905.74	-	905.74	905.74	-
T. Office Expense	13,490.00	-	13,490.00	9,195.49	1,344.95
T. Office Custodian	1,980.00	-	1,980.00	1,815.00	165.00
T. Office Fuel and Electric	28,000.00	-	28,000.00	24,988.33	3,011.67
Care of Town Clock	500.00	-	500.00	500.00	-
Municipal Grounds Wages	3,437.73	-	3,437.73	3,723.75	(286.02)

FY2013 Expense Report (All Entries)- General Fund

July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
Municipal Building Repair	10,000.00		10,000.00	6,990.23		3,009.77
<b>TOTAL GENERAL GOVERNMENT</b>	<b>492,743.47</b>	<b>3,356.78</b>	<b>496,100.25</b>	<b>438,847.70</b>	<b>17,905.33</b>	<b>39,347.22</b>
<b>PROTECT PERSONS &amp; PROP</b>						
Police Chief Salary	50,000.00		50,000.00	43,261.00		6,739.00
Police Wages	392,468.45	2,380.00	394,848.45	391,706.59		3,141.86
Police Expense	61,245.00		61,245.00	64,097.01		(2,852.01)
Police Station Fuel/Electric	11,557.00		11,557.00	10,026.53		1,530.47
Police Station Bldg Maint	3,970.00		3,970.00	4,685.58		(715.58)
Police Cruiser/Lease Purchase	25,369.00		25,369.00	25,102.57		266.43
Fire Chief Salary	54,000.82		54,000.82	54,000.82		-
Firefighters' Wages	13,502.31		13,502.31	13,054.80		447.51
Firefighter EMT Wages	38,578.03		38,578.03	38,417.60		160.43
Firefighter Stipends	5,000.00		5,000.00	4,997.66		2.34
Firefighter/EMT Overtime Wages	5,000.00		5,000.00	6,179.33		(1,179.33)
Fire Dept. Expenses	28,215.00	1,000.00	29,215.00	25,822.67		3,392.33
Fire Station Fuel	2,350.00		2,350.00	3,997.51		(1,647.51)
Fire Station-Equipment Replacement	2,500.00		2,500.00	3,245.67		(745.67)
Fire Station - Holes/Hydrants	2,500.00		2,500.00	2,499.00		1.00
Waste Oil Coordinator Slip	2,112.01		2,112.01	2,143.24		(31.23)
Waste Oil Expense	300.00		300.00	20.00		280.00
EMT Wages	12,050.39		11,050.39	6,470.16		4,580.23
EMT Stipends	4,215.00	(1,000.00)	4,215.00	4,214.28		0.72
EMT Expense	11,250.00		11,250.00	11,604.66	28.00	(382.66)
EMS ALS Charges & Fees	25,000.00		25,000.00	27,836.08		(2,836.08)
EMS Wages	620.00		620.00	-		620.00
Emergency Management Exp	1,000.00	6,657.28	7,657.28	8,277.28		(620.00)
E-911 Expenses	100.00		100.00	96.90		3.10

FY2013 Expense Report (All Entries) - General Fund  
July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
Hazardous Waste Coord. Stipend	345.86		345.86	345.86		-
Bldg/Zoning Insp Salary	10,524.30		10,524.30	10,524.30		-
Bldg/Zoning Insp Expense	907.74		907.74	373.99	533.75	-
Plumbing/Gas Inspct Salary	6,224.99		6,224.99	6,224.99		-
Plumbing/Gas Inspct Expense	115.00		115.00	-		115.00
Electrical Insp Salary	6,224.99		6,224.99	6,224.99		-
Electrical Insp Expense	200.00		200.00	79.99		120.01
Dog Off/Animal Entf Salary	14,142.37		14,142.37	14,142.37		-
Dog Off/Animal Entf Expense	1,500.00		1,500.00	1,498.93		1.07
Dispatcher Wages	152,246.00		152,246.00	147,472.97	672.00	4,101.03
Dispatcher Expenses	2,037.04	-	2,037.04	2,036.76		0.28
<b>TOTAL PROTECT PERS &amp; PROP</b>	<b>947,371.30</b>	<b>9,037.28</b>	<b>956,408.58</b>	<b>940,682.09</b>	<b>1,233.75</b>	<b>14,492.74</b>

**EDUCATION**

Reg Voc Tech School Expense	318,059.00	-	318,059.00	318,059.00		-
NMRSD Reg School Assessment	2,599,906.45	-	2,599,906.45	2,592,483.50		7,422.95
NMRSD Reg. School Transportation	225,293.00	-	225,293.00	232,715.95		(7,422.95)
NMRSD Debt Service	4,992.00		4,992.00	4,992.00		-
<b>TOTAL EDUCATION</b>	<b>3,148,250.45</b>	<b>-</b>	<b>3,148,250.45</b>	<b>3,148,250.45</b>	<b>-</b>	<b>0.00</b>

**PUBLIC WORKS AND FACILITIES**

Highway Super. Wages	49,595.50		49,595.50	49,400.00		195.50
Highway Department Wages	149,654.40		149,654.40	139,926.40		9,728.00
Highway Regular Overtime	2,000.00		2,000.00	3,058.82		(1,058.82)
Highway Department Expense	10,951.00	16,455.72	27,406.72	20,246.47	6,326.00	834.25
Highway Barn Fuel	9,500.00		9,500.00	13,104.86		(3,604.86)
Highway Road Maintenance	50,000.00		50,000.00	53,222.08		(3,222.08)

FY2013 Expense Report (All Entries) - General Fund

July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
Highway Machinery Expense	31,025.00		31,025.00	24,448.63		6,576.37
Highway Gas & Diesel	18,700.00		18,700.00	27,262.89		(8,562.89)
Hwy Winter Operation Overtime	18,000.00	21,250.65	39,250.65	39,250.65		-
Highway Winter Expense	75,000.00	79,369.21	154,369.21	154,369.21		0.00
Street Lights	800.00		800.00	664.63		135.37
Tree Warden Expenses	2,800.00	-	2,800.00	2,800.00		-
Cemetery Wages	8,584.68	-	8,584.68	7,750.71	60.00	773.97
Cemetery Maintenance	2,000.00	-	2,000.00	1,885.88		114.12
<b>TOTAL PUBLIC WORKS AND FAC.</b>	<b>428,610.58</b>	<b>117,075.58</b>	<b>545,686.16</b>	<b>537,391.23</b>	<b>6,386.00</b>	<b>1,908.93</b>
<b>HUMAN SERVICES</b>						
Board of Health Expense	911.00	-	911.00	234.15		676.85
Town Nurse Assessment	4,536.00	-	4,536.00	2,997.16		1,538.84
Nashoba Board of Health Assess	5,835.00	-	5,835.00	6,695.16		(860.16)
Landfill Operations	7,000.00	-	7,000.00	5,799.37		1,200.63
Animal Inspector	420.24	-	420.24	420.24		-
Council on Aging Wages	2,163.00	-	2,163.00	2,163.00		-
Council on Aging Expense	1,375.00	-	1,375.00	1,367.39		7.61
Veterans Agent Salary	1,731.73	-	1,731.73	1,731.73		-
Memorial Day	2,500.00		2,500.00	2,232.00		268.00
Veterans Benefit Expense	13,000.00	28,500.00	41,500.00	37,810.90		3,689.10
<b>TOTAL HUMAN SERVICES</b>	<b>39,471.97</b>	<b>28,500.00</b>	<b>67,971.97</b>	<b>61,451.10</b>	<b>-</b>	<b>6,520.87</b>

FY2013 Expense Report (All Entries) - General Fund  
July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
<b>CULTURE AND RECREATION</b>						
Librarian Salary	19,281.60		19,281.60	18,594.16		687.44
Library Assist. Wages	18,555.57		18,555.57	17,869.34		686.23
Library Expenses	4,300.00	925.00	5,225.00	4,893.34		331.66
Library Custodial Services	1,500.00		1,500.00	1,500.00		-
Library Building Maintenance	22,877.00	560.94	23,437.94	23,847.98		(410.04)
Library Books	16,000.00		16,000.00	15,968.96		31.04
Band Concerts	7,500.00		7,500.00	7,500.00		-
July 3rd Band Expense	1,200.00		1,200.00	1,200.00		-
Allen Field Expense	1,200.00		1,200.00	1,200.00		-
Town Common Expense	3,200.00		3,200.00	3,088.27		111.73
<b>TOTAL CULTURE AND REC</b>	<b>95,614.17</b>	<b>1,485.94</b>	<b>97,100.11</b>	<b>95,662.05</b>	<b>-</b>	<b>1,438.06</b>
<b>DEBT SERVICE</b>						
Temporary Loan Interest	1,000.00	4,709.75	5,709.75	4,709.75		1,000.00
<b>TOTAL DEBT SERVICE</b>	<b>1,000.00</b>	<b>4,709.75</b>	<b>5,709.75</b>	<b>4,709.75</b>	<b>-</b>	<b>1,000.00</b>
<b>INTERGOVERNMENTAL Expense</b>						
RMV Non Renewal Surcharge	5,820.00		5,820.00	3,400.00		2,420.00
Air Pollution Assessment	1,620.00		1,620.00	819.00		801.00
Mont RTA Assessment	14,849.00		14,849.00	7,669.00		7,180.00
MBTA Trans Assessment	24,442.00	(3,000.00)	21,442.00	12,292.00		9,150.00
<b>TOTAL INTERGOV EXP</b>	<b>46,731.00</b>	<b>(3,000.00)</b>	<b>43,731.00</b>	<b>24,180.00</b>	<b>-</b>	<b>19,551.00</b>

FY2013 Expense Report (All Entries) - General Fund  
July 1, 2012 - June 30, 2013

EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE
<b>MISCELLANEOUS Expense</b>						
Middlesex Retirement System	150,810.00		150,810.00	150,810.00		-
Unemployment Compensation	20,000.00	(17,000.00)	3,000.00	1,867.15	1,132.85	-
Employee Benefit Expense	309,880.53		309,880.53	301,640.76		8,239.77
Workers Comp. Insurance	13,666.68	(4,075.58)	9,591.10	9,591.10		-
Insurance-Liab, Prop &Caus, Fire Police	80,000.00	(5,000.00)	75,000.00	73,193.15		1,806.85
FICA	21,028.65	-	21,028.65	20,772.08		256.57
<b>TOTAL MISCELLANEOUS EXP.</b>	<b>595,385.86</b>	<b>(26,075.58)</b>	<b>569,310.28</b>	<b>557,874.24</b>	<b>1,132.85</b>	<b>10,303.19</b>

**SPECIAL ARTICLES**

**FY10**

Art 7 - EMS - EMT Class			830.00	192.00		638.00
Art 8 - Old Engine House Repair			3,657.00	-	3,657.00	-

**FY12**

A19ATM5/7/11 Replace Body Armor			202.00	-	202.00	-
A13ATM5/7/11 Purchase&Equip Fire Truck			30,713.32	24,373.12	6,340.20	-
A3STM5/5/12 Purch/Cable Ladder Truck			783.24	37.42	745.82	-
A4STM5/5/21 Match/Purchase Tanker			10,600.00	10,600.00		-
A5STM5/5/12 Repairs to Station			2,000.00	1,123.44	876.56	-
A1STM5/5/12 EMD Generator			21,871.44	21,871.44		-
A9STM5/5/12 Pavement Preservation			51,000.00	7,995.42	43,004.58	-
A10ATM5/7/11 Repair Courts& Playground			1,008.42	-	1,008.42	-
A7STM5/5/12 Well Repairs -Town Common			797.00	797.00		-

FY2013 Expense Report (All Entries)- General Fund							
July 1, 2012 - June 30, 2013							
EXPENSE CATEGORY	ORIGINAL BUDGET	BUDGET REVISIONS	REVISED ALLOCATED	ACTUAL EXPENDED	RESERVED FOR ENCUMBRANCE	BALANCE	
<b>FY13</b>							
A8STM5/4/13 New Mower/Trailer		16,000.00	16,000.00	15,524.95	475.05	(0.00)	
A3STM5/4/13 Retirement Reimbursement		14,060.91	14,060.91	14,060.91			
A7STM5/4/13 Municipal Bldg/Water Upgrade		30,000.00	30,000.00	-	30,000.00		
<b>TOTAL SPECIAL ARTICLES</b>	-	60,060.91	183,523.33	96,575.70	86,309.63	638.00	
Transfer to Stabilization		-	-	-			
Transfer to Capital Projects Fund		-	-	-			
Transfer to RCTS		-	-	-			
<b>TOTAL TRANSFERS</b>	-	-	-	-			
<b>TOTAL EXPENSE</b>	\$ 5,820,333.08	\$ 195,150.66	\$ 6,138,946.16	\$ 5,929,677.40	\$ 112,967.56	\$ 96,301.20	



Town of Ashby  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>FEDERAL GRANTS - GEN GOVT</b>						
Forest Legacy Grant		592,500		592,500		0
<b>Total Federal General Govt Grants</b>	<b>0</b>	<b>592,500</b>	<b>0</b>	<b>592,500</b>	<b>0</b>	<b>0</b>
<b>FEDERAL GRANTS - PUBLIC SAFETY</b>						
Assistance to FF/Fire Tanker	0	201,400		201,400	0	0
EMD FY09 Generator Grant(FY12)	0	17,750		17,750	0	0
DOJ-Bullet Proof Vest Grant (FY12)	-2,170	4,340			0	2,170
<b>Total Federal Public Safety Grants</b>	<b>-2,170</b>	<b>223,490</b>	<b>0</b>	<b>219,150</b>	<b>0</b>	<b>2,170</b>
<b>FEDERAL GRANTS - COMMUNITY BLOCK GR</b>						
CDBG CDFII - Rehab Grant	4,646	106,227		106,823	0	4,050
CDBG CDFII - Rehab Grant	-3,806	12				-3,794
<b>Total Federal Com Block Grants</b>	<b>840</b>	<b>106,238</b>		<b>106,823</b>		<b>256</b>
<b>FEDERAL GRANTS - OTHER</b>						
State - Public Health Emerg Response Grnt	923				0	923
<b>Total Federal - Other Grants</b>	<b>923</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>923</b>

Town of Ashby  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>STATE GRANTS - TITLE V</b>						
Septic Title V Grant	11,423	21,175				32,598
<b>Total State - Title V Grants</b>	<b>11,423</b>	<b>21,175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,598</b>
<b>OTHER SPECIAL REVENUE - GIFTS &amp; DONATIONS</b>						
Garden Club Donations	572		191	0	0	381
PEG Access Fund - Capital	10,301			223	0	10,077
PEG Access Fund - Operating	108,367	19,520	1,970		0	125,916
Community Foundation Defibrillator Grant		322			0	0
Centennial Commission						322
Police Dept Donation	109	100			0	209
Fire-General Donation	917					917
Dog/Kennel Donations	55				0	55
MIA Loss control Grant-Exhaust System	125			4,800	0	-4,800
Town Common Tree Donations	50			94	0	206
Council on Aging Donations	585	250			0	585
Allen Field Playground Donations	229				0	229
Library - Donations/Gifts	0	77				77
Hist Commission - Old Fire House Donations	3,953	8			0	3,961
Title V Septic	5,510	2,252				7,762
<b>Other Spec Rev - Gifts &amp; Donations</b>	<b>130,774</b>	<b>22,528</b>	<b>2,161</b>	<b>5,118</b>	<b>0</b>	<b>146,023</b>

Town of Ashby  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>STATE GRANTS - WETLANDS</b>						
Conservation Wetland Act	18,653	533		33	0	19,152
<b>Total State - Wetlands</b>	<b>18,653</b>	<b>533</b>	<b>0</b>	<b>33</b>	<b>0</b>	<b>19,152</b>
<b>REVOLVING FUNDS</b>						
Cemetery Revolving Burial Fund	11,639	10,200	5,667	4,505	0	11,668
Library - Book Fine Revolving Fund	418	1,109		1,713	0	-186
<b>Revolving Funds</b>	<b>12,058</b>	<b>11,309</b>	<b>5,667</b>	<b>6,218</b>	<b>0</b>	<b>11,482</b>
<b>OTHER SPECIAL REVENUE</b>						
Insurance Receipts Payable	518				0	518
Landfill Operations/Monitor	13,806				0	13,806
Insurance Receipts - Highway	161					161
<b>Total - Other Spec Rev</b>	<b>14,484</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,484</b>

Town of Ashby  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>STATE - PUBLIC SAFETY</b>						
Police Community Policing FY07	508			310		198
Police GHSB - Traffic Safety Grant	3,896			9		3,887
FY12 Click It or Ticket	-728	1,549		821		0
FY13 Safe Grant		1,500		486		1,014
E-911 Incentive Grant	3,880			0		3,880
E-911 Incentive Grant-FY11	2,372					2,372
E-911 Training Grant-FY12	-1,270	1,270				0
E-911 Training Grant Amendment FY12	-3,290	3,704				414
E-911 Dept Support & Inc Grant	-12,427	5,889	3,639			-6,538
E-911 Training Grant-FY13		861		2,835		-5,513
E-911 Dept Support & Inc Grant FY13				7,960		-7,960
<b>Total State - Public Safety</b>	<b>-7,059</b>	<b>14,772</b>	<b>3,639</b>	<b>12,420</b>	<b>0</b>	<b>-8,246</b>
<b>STATE GRANTS - PUBLIC WORKS</b>						
Chapter 90 Funds						
	1	294,521		294,521		1
<b>Total State - Public Works</b>	<b>1</b>	<b>294,521</b>	<b>0</b>	<b>294,521</b>	<b>0</b>	<b>1</b>
<b>STATE GRANTS - MEMA</b>						
State - Emerg Mangmnt Grants	22,789					22,789
<b>Total State Grants - MEMA</b>	<b>22,789</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,789</b>

Town of Ashby  
**CHANGES IN FUND BALANCE FOR SPECIAL REVENUE FUNDS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>STATE GRANTS - CULTURE &amp; RECREATION</b>						
Arts Lottery Council - Cultural Council Grant	2,984	3,874		2,833		4,025
Total State Grants - Culture & Recreation	2,984	3,874	0	2,833	0	4,025
<b>STATE GRANT - COUNCIL ON AGING</b>						
Council on Aging Grant	0	3,500	2,683	817		0
State Grant - Council on Aging	0	3,500	2,683	817	0	0
<b>STATE GRANT - LIBRARY</b>						
State Aid to Libraries	420	2,916		1,782		1,555
Total State Grants- Library	420	2,916	0	1,782	0	1,555
<b>STATE GRANTS - OTHER</b>						
Town Clerk - State Extended Polling	3,170	1,116	1,008	1,015		2,264
Split Body Container Grant	0	6,000		6,000		0
Education Materials Collection Grant		605		605		0
DEP-Sustainable Mtrfrs Rcvry Prgm Grant				500		-500
Total State Grants - Other	3,170	7,721	1,008	8,119	0	1,764
<b>TOTAL ALL SPECIAL REVENUE</b>	<b>209,290</b>	<b>1,305,077</b>	<b>15,057</b>	<b>1,250,334</b>	<b>0</b>	<b>248,975</b>

Town of Ashby  
**CHANGES IN FUND BALANCE FOR CAPITAL PROJECTS**  
 July 1, 2012 - June 30, 2013

REVENUE CATEGORY	BEGINNING BALANCE	RECEIPTS	PAYROLL	EXPENDED	TRANSFER IN/OUT	ENDING BALANCE
<b>CAPITAL PROJECTS FUNDS</b>						
Library Expansion	59.84					59.84
Landfill Closure	30,275.50				-	30,275.50
<b>TOTAL CAPITAL PROJECTS</b>	<b>30,335.34</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,335.34</b>

Town of Ashby  
Ashby Free Public Library Trust Funds  
July 1, 2012 - June 30, 2013

	7/1/12 BALANCE	CONTRIBUTIONS	EXPENDED	INTEREST	TRANSFER	6/30/13 BALANCE
<b>Non - Expendable Library Trust Funds</b>						
Library Group Trust	2,785.33			3.17	-	2,788.50
Alonzo Carr Trust	5,006.30			5.34	-	5,011.64
Dr. Haskell Trust Fund	2,770.10			2.81	-	2,772.91
Freida Lyman Library	5,504.72			5.23	-	5,509.95
Ruth Brooks Scholarship	32,627.01			22.28	-	32,649.29
Ruth Brooks Trust Fund	189,320.97			128.76	-	189,449.73
Ashby Alumni Trust	8,585.03			5.90	-	8,590.93
AAW Locke Trust	5,506.86			3.81	-	5,510.67
Edward & Barbara Lyman Trust	5,532.09			4.30	-	5,536.39
Todd Wright Memorial Fund	19,881.50	3,500.00		14.89	-	23,396.39
Grace E. & Everett W. Coats Fund	18,823.19				-	18,823.19
<b>Total Non Exp. Trust Funds</b>	<b>296,843.10</b>	<b>3,500.00</b>	<b>\$</b>	<b>196.49</b>	<b>\$</b>	<b>300,539.59</b>
<b>Library Expendable Trust Funds</b>						
Library Group Trust	1,888.82		3.17	31.60	-	1,927.35
Alonzo Carr Trust	2,419.86		5.34	53.46	-	2,467.97
Dr. Haskell Trust Fund	1,377.08		2.81	27.96	-	1,402.25
Freida Lyman Library	2,255.88		5.23	52.33	-	2,302.98
Ruth Brooks Scholarship	403.59		22.28		-	604.05
Ruth Brooks Trust Fund	1,588.54		128.76	1,287.52	-	2,747.30
Ashby Alumni Trust	152.09		5.90	58.92	-	205.11
AAW Locke Trust	122.97		3.81	37.97	-	157.13
Edward & Barbara Lyman Trust	834.59		4.30	42.93	-	873.22
Todd Wright Memorial Fund	201.80		14.89	148.90	-	335.81
Francis Marston Scholarship	1,596.49		1,596.49	317.60	-	317.60
Francis Marston General	2,938.08		877.54	172.17	-	2,232.71
Grace E. & Everett W. Coats Fund	1,733.95			138.64	-	1,872.59
<b>Total Expendable Trust Funds</b>	<b>17,523.84</b>	<b>\$</b>	<b>2,670.52</b>	<b>2,592.75</b>	<b>\$</b>	<b>17,446.07</b>
<b>Expendable Memorial Funds</b>						
Barbara Lyman Memorial	3,648.15			24.59	-	3,672.74
Edward Connor Memorial	1,696.92		1,678.51	10.05	-	28.46
General Library Memorial	51.99		7.46	0.30	-	44.83
<b>Total Memorial Funds</b>	<b>5,397.06</b>	<b>\$</b>	<b>1,685.97</b>	<b>34.94</b>	<b>\$</b>	<b>3,746.03</b>
<b>Total Expendable Trust Funds</b>	<b>22,920.90</b>	<b>\$</b>	<b>4,356.49</b>	<b>2,627.69</b>	<b>\$</b>	<b>21,192.10</b>
<b>Total Trust Funds in Custody of Library Trustees</b>	<b>319,764.00</b>	<b>\$</b>	<b>3,500.00</b>	<b>2,824.18</b>	<b>\$</b>	<b>321,731.69</b>
<b>Funds Held in Custody by Banknorth</b>						
Bank North Marston Francis Scholarship	30,082.04			(731.35)	-	29,350.69
Bank North Marston Francis General	15,040.99			(365.68)	-	14,675.31
<b>Total Funds Held Banknorth</b>	<b>45,123.03</b>	<b>\$</b>	<b>\$</b>	<b>(1,097.03)</b>	<b>\$</b>	<b>44,026.00</b>

Town of Ashby  
Trust Funds - Statement of Activity  
July 1, 2012 - June 30, 2013

Expendable Trust Funds in Custody of Treasurer	7/1/12 BALANCE	CONTRIBUTIONS	EXPENDED	INTEREST	TRANSFER	6/30/13 BALANCE
Sumner Taylor School Fund	187.82			19.06		206.88
Jesse Foster School Fund	69.66			7.22		76.88
Samuel P Gates School Fund	1,355.05			144.02		1,499.07
Rosanna Robbins Chapel Fund	91,829.18			619.31		92,448.49
Stabilization Fund	695,956.76			4,696.37		700,653.13
Cemetery Perpetual Care Interest	3,446.10			649.87	(400.00)	3,695.97
Cemetery Sale of Lots Fund	32,861.69	3,600.00		(87.81)		36,373.88
Open Space Land Aquis Trust Fund	19,133.59			129.03		19,262.62
John Forbes Memorial Clock Fund	287.35			8.68		296.03
Federal Forfeiture Police	1,918.98			12.96		1,931.94
Law Enforcement Trust Fund	829.11			(1.67)		827.44
<b>Total Expendable Trust Funds</b>	<b>\$ 847,875.29</b>	<b>\$ 3,600.00</b>	<b>\$ -</b>	<b>\$ 6,197.04</b>	<b>\$ (400.00)</b>	<b>\$ 857,272.33</b>
<b>Non-Expendable Trust funds in Custody of Treasurer</b>						
Cemetery Perpetual Care Principal	91,354.50	2,400.00			400.00	94,154.50
Sumner Taylor School Fund Principal	2,636.00	-		-		2,636.00
Jesse Foster School Fund	1,000.00					1,000.00
Samuel P Gates School Fund	20,000.00					20,000.00
John Forbes Memorial Clock Fund	1,000.00					1,000.00
<b>Total Non-Expendable Trust Funds</b>	<b>\$ 115,990.50</b>	<b>\$ 2,400.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400.00</b>	<b>\$ 118,790.50</b>
<b>Total Trust Funds in Custody of Treasurer</b>	<b>\$ 963,865.79</b>	<b>\$ 6,000.00</b>	<b>\$ -</b>	<b>\$ 6,197.04</b>	<b>\$ -</b>	<b>\$ 976,062.83</b>



## TOWN CLERK'S FINANCIAL REPORT

### 2013 DOG LICENSES ISSUED

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	EACH	TOTAL
43 MALES/ FEMALES	\$10.00	\$ 430.00
312 SPAYED/ NEUTERED	6.00	1872.00
4 KENNEL \$25.00	25.00	100.00
3 KENNEL \$50.00	50.00	150.00
3 KENNEL \$75.00	75.00	225.00
TOTAL		\$2777.00
MISCELLANEOUS		\$1534.95
PAYMENTS TO:		
TOWN TREASURER		\$4311.95

### REGISTRARS REPORT

A voter registration session was held on Wednesday, April 10, 2013 from 9:00 AM until 8:00 PM to register new voters or to change party for the State Primary and to register new voters for the Annual Town Election held April 30, 2013.

