



Annual Town Report 2010



**In Memoriam
Elizabeth “Betty” L. Aveni
1928 - 2010**

Betty Aveni was born Elizabeth Louise Kelty on the 8th of June, 1928 to Lester J. and Elizabeth M. (Moran) Kelty of Westminster. The youngest of four children, Betty and her siblings were raised in the same house at 64 Main Street that she and her beloved husband Joe raised their four children, Gina, “Butch”, Jim and Jeff.

Betty attended school in Westminster and later graduated from Fitchburg High School. She was the payroll clerk and bookkeeper at Burbank Hospital for several years before falling in love with a World War II veteran and teacher from Leominster, Joseph Aveni. Betty and Joe were married in St. Edward’s Church on December 29, 1954, settled in Town and one year later began raising their family. Shortly thereafter, Joe was hired as the Westminster Elementary School principal.

Active in her community, Betty was a member of the Westminster Women’s Club, member and Chairwoman of the Democratic Town Committee, a regular volunteer at St. Edward’s, a Trustee of Mount Wachusett Community College, and worked in the Personnel Office at Town Hall. She served on the Zoning Board for 28 years and was probably most recognized for her dedication as an election official, working at the polls every time the townspeople came out to vote.

Inspired by learning that her ancestors were some of the first settlers in the Town, Betty had a deep passion for preserving the history of Westminster. Her involvement with the Westminster Historical Society included providing family artifacts and pictures for preservation, contributing to several books written about the Town and actively participating in the Society’s classes and events.

Betty always embraced life, was dedicated to her husband, adored her children and seven grandchildren and truly loved the Town of Westminster. She will be fondly remembered by all who knew her. Her legacy will live on through her family and the contributions she made to the Town.



In Memoriam
John Lothrop
1925 - 2010

John “Jack” Lothrop, Retired Attorney-at-Law, passed away on October 12, 2010. Jack was born in Fitchburg, on November 5, 1925. He attended Williston Academy in Easthampton, Massachusetts and was a 1943 graduate of Fitchburg High. He married Beverly Handlin in 1948 and lived at 57 Main Street for 62 years where they raised three boys, Christopher, Jonathan and Stephen.

In January 1943 he joined the U.S. Navy and after "boot camp" and radio school volunteered for the submarine service and was sent to the submarine base in New London, CT. As a radioman he served on the USS O-4, a training boat of New London and later volunteered for new construction and was a member of the commissioning crew of the USS Runner (SS-476), the second submarine to be that name.

He graduated from Boston University in 1951 with a BS Degree and from Suffolk University Law School in 1953. He was admitted to the practice of law in Massachusetts in 1954 and in the United States District Court of Massachusetts in 1956. He served for several years as Town Moderator in Westminster and was on the Town Planning Board when it was first organized. Jack served for 45 years as Secretary-Treasurer of the Westminster Sportsman's Club and a founding member of St. Edward the Confessor Parish. He was employed by the law department at State Mutual Life Insurance Company and John Hancock Mutual Life Insurance Company. He retired in 1987.

Jack and Bev enjoyed skiing, their year round home on Cape Cod, sailing on Nantucket Sound and travel. Many will remember Jack as a humble character with a great sense of humor, always ready with a joke. One of his favorites was “Illegitimi non carborundum.” His friendship, camaraderie and sense of humor will be dearly missed around town.

BOARD OF SELECTMEN APPOINTMENTS

			Term Expires
(*Denotes Chairman)			
Affordable Housing Committee	Ralph	Wegener	
	Marie	Auger	
	Joseph	Macchia	
	Jennifer	Shenk	
	Brenda	Rufiange	
Agricultural Commission Jury	Sheryl	Vaillette	
	Laila	Michaud	
	Dean	Johnson	
	Ann	Patsis	
	Al	Magane	
Agricultural Commission	Patricia	Glover	6/30/2011
	Dean	Johnson*	6/30/2011
	Ann	Patsis	6/30/2012
	Andy	Hertel	6/30/2013
	Kerstin	Hertel	6/30/2012
Animal Control Officer	Eula	Bradley	6/30/2011
Artifacts Committee	Robert	Sampson	
	Martha	Rainville	
	Leola	Leger	
	Jessica	Leger*	
	Elizabeth	Hannula	
Assistant Inspector of Wiring	Richard	Cannavino	6/30/2011
	Harry	Parvianen	6/30/2011
Ass't. Insp. of Plumb. & Gas Piping	Wayne	Little	6/30/2011
	James	Imprescia	6/30/2011
Assistant Veterans' Services Agent	Phillip	Buso	6/30/2011
Board of Registrar	Sharon	Halloran	6/30/2012
	Roger	Gerard	6/30/2011
	John	McCall	6/30/2011
	Denise	MacAloney	
Building Commissioner - Part Time	Michael	Gallant	12/31/2011
Capital Planning Committee	Vance	Butterfield	
	Michael	Morin*	
	Karen	Murphy	Ex-Officio
	Jeff	Schutt	
	Donna	Allard	Ex-Officio
	Melody	Gallant	Ex-Officio
	Keith	Harding	
	Laila	Michaud	
Conservation Commission	Tim	Sheehan	6/30/2013

Westminster Town Report 2010

Conservation Commission	Robert	Gendron	6/30/2013
	John	Regan	6/30/2012
	Gregg	Buckman	6/30/2011
	Gary	Smith, Jr.	6/30/2012
	Daniel	Bartkus*	6/30/2013
	Carrie	Monty	6/30/2011
	Council on Aging	Neysa	Miller*
Joyce Ann		Gerard	6/30/2013
Janet		Lauricella	6/30/2013
Evelyn		Giammalvo	6/30/2011
Edward J.		Dube	6/30/2011
Don		Barry	6/30/2012
Crocker Pond Development Comm.		Michael	Dauphinais
	Laura E.	Delorey	6/30/2012
	Karl	Cudak	6/30/2013
	Joseph	Macchia*	6/30/2112
	Gary	Richards	6/30/2011
Cultural Council	Valerie	Antoniatic	6/30/2013
	Susan	Yraola	6/30/2013
	Sandra	Thibodeau*	6/30/2011
	Mary	Dunn	6/30/2012
	Marta	Klemetti	6/30/2013
	Karen	Brighenti	6/30/2012
	Betty	Kazan	6/30/2012
Economic Development Committee	Robert	Cudak	
	Phillip	d'Entremont	
	Nancy	Sampson	
	Michael	Morin	
	M. Clare	Mara	
	Linda	Wiest	
	Joseph	Serio	
	John	Rowland, Jr	
	James	Quill	
	Donald	Frigoletto, Jr.	
	Brian	Ruland	
	Andrew	Sears	
	Andrew	Hertel	
	Election Officials	Valerie	Antoniatic
Theresa		Grenier	9/13/2011
Susan		Yraola	9/13/2011
Laila		Michaud	9/13/2011
Kathy		Pelullo	9/13/2011
Joan		Parks	9/13/2011
Gloria		Hughes	9/13/2011
Gilbert		Parks	9/13/2011

Election Officials (continued)	Constance	Kotoski	9/13/2011	
	Claudette	Casey	9/13/2011	
	Celia	Burgess	9/13/2011	
	Brenda	Codding	9/13/2011	
	Albert	Hughes	9/13/2011	
Emergency Management	Pam	Leger	6/30/2011	
	Michael	MacIntosh	6/30/2011	
	Jeffrey	Curtis	6/30/2011	
	Gilbert	Parks	6/30/2011	
	Charles	Clarkson	6/30/2011	
	Bill	Leger	6/30/2011	
Energy Advisory Committee	Kevin	Keena	6/30/2012	
	Joseph	Macchia*	6/30/2012	
	Heather	Billings	6/30/2012	
	Douglas	Hurley	6/30/2012	
	Andrew	Downing	6/30/2012	
Fire Chief, Forest Warden & Emergency Management Director Full Time Police Officer	Brenton	MacAloney	6/30/2011	
	Sgt. Leroy	Hawkins, Jr.	6/30/2013	
	Sgt. Edward	Robbins	6/30/2013	
	Richard	Michel	6/30/2013	
	Ralph	LeBlanc	6/30/2013	
	Lt. Michael	McDonald	6/30/2013	
	Kent	Benson	6/30/2013	
	Jeffrey	Shampine	6/30/2013	
	Jason	Tamulen	6/30/2013	
	Jason	Wetherbee	6/30/2013	
	Erick	Phillips	6/30/2013	
	Daniel	Donahue	6/30/2013	
	Amy	Nelson	6/30/2013	
	Full Time Police Officer - K9	Caesar	K-9	6/30/2011
	Historic District Study Committee	Shane	Brogan*	
		Peter	Yraola	
		Karen	Sargent	
Joan		Longcope		
Elizabeth		Hannula		
Historical Commission	Roni	Beal	6/30/2012	
	Laurie	Tarr Ellsworth	6/30/2011	
	Joan	Longcope	6/30/2013	
	Elizabeth	Hannula*	6/30/2013	
Home Heating Assistance Committee	Tom	Connell		
	Susan	Fisher		
	Sam	Albert		
	Gene	Sorbo		
	Betty	Kazan		

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IDC	Robert	Cudak*	6/30/2011	
	Peter	Munro	6/30/2013	
	Andrew	Hertel	6/30/2011	
	Laila	Michaud		
Insp. of Plumbing & Gas Piping	Thomas	Wiinikainen	6/30/2011	
Inspector of Wiring	Loring H.	Barrett	6/30/2011	
Insurance Advisory Committee	Margaret	Howe-Soper		
	Leroy	Hawkins		
	John	McEvoy		
	William	Ahearn		
	Nanette	Pierce		
	Jeannine	LaCoss		
	Darlene	Boucher		
	Liquor Commission	Jon	Bliss	6/30/2012
	Gary	McDonald*	6/30/2011	
	Edward J.	Dube	6/30/2013	
Local Inspector	Peter	Munro	6/30/2011	
	David	Lantry	6/30/2011	
MART Advisory Board	Edward J.	Dube	6/30/2011	
Memorial Committee	Walter	Taylor		
	Stan	Skamarycz		
	Sammi	Dawley		
	Laurie	Tarr Ellsworth		
	Mike	O'Brien		
	Tom	Maeder*		
	Mixed Use Overlay Committee	Nicole	Moorshead	
	Linda	Wiest		
	Donald	Frigoletto, Jr.		
	John	Fairbanks		
	Wyn	Paste		
	Andy	Sears		
MOC	Louise	Janhunnen	6/30/2011	
MRPC	Andrew	Sears	6/30/2011	
Open Space Committee	Richelle	Brown	6/30/2011	
	Joshua	Schonborg	6/30/2011	
	Donna	Brownell	6/30/2011	
	Joseph	Flanagan	6/30/2011	
	Gregg	Buckman*	6/30/2011	
	Marie	Auger	6/30/2011	
	Parks & Recreation	Michael	O'Brien	6/30/2012
		Mark	Dellasanta	6/30/2013
Craig		Cole	6/30/2011	
Andrew		Sears*	6/30/2012	
Erick		Phillips	6/30/2011	
Part Time Police Officer	Steven	Couture	6/30/2011	

Part Time Police Officer (continued)	Nicholas	Auffrey	6/30/2011
	Nathan	Hawkins	6/30/2011
	Matthew	Espie	6/30/2011
	Kevin	Boucher	6/30/2011
	Joseph	Picariello	6/30/2011
	Jeffrey	Giles	6/30/2011
	Andrew	Loescher	6/30/2011
Perambulation Committee	William	Wintturi	
	Christopher	Mossman	
	Andrew	Kaski	
Police Chief & Special Constable	Salvatore	Albert, Jr.	6/30/2013
Police Matron	Nanette	Pierce	6/30/2011
	Michelle	Chevarie	6/30/2011
	Debra	Comiskey	6/30/2011
Public Safety Building Needs	Salvatore	Albert	
	Raymond	Landry	
	Keith	Sullivan*	
	Christopher	Mossman	
	Brent	Heinzer	
	Brent	MacAloney	
	John	Fairbanks	
Public Works Commission	Vance	Butterfield	6/30/2013
	Lorraine	Emerson	6/30/2012
	Alan E.	Bedard*	6/30/2011
Route 140 Improvement Committee	John	Fairbanks	
	Peter	Remelius	
	Will	Ahearn	
Sick Leave Bank Committee	Karen	Murphy	
	John	Fairbanks	
	Darlene	Boucher	
	Steven	Hemman	
Solid Waste Advisory Committee	Vance	Butterfield	
	Ed	Simoncini	
	John	Fairbanks	
	Lorraine	Emerson	
Town Accountant	Donna	Allard	6/30/2013
Town Administrator & Parking Clerk	Karen	Murphy	6/30/2013
Town Counsel	Leonard	Kopelman	6/30/2011
Tree Warden	Joseph	Flanagan	4/26/2011
Veterans' Graves Officer	Mark	Landry	6/30/2011
Veterans' Services Agent	Edward J.	Dube	6/30/2011
Wachusett Mtn. Advisory Council	William	Wintturi	6/30/2011
	Alternate	Chris	Mossman
Weighers, Measurer	Jason	Tamulen	6/30/2011

Westminster Sr. Center Bldg. Com.	Don	Barry*	
	Daniel	Stango	
	Kevin	Keena	
	Jim	Moriarty	
	Keith	Harding	
	Laila	Michaud	
	Neysa	Miller	
Zoning Board - Associate	Michael T	Greenwood	6/30/2011
	Matthew A.	Kotoski	6/30/2012
	John	Bowen	6/30/2013
Zoning Board - Member	Peter	Romano	6/30/2012
	Donald	Frigoletto, Jr.*	6/30/2011

Town Moderator Appointments

Advisory Board	Thomas	Maeder	6/30/2012
	Peter	Normandin	6/30/2013
	Kenneth	Burstall	6/30/2011
	Keith	Harding	6/30/2012
	Joseph	Serio	6/30/2012
	James	DeLisle	6/30/2011
	Brian	Ruland	6/30/2013
Personnel Board	M. Clare	Rowland	6/30/2013
	Stephen R.	Hemman	6/30/2013
	John	Cappellini*	6/30/2011
	Celia	Burgess	6/30/2011
	John	Fairbanks	
Town Hall Reuse Committee	Walter	Haney*	
	Joseph	Serio	
	Darlene	Johnson	
	Betsy	Hannula	
	Barbara	Friedman	
	Joseph	Flanagan	

BOARD OF SELECTMEN

The Board of Selectmen is pleased to present the following report to the residents of Westminster. John F. Fairbanks and Laila J. Michaud continued their terms on the Board throughout 2010. Joseph E. Flanagan was elected to a three-year term in April, following the resignation of Nicholas A. Hay in March.

FINANCIAL MANAGEMENT

The Department of Revenue's Division of Local Services (DLS) conducted a Financial Management Review (FMR) at the request of the Board of Selectmen to help the Board identify strengths and weaknesses in the financial operations of the Town.

The FMR found the Town "to be well run from a fiscal management perspective." The report focused primarily on suggested improvements in the day to day operations of the individual financial departments. The report also noted the decentralized nature of our town government and listed as its primary recommendations the establishment of a Town Administrator position with more authority and responsibility in the daily management of town affairs. The FMR also recommended that the positions of Treasurer/Collector and Assessors be appointed rather than elected.

TOWN BUILDINGS

Senior Center: The construction of a new senior center on West Main Street has been a top priority of the Board of Selectmen for a number of years. Unfortunately, plans for this project were put on hold for the past few years due to the downturn in the economy. The Town submitted a Community Development Block Grant application in 2010, requesting funding for the cost of the design for the new senior center. The grant application also included a housing rehabilitation component, for which 48 pre-applications have already been received. Grant awards will be made in the spring of 2011; the Board hopes to have a favorable report on this subject in next year's annual town report.

Upton Building: After many years of delay, the Board of Selectmen was pleased to finally convey the Upton Building to the Westminster Historical Society on September 13, 2010. Proposed plans for the nearly one hundred year old building include its use as a headquarters for the Historical Society, a library for historical documents and research, and a storage facility. We wish the Historical Society well in realizing its plans to renovate the building.

INFRASTRUCTURE

South Street Reconstruction: The Board is pleased to report that the South Street Reconstruction project, which has been on the drawing board for over 10 years, is scheduled to begin construction in 2011. The \$3 million project will be funded with federal and state monies through the Transportation Improvement Program. The project includes the redesign of the intersection at Main/South/Leominster Streets and the reconstruction of South Street to Carter Road, complete with sidewalks on both sides of the street.

Route 140 Improvements: The Route 140 Safety Improvement Task Force completed its study of the Route 140 Corridor, beginning at the intersection of Route 2A in Westminster and extending through the towns of Princeton and Sterling. The study recommends a number of intersection and road segment improvements, including signalization, signage, turning lanes, installation of guardrail, and significant drainage improvements. The Board of Selectmen will continue to work with the DPW Commission, the Montachusett Regional Planning Commission, and the towns of Princeton and Sterling to pursue any available funding to undertake these improvements.

Commuter Rail: The Montachusett Regional Transit Authority (MRTA) was awarded a \$55.5 million federal stimulus TIGER grant to extend the Fitchburg Commuter Rail Line by 4.5 miles, to the Westminster line. A new commuter rail station and parking area, to be known as Wachusett Station, will be constructed at the industrial park in Fitchburg, at the intersection of Routes 2 and 31. The project includes the construction of a layover facility in Westminster, which is proposed to be located at the Westminster Business Park. The Board of Selectmen is committed to representing the best interests of the residents of Westminster while working with MRTA officials on this important project.

LAND USE/ECONOMIC DEVELOPMENT

Town officials continued to grapple with the concept of creating a Mixed Use Overlay District in the area of Simplex Drive to accommodate the potential development of a large retail project. The Mixed Use Overlay Committee, which was formed in part to evaluate the implications of such a project, requested \$30,800 to conduct a fiscal impact study, market analysis and peer reviews to assist the Committee in completing its charge. The request was denied by the voters at town meeting, which left the Committee at a standstill.

GENERAL BUSINESS

The Board of Selectmen attempted to increase public participation by hosting a Meet and Greet session in May, and by instituting a public comment period as part of its meeting agendas. The non-televised Meet and Greet was far more effective and the current board hopes such events shall become customary. The Board of Selectmen will continue to entertain questions and comments through the tradition of recognizing raised hands. Anyone wishing to place an issue on the Board's agenda is asked to contact the Town Administrator at 978 874-7400.

The Board is honored to serve the residents of Westminster. We appreciate your input on all matters concerning the welfare of the Town. We extend our sincere gratitude to all the volunteers who serve on our town boards and committees and appreciate your dedication in promoting the betterment of our community.

(The Board of Selectmen holds regular meetings on Monday evenings at 7:00 p.m. at the Town Hall. Meetings are also broadcast live and videotaped for playback during the week on Cable Channel 9. The Selectmen's meeting schedule can be found on the town's website at www.westminster-ma.gov.)

John F. Fairbanks, Chairman
Laila J. Michaud
Joseph E. Flanagan
BOARD OF SELECTMEN

TOWN OF WESTMINSTER
Elected Officials
2010

Moderator-3 yrs		
John A. Bowen	110 Narrows Road	2011
Board of Selectmen-3 yrs		
John F. Fairbanks	181 Minott Road	2011
Laila J. Michaud	269 Bean Porridge Hill Rd	2012
Joseph E. Flanagan	8 Beech Hill Road	2013
Board of Health-3 yrs		
Peter M. Munro	12 Patricia Road	2011
Patricia A. Glover	9 Patricia Road	2012
Edward J. Simoncini, Jr.	8 Whitney Street	2013
Town Clerk-3yrs		
Denise L. MacAloney	34 Academy Hill Road	2011
Town Treasurer/Collector-3 yrs		
Melody L. Gallant	35 Knower Road	2011
Assessors-3 yrs		
Darlene Boucher	21A West Hill Drive	2011
Andrew J. Hertel	249 West Princeton Road	2012
Robin L. Holm	34 Sunset Road	2013
Library Trustees-3 yrs		
Juliette Y. Bedard	11 North Common Road	2011
Hee Shee Eagle	6 Frog Hollow Road	2011
Leola M. Leger	8 Kendall Court	2012
Walter M. Haney	164 Worcester Road	2012
Beth A. D'Onfro	12 Bacon Street	2013
Robert A. Hynes	4 Patricia Road	2013
Hager Park Commission-3 yrs		
James A. Walker	4 Curtis Road	2011
Christopher C. Mossman	57 Depot Road	2012
Andrew H. Kaski	63 West Main Street	2013
Planning Board-3 yrs		
Marie N. Auger	44 Kent Road	2011
Michael J. Fortin	59 Minott Road	2011
Andrew J. Sears	26 Harrington Road	2012
M. Donald Barry	79 Bartherick Road	2013
William C. Taylor II	89 South Ashburnham Road	2013

Housing Authority-5 yrs

State Appointee (Vacant)		2011
Walter C. Taylor	123 Main Street	2012
Brenda M. Rufiange	8 Scenic Drive	2013
Louise M. Wheelen-Garland	27 Colony Road	2014
Peter F. Yraola	15 Bacon Street	2013

Tree Warden-3 yrs

Jon R. Bliss	10 Leominster Street	(Resigned)
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Constables-3 yrs

Steven L. Couture	25 Newton Road	2011
Robert L. Cudak	50 Knower Road	2013

Cemetery Commission-3 yrs

Sammi C. Dawley	337 Knower Road	2011
Stanley Skamarycz	50 Edro Isle Road	2012
Walter C. Taylor	123 Main Street	2013

Regional School Committee (Westminster Members)

Leonard F. Beaton	61 South Ashburnham Road	2011
Joshua R. Schonborg	58 State Road West	2011
Jeffrey Boudreau	67 North Common Road	2012
Gwen E. Farley	187 Knower Road	2013
James Eugene Rheault	11 Kirali Court	2013

**ANNUAL TOWN REPORT
OFFICE OF THE TOWN CLERK
2010**

The following is a breakdown of activity that took place in the Town Clerk's Office during the past year:

2010 Population	7,837
Births Recorded	47
Deaths Recorded	48
Brought Into Town for Burial	15
Burial Permits Issued	12
Marriage Intentions Recorded	42
Marriage Certificates Recorded	40
Business Certificates Recorded/Renewed	75
Certificates of Registration (Storage Permits)	8
Copies of Vital Records (births, deaths, marriages)	378
Joint Pole Locations Requests	1
Single Owned Pole Location Requests	0
Raffle Permits	2
Fish & Wildlife License Issued	167
Fish & Wildlife Stamps Sold	84
Passport Applications Filed	184

BREAKDOWN OF DOG LICENSES ISSUED

Kennels	7
Male	110
Female	71
Neutered Male	574
Spayed Female	543
TOTAL	1,298

MONEY COLLECTED

Fish and Wildlife	\$ 4,293.00
Sales (Books, Maps, Etc.)	3,474.87
Fees	29,749.75
TOTAL	\$ 37,517.62

LIST OF JURORS

Pursuant to the Massachusetts General Laws Chapter 234A, the Town of Westminster adopted the Middlesex County system of Jury Selection. All jury selections and drawings are handled by the Office of the Jury Commissioner for the Commonwealth. Residents may inspect the prospective jury list for 2011 in the Town Clerk's Office.

ELECTION AND REGISTRATION

REGISTERED VOTERS (December 31, 2010)

	Precinct 1	Precinct 2	TOTAL
Democrat	565	507	1072
Republican	462	450	912
Unenrolled	1803	1657	2632
Libertarian	18	13	31
Green-Rainbow	9	3	12
Interdependent 3 rd	2	0	2
Am Independent	2	2	4
Socialist	1	0	1
TOTAL	2862	2632	5494

PASSPORT AGENT

Three individuals are qualified to accept applications-Denise L. MacAloney, Betsy Haley-Cormier, and Ellen Sheehan. During 2010, a total of 184 applications were handled. Fees kept by the Town for this service totaled \$ 4,600.

MISCELLANEOUS

Individuals working in the Town Clerk's Office include Town Clerk Denise MacAloney, Assistant Town Clerk Betsy Haley-Cormier, and Ellen Sheehan. The Office of the Town Clerk is open Monday through Thursday from 8 a.m. to 4:30 p.m. and Fridays from 8 a.m. to 1 p.m. Contact may also be made through the Internet at dmacaloney@westminster-ma.gov.

Respectfully submitted,

Denise L. MacAloney, CMMC/MMC
Town Clerk

VOTE TAKEN AT SPECIAL STATE ELECTION HELD JANUARY 19, 2010

A total of 3,255 voters cast ballots (Precinct 1-1,610 and Precinct 2-1,645) out of a possible 5,402 voters. This represents a 60 percent turnout. The results are as follows:

Senator in Congress

	Precinct 1	Precinct 2	Total
Scott P. Brown	1080	1124	2204
Martha Coakley	514	509	1023
Joseph L. Kennedy	16	10	26
Blanks	0	0	0
Write-In	0	2	2
Total	1610	1645	3255

VOTE TAKEN AT ANNUAL TOWN ELECTION HELD APRIL 27, 2010

A total of 199 voters (Precinct 1-83 and Precinct 2-116) cast ballots at the Annual Town Election. This represents a 4 percent voter turnout (5,388` total voters). The following are the results:

Board of Selectman-3 years

	Precinct 1	Precinct 2	Total
Joseph E. Flanagan	76	101	177
Blanks	6	13	19
Write-In	1	2	3
TOTAL	83	116	199

Board of Health-3 years

	Precinct 1	Precinct 2	Total
Edward J. Simoncini Jr	74	97	171
Blanks	9	18	27
Write-In	0	1	1
TOTAL	83	116	199

Assessor-3 years

	Precinct 1	Precinct 2	Total
Robin L. Holm	74	99	173
Blanks	9	17	26
Write-In	0	0	0
TOTAL	83	116	199

Library Trustee (two positions)-3 years

	Precinct 1	Precinct 2	Total
Beth A. D'Onfro	75	100	175
Robert A. Hynes	65	91	156
Blanks	25	41	66
Write-In	1	0	1
TOTAL	166	232	398

Hager Park Commission-3 years

	Precinct 1	Precinct 2	Total
Andrew H. Kaski	75	107	182
Blanks	8	9	17
Write-In	0	0	0
TOTAL	83	116	199

Planning Board-3 years

	Precinct 1	Precinct 2	Total
M. Donald Barry	57	84	141
William C. Taylor II	66	84	150
Blanks	41	64	105
Write-In	2	0	2
TOTAL	166	232	398

Planning Board-1 year

	Precinct 1	Precinct 2	Total
Michael J. Fortin	69	94	163
Blanks	14	22	36
Write-In	0	0	0
TOTAL	83	116	199

Housing Authority-5 years

	Precinct 1	Precinct 2	Total
Peter F. Yraola	73	103	176
Blanks	10	13	23
Write-In	0	0	0
TOTAL	83	116	199

Housing Authority-4 years

	Precinct 1	Precinct 2	Total
Louise M. Wheelen-Garland	69	91	160
Blanks	14	25	39
Write-In	0	0	0
TOTAL	83	116	199

Constable-3 years

	Precinct 1	Precinct 2	Total
Robert R. Cudak	76	105	181
Blanks	7	11	18
Write-In	0	0	0
TOTAL	83	116	199

Cemetery Commission-3 years

	Precinct 1	Precinct 2	Total
Walter C. Taylor	73	102	175
Blanks	10	14	24
Write-In	0	0	0
TOTAL	83	116	199

Regional School Committee-Westminster-3 years

	Precinct 1	Precinct 2	Total
Gwen E. Farley	71	93	164
James E. Rheault	67	90	157
Blanks	28	49	77
Write-In	0	0	0
TOTAL	166	232	398

Regional School Committee-Ashburnham-3 years

	Precinct 1	Precinct 2	Total
Michelle A. Gianino	68	81	149
Laura J. Weiderman	64	85	149
Blanks	34	66	100
Write-In	0	0	0
TOTAL	166	232	398

VOTE TAKEN AT THE ANNUAL TOWN MEETING HELD MAY 1, 2010

Town Moderator John Bowen opened the meeting at 1:12 pm. Town Clerk Denise MacAloney read the Constable's return of the warrant.

The following non-residents were given permission to address the Town Meeting when appropriate: Karen Murphy, Town Coordinator; Leonard Kopelman, Town Counsel; Donna Allard, Town Accountant; Domenica Tatasciore, Town Planner; Joshua Hall, DPW Director; Emily Dewey, ORHS student; and Robert Dearborn, ORHS student.

An affirmative vote was taken at this time to accept the provisions of MGL Chapter 39, Section 15, which allows the Moderator to dispense with a count in matters requiring a two-thirds vote by statute, where the vote is unanimous or clearly overwhelming at this Annual Town Meeting.

The votes taken are as follows:

CUSTOMARY ARTICLES

ARTICLE 1. Voted to authorize the Board of Selectmen to enter into a contract with the Massachusetts Highway Department or other appropriate state agency for the construction and maintenance of public highways for the ensuing fiscal year.

ARTICLE 2. Voted pursuant to Chapter 40, section 4 of the General Laws to authorize the Board of Selectmen to enter into any and all contracts on behalf of the Town for the ensuing fiscal year unless otherwise provided by law, on such terms and conditions as are in the best interest of the Town.

ARTICLE 3. Presentation of reports from the following committees:

Board of Selectmen-John Fairbanks
250th Anniversary Committee-Lorraine Emerson
Advisory Board's State of the Town-Tom Maeder

ARTICLE 4. Voted to authorize the establishment of a Hazardous Materials Recovery Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account receipts for charges to responsible parties for the disposal of hazardous materials collected pursuant to Chapter 251, section 8 of the Town Bylaws shall be deposited, and to authorize the Fire Chief to expend funds received and deposited into said account for the purpose of paying expenses incurred by the Fire Department for the recovery and disposal of hazardous materials, and that the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$12,000.

ARTICLE 5. Voted to authorize the establishment of an Agricultural Commission Programs Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account shall be deposited receipts received as payment for all programs and activities of the Agricultural Commission and from which account expenditures reasonably related to the programs and activities may be made by the Agricultural Commission; the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$10,000.

OPERATING BUDGETS

ARTICLE 6. Voted to fix the compensation of officers, provide for a Reserve Fund, and determine the following sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing fiscal year:

AMOUNT APPROPRIATED

Town Moderator	Salary	0
Selectmen	Temporary Labor	4,000
	Salaries	0
	Expenses	3,250
	Lease Copiers	12,000
	Johnny Appleseed	10,000
Coordinator	Salaries	108,877
	Expenses	800
Advisory Board	Expenses	3,185
Reserve Fund	Expenses	30,000
Accountant	Salaries	67,958
	Expenses	25,823
Assessors	Salaries	43,537
	Expenses	16,327
Treasurer/Collector	Stipend	1,000
	Salaries	96,573
	Expenses	10,992

Legal	Expenses	65,000
Personnel Admin	Salaries	50,464
	Expenses	5,700
Data Processing	Expenses	53,500
Town Clerk	Stipend	1,175
	Salaries	73,369
	Expenses	6,575
Elections	Stipend	600
	Salaries	7,025
	Expenses	12,780
Conservation	Salary	4,690
	Expenses	1,151
Town Planner	Salary	33,500
	Expenses	2,000
Planning Board	Expenses	1,000
Board of Appeals	Expenses	500
Public Bldgs & Prop	Salaries	90,247
	Expenses	224,850
Town Report	Expenses	3,675
Crocker Pond	Salaries	12,800
	Expenses	10,350
Police/Dispatch	Salaries	1,317,804
	Expenses	206,229
Fire	Salaries	733,560
	Expenses	102,061
Ambulance	Salaries	70,869
	Expenses	55,955
Emergency Mgt	Stipend	1,000
	Expenses	7,080
Building Dept.	Salaries	140,592
	Expenses	12,922
Animal Control	Salary	13,743
	Expenses	16,473

Tree Warden	Expenses	15,600
K-12 Schools	Min Contribution	6,083,145
	Addtl Funds	351,560
	Transportation	1,067,595
	Comm Serv.	4,376
	Mtghouse/Ovrk Debt	156,804
	WES Bond	354,190
	Oakmont Bond	334,354
	Oakmont Field Bond	75,830
Monty Tech		438,888
Highway Admin	Salaries	218,228
Highway Dept	Salaries	472,714
	Expenses	224,922
Snow & Ice Control	Salaries	52,000
	Expenses	298,100
Street Lighting	Expenses	21,750
Cemetery Department	Salaries	84,463
	Expenses	10,890
Health Department	Salaries	100,092
	Expenses	5,930
Council on Aging	Salaries	19,051
	Expenses	12,050
Veteran's Services	Salaries	4,810
	Expenses	620
Veteran's Assistance	Expenses	5,000
MART	Salaries	66,260
	Expenses	7,450
Library	Salaries	189,383
	Expenses	111,304
Recreation Department	Salaries	15,000
	Expenses	13,515
Concerts	Expenses	3,000
Hager Park Comm	Expenses	250

Historical Commission Expenses	1,280	
Memorial Day Expenses	1,450	
Care of Town Clock Expenses	250	
Town Debt Retirement Expenses	18,900	Forest Legacy
	80,000	Police/Fire Renovations
	35,000	Library Renovations
	370,000	Town Hall
	180,000	Crocker Pond
	34,054	Wastewater Mgmt
Town Debt Interest Expenses	3,504	Forest Legacy
	2,160	Police/Fire Renovations
	5,082	Library Renovations
	111,000	Town Hall Bond
	30,150	Crocker Pond Bond
	4,255	Wastewater Mgmt
	15,000	Short Term Borrowing
Regional Plan Council Expenses	2,000	
Retirement and Pensions	420,052	
Group Health Insurance	725,000	
Group Life Insurance	4,500	
Other Insurance	266,700	

And further voted to appropriate the total sum of \$16,903,022 and to meet that appropriation as follows:

- Raise and appropriate \$16,773,198
- Transfer \$126,824 from the Ambulance Receipts Reserved Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.
- Transfer \$3,000 from the Wetlands Filing Fees Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year.

ARTICLE 7.
Enterprise:

Voted the following sums be approved for the operation of the Sewer

Salaries	85,867
Expenses	499,325
Debt Principal	235,000
(Sewer Ext.)	
Debt Interest	83,427
(Sewer Ext.)	
Reserve Fund	10,000
SUBTOTAL	913,619
Shared Costs	121,264
TOTAL	1,034,883

Westminster Town Report 2010

And further, that of said sums, an appropriation of \$913,619 be raised as follows:

\$224,406	Retained Earnings
\$159,213	General Fund Subsidy
\$530,000	From available departmental receipts, investment earnings, and other revenues of the Sewer Enterprise Fund.

(Note: Shared costs of \$121,264 have been appropriated in the general fund)

ARTICLE 8.
Enterprise.

Voted that the following sums be approved for the operation of the Water

Salaries	96,423
Expenses	311,925
Capital Outlay	89,246
Reserve Fund	10,000
SUBTOTAL	507,594
Shared Costs	<u>133,462</u>
TOTAL	641,056

And further, that of said sums, an appropriation of \$507,594 be raised as follows:

\$ 17,850	General Fund Subsidy (Tax Levy)
\$489,744	From available departmental receipts, investment earnings, and other revenues of the Water Enterprise Fund.

(Note: Shared costs of \$133,462 have been appropriated in the general fund.)

ARTICLE 9.
Waste Transfer Facility Enterprise.

Voted the following sums be approved for the operation of the Solid

Expenses	262,425
SUBTOTAL	262,425
Shared Costs	<u>20,771</u>
TOTAL	283,196

And further, that of said sums, an appropriation of \$262,425 be raised as follows:

\$ 32,425	from Retained Earnings
\$230,000	from available departmental receipts, investment earnings, and other revenues of the Solid Waste Transfer Facility Enterprise.

(Note: Shared costs of \$20, 771 have been appropriated in the general fund.)

ARTICLE 10.

Voted to raise and appropriate \$201,244 for the operating budget of the Ashburnham-Westminster Regional School District, in addition to the sum voted under Article 6 for said operating budget, provided that no funds voted under this article shall be appropriated unless the Town has first voted by ballot at a special election to exempt this expenditure from the

provisions of Proposition two and one-half, and further provided that the Town of Ashburnham also votes to appropriate its assessed share of said operating budget.

CUSTOMARY MONEY ARTICLES

ARTICLE 11. Voted to raise and appropriate \$500,000 for oiling, sealing, resurfacing, installing drainage or otherwise reconstructing town roads.

ARTICLE 12. Voted to raise and appropriate \$1,000 for the Conservation Fund as provided for in Section 8C of Chapter 40 of the General Laws.

ARTICLE 13. Voted to raise and appropriate \$500 for the Westminster Cultural Council.

ARTICLE 14. Voted to raise and appropriate \$10,000 for the purpose of paying legal fees, filing fees, court costs, advertising and other related costs of tax titles through foreclosure, including but not limited to the process of foreclosure through the land of low value method.

ARTICLE 15. Voted to raise and appropriate \$30,000 to fund a portion of the cost of retaining a professional consultant to perform the revaluation of real and personal property in the Town as required under Massachusetts General Laws.

NON-RECURRING NON-CAPITAL MONEY ARTICLES

ARTICLE 16. Voted to raise and appropriate \$4,500 to be used for the hiring and training of call firefighters.

ARTICLE 17. Voted to raise and appropriate \$9,000 to fund the part-time position of Conservation Agent.

ARTICLE 18. Voted to raise and appropriate \$1,000 to provide grant writing services for the Historical Commission.

ARTICLE 19. Voted to raise and appropriate \$9,000 to provide custodial coverage at the school gymnasiums for youth sports activities.

ARTICLE 20. Voted to transfer \$2,500 from the Building Maintenance & Repairs Stabilization Fund to replace an overhead door at the police station, said sum to be spent under the direction of the Police Chief.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 21. Voted to transfer \$12,700 from the Information Technology & Telecommunications Stabilization Fund for ongoing computer system updates and technology-related items for the various town departments, said sum to be expended under the direction of the Town Coordinator.

(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

CAPITAL EXPENDITURES

ARTICLE 22. Voted to raise and appropriate \$70,000 to purchase two police cruisers and related equipment for the Police Department, said appropriation to include the trade-in of two Police Department vehicles.

ARTICLE 23. Voted to transfer \$31,500 from the Information Technology & Telecommunications Stabilization Fund for the replacement of nine (9) mobile radios for the Police Department.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 24. Voted to transfer \$16,000 from the General Stabilization Fund for the replacement of nine (9) automated external defibrillators and related equipment for the Police Department.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 25. Voted to transfer \$45,000 from the Capital Equipment Stabilization Fund for the repair and refurbishment of Rescue 1, said sum to be spent under the direction of the Fire Chief.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 26. Voted to appropriate \$15,000 for the purchase of trench safety equipment for the Highway, Water and Sewer Departments, and to meet that appropriation, transfer \$5,000 from the Capital Equipment Stabilization Fund, \$5,000 from Sewer Enterprise Retained Earnings, and \$5,000 from Water Enterprise Retained Earnings.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 27. Voted the sum of \$500,000 appropriated to replace the water main on South Street, from the intersection of Main Street to the intersection of Carter Road, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town.
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 28. Voted to transfer \$21,580 from the Building Maintenance & Repairs Stabilization Fund to be used to fund the following items in the Ashburnham- Westminster Regional School District Five-Year Capital Plan:

Elevator repair at Overlook	\$ 5,170
Servers & switches at Oakmont	\$ 9,299
Turf field groomer	<u>\$ 7,111</u>
	\$21,580

And further, that said appropriation is subject to the Town of Ashburnham also voting to fund its share of the costs of this article.

(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 29. Voted to transfer \$30,000 from the Building Maintenance & Repairs Stabilization Fund to be used to fund the following items in the Ashburnham- Westminster Regional School District Five-Year Capital Plan:

Boiler repair at Meetinghouse School	\$15,000
HVAC Software & Training at WES	<u>\$15,000</u>
	\$30,000

(2/3 vote required)

2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

MISCELLANEOUS ARTICLES

ARTICLE 30. Voted pursuant to MGL Chapter 41, section 23A to authorize the Board of Selectmen to appoint a Town Administrator to replace the current position of Town Coordinator.

ARTICLE 31. Voted to amend the Zoning Bylaw of the Town of Westminster, Article 205-38.A, "Exception for cluster developments," by deleting the number "20" and inserting the number "five (5)".

(2/3 vote required)

2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 32. Voted to amend the Zoning Bylaw of the Town of Westminster, Article 205-39.1.A(4), "Developmental rate guidelines," as follows:

A. Single-family and two-family construction/conversion limitation.

(4) This section shall expire on ~~July 1, 2010~~ **July 1, 2015**, unless sooner extended by vote of Town Meeting.

(2/3 vote required)

2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

ARTICLE 33. Voted to amend the General Bylaws of the Town of Westminster, Article 81-7, "Storage and use of trailers," by deleting the phrase "for a period of not more than one (1) year."

A total of 161 voters attended the meeting out of a possible 5, 388 (3 percent of total voters). The meeting was adjourned at 5:35 pm.

VOTE TAKEN AT THE SPECIAL TOWN MEETING HELD MAY 1, 2010

Town Moderator John Bowen opened the meeting at 1:05 pm. Town Clerk Denise MacAloney read the Constable's return of the warrant.

An affirmative vote was taken at this time to accept the provisions of MGL Chapter 39, Section 15, which allows the Moderator to dispense with a count in matters requiring a two-thirds vote by statute, where the vote is unanimous or clearly overwhelming at this Annual Town Meeting.

The votes taken are as follows:

ARTICLE 1 Voted to transfer \$19,000 from Ambulance Receipts Reserved for Appropriation to pay down the balance owed on the 2007 Ford Ambulance.

ARTICLE 2 Voted to transfer \$40,286.52 from free cash to supplement the amount voted under Article 8 of the May 2, 2009 Annual Town Meeting for Snow & Ice Removal (Dept. 423).

ARTICLE 3 Voted to transfer \$55,000 from Overlay Surplus to the FY2009 Overlay Account.

ARTICLE 4 Voted to pass over this article (Transfer from Building Repairs and Maintenance Stabilization to Capital Stabilization)

ARTICLE 5 Voted to transfer \$5,000 from the General Stabilization Fund to create a new "Other Post Employment Benefits Stabilization Fund."
(2/3 vote required)
Unanimous Vote

ARTICLE 6 I move that the Town vote to transfer \$5,000 from the General Stabilization Fund to create a new "Road Maintenance Stabilization Fund."
(2/3 vote required)
2/3 affirmative vote recognized (MGL Ch 39, Sect 15)

The meeting adjourned at 1:23 p.m.

VOTE TAKEN AT SPECIAL TOWN ELECTION HELD JUNE 15, 2010

A total of 1,292 voters cast ballots (Precinct 1-646 and Precinct 2-646) out of a possible 5,382 voters. This represents a 24 percent turnout. The results are as follows:

Question 1: "Shall the Town of Westminster be allowed to assess an additional \$201,244 in real estate and personal property taxes for the operating budget of the Ashburnham-Westminster Regional School District for the fiscal year beginning July first, two thousand ten?"

	Precinct 1	Precinct 2	Total
YES	352	333	685
NO	294	313	607
BLANKS	0	0	0
TOTAL	646	646	1,292

RESULTS OF STATE PRIMARY HELD SEPTEMBER 14, 2010

A total of 692 voters cast their ballots at this election. This represents 15 percent of the total number of voters (5,382).

Break down of Voters by Party

	Precinct 1	Precinct 2	Total
Democrat	115	178	293
Republican	178	221	399
Libertarian	0	0	0
TOTAL	293	399	692

The votes are as follows:

DEMOCRAT**Governor**

	Precinct 1	Precinct 2	TOTAL
Deval L Patrick	79	125	204
Blanks	34	50	84
Write-In	2	3	5
TOTAL	115	178	293

Lt Governor

	Precinct 1	Precinct 2	TOTAL
Timothy P Murray	88	139	227
Blanks	26	39	65
Write-In	1	0	1
TOTAL	115	178	293

Attorney General

	Precinct 1	Precinct 2	TOTAL
Martha Coakley	84	128	212
Blanks	30	46	76
Write-In	1	4	5
TOTAL	115	178	293

Secretary of State

	Precinct 1	Precinct 2	TOTAL
William F Galvin	88	134	222
Blanks	26	44	70
Write-In	1	0	1
TOTAL	115	178	293

Treasurer

	Precinct 1	Precinct 2	TOTAL
Steven Grossman	55	89	144
Stephen J Murphy	45	58	103
Blanks	15	31	46
Write-In	0	0	0
TOTAL	115	178	293

Auditor

	Precinct 1	Precinct 2	TOTAL
Suzanne M Bump	47	65	112
Guy William Glodis	46	83	129
Blanks	8	10	18
Write-In	0	0	0
TOTAL	115	178	293

Rep in Congress

	Precinct 1	Precinct 2	TOTAL
John W Olver	91	146	237
Blanks	23	31	54
Write-In	1	1	2
TOTAL	115	178	293

Councillor

	Precinct 1	Precinct 2	TOTAL
Francis A Ford	82	116	198
Blanks	33	62	95
Write-In	0	0	0
TOTAL	115	178	293

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Jennifer L Flanagan	95	136	231
Blanks	19	42	61
Write-In	1	0	1
TOTAL	115	178	293

Representative in General Court

	Precinct 1	Precinct 2	TOTAL
Kenneth O'Brien	86	131	217
Blanks	29	47	76
Write-In	0	0	0
TOTAL	115	178	293

District Attorney

	Precinct 1	Precinct 2	TOTAL
Joseph D Early Jr	87	129	216
Blanks	27	49	76
Write-In	1	0	1
TOTAL	115	178	293

Sheriff

	Precinct 1	Precinct 2	TOTAL
Scot J Bove	61	93	154
Thomas J Foley	45	70	115
Blanks	9	14	23
Write-In	0	1	1
TOTAL	115	178	293

REPUBLICAN**Governor**

	Precinct 1	Precinct 2	TOTAL
Charles D Baker	160	202	362
Blanks	17	18	35
Write-In	1	1	2
TOTAL	178	221	399

Lt Governor

	Precinct 1	Precinct 2	TOTAL
Richard R Tisei	147	183	330
Blanks	28	37	65
Write-In	3	1	4
TOTAL	178	221	399

Attorney General

	Precinct 1	Precinct 2	TOTAL
James P McKenna	27	40	67
Guy Carbone	8	13	21
Blanks	141	164	305
Write-In	2	4	6
TOTAL	178	221	399

Secretary of State

	Precinct 1	Precinct 2	TOTAL
William C Campbell	147	175	322
Blanks	30	44	74
Write-In	1	2	3
TOTAL	178	221	399

Treasurer

	Precinct 1	Precinct 2	TOTAL
Karyn E Polito	153	184	337
Blanks	25	36	61
Write-In	0	1	1
TOTAL	178	221	399

Auditor

	Precinct 1	Precinct 2	TOTAL
Mary Z Connaughton	139	178	317
Kamal Jain	21	24	45
Blanks	18	18	36
Write-In	0	1	1
TOTAL	178	221	399

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
William L Gunn Jr	156	181	337
Blanks	22	39	61
Write-In	0	1	1
TOTAL	178	221	399

Councillor

	Precinct 1	Precinct 2	TOTAL
Jennie L Caissie	146	173	319
Blanks	32	48	80
Write-In	0	0	0
TOTAL	178	221	399

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Neal A Heeren	144	173	317
Blanks	34	48	82
Write-In	0	0	0
TOTAL	178	221	399

Representative in General Court

	Precinct 1	Precinct 2	TOTAL
Kimberly N Ferguson	164	194	358
Blanks	14	26	40
Write-In	0	1	1
TOTAL	178	221	399

District Attorney

	Precinct 1	Precinct 2	TOTAL
Blanks	161	220	381
Write-In	17	1	18
TOTAL	178	221	399

Sheriff

	Precinct 1	Precinct 2	TOTAL
Lewis G Evangelidis	164	207	371
Blanks	14	13	27
Write-In	0	1	1
TOTAL	178	221	399

LIBERTARIAN**Governor**

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Lt. Governor

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Attorney General

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Secretary of State

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Treasurer

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Auditor

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Representative in Congress

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Councillor

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Senator in General Court

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Representative in General Court

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

District Attorney

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

Sheriff

	Precinct 1	Precinct 2	TOTAL
Blanks	0	0	0
Write-In	0	0	0
TOTAL	0	0	0

VOTE TAKEN AT STATE ELECTION HELD ON NOVEMBER 2, 2010

A total of 3,347 out of a possible 5,479 voters cast their ballots. This represents a 61 percent voter turnout. The results are as follows:

GOVERNOR/LT GOVERNOR

	PRECINCT 1	PRECINCT 2	TOTAL
Patrick & Murray	570	545	1115
Baker & Tisei	927	927	1854
Cahill & Loscocco	161	131	292
Stein & Purcell	38	22	60
Blanks	7	15	22
Write-In	3	1	4
TOTAL	1706	1641	3347

ATTORNEY GENERAL

	PRECINCT 1	PRECINCT 2	TOTAL
Martha Coakley	832	765	1597
James P McKenna	839	837	1676
Blanks	35	38	73
Write-In	0	1	1
TOTAL	1706	1641	3347

SECRETARY OF STATE

	PRECINCT 1	PRECINCT 2	TOTAL
William Francis Galvin	834	766	1600
William C Campbell	726	726	1452
James D Henderson	75	68	143
Blanks	70	79	149
Write-In	1	2	3
TOTAL	1706	1641	3347

TREASURER

	PRECINCT 1	PRECINCT 2	TOTAL
Steven Grossman	607	584	1191
Karyn E Polito	1028	976	2004
Blanks	71	79	150
Write-In	0	2	2
TOTAL	1706	1641	3347

AUDITOR

	PRECINCT 1	PRECINCT 2	TOTAL
Suzanne M Bump	569	529	1098
Mary Z Connaughton	939	906	1845
Nathanael A Fortune	70	73	143
Blanks	128	131	259
Write-In	0	2	2
TOTAL	1706	1641	3347

REPRESENTATIVE IN CONGRESS

	PRECINCT 1	PRECINCT 2	TOTAL
John W Olver	713	685	1398
William L Gunn Jr	852	823	1675
Michael Engel	87	77	164
Blanks	54	55	109
Write-In	0	1	1
TOTAL	1706	1641	3347

COUNCILLOR

	PRECINCT 1	PRECINCT 2	TOTAL
Jennie L Caissie	986	976	1962
Francis A Ford	566	517	1083
Blanks	154	146	300
Write-In	0	2	2
TOTAL	1706	1641	3347

Senator in General Court

	PRECINCT 1	PRECINCT 2	TOTAL
Jennifer L. Flanagan	876	800	1676
Neal Andrew Heeren	753	755	1508
Blanks	76	85	161
Write-In	1	1	2
TOTAL	1706	1641	3347

REPRESENTATIVE IN GENERAL COURT

	PRECINCT 1	PRECINCT 2	TOTAL
Kimberly N Ferguson	970	945	1915
Kenneth O'Brien	545	509	1054
Jonathan B Long	105	107	212
Blanks	85	79	164
Write-In	1	1	2
TOTAL	1706	1641	3347

DISTRICT ATTORNEY

	PRECINCT 1	PRECINCT 2	TOTAL
Joseph D Early Jr	1126	1037	2163
Blanks	561	589	1150
Write-In	19	15	34
TOTAL	1706	1641	3347

SHERIFF

	PRECINCT 1	PRECINCT 2	TOTAL
Lewis G Evangelidis	1163	1139	2302
Thomas J Foley	409	377	786
Keith E Nicholas	61	66	127
Blanks	72	57	129
Write-In	1	2	3
TOTAL	1706	1641	3347

Question 1 (Repeal Sales Tax on Alcohol)

	PRECINCT 1	PRECINCT 2	TOTAL
YES	1071	1049	2120
NO	608	566	1174
BLANKS	27	26	53
TOTAL	1706	1641	3347

Question 2 (Repeal Comprehensive Permits)

	PRECINCT 1	PRECINCT 2	TOTAL
YES	896	839	1735
NO	736	722	1458
BLANKS	74	80	154
TOTAL	1706	1641	3347

Question 3 (Reduce Sales Tax to 3%)

	PRECINCT 1	PRECINCT 2	TOTAL
YES	859	848	1707
NO	824	767	1591
BLANKS	23	26	49
TOTAL	1706	1641	3347

VOTE TAKEN AT SPECIAL TOWN MEETING HELD NOVEMBER 30, 2010

Moderator John Bowen called the meeting to order at 7:30 p.m. The constable's return of the warrant was read by Town Clerk Denise MacAloney. A total of 105 voters attended the meeting. This represents a two (2) percent turnout (total voters-5471).

A vote was taken giving permission to the following non-residents to address the town meeting: Town Administrator Karen Murphy, Health Agent Elizabeth Swedberg and Town Counsel Kopelman.

ARTICLE 1. Voted to amend Article 6 of the May 1, 2010 Annual Town Meeting (department operating budgets) for the fiscal year beginning July 1, 2010, as follows:

Dept. #	Department/Account Name	Increase
171	Conservation Commission – Salaries	\$3,000
231	Ambulance – Salaries	\$15,000
231	Ambulance – Expenses	\$24,400
299	Emergency Planning – Expenses (Reverse 911 System)	\$2,500
	TOTAL	\$44,900

Further, that the total appropriation for Article 6 of the May 1, 2010 Annual Town Meeting be increased by \$44,900 for a revised total of \$16,947,922 and to meet this revised appropriation as follows:

Raise and appropriate \$16,778,698 (revises amount voted at May 1, 2010 Annual Town Meeting) Transfer \$166,224 from the Ambulance Receipts Reserved Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year (revises amount voted at May 1, 2010 Annual Town Meeting).

Transfer \$3,000 from the Wetlands Filing Fees Account, with any unused balance from this transfer reverting to that account at the end of the fiscal year (as previously voted at May 1, 2010 Annual Town Meeting).

ARTICLE 2. Voted to pay the following unpaid bills from fiscal year 2010:

(Parks and Recreation) Transfer \$57.65 from free cash to pay an outstanding bill dated June 30, 2010 payable to Fleet Services.

(Sewer Enterprise) Transfer \$34,195.52 from Sewer Enterprise Retained Earnings to pay an outstanding bill dated May 1, 2010 payable to the City of Fitchburg.

(9/10 vote required)
UNANIMOUS

ARTICLE 3. Voted to approve the establishment of a Board of Health Public Health Clinic and Emergency Response Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account shall be deposited receipts received by the Board of Health as payment for purchasing and administering flu and other vaccines and medications, and from which account expenditures reasonably related to the administering of such programs by the Board of Health may be made; the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$25,000.

ARTICLE 4. Voted to convert the position of Tree Warden from an elected position to an appointed position.

ARTICLE 5. Voted to approve an Early Retirement Incentive Plan, as provided under Section 66 of Chapter 188 of the Acts of 2010, and as presented to Town Meeting.

ARTICLE 6. Did not carry (Funding to conduct a Fiscal Impact Study, Market Analysis and Peer Reviews with respect to the possible creation of a mixed use overlay district)

ARTICLE 7. Voted to appropriate \$66,717 for design and construction-related costs for a new Senior Center at 69 West Main Street, including but not limited to costs for site work, installation of utilities, professional services, and for use as in-kind services for grant applications, and to meet that appropriation, transfer \$13,501 from the balance remaining in Article 2 of the November 27, 2007 Special Town Meeting and \$53,216 from the balance remaining in Article 8 of the May 3, 2008 Annual Town Meeting said sum to be expended under the direction of the Board of Selectmen.

ARTICLE 8. Voted to appropriate \$3,300 from free cash to pay the damages for the acquisition of an easement for which authorization to acquire was previously granted under Article 21 of the November 27, 2007 Special Town Meeting; said property is owned by Stephen M. Bigusiak, 73 Depot Road, shown on Assessor's Map 92/Parcel 14, containing 2,613 square feet.

ARTICLE 9. Voted to appropriate \$800 from free cash to establish the position of Recording Secretary for the Zoning Board of Appeals.

ARTICLE 10. Did not carry (funding for the creation of *A Community Guide to Growing Greener* and for the development of Low Impact Development Regulations through the assistance of the Massachusetts Watershed Coalition; said sum to be expended under the direction of the Town Administrator)

An affirmative vote was taken at this time to accept the provisions of MGL Chapter 39, Section 15, which allows the Moderator to dispense with a count in matters requiring a two-thirds vote by statute, where the vote is unanimous or clearly overwhelming at this Special Town Meeting.

ARTICLE 11. Voted to appropriate \$285,000 to the Stabilization Fund, and to meet that appropriation, transfer \$190,000 from free cash and \$95,000 from the Building Maintenance and Repair Stabilization Fund.

(2/3 vote required)
UNANIMOUS

ARTICLE 12. Voted to pass over this article. (Transfer to Information Technology and Telecommunications Stabilization Fund.)

ARTICLE 13. Voted to transfer \$75,000 from free cash to the Capital Equipment and Improvements Stabilization Fund.

(2/3 vote required)
UNANIMOUS

ARTICLE 14. Voted to pass over this article. (Transfer to the Building Maintenance and Repair Stabilization Fund.)

ARTICLE 15. Voted to transfer \$75,000 from free cash to the Other Post-Employment Benefits (OPEB) Stabilization Fund.

(2/3 vote required)
UNANIMOUS

ARTICLE 16. Voted to transfer \$75,000 from free cash to the Road Maintenance Stabilization Fund.

(2/3 vote required)
UNANIMOUS

ARTICLE 17. Voted to transfer \$475,000 from free cash to balance the budget.

The meeting adjourned at 8:59 P.M.

2010 ANNUAL REPORT OF THE CONSTABLES

Warrants served for:	Special State Election	January 19, 2010
	State Primary	September 14, 2010
	State Election	November 2, 2010
	Elections for Town Affairs	April 27, 2010 June 15, 2010 November 30, 2010
	Annual Town Meeting	May 01, 2010
	Special Town Meetings	May 1, 2010 November 30, 2010

All above Warrants were served by posting of Attested Warrants at the Town Hall and Post Office. After posting of Attested Warrants, proper return was made on the back of the Original Warrant and returned to the Town Clerk.

Respectfully submitted,

Robert R. Cudak
Steven L. Couture
Constables of Westminster

Westminster Police Department 2010 Annual Report

It is my pleasure to present the Westminster Police Department Annual Report for 2010, the eighth annual report produced during my tenure as Chief of Police.

The Westminster Police Department currently has 12 sworn full time officers and six sworn part time officers, four full time civilian dispatchers, and four part time dispatchers, one administrative assistant and one civilian clerk. This department is responsible for the oversight of the Animal Control, school crossing guards and the North Worcester County Drug Task Force

Westminster continues to experience an increased amount of time spent on in-depth investigations and reporting to better prepare for these cases. With society's increase in computer and internet crimes, as well as identity fraud, the department has to focus on these changing trends.

We continue to seek out and apply for as many grants as possible and this department did receive over \$29,054.00 in money and equipment during 2010. We received \$2500 for Governors Highway Safety to conduct traffic enforcement. We also received two grants through the State 911 for \$26,554.00 for staffing and allocation of dispatch personnel and training of all public safety dispatchers. We are currently professionalizing our communications center by sending our public safety dispatchers to a five week dispatch academy. I am proud to announce dispatcher Samantha Durfee graduated from the academy this year.

Demands for service continue to climb and the reality is that the future trend will be for more calls for service. Additional personnel will be needed to provide the best possible services while maintaining our many community programs. The town is in transition and is a desirable location to live. With a number of building projects impacting our community these projects will change the town and the police department.

This department will always be available to speak to any town organization or group on any issue pertaining to public safety or our community. We will also continue to offer our programs to the town.

I am very proud of the men and women of this department and I look forward to working with all departments and boards. I also look forward to many more years to come serving this community and its members.

November 30, 2010 marks the eighth anniversary of Officer Larry Jupin's death. August 20th, 2010 marks the 21st anniversary of Officer Keith Nivala's death. The police department and the Jupin and Nivala families are grateful for the support from the Town, surrounding communities, and that the memories of our departed will not be forgotten.

Training

During this year, training, certification and re-certification of all personnel was covered. Training included: criminal law, criminal procedure, domestic violence, motor vehicle law update, firearms, drug laws, terrorism, computer crimes, identity theft, defensive driving, and use of the breathalyzer, CPR, first responder, and automatic external defibrillators. Each of our officers has been trained in the Incident Command System (ICS) as well as the National Incident Management System (NIMS) as required under Homeland Security. The officers qualified with their firearms on four occasions and used practice events through life-like scenarios under stress in a "shoot-don't shoot" judgment skills and train annually within our school district buildings.

All the officers continue to receive the best quality training that we can provide for them. Increased attention to training issues as laws change remains to be the best protection for both the officers and the town.

Community Policing

R.A.D.

I am proud to say that this year we ran our fourth and last RADkids program with the Summer Parks and Recreation Program. The program was run daily during the summer months. There were 8-12 children in each group three weeks of the program. We would like to continue running this program again this summer. For those of you new to town, RADkids is a self-defense class for both boys and girls ages, 5-7 and 8-12. The program covers all aspects of safety for children, to include stranger danger, car safety, fire safety, good and bad (uncomfortable) touch. We look forward to continuing to offer this program to the children of Westminster if funds become available.

We would like to offer the Basic RAD classes to all women who would like to take the program but due to budget reductions we will not have the ability to continue this program. Due to the school classes expanding we have formed a partnership with Ashburnham Police due to the fact they have an officer trained in RAD and we have begun working together to present the RAD program to the school district.

RAD- Basic is a self-defense class designed specifically for women. RAD systems and its instructors provide attendees with information, tactics, and considerations which we believe may be useful for various types of abductive encounters perpetrated against women. The class is combined classroom instruction, hands on instruction, and simulation. RAD is designed for women of all different fitness abilities. The RAD system is specifically designed for women who are willing to consider defense as a viable option in situations where their life is in jeopardy.

Please visit the Westminster Police Department website at www.westminsterpolice.org for links to information about RAD and radKids.

Child Care Safety Seat Inspections and Installations

The Westminster Police Department is providing free car seat safety checks. This Police Department recognizes how precious our children are and want to help parents buckle them up safely. Almost 90% of child safety seats in use today are being either used incorrectly or are installed improperly. Poor instructions and difficult applications are seen in many improper installations of car seats. Last year, Officers of the Westminster Police Department conducted over 275 child safety seat inspections.

Officer Ralph Leblanc and Officer Jason Tamulen are trained and certified child safety technicians. They will demonstrate and explain to the car seat owner how to install the car seat properly and fit the child into the seat. Officer Leblanc and Tamulen will also conduct a safety inspection of the seat and check for any possible recalls on your particular seat. The Massachusetts Governors Highway Safety has awarded the Police Department a grant to assist with funding for child passenger safety for the town. For more information or to make an appointment for a car seat safety check, call the Westminster Police Department.

Identity Theft and Computer Forensic Investigations

Identity Theft is becoming a household term all across the world. Each day hundreds of new scams are developed to steal and defraud people of their money. Westminster residents are no exception to this growing crime. The Westminster Police Department has taken a record number of complaints and handed out hundreds of Identity theft packets to suspected victims during the year. There are many aspects of theft of your personal information. It is estimated that one in five will be a victim this year. We are attempting to keep our Officers up to date with specialized training to help our citizens' deal with these types of crime. The police department website has links available to become more aware of how to prevent identity theft. www.westminsterpolice.org

One of the main sources of Identity theft happens from computer usage. These are through spoof e-mails, farmed web-sites, on line auctions, online dating sites and many others. Communications through e-mails and instant messaging have brought about new types of evidence that police departments must deal with as well. Harassment and bullying over the internet has created new laws, along with challenges investigating these crimes. Westminster Police Department is fortunate enough to have detectives that are trained in computer related crimes, to help investigate and prosecute these types of crimes. With sexual predators always a concern to parents, computer forensics trained officers will help deter, investigate and prosecute these offenders. The police department is always willing to give talks to our area groups to help educate the citizens about the risks this new technology poses to their everyday life.

K-9 Program

Officer Rich Michel a nine year veteran of the department is the handler of this five year old German Shepard named "Caesar".

This department has seen an increase in narcotic arrests and drug related crimes over the past several years.

Officer Michel and his K-9 have been trained in narcotic detection and patrol procedures. Officer Michel and his K-9 will be a proactive component to fight the war on drugs in our community. Other efforts include our relationship with the North Worcester County Drug Task Force.

In addition Officer Michel and his K-9 will work closely with the Ashburnham / Westminster Regional School District and other community service groups providing educational presentations. This department recognizes that education of youth and the public is essential in limiting drug use and activity. K-9 presentations will provide insight into the consequences of narcotic use and will build relationships with the youth and public in our community.

A police K-9 is a very unique tool for law enforcement. A K-9 can be re-called by its handler and stopped before force is used. Unlike the swing of a baton or in a chemical spray or a bullet fired from a gun, cannot be stopped while in motion. A trained K-9 can be a successful tool for law enforcement. The mere presence of a K-9 evokes compliance by suspects. Also a police K-9's ability to detect scents makes a K-9 extremely valuable to any law enforcement agency. A K-9's instinct and desire to defend makes him most valuable.

K-9's are used in a variety of situations:

- Search for hidden suspects
- Search buildings
- Apprehend fleeing suspects
- Search lost people
- Search for evidence or property
- Search for illegal drugs
- To protect the handler, other officers and citizens
- Clear vehicles at high risk motor vehicle stops
- Assist high risk entries and search warrants
- Act as backup and deterrent in dangerous situations
- Fights
- Riots
- Disturbances
- To conduct demonstrations
- Used in schools, scan lockers, vehicles for narcotics

Home Storage of Firearms

Family Considerations:

If you have a family, your responsibility does not end with the proper storage of firearms. It is necessary to educate family members regarding the responsibility of having firearms in the house and the safety considerations involved. In this case, education should attempt to place the proper perspective for your spouse and children.

I would like to take this time to inform those who do not know about the Massachusetts Gun Control Act of 1998. The new law has significantly changed the requirements regarding the purchase, possession, carrying and storage and licensing of firearms. This law also increases the criminal penalties for unlawful possession and use of firearms.

- Effective June 1, 1998, all new firearm license applicants must complete a certified firearms safety or hunters education course.
- Effective October 21, 1998, all firearms **MUST** be stored in a locked container or be equipped with an approved locking device.
- Effective October 21, 1998, the law imposes a ban on covert guns, unreliable guns (junk guns) and certain assault weapons.
- Effective October 21, 1998, the law established a new category of large capacity weapons and feeding devices.

A weapon is large capacity if it is:

A semiautomatic handgun or rifle that is capable of accepting a feeding device that holds more than 10 rounds, or more than 5 shotgun shells (in the case of a shotgun).

Anyone with questions please contact me at the Police Station or visit our web site at www.westminsterpolice.com.

Firearms Training

The Westminster Police Department is pleased to offer the residents of Westminster firearms training classes once a month at the Police Department. The Westminster Police Department is dedicated to educating firearm owners on proper handling and storage techniques. These classes are designed to make homes with firearms safer and prevent needless accidents.

Please contact me at the Westminster Police Department from 8AM-4PM for more information.

New Firearms Licensing

The town of Westminster has received a new computer system from the Criminal History Systems Board known as the MIRCS System, This system enables us to issue the new style Class A, B, C, D permits in a credit card form. The Firearm laws in this state have changed considerably over recent years, a rate increase from the \$25.00 dollar fee to \$100.00 dollars, although the permits are now in effect for 6 years rather than the four years as in the past.

If you have any questions with regard to firearm permits, you may contact the police department between the hours of 8AM-4PM or by send an e-mail to mchevarie@westminster-ma.gov.

Traffic

Traffic is still the number one issue of complaint in town. Increasing the safety of vehicular, pedestrian and bicycle traffic as it moves through town is a high priority for this department. Directed patrols were conducted at intersections and neighborhoods where specific violations or accidents were identified. Throughout the year we assigned officers to radar enforcement under the *Click It or Ticket* Program. This is made possible by a \$2500.00 grant from the Governors Highway Safety Bureau for traffic enforcement. This program has been very successful throughout the Commonwealth. Officers are given daily assignments on a particular roadway or intersection. The Police Departments speed radar trailer has been very useful in reducing speed complaints. If you would like the trailer in your neighborhood please call the Police Department and put in the request.

This is the fourth year we were able to create within existing personnel a traffic safety/enforcement position. This officer spent several months in specialized training to help make our community safer with respect to traffic safety. Traffic Officers are responsible for enforcement of traffic laws, investigation of traffic accidents, and initiating programs to reduce vehicular and pedestrian injuries. Traffic Officers work with other town departments, including public works and engineering to achieve this goal. Traffic Officers also serve to educate citizens regarding traffic laws and safety. Traffic Officers remain available at any time to perform the duties of a Police Officer as well. Traffic Officers must be able to carry out specialized assignments in the overall mission of enhancing traffic safety. It will be the responsibility of Traffic Enforcement Officers to increase public safety through enforcement of traffic laws to reduce traffic collisions and related injuries and fatalities and facilitate the safe and expeditious movement of vehicular traffic. Traffic Enforcement Officers will employ community-policing philosophies to openly communicate with citizens to solve problems. A variety of speed monitoring and enforcement tools will be used to increase public awareness of factors associated with traffic flow. This will be accomplished by the use of our speed board trailer. As soon as the weather is better you will see it out in the community. Traffic Enforcement Officers will be responsible for the periodic analysis of traffic crashes and traffic enforcement activities, the implementation of selective enforcement techniques/procedures and the evaluation of selective enforcement activities.

Our Traffic Enforcement Officer has been trained and certified by the US Department of Transportation in the areas of Truck Enforcement, Traffic Crash Investigation and have a good working knowledge of the Massachusetts General Laws.

As our community grows we see more and more traffic on our roads, both by cars and with commercial motor vehicles. This is a concern to me as a Chief and to us as a community. I look forward to your comments and concerns on this matter. Please visit us at www.westminsterpolice.org.

Detective's Report

The Westminster Police Departments Detectives Bureau is responsible to complete follow up investigations on cases that require more time than patrol officers can devote to a case. Investigations require a great deal of time for interviewing, surveillance and must keep in contact with outside agencies. Since crime is not restricted to city or town lines, we must work closely with surrounding communities, State and Federal agencies. Also included in the Detective's duties is the intake of evidence that requires specialized processing through the State Police Crime Laboratory and UMASS Drug Laboratory facilities.

The Westminster Police Department also assigns one detective to the North Worcester County Drug Task Force. The Drug Task Force is made up a group of specially trained detectives from surrounding towns of Leominster, Fitchburg, Clinton, Gardner, Ashburnham, Hubbardston, Winchendon, Lunenburg, Massachusetts State Police Agencies and Federal Agencies who work together as one to battle the war on drugs in our communities.

Due to fiscal budget cuts, the detective that was assigned to plain clothes investigations and to the North Worcester County Drug Task Force was temporarily placed back into the role of uniformed cruiser patrol.

The North Worcester County Drug Task Force also suffered the loss of the BYRNE GRANT FUNDS. This particular grant was very important to small Towns and Cities with Drugs Units, because it help offset the overtime funds that usually would have come from the local police departments funding.

The North Worcester County Drug Task Force has been an asset to this Department and to the North Worcester County Area.

Call Reason	Total
209A VIOLATION	17
911 UNINTENTIONAL	37
911 ABANDONDED	32
ATTEMPTED B&E	4
ADVICE	199
ABANDONDED MOTOR VEHICLE	9
ANIMAL COMPLAINT	208
ANIMAL PROBLEM	56
AREA CHECK	796
ALARM SYSTEM LOG	21
ASSIST THE POLICE	4
ASSAULT	3

ASSIST OTHER AGENCY	92
BURGLAR ALARM	270
LOCKOUT, BUILDING	4
B & E, PAST	57
BUILDING CHECK	3051
CARBON MONOXIDE ALARM	17
COMPLAINT	74
COMPUTER CRIME	1
CHILD PASS. SAFETY SEAT	89
COMMERCIAL VEHICLE INSPECTION	37
DEBRIS IN ROADWAY	29
DIRECTED PATROL	266
DISTURBANCE	42
DRUG LAW VIOLATION	17
DISABLED MV	266
DOMESTIC	45
DRUG RECOGNITION EXPERT CALL	17
ELECTRICAL PROBLEM	6
ESCORT/TRANSPORT	7
FIRE ALARM	93
BRUSH FIRE	39
FIREWORKS	7
BUILDING FIRE	18
FOLLOW UP	34
FRAUD	17
GENERAL INFO	2
GUN SHOTS	22
WATER PROBLEM	46
HARRASSMENT	24
HAZARDOUS CONDITION	75
HIT AND RUN	5
IDENTITY THEFT	3
ILLEGAL DUMPING	5
INVESTIGATION	65
K9 DEPLOYMENT	18
KIDNAPPING	2
KEEP THE PEACE	27
LARCENY /FORGERY/ FRAUD	336
LIFT ASSIST	26
LOG ENTRY	291
LOITERING	1
MEDICAL	457
MISSING PERSON	12
MUTUAL AID	54

MVA NO INJ. OR HAZMAT	265
MVA WITH INJURIES	41
MOTOR VEHICLE COMPLAINT	224
MOTOR VEHICLE FIRE	14
LOCKOUT, MOTOR VEHICLE	42
MOTOR VEHICLE STOP(GRANT)	108
MOTOR VEHICLE STOP	1876
NOISE COMPLAINT	15
OUTSIDE FIRE	7
PARKING COMPLAINT	14
PANIC ALARM/HOLD UP ALARM	4
ANNOYING PHONE CALLS	3
PROTECTIVE CUSTODY	4
PROPERTY DAMAGE	14
FOUND/LOST PROPERTY	44
PARKING TICKET	54
PROPERTY TRANSFER	17
RECOVERED STOLEN MV	1
REPOSSESSION	8
ROBBERY	3
ROAD RAGE	4
RECOVER STOLEN PROPERTY	3
RUNAWAY	1
SERVE PAPERS	125
SEX OFFENSES	2
SHOPLIFTING	4
ODOR OF SMOKE IN THE AREA	7
MOTOR VEHICLE THEFT	4
SOLICITING	6
SPEEDING COMPLAINT	1
SPEED TRAILER	48
SERVICE CALL	46
TROUBLE ALARM	56
SUICIDE AND/OR ATTEMPT	6
SUSPICIOUS PERSON	33
SUSPICIOUS ACTIVITY	280
THREATS	9
TRANSPORT	25
TRAFFIC CONTROL	2
TRESPASSING	18
TRUANCY	1
UNATTENDED DEATH	1
UNAUTHORIZED BURNING	1
UNWANTED GUEST	14
VANDALISM	58

WARRANT	17
WELFARE CHECK	170
WATER / SEWER ALARM	29
WORK ZONE COMPLAINT	3
TOTAL	11184

<u>State Law</u>	<u>Fine Total</u>	<u>Civil</u>	<u>Warnings</u>	<u>Arrests</u>	<u>Criminal</u>	<u>Totals</u>
138/34C	\$0.00	0	0	1	1	2
266/28	\$0.00	0	0	1	0	1
540CMR205	\$0.00	0	2	0	1	3
540CMR2207	\$0.00	1	0	0	0	1
540CMR224	\$0.00	0	3	1	0	4
720CMR906	\$40.00	3	0	0	1	4
720CMR906	\$0.00	2	0	0	0	2
85/35	\$200.00	2	0	0	0	2
89/11	\$200.00	1	0	0	0	1
89/2	\$100.00	3	8	0	0	11
89/4	\$100.00	1	1	1	0	3
89/4A	\$1,600.00	26	13	8	5	52
89/4B	\$0.00	0	3	1	1	5
89/7	\$0.00	0	1	0	0	1
89/7A	\$100.00	1	0	0	0	1
89/8	\$35.00	3	3	0	1	7
89/9	\$1,220.00	19	25	1	0	46
90	\$0.00	0	1	0	0	1
90/10	\$70.00	3	1	8	15	27
90/11	\$315.00	36	18	4	3	61
90/12	\$0.00	0	1	0	0	1
90/13	\$0.00	2	3	0	0	5
90/13A	\$450.00	22	7	0	0	29
90/14	\$235.00	3	0	1	0	4
90/14B	\$0.00	2	0	0	0	2
90/16	\$250.00	6	2	0	0	8
90/17	\$43,190.00	239	222	4	7	475
90/18	\$2,290.00	35	16	2	1	54
90/20	\$1,525.00	57	67	3	7	135
90/23	\$0.00	1	0	15	34	50
90/24	\$0.00	0	0	16	10	26
90/24I	\$500.00	1	0	4	1	6
90/25	\$0.00	0	0	3	1	4
90/26A	\$175.00	6	1	1	0	8
90/31	\$105.00	3	1	2	0	6

90/34J	\$0.00	1	0	1	22	24
90/6	\$0.00	5	15	1	5	26
90/7	\$70.00	20	32	4	2	59
90/7AA	\$175.00	7	1	0	0	8
90/7P	\$0.00	1	0	0	0	1
90/8	\$105.00	9	0	0	0	9
90/8B	\$105.00	4	0	0	0	4
90/9	\$900.00	20	18	1	17	57
90/9D	\$0.00	0	4	0	1	5
90B/8	\$0.00	0	0	1	0	1
94C/32A	\$0.00	0	0	1	0	1
94C/32C	\$0.00	0	0	1	0	1
94C/32L	\$2,600.00	26	0	0	0	26
TOTALS	\$56,655.00	571	469	87	136	1263

I am pleased to have this opportunity to publicly commend all the members of this department for their integrity and professionalism. It is a pleasure to work with a devoted and honorable group of men and women. I look forward to the future and the challenge of bringing the finest police services possible to the citizens of Westminster. It is only possible with the hard work and dedication of the members of the Westminster Police Department.

I would also like to thank the Board of Selectmen and town departments and boards for their continued support of the police department. We are also grateful to all of the individual residents and community organizations that form such important partnerships with us. I look forward to many years of cooperation and proactive policing for the citizens in the Town of Westminster.

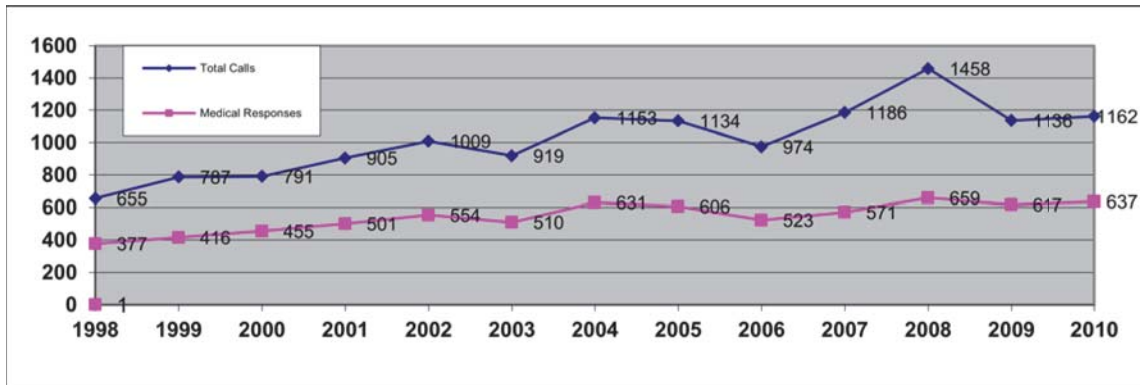
Respectfully submitted,
 Salvatore Albert Jr.
 Chief of Police

FIRE DEPARTMENT

I am pleased to submit the following Annual Report for the calendar year 2010 for the Westminster Fire and Ambulance Departments. Proudly serving the citizens of the town of Westminster for 184 years. Chief Brenton W. MacAloney



The Fire Department annual report comprises the Fire Department and the Ambulance Department reports. Since EMS has always been part of the WFD we continue to report both within the same annual report although both have different Department Budget lines.



Department Record:

Fire:

Structure	6
Brush/Illegal	41
Chimney	6
Motor Vehicle	9
Mutual Aid	57
Auto Fire Alarm	161
Electrical	2
Other Fires	10

Investigations:

Misc.	157
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Emergency Medical:

Illness/Injury	497
Motor Vehicle Accident	140

Service Calls:

Public Service	45
Hazardous Materials	9
Hovercraft Calls	0
Search and Rescue	2
Carbon Monoxide	16
Other	2

Total Incidents 1

Permits and Compliance 2010:

Burning Permits	465 (1181 Activations)
Smoke / CO Detector Insp.	120
Oil Burner Permits	58
Blasting Permits	1
Fuel Storage	49
Plan Reviews	45
Safety Inspections	64
Fire Drills	18
Miscellaneous	2
Non-Criminal Complaint	0 (Fines issue for non compliance.)

Personnel:

Full-Time Staffing – There was no change to full-time firefighter staffing in 2010. Current full-time staffing includes 6 firefighters (4 firefighter/Paramedics, 2 Firefighter/EMT) in rotation working 10 hour days and 14 hour nights in four groups (2 in 2 groups and 1 each in 2 groups). When there is only one full-time firefighter on duty a per-diem firefighter is hired to work with them to provide two duty firefighter covering 24x7. In addition to the full-time firefighters there is a full-time Fire Captain, Chief, and Department Administrator who work weekdays.

On-Call Firefighters – Over the last year we have decreased the number of Call Firefighters by 1 due to attrition, bringing us to 15. With the passing of a special article at the annual town meeting providing funding (\$4,500) to hire and train on-call firefighters we successfully enrolled 6 on-call firefighter recruits. As of the end of 2010 four remain in the recruit training program at the Fire Academy, with 2 having dropped out the first month of the training. We are hopeful that these 4 recruits will be successful in completing the program and providing valuable manpower.

There are some Call Firefighters that are unable perform all functions including driving apparatus or operating specialized equipment due to lack of total training. The new Call Firefighters that we expect to graduate this year will also need to obtain training on all our vehicles and specialized equipment and this takes time.

Shortage of fully trained Call Firefighters continues to be our largest problem, and was worsened by budget reductions in the years prior to 2010. The special article funding for on-call firefighters at town meeting was welcomed to try to stabilize past attrition. I look forward to requesting the same funding again in 2011 to get ahead of the rate of the decline and grow the ranks to sufficient levels to provide firefighters to handle the complex incidents that require more than the two duty firefighter. Call Firefighter shortages places a burden on the full-time firefighters which results in increased overtime costs. Less fully trained Call Firefighters also puts more requirements on the remaining Call Firefighters.

Per-Diem Firefighters: We have 6 Per-Diem firefighters who are firefighters that do not live in Westminster and come to work shifts for our department. The reason for these firefighters is that we do not have sufficient number of call firefighters from town to cover shifts. Per-Diem Firefighters are either full-time firefighters or call firefighters for other communities. Although Per-Diem Firefighters have a place in our department they do not respond to general calls as they live too far away to make any difference in the majority of the calls we have.

Solution to the staffing problem: As noted above the plan is to request funding at the May 2011 Annual Town Meeting, as we did in 2010 for specifically hiring and training on-call firefighters.

As with this year we plan on hiring during June and complete the hiring process during July and August and send the recruits to the Fire Academy in Stow, MA for their training.

Call firefighter training at the Fire Academy comprises of 2 evenings per week and every other Saturday from September through mid-February. In addition to their firefighting training at the Fire Academy, they also spend time with medical training (First Responder), and training on our apparatus and equipment.

Residents 18 years of age and High School Students at least 16 years of age are encouraged to stop by the station and contact the Chief to learn more about becoming a Call Firefighter and review eligibility pending funding for hiring. For more detail contact the Fire Chief.

Department Training: We conduct 12 paid drills per year and a number of the trainings are refresher trainings each year so, we are not in a position to cover all training needs with only 12 drills. Before the Fire Department budget was cut we were funded for 24 paid drills and this provided for training on many things that we do not normally get to do. Training is integral to the ability to safely do our work.

I strongly urge the town to restore training funds in future budget years.

NIMS Compliance: The Fire Department complies with the NIMS Training requirements for 2010.

Service Delivery:

Multiple years of budget cuts has resulted in cuts to service delivery. In order to maintain our core services we cut out services such as providing public CPR and First Aid and cellar pumping. This has allowed us to utilize payroll funds for emergencies, but has left some services that we have provided the public in the past missing. We hope that at some point that these services can be restored.

It is our goal to provide the best possible customer service with regard to the delivery of Emergency Medical, Fire Suppression, Hazardous Materials, Technical Rescue, Fire Investigation, Public Fire Safety Education, Fire Prevention, and Specialized Community Services. The Department is service driven and we appreciate the feedback during the year to assist us in knowing how well we are delivering these services. Residents are encouraged to visit the station or contact the Chief of the Department at any time to inquire about the department and get answers to their questions.

Westminster ranks 329 out of 351 cities and towns in Massachusetts for the amount of square miles we cover from one station and as the town builds out our average response times will continue to increase and will require discussions about having a sub-station on already town own land in Whitmanville. The town needs to plan for this eventuality.

EMS:

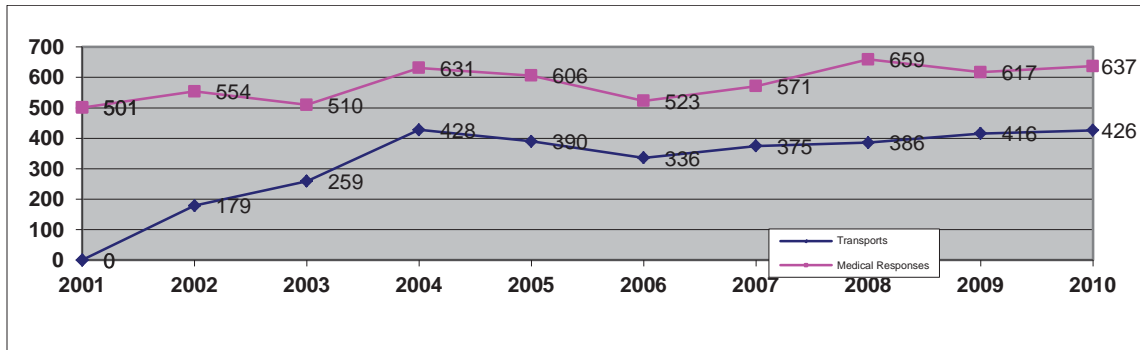
Emergency Medical Services – Over the last year 55% of the Department's responses are Emergency Medical in nature. This includes responding to all 911 calls for in-house medicals as well as personal injury accidents including motor vehicle accidents, which often require the assistance of firefighters to assist and address other hazards.