The Town Clerk's office was open Tuesday, April 16th from 9:00 AM to 8:00 PM to register new voters Annual Town Meeting held Saturday, May 4, 2013.

A registration session was held on Wednesday, April 24th from 9:00 AM to 8:00 PM to register new voters for the Special Town Meeting held May 4, 2013.

A voter registration session was held on Wednesday, June 5, 2013 from 9:00 AM until 8:00 PM to register new voters for the State Election and Special Town Election held June 25, 2013.

Lorraine Pease, *Town Clerk*

**ELECTED TOWN OFFICIALS  
2013**

		TERM
MODERATOR	Nancy E. Chew	2016
TOWN CLERK	Lorraine Pease	2016
SELECTMEN	Michael McCallum	2015
	Steven Ingerson	2016
	Janet Flinkstrom	2014
	Daniel Meunier, res.	2014
ASSESSORS	Oliver H. Mutch	2015
	Melissa M. Coyle	2014
	Charles Perna	2016
TREASURER	Kate Stacy	2016
COLLECTOR	Beth Ann Scheid	2015
NORTH MIDDLESEX SCHOOL DISTRICT COMMITTEE	Dennis Moore	2014
NORTH MIDDLESEX SCHOOL DISTRICT SCHOOL COMMITTEE AT-LARGE	Michael L Morgan	2014
	Randee J. Rusch	2014
	Anne E. Buchholz	2014
LIBRARY TRUSTEES	Dwight F. Horan	2014
	David Jordan	2016
	Martha Morgan	2014
	Hanae Olmsted	2014
	John Mickola	2015
	Michelle Thomas	2015
	Tiffany Call	2015
	Douglas Leab	2016
	Anne P. Manney	2016
CONSTABLE	William A. Davis	2016
TREE WARDEN	Allan B. Dawson	2014
BOARD OF HEALTH	Cedwyn Morgan	2016
	William Stanwood	2014
	Scott Leclerc, res.	2015
PARK COMMISSIONERS	Stephanie B. Lammi	2016
	Eric Rantala	2015
CEMETERY COMMISSIONERS	Daniel Harju	2015
	John Mark Tiilikkala	2014

PLANNING BOARD

Alan W. Pease	2017
Jean Lindquist	2018
James H. Hargraves	2014
Wayne A. Stacy	2015
Andrew Leonard	2016

**APPOINTED TOWN OFFICIALS  
2013**

TOWN ADMINISTRATOR	Robert Hanson
ASSISTANT TO BOARD OF SELECTMEN	Jennifer Collins
ASSISTANT TOWN CLERK	Barbara Faulkenham
TAX COLLECTOR'S CLERK	Barbara Faulkenham
TOWN ACCOUNTANT	Theresa Walsh
ACCOUNTING CLERK	Krista Burson
ADMINISTRATIVE ASST. TO POLICE DEPT.	Krista Burson
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
	Heather Leonard
	Sue Chapman, alt.
	Nadine Callahan, alt.
	Charles Perna, alt.
ASHBY CULTURAL COUNCIL	Kathryn Becker, chair
	Faith Anttila
	Katherine Stanwood
	Joanne Boudreau
	Maureen Davi
	Peggy Mosher
CEMETERY GROUNDSKEEPERS	James Porter
	Wayne Patnaude
	Wayne Stacy
CERTIFIED WATER OPERATOR	Michael Bussell

CONSERVATION COMMISSION

Tim Bauman, chair

Robert Leary

Roberta Flashman

Cathy Kristofferson

COUNCIL ON AGING

Oliver Mutch

Johanna Grutchfield

Nancy Catalini

Jan Miller

Linda Stacy, Chair

Elsie Fredrickson, alt.

Faith Anttila

Kathryn Becker, Outreach coor.

Police Chief Edward Drew, res.

Mary Letourneau

DISPATCH MANAGER

DOG OFFICER/

ANIMAL ENFORCEMENT OFFICER

E-911 COORDINATORS

Elmer S. Fitzgerald, Jr.

Alan Pease

Steven Ingerson

Cedwyn Morgan

James Hargraves

Bob Leary

Betty Tiilikkala

Bertha Tiilikkala

Kevin Sierra

Rachel Patnaude

Linda Stacy

Angie Godin

Sue Siebert

Marja LePoer

Jill Niemi

Chris Ewald

Donna Fors

Jeanette Colameta

Florence Bryan

Robert Raymond

Judith Bureau

June Fors

Dianne Regan

Jackie Edwards

Ethel Mattson

Hannelore Colasanto

EMS DIRECTOR	William Seymour, Jr.
EMERGENCY MANAGEMENT DIRECTOR	Michael Bussell
ETHICS COMMISSION LIASON OFFICER	Robert Hanson
DEPUTY MANAGEMENT DIRECTOR	Timothy Seymour
FIELD DRIVER	Mary Letourneau
FINANCE COMMITTEE	Kevin Stetson
	Suzanne Caron
	Kathleen Panagiotis
	Liryc Donald
	Joseph Armstrong-Champ
	Terrence Myles
	Richard Doucette
FIRE CHIEF	William Seymour, Jr.
FULL TIME FIREFIGHTER/EMT	Wanda Goodwin
FOREST FIRE WARDEN	William Seymour, Jr.
HAZARDOUS WASTE COORDINATOR	Elmer S. Fitzgerald, Jr., res.
	Vacant
HEALTH AGENT,	Nashoba Board of Health
	Rick Metcalf
HIGHWAY SUPERINTENDENT	William A. Davis
HISTORICAL COMMISSION	Claire Hutchinson-Lavin
	Sally Bauman
	Tom Dorward
	Jamie Coyle
HISTORIC DISTRICT COMMISSION	Paul Lieneck, chair
	Michael Reggio
	Claire Hutchinson-Lavin
	Mark Haines
INSPECTORS:	
ANIMAL	Mary Letourneau
BUILDING/ZONING OFFICER	Peter Niall
BUILDING INSP. ALTERNATE	Richard Hanks
ELECTRICAL	Paul Lessard
ASS'T ELECTRICAL	Stephen Dubois
PLUMBING & GAS	Richard Kapenas
PLUMBING & GAS ALTERNATES	Gary Williams
KEEPER OF THE TOWN CLOCK	Richard Foresman
LAND USE AGENT	Mark Archambault
LEGAL COUNSELS	
TOWN COUNSEL	Kopelman & Paige
LAND USE COUNSEL	Kopelman & Paige

LABOR COUNSEL	Mirick O'Connell
SPECIAL LABOR COUNSEL	Kathleen O'Donnell
LIBRARY DIRECTOR	Mary Murtland
LIBRARY ASSISTANTS	Jean Lindquist
	Angela Lopez
	Christina Ewald
MART ADVISORY BOARD	Mary Krapf
MONTACHUSETT JOINT	Mary Krapf
TRANSPORTATION COMMITTEE	Wayne Stacy
MONTACHUSETT METRO	Mary Krapf
PLANNING ORG. (MRO)	
MONTACHUSETT REGIONAL	Alan Pease
PLANNING COMMISSION	Wayne Stacy, alt.
MONTACHUSETT REGIONAL	Warren Landry, res.
TECH SCHOOL COMMITTEE	Peter Capone
MOTH SUPERINTENDENT	Charles E. Perna
MUNICIPAL GROUNDSKEEPER	Stephanie Lammi
MUNICIPAL HEARINGS OFFICER	Michael McCallum
NORTH MIDDLESEX AREA EMERGENCY	William Seymour, Jr.
PLANNING COMM. (NMAEPC)	Timothy Seymour
	Michael Bussell
PEG BROADCAST TECNICIANS	John Pankowsky
	Joseph Laszlo
	Sam Armstrong-Champ
POLICE & FIRE SIGNAL OPERATORS	Joyce Hopkins
	Marilyn Cronin
	Kathy Bezanson
	Mark Lafferty
	Andrew Richard
POLICE CHIEF	Edward Drew, res.
	Fred Alden, Acting Police
	Chief
REGISTRARS OF VOTERS	Lorraine Pease
	Carlton Mountain
	Donna Leonard
	Krishnabai, alt.
	Catherine Foster
RIGHT-TO-KNOW-LAW	William Seymour, Jr.
COORDINATOR	

SENIOR TAX WORK-OFF PROGRAM

SOLID WASTE DEPARTMENT SUPERVISOR  
SOLID WASTE DEPARTMENT ATTENDANT  
RECYCLING COORDINATOR  
SUPERINTENDENT OF SCHOOLS  
TELLERS

Oliver Mutch  
Joan Chandley  
John Pankowsky  
David Lacross  
William Stanwood  
Joan Landers  
Nancy Peeler  
Deborah Pillsbury  
Elaine Kielty  
Pamela Peeler  
Janet Flinkstrom  
Patricia Wayrynen  
Cathy Kristofferson  
Stephanie Lammi  
Richard Catalini  
Jan Miller

James Hubert  
Sonia McCallum  
Jean Lindquist  
Roberta Flashman  
Jon Kimball  
Catherine Foster  
Joe Mazzola  
Christopher Travers  
Lorraine Pease  
Elmer S. Fitzgerald, Jr., res.  
Randy Stacy, res.  
Cedwyn Morgan  
Matthew Leonard  
Cathy Kristofferson  
Paula Packard  
Robert Leary  
Roberta Flashman  
James Stacy  
Garry Baer  
Alan Pease  
Justin Baer, Alt.

VETERANS' AGENT  
VETERANS' GRAVES AGENT  
BACKUP VETERANS' GRAVES AGENT  
WASTE OIL COORDINATOR

WIITA CONSERVATION LAND  
MANAGEMENT COMMITTEE  
(BLOOD HILL MANAGEMENT COMMITTEE)

ZONING BOARD OF APPEALS

ADDITIONAL INFORMATION:  
ASHBY'S JUSTICE OF THE PEACE

Carleton J. Mountain

## **POLICE DEPARTMENT AND POLICE FIRE AND SIGNAL OPERATOR DIVISION**

In 2013 the Ashby Police Department responded to 5155 incidents (including directed patrols, house watches and building checks). Our officers made 28 arrests, filed 41 additional criminal complaints and completed 1086 motor vehicle violation stops of which 756 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.

The police and communications departments continue to provide services to the residents of Ashby 24 hours a day 7 days a week. The police department is currently staffed by 5 full-time police officers while the communications department is staffed by 3 full-time dispatchers. Both departments maintain a roster of part-time employees, the number of which fluctuates from time to time.

In 2013 the Ashby Police Department continued to see changes in staffing. I was promoted to Lieutenant in May and then appointed as Interim Chief of Police in December after the retirement of Chief Edward Drew. Chief Drew retired after 4-1/2 years of service as a part-time Interim Chief for the department. The police Department would like to express our appreciation for his service to the Town and wish him the best in his endeavors.

Our Officers have completed firearms requalification and in addition many have attended specialty training courses. Officer Derek Pepple has completed training and is now a nationally certified Child Passenger Safety Technician. If you would like your car seat checked you can contact the department and request an appointment. The department accepted the delivery of 2 Ford Interceptor all wheel drive police vehicles, these replaced a 2001 Ford Crown Victoria and a 2004 Ford Expedition.

The Ashby Police Department in collaboration with the Drug Enforcement Agency hosted a medication drop off day allowing residents to dispose of medications which were no longer needed or were expired. This program helps to remove medications from the home and in doing so helps to reduce the possibility of these being abused. All of the drugs collected were turned over to the D.E.A. for safe and legal destruction.

In 2013 the Police Fire Signal Operators received and dispatched 921, E911 calls for service. In addition to 911 calls, dispatchers receive thousands of calls for the police, fire, and highway departments. Dispatchers also receive and handle calls for animal control, coordinate with public utilities, and provide assistance to the public over the telephone as well as to the walk-in traffic at the police station. The dispatcher's workload increases yearly and the successful work of the emergency services could not have been achieved without the support and efforts of our dispatch staff.



The Communications department continues to receive grant funding from the State 911 Department; these grants totaled nearly twenty-three thousand (\$23,000) dollars. The 911 grants provide additional funding which allow for the purchase of equipment to be used by the communications department as well as to support training costs. The equipment grant allowed the department to purchase Computer Aided Dispatch Software (CAD). CAD helps improve response times, efficiently allocate resources, and better inform first responders through improved informational and situational awareness. A new copier fax machine was obtained with the grant to replace an older unit that was beginning to fail.

Additional information, safety tips, and current activity can be viewed on the police department's webpage at; [www.AshbyPolice.org](http://www.AshbyPolice.org) or via Facebook.

Respectfully submitted,  
Fred Alden, *Interim Chief of Police*

## FIRE DEPARTMENT

Ashby Firefighters responded to 158 calls for assistance during the 2013 calendar year. Motor vehicle accidents continue to be the type of incident we respond to the most. There were twelve regularly scheduled training sessions as well as several special sessions including an Impact Program sponsored by the Dept. of Fire Services on the dangers of Hydrogen Cyanide and its effects on firefighters. Other training included water pumping exercises, a Hazardous Materials refresher, Tanker shuttle operations, brush fire response, the dangers of Ethanol, mountain rescue operations, and solar roof panel installations which poses a risk to firefighting operations.

We took delivery of the new Tanker in June. It is nice to have a driver friendly rig that was meant to be a tanker truck which safely and efficiently carries 2500 gallons of water.

This past year marked anniversaries for the following four members:

- 5 years: Firefighter Chris Borneman
- 10 years: Firefighter/EMT Don Lane, Firefighter Daniel Bigwood, and Firefighter Chris Haas
- 20 years: Captain James Joseph
- 30 years: Captain Peter McMurray

The Fire Department would like to remind all homeowners to replace their Carbon Monoxide (CO) Detectors after 7 years and to replace their Smoke Detectors after 10 years. Please let us help you if you need assistance with determining the age of your detectors. CO Detectors and Smoke Detectors save lives but only if they are properly functioning.

I would also 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 231 calls for assistance during the 2013 calendar year. We currently have 16 EMT's on the roster. Our number of EMTs is down from previous years due to people retiring or moving away. We are currently looking for residents who would consider joining the Department as an EMT. If interested, please call (978) 386-5522 or stop by the station for a visit.

Trainings held this year for continuing education of our EMT's included Hazardous Materials, CPR, Autism Awareness, Dangers of Hydrogen Cyanide, Electronic Patient Run Reporting, and ALS/BLS Interface, which is a class required for all our EMTs so they can work with the paramedics who respond to Ashby from the surrounding towns. An EMT must obtain 40 hours of continuing education every two years to qualify for recertification by the State.

This year we were able to purchase computers for our State-required transition from paper run reports to electronic run reports. This will allow us to finish our duties at the hospital quicker after transporting a patient so that we can return to Town faster and be ready for the next call.

The Department strongly suggests proper disposal of medical syringes in an approved sharps container. If you are unable to properly dispose of them please contact us at the Fire Station at 978-386-5650.

I would like to thank Linda Brooks for her 22 years of dedicated service to the Department. Additionally I would like to thank Mark of Kelly's Auto Body for all his assistance in keeping our ambulance looking good.

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

Respectfully submitted,  
William T. Seymour Jr.

## FIRE DEPARTMENT AND EMT ROSTER

Chief/EMT William Seymour Jr  
Asst. Chief David Pillsbury  
Captain William Davis  
Captain James Joseph  
Captain David Lammi  
Captain/EMT Kari Rantala  
FF Aaron Beals  
FF/EMT Sarah Berlinger  
FF Christopher Borneman  
FF/EMT Ashton Bosch  
EMT Amanda Boudreau  
FF John Cauvel  
FF Allan Dawson  
FF Elmer Fitzgerald  
FF/EMT Paul Fredrickson  
FF Christopher Haas  
FF/EMT Melinda Lemay  
EMT Jean Nichols  
FF Gerald Phelan  
FF Randy Stacy  
EMT Kimberly Ward  
EMT Donna Williams

Asst. Chief Paul Lasorsa  
Asst. Chief Michael Bussell  
Captain Craig Irish  
Captain Peter McMurray  
Captain/EMT Timothy Seymour  
Chaplain/FF Wayne Stacy  
FF Gary Beals  
FF Daniel Bigwood  
FF Shawn Borneman  
EMT Estelle Bosch  
FF Eric Brown  
EMT-P Josiah David  
FF Patrick Dickhaut  
EMT Eileen Fredrickson  
FF/EMT-P Wanda Goodwin  
FF/EMT Donald Lane  
FF James Martin  
FF Wayne Patnaude  
FF/EMT-P Paul Rekos  
FF/EMT Joshua Swenor  
FF Libby Ward

### **Auxiliary Members**

Corey Beals  
Brian Nielson  
Ethan Ward

## EMERGENCY MANAGEMENT

The Emergency Management Department continues to support the planning and preparedness functions for the town of Ashby in the event of a large scale incident, natural or manmade. A substantial effort is required to analyze and develop these plans. During the course of the year Emergency Management tracks all potential significant weather events in order to react in a timely and efficient manner for the citizens of Ashby.

In 2013 we partnered with the Town departments during the blizzard in February. After the storm, Emergency Management worked with FEMA and the Town

departments to submit for a 75% cost reimbursement to the town (\$21,755). During 2013 we were able to partner with DCR and MEMA to update our Damon Pond Dam Evacuation Plan. Emergency Management also partnered with the Fire Department to purchase a thermal imaging camera to be used to enhance the safety and capabilities of our first responders. The Emergency Management Department would like to thank Allan Dawson (Tree Warden) for partnering with Unitil and Asplund Tree Expert Co during 2013 to mitigate a substantial amount of hazardous trees that were located in the utility right of way. This project benefited all Emergency Services and the citizens of Ashby.

Lastly I would like to recognize the Town's Police, Fire, and Highway Departments, as well as the Town Hall staff for the partnership that exists during and after the many all hazard events.

Respectfully submitted,

Mike Bussell, *Emergency Management Director*

Tim Seymour, *Deputy Emergency Management Director*

## HIGHWAY DEPARTMENT

This report covers work performed by the Ashby Highway Department between January 1, 2013 and December 31, 2013.

### **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 potholes made it necessary. Spring, midsummer, and fall gravel road grading was completed on all gravel roads. Roadside drainage edging was done on various roads in town.

### **Sign Installation/Replacement:**

Mud pass at your own risk signs were installed on the gravel sections of Whitney, Piper and Mayo roads. This was done in regards to the town having vehicle damage claims filed against it, by motorists traveling those roads during the spring and occasional winter thaws. A stop sign was replaced at Mason & Locke roads. Four speed limit signs were installed on Foster & Wheeler roads. Road designation signs were installed at Damon & County, Damon & Greenville, County & Greenville, and Hosmer Rd. at Rt. 31. Town road maintenance ends signs were installed on all private roads that the town provides snow removal services for (expenditure authorized by the Board of Selectmen). Snow removal is not considered maintenance and will continue.

**Guard Rail Replacement:**

The guardrails on the Rindge Road bridge were modified as required by the Massachusetts DOT bridge division. The cost of the modification was \$2,920. Also on Rindge Road we attached 24 reflectorized delineators to the guardrail marking the corner by the intersection of Mayo Rd. To date we have not had a motor vehicle accident in that location since installation. Cost of the delineators \$120.

**General Brush Cutting:**

The south side of town received the benefit of roadside mowing this year at a cost of \$6,210. In the future I would like to get back to the practice of mowing both sides of town every year.

**Equipment:**

The highway department took possession of the town's 2001 police cruiser as it was no longer capable of service within the police department. After some repair work we had the car painted by Monty Tech and put into service with the highway department as a fill in unit. It will primarily be used by our mechanic for parts chasing but will serve elsewhere in the department as needed. We still need to replace our wood chipper and are pursuing any means to that end. During the course of this year we lost an 11 foot snow plow to damage. This plow was replaced by the town's insurance company. In addition we lost a second 11 foot plow due to age, wear and discontinuation of manufacturing. This plow was replaced utilizing the town's winter operations funding. The two plows cost \$12,652.

**Personnel:**

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

**PLEASE-Note:**

We still need to restore the sixth position to fully staff the department. With new housing adding vehicles and new roads to the town's infrastructure, we need to expand road services not cut them back. I cannot express enough how much it would improve our level of service to you all.

**Winter Operations**

All town snow removal equipment was repaired and prepared for service during the summer months. The town expended \$40,544.50 on plow contractors this year. We have also stockpiled 1813.43 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	1,813.43 tons	\$22,105.71
Salt	650.87 tons	\$32,914.49
Total Stockpile	2,464.30 tons	\$55,020.20

**Cross Culverts Replaced, Installed:**

None

**Bridge Repairs:**

See Chapter 90 projects

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

<i>Structure</i>	<i>Quantity</i>	<i>Location</i>	<i>Action</i>
Catch Basin	2	South Road	Repaired
Catch Basin	2	West Road	Repaired
Catch Basin	1	Piper Road	Rebuilt
Manhole	1	Mill Creek Drive	Repaired

**New Side Drain Installations:**

Erickson Road-installed 290' of 6" side drainage

Nourse Road-installed 500' of 6" side drainage

**Drainage Maintenance:**

All town drainage structures were cleaned. Total number of drainage structures, 370. Total cost for cleaning \$6,596.75

**Road Shimming:**

The following roads had sections that were shimmed this year.