We offer outgoing EMS services that include visiting critical care and special needs patients and family to preplan a medical response in the event we are called.

Our responses to medical emergencies continue to exceed industry benchmark response times for Emergency Medical Services. Our response time from the initial call to arrival on scene is at an average of 4 minutes with 2 Firefighter/EMT's with one being a Paramedic.

During the year we utilize donations to purchase specialized equipment to assist the Paramedics with delivering lifesaving interventions.

The following chart shows the total number of medical response to ambulance transports since we started the ambulance service.



Ambulance Account - Ambulance receipts for services are put into a Town receipts for appropriation account where monies are expended only at a town meeting. Ambulance Receipts fully fund the additional costs of operating the ambulance service. The Ambulance Budget covers the cost for the ambulance, medical supplies for the Ambulance, Fire Department, Police Department, and First Aid Kits the Town Hall, Parks and Recreation, and Crocker Pond. A detailed ambulance report containing statistics and finances is provided to the Selectmen on a monthly basis.

Ambulance Audit - Ambulance Department was chosen for a detailed budget audit during 2010. The audit recommended items such as paying for ambulance billing and ALS services to other companies by appropriating the funds in the budget vs. spending directly from the Ambulance Receipts Account. This was corrected at the 2010 Fall Special Town Meeting with funds being moved from the Receipts Account to the Ambulance budget. There was no increase in costs for doing this, it just adjusted where the money came from to pay for these costs. The Audit also recommended a write-off policy. This policy was created and implemented during 2010. A second ambulance was recommended to address the lost revenue when the primary ambulance is tied up on a call or out of service being worked on. An additional ambulance is supported by previous recommendations. We currently have a second ambulance license for our Rescue truck and if we have a second ambulance we would move this license and equipment over to the new ambulance allowing for a vehicle only purchase as the equipment and license already exists.

Ambulance - During 2010 we paid off the Ambulance Bond two years early on our 2007 Horton Ambulance.

ALS/Paramedics – 2010 was our third year of operating at the Paramedic level EMT service. We currently have 4 full-time paramedics with one scheduled to work each shift. We have one additional full-time firefighter finishing their paramedic training early in 2011 and this will provide the ability to provide better Paramedic coverage when one is out. We also have 3 per-diem Firefighter/Paramedics that provide coverage when one of our paramedics is out.

Fire Prevention, Suppression and Response:

2010 is no exception to what we have seen with an increase of State Laws that require the Fire Department to perform inspections. Although these additional requirements improve public safety, they do have an impact on the Fire Department staff. We have complaints from the public from time to time regarding our need to reschedule due to being tied up with an emergency. Since we do not have dedicated inspection personnel and utilize duty firefighters, we ask the public for understanding when we need to reschedule.

ISO (Insurance Rating) - The Fire Department maintains an ISO Fire Insurance Rating of 4/9. The ISO rating is utilized by many insurance companies to set fire insurance rates for residents and businesses. The rating of 4 places Westminster on a par with 6.9 percent of communities across the country. Just 10.3 percent of cities and towns nationwide are rated between one and four on a nine-point scale. Only 3.9 percent of communities in the country have a better rating than Westminster. The 4 rating is for parts of the community protected by town water and the 9 are for those sections of town that are not on the water system. There are many factors that are included in the rating including staffing levels, water flow, training, and alarm systems. The firefighter assigned to address the data that ISO has, supplied ISO with a number of changes to our fire protection map that resulted from including hydrants that were town owned and missing or hydrants from other communities that are close to the town line or inside of Westminster. The focus now is to work to have some of our dry hydrants rated as a hydrant to allow these to be included in the fire protection and the residents in these areas to benefit on there fire insurance. We are also working on our training to meet the ISO standard for water shuttling that will allow us to reduce the ISO rating of 9 to 6 for off our water system.

Homeowners should check their insurance policy and look for the fire insurance rating and if they have questions contact the Fire Department to determine what ISO Classification area they are in. The 4 rating on our policy provides the lowest cost for fire protection of your property in Westminster.

Fire Alarm/Monitoring – Since 2006 the Fire Department has been using a wireless Fire Alarm system to monitor buildings in town. We now have 54 locations we monitor and in addition to monitoring Fire Alarms we also monitor burglar alarms and special alarms for town facilities. The system works very well and provides early information about where the alarm is coming from within the building when newer alarm panels are installed. This way the firefighters are better prepared before they arrive.

Hazardous Materials – The Fire Department is the Town's Hazardous Materials emergency response service and the location for Right To Know information for companies that report to the EPA. The Fire Department takes advantage of Massachusetts Law to bill for our Hazardous Materials responses and utilize the funds we receive go into a revolving account to pay for the storage, disposal, and replacement of equipment used. The efforts undertaken to control and clean up even minor spills protects the ground water, shallow wells from pollution, and protects the environment we all enjoy in Westminster.

Technical Rescue – Every year the Fire Department faces challenges with regard to rescuing the public. Although we do not supply all types of technical rescue we have focused on core rescue techniques that are most likely to affect the public. These include cold water/Ice rescue, vertical lift rescue, confined space rescue, and low angle rescue. Rescues that are outside the realm of what we offer can be obtained through mutual aid from other communities. These include dive rescue and trench rescue as examples.

Fire Investigation - The Westminster Fire Department investigates all fires with 2 highly experienced fire investigators that ensure that all fires are investigated completely. The efforts of the fire investigators have resulted in reduced arson resulting in stolen vehicles dumped and ignited from other communities. In addition, the town has benefited from court ordered community service. Funds are returned to the Town's General Funds for inclusion in future years expenditures.

Fire Prevention - Prevention activities are a major focus for the department that not only help reduce property loss and injuries, but also includes the development of the personal interaction between the community and the fire service. The Fire Department participates in a number of town events each year to assist in meeting the goals of the department.

Fire Prevention activities in the department include residential commercial, and industrial building plan review, residential smoke and carbon monoxide detector inspections, oil burner inspections, LP storage inspections, blasting permitting, flammable storage permitting, commercial, industrial, and industrial inspections, Senior Citizen safety awareness, preschool and daycare fire education programs, and school age fire education programs.

SAFE and related programs - Westminster is a SAFE Grant participating community having received SAFE (Student Awareness for Fire Education) State Grant funds for a number of years. This program focuses on school age children and other "at risk" groups such as seniors. Our primary focus continues to be preschool, kindergarten, and elementary school age children. Preschool and kindergarten children are taught fire safety at the Fire Station with video and live fire education programs with Smokey Bear at the guest visitor. We also take our "Friendly Firefighter" program on the road to preschools to introduce young children to firefighters so they know not be scared of us during an emergency when we have all our equipment on.

Our Elementary School age fire safety education is based on the SAFE Program. This is delivered to students at the Westminster Elementary and Meetinghouse School and also involves using the SAFE Trailer available from the Fire District and other classroom activities.

The State SAFE Grant has continued to be funded and these funds make it possible to deliver quality fire and general safety programs to the public and key "at risk" groups in the future without local funds. There is a population that often get missed during this training and that is home schooled children as they do not attend the main-stream educational locations we visit. Parents of home schooled children are encouraged to be in contact with us so we can notify them when we run our programs so their children can participate.

The SAFE Program is developmental in that it builds on the knowledge that is instilled in the children each consecutive year as the children participate. In later years the children generally know the basics of personal, family and home safety.

The Fire Department is a member of the Massachusetts State-Wide Coalition for Juvenile Firesetter Intervention Program, and provides intervention programs for children at risk. The department has trained firefighters in evaluating children for risk potential and assisting with referral to various agencies for intervention if necessary. Residents are encouraged to contact the department if they feel they know of a child at risk.

Our senior citizens are considered an "at risk" population for injury and to address this we have continued to offer assistance through programs we offer through partnership with the Council on Aging such as the "File of Life". The "File of Life" is a card with personal medical information that is kept on the refrigerator for easy access by emergency responders that provides important medical and medicine information to EMT's. Having this medical information in one place

reduces the time on-scene and potential errors that can occur by trying to obtain this information in person. We also offer assistance to seniors with the installation of self purchased smoke and carbon monoxide detectors for their increased safety. Anyone wishing assistance can call the department to arrange an appointment.

Over the year we have worked with many businesses in the community performing inspections and assisting with answering questions. We look to develop corporative relationships with businesses to assist them with their safety programs, such as fire extinguisher training, participating in safety drills, and assisting with emergency preparedness. We had to change how we provided these services in FY2010 due to budget cuts. We now need to coordinate our efforts using duty staff vs. hiring an additional firefighter to assist with the training due to costs. This has resulted in having to have businesses work around our schedule rather than us working around theirs. Businesses interested in available programs are asked to contact the fire prevention office for available programs.

Specialized Community Services:

CPR/First Aid - We had been providing the public with Community CPR & First Aid for a number of years, but with the budget cuts of FY2010 we have eliminated the community programs. The community programs were eliminated as we could not afford to pay for an additional firefighter to provide the training. Until the program was eliminated, the first half of the year we trained 49 people in CPR and First Aid.

There is an ongoing need from town business, community groups, organizations, and the general public for CPR and First Aid education. We still provide the training to Town of Westminster employees. We hope at some point funds will be available to provide this live saving education again in the future.

Lock Boxes - The Department works with residents interested in the use of residential lock boxes. The department keeps a few lock boxes purchased with donated funds to assist residents who often contact us about handicapped, or otherwise physically impaired family members that may need emergency services during hours when other caregivers are not home. Since the Fire Department does not hold residential keys it is possible that the only way we can get in the residence when needed is to force entry. We loan lock boxes to residents with temporary problems or until they can purchase there own. Anyone interested in the Lock Box program or is looking to purchase their own lock box is encouraged to contact the department.

Halloween Bon Fire - Each year the Department partners with the Friends of the Library to provide the Halloween Bon Fire held at the Public Safety Facility. This event attracts hundreds of adults and children and provides an opportunity to meet residents and to answer questions about the department.

Event Planning - The Department consults on event management venues in town. The Fire Department has developed unique skills to coordinate large multi-jurisdictional resources through managing large incidents and attending training. Any business or civic group interested in assistance in event planning should contact the department. Our assistance helps with planning a safe event for the public.

Mid-State Fire Mutual Aid – Westminster is a member of the Mid-State Fire Mutual Aid Association and like other Fire Departments in the area we continue to be dependent on mutual aid due to shortages in manpower, and ensuring firefighter safety. (It takes a minimum of 16 firefighters to fight a house fire.)

Department Equipment:

Fire Equipment - All hose has been tested and defective hose taken out of service or repaired. Fire pumps as well as Fire Ladders have been tested and certified to meet original specifications and repaired as needed. SCBA (Self-Contained Breathing Apparatus), along with the compressed air we put in the bottles, is also tested each year.

Rescue Truck (R1) (2000) American LaFrance. This vehicle provides EMS (Emergency Medical Services) and Fire Rescue services to the town. It is licensed as a Class V Ambulance (back-up ambulance) Funding was obtained at the 2010 Annual Town Meeting to refurbish the body of the vehicle to abate corrosion.

Ambulance 1 (A1) (2007 Ford Ambulance) Horton. It is used to respond to Emergency Medical calls and transport patients to the hospital. The vehicle is in excellent condition. The ambulance was sent in for body work during December 2010 that was covered under the original purchase warrantee.

Engine 1 (E1) (1999 Class A pumper) KME. It carries 1000 gallons of water and Class B foam to fight flammable liquid fires, and is in very good condition. Some corrosion was addressed in 2010 with funds from the FD Budget.

Engine 2 (E2) (2001 Class A pumper) KME. It carries 2500 gallons of water and has a Class "A" foam system that doubles the rate of fire suppression. This vehicle is also capable of operating as a tanker by performing water shuttles, and is in very good condition.

Engine 4 (E4) (1990 Class A Pumper) KME. It carries 1000 gallons of water, and is in good condition for a mid-life vehicle. \$45,000 approved at the May 2009 Annual Town Meeting was spent during 2010 to perform some refurbishment to the vehicle. The original request of \$90,000 to refurbish the entire vehicle was reduced to assist with finances due to the recession. The primary focus was corrosion on the cab of the vehicle and safety issues such as upgrading the seat belts to 3 point type and replacing the door latches from ¼ turn handles to paddle latches. Although we addressed some safety problems and abated corrosion the vehicle, it still needs more work in the future. Since the vehicle lacks many safety standards required for new vehicles repair or refurbishment would not address these issues and only a replacement will solve this out of date vehicle problems from a safety perspective.

Tower 1 (T1) (2005 Ladder Truck) KME 95 ft aerial ladder with tower bucket and 300 gallons of water and 2000 GPM pump. The vehicle is in very good.

Engine 5 (E5) (2008 Mini-Pumper) CET. Engine 5 is a multi-purpose vehicle that is used year-round to respond to all outdoor fires and its size and weight allow it to be the initial structural fire response for those areas in town like Leino Park where bridge weight restrictions require the larger apparatus to take back roads that are not suited for ease of response. The vehicle carries 300 gallons of water and compressed air foam and is 4-wheel drive.

Utility Vehicles: The department has 3 utility vehicles as follows: Car 1 (2008, Chief's car – Excellent condition) and is designed to be an emergency response vehicle and the primary command vehicle at major incidents. Car 2 (2003, Duty Officer's car good condition) and is designed to be an emergency response vehicle and the secondary command vehicle when the Car 1 is not available. This vehicle will need to be planned for future replacement. Car 3 (2007 utility pick up truck – excellent condition)

Radio Equipment: The UHF radio system is in good condition. All firefighters have UHF portable radios and pagers for their safety. The department maintains our Low-band radio system as a back up and communications system for alerting and all communications on UHF are repeated on Low-Band. The public wishing to listen to us can tune their scanner to either 460.1625 or 33.96 both with a PL of 127.3

Breathing Apparatus: The breathing apparatus are fully compliant and inspected and tested yearly. The SCBA bottles carbon wrapped and have to be replaced in 15 years from date of manufacturing. Our bottles were manufactured in 1999 which results in the bottles needing to be replaced in 2014. The money for their replacement will be requested at the Annual Town Meeting in May of 2014, with purchasing occurring out of FY15 article funds. We have 28 SCBA packs with bottles with 32 spare bottles for a total of 60 bottles with a cost estimated to be \$1200 per bottle for a total article cost at town meeting estimated to be \$72,000. The town needs to plan for this future expenditure.

Station:

Our station is well maintained and in good structural condition, but lacks functional living, storage, and operational space. When the public safety complex was expanded in 1995 and the Fire Department moved in we quickly ran out of storage space for the small equipment and supplies we need to carry. Two storage sheds were added in the rear of the station over the years to assist with cold storage. Although this has been done we significantly lack space for records management and equipment and supplies. The Town has a Public Safety Space Needs Committee to address the space needs of both the Fire and Police, but due to Town finances this is seen as a long term solution.

Due to problems with the prevailing wage laws in the State we have been unable to fund improvements where the firefighters do the work. Costs to make improvements although funded were unspent and returned as the prevailing wage law requirements caused the cost of the project to double in cost. We are utilizing some space on the 3rd floor of the town hall, mostly for record storage and some bulk ambulance supplies.

The Town should continue to consider the possible solution that we have proposed is to build a Sub Fire Station on the land donated for such purpose on a parcel of land at the intersection of South Ashburnham Road and Whitmanville Road. This location provides a strategic location for a future Fire Sub-Station in the northern third of town, where growth is being experienced. The capital plan for the Fire Department includes the eventual need for a sub-station to adequately service the residents in this area and the Space Needs Committee is also considering this alternative. The fire department sees this being considered a long term solution that will be addressed by the Public Safety Building Committee.

Contact Information:

Location: Fire Station is located at 7 South Street, Westminster, MA 01473

Phone: 978-874-2313, Dispatcher Ext 0, Chief Ext 230, Fire Prevention Ext 232, Administrator Ext 231

Office hours: Monday through Friday from 8:00 AM to 4:30 PM.

Appointments: During normal office hours or by special appointment

E-mail: firechief@westminster-ma.gov

Web page: www.westminster-ma.org/fire.htm

General:

The Fire Department submits a capital replacement schedule as part of the yearly budget review. This capital plan needs to be put into an overall capital replacement plan for the Town to ensure that future funding for replacement is available in advance of the need.

Firefighting work is labor extensive and the Captain along with the 6 full-time firefighters we currently have working shifts alone can not meet the demands of the job by themselves. It actually takes a minimum of 16 firefighters to initially fight a house fire. The few full-time firefighters can not safely do their jobs without call firefighters. I am pleased with the support at the 2010 Annual Town Meeting for \$4,500 to fund the hiring and training of on-call firefighters to offset the declines we have had over the past few years. It is very important to continue to fund the same request at the May 2011 Annual Town Meeting to continue to increase our on-call firefighter ranks. The Fire Department understands that hiring on-call firefighters comes at a cost and residents do not want their taxes to go up, but on the other hand we need an adequate firefighting force to meet the needs of the community.

I wish to remind the town that;

“With out community support for the fire department in terms of people wishing to be call firefighters and coming day or night when you are called we will need more full time firefighters. It is not something the Chief and all firefighters control as we cannot do the job in the future with out help either call or full time.”

I have a great deal of respect for the current recruit class attending the Fire Academy in Stow 2 nights a week (6pm to 10pm) and every other Saturday. They have had to rearrange their schedules and make sacrifices to fit the training into their individual lives. Family support for what they are doing is critical for their success and I know that their families have had to go out of their way to accommodate their recruit. With a one hour commute to and from the Fire Academy the recruits don't often get home until after 11pm and then are up for work the next morning.

The few highly dedicated skilled on-call and full time firefighters that comprise the Department are responsible for the day-to-day operations. They do a great job of working with the community to delivery excellent services each year. They have my respect for the commitment and dedication they demonstrate. We welcome you to visit your Fire Station and meet the men and woman who stand ready when emergencies occur.

From time to time the Department receives cash donations from the public. These funds are utilized to purchase, or combine with town funds to purchase equipment that assist us deliver the services to the people we serve. The Department wishes to thank all that donate to the department either in cash and or services to help offset the cost to the town and improve the safety of the firefighters. The support from the community makes the job just that much easier for all of us, and the presents, cakes, cookies, and candies say thank you in a big way. Donations can be made out to the Westminster Fire/Rescue Fund.

I would like to thank other town departments for their high level of cooperation and professionalism in assisting us in delivering emergency services. Special thanks to the Police Department and the Public Works Department for their assistance at the many emergency responses we make each year.

Respectfully Submitted,

Chief Brenton W. MacAloney

EMERGENCY MANAGEMENT

I am pleased to submit the following Annual Report for the calendar year 2010 for the Westminster Emergency Management Department. Brenton W. MacAloney, Emergency Management Director



Overview:

During the year Emergency Management worked with State and Town officials/boards/departments as well as local groups and businesses providing guidance and planning for emergencies. One major event for the year was the March Rain Storm that caused flooding and damages to personal and public property. Although there is an initial effort during such emergencies, there are many more hours before to prepare for the event, tracking the storm, participating in MEMA conference calls. During the event there are two phases of work, emergency responses, and documenting public damages. After the emergency there is a need to attend meetings, working with the public and various town departments to provide information, file paperwork for federal reimbursement, and track reimbursements for over a year.

March Rain Storms:

The March Rain Storms created flooding problems in the Whitmanville area on the Whitmanville River. The river swelled over its banks and flooded over Whitmanville Road and adjacent properties. The flooding was exacerbated by a board in the dam up stream failing causing excess water downstream. The flooding in this area prompted opening up the dead end of Whitmanville Road to allow traffic to temporarily access this area. The dirt section of Bartherick Road washed out where a brook passes underneath. The DPW repaired the culvert and road when water receded. The Overlook Road culvert at the entrance to the Wildlife Management Area also incurred damage from flooding. Repairs were made and road was later reopened.

There were numerous house basements that were also flooded. The Fire Department pumped many basements that became flooded and in some cases the water was entering the house faster than the pumps would work.

The result of the March Rain Storms and the resulting Federal disaster declaration, the Town processed claims for public damages. Reimbursements are currently in process.

Ice Storm of 2008:

During 2010 Emergency Management continued to process public disaster claim and reimbursement paperwork for the 2008 Ice Storm

From the two above disasters, residents are reminded of the following;

- Have a wired phone that does not run on power or batteries.
- Have battery operated portable radios to be able to listen to the news.
- **Have sufficient supplies to be able to sustain 72 hours prior to obtaining outside assistance.**

Emergency Preparations:

Completed:

- During the last year the DPW upgraded their radio system to a UHF repeater that allows them to easily communicate with Fire and Police.
- DPW radio upgrade provided for a radio tower at the DPW facility at 2 Oakmont Avenue. When the tower was being installed the Police and Fire Departments added antennas and cabling for future backup radios as the DPW is the alternate EOC for the community.
- Received donated shelter start-up kit from National Grid through the American Red Cross. Emergency Management augmented this kit with additional items such as shelter forms and supplies. This kit provides for basic supplies to open a shelter.
- Performed an inventory of shelter supplies held by both the Board of Health and Emergency Management. Once the inventory was completed space was secured at the shelter and supplies were then moved to the shelter.
- Performed assessment of Shelter at Elementary School and found that showers in gymnasium are tied to the hot water that runs off the emergency generator. Sink hot water does not run off the generator.
- Security was increased at the public safety facility

Proposed but denied: We received a donated antenna tower from a resident who lives in the center of town that no longer wanted it and offered it to Emergency Management to place at the Academy Hill Barn to improve Emergency Management radio communications. The gift and request for placement went to the selectmen for approval and based on public comment the proposal was denied. Failure of this proposal will result in needing to eventually find another location for the Town's UHF radio communication system to address the recommendation that came out of the recommendations from the 2008 Ice Storm.

Remaining Recommendations: Emergency Management reported recommendations that were determined to be needed in the future to address problems that came out of the Ice Storm of 2008. The following items still need to be addressed.

- **Backup Power**

1. Academy Hill Radio building
2. DPW
3. Meetinghouse School
4. Town Hall
5. Senior Center

- **Radio/Communication equipment**

1. Replace both Fire and Police radio voter/comparator with one that is digital and allows for battery backup and remote management
2. Replace Fire and Police voter stations with radio linked connections using town owned cell tower on South Ashburnham Road and include automatic power backup
3. Upgrade Police and Fire repeaters to provide for better remote management.
4. Secure spare parts to allow for Police, Fire and DPW systems to be put back on line if there is a failure.
5. Upgrade Fire Department cross band repeater and move to Ellis Road.
6. Install back up radios for Police, Fire and DPW at DPW as alternate EOC

Shelter Supplies

1. 30 Cots/cot linen for shelter
2. 30 personal hygiene kits for shelter
3. Secure 30 Towels and hand cloths at shelter
4. Have phone system at Elementary School added to generator at shelter
5. Privacy Screens for shelter
6. 30 additional blankets for shelter
7. 30 Pillows for shelter
8. Spare clothing for shelter

CEMP: The Town's Comprehensive Emergency Plan is the all hazards plan that is in place to guide resources to respond to various types of emergencies in town that is maintained by Emergency Management. This includes floods, hazardous materials releases, blizzard, and ice storms as examples. On a day-to-day basis the various Departments such as Public Works, Police, and Fire all have operation plans and abilities to deliver an emergency response.

It is only when town resources are exceeded that outside help will be needed. The first level of assistance comes from Mutual Aid Agreements from surrounding communities. The second level is State assistance. The Fire Department is part of the Mid-State Fire Mutual Aid Association where assistance can come from any of the member towns in Northern Worcester County. When the Fire Department exceeds the resources of this Association they can call for a Task Force from the State-wide Fire Mobilization Plan. In the event of a regional disaster like a hurricane where all towns and the State are taxed for resources, the town needs to be able to manage with local resources for the period of time it takes to obtain Federal assistance.

Accomplishments:

In addition to the follow up work on the 2008 Ice Storm and The March Rain Storm, the Homeland Security and Homeland Security planning continues to drive a large part of Emergency Management time and energy. Communication through meetings, e-mail, US Mail, and phone calls consume a significant amount of time. The need to stay abreast of Homeland Security issues and potential and assess the possible impact on the community is now daily. Questions from the public, as well as State and Federal agencies are a regular event. Overall Emergency Management requires over 10 hours a week.

The following are examples of general activities over the last year

1. Regular meetings between EMD and Deputy EMD
2. Offered CERT (Citizen Emergency Response Team) Training, but did not sufficient interest to hold the training
3. Secured new/replacement Emergency Management resources during the year.
4. Attended Emergency Management training.
5. Attend Homeland Security Training
6. Attended Emergency Management meetings
7. Communicate with MEMA with regard to correspondence, surveys, meetings and phone inquiries and expected weather emergencies.
8. Emergency Management personnel responded or monitored emergencies over the last year, including weather events and other smaller emergencies.
9. Emergency Management personnel participated in assisting planned events such as the school evacuation drill, and Annual Town Bon Fire.
10. Participated in the review and revision of the School Emergency Response Plans

11. Maintained mutual aid agreements with surrounding towns for Fire and EMS services if needed.
12. Made improvements to the Town's UHF repeated radio system for use by the general government and Emergency Management.
13. Continued to provide Reverse 911 public notifications.
14. Maintained communication with State Agencies associated with the HHAN Emergency Notification Network.
15. Answered public questions on emergency preparedness.
16. Answered surveys and requests for information from various agencies.

Pending Activities:

The following are recommended activities to improve communication during emergencies. Some have been on this list for a few years and only little progress has occurred due to the lack of time.

1. Continue to address increased security around the public safety facility
2. Continue to address list of recommendations that came up as a result of the 2008 Ice Storm
3. Initiate EOC communication upgrades
4. Attract Emergency Management volunteer resources
5. Continue general training of Emergency Management Personnel
6. EOC drill/s need to be performed to determine effectiveness of plans
7. Updates as needed to the CEMP on State Computer as eCEMP
8. Maintain or enhance the Reverse 911 system to notify residents for specific reasons by areas of town during emergencies.

Personnel:

In addition to the Emergency Management Director, Emergency Management has the following volunteer positions: 1 Deputy Emergency Management Director (filled), 1 EOC Coordinator (open), 1 Assistant EOC Coordinator (open), 1 EOC/Shelter Security (open), 1 EOC Technical Operations (open), 1 Lead Radio Operator (filled), 2 Radio Operators (open), 1 Shelter Manager (open), 1 Assistant Shelter Manager (open), 1 Shelter Coordinators (open), and 5 Support personnel, 1 Training coordinator (open), 1 Public Information/Media Relations (open). Emergency Management continues to seek out interested residents that have time, self-initiate, take training and become part of the Emergency Management team. Each position requires some level of training based on experience and willing to attend quarterly meetings to review procedures and participate in emergency situation training. Training is available at the State and Federal Level generally free of charge. Interested residents are asked to contact the Emergency Management Director.

The lack of Emergency Management volunteers that are willing to respond during emergencies has resulted in the Fire Department personnel being used to address such things as basement flooding. The lack of on-call firefighters and the cost of paying Fire Department personnel for Emergency Management work can no longer be supported due to Fire Department budget reductions. Without Emergency Management emergency responders such things as pumping basements will be curtailed due to overtaxing paid resources.

During the year we look to include EM Personnel in on significant emergency events as this allows them to stay active to some degree in case of a major emergency. We are in need of folks to volunteer their time as leaders in the areas mentioned above. Anyone that is interested is actively participating should contact the Emergency Management Director/Fire Chief at 978-874-2313 x230

Equipment:

Issued Equipment: Emergency Management personnel, who are emergency responders, are issued hat, coat, ID, emergency radio pager, and a portable radio to coordinate between themselves and other departments.

Other Equipment:

- There are 6 radioactive measuring units that are still operable from the days of Civil Defense.
- There are also 3 portable ham radios and one base radio utilized by the EM radio operators.
- There are general supplies for opening the shelter and some sand bags.
- There are a few supplies for long term operations at the EOC.

Equipment utilized by the Fire Department that can also be utilized by Emergency Management is also available.

Space: Although we have secured some space in the 3rd floor of the Town Hall with the Fire Department, there is a need to address space at the Public Safety Building to allow easy access to the Emergency Operations Center (EOC), we do not at have space to store reference material and supplies. The overall lack of storage space in the Public Safety Facility has impacted Emergency Management. Emergency Management supports the Public Safety Space Needs Committee plans to address space for both the Police and Fire Departments, and to include storage needs that will allow for the EOC to have space for storage of items needed during an emergency.

Training:

The Federal Government via the Sate Government are requiring all emergency responders and key town employees, including Emergency Management volunteers to be NIMS trained to the NIMS IS700 and ICS100. Both of these are available online:

- IS700a <http://www.training.fema.gov/EMIWeb/IS/is700a.asp>
- IS100b <http://training.fema.gov/emiweb/is/is100b.asp>

Some Emergency Management Positions require additional NIMS Training such as;

- IS200b <http://training.fema.gov/EMIWeb/IS/IS200b.asp>
- IS800b <http://training.fema.gov/EMIWeb/IS/IS800b.asp>
- IS300 – Not available online
- IS400 – Not available online

This training is also available to the general public and recommended for community groups and organizations that may provide assistance during a disaster.

General:

Emergency Management is in regular communication with MEMA and other agencies to ensure the town is knowledgeable of all terror threat changes and specific communication related to state emergencies. We receive regular correspondence via phone call, text message, fax and e-mail from multiple agencies.

I want to continue to remind community that there is a risk in having the Fire Chief also the Emergency Management Director. The Ice Storm Emergency in 2008, and March Rain Storm of

2010 and related disaster declaration highlighted this problem. In the event of an emergency the Fire Chief is responsible for the Fire Department and is expected to oversee the Fire Department operations. An emergency such as a the 2008 Ice Storm Emergency requires the Fire Chief to be working Fire Department issue and would not provide the opportunity to run the Emergency Management activities that would be needed. The shortage of call firefighters exacerbates this problem as it would require more of the Chief's time to address and manage resources, and it would be near impossible or very difficult to perform the duties of the Emergency Management Director and manage the Emergency Operations Center. In addition, on a day to day basis the Fire Chief's position is more than a full-time job by itself and little time is left to spend on planning, organizing and training Emergency Management Resources. Although we have a Deputy Director this is a volunteer position and unable to fill all the requirements for meetings and paperwork. During the Ice Storm Emergency Management personnel including the Deputy Director could not commit to provide daily support due to their full-time job commitments. I continue to recommend to the community to remove the combined position and have a separate Emergency Management Director to better focus the activities and manage what needs to be done.

Respectfully Submitted,

Brenton W. MacAloney, Emergency Management Director

REPORT OF THE DEPARTMENT OF PUBLIC WORKS

We submit the following Annual Report for the year 2010.

HIGHWAY DEPARTMENT

The total snowfall for the 2009/2010 winter season was 84.0". There were 20 snow related storms. The heaviest snow fell on February 23 & 24, 2010 which produced 17.0" of snow. Snowfall rates for this storm were 1 to 2 inches per hour with poor visibility. A heavy wet snow fell on February 26 & 27, 2010 producing 8.5" of snow.

A combination of Massachusetts Chapter 90 State Aid and Town Funds were used to accomplish the following:

MASSACHUSETTS CHAPTER 90 STATE AID FUNDS

Massachusetts State Aid funds were used for the following projects:

Full Depth Pavement Reclamation

Narrows Road (East Rd. to Village Inn Rd.) – 4,300 feet

Paving

Dean Hill Road – 5,500 feet, 1 ½-inch top course

Laws Road – 800 feet, 1 ½-inch top course

Narrows Road (East Rd. to Village Inn Rd.) – 4,300 feet, 2 ½-inch binder course

Berm Installed

Dean Hill Road – 935 feet

Laws Road – 315 feet

Street Sweeper

2010 Elgin Sweeper purchased from MHQ Municipal Vehicles of Marlborough, Massachusetts.

Fitchburg Rd. / Route 31 Culvert Replacement

Consultant engineering design services

South Street Reconstruction

Consultant engineering design and land surveying services

TOWN FUNDS

Full Depth Pavement Reclamation

Bacon Street (House # 51 to Overlook Rd. / North Common Rd.) – 1,600 feet

Paving

Bacon Street (House # 51 to Overlook Rd. / North Common Rd.) – 1,600 feet
2 ½-inch binder course & 1 ½-inch top course

Berm Installed

Bacon Street – 1,630 feet

Narrows Road – 620 feet

Double Stone Seal

Ellis Road (Golf Course to Minott Road) – 9,800 feet

Minott Road – 16,505 feet

Old County Road – 1,625 feet

Whitney Street – 3,850 feet

Single Stone Seal

Knower Road (Nichols Street to Carter Road) – 1,800 feet

Drainage Improvements

Bacon Street – 10 feet 10-inch High-density polyethylene (HDPE) pipe

Batherick Road – 30 feet 18-inch High-density polyethylene (HDPE) pipe

36 feet 30"x20" Horizontal elliptical galvanized pipe

Dean Hill Road – 40 feet 15-inch High-density polyethylene (HDPE) pipe

100 feet 8-inch High-density polyethylene (HDPE) pipe

Worcester Road – 80 feet 12-inch High-density polyethylene (HDPE) pipe

Catch Basin/Manhole - Repaired/Replaced/Adjusted

Bacon St. – 1 new catch basin, Bolton Rd. – 1 new catch basin, Dean Hill Rd. - 8 catch basins & 1 manhole, Ellis Rd. – 1 catch basin, Hy Rd. – 1 new catch basin, Needham Rd. – 1 new catch basin, Old County Rd. – 1 new catch basin, Old Worcester Rd. – 1 new catch basin, Worcester Rd. – 2 new catch basins.

Traffic Line Markings

Bacon St., Battles Rd., Betty Spring Rd., Depot Rd., Elliott St., Gatehouse Rd., Knower Rd., Leominster St., Mile Hill Rd., Narrows Rd., Nichols St., North Common Rd., Oakmont Ave., Sargent Rd., South Ashburnham Rd., South St., Rt. 31, Rt. 140 South, Village Inn Rd., Waterman Lane, West Main Street, Worcester Rd., Wyman Rd.

Crosswalk and Stop Bar Markings

Adams St., Bacon St., Bolton Rd., Brooks Ave., Carter Rd., Church St., East Gardner Rd., Eaton St., Elliott St., Frog Hollow Rd., Knower Rd., Kurikka Pl., Main St., Marshall Hill Rd., Mile Hill Rd., Minott Rd., Narrows Rd., Nichols St., Notown Rd., Oakmont Ave., Overlook Rd., Pleasant St., South St., West Main St., West Princeton Rd., Woodland Dr., Worcester Rd., Wyman Rd.

Street Sweeping

A majority of the Town Roads were swept by the Department's street sweeper

Brush Cutting

Brush was cut on the following Town Roads:

Bacon St., Barrel Rd., Bean Porridge Hill Road, Bragg Hill Rd., Church St., Davis Rd., Dean Hill Rd., Depot Rd., Ellis Rd., Fred Smith Rd., Gatehouse Rd., Harrington Rd., Leominster St., Meetinghouse Rd., Mile Hill Rd., Minott Rd., Narrows Rd., Nichols St., Oakmont Ave., Old County Rd., Pleasant St., South St., South Ashburnham Rd., Spruce Rd., Waterman Ln., West Main St., West Princeton Rd., and Wyman Rd.

The Highway Department repaired the walkway railings and leveled an area to accommodate bleachers at the South Street basketball court for the Parks and Recreation Department.

WATER DEPARTMENT

There were 4 new services connected to the distribution system during the year. The number of service connections is now 1,190.

Daily water analyses for chlorine, fluoride and turbidity levels were all within the acceptable limits. All monthly tests for coliform (bacteria) were within the acceptable limits.

Water analysis was also performed as required for the following: aluminum, calcium, iron, magnesium, manganese, sodium, potassium, silver, zinc, alkalinity, chloride, color, hardness, pH, odor, sulfates, total dissolved solids (TDS), tetrachloroethylene (PCE), total trihalomethanes (TTHM), haloacetic acids (HAA5) and volatile organic contaminants.

There were 2 water main repairs and 12 service leaks/repairs during the year.

WATER CONSUMPTION DATA

MONTH	GALLONS	MONTH	GALLONS
January	11,037,439	July	16,653,021
February	9,753,641	August	16,138,936
March	10,666,827	September	13,344,126
April	11,335,260	October	11,402,553
May	14,132,558	November	9,895,719
June	14,332,259	December	12,160,360

TOTAL 2010 CONSUMPTION = 150,852,699 GALLONS

Average Daily Consumption =	413,295 gallons	
Largest Daily Consumption =	December 28, 2010	777,610 gallons
Largest Weekly Consumption =	July 4 – 10, 2010	4,282,031 gallons

WATER DEPARTMENT COMPARATIVE TABLE

CALENDAR YEAR	TOTAL (GALLONS)	LARGEST DAY (GALLONS)	LARGEST WEEK (GALLONS)
2005	131,839,200	644,000	3,695,000
2006	102,872,500	646,000	2,647,000
2007	109,655,521	889,000	2,845,000
2008	124,118,507	602,487	3,228,945
2009	138,282,520	680,231	3,541,523

SEWER DEPARTMENT

There were 4 new services connected to the collection system during the year. The total number of service connections is now 724.

There was 1 sewer main repair during the year.

During the year, 67,695,455 gallons of sewerage passed through our system and into the City of Fitchburg collection system.

SEWER USE COMPARATIVE TABLE

CALENDAR YEAR	GALLONS TO FITCHBURG
2005	64,114,230
2006	53,386,980
2007	53,488,607
2008	53,704,411
2009	71,987,743

SOLID WASTE DEPARTMENT

2,823 residential vehicle sticker permits were issued during the year.

78 residential construction/demolition debris permits were issued during the year.

457 drop-off permits to dispose of special fee items were issued totaling \$9,542.00.

DROP-OFF PERMIT COMPARATIVE TABLE

MONTH	DROP-OFF PERMITS ISSUED					
	FREON ITEMS	TIRES	MATTRESS	PROPANE TANKS	CRT's (TV's)	NON FREON
JANUARY	1	-	2	-	19	-
FEBRUARY	1	-	10	-	4	1
MARCH	5	1	17	-	14	3
APRIL	8	7	10	-	22	4
MAY	5	1	7	4	13	3
JUNE	6	8	5	3	13	3
JULY	11	8	12	-	15	3
AUGUST	13	2	18	1	18	7
SEPTEMBER	7	2	10	5	22	8
OCTOBER	9	1	14	1	23	-
NOVEMBER	10	4	5	-	11	-
DECEMBER	3	-	5	-	9	-
TOTALS	79	34	115	14	183	32

Respectfully submitted,

WESTMINSTER PUBLIC WORKS COMMISSION

Lorraine J. Emerson, Chairman
Alan E. Bedard
Vance A. Butterfield

Joshua W. Hall, P.E.
Director of Public Works

William D. Ahearn
Highway Superintendent

Robert N. Hill
Water/Sewer Foreman

BUILDING DEPARTMENT

The following is the report of the activities of the Building Department for the calendar year 2010:

PURPOSE OF PERMIT	# OF PERMITS	CONSTRUCTION VALUE
Residential		
One family dwellings	9	\$ 2,419,500.00
Additions & alterations	127	2,231,279.00
Garages	4	115,750.00
Accessory buildings	9	1,513,000.00
Swimming pools	16	208,400.00
Non-residential new construction	1	250,000.00
Non-residential additions/alterations	8	35,650.00
Demolition	10	-----
Other	41	427,725.00
TOTAL	225	\$ 7,201,304.00

FEES COLLECTED IN C.Y. 2010

Building permits	225	\$ 65,294.00
Plumbing/Gas permits	174	13,350.00
Wiring permits	154	12,034.00
Other fees	16	1,145.00
TOTAL	569	\$ 91,823.00

I would like to take this opportunity to thank Robert (Bob) Thorell, Retired Building Commissioner, for his many years of service and dedication to the Westminster Building Department and to the town's citizens. I would also like to thank Marcia Thorell, Administrative Assistant, for her many years of service and dedication to the Building Department office and for her help with my transition as Interim Building Commissioner since my start in June of 2010.

This year, was the start of the Eighth Edition (IBC) State Building Code, *also known as the Base Code*, for commercial construction, and was approved in August of 2010. There is a concurrency period for the code during which designers and/or permit applicants for commercial work have the option of using either the Seventh or Eighth Edition of the code; this period will end on February 8, 2011. All such Commercial work in 2011, after February 8th, will be regulated by this new code. The Eight Edition of the One & Two Family Dwellings Code, also known as the IRC, will be adopted sometime in 2011. There will also be a 6 month concurrency period with this code allowing applicants to use either the Seventh Edition of the Massachusetts State Building Code (One & Two Family Dwelling Code) or the 2009 IRC. Permit applicants and all permit holders must have a current copy of the building code in their possession.

It is also important to inform and/or remind the residents of this community that a building permit must be obtained for any construction, alteration, repair, demolition, or to change the use or occupancy of a building and for the installation of any solid fuel burning appliance. A wiring permit is required for any work to the electrical system in a structures including low voltage wiring. Additionally, any proposed plumbing or gas fitting must also be completed under the respective permits and all work must be done by a Massachusetts licensed plumber. Permit applications should be submitted prior to beginning the proposed work. These codes are for your protection; please contact this department with any questions or if you propose to do any work as defined above. Homeowners must also be reminded to take advantage of the invaluable low cost protection afforded by installing and/or assuring proper operation of smoke and carbon monoxide detectors.

The Building Department is located on the second floor of Town Hall.

Office hours are: Monday thru Thursday 8:00 AM until 4:30 PM, Friday 8:00 AM until 1:00 PM

Respectfully submitted,

Michael A. Gallant
Building Commissioner/
Zoning Enforcement Officer

2010 TOWN PLANNER / PLANNING BOARD REPORT

INTRODUCTION

The Planning Board is a five member elected board with a term length of three years. The current board membership and their term expiration dates are as follows:

Andrew J. Sears, chairman	2012
Marie N. Auger, vice chairman	2011
Michael J. Fortin, clerk	2011
M. Donald Barry	2013
William C. Taylor, II	2013

The Planning Board continued holding twice monthly public meetings to review development status; to prepare local land use regulations, zoning and other bylaws; and to conduct routine planning business.

DEVELOPMENT OVERVIEW

The Town Planner wrote a comprehensive and streamlined Permitting Guidebook for Westminster developers that summarizes the various staff persons, departments and boards involved with the development process in Westminster. This valuable tool provides the necessary information, permits, approvals and licenses that can be obtained for nearly every possible development project permissible in town.