<i>Location</i>	<i>Amount of material used</i>	<i>Cost</i>
Kendell Hill Road	129.68 tons	\$8,228.19
Mayo Road	49.98	\$3,171.23
Simonds Road	19.97	\$1,267.09
Totals	199.63	\$12,666.52

**Road Sealing:**

Foster, Frost, Bennett, Locke, and Taylor roads were edged, swept and patched in preparation of sand sealing this fall, total mileage to be sealed 5.27 miles. These

roads will now be sealed in the spring. The cold fall air moved into the region too soon and would have compromised the seal application if we would have moved forward last fall.

**State Funded Chapter 90 Projects:**

The bridge on Turnpike road was removed and replaced over this summer. The Town of Ashby purchased the replacement bridge thru chapter 90 funding. The project was done through a joint effort of the Town of Ashby Highway Department and elements of the Massachusetts DOT. Ashby was allowed \$68,550.59 for the project. Our actual expenditures totaled 68,300.86. We finished \$249.73 under estimate. These funds will remain available for future Chapter 90 projects. Please note that the bridge is open for traffic however due to inclement weather this fall the guardrail will be completed in the spring of 2014. Until that time cement traffic barriers will take the place of the guardrail and the finish cost of the project should not change. I cannot thank Mass, DOT enough for their assistance without which this project could not have been done at this time.

**Town Resurfacing Projects:**

None

**Assist Other Departments:**

Excavated, backfilled, and hand paved a trench from the Ashby town hall to the police station for the purpose of running underground electrical conduit. Additionally we picked up assorted illegal dumping around town that was interfering with traffic and creating a hazard on public traveled ways. It is unfortunate that some deceased animals were included amongst the debris.

**General Information:**

The Ashby Highway Department is now operating with fewer personnel and with less town funding for roadwork than was expended in 1987 (26 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.

Respectfully submitted,  
William A. Davis, *Highway Superintendent*

## TREE WARDEN

Property owner requests for the removal of potentially hazardous trees within the town right-of-way resulted in three (3) actions at the towns' expense. A report of a tree obstructing the view from Page road onto route 31 was responded to. Correspondence with the state highway manager resulted in the removal of the tree in question which was damaged by ants, in addition to a specimen across route 31 which had heavy damage from internal rotting.

A complete line clearing cycle including extensive removal of trees hazardous to the power lines was started in early January 2013. The resulting work is approximately 98% finished as of the date of this report. My thanks to the townspeople who approached these efforts by Unitil and Asplundh with a cooperative attitude. Many property owners took advantage of the "Permit to Retain Hardwood from Town Conducted Tree Work" form. My thanks also go out to Asplundh and Unitil for their efforts and positive approach to improving the safety and integrity of the power lines within Ashby. Additional funds are being sought by Unitil for the removal of hazardous trees which may have impact on the power lines in the future.

As per the plans offered in last year's report, the Tree Warden budget was mostly reserved to allow extensive pruning of deadwood and major reduction for the trees on the town common. The work conducted by Curtis Tree Service was completed in late June with a noteworthy improvement to the appearance and safety of these trees. Unfortunately most of these trees which are now approaching an "Old Growth" status are not in good condition. Most of the specimens suffer from "Binder Roots", which have been present most of their life. These "Binder Roots" cut-off the ability to draw water into the tree and now are causing entire sections of the trees to die-out. A plan to replace these trees has been requested. A venture by the previous Tree Warden to document and recommend a solution for the town common has been in hand for quite some time. I recommend that the towns' people seriously consider the implementation of a replacement program. These Trees in my humble opinion cannot be saved! Permission was granted to Monadnock Land Clearing for the removal of a single tree on Luke Road to facilitate access for services contracted by the homeowner located on the corner of Erickson Road.

Annual budget for the department of the tree warden; \$2,800.00

Respectfully submitted,  
Allan Dawson, *Tree Warden*



## **DOG OFFICER/ANIMAL ENFORCEMENT OFFICER**

Wild Life was the main problem this year, Sick or injured Skunks and Raccoons. Mostly animals that were hit by cars. These animals were picked up and brought to either a wild life rehabilitator or to be euthanized. If you see wildlife out during daylight, it does not always mean there is a problem, but call and have it checked out.

Because of the high amounts of snow this year, Lots of fences were down and chargers without power. Please be sure to check your fence lines after the snow and wind storms. Livestock tends to follow the easiest route of travel which sometimes means the Road, which endangers everyone.

Dog License expire every year on December 31. Please renew at the Town Clerks Office. Bring your pets Rabies Certificate(s) with you. Rabies Vaccinations are required by Ma. Law for Dogs and Cats. Local clinics are held weekly 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 current 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 at 978-597-5868.

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

## **PLANNING BOARD**

The Board brought three Zoning Bylaw amendments before the 2013 Annual Town Meeting. The first was to delete "non-profit uses" as an allowed use in all districts. The bylaw was approved. The second and third amendments modified the number of apartments allowed and the street setback in the Village Center Overlay District. These amendments were also approved.

The Planning Board signed three building permits in 2013.

After much study, the Board adopted regulations regarding the Village Overlay District in January 2013. Special thanks to Paul Lieneck who dedicated time to reviewing the proposed regulations and providing his professional opinion.

We also began to update the Town Common Tree Plan. Many of the trees on the Common are diseased and dying. The Board is working with the Parks Department and private citizens to revitalize the Common.

The Planning Board, with the assistance of the Land Use Agent, applied for and the Town received a District Local Technical Assistance Grant from the Massachusetts Regional Planning Agency (MRPC) to study the possibilities of providing public water to the center of Town. This was prompted by the problems with the municipal well supplying the Congregational Church, the Legion and the Grange building. The Town and MRPPC provided funding to hire an engineering firm to carry out the study. The results should be ready in early 2014.

At the request of the Board, the Land Use Agent began re-structuring the Zoning bylaw. The objective is to make the bylaw easier to understand without changing its meaning. We anticipate bringing the re-structured bylaw before the 2014 Annual Town Meeting.

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

## CONSERVATION COMMISSION

The five-member Ashby Conservation Commission is a town board serving by the appointment of the Board of Selectmen. The Commission's duties are defined through the enabling statutes of the Commonwealth of Massachusetts (G.L. Ch.40 P8C). The mission of the Conservation Commission is to protect the natural resources of the community by the authority derived from the Commonwealth of Massachusetts' Conservation Commission Act (HB chapter 18.9). These provisions include the planning, acquiring, and managing of open space, and monitoring agricultural and conservation restrictions.

A 1972 enactment called "The Wetlands Protection Act" (Mass General Law Chapter 131, section 40) assigned the responsibility for administering this statute to the local conservation commission 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>

The Commission has produced a "Self-Help" brochure for citizens who may wish to manage their own projects. This is available at the Town Hall.

Wetland areas were once thought to be a nuisance and places to be filled or drained. We have now come to realize the very important functions that wetlands serve. Nine values are recognized:

protection of public or private water supply;

- protection of groundwater supply;
- flood control;
- erosion and sedimentation control;
- storm damage prevention;
- avoidance of water and soil pollution;
- protection of fisheries, wildlife habitat, rare species habitat including rare plant species;
- protection of agriculture and aquaculture;
- and recreation values, deemed important to the community.

Obviously, the wetlands of Ashby are an important community resource and their protection has a positive impact on the health, finances and aesthetics of the town. Wetlands are complex ecosystems that provide valuable services to humans and animals alike.

The Conservation Commission holds regular public meetings (1st and 3rd Wednesdays monthly) and special public meetings as might be needed. In addition, the Commission works with current and prospective Ashby property owners to assist with the identification of existing wetlands on their lands that are protected by the Wetlands Protection Act (WPA).

Each year numerous site visits were conducted by the Commission. Some of these walks may be informational opportunities for the landowner to learn about the protected aspects of their property and how best to proceed with projects. Preconstruction meetings are also held with builders and project managers.

The Commission has worked in conjunction with the State Forester in reviewing and managing cutting plans for sites in or near wetlands thus reducing or eliminating any negative impact on the wetlands.

A cooperative working relationship has been maintained with the following boards, agencies, and officers: The Board of Selectmen and the Town Administrator, the Ashby Police and Fire Departments, The Town and State Highway Departments, The Board of Health, the Planning Board, the Board of Assessors, and the Building Inspector.

There are also ongoing collaborative endeavors with numerous regional and state agencies.

We are participating members of the Massachusetts Association of Conservation Commissions, and have been for over twenty-five years. Through this association, all Commission members have completed the eight-unit Fundamentals for Conservation Commissions program of certification, as well as the Advanced Certification status awarded by the Association. Commissions attend annual confer-

ences and special workshops. Membership is also maintained in the Nashua River Watershed Association.

Members of the Commission are contributing participants in management committees for properties such as the Mt. Watatic Reservation and Blood Hill Conservation Area. The Commission has also actively assisted the Nashua River Watershed Association with Forest Legacy projects. Additional duties involve the annual monitoring and reporting on lands in the town subject to Conservation Restrictions.

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

The Chair wishes to acknowledge the time and effort extended by all the Commissioners in their continued dedication in protecting Ashby's wetlands resources and open space and the due diligence afforded to protect our wetlands according to regulations.

Ashby's Commission members are as follows: (Presently there is one vacant seat).

Robert Leary, *Vice Chair*

Roberta Flashman, *Secretary*

Cathy Kristofferson, *Treasurer*

Tim Bauman, *Chair*

Respectfully submitted,  
George A. "Tim" Bauman

## 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 fall Rebecca Thatcher received appointment as our third cemetery commissioner and Wayne Stacy joined the cemetery maintenance crew, this should help the commission to better fulfill its duties to the cemeteries and their up-keep.

Improvements have been made to the main avenues in Glenwood cemetery and should continue this season. In 2013 the commission purchased gravel to improve the roadways, paid for from the proceeds generated by installing foundations and performing burials. We hope to make this a yearly undertaking as Glenwood's roads will be a perpetual issue as it expands and sees more traffic in coming years.

If you have questions or concerns about the cemeteries feel free to contact the commission at (978)386-0280.

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 W. Harju  
John Mark Tiilikkala  
Rebecca Thatcher

## **HISTORICAL COMMISSION**

The Historical Commission held one meeting on October 9th, where the members voted to recommend that the Ashby town accountant use the grant money left over from the repairs on the Old Engine House to pay for new roofing on that same building. On October 18th the commission chair attended the Mass. Preservation Conference in Lexington with several other state commission members. Possible future meetings may look into expanding the Historic District to include two properties being restored just east of the current district.

Respectfully submitted,  
Thomas A. Dorward, *Chairman*

## **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 2013 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.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.



<b>Housing &amp; Nuisance Investigations</b>	<b>24</b>
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>12</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>64</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>11</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>31</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>2</b>
<b>Septic System Permit Applications (upgrades)</b>	<b>9</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>23</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>42</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>7</b>

**Water Quality/Well Consultations** 15

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** 20

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** 123

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** 28

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

**Rehabilitative Therapy Visit** 97

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.

**Clinics**

**Local Well Adult, Support Groups, & Other Clinic Visits** 170

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



Number of patients that attended Flu Clinics held in Ashby	102
Number of patients whom attended Well Adult Clinics from Ashby	67
Health Promotion (skilled Nursing) visit	1

## 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	17
Confirmed cases	7

#### Communicable Disease Number of Cases

- |                           |   |
|---------------------------|---|
| • Influenza               | 6 |
| • Streptococcus Pneumonia | 1 |

## 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	130
Students Participating	99
Referred to Dentist	15

**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	5
Students Participating	135

**ASHBY BOARD OF HEALTH**

The Board of Health meets on the 4th Wednesday of each month in our office on the first floor of the Town Hall. The meeting schedule was reduced to once a month part way through the year due to the low level of permitting activity, but the Board schedules additional meetings if needed to accommodate scheduling requirements. Board members in 2013 were Bill Stanwood, Scott Leclerc (who left and re-joined the Board during 2013), and Cedwyn Morgan. The Board's agent is Rick Metcalf of the Nashoba Associated Boards of Health.

Septic System Permitting consisted mostly of repairs to existing systems, reflecting the slow housing market. A few new systems were permitted. Refer to the Nashoba annual report for a statistical review. A long running Title V enforcement activity was resolved with installation of a new system at one property.

The Board continues to oversee groundwater and landfill gas monitoring at the closed Landfill on Greenville Road. Results have showed no impacts of significance. Monitoring is performed by Town Engineer Paul Bergquist. The landfill was mowed in late fall by a local contractor.

Other Board responsibilities have included food service inspections, waste transporter permitting, tobacco license permitting, all of which proceeded without significant incident in 2013.

Respectfully Submitted,  
Cedwyn Morgan, *member*

**BUILDING COMMISSIONER**

The building department has issued 68 permits in 2013. The following is a summary of the year's activities.

**Permits**

New Homes	3
Garages	1
Barns & sheds	3

Remodel, repair and additions	36
Wood stoves, Pellet Stoves & chimneys	5
Pools	3
Demolition	0
Solar panels	10
Commercial	6
Annual Inspections	6
Trench	1
Mechanical	1
 Total Permits	 68
 Yearly inspection fees	 \$250.00
Total Permit Fee Revenue	\$13,859.00
Total value of work	\$1,193,296.43

Respectively submitted,  
Peter Niall, *Building Commissioner*

### ELECTRICAL DEPARTMENT

Wiring Permits for 2013 have been on the light side with permits ranging from re-modeling, alarms, new construction and solar installations plus inspections for Unitil and the Fire Department.

Permits pulled for 2013 = 75 for total revenue of \$4,595.00  
 Number of inspections for Unitil for meter turn on = 4  
 Electrical inspections for the Fire Department =4

Respectfully submitted,  
Paul Lessard, *Wiring Inspector*

### PLUMBING AND GAS INSPECTOR

Number of permits for the year 2013	90
Plumbing Permits	38
Gas Permits	52
Number of inspections- approximately	112

Total revenue generated

\$4754.00

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, blood pressure clinics, Friendly Visitor program, assistance with yard clean-up (Chore Corps), rides to medical appointments (Angels on Wheels), welfare checks during extended power outages for seniors living alone or at-risk (Safe Seniors Program), Sand for Seniors, medical equipment loan, inter-age activities, bi-monthly newsletter plus information and referral for Ashby seniors and caregivers. Assistance with applications for financial programs is also available including Fuel Assistance and SNAP food stamps. Please call the office at (978) 386-2424 ext. 27 for information or to make an appointment. Our office is located on the 3rd floor of Town Hall.

### **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
- Montachusett Opportunity Council – Ashby COA volunteers deliver hot lunches through the Meals on Wheels program on Monday through Friday with frozen meals available for weekends.
- MART Shuttle Service is available Monday through Friday 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:**

- Senior Yoga/Chair Yoga class meets at Town Hall Sat. mornings at 9 a.m. with instructor Roberta Flashman. Charge is \$5/per class.
- With funding from a grant from the Executive Office of Elder Affairs we held a Caregiver Workshop and luncheon with speakers from the Alzheimer's Association and Montachusett Home Care.
- For the second year Ashby seniors took part in a regional scrabble tournament where participants play for the title of "Best Senior Scrabble Player" in the region.

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 Wednesday of each month at 4 p.m. in the COA office on the 3rd floor of the Lyman Building. Meetings are open to the public.

Respectfully submitted,

Kathryn Becker, *Director*

Linda Stacy, *Chairperson*

Nancy Catalini, *Vice Chairperson*

Oliver Mutch, *Treasurer*

Elsie Fredrickson

Faith Anttila

Jann Grutchfield

Jan Miller, *Secretary*

## 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 \$3,870 for the year 2014. The Ashby Cultural Council members met on Dec. 18, 2013 and voted to allocate a total of \$5,069 toward the approved applications. Twenty-seven grant applications were received requesting funding of \$16,329. Sixteen applications were approved and funded in the amount of \$5,069.

The approved requests and amounts to be disbursed for 2014 are:

Mike Christian	Beatles For Sale: The Tribute	\$600
Ed Cope	Reading is Magic	450
John Root	Edible Wild Plants Walk	450
Hawthorne Brook MS	Animal Adventures	228
Hawthorne Brook MS	Myth Masters	249
Hawthorne Brook MS	Now Hear This: Sound of Science	181
Hawthorne Brook MS	A Knights Tale	136
Project Graduation NMRHS	Caricature Artists	200
Project Graduation NMRHS	Rubber Soul Band	250
NMRHS Science Dept.	Elements of the Blues	500
Cedwyn Morgan	Lizards and the Hayloft	600
Squannacook Early Childhood	Steve Blunt	75
Squannacook Early Childhood	Tidepools Alive by NE Aquarium	100
Fruitlands Museum	Centennial Anniversary Programs	400
Denis Cormier	Hands on History	200
Roger Tincknell	Children's Songs and Singing Games	450

Total: = \$5,069

Cultural Council members are: Kathryn Becker, Chairperson; Joanne Boudreau, Secretary; Katherine Stanwood, Publicist; Faith Anttila, Peggy Mosher and Maureen Davi.

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.

Numerous building improvement projects were undertaken this year. Town meeting approved \$7,200 to convert the burner from oil to natural gas, \$12,000 to install closed cell insulation in the ceiling of the older portion of the building, \$5,000 for a camera monitoring system, and \$500 to cap the chimney to prevent rain and snow from entering the chimney and keep wildlife out. All projects have been completed.

The conversion of oil to natural gas is estimated to save \$3,500 annually. Insulation in the older portion of the library was never completed when the library was expanded, and was needed to improve the energy efficiency of the building. Vandalism to staff cars in the back parking lot, and the lack of staffing in the downstairs children's room necessitated a camera security system for these areas. Cameras have been installed in both areas. Two chimneys were capped. Additionally, all lighting has been replaced to be more energy and cost efficient.

Ongoing issues with the building: 1) the filters in the heating system are reversed from what they should be. Repair would cost \$8,000. The company that installed them has gone out of business; 2) windows that have been reopened in the teen area need to be reglazed and repainted, also windows in the front of the building. This would make a good Eagle Scout project, 3) the craft room is cold; a heating/AC unit would alleviate this problem- it could have its own thermostat.

Board members also had the following projects completed at no cost to the town: study room near the youth library repainted, shrubbery planted along the east wall of the building, and invasive vines next to the building cut back or removed.

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 2014. Library hours have been maintained at 24 per week with the exception of the summer months, when it is closed on Saturdays.

The Library Director's pay was increased by 3%, and is still at the bottom of the pay scale for commensurate library directors' pay at similarly-sized town libraries. The Library Page position continues at not quite 6 hours/week, The Page allows for coverage of gaps in vacation time instead of having two assistants.

A total of \$2,250 was approved for scholarship distribution this year. There was a discussion to forego the distribution of scholarships for a year due to the low % return on the investments (0.75%). However, the Trustees decided to go ahead with distribution, but lower the amount of the scholarships.

The Trustees sincerely thank the AFPL Friends for their hard work organizing the annual Ashby Pumpkin Festival, one of the most successful to date. The Festival is a wonderful celebration of Ashby Life, and funds raised allow the Friends to purchase museum passes and to sponsor great family programs at the library. We encourage everyone to support the Friends.

The AFPL would not function as well as it does without the dedication of its staff: Library Director Mary Murtland, Assistants Jeanie Lindquist and Christina Ewald, and Library Page Jackie Edwards; and also the many library volunteers who help out each week, Thank you everyone, for all you do.

Respectfully submitted,  
Dave Jordan, Secretary

Current Trustees are: John Mickola, Chair; Michelle Thomas, Vice-Chair; Dave Jordan, Secretary; Doug Leab, Treasurer; Dwight Horan, Anne Manney, Hanae Olmstead, Tiffany Call and Martha Morgan.

## **LIBRARY DIRECTOR**

The Ashby Free Public Library has continued to diversify its collection. This year, due to patron interest and donations, we began developing a music CD collection and a science fiction/fantasy collection.

Our DVD and Audio Book Collections have been the most popular items at the library. We continued to prioritize the purchase of these items and welcome feedback from our patrons. Another increasingly popular service available to our patrons was the option of downloading E-Books, E-Audio, or E-Video from the C/WMARS website - [digital.books.cwmars.org](http://digital.books.cwmars.org).

Our Library's interlibrary loan system continued to provide the people of Ashby access to a broad selection of books, DVDs, music, and audio books from across the state. The large collection of resources that we share with other libraries is a great value for everyone. We encourage you to take out your library card and put it to use.

Information about the library, new purchases, and the Friends of the Library can be found on our website – [ashbylibrary.org](http://ashbylibrary.org). Patrons can sign up for weekly emails with our latest books, movies and music.

Through their fundraising efforts, the Friends of the Ashby Free Public Library make it possible for us to continue to provide programs for our younger patrons. They provided materials for the Children's Story and Craft Time, museum passes, programs throughout the year and prizes for the summer reading program. The Friends continue to welcome new members.

The Ashby Free Public Library Fund purchased window shades for the windows in the older part of the building. The shades have made it easier to keep the library cooler in the summer months.

Once again, the quality of service that the Ashby Free Public Library provides has been enhanced by its many volunteers. Volunteers have participated in the Friends of the Ashby Free Public Library, the Senior Tax Work-Off program, the Teen Laptop Scholarship Program, the Ashby Public Library Fund, or the Ashby Free Public Library Board of Trustees. We thank these volunteers for their ongoing support of our public library.



Circulation Statistics for 2013:

**All Circulations and Renewals at Ashby Free Public Library — 2013**

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	Total	%
Adult and Young Adult Books	6070	32.3
Juvenile Books	5117	27.2
DVDs and Videos	5557	29.6
Audio, Games, Music, and Software	1713	9.1
Magazines	327	1.8
Total	18,784	100

Respectfully submitted,  
Mary E. Murtland, *Library Director*

**PARKS DEPARTMENT**

We would like to thank everyone that helped out this year. Special thanks to Murray & Sons Waste for trash removal all year. Also thank you to the townspeople for the purchase of a new mower. This made mowing much more efficient this year.

Allen Field was busy hosting baseball, softball, soccer, scouting events, bonfire, car show and a family fun day.

The common also had many great events from band concerts, pumpkin festival ,tractor parade, a church fun day and the Memorial Day parade. We had to cut down a few trees on the common due to failing conditions. One new tree that was donated has been planted.

Looking forward to another great year.

Respectfully submitted,  
Stephanie Lammi  
Eric Rantala

## ASHBY ELEMENTARY SCHOOL

Ashby Elementary School has a total student population of 217 students, ranging from kindergarten to grade 4, and provides comprehensive special education programming. Enrollment figures include school choice students from neighboring towns such as Ashburnham, Fitchburg, Gardner, Leominster, and Lunenburg.

The mission of AES is to provide students with the highest quality educational opportunities in a safe and secure environment. We strive to foster individual academic success and social growth through a partnership with students, staff, families, and the community. The vision of our school is to promote a safe environment where all students can learn and succeed, each in their own way. Our school fosters a love of learning by promoting high expectations for each student. We provide a standards-based curriculum that supports all learning styles and is informed through ongoing assessments. We continue to utilize our code of conduct, which is based on our core values (responsibility, integrity, caring, citizenship, and communication). Ashby Elementary School Council members (Mrs. Diane Bjornson, Mrs. Natalie Brown, Mrs. Sue Clement, Mrs. Jessica Harrington, Mrs. Stephanie Thompson, and the principal) meet monthly to develop the school improvement plan, which is aligned with our District Strategic Goals. School Council members and the principal continue to work on obtaining funding through private sources to further our goals and mission.

Ashby Elementary School has an active Parent Teacher Cooperative (PTC) group, which provides the students with a variety of cultural and curriculum-based assembly programs. There are numerous opportunities for parent and community involvement at the school.

We have many annual traditions including fourth grade yearbook, fourth grade "Wall of Fame", Dr. Seuss' Book Give Away, a food/holiday drive, spirit days, Community Reading Day, Field Day, and Fitness Day. We are also pleased to offer band to our fourth graders who then perform at holiday and spring concerts.