The Planning Board reviews all subdivisions for conformance with the Subdivision Control Law and The Rules and Regulations Governing the Subdivision of Land in Westminster. In addition, the Planning Board is the special permit granting authority for “cluster development.” The Planning Board also reviews industrial/commercial and multi-family residential site plans. The following is a project update of 2010:

- The Planning Board received an itemized list from the DPW director of all outstanding issues regarding Rebanna Road. All department heads have met with the new owner to make him aware of these items.
- The Planning Board received an e-mail from the DPW director regarding all outstanding roadway issues on Sawin Drive. The Planning Board sent a letter to the owner making him aware of these issues.
- Engineer Steve Marsden presented the Planning Board with a new Brookside Farm Definitive Subdivision Plan for a 34-lot cluster development whereby 90% of the land would remain as open space and dedicated to the Town of Westminster. This plan was approved by the Planning Board on April 26, 2010.
- The Planning Board met with Pete Normandin regarding his property located at 71 Main Street. Mr. Normandin requested that his existing site plan be amended to allow the existing driveway on Nichols Street to remain open. The approved site plan showed that this driveway way to be closed off. The Planning Board voted to approve this plan amendment.
- The owner of the Westminster Business Park submitted an easement request from National Grid to locate an “Overhead System” (to install, construct, reconstruct, repair, replace, add to, maintain and operate for the transmission of high and low voltage electric current and for transmission of intelligence) on the premises. The Board agreed to sign this easement.

- The Planning Board met with the owners of The Village at Old Mill to address and resolve the roadway deterioration issues on Heritage Lane.
- The Planning Board met with Engineer Chris Mossman regarding a potential conceptual 2-lot subdivision on Elm Street.
- The Planning Board met with Deborah Shriver of the Massachusetts Watershed Coalition to discuss the creation of Low Impact Development regulations.

APPROVAL NOT REQUIRED PLANS

A division of land that has frontage on an existing town way or on a subdivision road that has been constructed or bonded may be submitted to the Planning Board for Approval Not Required (ANR) endorsement. The ANR process is also used to convey parcels of land.

The following ANR plans were endorsed in 2010:

- Gloria Hollenbeck for property located at Town Farm Road & Syd Smith Road.
- South Ashburnham Realty Trust for property located at South Ashburnham Road & Bragg Hill Road.
- LeBlanc Construction for property located at 147 South Ashburnham Road.
- Steve Breitmaier for property located at 7 Overlook Road.
- Celia Dellogono for property located on Lots 7 & 8 of Bean Porridge Hill Road.
- Gene LeBlanc for property located at 54 Overlook Road.
- William & Walter Wintturi for property located on Honey Bee Lane.
- Gordon & Janet Erickson and Lisa Rocheleau & Kathryn Littlepage for property located at 1 Laurie Lane.
- William & Walter Wintturi for property located at 174 Worcester Road.
- David Aubuchon for property located at 73 Willard Road.
- Kathleen Carroll & Ronald White for property located at 57 Turnpike Road.
- Gene LeBlanc for property located at 205 Worcester Road.
- Steven & Sandra Whitney for property located on Worcester Road
- Steven Brunell for property located at 209 South Ashburnham Road.
- Alan Belanger for property located at 198 Narrows Road.
- Clara Nadeau for property located at 91 Davis Road.

GRANTS & RESEARCH

- On June 22, 2009, the Montachusett Regional Planning Commission (MRPC) and the Town entered in a Chapter 43D grant in the amount of \$16,400 to help improve the Town's Zoning Bylaw by making recommendations to insure that the Town's Industrial Zones and Commercial Zones are enhanced to further promote economic vitality in the community while improving the tax base. Specifically, MRPC will update the Table of Use Schedule and Dimensional Regulations in Industrial and Commercial Zones. This project was completed in January 2010.
- Jamie Rheault from Whitman & Bingham undertook a Chapter 43D grant in the amount of \$24,500 to study the Route 31 town-owned parcel (a Priority Development Site). Wetland flagging showed an extensive wetland network on the property. A traffic study was done by PARE Corp. The project was completed in September 2010.
- District Local Technical Assistance Grant (DLTA) for Chapter 43D Expedited Permitting Guidebook – a guide to the review and approval process for Chapter 43D Priority Development Sites. This grant was concluded in October 2010.

- District Local Technical Assistance Grant (DLTA) for wind energy conversion systems bylaws. The goal of this grant was to enable the Town to proactively plan for any future wind turbine applications by establishing a clear set of regulations. This grant was concluded in October 2010.
- District Local Technical Assistance Grant (DLTA) for Master Plan Chapter update for Transportation/Circulation. This grant was concluded in December 2010 and the chapter was adopted by majority vote at the Planning Board's December 13, 2010 meeting.
- District Local Technical Assistance Grant (DLTA) for assistance with preparation of a corridor analysis along Route 140 between State Route 2 in Westminster and State Route 12 in Winchendon. This grant was concluded in December 2010.

ANNUAL TOWN MEETING MAY 1, 2010

The following Planning Board sponsored articles were presented and approved by the required majority vote (2/3 majority for the zoning articles) at the May 1, 2010 Annual Town Meeting:

- To see if the Town will vote to amend the General Bylaws of the Town of Westminster, Article 81-7 "Storage and use of trailers" by deleting the phrase "for a period of not more than one (1) year" in order to be consistent with the Zoning Bylaw.
- To see if the Town will vote to amend the Zoning Bylaw of the Town of Westminster, Article 205-38.A "Exception for cluster developments" by deleting the number "20" and inserting the number "5".
- To see if the Town will vote to amend the Zoning Bylaw of the Town of Westminster, Article 205-39.1.A(4) "Development Rate Guidelines" by extending the expiration from July 1, 2010 to July 1, 2015.

The Planning Board lost two valuable Planning Board members this year. The Board will sorely miss the expertise and professionalism from members Claude Leblanc, who left due to work commitments and from Roy J. Urban, III who passed away on July 9, 2010 after a strong battle with illness.

Any planning questions or comments may be directed to the Planning Board or Planning Department at (978) 874-7414 or townplanner@westminster-ma.gov.

Respectfully submitted by:
Domenica Tatasciore, M.U.R.P.
Town Planner

BOARD OF HEALTH

Dr. Patricia Glover M.D. continued to be the Chairman during 2010. Ed Simoncini and Peter Munro complete the three member board. The Health Department's current staff is Health Agent Elizabeth Swedberg, known as Wibby, Assistant Health Agent Rita McConville, and Administrative Assistant Joyce Lucander.

The Board of Health regularly meets the first and third Wednesdays of the month at 4:30 p.m. in the Town Hall. The dates and times of meetings are publicly posted in the Town Hall.

It is the Board of Health's goal to preserve and protect the health and well-being of the residents of Westminster. The Board of Health protects the public health, prevents and controls disease, promotes safe and sanitary living conditions, and protects the environment from hazards. To this end the Board of Health promulgates, interprets and enforces regulations.

Animal Inspector: The Board appointed Eula Bradley as Animal Inspector for the town. The Animal Inspector's responsibilities include reporting the numbers of livestock including cattle, horses, alpacas, donkeys, rabbits, chickens, goats, sheep, etc. in the town to the Bureau of Animal Health in Boston. The Animal Inspector, who also is Westminster's Animal Control Officer, responded to 56 calls regarding wild life, i.e. sick, injured, trapped, deceased, or nuisance wildlife. Eula would like to thank the wild life clinic for their free program at Tufts University in Grafton.

Farmer's Market: The Farmer's Market had another very successful season. Several Westminster residents are making jams, jellies and baked goods in their homes for sale at the Farmer's Market. The state requires them to obtain Residential Kitchen permits which are issued by the Board of Health. The Health agents meet with those interested and do inspections of their kitchens, giving advice and recommendations as to how to meet the state regulations. The agents issued 6 Residential Kitchen permits in 2010. Health Agents, Wibby and Rita, gave a seminar on the state regulations for Residential Kitchens, safe and sanitary food preparation for public consumption, and what agents look for in a home inspection.

EMERGENCY PLANNING

Emergency Dispensing Site Plans: In the event that all of the population or a large segment of it would need vaccination or antibiotic distribution, Boards of Health are required by the state to have Emergency Dispensing Site (EDS) plans in place. The EDS plan must include a means to vaccinate the entire community within 48 hours. Our primary EDS is Oakmont High School which would be activated jointly with the Town of Ashburnham. Our secondary EDS is Westminster Elementary School. We were able to drill Oakmont High School EDS December 8, 2009 with an H1N1 flu clinic held jointly with Ashburnham. December 22, 2010 we drilled Westminster Elementary School EDS with a seasonal flu clinic. These drills have been valuable to ascertain and correct weak areas in our EDS plans.

H1N1 Flu Clinics: Board of Health staff continued to hold H1N1 flu clinics in January and February, 2010. At the January 14 clinic, held at the Senior Center, 226 doses of H1N1 and 83 doses of seasonal flu vaccine were administered. We bolstered local physician's supplies of H1N1 flu vaccine and also held H1N1 flu clinics at the major companies in town: TRW, Ranor, Tyco and Aubuchon's Warehouse. Our sincere thanks go to the Wachusett Medical Reserve Corps for providing nurses for our clinics at no charge.

Shelter Supplies: The Board of Health has purchased supplies for the town's emergency shelter/EDS sites through H1N1 funding and Federal Emergency Preparedness funds. These supplies include: 6 cots, 50 cot blankets, 50 cot sheets, 50 inflatable pillows, 9 privacy/room divider screens, 4 card tables (in use at the Senior Center), 3 other folding tables, 2 expandable stanchions for crowd control or to block off parts of the school, portable loading zone street sign, extension cords, flashlights, head lamps, coolers, 3 air pots for coffee and hot water. The items dedicated for use at the Shelter are now stored in a large locked closet beside the gym at the Westminster Elementary School.

AED: The Board of Health received an Automated External Defibrillator (AED) through federal grant money for use at the town's Emergency Dispensing Site (EDS). Because the AED is a portable unit the Board made the decision to store the unit in the Town Hall so it would be available for much broader use. It is located on the wall between the 2 sets of front doors. The AED can be transported to an EDS when needed. The Fire Department will be holding CPR/AED classes for Town Hall employees so many in Town Hall will be familiar with using the AED.

Revolving Account:

At the fall Town Meeting the town voted to authorize the establishment of a Board of Health Public Health Clinic and Emergency Response Revolving Account. The funds to start this account came from funds received from Health Insurance Companies for administering the H1N1 flu vaccine. The fund will be used to purchase seasonal flu vaccine and hold clinics, and for responding to Public Health emergencies. The Board and agents are encouraged to have these funds available to meet the future needs of residents.

Volunteers Needed: The Board of Health continues to actively seek both medical and non-medical volunteers to join the local arm of the Medical Reserve Corps (MRC). These local volunteers are trained to assist in the event of an emergency. Please consider joining; there is no cost or lengthy commitment. Having several trained volunteers will enable the town to quickly mobilize to staff a shelter or EDS. Please contact the Board of Health office to sign up.

PERMITS ISSUED FOR 2010

Septic Installers	33
Sewage Haulers	11
Motels and Inns	2
Bed and Breakfasts	1
Semi-Public Swimming Pools	1
Semi-Public Beaches	2
Selling Tobacco	8
Funeral Homes	1
Emergency Beaver Trapping Permits	1
Outdoor Hydronic Heater	1
Recreational Summer Camps	1
Tanning Establishment	1

FOOD PERMITS ISSUED

Food Service/ Restaurants (All Year)	40
Food Service/ Restaurants (Seasonal)	7
Temporary food events/vendors/Mobile	41
Residential Kitchen Permits	6

WELLS AND SEPTIC SYSTEM APPLICATIONS RECEIVED

Septic systems servicing new construction and repairs	38
Private Well Installations	12

PUBLIC SAFETY MONITORING

Beach Testing: The Crocker Pond Beach water is tested for E. coli prior to the beach opening and weekly throughout the bathing season per state regulation. The beach would be closed if E. coli levels exceeded the Maximum Contaminant Level allowed. The test levels were continually excellent throughout the season as they have been in previous years. Wyman's Pond is no longer tested by the Board of Health. Consequently the area beside the dam at Wyman's Pond has been posted "No Swimming."

Food Inspections: The Commonwealth of Massachusetts requires a minimum of 2 inspections annually for each food establishment which includes restaurants, school kitchens, camps, concession stands, church kitchens, retail food markets, and the Senior Center. Any Agency, including Non-Profit organizations planning to serve or sell food to the public must obtain a temporary food permit from the Board of Health at least 2 weeks prior to the event.

The Board of Health's involvement with emergency planning has been extended to include educating local food establishments to have a plan in place for emergencies such as: power outage, flood, or fire.

The State legislature enacted a law effective in October, 2010, which ordered the Massachusetts Public Health Department to require food establishments to post an allergy notice in order to increase public awareness and reduce risk of illness or death due to accidental ingestion of food allergens. If you have an allergy to a particular food product please inform the server when you frequent your favorite food establishment.

Food Recalls: The Board of Health continues to monitor Food Recalls, informing retail food establishments and restaurants of recalls that might pertain to them.

Communicable Disease Follow-up: One important aspect of our job is communicable disease follow-up. The state sends us a laboratory confirmed report of a Westminster resident with a disease. We fill out a confidential case report form for the state by contacting their physician and/or the resident by phone. The state uses the data we provide for surveillance, to monitor outbreaks and in some cases to issue recalls. Some communicable diseases we investigate are foodborne such as salmonella or E. coli, in which case we would take a food history and investigate where they may have eaten undercooked or contaminated food. Others diseases are vector borne such as West Nile Virus or Lyme disease. Our follow-up includes answering numerous questions, providing fact sheets and other education for folks with certain diseases. If a serious disease that is passed person to person, such as meningitis, Hepatitis A, or TB, were to be confirmed in a Westminster resident, immediate and extensive follow-up would be required to determine close contacts so they can receive prophylaxis to stop the spread. These investigations can take an enormous amount of time and have to be undertaken immediately to protect lives.

LANDFILL

The development and operations of the Fitchburg/Westminster Landfill is managed by Resource Control, Inc. (RCI), a subsidiary of Waste Management of Massachusetts (WMMA)

Landfill Annual Receipts:

2000: \$ 290,917.00	2005: \$2,501,857.72	2010: \$1,253,796.50
2001: \$ 368,553.00	2006: \$2,487,202.77	
2002: \$ 388,931.00	2007: \$2,727,874.92	
2003: \$ 415,267.00	2008: \$2,106,037.00	
2004: \$ 858,045.33	2009: \$1,571,190.60	

Solid Waste Committee: The Landfill was scheduled to close in 2017. The Solid Waste Committee was re-established in 2008 with officials and Town Counsels from Westminster and Fitchburg and representatives from Waste Management to examine extending the life of the Landfill beyond the contractual obligations of 2017. It is estimated that at the current rate of usage the Landfill will not be at capacity using current technology until 2023. The current contract was outdated and had many addendums, which made it very convoluted. The contract with its addendum was updated and consolidated into one new contract and at the same time it has been extended until there is no further capacity available. With new technologies it is possible the Landfill life could be expanded well beyond 2025. The Solid Waste Committee and Waste Management plan to continue to meet to examine possibilities of using new technology and techniques to extend the life of the Landfill even further.

Hazardous Waste Days: Waste management sponsors numerous regional Household Hazardous Waste days which residents could attend in either, Westminster, Fitchburg, Gardner, or Barre Landfills. These are held during June through November. Pre-registration is not required. See the Town website for lists of acceptable and non-acceptable items and for new up-coming dates in 2011.

Drug Take-Back Program: The Health Agent and Board of Health Chairman have been active on a committee working to establish a prescription drug take-back program for Westminster. Other members of the Committee include the Police Chief, Counsel on Aging Director, and local Pharmacist. The Westminster Police Department participated in the First-Ever National Prescription Drug Take-Back Day on September 25, 2010. There was a huge response demonstrating the need for a local program. The committee is working on placing a drug drop off box in the Police Station that can be accessed by the public.

DROP-OFF CENTER

The residential waste drop-off area has places for delivering bags of trash, scrap metal, leaves & yard waste, bottles/cans/plastic, paper, cardboard, waste oil, car batteries, florescent light bulbs, rechargeable batteries, power tool and cell phone batteries as well as button batteries (from hearing aides and watches). There is also a used clothing bin, book drop, paint shed (seasonal) and Swap shed for usable unwanted items. Metal walkers, crutches, and wheelchairs are also being collected at the Landfill by a local group to send overseas to needy people. Recyclable items taken to the drop-off center must be sorted and placed in appropriate areas for disposal.

Items with Disposal Fees: Fees are charged for tires, mattresses, TVs and computer monitors, propane tanks, appliances and units containing Freon. There is no charge for (white) home appliances like washing machines and dishwashers. Fees for items must be prepaid at the DPW office prior to delivering them to the drop-off area. Items banned from trash disposal include fluorescent light bulbs (CFL), batteries (rechargeable, button, cell phone) and products containing mercury, such as thermometers, switches and thermostats -if removed from original appliance.

Curbside Pickup: Waste Management continues to offer residents free weekly curbside pick-up for all recycling products such as paper, plastic, glass and cans in a new “Single Stream” method which simply allows the homeowner to combine all these recyclable items in one tote bucket. One green recycling tote per household may be obtained from the Department of Public Works (DPW) at 2 Oakmont Ave. Curbside trash pick up by Waste Management continues to be available for a fee.

Book Bin: There are two Book Bins, called “Got Books”, located in town: one at the Drop-off Center at the Landfill, and one at Oakmont High School. “Got Books” accepts used books, videos, DVDs and audio books (no magazines). Proceeds from sales of these items go to a local charity in town.

Sharps: For the safe disposal of hypodermic needles, lancets etc at the landfill, it is recommended that people place all contaminated (used) items into a plastic bottle or container, labeled – SHARPS- and dispose in the regular trash bin until further notice of state regulations.

Stickers: In the latter part of 2009 a new gate pole was installed for a drive-thru scanner method. New scanning vehicle stickers became available this year. This new method transmits a scanned readout which allows entrance to the Drop-off Center during regular hours of operation. Vehicle stickers are available for residents from the DPW.

Mercury Thermometer Exchange: The Board of Health continues to have available digital thermometers to exchange for mercury thermometers at no charge. Mercury thermometers are glass with a silver line that moves when the thermometer is shaken. Please keep the thermometers in their case or if case is lost, in a zip lock bag with padding to bring in to the BOH office.

RABIES CLINIC

The Board of Health sponsored one Rabies Clinic this year, held at the Westminster Fire Station: March 6 (the first Saturday in March as has been the tradition) by the Gardner Animal Hospital. 45 cats and 70 dogs were vaccinated for rabies.

TOBACCO CONTROL ALLIANCE

The Boards of Health Tobacco Control Alliance has worked with the Westminster Board of Health since 1994. The Alliance provides inspectional services regarding all tobacco related issues including but not limited to, enforcement of all youth access and environmental tobacco smoke regulations and enforcement of the new Smoke-Free Work Place Law. The Westminster Board of Health updated tobacco regulations: Prohibiting Smoking in Workplaces & Public Places and Sale & Use of Non-Tobacco Nicotine Delivery Products. These regulations include prohibiting smoking on municipal property including parks and regulate non-nicotine delivery products not approved by the FDA, such as the e-cigarette and nicotine gels.

The following is the 2010 summary of Alliance services:

INSPECTIONAL STAFF

Joan Hamlett/ Marty Miareki/
Eric Jack

TOBACCO PERMITS

Total Number of Tobacco Permits Issued:

8

Number of Store/Merchant Permits (inspected)	7
Number of Vending Machine Permits	0
Revenue brought in by Tobacco Permits @ \$150 a piece	\$1200.00

INSPECTIONAL SERVICES

The Alliance does 3 types of inspections. Youth Access inspections are done to make sure stores are checking ID's and not selling tobacco products to minors. In 2010 two (2) stores sold cigarettes to minors in Westminster during Youth Access inspections. Retailer inspections are to determine if stores are following state and local regulations regarding required signage, how products are displayed, etc. Smoke-Free Workplace Law or Secondhand smoke inspections are usually done in response to a complaint that employees or patrons are smoking in a bar, restaurant, or workplace.

Youth Access:

Number of Inspections	2 full inspections, 1 set of repeat violator inspections
Number of Inspections for Violations	2
Number of Inspections for Warnings	2
Number of Inspections for Permit Suspensions	2
Total number of Inspections for Youth Access	21
Compliance rate for 2010	90%
Non-compliance rate for 2010	10 %

Retailer Inspections:

Number of Inspections	2 full and 1 set of violator inspections
Number of Store Inspections	19
Number of Violations	6
Number of Warnings	6

(Violations: 2 missing DOR permits, 3 missing required signs, 1 self-serve display. All stores corrected violations and passed the repeat inspection.)

Smoke-Free Workplace Law or Secondhand smoke Inspections:

Number of Inspections	0
Number of Violations	0
Number of Warnings	0
Number of Fines	0
Amount of Fines	0

Merchant Education packets and Under 27 materials were delivered to each merchant to assist in training their employees not to sell to minors. Four stores are using the optional Under 27 materials.

The Board and staff wish to thank all Boards, Committees, other elected officials, Attorney Jeffrey Blake from Kopelman & Paige, Karen Murphy, and other department employees for their input and support during the year.

Respectfully submitted,

WESTMINSTER BOARD OF HEALTH

Members: Dr. Patricia Glover, Chair	Staff: Elizabeth E. Swedberg (Wibby), Health Agent
Peter Munro	Rita McConville, Assistant Health Agent
Edward Simoncini	Joyce Lucander, Administrative Assistant

REPORT OF THE TOWN ACCOUNTANT

It is the legal obligation of the Town Accountant to oversee all the financial activity of the municipality and to maintain all of the municipality's financial records, to review all bills and payrolls to ensure that they are within the budget and are lawful expenditures. The Town Accountant retains custody of all municipal contracts and prepares the financial reports for the community.

In fiscal year 2010 the Town Accountant oversaw financial transactions of \$24,852,867.23 in revenue and receipts and \$24,998,733.91 in expenditures, for a combined total of transactions in the amount of \$49,851,601.14.

The following financial statements are included in this report:

1. Balance Sheet-All Funds Types and Account Groups
2. Appropriation and Expenditure Report/Activity Report
3. Report of Fixed Assets
4. Detailed Schedule of Receipts
5. Statement of Debt

Helpful information for understanding the financial statements reported.

Definitions

1. Fund-A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives.
2. Proprietary Funds-The Town maintains two types of proprietary funds. They are referred to as Enterprise Funds. Enterprise Funds-uses the economic resources measurement focus to account for the following specific operations in a manner similar to private business.
The Town uses enterprise funds to account for water and sewer functions.
3. General Fund-The government's primary operating fund. It accounts for all financial resources of the general government except those required to be accounted for in another fund.
4. Stabilization Fund-This is used to account for certain unencumbered accumulated financial resources that are subject to appropriation as directed by the Town's legislative branch. These funds are typically used for nonrecurring expenditures, usually capital in nature, unexpected items that may arise during the year, or they maybe targeted resources for a particular use.
5. Special Revenue Fund-Account for the proceeds of specific revenue sources, other than those for major capital projects that are restricted legally to expenditure for specified purposes.
6. Agency Fund-Account for assets held by a government in a purely custodial capacity.
7. Capital Projects Fund-Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or trust funds).

Respectfully submitted,

Donna M. Allard
Town Accountant

**Town of Westminster
Fiscal Year 2010
General Fund Balance Sheet
F01**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	1040-95	2,234,845.34
Real Estate Taxes Receivable, 2010	1220-10	403,953.75
Personal Property Taxes Receivable 2010	1210-10	1,306.56
Personal Property Taxes Receivable 2009	1210-09	1,598.69
Personal Property Taxes Receivable 2008	1210-08	1,365.31
Personal Property Taxes Receivable 2007	1210-07	1,042.30
Tax Liens Receivable	1240-00	432,861.47
Deferred Property Taxes Receivable	1253-00	23,450.33
Motor Vehicle Excise Receivable 2010	1260-10	56,961.19
Motor Vehicle Excise Receivable 2009	1260-09	12,324.02
Motor Vehicle Excise Receivable 2008	1260-08	5,138.48
Motor Vehicle Excise Receivable 2007	1260-07	4,246.37
Motor Vehicle Excise Receivable 2006	1260-06	3,465.54
Motor Vehicle Excise Receivable 2005	1260-05	3,633.67
Motor Vehicle Excise Receivable 2004	1260-04	6,448.56
Motor Vehicle Excise Receivable 2003	1260-03	5,211.07
Tax Foreclosures	1880-00	1,382.39
TOTAL ASSET		3,199,235.04
Allow. For Abatements & Exemptions 2010	1230-10	266,834.37
Allow. For Abatements & Exemptions 2009	1230-09	29,623.90
Allow. For Abatements & Exemptions 2008	1230-08	11,028.79
Allow. For Abatements & Exemptions 2006	1230-06	45,749.12
Allow. For Abatements & Exemptions 2005	1230-05	20,000.00
Warrants Payable	2010-00	153,955.53
Tufts Medicare Supplement	2150-00	1,483.47
Insurance Withholdings Payable-HMO Blue	2151-00	(3,350.69)
Insurance Withholdings Payable-Blue Ch	2152-00	4,799.10
Life Insurance WH Payable	2154-00	537.49
Colonial Insurance WH Payable	2155-00	(16.73)
Insurance Withholdings Payable-Medex	2156-00	(1,960.34)
Insurance Withholdings Payable-Delta D	2158-00	(252.00)
Insurance Withholdings Payable-AFLAC	2159-00	(89.74)
Union Dues WH Payable-Police	2170-00	484.00
Union Dues WH Payable-Highway	2172-00	116.28
Abandoned Property and Unclaimed Items	2520-00	10,333.67

Deferred Revenue-Real & Pers. Prop. Taxes	2610-00	36,030.43
Deferred Revenue Tax Liens	2622-00	432,861.47
Deferred Revenue Tax Foreclosures	2623-00	1,382.39
Deferred Revenue Def. Real Estate Taxes	2624-00	23,450.33
Deferred Revenue Motor Vehicle	2630-00	97,428.90
TOTAL LIABILITY		1,130,429.74
Fund Balance Resv for Articles	3241-00	255,266.70
Fund Balance Resv for Special Purpose	3280-00	6,737.74
Undesignated Fund Balance	3590-00	1,806,800.86
TOTAL FUND BALANCE		2,068,805.30
TOTAL LIABILITY AND FUND EQUITY		3,199,235.04

**Town of Westminster
Fiscal Year 2010
Highway Fund Balance Sheet
F23**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	23-1040	268,895.22
TOTAL ASSET		268,895.22
Highway Anticipation Notes Payable	23-2730	275,000.00
TOTAL LIABILITY		275,000.00
Fund Balance Designated for State Chapter 90	23-3590	(6,104.78)
TOTAL LIABILITY AND FUND EQUITY		268,895.22

**Town of Westminster
Fiscal Year 2010
Special Revenue Fund Balance Sheet
F24**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	24-1040	642,064.14
Departmental Receivable Fire	24-1341	215,665.68
TOTAL ASSET		857,729.82
Warrants Payable	24-2010	866.27
Deferred Revenue Departmental	24-2654	215,665.68
TOTAL LIABILITY		216,531.95
250th Anniversary	122-501	28,719.31
Selectman Cable Access	122-502	24,547.87
Agricultural Commission 53E1/2	122-884	1,670.54
Insurance Recovery	123-503	17,578.05
Conservation Commission/Wetlands	171-505	6,360.60
Town Earth Day Fund	171-506	890.82
Planning Board 53G Consultants	175-507	36,889.38
Zoning Board 53G Consultants	176-508	4,207.57
Clean Energy Grant	192-621	3,733.84
Police Detail	210-509	7,034.04
EMS Equipment	220-510	114.00
Fire Detail	220-511	2,543.50
Fire Haz Mat 53E1/2	220-512	1,335.82
Fire Donation	220-513	18,233.51
Ambulance Revolving	220-514	432,446.92
Emergency Management Donation	220-530	220.00
Recycling Committee	433-516	14,111.03
Cemetery Hearse House	491-517	1,793.78
Cemetery Sale of Lots	491-518	12,792.50
Cemetery Urn Garden Gift	491-519	305.00
Cemetery Gift	491-520	1,070.00
Council On Aging Gift	541-521	3,211.14
Library Building & Renovation	610-522	190.21
Library Preservation	610-523	374.82
Altobelli Memorial	610-524	6,578.60
Aalto/Salo Memorial	610-525	2,815.72
Library Endowment	610-526	4,786.87
Library Gift	610-527	6,477.43
Historical Comm. Gift	691-528	165.00
TOTAL FUND BALANCE		641,197.87
TOTAL LIABILITY AND FUND EQUITY		857,729.82

**Town of Westminster
Fiscal Year 2010
Federal and State Grants Fund Balance Sheet
F26**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	26-1040	72,279.66
Due From Commonwealth of Mass.	26-1720	19,358.13
TOTAL ASSET		91,637.79
Warrants Payable	26-2010	3,689.43
Def. Revenue Intergovernmental	26-2670	19,358.13
TOTAL LIABILITY		23,047.56
Cultural Council FY 10	123-601	10,000.00
Cultural Council FY 09	123-601	110.68
Economic Development FY 10	123-617	(26,491.62)
Economic Development FY 09	123-617	28,000.00
43D Tech Assistance	123-619	8,750.00
Extended Polling Hours	164-602	767.50
Police Bullet Proof Vests FY 10	210-603	6,650.00
Police Bullet Proof Vests FY 08	210-603	458.70
Governor's Highway Safety	210-604	350.26
Community Policing FY 09	210-605	8,609.84
Community Policing FY 08	210-605	1,419.79
Homeland Security Equipment	210-616	3,000.00
State 911 PSAP	210-618	1,410.75
Fire S.A.F.E. FY 10	220-606	4,100.00
Fire S.A.F.E. FY 09	220-606	1,230.13
Ambulance Task Force	231-607	2,047.54
Home Compost Bins FY 09	433-608	0.86
Home Compost Bins FY 08	433-608	205.08
Board of Health Bio Terrorism	510-609	548.89
H1N1	510-654	2,463.53
Library State Aid FY 10	610-611	7,888.06
Library State Aid FY 09	610-611	5,465.24
Library Documentary	610-612	1,605.00
TOTAL FUND BALANCE		68,590.23
TOTAL LIABILITY AND FUND EQUITY		91,637.79

**Town of Westminster
Fiscal Year 2010
Sewer Enterprise Fund Balance Sheet
F27**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	27-1040	1,928,744.59
Sewer Usage Receivable 2010	27-1310	28,972.81
Sewer Services Receivable	27-1320	158.12
Sewer Liens Added to Taxes 2010	27-1330	6,352.88
2010 Committed Interest	27-1430	715.62
2010 Sewer Betterments Apportioned	27-1445	594.78
Apportioned Sewer Betterments Not Yet Due	27-1450	614,454.62
Amounts To Be Provided Bond Payments	27-1996	2,105,000.00
TOTAL ASSET		4,684,993.42
Warrants Payable	27-2010	128,992.23
Deferred Revenue Sewer User Charges	27-2650	28,972.81
Deferred Revenue Other Service	27-2652	158.12
Deferred Revenue Sewer Liens	27-2653	6,352.88
Deferred Revenue Apportioned	27-2663	615,049.40
Deferred Revenue Committed Interest	27-2664	715.62
Sewer Construction/Outside Debt	27-2946	2,105,000.00
TOTAL LIABILITY		2,885,241.06
Retained Earnings-Unreserved	27-3190	803,216.61
Fund Balance Reserved for Expenditures	27-3240	229,406.00
Fund Balance Reserved for Articles	27-3241	175,568.35
Fund Balance Reserved Debt Betterment	27-3576	473,024.00
Fund Balance Reserved Capital Projects	27-3577	99,117.49
Fund Balance Inflow/Infiltration	27-466	19,419.91
TOTAL FUND BALANCE		1,799,752.36
TOTAL LIABILITY AND FUND BALANCE		4,684,993.42

**Town of Westminster
Fiscal Year 2010
Water Enterprise Fund Balance Sheet
F28**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	28-1040	502,606.58
Water Usage Receivable 2010	1310-10	49,030.95
Water Usage Receivable 2006	1310-06	12,223.65
Water Services Receivable	28-1320	362.50
Water Liens Added to Taxes 2010	1330-10	6,588.24
Water Receipts Reserved	28-1360	50.00
Lien Interest Receivable	28-1430	2,119.04
TOTAL ASSET		572,980.96
Warrants Payable	28-2010	12,863.06
Deferred Revenue Water User Charges	28-2650	61,254.60
Deferred Revenue Other Service	28-2652	412.50
Deferred Revenue Water Liens	28-2653	6,588.24
Deferred Revenue Lien Interest	28-2664	2,119.04
TOTAL LIABILITY		83,237.44
Retained Earnings-Unreserved	28-3190	484,743.52
Fund Balance Reserved for Expenditures	28-3240	5,000.00
TOTAL FUND BALANCE		489,743.52
TOTAL LIABILITY AND FUND EQUITY		572,980.96

**Town of Westminster
Fiscal Year 2010
Capital Projects Fund Balance Sheet
F31-38**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	31-8-1040	215,216.22
TOTAL ASSET		215,216.22
Bond Anticipation Notes Payable	31-8-2720	627,799.30
TOTAL LIABILITY		627,799.30
New Ambulance	31-231	1,963.12
Land Acquisition	32-123	6,214.43
Land Acquisition	34-123	26,344.13
Wastewater Treatment Plan	35-450	127,403.44
New Town Hall	36-192	38,939.82
Library Renovation	37-610	(382,578.05)
Forest Legacy	38-123	(230,869.95)
TOTAL FUND BALANCES		(412,583.06)
TOTAL LIABILITY AND FUND BALANCES		215,216.24

**Town of Westminster
Fiscal Year 2010
Transfer Station Fund Balance Sheet
F40**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	40-1040	328,180.46
TOTAL ASSET		328,180.46
Warrants Payable	40-2010	1,489.57
TOTAL LIABILITY		1,489.57
Retained Earnings Unreserved	40-3190	294,265.89
Fund Balance Reserved For Expenditure		32,425.00
TOTAL FUND BALANCE		326,690.89
TOTAL LIABILITY AND FUND EQUITY		328,180.46

**Town of Westminster
Fiscal Year 2010
Non Expendable Trust Funds Balance Sheet
F81**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	81-1040	378,176.63
TOTAL ASSET		378,176.63
Forbush Worthy Poor Fund	81-123	23,177.66
Fred Smith Poor Fund	81-123	48,743.45
Charles F. Giles Fund	81-123	33,529.41
Westminster Grange Farmer's Cemetery Perpetual Care	81-123	566.89
D.W. Sanders Fund	81-491	157,330.98
Florence B. Rice Fund	81-491	2,000.00
J.R. Barrell Fund	81-491	300.00
Laurie F. Dobb Fund	81-491	150.00
M.A. Creed Fund	81-491	1,000.00
Elizabeth Rose Fund	81-491	1,000.00
Sarah M. Barnes Fund	81-491	64,079.70
M.A. Farnsworth Fund	81-610	200.00
Graham Fund	81-610	525.00
Bigelow Child Books Fund	81-610	3,944.28
Agnes M. Bigelow Fund	81-610	2,000.00
Otto & Hild Huusari Fund	81-610	1,010.63
Lucy Childs Fund	81-610	10,000.00
Preston Ellis Fund	81-610	150.00
Fred S. Whitman Fund	81-610	500.00
Adelaide W. Berry Fund	81-610	300.00
Minnie F. Dexter Fund	81-610	100.00
A.R. Hager Fund	81-610	1,000.00
C.A. Forbush Fund	81-610	600.00
M.D. Haws Fund	81-610	500.00
Westminster Fund	81-610	1,000.00
D.W. Sanders Fund	81-610	1,800.00
Joseph W. Forbush Fund	81-610	2,000.00
Charles Wyman Fund	81-610	1,500.00
Universalist Society	81-610	6,000.00
George A. Miller Fund	81-610	200.00
Henrietta Gates Fund	81-610	1,901.16
Mossman Memorial Fund	81-610	1,067.47
TOTAL FUND BALANCE		10,000.00
TOTAL LIABILITY AND FUND EQUITY		378,176.63

**Town of Westminster
Fiscal Year 2010
Expendable Trust Funds Balance Sheet
F82**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	82-1040	2,793,792.67
TOTAL ASSET		2,793,792.67
Forbush Worthy Poor Fund	123-801	51,209.44
Fred Smith Poor Fund	123-802	85,159.72
Charles F. Giles Fund	123-803	81,580.43
Westminster Grange Farmer's	123-804	2,503.71
Upton School Fund	147-812	1,466.92
Stabilization-General	147-815	732,758.90
Stabilization-Repair and Maintenance Buildings	147-816	827,018.50
Stabilization-Capital Equipment	147-817	434,419.67
Stabilization-Info Tech	147-818	465,879.86
Stabilization-Opeb	147-819	5,000.00
Stabilization-Road Maint.	147-820	5,000.00
Conservation Fund	171-821	6,239.71
Aina E. Stein Conservation Fund	171-822	2,452.09
Police L.E. Trust	210-831	30,726.31
Cemetery Trusts	491-3601	40,868.75
Library Trusts	610-3602	21,508.66
TOTAL FUND BALANCE		2,793,792.67

**Town of Westminster
Fiscal Year 2010
Agency Fund Balance Sheet
F83**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Invested Cash	83-1040	313,016.00
Holmes Park Water Receivable	83-1370	101.59
Leino Park Water Receivable	83-1370	310.00
TOTAL ASSET		313,427.59
Warrants Payable	83-2010	1,577.00
Leino Park Water District	83-2556	101.59
Deferred Revenue Holmes Park Water District	83-2657	310.00
Planning Board Cash Performance Deposits	125-2550	201,572.72
Board of Selectmen Cash Performance Dep.	122-2550	113,232.77
Police Detail	210-2553	(3,450.49)
Fire Detail	220-2555	84.00
TOTAL LIABILITY		313,427.59
TOTAL LIABILITY AND FUND EQUITY		313,427.59

**Town of Westminster
Fiscal Year 2010
Long Term Debt Group
F90**

Description	Account#	Balance 6/30/2010
BS Balance Sheet		
Amounts to be Provided for Payment of Bond	116-1996	3,594,926.00
TOTAL ASSET		3,594,926.00
Public Safety Building/Inside Limit	90-2943	80,000.00
Wastewater Plan-WPAT	90-2959	214,926.00
New Town Hall	90-2960	2,590,000.00
Crocker Pond Land	90-2961	710,000.00
TOTAL LIABILITY		3,594,926.00
TOTAL LIABILITY AND FUND EQUITY		3,594,926.00

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

Appropriation Accounts

General Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Moderator			
Personal Services	\$ 100.00	\$ -	\$ 100.00
Subtotal - Moderator	<u>\$ 100.00</u>	<u>\$ -</u>	<u>\$ 100.00</u> *
Board of Selectmen			
Personal Services	\$ 4,900.00	\$ 800.00	\$ 4,100.00 *
Expenses	\$ 29,238.42	\$ 28,490.63	\$ 747.79 *
Housing Authority - Art.#2	\$ 13,501.00	\$ -	\$ 13,501.00
Benefits Review - Art.#20	\$ 5,500.00	\$ -	\$ 5,500.00
Actuarial Study - Art.#24	\$ 17,000.00	\$ 6,500.00	\$ 10,500.00
Forest Legacy Project - Art.#30	\$ 13,096.15	\$ 12,693.65	\$ 402.50
Subtotal - Selectmen	<u>\$ 83,235.57</u>	<u>\$ 48,484.28</u>	<u>\$ 34,751.29</u>
Town Administration			
69 West Main Street - Art.#8	\$ 53,216.01	\$ -	\$ 53,216.01
Supplemental Utilities	\$ 37,000.00	\$ 644.21	\$ 36,355.79
Subtotal - Town Administration	<u>\$ 90,216.01</u>	<u>\$ 644.21</u>	<u>\$ 89,571.80</u>
Town Coordinator			
Personal Services	\$ 107,912.00	\$ 106,422.90	\$ 1,489.10 *
Expenses	\$ 800.00	\$ 761.42	\$ 38.58 *
Other Services - Art.#20	\$ 19,956.75	\$ 17,453.15	\$ 2,503.60
Subtotal - Coordinator	<u>\$ 128,668.75</u>	<u>\$ 124,637.47</u>	<u>\$ 4,031.28</u>
Advisory Board			
Expenses	\$ 3,250.00	\$ 1,813.79	\$ 1,436.21
Subtotal - Advisory Board	<u>\$ 3,250.00</u>	<u>\$ 1,813.79</u>	<u>\$ 1,436.21</u> *
Reserve Fund			
Transfers (Memo)	<u>\$ 11,765.12</u>	<u>\$ -</u>	<u>\$ 11,765.12</u> *
Town Accountant			
Personal Services	\$ 67,308.00	\$ 66,331.05	\$ 976.95
Expenses	\$ 21,740.00	\$ 21,531.75	\$ 208.25
Subtotal - Accountant	<u>\$ 89,048.00</u>	<u>\$ 87,862.80</u>	<u>\$ 1,185.20</u> *
Board of Assessors			
Personal Services	\$ 45,510.00	\$ 42,500.92	\$ 3,009.08
Expenses	\$ 16,500.00	\$ 14,693.46	\$ 1,806.54
Subtotal - Assessors	<u>\$ 62,010.00</u>	<u>\$ 57,194.38</u>	<u>\$ 4,815.62</u> *
Revaluation			
Revaluation Consultant - Art.#14	\$ 48,800.00	\$ 46,834.00	\$ 1,966.00
Revaluation Consultant - Art.#16	\$ 50,000.00	\$ -	\$ 50,000.00
Revaluation Consultant - Art.#13	\$ 35,360.00	\$ 35,360.00	\$ -
Subtotal - Revaluation	<u>\$ 134,160.00</u>	<u>\$ 82,194.00</u>	<u>\$ 51,966.00</u>
Town Treasurer/Collector			
Personal Services	\$ 97,269.00	\$ 96,716.61	\$ 552.39 *
Expenses	\$ 11,216.00	\$ 8,845.88	\$ 2,370.12 *
Auction of Tax Possessions - Art.#5	\$ 9,368.29	\$ 9,368.29	\$ -
Subtotal - Treasurer/Collector	<u>\$ 117,853.29</u>	<u>\$ 114,930.78</u>	<u>\$ 2,922.51</u>
Legal			
Expenses	\$ 60,000.00	\$ 56,365.14	\$ 3,634.86
Subtotal - Legal	<u>\$ 60,000.00</u>	<u>\$ 56,365.14</u>	<u>\$ 3,634.86</u> *

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Personnel Administration			
Personal Services	\$ 49,918.00	\$ 47,251.17	\$ 2,666.83
Expenses	\$ 5,200.00	\$ 5,200.00	\$ -
Subtotal - Personnel	<u>\$ 55,118.00</u>	<u>\$ 52,451.17</u>	<u>\$ 2,666.83</u> *
Data Processing			
Expenses	\$ 54,500.00	\$ 49,830.07	\$ 4,669.93
Subtotal - Data Processing	<u>\$ 54,500.00</u>	<u>\$ 49,830.07</u>	<u>\$ 4,669.93</u> *
Tax Title Foreclosure			
Tax Title Foreclosure - Art.#15		\$ (5,222.22)	\$ 5,222.22
Tax Foreclosures - Art.#14	\$ 2,317.73	\$ 2,317.73	\$ -
Subtotal - Tax Title Foreclosure	<u>\$ 2,317.73</u>	<u>\$ (2,904.49)</u>	<u>\$ 5,222.22</u>
Town Clerk			
Personal Services	\$ 75,744.00	\$ 72,386.56	\$ 3,357.44
Expenses	\$ 9,165.00	\$ 8,298.93	\$ 866.07
Subtotal - Town Clerk	<u>\$ 84,909.00</u>	<u>\$ 80,685.49</u>	<u>\$ 4,223.51</u> *
Elections & Registration			
Personal Services	\$ 5,280.00	\$ 4,592.82	\$ 687.18
Expenses	\$ 14,310.00	\$ 10,253.80	\$ 4,056.20
Subtotal - Election & Registration	<u>\$ 19,590.00</u>	<u>\$ 14,846.62</u>	<u>\$ 4,743.38</u> *
Conservation Commission			
Personal Services	\$ 4,690.00	\$ 3,949.65	\$ 740.35
Expenses	\$ 1,430.00	\$ 1,136.12	\$ 293.88
Conservation Agent - Art.#19	\$ 18,000.00	\$ 16,353.12	\$ 1,646.88
Subtotal - Conservation Commission	<u>\$ 24,120.00</u>	<u>\$ 21,438.89</u>	<u>\$ 2,681.11</u>
Town Planner			
Personal Services	\$ 29,347.00	\$ 22,676.67	\$ 6,670.33
Expenses	\$ 2,050.00	\$ 1,077.92	\$ 972.08
Subtotal - Town Planner	<u>\$ 31,397.00</u>	<u>\$ 23,754.59</u>	<u>\$ 7,642.41</u> *
Planning Board			
Personal Services	\$ 6,075.00	\$ 5,058.75	\$ 1,016.25
Expenses	\$ 1,000.00	\$ 142.80	\$ 857.20
Subtotal - Planning Board	<u>\$ 7,075.00</u>	<u>\$ 5,201.55</u>	<u>\$ 1,873.45</u> *
Zoning Board of Appeals			
Expenses	\$ 500.00	\$ -	\$ 500.00
Subtotal - Zoning Board	<u>\$ 500.00</u>	<u>\$ -</u>	<u>\$ 500.00</u> *
Public Buildings & Properties Maintenance			
Personal Services	\$ 89,447.00	\$ 84,823.41	\$ 4,623.59
Expenses	\$ 238,500.00	\$ 183,272.61	\$ 55,227.39
Computers/Equipment - Art.#25	\$ 1,429.89	\$ 1,429.89	\$ -
By-Law Review - Art.#26	\$ 5,000.00	\$ -	\$ 5,000.00
Computer Updates - Art.#28	\$ 19,740.00	\$ 7,060.22	\$ 12,679.78
Computer Updates - Art.#29	\$ 21,564.73	\$ 17,192.22	\$ 4,372.51
Motor Equip - . Art.#4	\$ 10,000.00	\$ 10,000.00	\$ -
Snow Blower - Art.#21	\$ 1,500.00	\$ 1,479.95	\$ 20.05
Repairs to Gazebo - Art.#8	\$ 749.23	\$ 679.16	\$ 70.07
Subtotal - Public Buildings & Prop. Maint.	<u>\$ 387,930.85</u>	<u>\$ 305,937.46</u>	<u>\$ 81,993.39</u>
Printing Of Town Reports			
Expenses	\$ 3,750.00	\$ 1,498.91	\$ 2,251.09
Subtotal - Printing of Town Reports	<u>\$ 3,750.00</u>	<u>\$ 1,498.91</u>	<u>\$ 2,251.09</u> *

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Crocker Pond			
Personal Services	\$ 15,965.00	\$ 10,513.92	\$ 5,451.08 *
Expenses	\$ 8,652.98	\$ 5,015.65	\$ 3,637.33 *
Improve Recreation Area - Art.#11	\$ 22,336.23	\$ 22,336.23	\$ -
Subtotal Crocker Pond	<u>\$ 46,954.21</u>	<u>\$ 37,865.80</u>	<u>\$ 9,088.41</u>
Police/Dispatch Department			
Personal Services	\$ 1,337,746.00	\$ 1,246,972.08	\$ 90,773.92 *
Expenses	\$ 217,209.64	\$ 215,354.19	\$ 1,855.45 *
Police Cruiser - Art.# 13	\$ 33,700.00	\$ 33,700.00	\$ -
Cruisers/Related Equip. - Art.#17	\$ 37,500.00	\$ 30,486.60	\$ 7,013.40
Retroactive Pay - Art.#2	\$ 10,552.00	\$ 10,551.49	\$ 0.51
Subtotal - Police/Dispatch Dept.	<u>\$ 1,636,707.64</u>	<u>\$ 1,537,064.36</u>	<u>\$ 99,643.28</u>
Fire Department			
Personal Services	\$ 741,256.00	\$ 682,905.83	\$ 58,350.17 *
Expenses	\$ 103,863.31	\$ 102,525.14	\$ 1,338.17 *
Repair Pump Engine 1 - Art.#22	\$ 4,000.00	\$ 3,998.30	\$ 1.70
Refurbish Engine 4 - Art.#24	\$ 45,000.00	\$ 36,308.80	\$ 8,691.20
Subtotal - Fire Dept.	<u>\$ 894,119.31</u>	<u>\$ 825,738.07</u>	<u>\$ 68,381.24</u>
Ambulance Service			
Personal Services	\$ 57,869.00	\$ 52,102.35	\$ 5,766.65 **
Expenses	\$ 53,749.99	\$ 48,463.74	\$ 5,286.25 **
Subtotal - Ambulance Service	<u>\$ 111,618.99</u>	<u>\$ 100,566.09</u>	<u>\$ 11,052.90</u>
Building Department			
Personal Services	\$ 144,082.00	\$ 140,213.41	\$ 3,868.59
Expenses	\$ 13,895.00	\$ 8,853.90	\$ 5,041.10
Subtotal - Building Dept.	<u>\$ 157,977.00</u>	<u>\$ 149,067.31</u>	<u>\$ 8,909.69 *</u>
Animal Control			
Personal Services	\$ 13,743.00	\$ 12,370.24	\$ 1,372.76
Expenses	\$ 11,790.00	\$ 11,789.76	\$ 0.24
Subtotal - Animal Control	<u>\$ 25,533.00</u>	<u>\$ 24,160.00</u>	<u>\$ 1,373.00 *</u>
Tree Warden			
Personal Services	\$ 1,274.00	\$ 1,274.00	\$ -
Expenses	\$ 20,000.00	\$ 19,726.05	\$ 273.95
Subtotal - Tree Warden	<u>\$ 21,274.00</u>	<u>\$ 21,000.05</u>	<u>\$ 273.95 *</u>
Emergency Planning			
Personal Services	\$ 1,000.00	\$ 1,000.00	\$ -
Expenses	\$ 7,245.00	\$ 6,546.98	\$ 698.02 *
Other Equipment - Art.#17	\$ 2,388.25	\$ -	\$ 2,388.25
Other Purchased Services - Art.#18	\$ 292.51	\$ -	\$ 292.51
Subtotal - Emergency Planning	<u>\$ 10,925.76</u>	<u>\$ 7,546.98</u>	<u>\$ 3,378.78</u>
Regional School District			
K-12 Assessment	\$ 8,281,704.00	\$ 8,281,704.00	\$ -
Vocational School Assessment	\$ 430,369.00	\$ 429,081.00	\$ 1,288.00
Subtotal - Regional School District	<u>\$ 8,712,073.00</u>	<u>\$ 8,710,785.00</u>	<u>\$ 1,288.00 *</u>
Highway Administration			
Personal Services	\$ 217,226.00	\$ 217,224.82	\$ 1.18
Subtotal - Highway Administration	<u>\$ 217,226.00</u>	<u>\$ 217,224.82</u>	<u>\$ 1.18 *</u>

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

	Appropriations/ Transfers	Expenditures	Unexpended Balances	
Highway Department				
Personal Services	\$ 476,973.00	\$ 466,092.12	\$ 10,880.88	*
Expenses	\$ 274,034.88	\$ 274,034.88	\$ -	
Stormwater Plan - Art. #23	\$ 4,114.93	\$ 692.00	\$ 3,422.93	
Oil and Seal Roads - Art.#10	\$ 500,000.00	\$ 500,000.00	\$ -	
DPW Dump Truck - Art.#25	\$ 165,000.00	\$ 164,494.28	\$ 505.72	
2 Way Radio System - Art.#29	\$ 45,000.00	\$ 45,000.00	\$ -	
Emergency Backup Power - Art.#28	\$ 302.75	\$ -	\$ 302.75	
Drainage Analysis - Art.#13	\$ 1,489.43	\$ -	\$ 1,489.43	
Easement - Art.#4	\$ 45,550.00	\$ 2,038.50	\$ 43,511.50	
Easement - Art.#21	\$ 2,891.35	\$ -	\$ 2,891.35	
Subtotal - Highway Dept.	<u>\$ 1,515,356.34</u>	<u>\$ 1,452,351.78</u>	<u>\$ 63,004.56</u>	
Snow & Ice Removal				
Personal Services	\$ 68,859.19	\$ 67,807.19	\$ 1,052.00	
Expenses	\$ 298,100.00	\$ 322,579.33	\$ (24,479.33)	
Ice and Snow Expenses - Art.#2	\$ 23,427.33	\$ -	\$ 23,427.33	
Subtotal - Snow & Ice Removal	<u>\$ 390,386.52</u>	<u>\$ 390,386.52</u>	<u>\$ -</u>	
Street Lighting				
Expenses	\$ 21,750.00	\$ 21,040.00	\$ 710.00	
Subtotal - Street Lighting	<u>\$ 21,750.00</u>	<u>\$ 21,040.00</u>	<u>\$ 710.00</u>	*
Cemetery Department				
Personal Services	\$ 85,431.00	\$ 79,930.22	\$ 5,500.78	
Expenses	\$ 11,414.24	\$ 10,848.68	\$ 565.56	
Subtotal - Cemetery Dept.	<u>\$ 96,845.24</u>	<u>\$ 90,778.90</u>	<u>\$ 6,066.34</u>	*
Health Department				
Personal Services	\$ 99,296.00	\$ 98,529.69	\$ 766.31	
Expenses	\$ 5,000.00	\$ 4,315.28	\$ 684.72	
Subtotal - Health Dept.	<u>\$ 104,296.00</u>	<u>\$ 102,844.97</u>	<u>\$ 1,451.03</u>	*
Council On Aging				
Personal Services	\$ 19,028.00	\$ 16,616.37	\$ 2,411.63	*
Expenses	\$ 10,400.00	\$ 9,911.86	\$ 488.14	*
Improve Senior Center - Art.#21	\$ 465.53	\$ -	\$ 465.53	
Subtotal - Council on Aging	<u>\$ 29,893.53</u>	<u>\$ 26,528.23</u>	<u>\$ 3,365.30</u>	
MART (Other Special Programs)				
Personal Services	\$ 65,475.00	\$ 64,657.64	\$ 817.36	
Expenses	\$ 7,450.00	\$ 7,260.62	\$ 189.38	
Subtotal - MART	<u>\$ 72,925.00</u>	<u>\$ 71,918.26</u>	<u>\$ 1,006.74</u>	*
Veterans Services				
Personal Services	\$ 4,810.00	\$ 4,810.00	\$ -	
Expenses	\$ 620.00	\$ 35.00	\$ 585.00	
Subtotal - Veterans Services	<u>\$ 5,430.00</u>	<u>\$ 4,845.00</u>	<u>\$ 585.00</u>	*
Veterans Assistance				
Expenses	\$ 5,000.00	\$ 1,122.80	\$ 3,877.20	
Subtotal - Veterans Assistance	<u>\$ 5,000.00</u>	<u>\$ 1,122.80</u>	<u>\$ 3,877.20</u>	*
Library				
Personal Services	\$ 189,482.00	\$ 186,033.67	\$ 3,448.33	*
Expenses	\$ 117,341.00	\$ 115,488.45	\$ 1,852.55	*
Other Purchased Services - Art.#19	\$ 161.08	\$ -	\$ 161.08	
Improve Library - Art.#27	\$ 2,348.40	\$ 1,246.28	\$ 1,102.12	
Library Relocation	\$ (698.80)	\$ (698.80)	\$ -	
Subtotal - Library	<u>\$ 308,633.68</u>	<u>\$ 302,069.60</u>	<u>\$ 6,564.08</u>	

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

	Appropriations/ Transfers	Expenditures	Unexpended Balances	
Parks & Recreation				
Personal Services	\$ 15,300.00	\$ 15,284.23	\$ 15.77	*
Expenses	\$ 17,770.00	\$ 17,618.54	\$ 151.46	*
Custodial Coverage - Art.#20	\$ 9,000.00	\$ 8,155.00	\$ 845.00	
Subtotal - Parks & Recreation	<u>\$ 42,070.00</u>	<u>\$ 41,057.77</u>	<u>\$ 1,012.23</u>	
Care Of Town Clock				
Expenses	\$ 250.00	\$ 250.00	\$ -	
Subtotal - Care of Town Clock	<u>\$ 250.00</u>	<u>\$ 250.00</u>	<u>\$ -</u>	
Historical Commission				
Expenses	\$ 1,600.00	\$ 1,590.97	\$ 9.03	*
Grant Writing Services - Art.#16	\$ 7,000.00	\$ -	\$ 7,000.00	
Subtotal - Historical Commission	<u>\$ 8,600.00</u>	<u>\$ 1,590.97</u>	<u>\$ 7,009.03</u>	
Memorial Day Celebration				
Expenses	\$ 1,450.00	\$ 730.28	\$ 719.72	
Subtotal - Memorial Day	<u>\$ 1,450.00</u>	<u>\$ 730.28</u>	<u>\$ 719.72</u>	*
Band Concerts				
Expenses	\$ 3,000.00	\$ 3,000.00	\$ -	
Subtotal - Band Concerts	<u>\$ 3,000.00</u>	<u>\$ 3,000.00</u>	<u>\$ -</u>	
Retirement of Debt:				
Principal:				
Police/Fire Building Renovation	\$ 110,000.00	\$ 110,000.00	\$ -	
Wastewater Management Plan	\$ 33,380.00	\$ 33,380.00	\$ -	
New Town Hall	\$ 370,000.00	\$ 370,000.00	\$ -	
Forest Legacy	\$ 103,000.00	\$ -	\$ 103,000.00	
Crocker Pond	\$ 180,000.00	\$ 180,000.00	\$ -	
Library Repair	\$ 98,000.00	\$ 98,000.00	\$ -	
Ambulance	\$ 46,000.00	\$ 46,000.00	\$ -	
Subtotal - Principal	<u>\$ 940,380.00</u>	<u>\$ 837,380.00</u>	<u>\$ 103,000.00</u>	*
Interest:				
Town Hall B.A.N.	\$ 125,800.00	\$ 125,800.00	\$ -	
Short Term Interest	\$ 15,000.00	\$ 2,831.71	\$ 12,168.29	*
Police/Fire Building Renovation	\$ 7,235.00	\$ 7,235.00	\$ -	
Ambulance	\$ 3,240.00	\$ 1,032.13	\$ 2,207.87	**
Library Repair	\$ 13,475.00	\$ 13,475.00	\$ -	
Wastewater Management Plan	\$ 4,980.00	\$ 4,979.74	\$ 0.26	*
Forest Legacy	\$ 16,100.00	\$ 3,500.34	\$ 12,599.66	*
Crocker Pond Land	\$ 37,350.00	\$ 37,350.00	\$ -	
Subtotal - Interest	<u>\$ 223,180.00</u>	<u>\$ 196,203.92</u>	<u>\$ 26,976.08</u>	
Hager Park Commission				
Expenses	\$ 300.00	\$ 112.78	\$ 187.22	
Subtotal - Hager Park Commission	<u>\$ 300.00</u>	<u>\$ 112.78</u>	<u>\$ 187.22</u>	*
Montachusett Regional Planning Commission Assessment				
Regional Planning Council Assessment	\$ 1,948.00	\$ 1,947.58	\$ 0.42	
Subtotal - Planning Commission	<u>\$ 1,948.00</u>	<u>\$ 1,947.58</u>	<u>\$ 0.42</u>	*

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

	Appropriations/ Transfers	Expenditures	Unexpended Balances
State Assessments			
County Tax	\$ -	\$ 5,494.00	\$ (5,494.00)
Air Pollution Control	\$ -	\$ 2,034.00	\$ (2,034.00)
MBTA (Extended Area)	\$ -	\$ 18,563.00	\$ (18,563.00)
Regional Transit Authority	\$ -	\$ 28,486.00	\$ (28,486.00)
RMV Non-Renewal Surcharge	\$ -	\$ 5,860.00	\$ (5,860.00)
Subtotal - State Assessments	\$ -	\$ 60,437.00	\$ (60,437.00)
County Retirement Assessment			
County Retirement Assessment	\$ 386,099.00	\$ 378,383.00	\$ 7,716.00
Subtotal - County Retirement	\$ 386,099.00	\$ 378,383.00	\$ 7,716.00 *
Group Health Insurance			
Group Health Insurance	\$ 620,000.00	\$ 621,052.22	\$ (1,052.22)
Medicare	\$ 55,000.00	\$ 26,567.96	\$ 28,432.04
Subtotal - Group Health Insurance	\$ 675,000.00	\$ 647,620.18	\$ 27,379.82 *
Group Life Insurance			
Expenses	\$ 4,500.00	\$ 2,756.01	\$ 1,743.99
Subtotal - Group Life Insurance	\$ 4,500.00	\$ 2,756.01	\$ 1,743.99 *
All Other Insurance			
Expenses	\$ 261,700.00	\$ 242,964.25	\$ 18,735.75
Subtotal - Other Insurance	\$ 261,700.00	\$ 242,964.25	\$ 18,735.75 *
Interfund Transfers			
	\$ -	\$ 207,475.35	\$ (207,475.35)
General Fund Totals	\$ 18,384,916.54	\$ 17,843,680.74	\$ 541,235.80

*Balance closed to Undesignated Fund Balance

**Balance closed to Ambulance Receipts Reserved

All other balance carried forward to fiscal 2011

Reserve Fund Memo: Appropriations \$52,000, expenditures \$40,234.88, Balance \$11,765.12 as noted above.

**Town of Westminster
Appropriation/Expenditure Report
Fiscal Year 2010**

Sewer Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Sewer Department			
Personal Services	\$ 83,452.00	\$ 78,105.55	\$ 5,346.45 *
Expenses	\$ 460,100.00	\$ 449,553.96	\$ 10,546.04 *
Debt Service	\$ 326,064.00	\$ 326,063.75	\$ 0.25 *
Motor Equip. - Art.#27	\$ 37,000.00	\$ 37,000.00	\$ -
Whitman River Professional Services - Art.#5	\$ 228,258.79	\$ 52,690.44	\$ 175,568.35
Interfund Transfers	\$ -	\$ 115,645.00	\$ (115,645.00)
Sewer Enterprise Fund Totals	\$ 1,134,874.79	\$ 1,059,058.70	\$ 75,816.09

*Balances closed out to Retained Earnings,
all other balances carried forward to fiscal 2011

Water Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Water Department			
Personal Services	\$ 90,572.00	\$ 87,919.33	\$ 2,652.67 *
Expenses	\$ 263,800.00	\$ 263,800.00	\$ -
Capital Outlay	\$ 99,102.00	\$ 89,101.58	\$ 10,000.42 *
Tank Bubbler System - Art.#28	\$ 8,902.23	\$ 420.20	\$ 8,482.03
System Analysis - Art.#2	\$ 9,200.68	\$ 9,200.68	\$ -
Interfund Transfers	\$ -	\$ 128,415.00	\$ (128,415.00)
Water Enterprise Fund Totals	\$ 471,576.91	\$ 578,856.79	\$ (107,279.88)

*Balances closed out to Retained Earnings,
all other balances carried forward to fiscal 2011

Transfer Station Enterprise Fund

	Appropriations/ Transfers	Expenditures	Unexpended Balances
Solid Waste Department			
Expenses	\$ 258,700.00	\$ 242,285.10	\$ 16,414.90 *
RFID System - Art.#7	\$ 25,000.00	\$ 25,000.00	\$ -
Interfund Transfers	\$ -	\$ 23,365.00	\$ (23,365.00)
Transfer Station Enterprise Fund Totals	\$ 283,700.00	\$ 290,650.10	\$ (6,950.10)

All other balances carried forward to fiscal 2011

**Town of Westminster
Activity Report
Fiscal Year 2010**

Non-Appropriation Accounts

Highway Improvements Fund

	Receipts	Expenditures	Balances
State Highway Reimbursement	\$ 362,004.45	\$ -	\$ -
Highway Anticipation Notes (Memo)	\$ 746,974.86	\$ 731,332.04	\$ 259,357.18
Borrowed from Stabilization Fund (Memo)	\$ 115,000.00	\$ 115,000.00	\$ -
Chapter 246 - Agreement #3246332	\$ -	\$ 13,202.41	\$ -
Chapter 90 #51035	\$ -	\$ 148,081.13	\$ -
Chapter 291A - Agreement #350135634	\$ -	\$ 55,375.32	\$ -
Highway Improvements Fund Totals	\$ 1,223,979.31	\$ 1,062,990.90	\$ 259,357.18

Other Special Revenue Fund

	Receipts	Expenditures	Balances
Selectmen (Cable Access)	\$ 5,058.57	\$ -	\$ 24,547.87
250Th Anniversary	\$ 23,131.63	\$ 65,958.06	\$ 28,719.31
Agricultural Commission	\$ 1,927.66	\$ 655.12	\$ 1,670.54
Insurance Recovery	\$ 30,542.32	\$ 22,868.72	\$ 17,578.05
Wetlands Protection Act	\$ 5,382.50	\$ 21,000.00	\$ 6,360.60
Planning Board- 53G Consultants	\$ 10,224.70	\$ 3,885.00	\$ 36,889.38
Zoning Board - 53G Consultants	\$ 4,029.59	\$ 3,674.95	\$ 4,207.57
Clean Energy	\$ 4,587.74	\$ 853.90	\$ 3,733.84
Police Outside Detail	\$ -	\$ -	\$ 7,034.04
Fire Outside Detail	\$ -	\$ -	\$ 2,543.50
Fire Hazmat Revolving	\$ 1,944.16	\$ 3,366.47	\$ 1,335.82
Fire Donation Account	\$ 6,691.00	\$ 3,904.14	\$ 18,233.51
Fire Ambulance Rec. Res.	\$ 268,835.57	\$ 180,275.10	\$ 432,446.92
EMS Equipment	\$ -	\$ (609.88)	\$ 114.00
Global Fire	\$ -	\$ -	\$ -
Emergency Management Donation	\$ 100.00	\$ -	\$ 220.00
Recycling Committee Gift	\$ -	\$ -	\$ 14,111.03
Town Earth Day Fund	\$ -	\$ -	\$ 890.82
Cemetery Donation Account	\$ -	\$ -	\$ 1,070.00
Cemetery Hearse House Gift	\$ 1.37	\$ -	\$ 1,793.78
Cemetery Sale of Lots	\$ 3,175.00	\$ -	\$ 12,792.50
Cemetery Urn Garden Gift	\$ -	\$ -	\$ 305.00
Council on Aging Gift	\$ 1,079.96	\$ 614.91	\$ 3,211.14
Library Gift	\$ 2,737.12	\$ 2,444.46	\$ 6,477.43
Library Building & Renovation Account	\$ 0.09	\$ -	\$ 190.21
Library Preservation Fund	\$ 0.32	\$ 45.00	\$ 374.82
Altobelli Memorial	\$ 320.31	\$ 1,106.18	\$ 6,578.60
Aalto/Salo Memorial	\$ 2.09	\$ -	\$ 2,815.72
Library Endowment Fund	\$ 3.52	\$ -	\$ 4,786.87
Historical Commission Gift	\$ -	\$ -	\$ 165.00
Other Special Revenue Fund Totals	\$ 369,775.22	\$ 310,042.13	\$ 641,197.87

**Town of Westminster
Activity Report
Fiscal Year 2010**

Federal and State Grants Fund

	Receipts		Expenditures		Balances
FEMA Storm 12/11/08	\$ 1,302,771.06	\$	948,796.08	\$	-
Cultural Council	\$ 10,002.86	\$	3,942.40	\$	10,110.68
Extended Polling Hours	\$ 5,522.00	\$	6,657.68	\$	767.50
EDF Wachusett Animal Hospital	\$ 161,650.25	\$	153,510.00	\$	1,508.38
43D Technical Assistance	\$ -	\$	35,650.00	\$	8,750.00
Police Bullet Proof Vests	\$ 6,650.00	\$	-	\$	7,108.70
Governor's Highway Safety	\$ 608.40	\$	1,236.50	\$	350.26
Community Policing	\$ -	\$	6,705.82	\$	10,029.63
PD Safety Equipment CPS	\$ -	\$	0.46	\$	-
PD Homeland Security Equip	\$ -	\$	-	\$	3,000.00
PD State 911 PSAP	\$ 37,248.14	\$	20,552.00	\$	1,410.75
PD Seat Belt	\$ -	\$	2,527.24	\$	-
Fire S.A.F.E.	\$ 4,100.00	\$	2,232.70	\$	5,330.13
Volunteer Fire Assistance	\$ 1,132.50	\$	1,132.50	\$	-
Ambulance Task Force	\$ -	\$	358.50	\$	2,047.54
BOH H1N1	\$ 15,072.62	\$	12,609.09	\$	2,463.53
Recycling Comm. Sale of Compost Bins	\$ 0.16	\$	-	\$	205.94
Board Of Health Bio Terrorism	\$ 120.00	\$	120.00	\$	548.89
Peer to Peer Board of Health	\$ -	\$	231.57	\$	-
Elder Affairs	\$ 6,713.00	\$	6,849.27	\$	-
Library State Aid	\$ 7,894.69	\$	4,111.43	\$	13,353.30
Library Documentary	\$ -	\$	-	\$	1,605.00
Federal and State Grants Fund Totals	\$ 1,559,485.68	\$	1,207,223.24	\$	68,590.23

Capital Projects Fund

	Receipts		Expenditures		Balances
Wastewater Plan (Art.#21 5/3/03)	\$ -	\$	-	\$	127,403.44
Land Purchase Schenck Farm	\$ -	\$	-	\$	6,214.43
New Town Hall (Art.#24 11/4/03)	\$ -	\$	-	\$	38,939.82
New Ambulance (Art.#3 5/1/2007)	\$ -	\$	-	\$	1,963.12
Land Purchase-Crocker Pond (Art.#18 10/26/04)	\$ -	\$	-	\$	26,344.13
Library Renovation	\$ 392,000.00	\$	520,119.92	\$	9,421.95
Forest Legacy	\$ 876,644.30	\$	1,040,869.95	\$	4,929.35
Capital Projects Fund Totals	\$ 1,268,644.30	\$	1,560,989.87	\$	215,216.24

Agency Fund

	Receipts		Expenditures		Balances
Hunting/Fishing Licenses	\$ 3,938.00	\$	3,938.00	\$	-
Planning Board/Selectmen Performance Bonds	\$ 1,478.21	\$	59,486.78	\$	314,805.49
Leino Park Water District	\$ 30,946.00	\$	31,256.00	\$	-
Holmes Park Water District	\$ 2,336.57	\$	2,336.57	\$	-
Police Detail	\$ 240,149.66	\$	282,159.15	\$	(3,450.49)
Fire Detail	\$ 4,247.00	\$	4,513.00	\$	84.00
Cable Access Charges	\$ 80,936.94	\$	80,936.94	\$	-
Agency Fund Totals	\$ 364,032.38	\$	464,626.44	\$	311,439.00

**Town of Westminster
Activity Report
Fiscal Year 2010**

Expendable Trust Fund

	Receipts	Expenditures	Balances
Forbush Worthy Poor Fund	\$ 2,737.00	\$ -	\$ 51,209.44
Fred Smith Poor Fund	\$ 11,309.26	\$ 10,000.00	\$ 85,159.72
Chartes F. Giles Fund	\$ 4,235.33	\$ -	\$ 81,580.43
Westminster Grange Fund	\$ 113.39	\$ -	\$ 2,503.71
Upton School Fund	\$ 311.28	\$ -	\$ 1,466.92
Stabilization Fund	\$ 119,019.57	\$ 375,000.00	\$ 732,758.90
Stabilization Fund - Repair of Buildings	\$ 3,613.34	\$ -	\$ 827,018.50
Stabilization Fund - Capital Equip.& Improve.	\$ 2,841.57	\$ 300,500.00	\$ 434,419.67
Stabilization Fund - Info Tech / Telecomm Sys	\$ 2,236.00	\$ 64,740.00	\$ 465,879.86
Stabilization Fund - OPEB	\$ 5,000.00	\$ -	\$ 5,000.00
Stabilization Fund - Road Maint.	\$ 5,000.00	\$ -	\$ 5,000.00
Conservation Fund	\$ 1,178.67	\$ -	\$ 6,239.71
Aina E. Stein Conservation Fund	\$ 1.84	\$ -	\$ 2,452.09
Police Law Enforcement Fund	\$ 5,231.00	\$ 203.00	\$ 30,726.31
Cemetery Perpetual Care Fund	\$ 6,438.31	\$ -	\$ 17,325.38
D.W. Sanders Cemetery Fund	\$ 120.38	\$ -	\$ 1,266.66
Florence B. Rice Cemetery Fund	\$ 17.83	\$ -	\$ 184.67
J.R. Barrell Cemetery Fund	\$ 96.67	\$ -	\$ 2,477.25
Laurie F. Dobb Cemetery Fund	\$ 57.68	\$ -	\$ 568.29
M.A. Creed Cemetery Fund	\$ 71.69	\$ -	\$ 947.95
Elizabeth Rose Cemetery Fund	\$ 3,023.64	\$ -	\$ 18,098.55
Sarah M. Barnes Library Fund	\$ 7.81	\$ -	\$ 13.48
M.A. Farnsworth Library Fund	\$ 33.51	\$ -	\$ 386.16
Graham Library Fund	\$ 208.65	\$ -	\$ 1,726.32
Bigelow (Children's Books) Library Fund	\$ 97.20	\$ 500.00	\$ 141.56
Agnes M. Bigelow Library Fund	\$ 42.97	\$ -	\$ 150.78
Otto & Hilda Huusari Library Fund	\$ 897.66	\$ -	\$ 14,354.85
Lucy Childs Library Fund	\$ 9.60	\$ -	\$ 110.28
Preston P. Ellis Library Fund	\$ 30.10	\$ -	\$ 317.72
Fred S. Whitman Library Fund	\$ 12.90	\$ -	\$ 49.64
Adelaide W. Berry Library Fund	\$ 4.51	\$ -	\$ 19.87
Minnie F. Dexter Library Fund	\$ 42.80	\$ -	\$ 154.74
A.R. Hager Library Fund	\$ 31.30	\$ -	\$ 250.69
C.A. Forbush Library Fund	\$ 23.20	\$ -	\$ 111.57
M.D. Haws Library Fund	\$ 41.67	\$ -	\$ 138.84
Westminster Library Fund	\$ 75.54	\$ -	\$ 296.72
D.W. Sanders Library Fund	\$ 83.70	\$ -	\$ 293.95
Joseph W. Forbush Library Fund	\$ 88.24	\$ -	\$ 900.13
Charles Wyman Library Fund	\$ 256.04	\$ -	\$ 913.34
Universalist Society Library Fund	\$ 8.82	\$ -	\$ 35.96
George A. Miller Library Fund	\$ 79.23	\$ -	\$ 265.11
Henrietta Gates Library Fund	\$ 44.44	\$ -	\$ 149.73
Mossman Memorial	\$ 388.00	\$ -	\$ 727.22
Expendable Trust Fund Totals	\$ 175,162.34	\$ 750,943.00	\$ 2,793,792.67

TOWN OF WESTMINSTER
FIXED ASSET VALUE AND DEPRECIATION REPORT
JUNE 30, 2010

Description	Cost	Increases	Decreases	Cost	Acc Depr	Increases	Decreases	Acc Depr	Net Assets
	7/1/2009	FY10	FY10	6/30/2010	7/1/2009	FY10	FY10	6/30/2010	6/30/2010
Fund: Enterprise									
Class: Buildings	436,850.00	0.00	0.00	436,850.00	133,769.60	8,418.90	0.00	142,188.50	294,661.50
Class: Infrastructure	11,543,345.54	0.00	0.00	11,543,345.54	4,639,780.82	231,559.18	0.00	4,871,340.01	6,672,005.52
Class: Vehicles & Equipment	572,467.89	31,791.00	25,569.00	578,689.89	427,203.10	32,466.87	25,569.00	434,100.98	144,588.90
Fund: Enterprise Total	12,552,663.43	31,791.00	25,569.00	12,558,885.43	5,200,753.52	272,444.95	25,569.00	5,447,629.49	7,111,255.92
Fund: Governmental									
Class: Buildings	10,561,023.00	23,659.00	0.00	10,584,682.00	1,431,582.54	225,471.64	0.00	1,657,054.18	8,927,627.81
Class: Construction in Process	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Class: Infrastructure	62,419,487.75	770,674.00	0.00	63,190,161.75	30,616,258.28	1,273,325.39	0.00	31,889,583.67	31,300,578.07
Class: Land	9,820,055.00	0.00	0.00	9,820,055.00	0.00	0.00	0.00	0.00	9,820,055.00
Class: Land Improvements	126,065.00	0.00	0.00	126,065.00	104,372.35	5,743.85	0.00	110,116.20	15,948.80
Class: Vehicles & Equipment	4,746,418.02	291,872.60	68,899.00	4,969,391.62	3,166,288.81	322,322.36	68,899.00	3,419,712.18	1,549,679.43
Fund: Governmental Total	87,673,048.77	1,086,205.60	68,899.00	88,690,355.37	35,318,501.98	1,826,863.24	68,899.00	37,076,466.23	51,613,889.11
Grand Total	100,225,712.20	1,117,996.60	94,468.00	101,249,240.80	40,519,255.50	2,099,308.19	94,468.00	42,524,095.72	58,725,145.03

Town of Westminster

Fiscal Year 2010

Receipts

General Fund

Taxes:

Personal Property Taxes	\$	623,133.64	
Real Estate Taxes	\$	12,399,915.00	
Tax Liens.	\$	153,791.19	
Roll Back Taxes	\$	1,378.58	
Motor Vehicle Excise	\$	924,712.64	
Other Excise	\$	-	
		<u> </u>	\$ 14,102,931.05

Penalties & Interest:

Property Taxes	\$	51,826.90	
Motor Vehicle	\$	30,695.52	
Tax Lien Redemptions	\$	30,447.96	
In Lieu of Taxes	\$	60,421.67	
		<u> </u>	\$ 173,392.05

Charges for Services:

Contracted Landfill Fees	\$	1,521,066.93	
Council on Aging MART Fares	\$	2,240.25	
		<u> </u>	\$ 1,523,307.18

Other Departmental Revenue:

Police Department	\$	897.00	
Fire Department	\$	413.00	
Library	\$	536.53	
Town Clerk	\$	3,359.40	
Assessors	\$	941.00	
Treasurer/Collector	\$	6,375.00	
Cemetery Department	\$	10,945.00	
Miscellaneous	\$	1,500.00	
		<u> </u>	\$ 24,966.93

Licenses & Permits:

Alcoholic Beverages Licenses	\$	9,520.00	
Town Clerk	\$	14,675.00	
Police Department	\$	4,450.00	
Fire Department	\$	9,155.00	
Building Department	\$	76,080.00	
Board of Health	\$	23,085.00	
Other Licenses & Permits	\$	32,831.00	
		<u> </u>	\$ 169,796.00

Revenue From The State:

State Owned Land	\$	146,702.00	
Abatements to Elderly	\$	14,056.00	
Lottery, Beano and Charity	\$	576,774.00	
Room Tax	\$	41,645.00	
Police Career Incentive	\$	9,285.00	
		<u> </u>	\$ 788,462.00

Fees:

Cable TV Fees	\$	1,044.50	
Treasurer/Collector Misc.	\$	109.66	
Town Clerk.	\$	10,495.55	
Planning Bd Hearings	\$	3,200.00	
Appeals Bd Hearings	\$	11,300.00	
Police Dept.	\$	24,715.82	
Fire Dept.	\$	927.70	
Health Dept.	\$	7,145.00	
Library	\$	27.00	
		<u> </u>	\$ 58,965.23

Town of Westminster

Fiscal Year 2010

Receipts

Fines & Forfeitures:

Parking Violations	\$	4,544.19	
Civil Motor Vehicle Infractions	\$	66,867.50	
PD Restitution/Court Fines	\$	9,907.57	
Dog Fines	\$	5,670.00	
Library Fines	\$	4,507.58	
			\$ 91,496.84

Miscellaneous Revenues:

Reimbursement for MART Van Use	\$	72,692.68	
Earnings on Investments	\$	7,822.75	
Sale of Items	\$	655.00	
Other Miscellaneous Revenue	\$	2,266.89	
			\$ 83,437.32

Interfund Transfers:

\$ 1,138,221.22

Total General Fund Receipts

\$ 1,313,155.38

Highway Improvements Fund (F23)

Highway Anticipation Notes	\$	746,974.86	
Borrowed from Stabilization Fund	\$	115,000.00	
State Reimbursements	\$	362,004.45	
Total Highway Improvements Fund Receipts			\$ 1,223,979.31

Other Special Revenue Fund (F24)**Receipts:**

Selectmen (Cable Access)	\$	5,058.57	
250th Anniversary	\$	22,753.00	
Conservation Commission - Wetland	\$	5,382.50	
Planning Board	\$	9,990.00	
Appeals Board	\$	4,000.00	
Clean Energy	\$	4,587.74	
Fire Dept.	\$	6,791.00	
Cemetery - Sale of Lots	\$	3,175.00	
Council on Aging Gift Account	\$	1,079.96	
Library	\$	3,052.12	
			\$ 65,869.89

Reserved For Appropriation:

Insurance Refund over 20,000.00	\$	30,542.32	
Ambulance	\$	255,574.80	
			\$ 286,117.12

Revolving Funds:

Agricultural Commission	\$	1,927.66	
Fire Hazmat 53E1/2	\$	1,944.16	
			\$ 3,871.82

Earnings On Investments:

250th Anniversary	\$	378.63	
Zoning Board - 53G Consultants	\$	29.59	
Planning Board-53G Consultants	\$	234.70	
Cemetery/Hearse House	\$	1.37	
Library Building & Renovation Fund	\$	0.09	
Library Preservation Fund	\$	0.32	
Altobelli Memorial	\$	5.31	
Aalto/Salo Memorial	\$	2.09	
Library Endowment Fund	\$	3.52	
			\$ 655.62

Interfund Transfers:

Ambulance	\$	13,260.77	
			\$ 13,260.77

Total Fund 24 Special Revenue Receipts

\$ 369,775.22

Town of Westminster

Fiscal Year 2010

Receipts

Federal and State Grants Fund

Federal Grants:

FEMA Storm	\$	1,302,771.06	
Block Grant EDF	\$	161,641.87	
			\$ 1,464,412.93

State Grants:

Cultural Council LLC	\$	4,000.00	
Extended Poll Hours	\$	5,522.00	
Police Dept.	\$	44,506.54	
Fire Dept.	\$	5,232.50	
Board of Health	\$	15,192.62	
Council on Aging Formula Grant	\$	6,713.00	
Library State Aid Grant	\$	7,888.06	
			\$ 89,054.72

Earnings On Investments:

Block EDF	\$	8.38	
Cultural Council	\$	2.86	
Sale of Compost Bins	\$	0.16	
Library State Aid Grant	\$	6.63	
			\$ 18.03

Interfund Transfers:

From General Fund/Cultural Council	\$	6,000.00	
			\$ 6,000.00

Total Federal & State Grants Fund Receipts

\$ 1,559,485.68

Capital Projects Fund

Bond Anticipation Notes/Library Renovation	\$	392,000.00	
Bond Anticipation Notes/Forest Legacy	\$	853,354.30	
Misc. Revenue/Forest Legacy	\$	23,290.00	

Total Capital Projects Fund Receipts

\$ 1,268,644.30

Sewer Enterprise Fund

Enterprise Receipts:

Sewer Usage Charges	\$	380,505.77	
Sewer Inspection & Connection Fees	\$	7,500.00	
Miscellaneous Sewer Charges	\$	7,297.79	
Sewer Liens	\$	20,121.28	
Committed Interest Added To Taxes	\$	34,316.94	
Sewer Services	\$	5,064.68	
Earnings on Investments	\$	10,885.67	
			\$ 465,692.13

Sewer Betterment Assessments:

Receipts	\$	74,976.41	
Betterments Interest/Pay Offs	\$	10,352.19	
			\$ 85,328.60

Inflow/Infiltration Repair:

Earnings on Investments	\$	14.34	
			\$ 14.34

Interfund Transfers:

Transfer From General Fund	\$	163,032.00	
			\$ 163,032.00

Total Sewer Enterprise Fund Receipts

\$ 714,067.07

**Town of Westminster
Fiscal Year 2010
Receipts**

Water Enterprise Fund

Enterprise Receipts:

Water Usage Charges	\$ 565,063.64	
Water Service Connection Fees	\$ 13,500.00	
Water Receipts Reserve Charges	\$ 6,025.00	
Miscellaneous Water Charges	\$ 3,561.91	
Water Liens	\$ 30,164.00	
Lien Interest	\$ 7,716.89	
Water Services	\$ 14,241.48	
Earnings on Investments	\$ 1,363.81	
	<u> </u>	\$ 641,636.73

Interfund Transfers:

Transfer From General Fund	\$ 17,821.00	
	<u> </u>	<u> </u> \$ 17,821.00

Total Water Enterprise Fund Receipts **\$ 659,457.73**

Transfer Station Enterprise Fund

Trash Hauler Fees	\$ 9,570.00	
Contracted Landfill Fees	\$ 249,969.96	
Earnings on Investments	\$ 1,803.36	
	<u> </u>	\$ 261,343.32

Total Landfill Enterprise Fund Receipts

Non-Expendable Trust Fund

Contributions:

Cemetery Perpetual Care	\$ 1,350.00	
	<u> </u>	\$ 1,350.00

Total Non-Expendable Trust Fund Receipts

Expendable Trust Fund

Earnings On Investments:

Town Administration	\$ 12,033.40	
Stabilization Funds	\$ 13,021.76	
Conservation Funds	\$ 180.51	
Cemetery Funds	\$ 9,826.20	
Library Funds	\$ 2,507.89	
	<u> </u>	\$ 37,569.76

Miscellaneous Revenue:

Interfund Transfers to Stabilization Funds	\$ 125,000.00	
Transfers From General Fund	\$ 6,361.58	
PD Law Enforcement Trust	\$ 5,231.00	
Conservation Fund - Appropriation	\$ 1,000.00	
	<u> </u>	\$ 137,592.58

Total Expendable Trust Fund Receipts **\$ 175,162.34**

Agency Fund

Agency Receipts:

Fish & Game Licenses	\$ 3,938.00	
Planning Board / Selectmen Performance Bonds	\$ 1,478.21	
Leino Park Water Collections	\$ 31,256.00	
Holmes Park Water Collections	\$ 2,336.57	
Police Detail	\$ 233,852.16	
Fire Detail	\$ 4,247.00	
Cable Access Charges	\$ 80,936.94	
	<u> </u>	\$ 358,044.88

Total Agency Fund Receipts **\$ 358,044.88**

Total Receipts ---- All Funds **\$ 7,904,465.23**

**TOWN OF WESTMINSTER
SCHEDULE OF DEBT OUTSTANDING
ISSUED AND RETIRED FOR THE FISCAL YEAR 2010**

ISSUE DATE	DUE DATE	DESCRIPTION	RATE	DEBT LIMIT	OUTSTANDING 7/1/2009	ISSUED	RETIRED	OUTSTANDING 6/30/2010	INTEREST PAID	
State Grant Anticipation Notes:										
06/24/09	09/22/09	Highway State Aid-Repay Stabil	1.49%	I	259,357.18	0.00	259,357.18	0.00	952.87	
09/22/09	03/22/10	Highway State Aid-CH 90	1.68%	I	0.00	117,613.18	117,613.18	0.00	979.83	
03/22/10	06/22/10	Highway State Aid-CH 90	1.30%	I	0.00	94,361.68	94,361.68	0.00	309.20	
04/14/10	06/22/10	Highway State Aid-CH 90	1.20%	I	0.00	260,000.00	260,000.00	0.00	589.81	
06/22/10	09/20/10	Highway State Aid-CH 90	1.14%	I	0.00	275,000.00	0.00	275,000.00	0.00	
		Sub-total			259,357.18	746,974.86	731,332.04	275,000.00	2,831.71	
Bond Anticipation Notes:										
01/15/09	01/15/10	Library Repair/Renovation	2.75%	I	490,000.00	0.00	392,000.00	98,000.00	13,475.00	
01/15/09	01/15/10	Library Repair/Renovation	2.75%	I	0.00	0.00	98,000.00	(98,000.00)	0.00	
01/15/10	01/14/11	Library Repair/Renovation	1.30%	I	0.00	392,000.00	0.00	392,000.00	0.00	
05/22/09	05/21/10	Ambulance	2.25%	I	46,000.00	0.00	46,000.00	0.00	1,032.13	
05/27/09	09/01/09	Land Acquisition/Forest Legacy	1.49%	I	805,000.00	0.00	805,000.00	0.00	3,131.90	
09/01/09	10/16/09	Land Acquisition/Forest Legacy	1.25%	I	0.00	235,799.30	235,799.30	0.00	368.44	
10/16/09	10/15/10	Land Acquisition/Forest Legacy	1.49%	I	0.00	235,799.30	0.00	235,799.30	0.00	
		Sub-total			1,341,000.00	863,598.60	1,576,799.30	627,799.30	18,007.47	
		Sub-total Short Term Debt			1,600,357.18	1,610,573.46	2,308,131.34	902,799.30	20,839.18	
General Obligation Bonds:										
11/01/95	11/01/10	Public Safety Building	7.30-5.4%	I	190,000.00	0.00	110,000.00	80,000.00	7,235.00	
04/15/04	04/15/19	Sewer Extension	3.75%	I	2,340,000.00	0.00	235,000.00	2,105,000.00	91,063.75	
05/01/07	05/01/17	Town Hall	3.78%	I	2,960,000.00	0.00	370,000.00	2,590,000.00	125,800.00	
05/01/07	05/01/14	Crocker Pond	3.61%	I	890,000.00	0.00	180,000.00	710,000.00	37,350.00	
		Sub-total			6,380,000.00	0.00	895,000.00	5,485,000.00	261,448.75	
11/16/05	08/01/20	Water Pollution Abatement Trust: Wastewater Management Plan	0.825%	I	248,306.00	0.00	33,380.00	214,926.00	4,979.74	
		Sub-total Long Term Debt			6,628,306.00	0.00	928,380.00	5,699,926.00	266,428.49	
TOTAL ALL DEBT					8,228,663.18	1,610,573.46	3,236,511.34	6,602,725.30	287,267.67	

**TOWN TREASURER'S REPORT
PERIOD ENDED JUNE 30, 2010**

GENERAL FUND

Bank of America	377,896.78
Citizens Bank	1,601,623.56
Eastern Bank	315,388.41
Fidelity Bank	920,449.62
Flagship Bank	191,016.35
Massachusetts Municipal Depository Trust	521,546.65
TD Banknorth	5,862.24
UniBank for Savings	2,254,880.09

SPECIAL FUNDS**Citizens Bank**

1856 Hearse House Building Fund	1,793.78
Aalto/Salo Memorial	2,815.72
Altobelli Memorial	6,904.71
Compost Bin Sales	205.94
Conservation Commission/Stein Fund	34.69
Cultural Council	13,328.08
Forbush Library Building & Renovation Fund	190.21
Forbush Memorial Library Endowment Fund	4,786.87
Inflow & Infiltration	19,419.91
Law Enforcement Trust	30,726.31
Library Preservation Fund	374.82
Library State Grant	15,095.30
Planning Board Escrow	5,916.43
Rebanna Road Development	13,743.74
ZBA Cell Tower/53G	325.05

Flagship Bank

250th Anniversary Fund	28,550.31
Planning Board Escrow/Brookside	8,883.58
Planning Board Escrow/Depot	20,807.25
Planning Board Escrow/Overlook	2,693.66
Planning Board Escrow/Harrington	574.85
Planning Board Escrow/Rte 31 Business Park	36,074.21
Planning Board Escrow/Woods/53G	4,504.89
Zoning Board/Kingsbury Arms/53G	766.42
Zoning Board/Mountainview Estates/53G	3,116.10

**TOWN TREASURER'S REPORT
PERIOD ENDED JUNE 30, 2010**

SPECIAL FUNDS

Massachusetts Municipal Depository Trust

Stabilization Fund	742,758.90
Stabilization Fund/Building Maintenance	827,018.50
Stabilization Fund/Capital Equipment	444,419.67
Stabilization Fund/Technology	465,879.86
Planning Board Escrow/Westminster Business Park	201,572.72
Planning Board Escrow/Escrow of R. Lehtola	56,923.54

UniBank

Community Development Block Grant	1,508.38
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TRUST FUNDS

Bank of America

Charles F. Giles Fund	115,109.84
Conservation Fund	6,239.71
Fred W. Smith Poor Fund	127,541.59
Joseph Forbush Worthy Poor Fund	74,387.10
Westminster Grange Fund	3,070.60

CEMETERY FUNDS

Bank of America

Expendable Funds	40,868.75
Non-Expendable Funds	225,860.68

LIBRARY FUNDS

Bank of America

Expendable Funds	22,008.66
Non-Expendable Funds	46,298.54

TOTAL ALL FUNDS	9,811,763.57
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**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2010**

FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
REAL ESTATE TAX					
2009	568,056.89	336,449.24	332,449.86	100,842.21	0.00
2010	12,709,918.94	12,228,892.81	120,178.91	43,106.53	403,953.75
PERSONAL PROPERTY TAX					
2007	1,042.30	0.00	0.00	0.00	1,042.30
2008	1,520.00	154.69	0.00	0.00	1,365.31
2009	3,196.99	1,607.95	0.00	0.00	1,589.04
2010	622,713.97	638,322.73	26.76	16,942.08	1,306.56
ROLL BACK TAXES					
all years	1,378.58	1,378.58	0.00	0.00	0.00
STUMPAGE TAX					
all years	0.00	0.00	0.00	0.00	0.00
TAXES IN LITIGATION					
all years	0.00	0.00	0.00	0.00	0.00
DEFERRED TAXES					
all years	23,450.33	0.00	0.00	0.00	23,450.33
MOTOR VEHICLE EXCISE					
2001	4,523.54	20.00	4,503.54	0.00	0.00
2002	2,675.02	0.00	2,675.02	0.00	0.00
2003	5,261.07	50.00	0.00	0.00	5,211.07
2004	6,483.14	34.58	0.00	0.00	6,448.56
2005	3,851.38	217.71	0.00	0.00	3,633.67
2006	4,277.43	811.89	0.00	0.00	3,465.54
2007	4,904.53	915.94	560.20	817.98	4,246.37
2008	10,792.68	5,621.49	1,289.16	1,256.45	5,138.48
2009	206,159.52	192,727.62	8,756.09	7,648.21	12,324.02
2010	809,836.37	741,023.59	18,974.02	7,122.43	56,961.19

**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2010**

	FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
WATER USAGE	2006	12,223.65	0.00	0.00	0.00	12,223.65
	2009	49,424.23	14,587.50	34,836.73	0.00	0.00
	2010	605,050.87	550,939.79	5,543.78	463.65	49,030.95
WATER LIENS	2009	3,270.46	1,740.13	1,530.33	0.00	0.00
	2010	35,012.11	28,423.87	0.00	0.00	6,588.24
WATER SERVICES	all years	14,804.36	14,241.48	200.38	0.00	362.50
WATER RECEIPTS RESERVED	all years	6,175.00	6,125.00	0.00	0.00	50.00
HOLMES PARK WATER ASSESSMENT	2009	101.59	0.00	101.59	0.00	0.00
	2010	2,438.16	2,336.57	0.00	0.00	101.59
LEINO PARK WATER ASSESSMENT	2010	31,256.00	30,946.00	0.00	0.00	310.00
SEWER USAGE	2009	35,348.48	9,307.74	26,040.74	0.00	0.00
	2010	403,366.97	371,198.03	3,196.13	0.00	28,972.81
SEWER LIENS	2009	1,291.26	381.23	910.03	0.00	0.00
	2010	26,092.93	19,740.05	0.00	0.00	6,352.88
SEWER SERVICES	all years	5,222.80	5,064.68	0.00	0.00	158.12

**TOWN COLLECTOR'S REPORT
PERIOD ENDED JUNE 30, 2010**

FISCAL YEAR	COMMITTED OR FORWARDED	COLLECTED	ABATED OR TRANSFERRED	REFUNDED OR ADJUSTED	BALANCE
APPORTIONED SEWER BETTERMENT NOT YET DUE	2005	10,198.63	75,034.42	0.00	614,454.62
APPORTIONED SEWER BETTERMENTS	2009	536.77	536.77	0.00	0.00
	2010	72,746.00	0.00	0.00	594.78
COMMITTED INTEREST	2009	314.10	296.03	0.00	0.00
	2010	33,550.68	0.00	0.00	715.62

**TREASURER'S REPORT
PERIOD ENDED JUNE 30, 2010**

FISCAL YEAR	COMMITTED OR FORWARDED	SUBSEQUENT TAXES ADDED	COLLECTED	ABATED OR TRANSFERRED	BALANCE
TAX LIENS RECEIVABLE					
all years	321,385.50	265,267.16	153,791.19	0.00	432,861.47
TAX POSSESSIONS					
all years	17,237.22	0.00	0.00	15,854.83	1,382.39

**AGGREGATE ANNUAL REMUNERATION
OF ALL TOWN EMPLOYEES
INCLUDING ELECTED AND APPOINTED OFFICIALS
FOR THE YEAR ENDING DECEMBER 31, 2010**

Abare, Jennifer	Personnel Clerk					11,902.00
Ahearn, William D.	Hwy. Superintendent	Reg.	76,732.44	O/T	1,471.17	78,203.61
Albert, David J.	Highway	Reg.	52,356.49	O/T	6,730.41	59,086.90
Albert Jr., Salvatore	Chief of Police	Reg.	107,981.22	O/T	0.00	107,981.22
Allard, Donna	Town Accountant					52,898.51
Amendola, Dana M.	Fire					12,532.57
Arsenault, Steven	Highway	Reg.	40,703.92	O/T	4,506.04	45,209.96
Auffrey, Nicholas R.	Answering Service	Reg.	26,792.74	O/T	6,629.33	33,422.07
Baril, Talia	Parks & Rec.					728.00
Barrett Sr, Loring H.	Wire Inspector					22,956.00
Barrett, Alan R.	Fire					2,139.85
Barrett, James A.	Highway	Reg.	49,077.20	O/T	4,589.92	53,667.12
Bassett, Mary D.	Library					1,632.54
Beaton, Callie	Asst. Accountant					572.66
Bedard, Claire I.	Assessors - Clerk					1,915.70
Belliveau, Patrick	Parks and Rec.					889.25
Benson, Kent M.	Police	Reg.	53,942.57	O/T	5,166.91	59,109.48
Berube, James J.	Highway	Reg.	40,659.92	O/T	4,689.96	45,349.88
Berube, Jonathan J	Cemetery					7,744.86
Bettez, Matthew	Fire					6,084.91
Blessington, Bruce A.	Fire					17,450.79
Bliss, Jon R.	Tree Warden					1,274.00
Boivin Jr., Francis W.	Fire					12,222.62
Boucher, Darlene	Personnel Administrator					36,811.35
Boucher, Kevin	Police PT					3,261.42
Bourgeois, Paul R.	Fire					30.96
Bourque, Gail	Library					4,454.80
Bradley, Heather E	Animal Control, Inspector					463.00
Brouillet, Edward G.	Fire					130.28
Butterfield, Kyle S.	Fire Full-Time	Reg.	51,304.46	O/T	14,461.56	65,766.02
Carey, Ina A	Crossing Guard/Police					546.76
Cavanaugh, Jason P.	Library					20,269.34
Chapman, Benjamin	Crocker Pond					2,931.40
Chapman, Susan M.	Maintenance	Reg.	35,234.80	O/T	390.86	35,625.66
Chartrand, Robert, L.	Fire					9,421.57
Chatigny, Scott	Answering Service					5,167.73
Chevarie, Michelle	Police Clerk					12,161.72
Comiskey, Debra K.	Answering Service	Reg.	44,095.76	O/T	4,544.11	48,639.87
Cormier, Jason D.	Crocker Pond					3,392.83
Couture, Steven L.	Police					2,247.21
Cramm, Robert J.	Maintenance	Reg.	34,512.22	O/T	204.65	34,716.87
Cringan, Ryan	Fire					8,637.29
Davis, Jason	Parks & Rec.					256.00
De Marco, Derek M.	Parks and Rec					1,283.84
Dean Jr, Daniel	Fire					7,639.61
Delorey Jr. Joseph	Parks and Rec					774.40
D'Entremont, Phillip G.	Fire-Full Time	Reg.	49,111.71	O/T	9,089.70	58,201.41
Devoll, Andrew A.	Fire					364.98
Donahue, Daniel M	Police	Reg.	64,001.47	O/T	7,435.97	71,437.44

Driscoll, Patricia A	Hwy, Water, Sewer-Secty.					37,267.45
Dube, Edward J.	Veterans Agent					3,625.00
Duncan, Brett M.	Fire					10,858.16
Durfee, Samantha L	Answering Service		32,066.00	O/T	1,793.07	33,859.07
Eagan, John	Cemetery					9,546.52
Erickson, Lisa A.	Library					9,391.20
Espie, Matthew P.	Answering Service					3,435.39
Farley, Daniel G.	Fire					3,513.57
Feeley, Corey P	Fire					1,147.32
Fisher, Susan	Council on Aging	Reg		O/T		33,897.82
Flynn, Gary	Fire					1,398.40
Forsyth Glenn T.	Council on Aging	Reg.	30,649.01	O/T	82.06	30,731.07
Gallant, Melody L.	Treasurer/Collector					56,652.57
Gallant, Michael	Building					13,464.88
Gerde, Anne C.	Library					4,230.30
Giles Jeffery	Answering Service					3,687.28
Glover, Faith A.	Answering Service					1,346.86
Goguen, Robert R.	Council on Aging					2,239.79
Griffith, Edwina	Council on Aging					1,982.40
Gronroos, John T.	Cemetery Superintendent					43,055.65
Haley-Cormier, Marybeth	Asst. Town Clerk					8,771.52
Hall, Joshua W.	Director of Public Works					78,770.04
Hallowell, Barbara N.	Hwy, Water, Sewer-Secty.					30,908.80
Hamm, Robert H.	Fire					5,901.99
Hartford, Benjamin	Fire					8,966.78
Hawkins, Jr. Leroy A.	Police	Reg.	67,963.45	O/T	24,593.87	92,557.32
Hawkins, Nathan D.	Cemetery					10,376.39
Henry, David J	Fire					3,524.74
Hill, Robert N.	Water & Sewer	Reg.	52,706.80	O/T	12,108.72	64,815.52
Holm, Robin L.	Admin. Assessor					32,531.20
Howe-Soper, Margaret A	Library Director					47,336.80
Hurd, Timothy E.	Highway, Fire	Reg.	51,608.01	O/T	5,897.17	57,505.18
Hurlbut, David D. Jr.	Fire					976.12
Illnitch, Shawn M	Answering Service					7,271.00
Johnson, Michelle	Assessor - Clerk					12,445.47
Kalagher, Susan H.	Conservation Clerk					7,330.70
Kazan, Betty A.	Exec. Admin. Assistant					25,583.85
Keena, Jeanne A.	Treasurer/Collector-Clerk					11,984.53
Kelly, Mary Ellen	Asst. Town Accountant					10,816.65
Lajoie, Stephen J.	Maintenance					2,194.80
Landry, Clayton A.	Fire Full-Time	Reg.	47,931.44	O/T	10,346.82	58,278.26
Langelier, Richard H.	Highway	Reg.	52,916.48	O/T	8,954.02	61,870.50
Lebel, Andrew	Fire					4,371.16
LeBlanc, Eric P	Water & Sewer	Reg.	42,598.40	O/T	7,557.12	50,155.52
LeBlanc, Ralph W.	Police	Reg.	66,334.05	O/T	21,175.14	87,509.19
Leger, Kathryn	Parks & Rec					608.00
Leger, Megan	Fire					22.64
Loescher, Andrew R.	Answering Service	Reg.	32,320.60	O/T	10,560.13	42,880.73
Lucander, Joyce M.	Board of Health					27,668.14
Lucier, Dale A	Building Dept.Clerk					27,776.93
Lucier, Susan M	Library					15,541.32
MacAloney, Brenton W.	Fire Chief					104,507.94
MacAloney, Denise L.	Town Clerk, E&R					52,213.25
MacIntosh, Michael S.	Fire					16.47
Malnati, Nicholas A.	Answering Service					11,856.39

Manning, Geraldine M	Library					39,640.68
Martineau, Peter R.	Highway	Reg.	35,622.96	O/T	3,707.19	39,330.15
Mazyck, Kevin R.	Parks and Rec.					693.09
Mazyck, Leann M.	Parks and Rec.					2,550.00
McConville, Rita M	Board of Health					21,878.96
McDonald, Michael R.	Police	Reg.	87,061.00	O/T	3,265.56	90,326.56
McEvoy, John T.	Fire Full-Time	Reg.	48,624.62	O/T	6,282.90	54,907.52
McIntyre, John K	Highway	Reg.	48,153.28	O/T	5,043.10	53,196.38
Michel, Richard H.	Police	Reg.	54,120.98	O/T	14,588.82	68,709.80
Monty, David B.	Fire Full-Time	Reg.	63,110.81	O/T	16,187.23	79,298.04
Munro, Peter M.	Local Building Inspector					19,171.32
Murphy, Karen M.	Town Administrator					77,234.21
Murphy, Ruth A	Library					343.80
Nelson, Amy N.	Police	Reg.	61,304.74	OT	19,395.36	80,700.10
Nivala, Kevin D.	Fire-Full Time	Reg.	74,581.96	O/T	12,974.28	87,556.24
Noonan, Brian L.	Fire					962.80
Perior, Jayne V.	Council on Aging					7,217.10
Phillips, Eric J.	Police	Reg.	56,866.24	O/T	12,360.75	69,226.99
Pierce, Nanette E.	Police-Secretary, Matron	Reg.	38,517.20	O/T	0.00	38,517.20
Racine, Mickey A	Highway	Reg.	40,373.92	O/T	4,123.68	44,497.60
Rathier, Raymond	Cemetery					9,690.01
Reed Joann	Crossing Guard/Police					4,245.33
Rinquist Jr. James E.	Cemetery					8,933.39
Robbins, Edward S.	Police	Reg.	71,672.76	O/T	16,563.02	88,235.78
Robert Maki	Conservation Agent					13,801.20
Rogowski, Robert A	Fire					8,280.65
Root, Diane	Library					6,831.93
Rousseau, Elizabeth	Parks and Rec					739.90
Roy, Patrick J.	Fire					10,915.07
Rufiange, Craig A.	Parks and Rec.					766.53
Rufiange, Todd B.	Parks and Rec.					700.00
Seidl Jessica H.	Fire					21.64
Shampine, Jeffrey G.	Police	Reg.	56,198.94	O/T	14,933.63	71,132.57
Shank, Kayla L.	Parks and Rec.					1,800.00
Sheehan, Ellen M.	Town Clerk-Clerk					12,741.52
Sheehan, Matthew	Parks and Rec.					732.00
Sheehan, Maura C.	Parks and Rec.					728.00
Sheldon, Blake F.	Crocker Pond					2,608.52
Smith, Scott	Water & Sewer	Reg.	47,432.42	O/T	12,453.48	59,885.90
Suomala, Joyce A.	Treasurer/Collector-Clerk					28,751.20
Sutela, Thomas E.	Highway	Reg.	44,594.96	O/T	5,239.42	49,834.38
Swedberg, Elizabeth E	Board of Health Agent	Reg.	51,167.98	O/T	0.00	51,167.98
Swenor, Clay F.	Fire-Full Time	Reg.	52,715.64	O/T	13,647.89	66,363.53
Tamulen, Jason A.	Police	Reg.	56,771.11	O/T	24,320.71	81,091.82
Tatasciore, Domenica	Town Planner					32,320.33
Thorell, Marcia L.	Building-Admin-Assistant.					29,442.02
Thorell, Robert J.	Building Commissioner					10,179.37
Thurlow, Jaye P.	Fire-Clerk		37,412.24	O/T	81.45	37,493.69
Trinque, Nichoolas	Answering Service					300.00
Vacarelo, Judith A	Library					8,842.67
Wade, Cheryl L	Library					583.20
Wetherbee, Jason	Police	Reg.	56,071.35	O/T	20,953.44	77,024.79
Wiinikainen, Tom J.	Gas, Plumbing Inspector					14,040.00
Young, Kelly	Answering Service					583.92
Yraola, Susan E.	Library, E&R					15,782.40

BOARD OF ASSESSORS

The Board of Assessors respectfully submits their annual report for 2010. The Board held 13 posted meetings.

The following is information compiled during the calendar year 2010:

# Of motor vehicle bills processed	9142
\$ Amount committed to collector	886,126.77
# Of motor vehicle abatements granted	342
\$ Amount of abatements granted	26,734.78

During 2010, the Board of Assessors was required to do a Revaluation of the whole town and submit a Revaluation Report to the Department of Local Services; this is done between the required triennial recertification. This form reports the results of sales analysis for real estate and review of commercial and industrial market indicators. The community's assessments must be equitable and consistent with accepted mass appraisal measures of assessment level and uniformity.

In cooperation with the Fire and Police Departments, the Board of Assessors makes the necessary changes needed regarding street numbers for all properties. Land sales or new construction may often require that street numbers change to correspond numerically and geographically correct. It is imperative that our town's emergency personnel locate all properties in case of an emergency. Therefore, the small inconvenience caused by re-numbering is a necessary step for the safety of the towns' residents. The Fire Department currently assigns street numbers to new residences and notifies the board of any changes. This board also works closely with the Treasurer and Tax Collector, Board of Health, Board of Selectmen, Conservation Commission, Personnel, Accountant, Town Administrator, Town Planner, Town Clerk, Council on Aging, Highway Department and the Building Department.

The board would also like to take this time to thank all town boards and departments for their continuing cooperation during the past year.

Respectfully submitted,

Andrew Hertel, Chairman
Robin L. Holm
Darlene Boucher

**THE FOLLOWING WERE CALCULATED ON A
FISCAL YEAR 2010
(JULY 1, 2009– JUNE 30, 2010)**

Fiscal year 2010 tax rate \$14.42 per thousand dollars of valuation

	<u>VALUE</u>	<u>TAX</u>
Real Estate	756,779,493	\$10,912,760.28
Commercial	60,770,907	\$876,316.48
Industrial	63,858,200	\$920,835.24
Personal Property	<u>43,184,052</u>	<u>\$622,714.03</u>
Totals	924,592,652	\$13,332,626.04

EXEMPTIONS GRANTED	<u>NUMBER</u>	<u>AMOUNT</u>
Widow/widower		
Clause 17D	17	\$3,120.86
Veterans:		
Clause 22	53	\$21,200.00
Clause 22E	12	\$12,000.00
Paraplegic	1	\$3,561.74
Blind:		
Clause 37A	6	\$3,000.00
Elderly:		
Clause 41B	31	\$16,259.50

ZONING BOARD OF APPEALS

The year of 2010 was again a significantly active period for the Board. A large number of applications that are extensively more complicated than the average led to many multiple hearings on the same application. The Board relies heavily on the assistance of many of the Town Offices, especially the Town Clerk, to comply with the Board's mandate. The board consists of 3 members and 1 alternate with room for 2 more alternates. The Board successfully petitioned the town for a recording secretary to assist the board with minutes and clerical duties.

The ZBA process is one similar to the judicial process. A person or entity that wishes to accomplish an activity in the Town makes an application to the Building Inspector, who is also the Zoning Enforcement Officer. If the application meets all the requirements of the Zoning By-Laws, then the Board does not become involved. If there are issues that conflict or do not completely comply with Zoning, the applicant may apply to the Town Clerks' office for a hearing. During the hearing, the Board accepts written and oral testimony for any parties concerned. The Board deliberates on the information put forward, and comes to a decision as allowed under the Westminster Zoning By-Laws, *unless* the Town By-Laws are superseded by State or Federal Law. It takes a unanimous decision of the Board to grant in favor of the applicant.

Respectfully submitted,

Donald L. Frigoletto, Chairman

FORBUSH MEMORIAL LIBRARY

Trustees

Beth D'Onfro, Chair
Juliette Bedard, Secretary
Jim Eagle
Walter Haney
Robert Hynes
Leola Leger

The Library's mission is to help preserve the cultural heritage of Westminster as well as to provide materials for information and recreation. 2010 has been a "good" year for Forbush Memorial Library.

The year 2010 was marked by a few changes at the Forbush Memorial Library. Adult Services/Reference Librarian Gail Bourque left in February, and her replacement Jason Cavanaugh, joined us in April. Jason came from the Shrewsbury Public Library and with him, a tremendous knowledge of and interest in science fiction literature. Veteran Trustee Dana Altobelli did not stand for re-election, but Robert Hynes was welcomed by the Board of Trustees in May. Beth D'Onfro was re-elected to the Board and elected Chair. Director Margaret Howe-Soper announced her desire to retire in June, but agreed to stay on as Interim Director until a replacement was found. Anne Gerde joined the staff in the Children's Room. Mary Bassett retired after 30 years of service and is sorely missed. Mary's place was taken by former volunteer Ruth Murphy who, as an employee already knew her job! Other employees serving the public include Geraldine Manning (Children's Librarian), Lisa Erickson, Susan Lucier, Diane Root, Judith Vacarelo, and Susan Yraola.

Again in 2010, the greatest challenge for the Library was the budget situation. Benefitted staff took furlough days in FY10, and the Interim Director worked at a reduced salary. The Library was granted a waiver by the Massachusetts Board of Library Commissioners for the state-aid-requirement for reduced municipal support. A similar waiver for FY11 was applied for. (Unless certain criteria are met, a library can lose state certification which restricts some library services such as interlibrary loans.) Because we retro-fitted the electric lights with cost-saving devices in 2009, the Library's electric bills have been reduced.

Borrowers have become accustomed to the policy of overdue fines as well as the \$5.00 processing charge added to each billed item instituted January 1, 2010. As we had hoped, people are returning their materials in a more timely manner than in past years. A new service was started to remind people when something is coming due: a two day warning notice is sent by email, which several people have said saves them both time and money.

Volunteers

Several volunteers have given their time and effort to the Library and have helped in numerous capacities. People from the Senior Tax Program are always welcome. Henry Harrington and Patrick Warriner served as monitors on the third floor, and Carol Harrington helped with book processing and dust control. Cathy Phillips was invaluable in the Children's Room, shelving, doing story hours, and helping with crafts. Ruth Murphy started out as a volunteer shelver, but transitioned into a job. Carol Young repaired damaged books. Members of the Friends of the Library assisted with book and bake sales, as well as the annual ice cream social. Finally, several volunteers gave programs that were well received. We thank you all and couldn't have done it without you!

Activities

Friends of the Library, led by Marta Klemetti, continued to play an important role supporting the Library's programs. With money raised from memberships, the June Ice Cream Social and bake/book sales, the Great Decisions program was supported and Blinkee the Clown entertained children at the end of the Summer Reading Program. Friends of the Library also provide the Library with passes or discount coupons to various museums such as the Museum of Fine Arts, the Russian Icon Museum, Magic Wings, Tower Hill, and the Fruitlands Museum.

Dr. Kevin Hart and Ambassador George Lane led the Great Decisions program again in 2010. Approximately 30 students and adults attended each of the eight sessions. This year's program consisted of lectures, discussions, and readings on such topics as the role of Special Envoys in US Foreign relations; Kenya & R2P; Global Crisis; US-China security relations; the Global Financial Crisis; Russia and its Neighbors; the Persian Gulf, and Peace Building and Conflict Resolution. We are fortunate to have these knowledgeable and leaders willing to share their time and expertise.

Other programs for adults included two book clubs, several (family oriented) movies, a monster on site at Halloween, Walter Haney's presentation about bee keeping, a pastel workshop, and a music program entitled "Drum Away the Blues."

Children's Room

Geri Manning, Head of Children's Services reports that the Children's Room once again showed a large increase in numbers, especially in the afternoons after school. With the economy as it is, it seems that more people are borrowing rather than buying books.

"Going Green at Your Library" was this past summer's theme for the state-wide Summer Reading Program. We had more than 150 children as participants. Many of our craft-programs utilized recycled materials and/or a green theme. Our special performances brought us Pre-School Greatest Hits (music and movements), Mike Bent, a magician, The Boston Bubble Guy and the Drawbridge Puppet Theatre. These performances were attended by several hundred kids and their caregivers.

For the second year, the Ryan Patrick Jones Heart of a Hero Foundation awarded us \$500. With the generous donation we were able to fund more expensive performers, such as the Boston Bubble Guy and the Drawbridge Puppets. What a wonderful way to keep Ryan in our hearts. Thank you.

Regular programming includes four weekly pre-school story hours, bi-weekly afterschool folktale/craft hour and a monthly Mother/Daughter book club. Many of our programs are extremely popular and usually have a waiting list. Appleseed Academy continues to bring its four-year olds over for a monthly story time.

In addition to Appleseed, Meetinghouse School's entire pre-school and kindergarten have signed on for monthly visits to the Library. In September, the second-graders from Westminster Elementary School had an introduction to Forbush and all of its resources.

Future goals include continued cooperation with the local schools. For the first time, we had 5th-8th graders from the Wachusett Christian School for an introductory tutorial. They continue to come to check out new books.

Curatorial Committee

Members of the Curatorial Committee in 2010 were Leola Leger (Chair), Kristine Haney, and Martha Rainville. The Curatorial Committee prepared an illustrated guide to the fine arts collection, mounted a new display of General Nelson A. Miles Civil War army great coat, photographs of past and present Forbush librarians in the second floor hall, and a newly framed early 19th century oil portrait. Additional material was added to the artifacts database and provenance research expanded, especially on a canteen from the War of 1812.

Gifts and Donations

Generous residents of the Town not only support the Library with their tax dollars, but individuals went out of their way to contribute 'something extra'. This year significant gifts were received from the First Congregational Church as a result of their Yankee Fair, the Ryan Patrick Jones Heart of a Hero Foundation, the family of Porter and Dolly Dawley, as well as relatives of the Altobelli family who contributed to the Altobelli Fund which supports programming for children.

Circulation and visits to the Library

Total circulation for 2010 was 70,898 items, up from 57,820 in 2009, and 41,999 in 2008. Monthly circulation figures have risen steadily all year, as have requests for interlibrary loans amounting to over 4,000 items handled every month. Computer use has risen from approximately 50 hours/month in 2009 to an average of 150 hours/month in 2010. As of December 31, 2010, the Library held 43,327 items for circulation and there were 4,314 Westminster card-holders.

The Library's hours are Tuesday-Thursday, 10:00-8:00; Friday, 10:00-6:00; Saturday, 9:00-1:00; and Sunday and Monday, closed. Information about programs, policies, hours etc. may be found at www.forbushlibrary.org.

Respectfully submitted,

Margaret Howe-Soper, Interim Director

Montachusett Regional Vocational Technical School

The Montachusett Regional Vocational Technical School District Committee presents this report to the citizens of the District. The Committee consists of twenty-two members – four from Fitchburg, represented by LeRoy Clark, Mark Louney, Robert Campbell and Brian Walker, two from Gardner, represented by Helen Lepkowski and Eric Commodore, and one from each of the communities of Ashburnham – represented by Diane Swenson, Ashby – represented by Warren Landry, Athol – represented by Toni L. Phillips, Barre – represented by John Scott, Harvard – represented by Sue Tokay, Holden – represented by James Cournoyer, Hubbardston – represented by Jacqueline B. Kaminski, Lunenburg – represented by Barbara Reynolds, Petersham – represented by Ed Simms, Phillipston – represented by Eric Olson, Princeton – represented by John Mollica, Royalston – represented by Mary Barclay, Sterling – represented by Dr. Kenneth I.H. Williams, Templeton – represented by James M. Gilbert, Westminster – represented by Jeff Schutt and Winchendon – represented by Burton E. Gould, Jr.

FINANCIAL REPORT

Numerous challenges were faced during the development of the fiscal year 2009-2010 budget including rising health insurance, student transportation, and utility costs coupled with a decrease of State Aid Chapter 70 of \$246,009 and a decrease in State Transportation Aid of \$406,008.

Considerable effort was put forth by the School Committee, administration and staff to develop a cost-effective budget. The final fiscal year 2009-2010 Educational Plan totaled \$22,104,281, which represents a \$284,389 decrease from the 2008-2009 Educational Plan.

The District was audited in August 2010 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and an “excellent” report is anticipated.

STUDENT BODY

Monty Tech’s October 1, 2010, enrollment included 1,401 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (46), Ashby (42), Athol (122), Barre (37), Fitchburg (394), Gardner (193), Harvard (3), Holden (46), Hubbardston (53), Lunenburg (63), Petersham (6), Phillipston (20), Princeton (14), Royalston (21), Sterling (53), Templeton (104), Westminster (57), and Winchendon (115).

The Guidance/Admissions Department received 736 applications for admission for the class of 2014. Of these, 636 were for the available ninth grade openings. Due to the retention rate of our upper classes, there were a limited number of openings for upperclassmen. Monty Tech admitted 28 students to the tenth and eleventh grades.

Monty Tech continued to offer a variety of opportunities for students, parents and community members to learn about and visit the school. In October, 1,340 district eighth graders participated in Tour Days. Students toured many of our twenty vocational/technical areas and learned about the challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return at night, with their family members, to explore the facilities and talk with staff members. Career Awareness Night, as well as last spring’s Open House, was attended by an estimated one thousand individuals per event, comprised of students, parents, and community members from throughout the district.

The Vocational Interest Program (V.I.P.) continued to attract large numbers of seventh and eighth grade students during the 2009-2010 school year. Due to the high enrollment, a third five-week session was implemented. Participants had opportunities to attend hands-on after-school sessions in a variety of vocational/technical areas. A satisfaction survey rated this program 4.8 out of 5. The 2009-2010 enrollment is the second highest ever at 742 seventh and eighth graders.

The Scholarship Committee awarded approximately \$37,560 in scholarships to members of the class of 2010. In addition, they awarded \$6,000 to the practical nursing graduates. Once again, local (Business Education Enrichment Foundation) and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges continue to play an important role in helping our graduates enter college through credits earned at Monty Tech. Approximately 65% of our graduates entered a two- or four-year college. This number has continued to grow over the years.

ACHIEVEMENT

Based on the tenth grade MCAS scores, Montachusett Regional Vocational Technical School continued to see an improvement during the 2009-2010 school year in student achievement in both English/Language Arts and Mathematics. In the spring of 2010, Monty Tech's passing rate on the mathematics portion of the test declined slightly from 99% to 97% while the percentage of students scoring in the proficient and advance categories in math went from 78% to 80%. The school's passing rate on the English portion of the test was 100% in 2008, 99% in 2009 and 99% in 2010, while the students scoring in proficient and advanced categories in English went from 81% to 83%.

The following data represents the percentage of students who met the competency score in English/Language Arts and Mathematics at the time of graduation:

	<u>English/Language Arts</u>	<u>Mathematics</u>
Class of 2010	100%	100%
Class of 2009	100%	100%
Class of 2008	100%	100%
Class of 2007	100%	100%
Class of 2006	100%	98.3%
Class of 2005	100%	98.6%
Class of 2004	100%	94.8%

FACULTY AND STAFF

In the 2009-2010 fiscal year, Monty Tech was again affected by the slowing economy. Our Chapter 70 aid was reduced by 2%. As a result of this, our staff was reduced by four positions, due to retiring employees not replaced.

The current staff includes 56 vocational teachers, 2 vocational teaching assistants, 44 academic teachers, 4 guidance counselors, 1 school social worker, 1 school adjustment counselor, 1 school psychologist, 1 speech and language therapist and 1 media specialist.

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.

SkillsUSA Massachusetts has the second largest membership in the nation, boasting 19,300 students and 800 professional members. The state has 42 secondary schools and one post-secondary school, 34 of which are total participation SkillsUSA Chapters.

The 2009-2010 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of district competitions, performed well at state-level competitions and took back to Monty Tech five national medals and four top-ten placements. Serving as co-advisors were First Sergeant Paul Jornet, JROTC instructor, Timothy Gately, English teacher, and Anne Marie Cataldo, Early Childhood Education instructor.

Highlights of the year included:

- A total of 51 medals were captured at the District Competition held in March at Bay Path Regional Vocational Technical School – 20 gold, 17 silver and 14 bronze. Students in four contests swept the events, obtaining all three medals. These included: Dental Assisting, Medical Assisting, Preschool Teaching Assistant and Technical Drafting.
- Forty-five District Medalists and qualifiers, 24 local Leadership contestants, 1 state officer candidate and 14 voting delegates, for a total of 84 students attended the State Leadership and Skills Conference, held in April at Blackstone Valley Vocational Technical School and the Best Western Royal Plaza (Marlboro). Monty Tech finished the competition with 27 Medals of which 15 earned the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri, in late June. In addition, Victoria Holbert was elected to the State Executive Council and Paula Araujo was selected as a National Voting Delegate.
- Of the nine students competing at the National Conference, five earned medals and the remaining four earned a spot in the top ten in the nation. Michelle Gosselin, Early Childhood Education, earned her second Gold Medal in a row in the Action Skills Competition. Arielle Maddocks, also from Early Childhood Education, earned a Gold Medal in the Job Skill Demonstration – Open Competition. Eunices Gonzalez, Dental Assisting, earned a Silver Medal in the Job Skill Demonstration – A Category. Matthew DiBara, Masonry, earned a Silver Medal in the Masonry Competition. Conner Bailey, Drafting Technology, earned a Silver Medal in the Extemporaneous Speech Competition.
- Victoria Holbert, state officer elect, attended leadership training over the summer. Following the training, she was elected to the position of State President by her peers on the officer team.
- Monty Tech's SkillsUSA Chapter completed the restoration of Moran Park in Fitchburg, through the generosity of a grant from Lowes, Inc.

WOMEN IN TECHNOLOGY

During the 2009-2010 school year, Monty Tech had one of its largest groups of young ladies participate in the eighth year of the North Central Massachusetts Women in Technology Program, also known as Project WATCH (Women Achieving Technical Career Heights).

Our enrollment included: nine Business Technology students, five from Drafting Technology, and one from Engineering Technology, for a total of fifteen students. The students participated in a variety of high-tech, real-world work projects, under the mentorship of professionals at SimplexGrinnell and Tyco Safety Products. The projects covered a wide range of business and technology areas, such as finance, software development, IT hardware and software, event planning, marketing intelligence and video screening.

Through the program, qualified students from four area high schools – Monty Tech, Gardner High School, Leominster’s Center for Technical Education and Narragansett Regional High School – have the opportunity to spend two days a month exploring career opportunities in high-tech fields, at Tyco Safety Products Co. and SimplexGrinnell, two Fortune 500 companies located off Route 2 in Westminster.

The Greater Gardner Chamber of Commerce, serving as fiscal agent for the program, provides transportation to the industry site through a private-sector grant.

Students interested in participating in the program must first pass a pre-screening process at their sending schools, and then attend an all-day Orientation Program, where they are interviewed by company personnel.

Of the six scholarships awarded at the program’s annual Final Projects Presentation, held in May, Monty Tech students received four. Their selection was based on their outstanding performance during the year.

In addition, three Monty Tech graduates were hired to work in SimplexGrinnell’s Monitoring Call Center this summer. All three graduates will be attending college this fall. Two of the students participated in the WIT Program, and the other student, a male, worked as a Co-op student in Monty Tech’s Technology Department the past two years.

Monty Tech, with the support of Superintendent-Director James R. Culkeen, has played a pivotal role in the WIT Program the past three years by hosting three of the program’s major annual events: the annual Orientation Day, the Final Projects Presentation, and the all-day rehearsal the day before.

CURRICULUM

In addition to the house building projects, the vocational/technical programs continue to provide communities in the Monty Tech District with a range of services as a component of the curricula. The projects listed below are a sampling of services provided during the 2009-2010 school year.