There are a host of activities after the regular school day ends. We offer Before and After School Care for Kids (BACK Program), which runs from 6:30 AM to 9:00 AM and then from 3:15 PM to 5:30 PM to assist with Ashby's need for child care. During the summer, we offer an intramural sports camp, as well as an arts/crafts camp.

The spring 2013 MCAS results classified Ashby as a level 2 school, with 1 being the highest on a 5 point scale. To improve student achievement in the area of reading, we are building student reading stamina, working with consultants from Teachers for Teachers and developing individual classroom (K-4) Reader's Workshop models. In addition, students read on their own level with an emphasis on comprehension skills. We are able to accomplish this goal through use of our redesigned and updated leveled school libraries. This coming year, AES third graders will be

taking their first round of PARCC (Performance Assessment Readiness for College and Careers) computerized testing in the area of ELA.

We follow the Massachusetts Curriculum Frameworks and use Scott Foresman Reading, EnVision Math, and Pearson for science & social studies. We continue to make adjustments to our curriculum to ensure alignment with the Common Core State Standards, which provide a consistent, clear understanding of what students are expected to learn, relevant to the real world, with knowledge and skills that prepare students for college and careers. We are in our second year of partnership with Teachers for Teachers to integrate the district's current curriculum with researched-based practices in reading. In addition, we are improving our ISST process (Instructional Support Services Team), and utilizing DCAP (District Curriculum Accommodation Plans) with all students. In the area of mathematics, we are piloting our first ever DDM (District Determined Measures) math assessment with all second graders across the district.

We encourage you to become involved in helping us improve our school. Some of the ways you can become involved are: encouraging your child's learning at home, attending parent-teacher meetings and other special meetings, serving as a volunteer in our school or district, and encouraging other parents to become involved.

Respectfully submitted,  
Mrs. Anne Cromwell-Gapp, M.Ed.  
*Principal of AES*

## **HAWTHORNE BROOK MIDDLE SCHOOL**

Hawthorne Brook Middle School is an institution committed to educational excellence, and a community committed to supporting one another. We are dedicated to using our resources to provide the best educational experience possible for our students and we continue to look for ways to improve our school.

Hawthorne Brook is in the second year of piloting a trimester schedule. This structure, along with a hybrid bell schedule, affords us opportunities to provide students with more time focused on math and literacy while maintaining the other programs and curriculum that middle school students need. Students and faculty are divided into smaller learning communities and each team follows a common schedule. This shared schedule provides the teachers with the flexibility to modify and adjust student schedules to best meet the needs of each group. We are committed to looping students in grades 7 and 8 and teaming throughout all grades. Ultimately, this middle model allows us to create a strong web of support to enhance student success.

The staff at Hawthorne Brook has taken advantage of the professional development opportunities offered in the district and throughout the area. Teachers continue

to create and revise teaching units to incorporate the Common Core Standards, especially with respect to literacy. The staff has maintained their focus on developing best practices for improving student engagement in the learning process. This research based initiative for improving engagement ranges from active questioning techniques and instructional strategies to increasing the physical activity of students throughout the day.

We continue to work to foster a positive, supportive climate at Hawthorne Brook. Our focus is on developing individual character and respect within a culture where we all take responsibility for each other and our community. The safety of our students continues to be our first priority. The administration meets regularly with law enforcement and safety personnel to review and modify procedures and protocols. We have a culture where everyone in the HB community is responsible and enabled to report safety concerns.

We are very proud of our students and witness numerous acts of kindness and generosity throughout Hawthorne Brook on a daily basis. Our students maintain a high level of energy and enthusiasm and exhibit their talents and determination in the classroom, during athletic competitions, and on the stage. They are a constant source of pride for the staff, parents, and the entire community.

Thank you to the PTO for their continued support and for providing items and programs that otherwise would not be possible. In addition to their fundraising efforts, parents have volunteered their time and talents whenever needed.

Communication is an essential component of a successful middle school. We encourage parents and community members to contact the school with questions, comments, or concerns.

Sincerely,  
Stephen Coughlan, *Principal*

## **SQUANNACOOK EARLY CHILDHOOD CENTER**

I am pleased to submit the second annual NMRSD preschool report. I have been overseeing the district preschool program since July of 2011. The NMRSD offers preschool programs for the towns of Ashby, Townsend, and Pepperell. The preschool program is an integrated model that follows the Massachusetts Curriculum Standards, which emphasizes a range of developmentally appropriate open-ended, hands-on activities. These activities offer each child the opportunity to gain competence in skill areas, and to develop their self-esteem. All children participate in choice time, circle time, structured learning activities, snack time, outside play, music, story time and social skill development daily. The child's daily program often

includes expressive activities such as art, music, and dramatic play. Children have numerous opportunities to work on independent decision making, group cooperation, conflict resolution, social skill development, as well as classroom responsibility. Children are also exposed to activities that develop fine motor, gross motor and communication skills. Each child is unique and grows at a different rate. Children are treated with respect and are encouraged to learn about their world through exploration and discovery. We provide a safe and accepting environment where preschoolers have fun while being encouraged to learn cooperation/socialization skills necessary for beginning their school career.

The district preschool serves all three towns: Ashby, Townsend and Pepperell and is located at the Squannacook Early Childhood Center at 66 Brookline Street in Townsend, Ma. We offer a variety of programs for children ages 3-5. Enrollment includes both regular and special education students. Children attend school following the school calendar established by the NMRSD. We have approximately 5 classrooms with 15 staff members. We offer an array of different programming opportunities to meet the individual needs of children. Each of the programs is designed to promote a child's emotional, social, physical, and cognitive development. We also have a beautiful playground which includes a structure, sandbox, and swings. During the winter months, the gym is used for regular exercise and playground type games.

Each classroom is taught by both a certified early childhood/special education teacher and a paraprofessional. We have been busy realigning our curriculum to the Teaching Strategies Gold, which is recommended by the state. Adult/child ratios are seven to one. The program has a team, which consists of early childhood/special education teachers, speech/language pathologist, occupational therapist, and a physical therapist. A unique feature of the program is the integration of specialists/therapists into the daily routine. All staff members collectively have many years of early childhood experience. We also work with the local kindergarten staff at each of the elementary schools to ensure a smooth transition for students heading to kindergarten.

We have a small PTO that is dedicated to bringing enrichment programs to our students. October is fire safety month, and annually the Townsend Fire Department visits, talks about safety, and students receive a detailed tour of the fire truck. Other opportunities have included apple picking, puppet shows, and other enrichment programs. Located behind the Hawthorne Brook Middle School; we have had the pleasure of having middle school students create science fairs and bring them to our students. Working with the middle school PTO, we often bring programs to both schools. We have also walked to the Townsend Public Library and the police station.

If you would like more information, or would like to book an appointment to come and visit our preschool, please call us at 978-597-3085 or link onto our school website to find out more about us ([www.nmrtd.org](http://www.nmrtd.org)).

Respectfully submitted,  
Mrs. Cromwell-Gapp, M.Ed.

## **NORTH MIDDLESEX REGIONAL HIGH SCHOOL**

Dear Citizens of Ashby, Pepperell, & Townsend:

In 2013, the faculty and staff at NMRHS engaged in a year of self-reflection with an eye to the future as we completed the New England Association of Schools and Colleges (NEASC) Self Study process and hosted a visiting evaluation committee for four days in October. We are anxiously awaiting our 2013 Accreditation Report and are optimistic that our school will retain its full accreditation status.

We have made a lot of progress in resolving our long-standing facilities issues. In response to NEASC recommendations made in 2003, we were immersed for the last 18 months in the Feasibility Study and Schematic Design Phase of the Massachusetts School Building Authority's (MSBA) process. In this phase, the High School Building Committee worked together with architects and project managers to determine if a renovation of our existing facility or construction of a new building was the best option to resolve the problems with the facility's infrastructure and systems. In the spring of 2013, it was determined that new construction was the most cost beneficial option and architects began the process of developing initial plans for a new school building. Residents of the three towns will have the opportunity to voice their opinion about the proposed building at a Special Town Meeting and Town Election scheduled for the spring.

In general, NM's scores on standardized assessments such as the MCAS and SAT are consistent and above average when compared to the state's aggregate data. The number of students who have scored in the proficient or advanced categories on the ELA MCAS exam has steadily increased over the past four years (86% to 97%) which is something to be celebrated and reflective of the school improvement initiatives we have undertaken (i.e. our literacy initiative). Additionally, we have made adjustments to our mathematics curriculum. The first group of students who have experienced the new curriculum will be tested this year. We are confident that we will see similar increases in our math scores as well in the next year's data.

As always, our students continue to receive numerous accolades for both their academic and extra-curricular achievements. For the third time in four years, NM made the College Board's Advanced Placement Honor Roll. Our athletic depart-

ment was awarded the MIAA Sportsmanship Award for the second year in a row. Our music program continues to win first place at numerous interscholastic competitions. The community service programs continue to assist those in need through our numerous initiatives like the Community Garden, Veteran's Breakfast, Relay For Life event, Senior Citizen Luncheon, The Giving Tree, and other acts of kindness. Please accept our gratitude for your generous support.

We invite you to become involved in the numerous activities happening in our school community as it is your enthusiasm, support, and involvement that inspire all adolescents to do their best. Together we can achieve wonderful things.

Sincerely,  
Christine S. Battye, *Principal*

## **MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL**

As I enter into my third year as Superintendent-Director of Monty Tech, I remain humbled and honored to represent a school that continues to transform secondary education in North Central Massachusetts. Compiling information for the 2013 Annual Report has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. The 2012-2013 school year brought many exciting opportunities for the Monty Tech educational community. It was a banner year, marked by student achievement, faculty and staff distinctions, and leadership development, including:

- Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association.
- Cited for his dedication to his students and his involvement with the highly competitive Cyber Patriot event, Information Technology instructor, Richard Duncan, was named Teacher of the Year by the Air Force Association.
- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2012, Monty Tech's passing rate on the MCAS English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.
- Monty Tech science students continued to participate in the highly selective Student Spaceflight Experiment Program. Monty Tech remains the only vocational school in the nation to have a student science experiment

launch into space, providing students with an opportunity to study the effects of gravity on their innovative science projects.

- Mass Audubon and the New England Farm and Garden Associations recognized our talented science instructor, Mr. Ken Pearson, with the well-deserved the 2013 Conservation Teacher of the Year Award.
- Monty Tech administrators made the new educator evaluation system a priority, attended a wide array of professional development programs, and continue to lead efforts to bring innovative and meaningful change to the complex system.

Today, the Monty Tech model of integrated academic and career-focused learning continues to provide high quality education to area youth. A Monty Tech education not only prepares students for employment, but also for post-secondary education. In fact, more than 60% of the Class of 2013 entered college or an advanced training program upon graduation. But what about success and retention in these post-secondary programs?

Because Monty Tech administrators, faculty and staff have a vested interest in the success of our students, the District has taken measures to keep in touch with our program graduates. One year after leaving Monty Tech, the graduates of 2012 reported the following:

- 35% are currently employed in a field related to their Monty Tech trade
- 10% are employed in a field unrelated to their vocational education
- 49% are currently pursuing a higher education
- 4% have elected to serve in the United States military

From a fiscal perspective, Monty Tech, like other schools in your community, is dependent on public support. Though the District has been impacted by the nationwide economic recession, we have made every effort to retain a fiscally conservative budget while providing students with a high quality education, grounded in advanced technology and 21st Century thinking.

The District's FY13 Annual Budget was accepted by each of the eighteen member communities, and reflected a 7% increase over the 2011-2012 Educational Plan. We recognize that we are in the midst of some of the most difficult economic times faced by public education and, as a result, we will continue to strive to seek creative ways to minimize member-town assessments.

Respectfully submitted,  
Steven C. Sharek, *Superintendent-Director*



**Our Mission**

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

**Our District**

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

**LEADERSHIP**

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

- Nicholas DeSimone, Principal*
- Tammy Lajoie, Business Manager*
- Francine Duncan, Director of Technology*
- Richard Nutt, Director of Vocational Programs*
- Christina Favreau, Director of Academic Programs*
- Steven Sharek, Superintendent-Director*
- James Hachey, Dean of Admissions*
- Katy Whitaker, Development Coordinator*
- Richard Ikonen, Director of Facilities*
- Victoria Zarozinski, Director of Student Support Services*

**ENROLLMENT**

On October 1, 2012, student enrollment at Monty Tech included 1,432 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (58), Ashby (37), Athol (110), Barre (39), Fitchburg (376), Gardner (173), Harvard (4), Holden (60), Hubbardston (56), Lunenburg (72), Petersham (8), Phillipston (17), Princeton (14), Royalston (24), Sterling (58), Templeton (110), Westminster (70), and Winchendon (127). The remaining nineteen students

were from out-of-district towns, including Clinton, Hardwick, Leominster, Orange, Townsend and Worcester.

Throughout 2012-2013, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2012, approximately 1,000 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty-vocational/technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2012-2013 proved to be an exceptionally busy year for him, as the school received a record 881 applications for admission. Of those, 794 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 379 freshmen and 22 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2012-2013 school year, serving approximately 597 area students.

## **CLASS OF 2012 AWARDS**

Members of the Class of 2013 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$27,000 in scholarships to graduating seniors, ranging in amounts of \$250 to \$2,000. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Well over 60% of the graduating class of 2013 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

## **FINANCIAL REPORT**

In an effort to develop a cost-effective budget for the fiscal year 2012 -2013, a great deal of effort was put forth by the School Committee, administration and staff. The final fiscal year 2012-2013 Educational Plan totaled \$24,333,209, which represents a 7.0 % increase over the 2011-2012 Educational Plan. The District held spending in fiscal year 2012-2013 to the minimum required by Massachusetts General Law Chapter 70.

The District was audited in August 2013 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

## **GRANTS & CONTRACTS**

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2013, state and federal grant sources provided the school with \$922,132. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$358,245. Included in that total are a number of highly competitive awards, including a \$248,275 award from the Massachusetts Life Sciences Center, used to renovate two science laboratories, and a \$100,000 awarded from the Executive Office for Administration and Finance, used to purchase vocational-technical training equipment, specifically a Sinkers Electrical Discharge Machine (EDM), which will be used to train our Machine Technology students, creating a more skilled and better prepared regional workforce.

Grants totaled \$1,280,377 for fiscal year 2013.

## **ACADEMIC ACHIEVEMENT**

In 2012-2013, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2012, Monty Tech's passing rate on the English Language Arts exam was 99%, Mathematics 98%, and Biology 97%.

<b>English Language Arts</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	361	352
Passing	100%	100%	99%
Advanced/ Proficient	87%	95%	95%
Needs Improvement	13%	5%	5%
Failing	0%	0%	1%
<b>Mathematics</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	358	360	352
Passing	98%	99%	98%
Advanced/ Proficient	86%	87%	80%
Needs Improvement	12%	12%	18%
Failing	2%	1%	2%
<b>Biology</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Students Tested	361	362	398
Passing	97%	98%	97%
Advanced/ Proficient	71%	73%	73%
Needs Improvement	27%	24%	24%
Failing	3%	2%	3%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, continuing the school's Level 1 Status distinction.

<b>Student Group</b>	<b>On Target = 75 or higher</b>	<b>Performance</b>	<b>Progress</b>
All Students		83	Met Target
High Needs		76	Met Target
Low Income		83	Met Target
ELL and Former ELL			
Students with Disabilities		75	Met Target
American Indian/ Alaska			
Asian			
African/American/Black			
Hispanic/ Latino		99	Met Target
Native Hawaiian/ Pacific Islander			
White		82	Met Target

### **Vocational Projects in the District Communities**

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2012-2013 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

#### **Auto Body: Collision Repair Technology:**

During 2012-2013, the program was fortunate to receive equipment upgrades including a new aluminum pulse welder, and an assortment of hand and air tools. The program introduced students to a virtual 3-D spray system, designed to provide students with the opportunity to practice the technique painting without using any materials, and the program's waterborne paint spray booth continues to provide students with training with more efficient waterborne paint systems. Throughout the year, the program received over eighty requests for service and repair work, including a number of requests from local school, police and fire departments. Students and instructors refinished a Westminster Police Department Speed Trailer, completed numerous projects in support of the NEADS Canines for Combat Veterans program, as well as repaired a Gardner Fire Department vehicle. (Total enrollment: 63: 42 males, 21 females).

#### **Automotive Technology:**

The Automotive Technology program experienced instructional transition, as long-time instructor Ken Baer accepted another position within the District. George Russell, veteran automotive technician, filled the vacant position and has proven to be a valuable contributor in the department. Two of our top students, Seniors Hunter Manley and Mike Pauplis placed fourth at the state Ford/ AAA Automotive competition. Several students performed extremely well at the district level SkillsUSA competition. Hunter Manley of Phillipston, advanced to the state competition, where he was awarded a gold medal for his performance and qualified for the national competition in Kansas City, MO. The program also supported eight students in the Co-Operative Education program. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. (Total enrollment: 53: 44 males, 9 females)

#### **Business Technology:**

Students and instructors in the Business Technology continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and col-

lating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76: 15 males, 61 females)

### **Cabinetmaking:**

Cabinetmaking students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district. During the 2012-2013 school year, students and instructors were particularly busy renovating the kitchen in the Oak Hill Fire Station, located in Fitchburg, MA, where solid cherry cabinetry was built and installed to update the facility. The Senior class also built a beautiful solid cherry bedroom set, which was raffled off to raise money for the Monty Tech Foundation, a philanthropic organization that provides scholarships to students. Individual requests were also honored, including building podiums, and storage units, and all of the gifts for the annual Superintendent's Dinner (40 Nantucket benches) kept the students and instructors extremely busy throughout the remainder of the year. Finally, the program was also fortunate to receive four new machines: two jointers, a straight line rip saw, and an up-cut saw. (Total enrollment: 72: 45 males, 27 females)

### **Cosmetology:**

Providing students with educational space that closely reflects industry trends and a typical workplace environment are paramount in the cosmetology program. In November 2012, the renovation of rooms #202 and #210 was completed, offering students and instructors additional opportunities to train in a setting that closely resembles a traditional salon. The new space includes: twenty-four dry stations, twelve manicure tables and stools, new student lockers, shelving, wig warmers, new electrical outlets and fresh paint. Each of the programs twenty-two seniors successfully obtained their cosmetology license before graduation- bringing the programs total number of licensed operators to 225 (and three manicurists) to date. Monty Tech cosmetology instructors continued to promote community service, encouraging all students to participate in meaningful activities at the Gardner High Rise. Students provide free hair and nail services to the elderly once a month, a program that began in 1998. (Total enrollment: 89: 1 male, 88 females)

### **Culinary Arts:**

Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Independent Restaurant Group “Taste the Difference” event, and continue to showcase their talents at similar trade shows and events throughout the year. The program provided breakfast, lunch and dinner, as well as support staff, for a number of events for public organizations, including: Fitchburg Rotary Club, Montachusett Home Health Care, Senate Ways and Means Committee, Gardner AARP, and the Fitchburg City Council. The program also was fortunate to receive new equipment that has proven to increase efficiency, including a combination steam convection oven and new stainless steel prep tables. (Total enrollment: 105: 34 males, 71 females)

### **Dental Assistant:**

2012-2013 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported three students who competed at the district level for SkillsUSA. Two went on to compete at the state level. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, approximately thirty-two students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the program received new equipment, including a model trimmer, digital scales, a hot water bath and two vacuum forming machines. (Total enrollment: 62: 5 males, 57 females)

### **Drafting Technology:**

The Drafting program is proud to announce that five seniors held co-op positions during the 2012-2013 school year, and all plan to continue with their employment while attending local colleges and universities. Nine students earned the right to compete in the SkillsUSA event at the state level, and one standout was selected to represent the school at the national level. At the end of the 2012-2013 school year, every Junior (16 students) and every senior (7 students) were certified AutoCad Mechanical users, and each had also successfully earned certification in Inventor. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for Drafting students and instructors is the school's library, which was designed entirely by the Drafting Technology program, and upon completion, will be an excellent representation of the quality work that is produced in that shop on a daily basis. (Total enrollment: 51: 29 males, 22 females)

### **Early Childhood Education:**

The Early Childhood Education program at Monty Tech proudly graduated fourteen students, all college bound. The program continues to be a popular trade, with an emphasis on community service and continued education. During 2012-2013, Early Childhood Education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children's books. Students also created twenty 3-D children's games, which served as centerpieces for the MAEYC Annual Week of the Young Child Recognition Dinner. Three students from the program represented Monty Tech at the SkillsUSA National Skills and Leadership Conference in Kansas City, MO. Whether the students were competing or receiving a volunteer service award, each of these young ladies represented the school and the Early Childhood Education program very well. The program has benefited from new supplies and equipment, including: a new storage unit for the baby Care Parent Simulation dolls, a SMARTboard, new playground equipment for the District's preschool program, and a new pocket laminator. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 65: 3 males, 62 females)

### **Electrical:**

The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2012-2013 year, students and instructors completed a number of "outside projects" that include: all wiring of the Bresnahan Community Center in Ashburnham (with the exception of fire and security), wiring of the new AV center at the Bromfield School (Harvard, MA), and lighting upgrades to the Toy Town Elementary School Conference Room (Winchendon, MA). Countless electrical projects were also completed in-house, including: library renovations, LED lighting on the outside of the school, wiring two new stations in Cosmetology, data upgrades in a number of classrooms, and new equipment installations in vocational programs (Culinary Arts, Cabinetmaking, Machine Technology, and Automotive Technology). The Electrical program is also particularly proud to have trained thirteen students who benefited from a co-op placement during the 2012-2013 school year, successfully applying what they have learned at Monty Tech in workplaces across North Central Massachusetts. (Total enrollment: 88: 79 males, 9 females)

### **Engineering Technology:**

The Monty Tech Engineering program has undergone a yet another major transition, as long-time instructor David Dion retired during the 2012-2013 school year, which left a vacancy that was filled by Mr. Dennis Cormier, veteran engineer. Mr.