Auto Body/Collision Repair Technology

Gardner, MWCC - security car repairs
Winchendon, YMCA - rebuilt & painted Ford truck
Templeton, Cemetery Department – repainted car

Automotive Technology

Winchendon, YMCA - Repairs

Cabinetmaking

Fitchburg Police Department- podium
Fitchburg Moran Park – sign
Athol/Orange Boy Scouts – birdhouses
Fitchburg, nursing home – cutting boards

Cosmetology

Gardner High Rise – Cosmetology Services

Culinary Arts

Fitchburg Art Museum - “Art in Bloom” pastries

Gardner Relay for Life – Pastries

Holden - “Taste of the Town”

Fitchburg, Nashua River Watershed Association – pastries

Independent Restaurant Group – hors d’oeuvres - Fundraiser

Dental Assisting

Lunenburg, Winchendon, Westminster, Ashburnham - CHIP Program

Westminster, Winchendon - Dental Health Fairs

Drafting Technology

Barre, Farmers Market - Banner

Fitchburg, Silver Sponsors - Banner

Fitchburg, Design of Shed for Moran Park

Fitchburg, Police Department –podium design

Fitchburg, Montachusett Challenger Little League Field – vinyls

Fitchburg, Street Hockey - Banner

Fitchburg, Christian Fellowship Youth Group - Banner

Fitchburg, Jump Off Program - Designs

Gardner, Relay for Life - Banner

Fitchburg, Soccer League - Banner

Gardner, Festival of Trees - Banner

Westminster, Historical Society - Banner

Westminster, 250th Anniversary - Banner

Winchendon, Toy Town Elementary - courtyard design

Early Childhood Education

Fitchburg Community Partnership - Math/Literacy Fair

Montachusett Association for Education of Young Children

Electrical

Templeton, Fire Station - installation of lights

Gardner, Fire Station - data wiring

Winchendon, Toy Town Elementary School - light fixtures

Graphic Communications

Westminster, Forbush Memorial Library - posters and flyers

Interfaith Hospitality Network - bookmarks

Gardner, Relay for Life - posters

North Central - tickets

Gardner, Memorial Lights - booklets/envelopes

Ashburnham News - postcards

Peoples Church - Letterhead/cards/envelopes

Ashburnham, Friends of Senior Center - logo

Ashby, Middlesex Camp - flyers

Athol, Athletic Association - tickets

Athol, District 33A Lions Club - Ad Book

Athol, New England Select - tickets
 Athol/Orange, YMCA - dinner tickets
 Baldwinville, Elementary School - Race and Carnival tickets
 Fitchburg, St. Anthony's Church - Tickets
 Fitchburg, St. Bernard's – Dance Tickets/Programs
 Fitchburg, High School – Tickets/Programs
 Fitchburg, Senior Center - Writing Project Book
 Fitchburg Longsjo School - poster/yearbooks
 Fitchburg, Boy Scouts - envelopes/letterhead
 Fitchburg, Forge Inn - tickets
 Fitchburg, Art Museum - brochure
 Fitchburg, St. Denis - tickets
 Fitchburg, MOC kindergarten - calendars
 Fitchburg, Troop 17 - decals
 Fitchburg, Police Academy - pamphlets
 Gardner, H.O.P.E. - tickets
 Gardner, MWCC - Handbook and booklet
 Gardner, Holy Rosary School - tickets/yearbook
 Gardner, High School - raffle tickets
 Gardner, Heywood Hospital - tickets
 Gardner, CAC - envelopes/letterhead/postcards, GALA Programs
 Gardner, Golf Commission - brochures/membership
 Gardner, Knights of Columbus - tickets
 Gardner, Athletic - Certificates
 Gardner, Doug Flutie Autism - posters
 Gardner, Public Health - pamphlets
 Westminster, Agriculture Commission - flyers
 Westminster, Pumpkinfest - flyers
 Westminster - placemats
 Winchendon, Ahimsa-Haven - Letterhead/brochures
 Winchendon - By-Laws Booklet
 Winchendon - Senior Center
 Winchendon, North Central Pathways - pamphlets

Health Occupations

Blood Drive
 Haiti donations
 Pediatric Day

House Carpentry

Holden Police Dept. – 20 sawhorses made
 Fitchburg, Moran Park - Refreshment stand

Industrial Technology

Fitchburg - Baseball shelters
 Fitchburg, Historical Society - bronze markers
 Phillipston - Build/fabricate offices, DPW Barn

Machine Technology

Fitchburg, Cogshall Park - manufactured plates and columns

Masonry

Barre - repaint steps at Town Hall

Fitchburg, High School - dugouts

Winchendon Public School - concrete sidewalk repairs

Welding/Metal Fabrication

Fitchburg, Fire Dept. - ladder brackets

Winchendon, YMCA - modify brackets for showers

SPECIAL SERVICES

During the 2009-2010 school year, the Montachusett Regional Vocational Technical School District provided special education services to over two hundred students. In September 2009, the Student Support Services Department is actively providing services to approximately two hundred and eighty-seven students identified with disabilities, both on 504 plans and Individual Education programs (IEP's).

The federal special education law, the Individuals with Disabilities Education Act (IDEA), was reauthorized in December of 2004 and came fully into effect on July 1, 2005. In August 2006, the U.S. Department of Education released new Regulations for Part B of IDEA, which went into effect on October 13, 2006. The 2004 Amendments to IDEA expand upon the 1997 reauthorization and include new requirements. The reauthorized act continues to emphasize the role of parents and expands opportunities for parents, general educators and special educators to work together in partnerships that support student learning and the success of students in adult life.

The Student Support Services Department at Montachusett Regional Vocational Technical School provides support to all students. We have full-time nursing staff that administer medications, perform state mandated health screening exams, and provide, when necessary, health information to the TEAM for a student's IEP meeting. We employ a full-time school social worker that is able to participate in TEAM meetings and assist students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. Our students have access to the services of a full-time adjustment counselor, part-time school psychologist and school social worker. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention. We do 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 that is available to service students with disabilities, assess these students and consult the teachers within the building.

The Special Education Program at Montachusett Regional Vocational Technical School District is reviewed annually in May, in accordance with regulatory requirements. The results of this evaluation are used to improve the special education procedures and programs at Montachusett Regional Vocational Technical School. The Parent Advisory Council participates in this review and evaluation.

The Montachusett Regional Vocational Technical School District adheres to federal and state laws regarding confidentiality of personally identifiable student information.

STUDENT ATHLETICS

The Monty Tech Athletic Program enjoyed successes again in the 2009-2010 school year. Our numbers keep increasing every year. We had sixteen teams compete in the fall of 2008, eleven in the winter of 2008-2009, and seven last spring.

Last fall, the Varsity Football team broke a long losing streak and won three games in a row during a good stretch in October. They improved every week and gave their all during practice and games. They finished the year at 3 – 8 and 2 – 4 in Division 3A. The Varsity Boys Soccer team finished at 8 – 7 – 4, qualifying for the post-season tournament, where they lost to Northbridge 3 – 1 in an exciting game. The JV Boys Soccer team was 5 – 11. The Golf team was 10 – 2 – 2, playing in the Central Mass Division 3 Tournament where they finished 4th. They placed 5th in the State Vocational Tournament. We had three JV Golf tournaments at the Red Farm Golf Course in Upton and played five other matches in an attempt to improve our program. The Field Hockey team was 3 – 15. The Monty Tech faculty held their annual Teacher vs. Student Field Hockey game to raise money for a scholarship for a deserving Monty Tech female athlete. It was very successful. The Boys Cross Country team was 3 – 6 and the Girls Cross Country team was 3 – 3. The Girls Volleyball team had a 5 – 15 record. The JV Girls Volleyball team was 5 – 12 and the Freshmen Girls team 5 – 6, as they continue to improve. The Varsity Girls Soccer team was 7 – 9 – 2, just missing the post-season berth. The JV Girls Soccer team finished at 8 – 4 – 3, with most of the girls moving up this fall. Our girls' program looks very promising.

The Girls Varsity Basketball team finished at 10 – 10 and made the Central Mass. Division 3 Tournament, where they lost to Littleton 57 – 34. The JV Girls were 9 – 10 and the Freshmen Girls were 10 – 5, as they prepared to move up to the JV Program this year. The Varsity Boys Basketball team finished at 8 – 12. The JV Boys Basketball team was 15 – 3 and played with a lot of desire and pride. The Freshmen Boys were 9 – 6 and showed vast improvement over the year. The Wrestling Team participated in many dual meets and tournaments and finished at 3 – 11. The Co-op Ice Hockey Team did very well, as they participated in the District Tournament, losing in the finals to Oakmont. The JV Hockey team played very well as the younger players look to improve their skills. We participated in a Co-op Swim Team with Leominster and again, it went very well. They swam at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team again gave Monty Tech a lot to be proud of, as they won 23 straight games before losing to Blackstone Valley Tech in the Central Mass. Division 3 semi-finals. They won the Colonial Athletic League Championship for the 21st time in 25 years. They won the State Vocational Tournament for the 4th time since it started in 2000, as they beat Greater New Bedford Voc. 11 – 1 and Shawsheen Tech 5 – 1. They finished the year at 23 – 1. The JV Softball team was 6 – 12. The Boys Volleyball team was 7 – 11. The Varsity Baseball team finished at 10 – 8 and qualified for the Central Mass. Division 2 Tournament for the first time in many years. They played a good game against Millbury before losing 7 – 0. The JV Baseball team was 3 – 12. The Boys Track and Field team was 4 – 5, while the Girls Track and Field team was 8 – 2.

The outstanding Male and Female athletes for 2009 – 2010 were:

Male: Chris LaPlante of Westminster

Female: Ivette Tejada of Fitchburg

TECHNOLOGY

Monty Tech is fortunate to have the support of School Committee and the administrative team that recognize the need to provide our staff with the tools to prepare our students for the workforce, military, or college. Monty Tech's technology spending could have been severely affected by the economic downturn in recent years. Fortunately, a portion of ARRA (American Recovery and Reinvestment Act) funds was directed toward technology spending. We were able to purchase computers and software for our students with reading and learning difficulties. We were able to purchase software that standardized the applications used in several vocational programs. We were also able to implement a portion of our disaster recovering planning needs.

Monty Tech's electrical department has made improvements to the infrastructure of the building by completing the replacement of old network wiring in the original academic wing of the building. As we look to the future, we will need to evaluate the need for wireless access throughout the building.

Data continues to be an important tool for timely administrative decisions at the school and state level. The Massachusetts Department of Elementary and Secondary Education implemented online testing for MEPA (Massachusetts English Proficiency Assessment), and Monty Tech participated as a pilot school.

GRANTS AND 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 2010, state and federal grant sources provided the school with \$1,616,244. 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, Drug Free Schools, 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 \$140,990. For Fiscal Year 2010, Monty Tech received \$26,175 in grant funds to support instructional services and equipment in the Auto Body/Collision Repair Department. The Community Foundation of North Central Massachusetts awarded the school \$20,000 to pursue a biodiesel project (project end date June 30, 2010), while the Massachusetts Clean Energy Center and the Massachusetts Department of Elementary and Secondary Education awarded competitive funds to support the construction of a renewable energy center at Monty Tech. Funds awarded for the Monty Tech Renewable Energy Center (REC) project total \$94,815.

Total grant awards for fiscal year 2010 was \$1,757,234.

CONCLUDING STATEMENT

Again, on behalf of the School Committee, administration, students and staff of the Montachusett Regional Vocational Technical School, I thank all the member communities for their continued support of Monty Tech.

TREE WARDEN

The Westminster Board of Selectmen is seeking to fill a vacancy in the position of Tree Warden. The Tree Warden operates under the provisions of Massachusetts General Laws Chapter 87 in providing for the care, control and management of trees located within the public rights-of-way. This is an unpaid position; reimbursement is provided for mileage and other expenses associated with the position. Letters of interest may be submitted to the Board of Selectmen, 11 South Street, Westminster, MA 01473

Selectman Joseph E. Flanagan became temporary tree warden on November 29, 2010 with a term ending when a permanent replacement is found but no later than April 26, 2011. In lieu of office hours Mr. Flanagan provides his cell no. of 508-331-8133 and email address of jflanagan@westminster-ma.gov.

Mr. Flanagan replaced long-time Warden Jon R. Bliss and approved the private take downs of four flagged conifers within the town layout of South Ashburnham Road. Mr. Flanagan ended the year beginning to prioritize future tree trimming along Westminster's ways. A report of the outgoing tree warden was not provided but we understand work was performed on many of Westminster's roads.

Tree wardens are responsible for maintaining street and park trees so that they are free of problems which could lead to property damage or personal injury. The ice storm of December 2008 damaged a lot of trees at a time when budget constraints made putting together an ideal tree management program impractical. Those with serious concerns about specific trees should inform the tree warden of the hazard.

Joe Flanagan

Conservation Commission

The Westminster Conservation Commission respectfully submits their Annual Report for the year ending December 31, 2010. The Conservation Commission is a 7-member board charged with the administration and enforcement of the Wetlands Protection Act and local wetland bylaw. Meetings are held once or twice a month on Wednesday evenings. For further information please contact Chairman Dan Bartkus through the Conservation Office at 978-874-7413.

During the past year the Conservation Commission issued 18 Determinations of Applicability, 26 Orders of Conditions, 1 ANRAD, 5 Extensions for Orders of Conditions, 11 Certificates of Compliance, 6 Amendments to Orders of Conditions, 12 Enforcement Orders and 2 Emergency Certificates.

Any alteration of the ground, such as digging, stumping, or filling, within 100 feet of a resource area (water body, stream, or wetland) requires the Conservation Commission be notified about the proposed work. The Commission or Agent will then determine if the work comes under the jurisdiction of the state Wetlands Protection Act or the local Wetland Bylaw. If so, a Notice of intent (NOI) may be required. This does not necessarily prohibit the proposed work, it only is meant to ensure that measures are taken to prevent erosion or damage to resource areas.

Conservation Agent Bob Maki is available in Town Hall, Room 222, Monday, Tuesday, and Wednesday from 8:00 to 11:00 AM. The telephone number is 978-874-7413.

Respectfully submitted,

Daniel Bartkus, Chairman



The new kiosk at the parking area on Hager Park Road

HAGER PARK COMMISSION 2010 ANNUAL REPORT

Hager Park is located off of Route 140 (known locally as Hager Park Road) just south of the intersection with Route 2A and the Route 2 East on-ramp. The park consists of approximately 57 acres on the east side of the road, which abuts Woodside Cemetery and surrounds the Water Treatment facility. There are another 18 ± acres located on the west side of Route 140. These parcels of land were part of a larger tract originally given to the town by Joseph Hager in the early 1900's. Additionally, the Commission administers the Smith Reservoir properties, which are located further to the south and on either side Route 140. These lots, which include about 70 acres, were deeded to the town by the City of Fitchburg in the 1990's. The Commission also manages the Wachusett Rambler Recreation Area, which contains about 9 acres around a hilltop adjacent to the main portion of Hager Park.

The Commission has developed a network of hiking and riding trails within the Hager Park parcels and we hope to establish trails in the Smith Reservoir area in the future. The trails are open to the public and we are happy to see them used. The trails are marked with white metal signs. The Commission holds regular meetings in Room 222 at the Town Hall at 12:00 noon on the 2nd Friday of each odd-numbered month. The public is welcome to attend.

Additionally, information about Hager Park can be found on our website www.hagerpark.com. Trail maps can be downloaded from the website.

The following is a summary of major activities during 2010:

- Richard “Jiggs” Ahlin retired from the Commission after 10 years of service. We are grateful for the time he spent on the Commission.
- New Commissioner, Andrew Kaski was elected at the annual town election in April.

- The Commission had some great attention. The front page of the Sentinel and Enterprise featured a story about Hager Park and the hard work of Commissioner Jim Walker. The article inspired a few volunteers to come forward resulting in a successful cleanup day in August. The volunteers included Jason Walker, Matt Pacheco, Mario DosSantos and Jon Richard from MDR Construction in Tewksbury, MA, Don Seifert, Dennis Powers and Mike Walker of Westminster and Kit Walker of Fitchburg. Thank you for your help! We also wish to thank Mr. Michael R. Saccone, President of MDR Construction for donating his employees' labor.
- Another result of the Sentinel article was a subsequent article discussing the 25 Most Fascinating People in North Central Massachusetts. Jim Walker was recognized as No. 21 for his hard work and dedication to Hager Park.
- The Commission also built a new trail kiosk at the back of the parking area on Hager Park Road. The 6" x 6" pressure treated posts were installed by the Commissioners. The materials and labor for the roof were donated by Westminster Custom Builders. Thank you to Mike Kotoski and Jake Perrett for your efforts. We also want to thank the Public Works Department. They donated a load of gravel to level the area around the kiosk.
- Along with many of the other departments, the Commission took a cut in our budget. This cut of nearly 17% reduced our budget to \$250 annually.
- Our John Deere gator received some maintenance this year. The oil and filter were changed and new battery was installed.

Activities planned for 2011 include:

- The Commission is still working on a timber harvesting plan for portions of Hager Park that were damaged by the ice storm. The project would also include a clear cut of the Rambler Area. If necessary, harvesting on the Smith Reservoir properties will be included. This project will be challenging due to low timber values, timeliness of salvaging damaged trees and questions about access.
- We will continue to work on our new kiosk. We need to paint a "Hager Park" sign for it and gets some larger sized laminated copies of our trail map and a USGS map of the property. We have purchased and will attach a plastic container with a lid for distributing trail maps at the site. The Fire Department has offered to place information on the bulletin board about a direct cell phone link to local emergency service for 911 calls.
- We hope to receive grant funding for an updated trail map of Hager Park. The Massachusetts Department of Conservation and Recreation offers a Recreational Trail Grant program for this kind of work. The grant requires a 20% contribution from the Commission to match 80% funding from the DCR. We hope to have an article for the annual town meeting to get our portion of the money.
- We will continue annual trail maintenance within the park.

We wish to express our appreciation for the help extended to us from all of the town boards, commissions and departments. Special thanks go to the Cemetery Department for storing our equipment and vehicle in their hearse house.

Respectfully submitted,
 Hager Park Commission
 Andrew H. Kaski
 Christopher C. Mossman
 James A. Walker

Animal Control

Animal Control Officer:

July 2010 represents the completion of one full year that we have regionalized our Animal Control Services with the Town of Ashburnham. In the fall, Chief Larry Barrett from Ashburnham and I began meeting to analyze the services that are provided under the agreement to determine if they meet the needs of both communities. Currently we are re-evaluating the Animal Control Department to determine what, if any, changes or adjustments are needed. We expect to have a report on our finding to our superiors in early 2011.

The Animal Control Section provides quality enforcement pertaining to public safety, animal control and animal welfare. Our animal control officer is a highly trained, experienced, certified professional.

Animal Control investigates animal abuse and responds to a variety of citizen requests for service. Services include: restraining law enforcement, regulating barking dogs, regulating vicious/dangerous dogs, dog licensing, rabies control, bite quarantines and dead animal removal.

The Animal Control Section falls under the Westminster / Ashburnham Police Departments.

You may obtain a dog license from the Westminster Town Clerk's Office by furnishing a certification of rabies vaccination and paying the license fees. No tag will be issued unless there is proof that a licensed veterinarian has vaccinated the dog against rabies.

The licenses are available to be purchased any time after January 1 and must be purchased prior to March 31.

Each unneutered or unspayed dog \$10.00

All others \$15.00

By law, dogs that are four (4) months or older must be inoculated against rabies by a licensed veterinarian. For more information regarding low cost rabies clinics, call 978-874-2933.

What to Do About Loose Animals

First try talking with the owner of the dog(s). Should the problem continue, contact the Animal Control Office to report the problem. The Animal Control Officer is unable by law to take any action unless he/she witness' the incident. The officer on patrol will log the information provided for future reference. Just because the officer cannot take immediate action does not mean that nothing can be done. You can take action by making an application for the violation of this section at the Gardner District Court Clerk Magistrate's Office.

Be A Responsible Pet Owner

Comply with the law and think about your neighbors. Make sure your pets' rabies vaccinations are up to date and that your pet has his/her license attached to his collar. And remember, just because there is no leash law in the Town of Westminster, doesn't mean that your neighbor wants you dog in his/her yard. The Town does have a restraining law.

Emergency and After Hour Calls

Animal Control responds to calls after hours for emergencies only. It is an emergency if a domestic, farm, or wild animal is threatening the life or safety of a human. If an animal is injured and the owner can be located, then the care of the animal is the owner's responsibility. To report emergencies after hours please call the Westminster Police Department at 978-874-2933 or 911.

Why Is It Important to Spay or Neuter Your Pet

The answer is simple. Every year there are about 30 million puppies and kittens born in the United States. Unfortunately, 4 to 6 million of those adoptable animals are euthanized **every year** because no one will give them a good home. Many unwanted animals suffer terribly without shelter, good food, and worst of all -- a loving human companion. Nationwide, animal shelters report that they take in over 10 MILLION animals every year -- far more than they can possibly adopt out to good owners.

Did you know that a single, unspayed female cat, her mate and all their offspring can produce, on average, over 1.5 MILLION kittens in as little as 9 years? The good news is that pet overpopulation is a problem that YOU can do something about if you want to end this tragedy. Talk to your vet about spaying and neutering your pet. Prevent a litter and be a part of the solution to the problem.

Spaying and Neutering is Good for Your Pet

It is a fact that spayed and neutered pets live longer, healthier lives. In fact, spaying and neutering can eliminate or reduce the incidence of a number of health problems that can be difficult to treat once they occur. Such health problems include uterine or ovarian cancer, animal breast cancer, testicular cancer, and prostate disease. Spaying a female eliminates its heat cycle and thereby reduces nervous behavior in the female.

It is very common for the pet to become a more affectionate companion following spaying or neutering. Bad behavior (such as biting, fighting, or running away) and temperament problems are less likely to occur.

Pet Population Control is a Community Responsibility

Communities spend millions of tax dollars every year to control unwanted animals. Animal control officers commonly have to deal with irresponsible breeding which contributes to the problem of dog bites and attacks on people and other animals. Stray pets get into trash containers, defecate in public areas or on private lawns, and frighten or anger people who have no understanding of their misery or needs. Some stray animals also scare away or kill birds and wildlife. A responsible community teaches children the true meaning of responsible pet ownership and love by making sure that all dog and cat pets are sterilized to prevent the birth of more homeless animals.

There is one more thing that you can do as a concerned citizen in your community: **Adopt a homeless pet.** Adoptable pets at your local animal shelter make the best companions you can ever imagine and will likely bring much joy to your life.

When Should a Pet Be Spayed or Neutered?

Pets can become capable of reproduction as early as 6 months of age. That is why pets should be spayed or neutered by age 6 months. Sterilization can safely be done before that age, as endorsed by the American Veterinary Medical Association. The chief veterinarian of the Humane Society of the United States recommends 4 months as ideal. Older pets can safely be sterilized as well. It should be emphasized that animal sterilization is a routine procedure and does not cause the pet pain or stress. Most pets recover from the procedure within a day.

For more information about spaying and neutering pets you can visit the Human Society of the U.S. at: <http://www.hsus.org>.

The following is a breakdown of Animal complaints:

Breakdown of calls	Ashburnham	Westminster	Total
Barking dogs:	11	6	17
Cats struck by vehicle:	5	5	10
Dogs struck by vehicle:	3	2	5
Cat bite:	0	1	1
Dog bite:	13	10	23
Found cats:	33	35	68
Found chickens:	1	1	2
Found cockatiel:	2	0	2
Found dogs:	45	56	101
Found homing pigeon:	2	1	3
Found parrot:	1	0	1
Information/other:	481	275	752
Loose chickens:	6	3	9
Loose cows:	2	0	2
Loose dogs:	99	94	193
Loose goats:	0	1	1
Loose horses:	2	1	3
Loose sheep:	1	1	2

Missing cats:	28	14	42
Missing dogs:	43	23	66
Missing horse:	0	1	1
Neglect/cruelty:	9	6	15
Wildlife:	58	56	114
Total:	845	592	1,437

Approximate number of dogs licensed:

Ashburnham:	Westminster:
Year 2008: 964	Year 2008: 1,255
Year 2009: 1,097	Year 2009: 1,268
Year 2010: 1,102	Year 2010: 1,287

The animal control office also falls under the control of the police department. Eula Bradley has been in this position for the past five years and she has received certification as an Animal Control officer.

The animal control officer works closely with the Town Clerk to ensure all dogs are licensed annually and have received their proper vaccinations. I would like to publicly commend our Animal Control Officer for her devotion and professionalism.

Respectfully submitted,

Chief Salvatore Albert

HISTORICAL COMMISSION

The Westminster Historical Commission is responsible for identifying local historic and cultural resources and advising townspeople on historic preservation matters so that historic preservation is a community-wide effort.

Laurie Tarr Ellsworth continued to represent the Historical Commission on the Memorials Committee which is meeting on an as needed basis.

Roni Beal took on the chairmanship of the sign project which has placed house markers on homes which have been identified as historically or architecturally significant. Homeowners may contact the Historical Commission about requesting a sign for their home either as a replacement for an earlier sign or as a new sign.

Betsy Hannula continued to be the representative on the Local Historic District Study Committee which was established by the Selectmen. This committee is researching the idea of establishing a Local Historic District in Westminster. We already have the Westminster Village Academy Hill Historic District covering 72 structures in 92 acres downtown. This is an honor given because the downtown has buildings that are historically or architecturally significant; however there are no protections with this designation. A Local Historic District must be approved by residents at town meeting and has some controls that are determined by voters. The recommendation at this time is that the Local Historic District, if approved by voters, would only be concerned about demolitions, additions, or new construction visible from a public way.

The Commission continued to support the request by the Princeton Historical Commission that Wachusett Mountain be placed on the National Register of Historic Places. In addition the Commission met with two members of the Princeton Historical Commission about the possibility of creating a historic district in Everettville which is an area on Rt. 140 bordering Westminster and Princeton. This was a center of the abolitionist movement in the 19th century.

The Commission also responded to several requests from the MA Historical Commission to examine reports about upcoming projects, including the Railway Extension Project and changes on Wachusett Mountain. Our opinion was also requested for town projects including the erection of an antenna on the Azarian barn which is on the property next to the original town meetinghouse.

The Historical Commission members this past year were Roni Beal, Laurie Tarr Ellsworth, Betsy Hannula, and Joan Longcope.

Respectfully submitted,

Betsy Hannula,
Chair person

WESTMINSTER COUNCIL ON AGING/ SENIOR CENTER BUILDING COMMITTEE

The mission of the Council on Aging is to maintain the health and well being of the Westminster seniors and to assist them with preserving their independence. There are currently 1578 seniors over 60 living in town. The Senior Center provides a “welcoming destination” that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a “home away from home”. This is where they see old friends or meet new ones.

The Westminster Council on Aging meets on the third Thursday of each month at 1:30 P.M. at the American Legion Hall, 127 Main Street. Any citizens who are interested in attending are welcome.

The Council on Aging is a municipality appointed, volunteer board authorized under Massachusetts General Law Chapter 40, Section 8B.

The councils’ major responsibilities include setting of local policy for the administration of elder programs and services, developing, coordinating, and/or conducting such activities; serving as an advocate for elders and educating the community-at-large about the needs and resources affecting their lives.

This Council has met the afore-mentioned criteria for many years in providing for a congregate and meals on wheels program, as well as, the invaluable services of the Mart van. The Congregate Meal-Site served 1102 meals, the Meals on Wheels Program delivered 3478 meals to our seniors of Westminster (mostly shut-ins).

The Council continues to support the Montachusett Opportunity Council (MOC), which provides hot lunches 3 days a week, at the First Congregational Church’s Fellowship Hall. Meals on Wheels are delivered to the homebound, 5 days a week, we offer thanks to the First Congregational Church for providing space for a Congregate Meal site.

SHINE (Serving the Health Information Needs of Elders) is also another service we have to offer. The SHINE Program is a state health insurance assistance program that provides free health care information, assistance and counseling to Medicare beneficiaries of all ages. This program is administered by the Mass. Executive Office of Elder Affairs.

The goals of the Council are to identify the needs and concerns of our elderly population, to educate the community, and to enlist the support and participation of all citizens, as we endeavor to implement services or refer our elders to programs that exist to fill their needs.

Attendance at the Senior Center has continued to grow. The variety of programs being offered has increased and is well received. The Senior Center has a warm, friendly atmosphere, and the Council encourages participants to spread the word to other seniors who may not already be aware of our venue. The Senior Center was utilized by 4845 seniors for 2010.

WOW, Walkers of Westminster, still gather every Thursday morning at 9:00 A.M. The participants set out on walks of two to five miles in length, after which they meet back at the Senior Center for coffee, refreshments and a cooling down period.

The council has continued to have the Senior Breakfast Series (quarterly), which has proven very popular among the senior citizens.

The Bread of Life Church has been very generous with providing meals for our seniors, the church invited every senior citizen to their Thanksgiving Dinner, we provided 48 meals to shut-ins for Thanksgiving Day.

C.A.P.S. Collaborative of Gardner has taken part with meals at the Senior Center; we hope to continue with this program, it is also a learning experience for the Children of C.A.P.S. Collaborative.

Educational speakers are invited to the Center to discuss senior citizen related issues and distribute educational pamphlets to the seniors. The seniors are encouraged to ask questions of the speakers after the presentations.

The Council sponsors a Volunteer Recognition Dinner once a year for the seniors who donate their time to help in two of the areas in which they are needed, the Senior Center and the Congregate Meal site.

The Council has a volunteer from A.A.R.P. to assist seniors with their tax returns. The Council also has the Senior Tax Relief Work-Off Program for eligible seniors. The Tax Work-off program has grown; we have 3 couples, and 17 individuals participating in the program.

We continue to offer programs sponsored by the Westminster Cultural Council, a local agency of the Massachusetts Cultural Council.

Our ongoing participation in the Montachusett Regional Transit (MART) system provides 37 hours weekly, of service to senior citizens and handicapped individuals at a voluntary, nominal fee. We also provide transportation, on a priority basis, to medical appointments, the meal site, drop-in-center, local shopping errands, Friendship Club Meetings, etc. The Mart Van transported 288 clients, with the total of 3299 rides.

In order for our seniors to continue to live independently in their own homes, we contract with Montachusett Home Health Care (MHCC) for the supportive services many of our seniors require. We contract with the Visiting Nurse Association (VNA) of Greater Gardner which offers blood pressure clinics monthly and a flu clinic in the fall.

The Elder Services Director is in the Council on Aging office Monday through Friday, 8:00 A.M. to 4:00 P.M., to provide information and referral services and programs and to schedule transportation. A monthly Council on Aging newsletter is produced and edited through our office for distribution in the community. The Council on Aging is exploring the possibility of a new Senior Center and Senior Housing.

The Council is a member of the Central Massachusetts Association of Councils on Aging (CEMACA) the Massachusetts Association of Council on Aging and Senior Center Directors (MCOA), and the Central Massachusetts Advocacy Alliance. Council members are kept abreast of current information and are provided workshop opportunities which help advocate for continued services and programs to serve our elder population.

The Senior Center Building Committee has applied for Grant money through the M.R.P.C. Montachusett Regional Planning Commission, with Shelly Hatch who is the Community Development Director. This is a regional grant with the Town of Hubbardston. The Building Committee has chosen Catlin Associates as the architectural firm to design the building. The committee should know if the award will be granted in the spring of 2011.

Through the continued efforts of the Council on Aging, staff and volunteers, we are continually striving to provide diversified activities, accurate information and referrals for our senior citizens.

Respectfully submitted,
Susan Fisher
Council on Aging/Senior Center Director

The Westminster Council on Aging members thank the many volunteers who have contributed their time and talents to help us in our mission.

Senior Center Building Committee Members

Council on Aging Board Members

Respectfully submitted,

Don Barry,	Chair
Keith Harding,	Co-chair
Kevin Keena,	Secretary
Laila Michaud	Member
Neysa Miller,	Member
Jim Moriarty,	Member
Dan Stango,	Member

Neysa Miller,	Chair
Ed Dube,	Co-chair
Janet Lauricella,	Secretary
Ann Gerard,	Member
Evelyn Giammalvo,	Member
Don Barry,	Member

CULTURAL COUNCIL

In 2010 the Westminster Cultural Council was allocated \$4,000 from the Massachusetts Cultural Council. At the Annual Town Meeting the WCC received \$3,000.00 from the town.

Twenty-two grant applications were received and the following proposals were awarded funds by the Westminster Cultural Council:

Songbirds of the Northeast by John Root	\$500
Bamidele Dancers and Drummers Westminster PTO	\$500
Teddy Bear Concert by Rick Goldin Westminster Community Partnership for Children	\$350
Oaiko New England/Taiko Thunder Overlook Middle School	\$367.50
Appalachian Trail Thru Hike Forbush Memorial Library	\$285
How to Paint Expressively by Gregory Maichack	\$435
Meet Mary Rowlandson by Katie Green	\$450
Pay What You Can Program of Cornerstone Performing Arts Center	\$300
Art Up Close Westminster Elementary School	\$630
Magic Wonder Show at Yankee Street Fair Westminster First Congregational Church	\$350
Symmetrical Geometric Art Designs Overlook Middle School	\$700
Concert by Ruth Harcovitz Council on Aging	\$550
American Sampler program of American history through song Overlook Middle School	\$850
Talent Search Westminster Farmer's Market	\$850
Cultural Companionship project of Audio Journal	\$300

Cultural Council Members were pleased with the variety of grant applications and attempted to fund events that appealed to a wide variety of audiences.

In October the Westminster Cultural Council will again solicit applications for Cultural Council Grants. We encourage schools, churches and other local organizations and individuals to submit applications. More information can be obtained at the Massachusetts Cultural Council website www.mass-culture.org/Westminster.

The Westminster Cultural Council welcomes new members. Cultural Council members are appointed by the Board of Selectmen to serve 3-year terms, for a maximum of 6 consecutive years. If interested please contact a WCC member.

Respectfully submitted,

Sandra Thibodeau, Chairperson
Karen Brighenti, Secretary
Marta Klemetti, Treasurer

Members:
Valerie Antoniac
Mary Dunn
Betty Kazan
Susan Yraola

WESTMINSTER VETERANS SERVICES

The Department of Veterans Services is here to assist veterans in obtaining military documents, requests for medals and other benefits. For eligible veterans, dependents and widows financial assistance is available.

Office hours are Monday from 8:00AM to 12:30 PM. The office is located in Town Hall, Room 131. The telephone number is 978-874-7461.

If I cannot be reached at the office feel free to call me at home. My home telephone number is 978-874-0039.

Respectfully Submitted

Edward Dube
Veterans Services Agent

WESTMINSTER CEMETERY COMMISSION

The Westminster Cemetery Commission is empowered with the sole care, superintendence and management of all public burial grounds in the Town of Westminster. These public burial grounds are located at Woodside Cemetery (9 Narrows Road), Mount Pleasant Cemetery (at the intersection of Knower and Ellis Roads), and Whitmanville Cemetery (at approximately 245 South Ashburnham Road). The Westminster Cemetery Department is located at 9 Narrows Road where the normal working hours are 7:00 AM to 3:30 PM. Monday thru Friday. We encourage residents to meet with us regarding cemetery business and concerns: please call us at 978-874-7415 to ensure our presence. In particular, we strongly suggest your selection and purchase of a lot prior to the actual need. Lots are available at all three cemeteries; our lot and interment pricing fees are available at the office.

There were 15 full burials and 7 cremation burials, last year compared to 13 full burials and 21 cremation burials in 2009. Ten burials were during the week, 5 on Saturday, 5 cremation burials during the week, with 1 on Saturday and 1 on Sunday. We offer our services for the convenience of the families we serve. Fees collected from the sale of lots were \$6,400 of which \$3,200 went to the Perpetual Care Fund principal; Perpetual Care Fund principal as of 12/31/10 is \$157,330.98

We appreciate the dedication of superintendent John Gronroos and the staff who maintain all our cemeteries and perform burials. They are an asset to the town of Westminster.

The Cemetery Commission thanks the Public Works Department for their help in equipment maintenance.

We invite the public to view the garden in the Cemetery at the intersection of Ellis and Knower Road.

Respectfully Submitted
CEMETERY COMMISSIONERS

SAMMI DAWLEY
WALTER TAYLOR
STANLEY SKAMARYCZ
JOHN T. GRONROOS, Superintendent

Westminster Local Historic District Study Committee

The LHDSC has held meetings in the beginning of 2010 working on the completion of the study group report. The report had been completed and sent to the state for its approval. It has since been returned to make some modifications. Those modifications are currently being made. Upon completion the report will be sent to the selectmen for review and a date will be set to hold a vote.

Respectfully submitted,

Shane Brogan

Westminster Agricultural Commission

During 2011 the Westminster Agricultural Commission held 22 commission meetings, with meetings scheduled every second and fourth Wednesday of the month.

This commission's largest project was continuing the development of the Westminster Farmers' Markets, holding 28 markets during the 2010 calendar year, including one Holiday market during the late fall, just prior to Thanksgiving. The farmers' market has been a great success providing a local market for farmers and producers as well as a community gathering place on Friday afternoons. In addition to benefiting local farmers and producers, the market highlights the talents of local singers, dancers, musicians and puppeteers who come and provide entertainment in exchange for tips. During the season many community activities were scheduled at the farmers' market including blacksmithing demonstrations and a pumpkin festival. The market is now advertised through a new website and face book postings.

This commission has worked with the Ashburnham Westminster School District in an effort to bring agricultural awareness to our students and teachers. The Westminster Agricultural Commission was recognized by organizers of *Mass Ag in the Classroom* as innovative leaders for providing scholarships to local teachers to bring awareness of agriculture into our schools. Seven teachers and several commission members attended *Mass Ag in the Classroom* seminars. This commission developed a project called "Stone Soup Vegetable Garden" that would make a popular children's story come to life via a 4' x 8' vegetable plot. Separately, a proposal has been sent to the Principal of Westminster Elementary School offering the assistance of the commission members on a composting project and a vegetable gardening project.

Dean Johnson, Chairman
Andy Hertel , Vice-Chairman
Dr. Patricia Glover, M.D., Treasurer
Kerrie Hertel, Secretary
Ann Patsis

LIQUOR COMMISSION

7	All Alcohol Common Victualler licenses	\$750.00	\$5,250.00
1	Innkeeper license	\$750.00	\$ 750.00
1	Club License	\$500.00	\$ 500.00
2	All Alcohol Retail Pkg. Goods licenses	\$600.00	\$1,200.00
1	All Alcohol Club license	\$500.00	\$ 500.00
19	One day licenses	\$ 15.00	\$ 285.00
3	Beer & Wine Retail Pkg. Goods licenses	\$400.00	\$1,200.00
Total			\$9,685.00

Expenditures: None

Regular meetings held: 15

Violations for 2010: 0

Regular meetings are held in the Town Hall at 7:15 p.m. on the 1st and 3rd Mondays of each month, except the months of July and August. When Mondays fall on a holiday, meetings are held on Tuesday of the same week.

Respectfully submitted,

WESTMINSTER LIQUOR COMMISSION

Gary McDonald, Chairman

Crocker Pond Recreation Area Committee

The responsibilities of this Committee have transitioned from development to operations. The committee name has changed to reflect the new charge of the committee. As of December, 2010 the committee membership has changed. When the committee was first formed there were eleven members. As of this writing there are six members. The committee has voted not to request additional members be appointed as of this time.

Our mission statement is to create and maintain a wholesome, environmentally safe, recreation area for all residents of Westminster. We strive to be inclusive of the needs of the town residents and to make available to everyone the beautiful natural resources of the facility.

The beach area is open, weather permitting, from Memorial Day to school closing on weekends and from school closing to Labor Day, seven days a week. Weather permitting, the beach area will remain open on weekends until Columbus Day.

Even though the beach area may be closed, the rest of the facility is accessible to towns people for hiking, fishing from the shoreline of the pond and river, snow shoeing, and cross country skiing. Parking and walk in trails are available from the TRW soccer field parking lot off route 2A.

During 2010 the walking trails have been improved and extended. Trash, which has been dumped in the wooded area over the years has been hauled out and disposed of. Biking trails are being laid out and are under construction. These activities will be a continuing effort in the coming year. The committee would like to thank the group of volunteers who have helped operate and maintain the recreation area.

Respectfully submitted,

Joe Macchia, Laura Delorey, Karl Cudak, Mike Dauphinais, Heather Leger, Gary [Wally] Richards.

Route 140 Safety Improvement Task Force

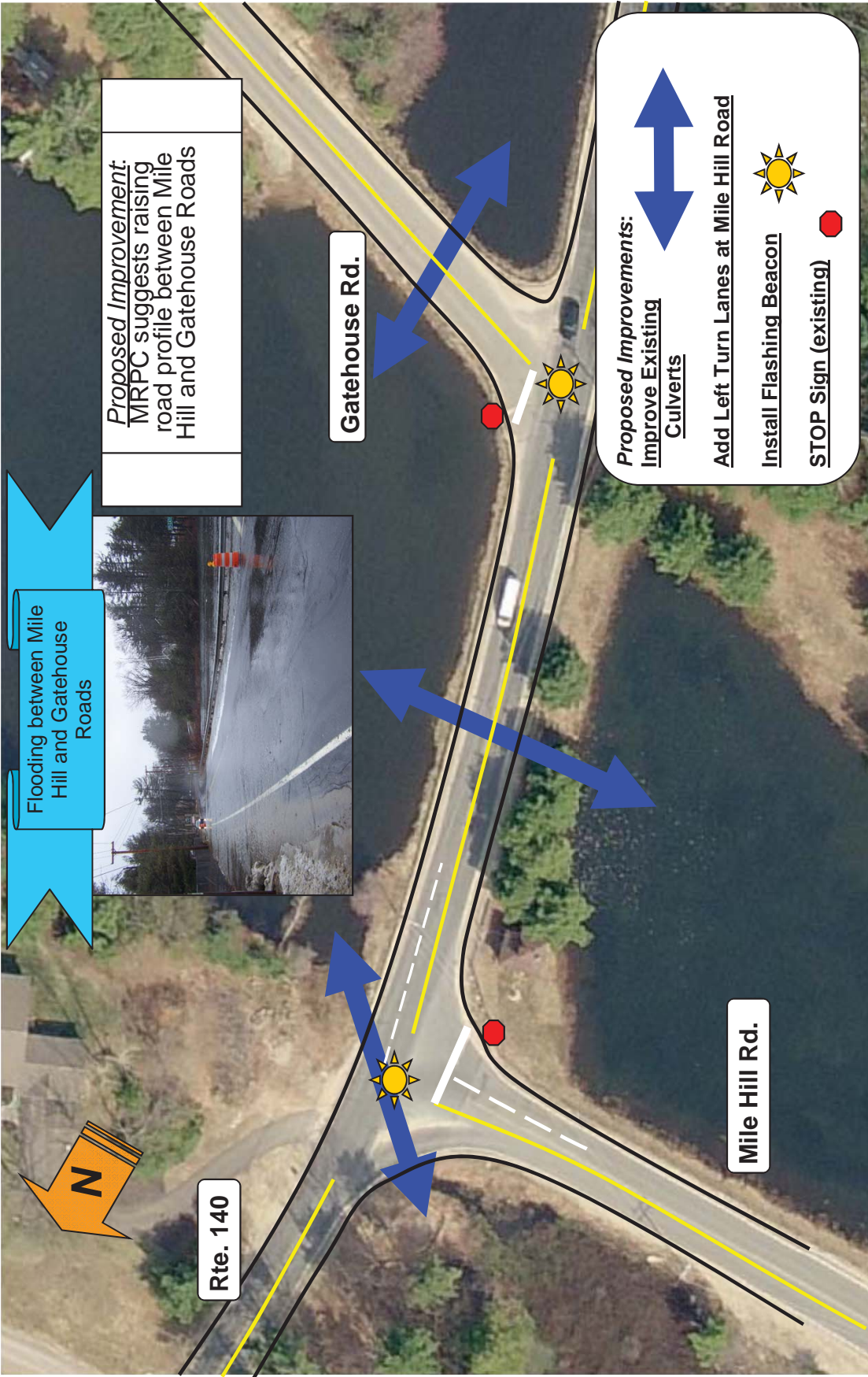
The towns of Princeton, Sterling, and Westminster formed a task force to investigate if any possibilities existed to improve the safety and operational capabilities of Route 140 from Westminster (Intersection of Route 2A and Route 140) through Princeton to Sterling (Intersection of Interstate 190 and Route 140).