Cormier's great enthusiasm for the subject matter has been a welcome addition to the program, that has seen a marked increase in student interest. During the 2012-2013 school year, the exploratory program yielded thirteen first-choice freshman, with an incoming freshman class totaling sixteen. All eleven seniors graduated, and reported plans to continue their education, join the military, or continue working in the engineering field. Engineering Technology instructors were pleased with the addition of new materials and equipment, including new student lockers, additional storage units, a mechanical stress tester, a fusco system, and a wide variety of Project Lead the Way curriculum and tools. (Total enrollment: 58: 42 males, 16 females)

### **Graphic Communications:**

The Monty Tech Graphic Communications program is pleased to have graduated twenty-four students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2012-2013 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred twenty print projects, billing in excess of \$38,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints were completed. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: a black and white high speed copier, a digital envelope printer, a comb binding machine, a screen printing positive printer and ten (10) new iMac computers, each equipped with CS6 software. (Total enrollment: 89: 28 males, 61 females)

### **Health Occupations:**

The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. With guest speakers including a mortician, an emergency room physician, the American Red Cross and representatives from Battered Women's Resources, instructors aim to provide students with critical exposure to a variety of health-related career options. The program, which boasts an enrollment of just under one hundred students, continues to participate in community service programs, including the annual Red Cross Blood Drive, Pediatric Day (in conjunction with students from the Early Childhood Education program), and a "baby shower" for women living in a local battered women's shelter. In addition to providing students with CPR training and certification, the program provides opportunities for students to sit for two certification exams. The juniors sat for the Certified Nursing Assistant (CNA) exam, and the senior students sat for the Clinical Medical Assistant Certification (CCMA) exam. (Total enrollment: 99: 6 males, 93 females)

### **House Carpentry:**

Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2012-2013 school year include: work on the Bresnahan Community Center (Ashburnham), leading renovation efforts for the school's new library, constructing and installing Fitchburg Rotary Club flower boxes, completing work on Westminster Little League dug-out roofs, constructing and installing a shed located at the Town Hall (Ashburnham), completing work on the Monty Tech softball field dug-outs, and designing and installing stage extensions for the Monty Tech Dukakis Performing Arts Center. (Total enrollment: 65: 42 males, 23 females)

### **Industrial Technology:**

Students and instructors in the Monty Tech Industrial Technology program are called on for "a little bit of everything." Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2012-2013, the majority of their work was concentrated on three major outside projects: 1) re-roofing the Princeton Municipal Power and Light Company's multi-shed buildings, 2) designing and creating props for the Annual Superintendent's Dinner fundraising event, and 3) fabricating and installing a 12' x 16' wooden, gambrel style shed for the Town of Ashburnham. The Co-Operative Education program continues to be a highlight for students in the Industrial Technology program, as six students were awarded co-op placements during the year. Finally, the District hired Mr. Kenneth White to replace long-time instructor Michael Edson, who retired early in the year. Mr. White has proven to be a wonderful resource to our students, bringing over 35 years of experience in maintenance repair and machine set up knowledge. (Total enrollment: 52: 49 males, 3 females)

### **Information Technology:**

As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of two hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students (led by instructor Richard Duncan) captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association. To give you a sense of how immense this accomplishment is - there were 806 teams representing all fifty states at this competitive event! The Information Technology program also offered TestOut PC Pro certification opportunities to Sophomore and Junior stu-

dents. During the 2012 -2013 school year, 26 out of a total 33 students passed this certification exam, a 79% success rate. (Total enrollment: 58: 54 males, 4 females)

**Machine Technology:**

The Monty Tech Machine Technology program saw several key improvements during the 2012-2013 school year. The program benefited from new technology, including: a Kalamazoo cut-off band saw, new benches, and two jet engine lathes with digital readouts. Additionally, a vocational equipment grant from the Executive Office for Administration and Finance, in the amount of \$100,000 was awarded to the District. These funds will directly benefit the students in the Machine Technology program, as the District has purchased a Sinker Electrical Discharge Machine (EDM). Students will be trained in this new technology, and, therefore, will be more marketable to area machine shops that utilize similar equipment. Two students advanced from the Skill-USA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in CNC Milling at the state SkillsUSA competition, where a Monty Tech student won a bronze medal. A total of twelve (12) students were offered co-op employment (up from only 3 students in 2011-2012), and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving plaques for the school's annual car show, creating custom drawer pulls for the bedroom set hand-crafted by Cabinetmaking students, and machining components for the auditorium stage extension project. (Total enrollment: 62: 56 males, 6 females)

**Masonry:**

Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2012-2013 school year. Community services included: designing and installing the brick chimney, tile floors and the stone surrounding the wood stove at the William Bresnahan Community Center (Ashburnham); repairing the flag pole base at the fire station, repairing brickwork at the police station, and repairing sidewalks and manholes at the Sundial Apartments (Fitchburg); cutting channels and removing concrete floor, jackhammering ledge in the floor, and repairing the concrete floor at the Bromfield School (Harvard); completing work on the Little League dugouts (Phillipston); and completing brickwork at the Senior Center and repairing steps at the Wendell Clark Memorial YMCA (Winchendon). When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where they were recognized with the following distinctions: Seniors – 1st and 3rd place, Juniors – 2nd place, and Sophomores – 2nd

place. Students and instructors also worked to beautify our own campus by installing block work for the softball dugout renovation project, pouring a concrete slab behind the Plumbing shop, and building flower boxes/ retaining walls around signs in front of the school. (Total enrollment: 66: 55 males, 11 females)

### **Plumbing:**

The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2012-2013 school year, students and instructors participated in the construction of a new community function center, the William T. Bresnahan Community Center in Ashburnham. Students and instructors also worked to complete rough plumbing, radiant floor heating, and radon mitigation systems in a new commercial building in Ashburnham. In Harvard, students and instructors worked on the Bromfield School campus to install the plumbing and heating systems in an unused space that will soon be the home for the Harvard Community Cable Access group. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Plumbing program is particularly proud to have trained eight students who were given an opportunity to demonstrate their technical skills in a co-operative educational placement. The Monty Tech Plumbing program proudly graduated sixteen students in the Class of 2013. Two students, in particular, received prestigious trade awards/recognitions: Nick Dudley (Westminster) won the Central Massachusetts Plumbing & Gas fitting Inspectors Association scholarship, and Nick Foster (Gardner) was named a Voc-Tech All Star by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts. (Total enrollment: 68: 65 males, 3 females)

### **Welding/Metal Fabrication:**

The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's building renovation initiatives. In addition to the more than 65 miscellaneous projects successfully completed by students during the 2012-2013 school year, students and instructors worked collaboratively to complete restoration work on a fire truck operated by the Fitchburg Fire Department, which was the program's capstone project for the year. The program benefited from the addition of new equipment, including a DoAll 400S Horizontal Band Saw, a Nederman Portable Welding Fume Extractor, a Torchmate Plasma Cutting Water Table, and three Millermatic® 211 Auto-Set Mig Welders. The program was pleased to place ten top students in Co-Operative Education work experiences across the district. (Total enrollment: 57: 54 males, 3 females)

### **Special Services:**

During the 2012-2013 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of approximately two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department is fortunate to be able to support a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

### **Technology:**

In 2012-2013 Monty Tech began the process of improving our network infrastructure to meet the needs of the future. The Massachusetts Department of Elementary and Secondary Education's initiative to replace the current MCAS student assessment testing system with PARCC, an online student assessment testing system, is the driving force for such improvements in school districts across the state.

The network core switch has been upgraded along with other network switches throughout the building. Internet bandwidth was increased considerably, and the school selected a wireless network vendor to install building-wide wireless access during the summer of 2013. We believe these improvements to the school's infrastructure have prepared the school for the technology-driven PARCC assessment.

Monty Tech continues its participation in the Massachusetts Office of Health and Human Services Virtual Gateway initiative, which provides direct certification of free and reduced lunch students. This process has improved the process of qualifying students for subsidized meals, directly impacting technology costs at the school. As the number of students who qualify for subsidized meals increases, so too, does our e-rate discount, substantially reducing costs associated with the District's internet, firewall, email systems.

Monty Tech continues to replace and add technology equipment and software so that students gain experience with newer technology. Our Information Technology program added a virtual server, and several of our other shops replaced equipment that is now based on computer technology.

### **SkillsUSA:**

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community services, serving our member communities.

Led by co-advisors, Ms. Kelsey Moskowitz, English teacher, Anne Marie Cataldo, Early Childhood Education Instructor, and Dan Starr, Graphic Communications Instructor, 2012-2013 proved to be a remarkable year for the Monty Tech SkillsUSA chapter.

Highlights of the year include:

- Fitchburg resident, and Dental Assisting student, Brittany Velez, was elected Massachusetts SkillsUSA State President.
- Thirteen students attended the Annual Fall State Leadership Conference. The conference spanned three days, and presented the students with an opportunity to develop leadership skills and perform community service at an area YMCA Day Camp.
- The SkillsUSA local competition was held in January 2013. The competitions took place over a three-week period, and included leadership competitions as well as technical and skill based competitions. The event culminated in a Local Awards Ceremony, held at the school on January 23, 2013.
- Winners from the local competition advanced to the district competitions, held at Bay Path Regional Vocational Technical School. There, a grand total of forty-seven (47) medals were captured by Monty Tech students - fourteen (14) gold, nineteen (19) silver, and fourteen (14) bronze medals. Two students also qualified to run for the State Executive Council. Remarkably, students in four contests swept the contest, obtaining all three medals. These in-

cluded 3D Animation Technology, Medical Assisting, Early Childhood Education, and Digital Cinema Production.

- Two students, Russell Holbert (Graphic Communications) and Nadia Machado (Health Occupations), served on the State Advisory Committee to help aid in the planning of the State Conference.
- A total of seventy-eight students attended the State Leadership and Skills Conference, held at Blackstone Valley Vocational Technical School. Traveling to the highly competitive conference were thirty-nine (39) District Medalist and qualifiers, seventeen (17) local leadership contestants, two (2) state officer candidates, and twenty-four (24) voting delegates. The event culminated with nineteen (19) medals and seven (7) students earning the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. Brittany Velez was also elected to the State Executive Council and was named a candidate for National Office. Russell Holbert, Nadia Machado, Andrea Bickford and Jessica Shattuck were selected to be national voting delegates.
- Seven students also traveled to the National Conference, where they received the coveted President's Volunteer Service Award.
- In June 2013, eighteen students and nine instructors attended the National Conference in Kansas City, Mo. There, Emily Westerback, senior in Graphic Communications, earned a silver medal in Advertising Design and Brittany Velez, a junior in the Dental Assisting program, was elected to be a National Officer. In July, at National Officer Training, Brittany was voted to the position of National Secretary.
- Throughout the year, students participated in a number of community service projects, including: the Marine Corps JROTC 10 Mile March to raise money for veteran's services; a "Change for Children" Campaign to benefit a Holiday Party for disadvantaged children; Salvation Army "Christmas Angels" were distributed to collect toys and gifts for underprivileged children; "A Night of Fun with The Harlem Wizards" to benefit Be Like Brit Foundation and The Doug Flutie Jr. Foundation for Autism.

### **Marine Corps JROTC:**

The Monty Tech Marine Corps Junior Reserve Officers Training Corps (MCJROTC) was selected as a National Honor School for the fourth consecutive year. The program's enrollment exceeded 180 students, hailing from all eighteen sending communities.

As in past years, the MCJROTC ceremonial units were in high demand throughout the district. The MCJROTC cadets conducted thirty-eight ceremonial



details, and every weekend during the school year the cadets were busy with various corps activities.

The MCJROTC unit conducted over seventy-two hundred hours of community service. Service is an important part of the MCJROTC experience. This year the cadets donated \$14,500 to Canine's for Combat Veterans, \$5,000 to the Fitchburg Veterans Outreach, and \$1,000 to the Wounded Warrior Project.

The 2012-2013 Leadership Trip was held at Camp Outdoor Odyssey in Boswell, PA. Seventy cadets experienced this week-long adventure training in the mountains of western Pennsylvania.

During the month of July the Cadet Corps hosted a first-ever National Marine Corps Cyber STEM Camp at Monty Tech. Over ninety cadets from the Midwest and Northeast spent a week at the school learning about Cyber Security. Leaders from business and education sectors, as well as leaders from the United State military, lectured on the growing Cyber Security field.

Other notable highlights for the year include:

- National High School Cyber Defense Competition, National Runner Up
- Ten-mile March-A-Thon to support "Canine's for Combat Veterans"
- Annual raffle to support leadership trips
- Veterans' Day Ceremonies hosted by Monty Tech
- Memorial Day Observation in six sending communities

### **Women in Technology:**

The past year marked the 11th year that the North Central Massachusetts Women In Technology program has been providing opportunities for young women from area high schools to learn firsthand about careers in high-tech and business. Participants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminster, subsidiaries of Tyco International, a Fortune 500 company.

Students from Monty Tech, Leominster's Center for Technical Education, Oakmont, Quabbin, Gardner and Narragansett participate in the program. Their completed projects are unveiled at an annual end-of-the-year presentation held in Monty Tech's Performing Arts Center. Corporate sponsors, along with families, friends and teachers, are invited to attend and see what the students have accomplished during the school year.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program, and skills acquired through participation in the Women in Technology program, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.



Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

**Student Athletics:**

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In fact, during the 2012-2013 school year, the Monty Tech Athletic program expanded considerably, and now includes indoor track & field for both boys and girls, lacrosse for both boys and girls, and a boys tennis team. During the fall of 2012, Monty Tech was well-represented by eighteen teams. In the winter months, there were fourteen teams, and wrapping up the year, spring saw thirteen teams come together at Monty Tech.

Last fall, the varsity football team saw their first winning season in almost ten years, going 6 - 5 and winning the annual Thanksgiving eve game. The junior varsity football team was 2 - 4 and the freshman football team was 3 - 5. The varsity boys soccer team finished at 7 - 10 - 1. The junior varsity boys soccer team was 6 - 6 - 1, an improvement over last year. The varsity golf team was 5 - 14 overall, while the junior varsity golf team played in five tournaments, gaining valuable experience on the links. The varsity field hockey team went an impressive 16 - 2 - 1 for the season, winning the Colonial Athletic League title with a 9 - 0 - 1 record. Their performance qualified them for the Central Mass Tournament for the third consecutive year, where they lost to Tyngsboro, 3 - 2 in a shoot-off. The junior varsity field hockey team finished at 7 - 1 - 1. The boys cross-country team was 10 - 3, finishing second in the Colonial Athletic League with a 6 - 1 record. The girls cross-country team was 6 - 1 overall and 3 - 1 in the Colonial Athletic League. The varsity girls volleyball team finished 10 - 10 for the season and qualified for the district tournament. The junior varsity girls volleyball team was 9 - 6, while the freshman team continued to improve each match. The varsity girls soccer team was 11 - 3 - 3, and qualified for the State Vocational Tournament, where they lost to Diman Regional Vocational Technical High School, 5 - 0. The girls junior varsity soccer team finished at 7 - 7 - 1.

The girls varsity basketball team finished at 10 - 10 on the season, qualifying for the Central Mass Tournament. They beat North Brookfield in the first round, 39 - 34 and lost to Hopedale, 64 - 18. Two team standouts qualified for the Colonial Athletic League All-Star team. The junior varsity girls were 15 - 5, while the freshman girls finished the season with a 9 - 3 record. The varsity boys basketball team finished at 6 - 14, while the junior varsity team finished with a strong 13 - 7 record and the freshman went 13 - 3. The co-op wrestling team participated in many dual meets and tournaments finishing at 6 - 9. The co-op ice hockey team finished at 8 - 10 - 2, just missing the playoffs. The junior varsity ice hockey team played very well. Eleven swimmers participated in a co-op swim team with members from Leominster, North Middlesex and Oakmont, swimming at the Fitchburg State University pool, one of the best in the area. 2012-2013 saw our first indoor track & field

for both boys and girls. Each team participated in eight meets, and recorded some fine individual performances.

In the spring of 2013, the varsity softball team qualified for the Central Mass Tournament with a 10 - 10 record, losing to Hopedale. The junior varsity softball team was 5 - 8. The varsity boys volleyball team finished with a 9 - 1 record in the Colonial Athletic League, and won the league title for the first time. The varsity baseball team finished at 7 - 13, while the junior varsity baseball team was 10 - 6 and the freshmen baseball team was 2 - 4. The boys track & field team was 7 - 1, placing second in the Colonial Athletic League with a 6 - 1 record. The girls track & field team was 6 - 2 and also placed second in the Colonial Athletic League with a 5 - 2 record. Combining effort with area North Central Charter School, we were able to form our first boys and girls lacrosse team. Monty Tech hosted the boys, while N.C.C.S. hosted the girls. The boys played fifteen games their first year, and due to a large turnout from Monty Tech, we expect to have our own team Spring 2014. One student, a freshman, played for the Fitchburg High School tennis team, and was named to the Sentinel and Enterprise All-Star team.

Congratulations to the Outstanding Male and Female athletes for 2012-2013, Tarsiah Murphy and Monica Pucko.

### **Postgraduate and Continuing Studies:**

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2012, Monty Tech offered 106 courses “in-house” and another 400+ were offered online. Approximately 900 seats were sold for Fall 2012 courses. In comparison, there were 108 “in-house” courses and, again, over 400 on-line courses offered during the Spring 2013 semester. Approximately 800 seats were sold for Spring 2013 courses.

In April 2013 the postgraduate program successfully graduated our second class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state -designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

### **Practical Nursing Program:**

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consis-

tent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplished the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

In November 2012 the Practical Nursing Program hosted a site visit to obtain accreditation by the Council on Occupational Education (COE). We received full accreditation for six (6) years, which allows the program to participate in the U.S. Department of Education student loan program and provides the Monty Tech Evening Division with a national accreditation status.

In Fall 2013 the Practical Nursing Program hosted a site visit and evaluation from the Dept. of Elementary and Secondary Education (DESE). The Practical Nursing Program was approved as a Chapter 74 adult educational program. This will provide the program with another revenue source along with our student tuition income.

In June 2013 we graduated twenty-nine (29) students to enter the nursing profession and the class achieved an initial NCLEX pass rate of 94%. Over 85% of the 2013 graduates are currently working in the North Central area as LPNs in various health care settings from long term care, sub-acute care, clinics and prison health care.

Our experience and forethought in the development of the LPN to BSN Bridge program with Fitchburg and Worcester State University continues to garner state and national attention. Program Director, Holly Lafrance, remains committed to the Nurses of the Future Initiative, working closely with the Board of Higher Education as a member of the academic progression model team, while the Monty Tech Practical Nursing instructional team was asked to present at the highly respected National League of Nursing (NLN) annual conference in Washington DC in Fall 2013.

### **Looking Ahead:**

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

**Biotechnology:**

With funds provided by a Massachusetts Life Sciences Center Grant, the renovation of two science laboratories is nearing completion, giving the school two 21st Century, universal laboratories, filled with materials, supplies and equipment that enable educators to introduce exciting lab offerings and curriculum to eager students. Two courses, Introduction to Biotechnology (BTC101- 4 credits) and Basic Solution and Media (BTW102- 3 credits) will be offered to high school students through a unique middle college model, whereby college level coursework is embedded during the traditional high school schedule. The courses will be co-taught by a Mount Wachusett Community College faculty member and a Monty Tech instructor. The MWCC faculty member will serve as a visiting instructor, co-teaching the classes with a highly qualified science instructor. Upon successful completion of the courses, students who earn a 'B' or better are eligible to receive seven (7) college credits.

**Expanded AP Offerings:**

In September 2012, Monty Tech launched its first Advanced Placement courses, grounded in the belief that because today's vocational programs are rigorous and complex, high school academic offerings should be as well. With 69 students enrolled in two courses, we are delighted to report approximately 40% of these eager students earned college credit as a result of end-of-course test results. Pleased with these results, District officials are excited to expand AP offerings in the coming years, introducing courses such as AP Statistics, AP Studio Art, and even AP Environmental Science.

**Renovation of the School's Library:**

For several years, Monty Tech has been without a library. Though the school's faculty and staff have gone to great lengths to provide alternatives to students during this time, providing research databases, ebooks and audio books, the district has committed to renovating the existing facility, with the hopes of transforming it into a student friendly 21st Century library. This extensive project, which is nearing completion, will provide students with 2,000 new fiction titles, access to a collection of approximately 6,200 titles, quiet study space, extensive research capabilities, and wireless access. We look forward to the library's grand re-opening in December 2013, providing the Monty Tech educational community with a library that more closely reflects the advanced technology and training available to students at Monty Tech.

### **Educator Evaluation:**

Because Montachusett Regional Vocational Technical School District is not a Race to the Top district, school officials were given until Fall 2013 to negotiate and implement the new educator evaluation tool. Throughout the 2012-2013 school year, administrators participated in workshops and professional development coursework to develop a broad understanding of the scope of the state's new evaluation system, and in September/October 2013, educators participated in training related to developing SMART Goals. We are delighted to report that an evaluation tool has been agreed upon, and that teachers and administrators continue to work collaboratively to implement the new evaluation tool, with intentions of improving educational delivery across the District.

### **Summer Camps**

The school's new Dean of Admissions has proposed a Summer Camp program that will bring added life to our halls during the month of July. Interested 6th – 8th grade students in our eighteen sending communities will have an opportunity to attend one of four innovative summer enrichment programs. Each camp has been designed to introduce students to vocational programming, familiarize them with our school, and will culminate in an exciting field trip! Additionally, thanks to the generosity of the Monty Tech Foundation, scholarships will be available to students who qualify for free/reduced lunches, and all costs of the field trip will be covered for every participant.

### **The Monty Tech School Committee**

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2012-2013 School Committee for their outstanding service.

Eric Olson, Phillipston, *Chair*

Barbara Reynolds, Lunenburg, *Vice Chair*

Diane Swenson, Ashburnham

Peter Capone, Ashby

Toni L. Phillips, Athol

John Scott, Barre

Brian J. Walker, Fitchburg

Robert H. Campbell, Fitchburg

Joann Sueltenfuss, Harvard

James Cournoyer, Holden

Kathleen Airoidi, Hubbardston

Edward Simms, Petersham

John P. Mollica, Princeton

Mary C. Barclay, Royalston

LeRoy Clark, Fitchburg  
Thomas J. Conry, Jr., Fitchburg  
Helen Lepkowski, Gardner  
Eric D. Commodore, Gardner  
Terri Hillman, Winchendon, *Secretary*  
Norman J. LeBlanc, *District Treasurer*

Dr. Kenneth I.H. Williams, Sterling  
James M. Gilbert, Templeton  
Gary Candelet, Westminster  
Burton E. Gould, Jr., Winchendon

Respectfully Submitted By:  
Steven C. Sharek, *Superintendent -Director*  
Montachusett Regional Vocational Technical School  
Fitchburg, Massachusetts

**COMMONWEALTH OF MASSACHUSETTS**  
**Annual Town Election**  
**April 30, 2013**

Middlesex, ss:

TO: Constable of the Town of Ashby:

In the name of the Commonwealth, you are hereby directed to notify and warn the inhabitants of the Town of Ashby, qualified to vote in elections and town affairs, to meet at the Ashby Elementary School Auditorium in said Ashby, Tuesday, the thirtieth day of April, next at 7:00 AM, to give their votes on one ballot for the following officers:

MODERATOR, Three Years  
SELECTMAN, Three Years  
TOWN CLERK, Three Years  
TREASURER, Three Years  
ASSESSOR, Three Years  
NORTH MIDDLESEX SCHOOL COMMITTEE, Three Years  
CONSTABLE, Three Years  
BOARD OF HEALTH, Three Years  
BOARD OF HEALTH, Two Years  
PLANNING BOARD, Five Years  
CEMETERY COMMISSIONER, Three Years  
PARK COMMISSIONER, Three Years

- PARK COMMISSIONER, Two Years
- PARK COMMISSIONER, One Year
- 3 LIBRARY TRUSTEES, Three Years

The polls will be open at 7:00 PM and shall close at 8:00 PM.

And you are hereby directed to serve this warrant by posting an attested copy in three (3) public places in said Ashby at least seven days before holding of said election.

Hereof, fail not, and make due return of this warrant with your doings thereon, to the Town Clerk at the time and place of election aforesaid.

Given under our hands this 27th day of March 2013.

Peter McMurray <i>Chair</i>	Daniel Meunier	Michael McCallum
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ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) attested copies of the foregoing warrant in three (3) public places in said Ashby seven days at least before time of said Annual Town Election.

DATE: 3/28/2013

\_\_\_\_\_  
William A. Davis, *Constable of Ashby*

**RESULTS OF ANNUAL TOWN ELECTION  
APRIL 30, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 6:45 AM on Tuesday, April 30, 2013.

Election Officers on duty and duly sworn were as follows: Bertha Tiilikkala, Rachel Patnaude, Marja LePoer, Betty Tiilikkala, June Fors, Chris Ewald, Hannalore Colasanto, Diane Regan, Florence Bryan, Ethel Mattson, Angie Godin, Sue Siebert, Donna Fors, Jeanette Colameta, Jackie Edwards, Jill Niemi, Robert Raymond and Kevin Sierra.

The polls opened at 7:00 AM.

The following is a list of candidates and the votes and blanks each received as they appeared on the official ballot.

	VOTES
MODERATOR, Three years	
Nancy E. Chew	511
All others	1
Blanks	96
Total ballots cast	608
SELECTMAN, Three years	
John Hourihan	70
Steven Ingerson	386
Peter McMurray( write- in)	117
Blanks	35
Total ballots cast	608
TOWN CLERK, Three years	
Lorraine Pease	528
Blanks	80
Total ballots cast	608
TREASURER, Three years	
Kate Stacy	527
All others	2
Blanks	79
Total ballots cast	608



ASSESSOR, Three years	
Charles Perna (write-in)	16
All others	6
Blanks	587
Total ballots cast	608

NORTH MIDDLESEX SCHOOL COMMITTEE, Three years	
Dennis Moore (write-in) – Declined position	9
All others	12
Blanks	586
Total ballots cast	608

CONSTABLE, Three years	
William A. Davis	462
All others	5
Blanks	141
Total ballots cast	608

BOARD OF HEALTH, Three years	
Cedwyn Morgan	465
All others	1
Blanks	142
Total ballots cast	608

BOARD OF HEALTH, Two years	
All others	7
Blanks	601
Total ballots cast	608

PLANNING BOARD, Five years	
Jean Lindquist	453
All others	3
Blanks	152
Total ballots cast	608

CEMETERY COMMISSIONER, Three Years	
All others	14
Blanks	594
Total ballots cast	608

PARK COMMISSIONER, Three years	
Stephanie B. Lammi	508

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Blanks	100
Total ballots cast	608

PARK COMMISSIONER, Two years

Eric Rantala	494
Blanks	114
Total ballots cast	608

PARK COMMISSIONER, One year

All others	8
Blanks	600
Total ballots cast	608

LIBRARY TRUSTEES, Three years

David A. Jordan	434
Douglas Leab	418
Anne P. Manney	443
All others	1
Blanks	528
Total votes cast	1824
Total ballots cast	608

The polls closed at 8:00 PM

Tellers on duty and duly sworn were as follows: Richard Catalini, Nancy Peeler, Deborah Pillsbury, Stephanie Lammi, Cathy Kristofferson, Pamela Peeler, Janet Flinkstrom, Roberta Flashman, Patricia Wayrynen, Jan Miller, Jean Lindquist, Cathy Foster and Jon Kimball.

At the close of the polls the ballot box read 608 voters had cast a ballot: the checkers' tally sheet read 608 voters had cast a ballot.

Lorraine Pease, *Town Clerk*

**COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH**

MIDDLESEX, SS:

To: Constable of the Town of Ashby

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Special State Primaries to vote at the Ashby Elementary School Auditorium on TUESDAY, THE THIRTIETH DAY OF APRIL, 2013 from 7:00 AM to 8:00 PM for the following purpose:

To cast their votes in the Special State Primary for the candidates of political parties for the following office:

SENATOR IN CONGRESS

FOR THE COMMONWEALTH

Hereof, fail not and make due return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 27th day of March, 2013.

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Peter McMurray  
*Chair*

---

Daniel Meunier

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Michael McCallum

ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) attested copies of the foregoing warrant in three (3) public places in said Ashby at least seven days before the time of the Special State Primary.

DATE: 3/28/2013

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William A. Davis, *Constable of Ashby*

**RESULTS OF SPECIAL STATE PRIMARY  
April 30, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 6:45 A.M.

Election Officers on duty and duly sworn were as follows: Bertha Tiilikkala, Rachel Patnaude, Marja LePoer, Betty Tiilikkala, June Fors, Chris Ewald, Hannalore Colasanto, Diane Regan, Florence Bryan, Ethel Mattson, Angie Godin, Sue Siebert, Donna Fors, Jeanette Colameta, Jackie Edwards, Jill Niemi, Robert Raymond and Kevin Sierra.

The polls opened at 7:00 a.m.

The following is a list of candidates as they appeared on the official ballots and also the votes each received, and the total blanks:

**DEMOCRATIC PARTY PRIMARY BALLOT**

SENATOR IN CONGRESS	VOTES
Stephen F. Lynch	135
Edward J. Markey	196
Blanks	2
Total ballots cast	333

**REPUBLICAN PARTY PRIMARY BALLOT**

SENATOR IN CONGRESS	VOTES
Gabriel E. Gomez	154
Michael J. Sullivan	68
Daniel B. Winslow	35
Total ballots cast	262

The polls closed at 8:00 p.m.

Tellers on duty and duly sworn were as follows: Richard Catalini, Nancy Peeler, Deborah Pillsbury, Stephanie Lammi, Cathy Kristofferson, Pamela Peeler, Janet Flinkstrom, Roberta Flashman, Patricia Wayrynen, Jan Miller, Jean Lindquist, Cathy Foster and Jon Kimball.

At the close of the polls the ballot box read 595 voters had cast a ballot; the checkers' lists tallied 333 Democrats and 262 Republicans had cast ballots, for a total of 595 voters.

Lorraine Pease, *Town Clerk*

## Commonwealth of Massachusetts Special Town Meeting

Middlesex, ss:

To: Constable of the Town of Ashby in said County:

Greeting:

In the name of the Commonwealth, you are hereby directed to notify and warn the inhabitants of the Town of Ashby, qualified to vote in elections and town affairs, to meet at the Ashby Elementary School, 911 Main Street in said Ashby, Saturday, May 4, 2013 at 9:30 a.m. to act on the following articles:

### SPECIAL TOWN MEETING ARTICLES

**Article 1.** To see if the Town will vote to appropriate from available funds the sum of \$25,000 to augment the budget for Technology & Systems, voted under Article 11 of the May 5, 2012 Annual Town Meeting; or take any other action relative thereto.

*In FY12, the Board of Selectmen initiated a program to upgrade and manage the Town Hall computer system(s) as well as to bring those systems into compliance with state requirements for data storage and backup protocols. This activity includes Fire and Highway, which have both been tied into the Town Hall server. This article will provide the additional monies necessary to complete the initial phase of this work and replace the 10+ year old Assessor's server, which is beyond resurrection.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 2.** To see if the Town will vote to appropriate from available funds the sum of \$15,000 to augment the amount voted for Veterans' Benefits

under Article 11 of the May 5, 2012 Annual Town Meeting; or take any other action relative thereto.

*The FY13 budget request for Veteran's Services was predicated upon prior years' experience. Unfortunately, probably due in large part to the weak economy, we have experienced a rise in the numbers of eligible veterans who have entered the program, and have consequently drained our available funding, with two months yet to go in the current fiscal year. The requested monies will cover obligations to July 1st, and are 75% reimbursable by the state.*

Finance Committee action:    ✓ Approved    \_\_\_ Disapproved    \_\_\_ No Action

**Article 3.**    To see if the Town will vote to appropriate from available funds the sum of \$20,000 to "make whole" three Town employees who were deprived of certain retirement contributions (and, hence, retirement time credit) by error on the part of the Town; or to take any other action relative thereto.

*Beginning in calendar year 1998 and continuing for a period thereafter, three new employees of the Town had deductions made from their pay, which monies were, contrary to State Law, allocated by the Town to Social Security, rather than to the Middlesex Retirement System. Those monies are not now retrievable from Social Security. The sum requested under this article represents the amount necessary to buy back (with interest assessed by Middlesex Retirement) the affected "time served" for those employees.*

Finance Committee action:    ✓ Approved    \_\_\_ Disapproved    \_\_\_ No Action

**Article 4.**    To see if the Town will vote to appropriate the sum of \$105,000 from available funds, to fund the deficit incurred in the Winter Operations budget in the current fiscal year; or take any other action relative thereto.

*There is no possible way to accurately predict the volume of snow, the length of time necessary for snow removal, or the complexities of activities resulting from any given storm. As in all other municipalities this current fiscal year, the actual cost of snow removal activities has exceeded the budget provided. This appropriation will allow for payment of all costs in excess of appropriation that have been incurred during this snow season.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 5.** To see if the Town will vote to appropriate from available funds the sum of \$15,000 to augment the sum appropriated for the Reserve Fund under Article 11 of the May 5, 2012 Annual Town Meeting; or take any other action relative thereto.

*The Reserve Fund was minimally funded at \$20,000 for FY13, which amount has been wiped out, principally by \$13,500 in transfers for the purpose of funding the Veterans Benefits account. This supplemental appropriation will allow the Reserve Fund to function for the balance of the current fiscal year.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 6.** To see if the Town will vote to reinstate the position of Police Lieutenant, deleted by action of the 2002 Annual Town Meeting, and, further to appropriate from available funds the sum of \$2,380 to fund said position through the remainder of FY13; or take any other action relative thereto.

*This article represents a realignment of the management structure within the Police Department.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 7.** To see if the Town will vote to appropriate from available funds the sum of \$30,000 to provide for architectural and/or engineering services relative to structural or functional assessments(s) of Town buildings, and the state of water supply arrangements for same, as well as to provide for improvements or upgrades to said buildings or water supply arrangements; or take any other action relative thereto.

*A number of Town buildings (most notably the Grange Hall and the Town Hall) require professional planning assistance defining and prioritizing necessary structural and functional improvements. Included in that effort are imperative planning and implementation actions intended to address water supply issues, and to move toward resolution of the ongoing problem of the so-called Town Common Well.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 8.** To see if the Town will vote to appropriate from available funds the sum of \$16,000 to procure a riding mower and a trailer sufficient to transport it, for use on Allen Field, the Town Common and other municipal properties around Town; or take any other action relative thereto.

*Mowing is currently conducted with a relatively narrow-width mower, which is a cast off from the Cemetery Department and has required major repairs. Procurement of a wide blade machine will allow much faster and more efficient mowing operations and allow the operator to cover more locations in a timely manner. The trailer is a necessary adjunct in order to transport the mower among the various locations to be maintained.*

Finance Committee action:    \_\_\_ Approved    \_\_\_ Disapproved    ✓ No Action

And you are hereby directed to serve this warrant by posting an attested copy in at least three (3) public places in said Ashby fourteen (14) days at least before holding of said meeting. Hereof, fail not, and make due return of this warrant with your doings thereon, to the Town Clerk at the time and place of meeting aforesaid.

Given under our hands this 17th day of April, 2013.

\_\_\_\_\_  
Peter McMurray  
*Chair*

\_\_\_\_\_  
Daniel Meunier

\_\_\_\_\_  
Michael McCallum

ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) attested copies of the foregoing warrant in three (3) public places in said Ashby at least fourteen days before the time of said Special Town Meeting.

Date: 4/18/2013

\_\_\_\_\_  
William A. Davis, *Constable of Ashby*



**RESULTS OF SPECIAL TOWN MEETING  
May 4, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 8:15 AM.

With a quorum present, the Moderator Nancy Chew called the meeting to order at 9:32 AM.

The warrant showed it had been properly served.

The motion was made and seconded to waive the reading of the warrant, and so voted.

The rules of the meeting were read.

**SPECIAL TOWN MEETING ARTICLES**

**Article 1.** The motion was made and seconded to appropriate from Free Cash the sum of \$8,000 and from the FY13 appropriation for Unemployment Insurance the sum of \$17,000; said sums to be used to augment the budget for Technology & Systems, voted under Article 11 of the May 5, 2012 Annual Town Meeting.

VOTE: UNANIMOUS

**Article 2.** The motion was made and seconded to appropriate from Free Cash the sum of \$15,000 to augment the amount voted for Veterans' Benefits under Article 11 of the May 5, 2012 Annual Town Meeting.

VOTE: UNANIMOUS

**Article 3.** The motion was made and seconded to appropriate from Free Cash the sum of \$14,060.91 to "make whole" three Town employees who were deprived of certain retirement contributions (and, hence, retirement time credit) by error on the part of the Town.

VOTE: UNANIMOUS

**Article 4.** The motion was made and seconded to appropriate from Free Cash the sum of \$105,000 to fund the deficit incurred in the Winter Operations budget in the current fiscal year.

VOTE: UNANIMOUS

**Article 5.** The motion was made and seconded to appropriate from available funds the sum of \$15,000 to augment the sum appropriated for the Reserve Fund transfer under Article 11 of the May 5, 2012 Annual Town Meeting.

VOTE: UNANIMOUS

**Article 6.** The motion was made and seconded to reinstate the position of Police Lieutenant, deleted by action of the 2002 Annual Town Meeting, and, further to appropriate from Free Cash the sum of \$2,380, to be added to the Police Department budget, to fund said position through the remainder of FY13.

VOTE: UNANIMOUS

**Article 7.** The motion was made and seconded to appropriate from Free Cash the sum of \$30,000 to provide for architectural and/or engineering services relative to structural or functional assessments(s) of Town buildings, and the state of water supply arrangements for same, as well as to provide for improvements or upgrades to said buildings or water supply arrangements.

VOTE: UNANIMOUS

**Article 8.** The motion was made and seconded to appropriate from Free Cash the sum of \$16,000 to procure a riding mower and a trailer sufficient to transport it, for use on Allen Field, the Town Common and other municipal properties around Town.

VOTE: PASSED

The motion was made and seconded to dissolve the Special Town Meeting at 10:06 AM. and so voted.

Lorraine Pease, *Ashby Town Clerk*

**Commonwealth of Massachusetts  
Annual Town Meeting**

Middlesex, ss:

To: Constable of the Town of Ashby in said County:

Greeting:

In the name of the Commonwealth, you are hereby directed to notify and warn the inhabitants of the Town of Ashby, qualified to vote in elections and town affairs, to meet at the Ashby Elementary School, 911 Main Street in said Ashby, Saturday, May 4, 2013 at 9:30 a.m. to act on the following articles:

**ANNUAL TOWN MEETING ARTICLES**

**Article 1.** To see if the Town will vote to elect all other town officers not required to be on the official ballot.

*This article allows the voters at Town Meeting to elect officials to open elected positions that are not filled at the time of the Town Meeting. This typically consists of a Field Driver, but could be any other open position.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 2.** To see if the Town will vote to hear the reports of the various town officials and committees.

*In response to this motion, the Town Moderator usually asks if the Town Meeting will vote to dispense with the reading of all the annual reports that appear in the Town Annual Report.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 3.** To see if the Town will vote to authorize the Treasurer to borrow funds as necessary in anticipation of revenue, in accordance with Chapter 44, Sections 23 to 27 of the Massachusetts General Laws; or take any other action relative thereto.

*This article allows the Town Treasurer to take out short term loans throughout the fiscal year if necessary to address cash flow timing issues.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 4.** To see if the Town will vote to accept the following sums in trust, the income therefrom to be expended for the perpetual care of lots as follows:

**Glenwood Cemetery**

Amount	Name	Ave.	Lot	Section
\$600.00	Steven & Marlene Plante	E	20	Lyman
\$400.00	Glenn & Debra Roberts		71	Section 3
\$200.00	Jeanette Patnaude	D	15A	Lyman
\$400.00	Phillips & Diane Morrill	B	29	Lyman
\$400.00	Richard & Nancy Fors	D	14A	Lyman
\$400.00	John & Pauline Buczinski	E	3	Lyman II
\$200.00	Brian & Elizabeth Pomerleau	E	30	Lyman II

; or take any other action relative thereto.

*The Cemetery Commissioners are responsible to report all monies collected from the sale of lots for perpetual care during the year so that the voters at Town Meeting can formally accept the funds for the Town.*

Finance Committee action:     Approved     Disapproved     No Action

**Article 5.** To see if the Town will vote to authorize the renewal of the Cemetery Burial and Foundations Revolving Fund in accordance with Massachusetts General Laws, Chapter 44, Section 53E½, to receive monies collected for burials, said funds to be expended by the Cemetery Commissioners to pay for said burials to be performed, for grave foundations, and for general cemetery maintenance and improvements with total expenditures not to exceed \$10,000; or take any other action relative thereto.

*This motion asks the voters to renew their authority to the Cemetery Commissioners to maintain a revolving account for the specific purpose of maintaining the cemeteries.*

Finance Committee action:     Approved     Disapproved     No Action

**Article 6.** To see if the Town will vote to authorize the renewal of the Library Books Revolving Fund in accordance with Massachusetts General Laws, Chapter 44, Section 53E½, to receive monies collected for book late fees and replacement fees, said funds to be expended by the Library Trustees to pay for book and media repairs, replacements, sup-

plies and expenses with total expenditures not to exceed \$3,000; or take any other action relative thereto.

*This motion asks the voters to renew their authority to the Library Trustees to maintain a revolving account for the specific purpose of maintaining library books and media.*

Finance Committee action:   ✓ Approved   \_\_\_ Disapproved   \_\_\_ No Action

**Article 7.** To see if the Town will vote to appropriate all funds received from the state under the provisions under the “Chapter 90” program to provide for eligible road resurfacing and/or other improvement projects for Town roads; said sum to be 100% reimbursable by the Commonwealth under the provisions of the “Chapter 90” program; or take any other action relative thereto.

*This article asks the voters to formally accept the state funding granted to the Town for road work.*

Finance Committee action:   ✓ Approved   \_\_\_ Disapproved   \_\_\_ No Action

**Article 8.** To see if the Town will vote to appropriate from Recycling Center/Transfer Station Enterprise Free Cash the sum of \$5,511 for the purpose of paying the Town’s original entry fee (\$4,111) and the FY14 Annual Membership fee (\$1,400) for the Devens’ Regional Household Hazardous Products Collection Center; or take any other action relative thereto.

*If the Town votes to provide the monies requested it will effectively constitute authorization for the Town to enter into membership in the Devens’ Regional Household Hazardous Products Collection Center. Note that the “Enterprise Free Cash” is an account which is completely separate and distinct from the Town’s Free Cash account.*

Finance Committee action:   ✓ Approved   \_\_\_ Disapproved   \_\_\_ No Action

**Article 9.** To see if the Town will vote to appropriate from available funds the sum of \$34,140 for the purpose of operating the Ashby Recycling Center & Transfer Station for FY2014; or take any other action relative thereto.

*This article is the proposed annual budget of the Recycling Center and Transfer Station (RCTS) for FY14.*

Finance Committee action:  Approved  Disapproved  No Action

**Article 10.** To see what sum of money the Town will vote to raise and appropriate or transfer from available funds to defray the expenses of the Town for the fiscal year commencing July 1, 2013 and to set the salaries of elected officials; or take any other action relative thereto.

*This article will establish a departmentalized budget that has been proposed by the Finance Committee and the Board of Selectmen after careful deliberation.*

Finance Committee action:  Approved  Disapproved  No Action

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Administration				
1	Salaries & Wages	\$ 38,016.22	\$ 39,156.71	\$ 51,156.71
2	Expenses	\$ 5,016.71	\$ 7,500.00	\$ 6,550.00
	Total	\$ 43,032.93	\$ 46,656.71	\$ 57,706.71
Town Administrator				
3	Salaries & Wages	\$ 49,500.00	\$ 55,933.07	\$ 38,000.00
	Total	\$ 52,561.94	\$ 55,933.07	\$ 38,000.00
Finance Committee				
4	Expense Budget	\$ 152.00	\$ 500.00	\$ 500.00
5	Reserve Fund	\$ 39,215.21	\$ 25,000.00	\$ 35,000.00
	Total	\$ 39,367.21	\$ 25,500.00	\$ 35,500.00
Town Accountant				
6	Salaries & Wages	\$ 31,414.47	\$ 32,136.00	\$ 33,457.36
7	Clerical	\$ 7,336.54	\$ 7,918.82	\$ 6,000.00
	Expenses	\$ 19,999.02	\$ 23,500.00	\$ 24,400.00
	Total	\$ 58,750.03	\$ 63,554.82	\$ 63,857.36
Board of Assessors				
10	Assessing Services	\$ 17,400.00	\$ 17,800.00	\$ 27,800.00
11	Wages	\$ 14,619.29	\$ 16,931.47	\$ 17,100.78
	Expenses	\$ 4,498.40	\$ 4,485.00	\$ 4,650.00
	Total	\$ 37,017.69	\$ 39,216.47	\$ 49,550.78

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Treasurer				
15	Salaries & Wages	\$ 23,688.43	\$ 25,399.08	\$ 25,643.07
2	Expenses	\$ 14,334.28	\$ 9,826.00	\$ 15,826.00
	Total	\$ 38,022.71	\$ 35,225.08	\$ 41,469.07
Tax Collector				
18	Salaries & Wages	\$ 30,217.64	\$ 32,124.17	\$ 32,435.41
	Expenses	\$ 14,677.92	\$ 15,412.00	\$ 14,329.75
	Total	\$ 45,028.03	\$ 47,536.17	\$ 46,765.16
Legal Services				
21	Expenses	\$ 24,558.00	\$ 25,000.00	\$ 20,000.00
	Total	\$ 24,558.00	\$ 25,000.00	\$ 20,000.00
Technology & Systems				
22	Expenses	\$ 24,654.91	\$ 29,300.00	\$ 43,000.00
	Total	\$ 24,654.91	\$ 29,300.00	\$ 43,000.00
Town Clerk				
23	Town Clerk Salary	\$ 28,398.64	\$ 29,250.60	\$ 29,543.11
24	Clerical	\$ 5,693.17	\$ 7,119.95	\$ 7,191.15
25	Election & Registrar Stipend	\$ 5,131.66	\$ 6,227.13	\$ 6,227.13
	Expenses	\$ 4,549.16	\$ 10,837.00	\$ 10,837.00
	Total	\$ 43,921.09	\$ 53,434.68	\$ 53,798.39
Town Reports				
30	Expenses	\$ 1,385.15	\$ 1,600.00	\$ 1,600.00
	Total	\$ 1,385.15	\$ 1,600.00	\$ 1,600.00
Conservation Commission				
31	Expenses	\$ 1,308.94	\$ 1,523.00	\$ 1,700.00
		\$ 1,308.94	\$ 1,523.00	\$ 1,700.00
Planning				
32	Expenses	\$ 709.66	\$ 750.00	\$ 750.00
	Total	\$ 908.15	\$ 750.00	\$ 750.00
Zoning				
33	Zoning Bd Expense	\$ 132.82	\$ 500.00	\$ 500.00
	Total	\$ 132.82	\$ 500.00	\$ 500.00

2013 Annual Reports

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Land Use				
34	Agent Budget	\$ 9,003.75	\$ 10,000.00	\$ 10,000.00
	Expenses	\$ 1,065.81	\$ 1,405.74	\$ 1,628.38
	Total	\$ 10,069.56	\$ 11,405.74	\$ 11,628.38
Town Office				
	Expenses	\$ 33,890.44	\$ 43,470.00	\$ 46,170.00
	Total	\$ 34,609.66	\$ 43,470.00	\$ 46,170.00
Town Clock				
40	Stipend	\$ 500.00	\$ 500.00	\$ 500.00
		\$ 500.00	\$ 500.00	\$ 500.00
Municipal Buildings				
47	Salaries & Wages	\$ 3,336.06	\$ 3,437.73	\$ 3,472.11
	Expenses	\$ 3,212.27	\$ 10,000.00	\$ 35,000.00
	Total	\$ 14,136.19	\$ 13,437.73	\$ 38,472.11
Police				
49	Police Chief Wages	\$ 41,475.00	\$ 50,000.00	\$ 53,328.00
50	Wages - Coverage	\$ 395,638.59	\$ 392,468.45	\$ 445,252.32
	Expenses	\$ 96,100.23	\$ 102,141.00	\$ 120,658.05
	Total	\$ 533,213.82	\$ 544,609.45	\$ 619,238.37
Fire				
54	Chief Salary	\$ 52,427.98	\$ 54,000.82	\$ 54,540.83
55	Firefighters Wages	\$ 16,173.36	\$ 13,502.31	\$ 13,637.33
56	FF/ EMT Wages	\$ 31,652.55	\$ 38,578.03	\$ 38,963.81
57	Firefighter Stipends	\$ 2,893.11	\$ 5,000.00	\$ 5,000.00
58	FF/EMT Overtime	\$ 4,465.40	\$ 5,000.00	\$ 5,000.00
	Expenses	\$ 37,119.98	\$ 35,565.00	\$ 39,222.70
	Total	\$ 194,530.91	\$ 151,646.16	\$ 156,364.67
Waste Oil				
62	Wages	\$ 2,080.80	\$ 2,112.01	\$ 2,164.65
63	Expenses	\$ 291.07	\$ 300.00	\$ 950.00
	Total	\$ 2,371.87	\$ 2,412.01	\$ 3,114.65



		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
EMS				
64	Wages - Coverage	\$ 9,608.72	\$ 12,050.39	\$ 12,170.89
65	Stipend - training	\$ 1,607.40	\$ 4,215.00	\$ 4,215.00
	Expenses	\$ 35,733.62	\$ 36,250.00	\$ 36,773.00
	Total	\$ 54,164.74	\$ 52,515.39	\$ 53,158.89
Emergency Management				
67(2)	Salaries & Wages	\$ 600.00	\$ 620.00	\$ 626.20
68	Expenses	\$ 999.82	\$ 7,657.28	\$ 1,000.00
	Total	\$ 14,245.38	\$ 8,277.28	\$ 1,626.20
E-911				
69	Expenses	\$ 95.55	\$ 100.00	\$ 100.00
	Total	\$ 95.55	\$ 100.00	\$ 100.00
Hazardous Waste Coord.				
69(2)	Stipend	\$ 665.00	\$ 345.86	\$ 345.86
	Total	\$ 665.00	\$ 345.86	\$ 345.86
Building Inspector				
70	Salaries & Wages	\$ 10,217.77	\$ 10,524.30	\$ 10,629.54
	Expenses	\$ 325.00	\$ 907.74	\$ 907.74
	Total	\$ 10,542.77	\$ 11,432.04	\$ 11,537.28
Plumbing Inspector				
72	Salaries & Wages	\$ 6,043.68	\$ 6,224.99	\$ 6,287.24
73	Expenses	\$ 31.00	\$ 115.00	\$ 115.00
	Total	\$ 6,074.68	\$ 6,339.99	\$ 6,402.24
Electrical Inspector				
74	Salaries & Wages	\$ 6,043.68	\$ 6,224.99	\$ 6,287.24
75	Expenses	\$ -	\$ 200.00	\$ 200.00
	Total	\$ 6,043.68	\$ 6,424.99	\$ 6,487.24
Dog Officer				
76	Salaries & Wages	\$ 13,730.46	\$ 14,142.37	\$ 14,283.79
77	Expenses	\$ 2,100.00	\$ 1,500.00	\$ 1,500.00
	Total	\$ 15,830.46	\$ 15,642.37	\$ 15,783.79

2013 Annual Reports

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Emergency Dispatch				
78	Salaries & Wages	\$ 136,326.97	\$ 152,246.00	\$ 152,246.00
79	Expenses	\$ 1,955.00	\$ 2,037.04	\$ 2,297.04
	Total	\$ 138,281.97	\$ 154,283.04	\$ 154,543.04
Monty Tech				
80	Assessment	\$ 316,895.00	\$ 318,059.00	\$ 327,562.00
	Total	\$ 316,895.00	\$ 318,059.00	\$ 327,562.00
NMRSD				
	Assessment	\$ 2,611,900.00	\$ 2,830,191.45	\$ 2,941,144.00
	Total	\$ 2,611,900.00	\$ 2,830,191.45	\$ 2,941,144.00
Highway				
83 (2)	Wages Supt.	\$ 48,149.28	\$ 49,595.50	\$ 50,091.46
84	Wages - Regular	\$ 116,051.92	\$ 149,654.40	\$ 154,327.84
85	Wages - Overtime	\$ 2,450.04	\$ 2,000.00	\$ 2,500.00
	Expenses	\$ 115,752.88	\$ 120,176.00	\$ 144,451.00
	Total	\$ 320,780.61	\$ 321,425.90	\$ 351,370.30
Snow & Ice				
91	Winter Operation Wages	\$ -	\$ -	\$ -
92	Winter Overtime	\$ 17,686.48	\$ 18,000.00	\$ 20,000.00
93	Winter Expenses	\$ 92,311.86	\$ 75,000.00	\$ 80,000.00
	Total	\$ 109,998.34	\$ 93,000.00	\$ 100,000.00
Street Lights				
94	Expense	\$ 718.99	\$ 800.00	\$ 800.00
	Total	\$ 718.99	\$ 800.00	\$ 800.00
Tree Warden				
95	Expenses	\$ 1,200.00	\$ 2,800.00	\$ 2,800.00
	Total	\$ 1,200.00	\$ 2,800.00	\$ 2,800.00
Cemetery				
96	Wages - Coverage	\$ 7,382.50	\$ 8,584.68	\$ 8,670.53
97	Expense	\$ 1,963.76	\$ 2,000.00	\$ 2,000.00
	Total	\$ 9,346.26	\$ 10,584.68	\$ 10,670.53

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Board of Health				
	Expenses	\$ 15,907.07	\$ 18,282.00	\$ 18,282.00
	Total	\$ 15,907.07	\$ 18,282.00	\$ 18,282.00
Animal Inspector				
102	Stipend	\$ 408.00	\$ 420.24	\$ 420.24
	Total	\$ 408.00	\$ 420.24	\$ 420.24
Council on Aging				
103	Wages	\$ 2,100.00	\$ 2,163.00	\$ 2,184.63
103A	Expense	\$ 1,368.07	\$ 1,375.00	\$ 1,875.00
	Total	\$ 3,468.07	\$ 3,538.00	\$ 4,059.63
Veterans' Services				
104	Salaries & Wages	\$ 1,681.29	\$ 1,731.73	\$ 1,749.05
	Expenses	\$ 15,127.40	\$ 15,500.00	\$ 42,500.00
	Total	\$ 16,808.69	\$ 17,231.73	\$ 44,249.05
Library				
107	Librarian Salary	\$ 18,577.50	\$ 19,281.60	\$ 19,968.00
108	Library Assistant Wages	\$ 15,393.76	\$ 18,555.57	\$ 18,741.13
	Expenses	\$ 43,758.58	\$ 44,677.00	\$ 44,577.00
	Total	\$ 77,729.84	\$ 82,514.17	\$ 83,286.13
Band Concerts				
113	Expenses	\$ 3,098.00	\$ 7,500.00	\$ 7,500.00
	Total	\$ 3,098.00	\$ 7,500.00	\$ 7,500.00
July 3rd				
114	Expenses	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Total	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Allen Field				
115	Expenses	\$ 1,025.00	\$ 1,200.00	\$ 1,400.00
	Total	\$ 5,016.58	\$ 1,200.00	\$ 1,400.00
Town Common				
116	Expenses	\$ 771.82	\$ 3,200.00	\$ 4,025.00
	Total	\$ 4,974.82	\$ 3,200.00	\$ 4,025.00

		FY12	FY13	FY14
	LINES	SPENT	BUDGET	FINCOM RECOMMENDS
Debt Service				
118	Temporary Loan Interest	\$ -	\$ 1,000.00	\$ 1,000.00
	Total	\$ -	\$ 1,000.00	\$ 1,000.00
Middlesex Retirement				
123	Middlesex Retirement System	\$ 144,042.00	\$ 150,810.00	\$ 141,772.00
	Total	\$ 144,042.00	\$ 150,810.00	\$ 141,772.00
Unemployment				
124	Unemployment Compensation	\$ 3,261.01	\$ 20,000.00	\$ 2,500.00
	Total	\$ 8,261.01	\$ 20,000.00	\$ 2,500.00
Employee Ins. Benefits				
125	Employee Benefits Expense	\$ 276,613.58	\$ 309,880.53	\$ 347,129.94
	Total	\$ 276,613.58	\$ 309,880.53	\$ 347,129.94
Workers Compensation				
126	Insurance Not Health	\$ 5,214.95	\$ 13,666.68	\$ 13,666.68
	Total	\$ 5,214.95	\$ 13,666.68	\$ 13,666.68
Insurance P & C				
127	Liability P&C, E,F&P	\$ 51,608.65	\$ 80,000.00	\$ 80,000.00
	Total	\$ 51,608.65	\$ 80,000.00	\$ 80,000.00
FICA				
128	Employee Costs	\$ 18,727.85	\$ 21,028.65	\$ 21,028.65
	Total	\$ 18,727.85	\$ 21,028.65	\$ 21,028.65
	Total	\$ 5,449,944.15	\$ 5,756,905.08	\$ 6,085,536.34

*Amounts shown for prior fiscal years may include funds received through warrant articles, reserve fund transfers, etc. as well as transfers out and do not necessarily reflect budget amounts voted initially by Town Meeting.*

Setting of Elected Salaries under Article 10:

- a. Town Clerk: \$29,543.11
- b. Town Collector: \$32,435.41 (Includes \$1,000 certification stipend)
- c. Town Treasurer: \$25,643.07 (Includes \$1,000 certification stipend)

- Article 11.** To see if the Town will vote to accept the provisions of MGL Ch. 200A, s. 9A, as amended, relative to notice requirements and alternative procedures in managing abandoned funds (i.e. unclaimed checks or “tailings”); or take any other action relative thereto.

*MGL Chapter 200A, Section 9A, as amended by section 65 of Chapter 188 of the Acts of 2010, includes new notice requirements and provides for an updated and simplified process of managing abandoned funds. Text of amended section is provided as an addendum to this warrant.*

Finance Committee action:   \_\_\_ Approved   \_\_\_ Disapproved   ✓ No Action

- Article 12.** To see if the Town will vote to approve the \$600,000 borrowing authorized by the North Middlesex Regional School District for the purpose of paying costs of construction of a new septic system, including the payment of all costs incidental and related thereto, to be located at Hawthorne Brook Middle School, 64 Brookline Road, Townsend, said system to service the Hawthorne Brook Middle School and the Squannacook Early Childhood Center, said amount to be expended at the direction of the North Middlesex Regional School District School Committee; or take any other action relative thereto.

*Hawthorne Brook’s Septic System has failed and must be replaced. Since Ashby students attend this school, approximately 24% of the cost of the new system will be apportioned against the Town of Ashby.*

Finance Committee action:   \_\_\_ Approved   \_\_\_ Disapproved   ✓ No Action

- Article 13.** To see if the Town will vote to appropriate from available funds the sum of \$5,000 for the purpose of procuring professional consultant services regarding the radio repeater system for the Police and Fire Department; or take any other action relative thereto.

*There are “dead spots” in the radio coverage of the Town for police and fire purposes. This appropriation will allow an independent assessment of what is needed to correct some or all of those gaps in coverage, and assess the current capacity of the existing equipment as well as desired upgrades and improvements.*

Finance Committee action:   ✓ Approved   \_\_\_ Disapproved   \_\_\_ No Action

**Article 14.** To see if the Town will vote to appropriate from available funds the sum of \$2,000 for the purpose of repairing the Fire Chief's car and ambulance; or take any other action relative thereto.

*The body of the ambulance is rusting, and probably will not pass the next scheduled inspection. The Fire Chief's car is also in need of body repairs.*

Finance Committee action: ✓ Approved \_\_\_ Disapproved \_\_\_ No Action

**Article 15.** To see if the Town will vote to appropriate from available funds the sum of \$6,000 for the purpose of purchasing a laptop for use on the ambulance and a Fire Station computer, with any associated equipment or costs, for electronic reporting of ambulance calls; or take any other action relative thereto.

*The EMS/Fire Department wishes to purchase a laptop for the ambulance, and a computer to be housed at the Fire Station. The Town does not currently perform electronic reporting of ambulance calls.*

Finance Committee action: ✓ Approved \_\_\_ Disapproved \_\_\_ No Action

**Article 16.** To see if the Town will vote to appropriate from available funds the sum of \$7,200 for the purpose of paying for a Library furnace conversion to natural gas; or take any other action relative thereto.

*The conversion is projected to save on heating costs and pay for itself within two years.*

Finance Committee action: ✓ Approved \_\_\_ Disapproved \_\_\_ No Action

**Article 17.** To see if the Town will vote to appropriate from available funds the sum of \$12,000 for the purpose of installing insulation in the ceiling over the original part of the Library; or take any other action relative thereto.

*The old section of the Ashby Free Public Library is currently not insulated. There have been suggested savings of as much as 60% on heating costs if insulation is installed.*

Finance Committee action: ✓ Approved \_\_\_ Disapproved \_\_\_ No Action

**Article 18.** To see if the Town will vote to appropriate from available funds the sum of \$5,000 for the purpose of purchasing and installing a camera monitoring system at the Library; or take any other action relative thereto.

*As a safety issue trustees have sought bids for a camera monitoring system throughout the building and at the outside rear location after staff cars were vandalized.*

Finance Committee action: \_\_\_ Approved  Disapproved \_\_\_ No Action

**Article 19.** To see if the Town will vote to appropriate from available funds the sum of \$500 for the purpose of capping the non-working chimney in the original Library building; or take any other action relative thereto.

*Capping the chimney will prevent energy loss and further bird infestation.*

Finance Committee action:  Approved \_\_\_ Disapproved \_\_\_ No Action

**Article 20.** To see if the Town will vote to appropriate from available funds the sum of \$169,000 for the purpose of purchasing a new dump truck for the Highway Department; or to take any other action relative thereto.

*This is a replacement for an existing dump truck which is sixteen plus years old. The body is rotting out and the cab and chassis will shortly be in similar condition.*

Finance Committee action: \_\_\_ Approved \_\_\_ Disapproved  No Action

**Article 21.** To see if the Town will vote to amend the zoning bylaw by deleting, from section 4.1.2, the words “or non-profit institutional” so that the section will read “4.1.2 Municipal, Educational or Religious uses.”; or take any other action relative thereto.

*The Zoning bylaw, as currently written, permits non-profit institutional uses in all zoning districts as a matter of right. Non-profit institutions include medical research and treatment facilities, institutions for housing or treating disadvantaged people, political organizations, and any organization that is structured as a non-profit under U.S. law. This article would no longer permit non-profit institutional use by right in all districts. A non-profit organization would be required to meet the requirements of the district it was located in. Non-profits would be permitted*

*to operate as a home occupation in the Residential and Residential/Agricultural Districts. They would be permitted to operate on a larger scale in the Residential/Commercial districts subject to the limitation of that district.*

Finance Committee action:     Approved     Disapproved     No Action

**Article 22.** To see if the Town will vote to amend the zoning bylaw by deleting subsection “d. Conversion of a single-family home into a structure with 3 or more apartments or dwelling units within it or on the same lot.” from section 9.1.4, Authority, and lettering succeeding subsections consecutively; or take any other action relative thereto.

*The current zoning bylaw allows the conversion of a dwelling into 3 or more apartments in the Village Center District. This amendment would eliminate the multiple apartment use. Should the amendment pass, the Village Center District would allow 1 apartment per owner occupied dwelling by special permit. This is what is allowed in other zoning districts.*

Finance Committee action:     Approved     Disapproved     No Action

**Article 23.** To amend the zoning bylaw by deleting section “9.1.6.1 Minimum Setbacks for Residential, Non-residential and Mixed Use Buildings: forty (40) feet” and inserting “9.1.6.1 Minimum setback from street center: forty (40) feet.” in its place; or take any other action relative thereto.

*The current zoning bylaw establishes a setback of 40 feet for the front, side and rear setbacks in the Village Center District. This amendment would establish a setback of 40 feet for the front only. The side and rear setbacks would revert to 25 feet, the same as the underlying district.*

Finance Committee action:     Approved     Disapproved     No Action

**Article 24.** To see if the Town will vote to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as may be amended from time to time, and to enact Article XVIII of the Town of Ashby By-laws as set forth below:

Article XVIII - Stretch Energy Code

Section 1 - Adoption

The Town of Ashby has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch En-



ergy Code”), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

Section 2 - Purpose

The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

or take any other action relative thereto.

*This article will regulate the design and construction of buildings for the effective use of energy.*

Finance Committee action: \_\_\_ Approved \_\_\_ Disapproved ✓ No Action

**Article 25.** To see what sum of money the Town will vote to transfer from available funds for deposit in the Stabilization Fund; or take any other action relative thereto.

*This article allows the Town Meeting to gather and total any monies that were available and not appropriated under previous articles, and direct that sum to the Stabilization Fund.*

Finance Committee action: \_\_\_ Approved \_\_\_ Disapproved ✓ No Action

And you are hereby directed to serve this warrant by posting an attested copy in at least three (3) public places in said Ashby seven (7) days at least before holding of said meeting. Hereof, fail not, and make due return of this warrant with your doings thereon, to the Town Clerk at the time and place of meeting aforesaid.

Given under our hands this 17th day of April, 2013.

_____	_____	_____
Peter McMurray	Daniel Meunier	Mike McCallum
<i>Chair</i>		

ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) attested copies of the foregoing warrant in three (3) public places in said Ashby at least seven days before the time of said Annual Town Meeting.

Date: 4/18/2013

---

William A. Davis, *Constable of Ashby*

## **RESULTS OF ANNUAL TOWN MEETING May 4, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 8:15 AM.

With a quorum present, the Moderator Nancy Chew called the meeting to order at 10:07 AM.

The motion was made and seconded to waive the reading of the warrant, and so voted.

The moderator states that the rules of the meeting are to be the same as the Special Town Meeting.

### **ANNUAL TOWN MEETING ARTICLES**

Article 1. The motion was made and seconded to elect all other town officers not required to be on the official ballot.

VOTE: UNANIMOUS

Article 2. The motion was made and seconded to waive the reading of the reports of the various town officials and committees.

VOTE: UNANIMOUS

Article 3. The motion was made and seconded to authorize the Treasurer to borrow funds as necessary in anticipation of revenue, in accordance with Chapter 44, Sections 23 to 27 of the Massachusetts General Laws.

VOTE: UNANIMOUS

Article 4. The motion was made and seconded to accept the following sums in trust, the income therefrom to be expended for the perpetual care of lots as follows:

**Glenwood Cemetery**

<b>Amount</b>	<b>Name</b>	<b>Ave.</b>	<b>Lot</b>	<b>Section</b>
\$600.00	Steven & Marlene Plante	E	20	Lyman
\$400.00	Glenn & Debra Roberts		71	Section 3
\$200.00	Jeanette Patnaude	D	15A	Lyman
\$400.00	Phillips & Diane Morrill	B	29	Lyman
\$400.00	Richard & Nancy Fors	D	14A	Lyman
\$400.00	John & Pauline Buczinski	E	3	Lyman II
\$200.00	Brian & Elizabeth Pomerleau	E	30	Lyman II

VOTE: UNANIMOUS

Article 5. The motion was made and seconded to authorize the renewal of the Cemetery Burial and Foundations Revolving Fund in accordance with Massachusetts General Laws, Chapter 44, Section 53E½, to receive monies collected for burials, said funds to be expended by the Cemetery Commissioners to pay for said burials, for grave foundations, and for general cemetery maintenance and improvements with total expenditures not to exceed \$10,000.

VOTE: UNANIMOUS

Article 6. The motion was made and seconded to authorize the renewal of the Library Books Revolving Fund in accordance with Massachusetts General Laws, Chapter 44, Section 53E½, to receive monies collected for book late fees and replacement fees, said funds to be expended by the Library Trustees to pay for book and media repairs, replacements, supplies and expenses with total expenditures not to exceed \$3,000.

VOTE: UNANIMOUS

Article 7. The motion was made and seconded to appropriate all funds received from the state under the provisions under the “Chapter 90” program to provide for eligible road resurfacing and/or other improvement projects for Town roads; said sum to be 100% reimbursable by the Commonwealth under the provisions of the “Chapter 90” program.

VOTE: UNANIMOUS

Article 8. The motion was made and seconded to appropriate from Recycling Center/Transfer Station Enterprise Free Cash the sum of \$5,511 for the purpose of paying the Town's original entry fee (\$4,111) and the FY14 Annual Membership fee (\$1,400) for the Devens' Regional Household Hazardous Products Collection Center.

VOTE: UNANIMOUS

Article 9. The motion was made and seconded to appropriate the sum of \$34,140 to be expended by the Solid Waste Department to defray the operational expenses and other necessary charges of the Recycling Center and Transfer Station for the ensuing fiscal year, FY2014, to be appropriated as follows: Recycling Center Revenues: \$30,276 and Retained Earnings: \$3,864.

VOTE: UNANIMOUS

Article 10. The motion was made and seconded to approve the budget for the expenses of the Town for the fiscal year commencing July 1, 2013 as printed in the warrant, and to fund same, that the sum of \$6,020,536.34 be raised and appropriated and, further, that the sum of \$65,000 be appropriated from Free Cash to be applied to that portion of the North Middlesex Regional School District budget which relates to debt service payments by the Town: and to set the salaries of elected officials as printed.

The motion was made and seconded vote the budget line by line.

VOTE ON MOTION: DEFEATED

VOTE ON ORIGINAL MOTION: PASSED

## TOWN OF ASHBY Budget ATM 14

	LINES	FY14 APPROVED BUDGET
Administration		
1	Salaries & Wages	\$ 51,156.71
2	Expenses	\$ 6,550.00
	Total	\$ 57,706.71
Town Administrator		
3	Salaries & Wages	\$ 38,000.00
	Total	\$ 38,000.00
Finance Committee		
4	Expense Budget	\$ 500.00
5	Reserve Fund	\$ 35,000.00
	Total	\$ 35,000.00
Town Accountant		
6	Salaries & Wages	\$ 33,457.36
7	Clerical	\$ 6,000.00
	Expenses	\$ 24,400.00
	Total	\$ 63,857.36
Board of Assessors		
10	Assessing Services	\$ 27,800.00
11	Wages	\$ 17,100.78
	Expenses	\$ 4,650.00
	Total	\$ 49,550.78
Treasurer		
15	Salaries & Wages	\$ 25,643.07
	Expenses	\$ 15,826.00
	Total	\$ 41,469.07
Tax Collector		
18	Salaries & Wages	\$ 32,435.41
	Expenses	\$ 14,329.75
	Total	\$ 46,765.16

2013 Annual Reports

	LINES	FY14 APPROVED BUDGET
Legal Services		
21	Expenses	\$ 20,000.00
	Total	\$ 20,000.00
Technology and Systems		
22	Expenses	\$ 43,000.00
	Total	\$ 43,000.00
Town Clerk		
23	Town Clerk Salary	\$ 29,543.11
24	Clerical	\$ 7,191.15
25	Election and Registrar Stipend	\$ 6,227.13
	Expenses	\$ 10,837.00
	Total	\$ 53,798.39
Town Reports		
30	Expenses	\$ 1,600.00
	Total	\$ 1,600.00
Conservation Commission		
31	Expenses	\$ 1,700.00
	Total	\$ 1,700.00
Planning		
32	Expenses	\$ 750.00
	Total	\$ 750.00
Zoning		
33	Zoning Bd Expense	\$ 500.00
	Total	\$ 500.00
Land Use		
34	Agent Budget	\$ 10,000.00
	Expenses	\$ 1,628.38
	Total	\$ 11,628.38

	LINES	FY14 APPROVED BUDGET
Town Office		
	Expenses	\$ 46,170.00
	Total	\$ 46,170.00
Town Clock		
40	Stipend	\$ 500.00
	Total	\$ 500.00
Municipal Buildings		
47	Salaries & Wages	\$ 3,472.11
	Expenses	\$ 35,000.00
	Total	\$ 38,472.11
Police		
49	Police Chief Wages	\$ 53,328.00
50	Wages - Coverage	\$ 445,252.32
30	Expenses	\$ 120,658.05
	Total	\$ 619,238.37
Fire		
54	Chief Salary	\$ 54,540.83
55	Firefighters Wages	\$ 13,637.33
56	FF/ EMT Wages	\$ 38,963.81
57	Firefighter Stipends	\$ 5,000.00
58	FF/EMT Overtime	\$ 5,000.00
	Expenses	\$ 39,222.70
	Total	\$ 156,364.67
Waste Oil		
62	Wages	\$ 2,164.65
63	Expenses	\$ 950.00
	Total	\$ 3,114.65

2013 Annual Reports

	LINES	FY14 APPROVED BUDGET
EMS		
64	Wages - Coverage	\$ 12,170.89
65	Stipend - training	\$ 4,215.00
	Expenses	\$ 36,773.00
	Total	\$ 53,158.89
Emergency Management		
67(2)	Salaries & Wages	\$ 626.20
68	Expenses	\$ 1,000.00
	Total	\$ 1,626.20
E-911		
69	Expenses	\$ 100.00
	Total	\$ 100.00
Hazardous Waste Coor.		
69(2)	Stipend	\$ 345.86
	Total	\$ 345.86
Building Inspector		
70	Salaries & Wages	\$ 10,629.54
	Expenses	\$ 907.74
	Total	\$ 11,537.28
Plumbing Inspector		
72	Salaries & Wages	\$ 6,287.24
73	Expenses	\$ 115.00
	Total	\$ 6,402.24
Electrical Inspector		
74	Salaries & Wages	\$ 6,287.24
75	Expenses	\$ 200.00
	Total	\$ 6,487.24



	LINES	FY14 APPROVED BUDGET
Dog Officer		
76	Salaries & Wages	\$ 14,283.79
77	Expenses	\$ 1,500.00
	Total	\$ 15,783.79
Emergency Dispatch		
78	Salaries & Wages	\$ 152,246.00
79	Expenses	\$ 2,297.04
	Total	\$ 154,543.04
Monty Tech		
80	Assessment	\$ 327,562.00
	Total	\$ 327,562.00
NMRSD		
	Assessment	\$ 2,941,144.00
	Total	\$ 2,941,144.00
Highway		
83(2)	Wages Supt.	\$ 50,091.46
84	Wages - Regular	\$ 154,327.84
85	Wages -Overtime	\$ 2,500.00
	Expenses	\$ 144,451.00
	Total	\$ 351,370.30
Snow & Ice		
91	Winter Operation Wages	\$ -
92	Winter Overtime	\$ 20,000.00
93	Winter Expenses	\$ 80,000.00
	Total	\$ 100,000.00
Street Lights		
94	Expenses	\$ 800.00
	Total	\$ 800.00

2013 Annual Reports

	LINES	FY14 APPROVED BUDGET
Tree Warden		
95	Expenses	\$ 2,800.00
	Total	\$ 2,800.00
Cemetery		
96	Wages - Coverage	\$ 8,670.53
97	Expenses	\$ 2,000.00
	Total	\$ 10,670.53
Board of Health		
	Expenses	\$ 18,282.00
	Total	\$ 18,282.00
Animal Inspector		
102	Stipend	\$ 420.24
	Total	\$ 420.24
Council on Aging		
103	Wages	\$ 2,184.63
103(A)	Expenses	\$ 1,875.00
	Total	\$ 4,059.63
Veterans' Services		
104	Salaries & Wages	\$ 1,749.05
	Expenses	\$ 42,500.00
	Total	\$ 44,249.05
Library		
107	Librarian Salary	\$ 19,968.00
108	Library Assistant Wages	\$ 18,741.13
	Expenses	\$ 44,577.00
	Total	\$ 83,286.13
Band Concerts		
113	Expenses	\$ 7,500.00
	Total	\$ 7,500.00

	LINES	FY14 APPROVED BUDGET
July 3rd		
114	Expenses	\$ 1,200.00
	Total	\$ 1,200.00
Allen Field		
115	Expenses	\$ 1,400.00
	Total	\$ 1,400.00
Town Common		
116	Expenses	\$ 4,025.00
	Total	\$ 4,025.00
Debt Service		
118	Temporary Loan Interest	\$ 1,000.00
	Total	\$ 1,000.00
Middlesex Retirement		
123	Middlesex Retirement System	\$ 141,772.00
	Total	\$ 141,772.00
Unemployment		
124	Unemployment Compensation	\$ 2,500.00
	Total	\$ 2,500.00
Employee Ins. Benefits		
125	Employee Benefits Expense	\$ 347,129.94
	Total	\$ 347,129.94
Workers Compensation		
126	Insurance Not Health	\$ 13,666.68
	Total	\$ 13,666.68
Insurance P & C		
127	Liability P&C, E,F&P	\$ 80,000.00
	Total	\$ 80,000.00

	LINES	FY14 APPROVED BUDGET
FICA		
128	Employee Costs	\$ 21,028.65
	Total	\$ 21,028.65
	Total	\$ 6,085,536.34

Setting of Elected Salaries under Article 10:

- d. Town Clerk: \$29,543.11
- e. Town Collector: \$32,435.41 (Includes \$1,000 certification stipend)
- f. Town Treasurer: \$25,643.07 (Includes \$1,000 certification stipend)

**Article 11.** The motion was made and seconded to accept the provisions of MGL Ch. 200A, s. 9A, as amended, relative to notice requirements and alternative procedures in managing abandoned funds (i.e. unclaimed checks or “tailings”).

VOTE: UNANIMOUS

**Article 12.** The motion was made and seconded to approve the \$600,000 borrowing authorized by the North Middlesex Regional School District for the purpose of paying costs of construction of a new septic system, including the payment of all costs incidental and related thereto, to be located at Hawthorne Brook Middle School, 64 Brookline Road, Townsend, said system to service the Hawthorne Brook Middle School and the Squannacook Early Childhood Center, said amount to be expended at the direction of the North Middlesex Regional School District School Committee.

The motion was made and seconded to amend Article 12 by deleting the words “septic system” and inserting the words “waste water treatment facility”.

Error in amendment and amendment was withdrawn.

VOTE ON ORIGINAL MOTION: UNANIMOUS

**Article 13.** The motion was made and seconded to appropriate from Free Cash the sum of \$5,000 for the purpose of procuring professional consultant services regarding the radio repeater system for the Police and Fire Department.

VOTE: UNANIMOUS

**Article 14.** The motion was made and seconded to appropriate from Free Cash the sum of \$2,000 for the purpose of repairing the Fire Chief's car and ambulance.

VOTE: UNANIMOUS

**Article 15.** The motion was made and seconded to appropriate from Free Cash the sum of \$6,000 for the purpose of purchasing a laptop for use on the ambulance and a Fire Station computer, with any associated equipment or costs, for electronic reporting of ambulance calls.

VOTE: UNANIMOUS

**Article 16.** The motion was made and seconded to appropriate from Free Cash the sum of \$7,200 for the purpose of converting the Library furnace to natural gas.

VOTE: PASSED

**Article 17.** The motion was made and seconded to appropriate from Free Cash the sum of \$12,000 for the purpose of installing insulation in the ceiling over the original part of the Library.

VOTE: UNANIMOUS

**Article 18.** The motion was made and seconded to appropriate from Free Cash the sum of \$5,000 for the purpose of purchasing and installing a camera monitoring system at the Library.

VOTE: PASSED

**Article 19.** The motion was made and seconded to appropriate from Free Cash the sum of \$500 for the purpose of capping the non-working chimney in the original Library building.

VOTE: UNANIMOUS

**Article 20.** The motion was made and seconded to appropriate from Free Cash the sum of \$169,000 for the purpose of purchasing a new dump truck (inclusive of a plow and a sander) for the Highway Department.

VOTE: UNANIMOUS

**Article 21.** The motion was made and seconded to amend the zoning bylaw by deleting, from section 4.1.2, the words “or non-profit institutional” so that the section will read “4.1.2 Municipal, Educational or Religious uses.”

VOTE: YES- 52                      NO-3                      PASSED

**Article 22.** The motion was made and seconded to amend the zoning bylaw by deleting subsection “d. Conversion of a single-family home into a structure with 3 or more apartments or dwelling units within it or on the same lot.” from section 9.1.4, Authority, and lettering succeeding subsections consecutively.

VOTE: YES- 46                      NO-7                      PASSED

**Article 23.** The motion was made and seconded to amend the zoning bylaw by deleting section “9.1.6.1 Minimum Setbacks for Residential, Non-residential and Mixed Use Buildings: forty (40) feet” and inserting “9.1.6.1 Minimum setback from street center: forty (40) feet.” in its place.

VOTE: UNANIMOUS

**Article 24.** The motion was made and seconded to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as may be amended from time to time, and to enact Article XVIII of the Town of Ashby By-laws as set forth below:

Article XVIII - Stretch Energy Code  
Section 1 - Adoption

The Town of Ashby has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

Section 2 - Purpose

The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

VOTE: PASSED

**Article 25.** The motion was made and seconded to appropriate \$20,000 from Free Cash to the Stabilization Fund.

VOTE: UNANIMOUS

The motion was made and seconded to dissolve the 2013 Annual Town Meeting at 11:45 AM, and so voted.

Lorraine Pease, *Ashby Town Clerk*

**COMMONWEALTH OF MASSACHUSETTS  
SPECIAL ELECTION  
JUNE 25, 2013**

Middlesex, ss:

To: Constable of the Town of Ashby in said County:

Greeting:

In the name of the Commonwealth, you are hereby directed to notify and warn the inhabitants of the Town of Ashby, who are qualified to vote in elections and town affairs, to meet at the Ashby Elementary School Auditorium in said Ashby, Tuesday, the 25th day of June next, at 7:00 AM, to give in their votes on one ballot for the following officer:

SELECTMAN, One Year

The polls will be open at 7:00 AM and shall close at 8:00 PM.

And you are hereby directed to serve this warrant by posting an attested copy in three (3) public places in said Ashby at least seven days before holding of said election.

Hereof, fail not, and make due return of this warrant with your doings thereon, to the Town Clerk at the time and place of election aforesaid.

Given under our hands this 22nd day of May, 2013.

---

Michael McCallum

---

Steven Ingerson

#### ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) copies of the foregoing warrant in three (3) public places in said Ashby seven days at least before time of said Special Town Election.

DATE: 5/23/2013

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William A. Davis, *Constable of Ashby*

#### **RESULTS OF SPECIAL TOWN ELECTION JUNE 25, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 6:15 AM on Tuesday, June 25, 2013.

Election Officers on duty and duly sworn were as follows: Bertha Tiilikkala, Rachel Patnaude, Marja LePoer, Betty Tiilikkala, Chris Ewald, Hannalore Colasanto, Diane Regan, Florence Bryan, Ethel Mattson, Angie Godin, Donna Fors, Jeanette Colameta, Jackie Edwards, Linda Stacy, Judith Bureau and Kevin Sierra.

The polls opened at 7:00 AM.

The following is a list of candidates and the votes and blanks each received as they appeared on the official ballot.



SELECTMAN, One year VOTES

Janet L. Flinkstrom	528
Martha A. Svedberg	318
All others	20
Blanks	24
Total ballots cast	885

The polls closed at 8:00 PM

Tellers on duty and duly sworn were as follows: Richard Catalini, Pamela Peeler, Roberta Flashman, Patricia Wayrynen, Cathy Foster, Jon Kimball, Sonia McCallum and Jim Hubert.

At the close of the polls the ballot box read 885 voters had cast a ballot: the checkers' tally sheet read 885 voters had cast a ballot.

Lorraine Pease, *Ashby Town Clerk*

**The Commonwealth of Massachusetts  
William Francis Galvin  
Secretary of the Commonwealth**

MIDDLESEX, SS:

To: Constable of the Town of Ashby

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in State Elections to vote at the Ashby Elementary School Auditorium on TUESDAY, THE TWENTY FIFTH DAY OF JUNE, 2013 from 7:00 a.m. to 8:00 p.m. for the following purpose:

To cast their votes in the State Election for the candidates for the following office:

SENATOR IN CONGRESS FOR THE COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 22nd day of May, 2013.

\_\_\_\_\_  
Michael McCallum

\_\_\_\_\_  
Steven Ingerson

ASHBY BOARD OF SELECTMEN

By virtue of this precept, I have posted three (3) attested copies of the foregoing warrant in three (3) public places in said Ashby seven days at least before time of said State Election.

DATE: 5/23/2013

\_\_\_\_\_  
William A. Davis, *Constable of Ashby*

**RESULTS OF SPECIAL STATE ELECTION  
June 25, 2013**

The warrant was returned to the Town Clerk by Constable William Davis at 6:15 A.M.

Election Officers on duty and duly sworn were as follows: Bertha Tiilikkala, Rachel Patnaude, Marja LePoer, Betty Tiilikkala, Chris Ewald, Hannalore Colasanto, Diane Regan, Florence Bryan, Ethel Mattson, Angie Godin, Donna Fors, Jeanette Colameta, Jackie Edwards, Linda Stacy, Judith Bureau and Kevin Sierra.

The polls opened at 7:00 a.m.

The following is a list of candidates as they appeared on the official ballot and also the votes each received, and the total blanks:

SENATOR IN CONGRESS	VOTES
Gabriel E. Gomez	534
Edward J. Markey	343

Richard A. Heos	10
All others	2
Blanks	1
Total ballots cast	890

The polls closed at 8:00 p.m.

Tellers on duty and duly sworn were as follows: Richard Catalini, Pamela Peeler, Roberta Flashman, Patricia Wayrynen, Jan Miller, Cathy Foster, Sonia McCallum, Jon Kimball and Jim Hubert.

At the close of the polls the ballot box read 890 voters had cast a ballot; the checkers' tally sheet read 890 voters had cast a ballot.

Lorraine Pease, *Ashby Town Clerk*

## **NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT SUPERINTENDENT OF SCHOOLS**

Susan Robbins, Chair, Townsend  
Jonna Clermont, Vice Chair, Pepperell  
Anne Adams, Member, Pepperell  
Anne Buchholz, At Large Member  
Brian Edmonds, Member, Pepperell  
Dennis Moore, Member, Ashby  
Michael Morgan, At Large Member  
Randee Rusch, At Large Member  
Robert Templeton, Member, Townsend

Joan Landers – Superintendent of Schools

Student Representatives to the School Committee

2012-2013 School Year

John Brinkman  
Kyle Edmonds  
Joshua Riggins  
Michael Simonich  
Matthew White

## **Report of School Committee Chairperson**

The North Middlesex Regional School District School Committee congratulated Brian Edmonds on his election to the school committee (replacing school committee member Arnie Silva) and Dennis Moore (replacing school committee member Ken Brown). The committee extended its appreciation to retiring school committee member, Arnie Silva from Pepperell who served on the school committee from 2004 to 2013 and Kenneth Brown from Ashby who served on the school committee from 2008-2013.

At the committee's organizational meeting in May, Susan Robbins was re-appointed Chair and Jonna Clermont was appointed Vice-Chair.

## **Report of the Superintendent of Schools**

### **Students**

The Superintendent of Schools presented the Superintendent's Award of Excellence to seniors David Flournoy and Laurel Haines. This award is presented to the highest ranking male and female student and is presented at the Senior Awards Ceremony in May.

### **Volunteerism and Donations**

North Middlesex Regional School District is a community of volunteers. The school committee and administration are grateful to all the individuals and groups who have made contributions to programs throughout the district, and to those who have donated thousands of hours to help deliver educational services to the students of North Middlesex.

The North Middlesex Regional School District would like to acknowledge and thank Sterilite Corporation of Townsend and Chairman Albert Stone for their generous donation of the revitalization of the Hawthorne Brook Middle School recreation area which included the tennis courts, basketball courts, volleyball court and the recreation field.

### **Capital Projects**

The following capital projects were completed during the 2012-13 school year:

- Replaced HVAC roof top unit at Hawthorne Brook Middle School
- Converted 2nd floor classroom to computer room at North Middlesex Regional High School
- Re-carpeted library and office area at Ashby Elementary School
- Replaced flooring in 3 classrooms at Squannacook Early Childhood Center

## Personnel

The North Middlesex Regional School District saw twelve of their staff retire over the last year: Dawn Alexander, Carol Adamowitch, Carol Fortunato, Betty Gerossie, Eileen Gravlin-Dunn, Susan Little, Elizabeth Mello, Carol McPhee, Lynda Norwalt, Janet Pothier, Robert Powers, Carol Sniegowski and Dr. Deborah Brady. These staff members will leave their positive mark on education in Ashby, Pepperell and Townsend through their dedication to the students of the North Middlesex Regional School District.

## School District Budget

In February 2013, the district adopted a level services budget for Fiscal Year 2013 in the amount of \$44,837,082. This was a 3.51% increase over FY2012. State revenues continue to be flat with an increase of 1.16%. The budget included a \$200,000 use of Excess & Deficiency funds which was \$295,750 less than Fiscal Year 2012. The district worked to adopt a budget that resulted in decreased class sizes while providing the support needed for student achievement. In order for the district to continue providing the same level of services, the towns decided to support the budget with an override vote. Non-discretionary budget increases included a 7% increase in Charter School Assessments, 5% increase in Middlesex County Retirement, increases in technology infrastructure costs, and energy costs increases. The district saved approximately \$120,000 by changes in bus routes that resulted in one less bus for each town.

The expenditures for the FY2013 school year were as follows:

### FY2013 Budget

Administration	\$ 1,465,846
Instructional Support	\$21,923,341
Pupil Services	\$ 3,385,612
Operation and Maintenance	\$ 3,504,300
Insurance Retirement	\$ 7,640,389
Debt	\$ 1,113,703
Payment to out of District	\$ 5,460,494
Total expended FY13	\$44,493,685

**FY2013 Grants**

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140-Title IIA Improving Educator Quality FY13	\$80,227
201-Race to the Top Year 3	\$25,000
213-Special Education Allocation FY13 IDEA	\$889,937
273-Special Education Improvement	\$28,283
293 Special Education Early Childhood	\$36,006
298 Special Education Program Improvement	\$3,500
313 Title I FY13	\$237,247
625-Summer Academic Support FY13	\$16,000
632-School Year Academic Support	\$1,000
703-Kindergarten Grant FY13	\$124,520
365 CAST. INC Grant (private grant)	\$13,000
Total 2013 Grants	\$1,451,220

**Massachusetts School Building Authority**

In January 2012, the district was notified by the Massachusetts School Building Authority (MSBA) that North Middlesex Regional High School was invited to enter into the eligibility period for the Feasibility Study Phase.

In March 2012, the School Committee voted to incur debt for the High School Feasibility Study.

In May 2012, our three member towns voted to fund \$940,000 for the purpose of paying the costs of conducting a feasibility study to examine the possible construction or renovation of the High School.

In late spring of 2012, the NMRHS Building Committee was formed following the structure recommended by the Massachusetts School Building Authority and in accordance with the provisions of all applicable statues, local charters, by-laws, and district agreements. Its first meeting was held on April 11, 2012.

The building committee is comprised of community members from each town, school administration, teachers, and town representatives.

In October 2012, the building committee selected Heery International as the owner's project manager (OPM), represented by Peter Collins. In February 2013, a joint MSBA/building committee team selected SMMA as project designer, represented by Lorraine Finnegan.

I would like to extend my sincere thanks to the members of the NMRHS Building Committee for their tirelessly commitment to the children of North Middlesex. The committee was comprised of members from each town, administration, teachers and town officials.

Robert Templeton, Chair, Townsend  
Gary Shepherd, Vice Chair, Townsend

Susan Robbins, Alternate School Committee Rep. (Townsend)  
Nancy Haines, Business Manager  
Christine Battye, Principal, NMRHS  
Oscar Hills, Director of Buildings & Grounds  
Jeremy Hamond, Director of Technology  
James Landry, Teacher, NMRHS  
Sue Lisio, Town Official, Townsend  
Stephen Themelis, Town Official, Pepperell  
Heide Messing, Member, Townsend  
David Amari, Member, Ashby  
Craig Hansen, Member, Pepperell  
Ronald Scaltreto, Member, Townsend

### **Strategic Planning**

The North Middlesex Regional School District continues to implement the district's five-year strategic plan. Some of the strategic goals and objectives implemented in the 2012-2013 school year are as follows:

- Reviewed the PK-12 curriculum to ensure that it meets or surpasses the challenges of the new Massachusetts "common core," reflects the priorities of the strategic plan, and reinforces the connection between all academic programs and the "core"
- Continued to implement a personnel evaluation system that aligns with the new teacher and administrator accountability system of Massachusetts Department of Education that requires high standards, multiple measures including setting individual goals for professional growth, student achievement, that include documentation from local and standardized tests as well as student and community feedback
- Completed the Feasibility Study Phase for the NMRHS Building Project. This first phase of the high school building project was conducted by the design firm, SMMA of Cambridge. The Feasibility Study involved the collection of volumes of data, including detailed evaluation of existing building and site conditions, analysis of educational programming and needs, and establishment of goals and desired outcomes of the project. This phase included: a full site survey with wetlands demarcation, a full building survey with collection of existing building plans, a hazardous materials survey, a traffic study, evaluation of other buildings in the district for possible high school use, a detailed analysis of our education program, including interviews with staff, students, administrators, and input from community members via several visioning sessions held in each community

## **Special Education**

### ***District Special Education Program and Methodology Overview***

The North Middlesex Regional School District provides a wide range of identification, diagnostic, educational, therapeutic and support services for students in grades Pre-K through 12 and/or age 22. The special education program is multi-faceted and consists of a wide range of programming as determined through the team process and implemented in both inclusionary and pull-out models. Although the majority of our students are supported in an inclusion model, some students require a more intense level of support that requires time in a separate setting. All students are included as appropriate through a thoughtful process of planning and support.

## **Curriculum and Instruction**

In January 2011, the Commonwealth of Massachusetts adopted two new sets of curriculum frameworks in English language arts and literacy and mathematics for pre-kindergarten to grade 12, incorporating the Common Core State Standards. These standards emphasize college readiness, deeper reading, textual analysis, and discussion and raise expectations for all students.

Throughout the summer and during the school year, professional development across the district has focused on improving student achievement through the alignment of teaching and learning to the 2011 Curriculum Frameworks in all content areas.

## **Guidance**

The North Middlesex Regional High School Guidance Department assisted 267 students in graduating in June of 2013. They reached their post-secondary goal in various forms, 61% went on to four-year colleges/universities, 20% to two-year colleges, 9% joined the work force and 11% went to trade school, prep school or joined the armed forces. One hundred eighty (180) students took 229 Advanced Placement exams in eleven (11) subject areas. Seventy (70) percent (159 out of 229 exams) of the students received a grade of three (3) or better, which earns college credits from the colleges/universities they plan to attend.

Respectfully submitted,  
Joan Landers  
*Superintendent of Schools*



**BALLOT FOR ANNUAL TOWN ELECTION  
APRIL 28, 2014**

SELECTMAN, Three Years Janet Flinkstrom 76 Wares Rd.	<i>Candidate for Re-Election</i>	VOTE FOR ONE
Keith Maynard 179 Whitney Rd.		
Martha Svedberg 266 Pillsbury Rd.		
G. Lillian Whitney 119 County Rd.		
ASSESSOR, Three Years		VOTE FOR ONE
BOARD OF HEALTH, Three Years William Stanwood 1130 West Rd.	<i>Candidate for Re-Election</i>	VOTE FOR ONE
BOARD OF HEALTH, One Year Scott Leclerc 179 West Rd.		VOTE FOR ONE
PLANNING BOARD, Five Years James Hargraves 50 Wood Drive	<i>Candidate for Re-Election</i>	VOTE FOR ONE
CEMETERY COMMISSIONER, Three Years		VOTE FOR ONE
CEMETERY COMMISSIONER, Two Years Rebecca Thatcher 984 Main St.		VOTE FOR ONE
PARK COMMISSIONER, Three Years		VOTE FOR ONE

NORTH MIDDLESEX SCHOOL  
COMMITTEE, Two years  
Crystal Epstein  
34 Hillside Drive

VOTE FOR ONE

LIBRARY TRUSTEES, Three Years  
Dwight F. Horan  
550 Bennett Rd.

*Candidate for Re-Election*

VOTE FOR THREE

Martha Morgan  
593 Erickson Rd.

*Candidate for Re-Election*

TREE WARDEN, Three Years  
Allan B. Dawson  
56 Ingerson Rd.

*Candidate for Re-Election*

VOTE FOR ONE

**You may not vote for more than 3 candidates.  
The three candidates with the most votes will be elected as AT-LARGE  
MEMBERS FOR THE DISTRICT.**

NORTH MIDDLESEX REGIONAL  
SCHOOL DISTRICT, Three Years  
Michael L. Morgan  
99 Main St. #1 Pepperell

Vote for Not More Than Three

*Candidate for Re-Election*

Randee J. Rusch  
60 Turner Rd. Townsend

*Candidate for Re-Election*

**QUESTION 1.**

Shall the Town of Ashby be allowed to exempt from the provisions of proposition two and one-half, so- called, its allocable share of the amounts required to pay for the bond issued by the North Middlesex Regional School District (the “district”) in order to pay costs of constructing a new District High School, to be located at 19 Main St, in Townsend, and for the payment of all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_