Each town appointed three voting members; one representative from the Board of Selectmen, a representative from the Department of Public Works, and one citizen at-large member. The Westminster representatives are:

John F. Fairbanks	Board of Selectmen
William D. Ahearn	Department of Public Works
Peter J. Remelius	Citizen At-Large & Rt. 140 Resident

During Calendar Year (CY) 2010 the task force met on January 21st in Princeton, March 18th in Sterling, May 27th in Westminster, September 16th in Princeton, and October 28th in Sterling. All meetings included public input from those citizens in attendance, and discussions centered on Rt. 140 accident data and various improvement options (e.g., better drainage, better line of sight, guardrail installation, and thinning out tree canopies) as developed by the staffs of the Central Massachusetts Regional Planning Commission (CMRPC) and the Montachusett Regional Planning Commission (MRPC), each town's list of concerns, a corridor profile study conducted by the CMRPS and MRPC staffs, and funding issues.

The Westminster number one concern is the intersection at Rt. 140 and Mile Hill & Gatehouse Roads as shown on the following page. The suggested improvements are upgrading and increasing the size of culverts across Rt. 140, upgrading other culverts in this intersection, and raising the road surface by about one foot.



Memorial Committee

In early June 2009, the Board of Selectmen took action to form a memorial committee whose purpose would be “to study and develop proposed guidelines and procedures for consideration by the Board in adopting a policy for authorizing the placement of memorials (veterans’ or otherwise) on town property.” The Board decided the committee would be comprised of; a representative from the V.F.W., the American Legion, the Cemetery Commission, the Historical Commission, plus the Veterans Services Officer and two citizens-at-large.

The commission was formed and met for the first time in August 2009. At that first meeting, the members elected Stanley Skamarycz as Chairman, Ed Rachupka as Vice Chair and Walter Taylor as Secretary. Other committee members were Sammi Dawley, Ed Dube, Laurie Tarr Ellsworth, Tom Lehman and Tom Maeder.

After months of meetings, research, discussion and collaboration, the Memorial Committee presented its findings and recommendations to the Board of Selectmen in December, 2009. The committee was satisfied in meeting the task that it was asked to perform by presenting a formalized policy and procedure to the Board, a document titled “Memorial Placements and Naming of Facilities.”

After the initial committee had completed its task, the Selectmen directed the formation of a Memorial Committee to address the findings of the “Memorial Placements and Naming of Facilities.”

The Memorial Committee now consists of Sammi Dawley, Laurie Tarr Ellsworth, Mike Fortin, Tom Maeder, Mike O’Brien, Stanley Skamarycz and Walter Taylor. Tom Maeder was elected as Chair with Sammi Dawley and Laurie Tarr Ellsworth as co-Vice Chairs. The committee currently has one vacancy for a citizen at large.

The near term goals for 2011 are to clear the town owned land on Academy Hill and begin to survey and develop the site. Long term goals are to establish a not-for-profit fund which will provide the resources to construct and maintain a Memorial Garden on Academy Hill.

Mixed Use Overlay Study Committee

The Mixed Use Overlay Study Committee (MUOC) is currently a six (6) voting member Ad Hoc committee established by the Board of Selectmen (BOS). The members are as follows:

(Chairman) Wyn Paiste- Industrial Development Commission
(Secretary) Nicole Moorshead- Member at large
John Fairbanks- Board of Selectmen
Don Frigoletto- Zoning Board of Appeals
Andy Sears- Planning Board
Linda Weist- Member at large

Note: Joseph Flanagan and William C. (Bud) Taylor resigned from the committee during the year.

During 2010, the committee met regularly working through the charges from the Board of Selectmen listed in last year's annual report. We met with representatives from a developer who owns land on Simplex Drive, Dr. Mullin, author of a town commissioned report on future opportunities for Westminster and Judy Barrett, a professional in the area of planning and development. We attempted a vote at the annual town meeting to contract a study to determine a path forward for the town, which was withdrawn, and again attempted to gain funding for the study at the special fall town meeting for the same study and that motion failed to pass.

The committee is currently meeting less than regularly with the future undetermined. We have not yet given any recommendation to the BOS on our findings as we need the additional information that could be gained from the requested study.

OPEN SPACE COMMITTEE

The Open Space Committee is a board appointed by selectmen with a term length of three years. The current board membership is as follows:

Marie Auger [clerk], Donna Brownell, Gregg Buckman, Joe Flanagan, Josh Schonborg & Richelle Brown. Atty. Janet Morrison attends to represent North County Land Trust of Leominster, where she serves as executive director.

The name of the larger project funded through the federal Forest Legacy grant is “Southern Monadnock Plateau.” This project seeks to protect more than 800 acres in the Midstate Trail corridor in Ashburnham and Westminster, using federal funding totaling \$2.5 million. The land in Westminster is strategically located adjacent to the state’s High Ridge Wildlife Management Area and the Town’s Muddy Pond Conservation Area.

The Open Space Committee is grateful to the Board of Selectmen as well as town voters for supporting the project since it was introduced in 2006 and approving the town’s share of grant funding as well as “due diligence” costs.

Since 2009, several landowners continue to investigate some sort of compensation in exchange for tax relief, a CR (conservation restriction), an APR (agricultural preservation restriction) or outright sale for conservation purposes. Some of these parcels are in critical resource areas near the Whitman River, Mare Meadow Reservoir, Muddy Pond; Wyman Lake and the rare, white cedar swamp north of Minott Road.

A parcel off East Road was considered and approved for purchase by DCR, using the Ski Area Land Acquisition Fund. The back half of the 80-acre house lot will be subdivided off and transferred to the state, as it abuts state forest land and the Midstate Trail. An adjacent 18-acre parcel of is also being considered for a similar purchase.

With Fitchburg’s north watershed as a recent model of protection, the OSC is discussing similar protection on southern watershed, lakes in Westminster, Princeton and Hubbardston, and opening up Wachusett Lake to limited recreation as per Mare Meadow Reservoir.

Energy Advisory Committee

The Energy Advisory Commission is to explore ways to reduce energy consumption in the various town buildings, to explore the possibility of using renewable energy and to make available to town residents information that will help them reduce their energy consumption.

Late in 2009 the committee received a \$4500 grant that has been used to purchase material that is directly related to renewable energy information or devices.

We have purchased renewable energy reference material for the library, a solar panel array that is to be used to demonstrate solar power, a solar tracking tool that is used to find the optimal place solar panels can be installed on a property, and a preliminary engineering study that has developed a RFQ for solar power for the public safety building. We hope to qualify for a future grant to install solar panels on the Public safety building.

The committee is hoping that in the future we will be able to help Westminster qualify in becoming a “Green Community”. Once the town achieves the “Green Community” status it will be in a much better position to receive both Federal and State assistance and aid. To this end the committee has applied for and received a help grant to begin the Green Community planning process.

For more information on the committee and energy savings go to the town web page <http://www.westminster-ma.gov/> Click on Boards and Committees then on Energy Advisory Committee.

Respectfully submitted,

Heather Billings, Andrew Downing, Doug Hurley, Kevin Keena, and Joseph Macchia

Parks & Recreation Commission

The Parks and Recreation Commission meets once a month in the Town Hall. Meetings are posted in the Town hall lobby.

The summer recreation program is a large portion of our budget account for about 75% of our budget. We offer the program FREE to all town resident children (those going into kindergarten to those just completing 7th grade). The program runs for 6 weeks starting the week after 4th of July (Rain or shine). The program is run out of the Meetinghouse School and utilizes the playgrounds, baseball fields and basketball courts. The program hours are from 9am to 12pm Monday thru Friday. We hire staff every year to run the program and coordinate the games, crafts and events over the course of the 6 weeks. This year we had 16 people working under our supervision along with 2 grounds crew to help maintain the fields. The program averaged 165 children per day, representing a 10% increase from 209. The program offers indoor and outdoor activities for all children. We have arts and crafts for younger children or for rainy days. We offer ping pong, indoor floor hockey, dodge ball and many other fun safe activities for the children to keep them active during the program. Kickball, capture the flag, basketball, playground and tag are just a few of the outdoor activities the children take part in.

This was the second year in a row we were able to offer the “Tween” program for 6th -9th grade Westminster boys and girls. The program ran at the same hours as our regular program from 9am -12pm Monday thru Friday. These children were separated from the younger children and had their own activities that included once a week trips to Crocker Pond.

The Swim program is held at Mount Wachusett Community College Fitness & Wellness Center and served 110 children in 2010.

In 2010 we were able to offer the RAD kids program with help from the Police Department. The RAD program was another FREE program that was available for children to sign up for during the summer program.

We offered a free karate class once a week for children as part of the summer recreation program.

In 2010 we completed the repairs on the infields for the little league on the senior field. We made arrangements with the town on behalf of the little league to allow advertising on the field’s fences for the second year in a row. This allows the little league to generate new revenues thru sign sponsorship for the little league to utilize to enhance the entire little league experience in Westminster. We also installed a new scoreboard for little league to replace a sign that was vandalized. We purchased netting for the major field that will go on the left field fence to protect the fans sitting in the green field bleachers from home runs hit over the fence. We are currently working with them to try to repair the green field in 2011.

We secured funding from the Town for all of our basketball programs at Town Meeting. These funds are critical to the youth basketball leagues. The school district mandates that a janitor has to work the hours that the gyms are open on the weekends.

The basketball courts are open from 8am to 10pm We coordinated a summer basketball travel league, that used the courts in 2010 and have plans to expand the summer basketball program in 2011.

We have been working with volunteers to construct the Lacrosse Fields located off of Overlook Road behind Simplex. We would like to give a special thanks to John Moorehead and Jeff Allard for all their hard work and dedication to construct this field in 2011.

We would like to thank the Fire Department for lending their walkie-talkies so that we can stay in touch with the staff all over the fields and in the school.

Thank you to all of the Town Hall staff who offer tremendous support to our commission through the course of the year.

Special thanks to the Police department for helping with the RAD program and continued support at our basketball courts and baseball fields.

Respectfully submitted,

Andrew Sears, Chairman

Mike O'Brien, Vice Chairman

Mark Dellasanta, Secretary

Craig Cole

Erick Phillips

ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
Report of the Superintendent of Schools
2010 Annual Town Report

Dear Residents of Ashburnham and Westminster:

The 2010 calendar year crosses two fiscal years. The first six months of 2010 (from January 31 through June 30, 2010) represents the end of FY10 fiscal year and the last six months of the 2010 calendar year (from July 1 through December 31, 2010) represents the first, six months of the new FY11 fiscal year.

For the FY10 (July 1, 2009 – June 30, 2010) the school committee certified an operating budget in the amount of \$25,382,964. For the FY11 (July 1, 2010 – June 30, 2011) the school committee certified a balanced operating budget in the amount of \$25,357,988. This represents a decrease of \$24,976 in operating dollars from the previous fiscal year. In preparation of the FY11 budget, during the spring of 2010, the school department requested an operating override. On June 15, 2010 a ballot vote to raise an additional \$356,632 with a proposition 2 ½ override failed. The operating override request would have resulted in Ashburnham raising \$155,388 and Westminster raising \$201,244 in additional funds. Ashburnham residents voted, 402 yes and 592 no. Westminster residents voted yes 685 and no 607. The shortfall in the operating budget was a direct result of a decrease funding from state. Additionally the school committee was faced with having to use \$300,000 in excess and deficiency funds (a non-reoccurring revenue source) to balance the FY11 budget and avoid additional employee reductions.

Given the difficult fiscal times in FY10, school districts throughout the United States were fortunate to receive federal funds to support public education. These funds were in the form of grants. The American Recovery and Reinvestment Act (ARRA) grant in the amount of \$352,094 (\$338,821 ARRA IDEA) and (\$13,184 ARRA IDEA Early Education).

As a follow-up to the John R. Briggs Elementary School comprehensive feasibility study the most cost effective recommendation was to build a new school according to the designer Lamoureux.Pagano. The Massachusetts School Building Authority (MSBA) board agreed with this recommendation. On November 17, 2010 the town voted to appropriate \$29,661,597 subject to a proposition 2 ½ override vote. On December 16, 2010 a special election was held and town residents voted 800 yes and 413 no, to support raising the funds to build a new school. STV continued as project manager during this phase of the project.

Meetinghouse/Westminster Elementary School, John R. Briggs Elementary School and Overlook continued to implement a comprehensive school improvement action plan to better focus teaching and learning and to help all students meet adequate yearly progress expectations as defined by No Child Left Behind. Using the Massachusetts Comprehensive Assessment System (MCAS) as the sole predictor, the Department of Elementary and Secondary Education has determined that the school district has not met the gains necessary to have 100% of the students achieve passing scores by year end 2014.. The following school, subject areas, improvement categories and groups are listed in the chart that follows:

JR Briggs	ELA	Improvement Year 2	Aggregate
Westminster	ELA	Improvement Year 2	Subgroups
Westminster	Math	Improvement Year 2	Subgroups

Overlook	ELA	Improvement Year 1	Subgroups
Overlook	Math	Improvement Year 2	Subgroups

The state legislature voted statutory language that required each school district to implement an anti-bullying student policy. The Department of Elementary and Secondary Education (DESE) adopted regulations that provided direction to school districts to develop a comprehensive anti-bullying plan that includes written guidelines for reporting and professional development for all school employees. The AWRSD plan was approved by the school committee on December 21, 2010 and submitted to DESE.

The Ashburnham Westminster Foundation for Academic Excellence (AWFAE) continued to provide grants to teachers and cultural groups. The Foundation is a 501(c)3 which will allow citizens to make a tax free contribution to help improve the quality of public education. The Ashburnham Westminster Foundation is a nonprofit organization dedicated to helping teacher better educate tomorrow's artists, inventors, educators, and community leaders by providing private financial support that enhances their students' academic experiences.

One final note of concern is the student school choice out population. From FY06 through FY09 students leaving the school district to attend neighboring schools was in the range of mid-thirties. During FY10 and preliminary FY11 data demonstrates that the number of student leaving the district has increased to fifty. This is clearly a troubling trend that may indicate that parents confidence in the school district is in question.

September 2010 began my eighth year as superintendent of schools. On December 1, 2009, I announced my retirement effective June 30, 2010. The school committee and superintendent agreed that the superintendent would serve as the interim superintendent for the 2010-2011 school year. It has been a pleasure to serve the communities of Ashburnham and Westminster. As I have said many times in the past, "schools belong to the community". It is the responsibility of the communities to support the school district. Schools remain a reflection of the community within which they exist. As superintendent of schools, thank you for your support and the opportunity to serve the students and the community-at-large.

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT
2010 Annual Town Report**

*BUDGETS
2010-2011*

ACCOUNT	NUMBER	DESCRIPTION	AUDITED EXPENSE 2009-2010	CURRENT BUDGET 2010-2011
FUND 01	GENERAL			
Totals	Function 1000	Administration	\$705,551	\$794,002
Totals	Function 2000	Instruction	\$14,242,788	\$14,145,384
Totals	Function 3000	Other School Services	\$2,684,960	\$2,566,740
Totals	Function 4000	Operation & Maintenance of Plant	\$2,177,028	\$2,415,892
Totals	Function 5000	Fixed Charges	\$2,972,936	\$3,047,476
Totals	Function 6000	Miscellaneous	\$8,000	\$8,000
Totals	Function 7000	Capital Outlay	\$227,387	\$96,122
Totals	Function 8000	Debt Service: Principal Interest	\$1,815,000 \$558,971	\$1,755,000 \$496,009
Totals	Function 9000	Tuition and Other Costs	\$1,784,827	\$2,284,372
<u>GRAND TOTALS</u>			\$27,177,448	\$27,608,997

~~~PLACE OF ATTENDANCE; DISCRIMINATION~~~

Every person shall have the right to attend the public schools of the town where he/she actually resides, subject to the following section. No person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and courses or study of such public school on account of race, color, sex, religion, national origin or sexual orientation.

*Mass. General Law Chapter 76, Section 5*

*Amended by St.1971, c.622, c.l.; St. 1973, c.925, s.9A; St. 1993, c282.*

## ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT 2010 Annual Town Report

### ~~~HOURS OF SCHOOL SESSIONS~~~

|                                  |                   |
|----------------------------------|-------------------|
| Meetinghouse School              | 8:30 AM – 2:55 PM |
| Westminster Elementary School    | 8:30 AM – 2:55 PM |
| John R. Briggs Elementary School | 8:30 AM – 2:55 PM |
| Overlook Middle School           | 7:45 AM – 1:50 PM |
| Oakmont Regional High School     | 7:30 AM – 1:55 PM |

The “No School” signal for Oakmont Regional High School and Overlook Middle School will be sounded on the Fire Alarm at 7:00 AM and for elementary schools will be sounded on the Fire Alarm at 7:30 AM. The “No Afternoon School” signal will be sounded on the Fire Alarm System at 11:30 AM.

“No School” or early dismissal notices will be broadcast over radio stations WEIM 1280 AM, WTAG 580 AM, WSRS 96.1 FM, WBZ 1030 AM, CBS Channel 4 TV, WXLO 104.5 FM, WGAW 1340 AM, WCVB Channel 5 TV, WRKO 680 AM, Fox 25 and Channel 7 TV.

School openings may be delayed two hours on occasion. The radio stations will air this notice.

Safeguard the health and welfare of your child by keeping him/her at home when, in your judgment as a parent, conditions warrant.

### ~~~SCHOOL COMMITTEE MEETINGS~~~

The Ashburnham-Westminster Regional School Committee holds its regular business meetings Tuesdays at 7:00 PM at Overlook Middle School Library. You can view meeting dates, the agenda, past minutes and meeting locations on our webpage at [www.awrsd.org](http://www.awrsd.org). School Committee meetings

### ~~~SUPERINTENDENT/BUSINESS OFFICE and WEBSITE~~~

The Superintendent / Business Office is located at Oakmont Regional High School between the cafeteria and new gym. Our address is 11 Oakmont Drive, Ashburnham, MA 01430. We are open Mon-Fri from 8AM-4PM. You can reach us at 978-827-1434 or fax us at 978-827-5969.

You can view the Ashburnham-Westminster Regional School District’s website at [www.awrsd.org](http://www.awrsd.org) updated information of the schools, budget information and events. General information can be e-mailed to [info@awrsd.org](mailto:info@awrsd.org).

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT  
2010 Annual Town Report**

**Ashburnham-Westminster Regional School District  
MONTHLY STUDENT COUNT REPORT  
DATE: 10/01/10**

| Grade                             | Ashburnham  | Westminster | School<br>Choice | Sped<br>(i.e.–day program;<br>residential) |           | Other<br>(exchange<br>student) | Total       |
|-----------------------------------|-------------|-------------|------------------|--------------------------------------------|-----------|--------------------------------|-------------|
|                                   |             |             |                  | Ash.                                       | West.     |                                |             |
| PRE-K                             | 14          | 42          | 0                | 0                                          | 0         | 0                              | <b>56</b>   |
| K                                 | 81          | 90          | 0                | 0                                          | 0         | 0                              | <b>171</b>  |
| 1                                 | 80          | 68          | 0                | 0                                          | 0         | 0                              | <b>148</b>  |
| 2                                 | 78          | 102         | 0                | 0                                          | 0         | 0                              | <b>180</b>  |
| 3                                 | 71          | 95          | 1                | 1                                          | 1         | 0                              | <b>169</b>  |
| 4                                 | 64          | 94          | 2                | 0                                          | 1         | 0                              | <b>161</b>  |
| 5                                 | 83          | 108         | 1                | 0                                          | 0         | 0                              | <b>192</b>  |
| 6                                 | 89          | 108         | 1                | 0                                          | 0         | 0                              | <b>198</b>  |
| 7                                 | 111         | 91          | 0                | 1                                          | 2         | 0                              | <b>205</b>  |
| 8                                 | 95          | 103         | 1                | 0                                          | 1         | 0                              | <b>200</b>  |
| 9                                 | 63          | 80          | 9                | 1                                          | 0         | 0                              | <b>153</b>  |
| 10                                | 69          | 86          | 11               | 2                                          | 2         | 0                              | <b>170</b>  |
| 11                                | 84          | 101         | 7                | 2                                          | 3         | 1                              | <b>198</b>  |
| 12                                | 72          | 87          | 13               | 2                                          | 1         | 0                              | <b>175</b>  |
| Students<br>above<br>grade 12     | 4           | 3           | 1                | 2                                          | 3         | 0                              | <b>13</b>   |
| <b>Totals</b>                     | <b>1058</b> | <b>1258</b> | <b>47</b>        | <b>11</b>                                  | <b>14</b> | <b>1</b>                       | <b>2389</b> |
| <b>GRAND TOTAL – ALL STUDENTS</b> |             |             |                  |                                            |           |                                | <b>2389</b> |



## ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT 2010 Annual Town Report Oakmont Regional High School



Oakmont Regional High School is celebrating its 50<sup>th</sup> anniversary during the 2010-11 school year. The school opened on September 7, 1960. The Class of 2010 became the 50<sup>th</sup> class in school history to graduate. The commencement ceremony was held on June 6, 2010. That ceremony kicked-off the year long 50<sup>th</sup> anniversary celebration. Representatives from nearly all of the previous 49 graduating classes participated in the event, including William Partanen, President of the Class of 1961, and Duane Winter, President of the Class of 1962. Both men traveled from Maryland and Michigan respectively to participate in the celebration.

On August 26, 2010 newly installed solar panels began generating power at Oakmont. The panels are located on the roof above Room 419 and the music room. We are expecting a small savings with our electrical usage and we are developing curricular connections that will benefit our students. The acquisition and installation of the panels were made possible by Stan Herriot and the Ashburnham Municipal Light Plant. It is the culmination of a project that began with Oakmont alumni, Alyssa Christianson, Gretchan Carlson, Hannah Ulshen and Joanna Gustafson, while they were seniors.



Since 2006, we have been struggling with limited resources. In that time we have reduced our faculty by nearly 9 positions, not including 2 special education paraprofessionals. We have begun to phase out the Latin program, offering only one section of Latin II. Other cuts included the loss of Science sections and a reduction of the Assistant Principal's work days. We were able to restore the Dean of Students to a .67 FTE and we added three sections mid-year as a result of the Federal Jobs Grant.

Despite the limitation of resources we have continued to make changes to our curriculum to improve student learning and meet the needs of all students. These new courses are:



- Freshmen Seminar - a course designed to improve organization and study skills
- FIRST - a 9<sup>th</sup> grade course designed to develop strong English Language Arts and organizational skills
- College Prep Calculus - an advanced Math course designed to prepare students for success in challenging college Math courses

Our students continue to excel in the classroom. In 2010, Oakmont ranked 53<sup>rd</sup> in Math, 82<sup>nd</sup> in English,, and 132<sup>nd</sup> in Science on the MCAS exams as compared with 340 high schools across the state. Oakmont students have performed above the state and national averages on SATs for more than 21 years.

In athletics, the 2009-10 ice hockey team won the Division IIIA state championship, the boys indoor track team was the Division II district champion, and the girls basketball, softball and baseball teams qualified for districts. This fall the football team qualified for their second consecutive Super Bowl, losing to Narragansett by one point. Our cheerleaders won league and district championships, finishing second in the state competition. The field hockey,



golf, and boys cross country teams won league championships and the girl's soccer team qualified for the District Tournament.

Oakmont students continued to demonstrate excellence in many co-curricular areas. The Marching Band won the USBA New England and MICCA state championships, traveling to the Naval Academy at Annapolis, MD, for a national competition. Our art students continued their dominance at the Anna Maria College and Boston *Globe* shows. Our drama students performed Steven Sondheim's musical, *Into the Woods*, in the spring, being nominated for numerous TAMY Awards by the MWCC Theatre Department.

We are extremely proud of our students and their accomplishments in and out of the classroom. Their accomplishments are a credit to their teachers, their parents, and the two strong communities that nurture and support them.

## Oakmont Regional High School School Nurse Report for 2010

*OAKMONT HEALTH OFFICE ENCOUNTERS: (1/1/2010- 12/31/2010)*

|                                                                                                                 |       |
|-----------------------------------------------------------------------------------------------------------------|-------|
| Student Illness:                                                                                                | 2,145 |
| Student Injury:                                                                                                 | 607   |
| Student Behavioral Health Support:                                                                              | 220   |
| Student Individual Health Education:                                                                            | 152*  |
| Medications Dispensed: (to include OTC & prescription medications)                                              | 1,595 |
| Student Scheduled Procedures: (to include diabetes monitoring, catheterizations, ear and lung assessments etc.) | 590   |
| All Other Encounters (student & staff):                                                                         | 1,117 |
| EMS Activations (student & staff):                                                                              | 6     |

**GRAND TOTAL: HEALTH OFFICE ENCOUNTERS: = 6,426**

**RETURN TO CLASS RATE: = 89% \*\***

\* *All* encounters provide some degree of health education. This number reflects in-depth health education encounters.

\*\*This statistic is provided to emphasize the importance of having a registered nurse present in the school building. Skilled nursing assessment and treatment of minor illnesses and injuries in the school setting increases a student's potential for educational success by decreasing the amount class time lost to treatable discomfort caused by minor illness or injury.

### *OTHER ACTIVITIES:*

State-mandated vision, hearing and postural screenings of ninth grade students was conducted in March and April, with the assistance of a second nurse funded through the Extended School Health Services (ESHS) Grant.

The Health Office also hosted two senior nursing interns from Fitchburg State University, who were satisfying a school requirement in Community Health Nursing. An FSU RN-BSN student also interned here at Oakmont from September through December.

I also had the pleasure of welcoming researchers from the U.S. Department of Health and Humans Services to Oakmont this year. The Department is conducting a three-year study concerning lifestyles, behaviors, attitudes and health of today's high school-aged students. Several Grade 10 students were randomly selected to participate in this research study, which is scheduled to continue for the next three years.

Again, it is my continued pleasure to serve the community of Ashburnham as the School Nurse here at Oakmont Regional High School.

Respectfully submitted,  
Susan M. Lofquist, RN (BSN)  
10 January, 2011

## Overlook Middle School 2010 Annual Town Report

Overlook Middle School services a population of around 575 students in the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grades.



The middle school has undergone some significant changes this year with the establishment of what we call “specials.” These special classes have been designed to service students on a wide variety of levels. For struggling students, there is coursework offered that helps to address skill deficits, especially in the areas of Math and English. For other students, classes are being offered that enrich skills that are not able to be covered in the general curriculum. Most of these classes are centered on the S.T.E.M. (Science, Technology, Engineering, and Math) initiative that has become prominent in Massachusetts.

The staff at Overlook is made up of many competent and highly qualified individuals. These staff members put every effort into creating a comfortable, yet rigorous atmosphere for student learning. This attitude permeates the entire school building and helps us to develop strong relationships with our students. Positive relationships coupled with parental support helps with the development of prepared, well rounded students.

At Overlook Middle School, communication is a major priority and we welcome any comments or suggestions. The phone number for the school is 978-827-1425 and the office hours are from 7 a.m. to 3 p.m., Monday through Friday. Interested persons may also find information about the school from the website through the at [awrsd.org](http://awrsd.org) the district website.

## **Overlook Middle School School Nurse Report for 2010**

The goal of the Health Office at Overlook Middle School continues to be one of primary nursing care and early intervention of health problems as they occur for the students and staff. Conditions frequently encountered by nurses today range from neurological disorders, cardiac, metabolic, and respiratory issues that require close monitoring. The school nurse often collaborates with parents on the ongoing care and treatment in acute and chronic illnesses. With the prevalence of more serious mental health issues, we often work side by side with the guidance and administration.

The Ashburnham Westminster School District continued to receive funding from the Department of Public Health Enhanced School Health Grant. Working within this grant we are able to provide an additional part time nurse who is utilized among the various schools in the district to complete required screenings and immunizations.

Student and staff records were updated to assure compliance with the regulations adopted by the Department of Public Health. This includes updating immunizations, postural screening on all students, vision, and hearing in 7<sup>th</sup> grade.

A flu clinic was provided for any staff member who wanted to obtain the vaccine, and approximately 30 staff members participated. The Overlook Middle schools version of the highly popular "Biggest Loser" was implemented last year and great results were achieved by several staff members.

Average daily visits to the health office ranges from a low of 25 and a high of 40 during the flu season. Reasons for the visits include daily medication administration, ongoing illness and injury assessment, first aid, health related counseling and education.

Serving as a liaison with community agencies was necessary at times, especially as more mental health issues evolve in the school.

We continue to participate in the education of Fitchburg State University nursing students. Two students were at Overlook for the winter term and were introduced to ongoing public health issues etc.

I want to thank our nurse leader Marcia Sharkey, and Dr. Lisa R. Brown for their continued support and leadership.

Respectfully submitted,  
Ann Lee Fredette, RN  
Certified School Nurse  
Overlook Middle School

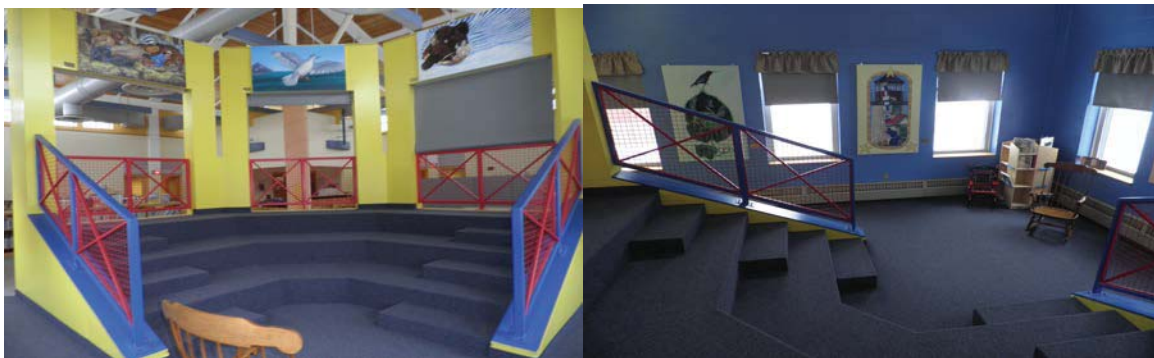
## Meetinghouse School/Westminster Elementary School 2010 Annual Town Report

Meetinghouse School and Westminster Elementary School have opened their doors and welcomed close to 650 students again this year. Our working population between the two buildings is overseen by one Principal, and an Assistant Principal (who spends 1-2 days at JR Briggs in Ashburnham). We have a faculty of 24 classroom teachers, 9 Special Education teachers, 1 Reading Specialist, 2 school nurses, 2 office secretaries, 5 custodians, 4 Special Subject Teachers, and 25 paraprofessionals.

The talented and caring faculty and staff have worked with children from preschool through fifth grade. Full day kindergarten was again offered to all of our students at no cost to the families. Our busy first graders became budding readers and writers while learning much about numbers, books, and their community.

Second and third graders expanded upon their reading and writing skills and explored science and geography with much excitement. Fourth and fifth graders were presented with curriculum that taught them strategies needed for acquiring academic knowledge and attaining independence in their learning. New reading assessments were administered in Grades 3 – 5 to help better inform teachers of the individual needs of each of their students. Teachers in the primary grades continued to administer a number of assessments as well. Professional development days were utilized to train teachers on a number of reading/language arts initiatives.

Title I and Special Education services were offered to those students requiring additional support in the areas of Language Arts, Math, Speech, Physical Therapy, and Occupational Therapy.



The Meetinghouse “Jan Brett” Reading Corner had its grand unveiling in September. A dedication ceremony was attended by community members, teachers, students and the family of Linda Peltola. The Reading Corner was created in honor of Linda, who taught first grade at Meetinghouse School for many years before losing her battle with cancer.

Our physical facilities continued to be used throughout the twelve months of the calendar year. The Extended Day Program offered before and after school care for working parents. This much needed service provided families with practical solutions to day care during school vacation weeks and the summertime. The gymnasium at WES was used often by the town recreational leagues. During July and August, the Westminster Recreation Program was housed at Meetinghouse School. In addition, a number of civic groups such as the Boys Scouts, Girl Scouts, and Brownies relied on building space to hold their meetings. The Ashburnham Westminster Community Partnership held a number of meetings at Westminster Elementary School. In addition, the cafeteria at WES has housed a number of meetings coordinating the annual Relay for Life event

held in Gardner every June. The reduced custodial staff worked diligently to keep our buildings clean and safe for the students and the general public.

Another year of a “level service” budget meant that additional personnel cuts needed to be made. For the first time in more than a decade, our youngest students felt this pinch with much higher class size numbers. Our four kindergarten classrooms average 23 students each. Grade one has class sizes of 24. To some community members these numbers may not seem like much of a problem...but to anyone that understands the demands put on our young learners today...these numbers are alarming. State and Federal recommendations for class size in the lower grades is



17 – 20. We were fortunate to receive federal dollars from the Obama Education Grant that allowed us to add two additional kindergarten paraprofessionals. The dollars also added a few hours of clerical assistance to the main office at WES. Unfortunately, the grant was a one year deal, so we will most likely be forced to eliminate the positions or fund them in another way.

Once again this year our Parent Teacher Organization provided financial and educational support to the students and staff of our schools. A number of Cultural Events were brought in for the children to enjoy. They included:

- The Boston Ballet,
- TheArithmetickles!, (Early number sense)
- Inspector IWannano (Character Education)
- Travelling Workshops from the Discovery Museum on **Sound and Levers**
- Bamidele Dancers and Drummers (African art, culture, and history)

The PTO also donated \$4000 to help offset the total cost of eight new Interactive White Boards that were put into classrooms this past fall. (AWRSD had received a generous technology grant to help bring this exciting new teaching resource into our schools.) Along with new computers in the WES Computer Lab, these modern additions will help us to maintain or continually improve the technology skills of our students and staff.

Respectfully Submitted,

Patricia Marquis  
Principal

### Westminster Elementary School School Nurse Report for 2010

The Westminster Elementary School nurses' office provides nursing care to students and staff in grades 2 through 5.

For calendar year 2009 there were 7, 210 visits to the nurses' office. This number indicates visits by students (7088) and staff (122) for first aid, health assessments, health instruction, medication administrations and daily procedures.

In addition to nurse visits, 410 students had health screenings done, BMI calculations were done on 112 fourth grade students, with the results sent to parents, and postural screenings were done on 100 fifth grade students.

Once again, dental services were offered by Community Health Connections. Twelve students were seen by Dr. Shea for dental exam and received cleanings, fluoride applications, sealants and temporary fillings from hygienists Heather Reid and Louise Nally.

Flu vaccines were administered to 20 staff members. In December, I volunteered to administer the H1N1 vaccine to parents and children at the Gardner Health Center and volunteered at a flu clinic held at Oakmont, offering the H1N1 vaccine to students and their families.

During both the Spring 2009 and Fall 2009 semesters, senior nursing students from Fitchburg State college spent one day weekly in the WES nurses' office to obtain clinical experience in a community health setting.

Five Westminster families were assisted with their own holiday celebrations through the generosity of students and staff.

Puberty classes were presented the fifth grade students and hand-washing techniques were reviewed in one of our third grade classes.

Public health issues included monitoring for H1N1 during the spring and fall of 2009. During the week of 11/2/09-11/6/09 there was a spike in absenteeism of students ranging from 70-93 of the 410 students. The majority of these absences were for complaints of flu-like symptoms and most parents were advised by their PCP that it was likely H1N1 flu. The majority were not tested for the flu during this time period.

The WES nurse participated as a member of the Health Advisory and Safety Committees.

Respectfully submitted,  
Sue Quigley-Belliveau, RN



## Meetinghouse School School Nurse Report for 2010

The Meetinghouse School Health Room continues to be the site where primary nursing care as well as preventive and early interventions of health problems occur to students in pre-kindergarten, kindergarten and first grades.

All student and staff records were reviewed for compliance of the Massachusetts Board of Health regulations.

Mandated screenings were done on 200 students. These students were tested for vision and hearing difficulties and measured for height and weight growth. BMI (Body Mass Index) calculations were done on all first grade students and letters were sent home to parents with these results. Children who did not meet the minimum requirements mandated by the State for vision and hearing were referred to their primary care physician for further evaluation.

Pediculosis screenings were done on 240 students in September and continued throughout the year as needed.

Our district is still involved with the Massachusetts Department of Public Health Essential School Health Services and receives grant funds. The nurse leader and all the school nurses are working within the frameworks of this grant. Besides monthly activity reports that are submitted to the Department of Public Health, we have continually updated protocols and policies. We participated in numerous surveys such as vision screening survey, 911/emergency protocol survey, immunization surveys, asthma surveillance survey, and parent satisfaction survey.

As a member of our Safety committee, periodic meetings are held with staff members of Meetinghouse and Westminster Elementary Schools as well as representatives from the Police and Fire Departments. Our goal is to ensure proper safety practices are being done. A building evacuation drill was performed with all students and staff participating and a lockdown drill with just staff participating was also held. The nurse leader is also a representative on the school district safety committee. The nurse leader is a member of the Home Health Activation Network (HHAN) and has participated in several emergency drills.

As coordinator of area school districts (NAWWGMt) professional development, yearly presentations were scheduled to keep the nurses updated in new practices. The nurses are also members of the Massachusetts School Nurse Organization and the Department of Education and participate in continuing education offerings that the organizations offer.

As members of the School Health Advisory Committee (SHAC) attendance at quarterly meetings continue to discuss any health concerns/issues in our school district as well as to promote health education in all grades. Implementation of programs according to the results of our district's yearly Youth Risk Behavior Survey (given to middle and high school students) continue to be discussed and done. Healthy eating continues to be a priority and discussions are done with the Food Service director on a continual basis.

Collaboration with the Caring for Kids Dental Program provided dental screenings, cleanings and fluoride treatments for some of our children who do not have access to those services.

CPR and First aid classes were offered to staff members in the entire district certifying them using the American Red Cross standards.

Dr. Lisa Rembetsy-Brown continues to serve as our school physician and consultant whenever needed.

Since the spring nurses have been involved with ongoing efforts to combat the H1N1 flu. Numerous conferences were attended and participation in frequent conference calls with the Department of Public Health were done. Tracking of symptoms continue to be done with reporting as requested. Communication with parents and staff continues on a regular basis with letters and website updates. Three H1N1 and seasonal flu clinics were hosted by the district working in conjunction with the Westminster Board of Health and the Nashoba Board of Health. Over 800 children and adults were vaccinated. The school nurses volunteered their time at all of these clinics.

The number of times health room services were provided totaled **3935**. This number indicates when students and staff were seen for first aid, health status evaluations, medication administration, and daily procedures.

Respectfully submitted,  
Marcia Sharkey RN Nurse Leader  
Nancy Taylor RN School Nurse  
Meetinghouse School Nurses

**ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT**  
**Employee Salaries 2009-2010**  
**2010 Annual Town Report**

Note: The operating budget for the Ashburnham-Westminster Regional School District is supported by funding from the Commonwealth of Massachusetts; the Town of Ashburnham and the Town of Westminster. The percent of payment is:

|                          |       |
|--------------------------|-------|
| State Contribution       | 42.0% |
| Ashburnham Contribution  | 23.4% |
| Westminster Contribution | 29.8% |
| Other                    | 4.8%  |

|                    |          |     |                     |          |   |
|--------------------|----------|-----|---------------------|----------|---|
| Agnir, Sharon      | \$1,153  | F   | Caldwell, Renee     | \$20,028 | P |
| Aho, Marcia        | \$7,993  | E   | Caouette, Gary      | \$68,315 | T |
| Alario, Susan      | \$51,176 | T   | Capone, Leslie      | \$20,450 | P |
| Allen, Kathy       | \$25,911 | P   | Cardillo, Monique   | \$1,280  | E |
| Allen, Steven      | \$39,544 | C   | Carey, Ina          | \$5,278  | S |
| Altobelli, Dana    | \$71,018 | T   | Cariglia, Anne      | \$34,448 | T |
| Anderholm, Seth    | \$844    | E   | Carlin, Kathleen    | \$77,213 | T |
| Anderson, Thomas   | \$77,213 | L   | Caron, Kenneth      | \$10,000 | U |
| Arcangeli, James   | \$6,436  | F   | Ciampi, Diane       | \$4,901  | P |
| Archangelo, Alana  | \$54,951 | T   | Ciuffetti, Mary     | \$36,044 | S |
| Arsenault, Beth    | \$42,920 | T   | Clabaugh, Elizabeth | \$63,080 | T |
| Axelson, Robert    | \$41,077 | C   | Clinton, Madeline   | \$7,179  | F |
| Bacon, Nancy       | \$62,691 | T   | Collins, Bruce      | \$71,030 | C |
| Badolato, Lauren   | \$52,707 | G   | Collins, Jennifer   | \$53,485 | T |
| Baer, Jim          | \$55,820 | C   | Comeau, Carlene     | \$23,516 | P |
| Banning, Anne      | \$64,523 | T   | Connolly, Karen     | \$21,222 | P |
| Barnard, Charles   | \$48,919 | K   | Contois, Steven     | \$64,261 | C |
| Barrett, Christine | \$5,240  | F   | Correia, Jean       | \$67,986 | T |
| Barron, Cheryl     | \$33,151 | P   | Costa, Tina         | \$17,806 | F |
| Barron, Patricia   | \$14,179 | F   | Cote, Aimee         | \$59,982 | T |
| Barry, Gregory     | \$68,315 | T   | Courtemanche, Lynne | \$52,615 | T |
| Barry, Theresa     | \$54,561 | T   | Couture, Jaclyn     | \$56,538 | T |
| Bastille, Kathleen | \$64,523 | T   | Coviello, Jennifer  | \$3,334  | E |
| Beaton, Brian      | \$37,230 | D   | Cringan, Cynthia    | \$68,315 | T |
| Beaudoin, Brian    | \$64,523 | T   | Crowley, Donna      | \$75,060 | T |
| Bedard, Ashley     | \$18,812 | P   | Crowley, Ruth       | \$71,018 | T |
| Bedard, Diane      | \$10,741 | E   | Cucchiara, Craig    | \$49,305 | T |
| Beland, Sheryl     | \$25,519 | P   | Cummings, Judith    | \$68,315 | T |
| Belkin, Kristin    | \$62,581 | T   | Daniels, Linda      | \$68,315 | T |
| Bennett, Katherine | \$68,315 | T   | Davis, Nancy        | \$20,358 | P |
| Bennett, Margaret  | \$23,644 | E/F | Davis, Tiffany      | \$34,158 | T |
| Berenson, Rebecca  | \$46,508 | T   | Davolio, Diane      | \$58,178 | T |
| Berg, Troy         | \$46,869 | T   | Crowley, Ruth       | \$71,018 | T |
| Berger, Danielle   | \$24,276 | P   | Cucchiara, Craig    | \$49,305 | T |
| Berger, Susan      | \$21,048 | P   | Cummings, Judith    | \$68,315 | T |
| Bitter, Kathy      | \$17,329 | P   | Daniels, Linda      | \$68,315 | T |
| Blanchard, Stephen | \$38,260 | C   | Davis, Nancy        | \$20,358 | P |
| Brillon, Mark      | \$25,278 | P/E | Davis, Tiffany      | \$34,158 | T |
| Brogan, Sue        | \$58,648 | T   | Davolio, Diane      | \$58,178 | T |
| Dawley, Eric       | \$51,415 | T   | Gagnon, Julie       | \$55,922 | G |

|                         |          |     |                          |          |     |
|-------------------------|----------|-----|--------------------------|----------|-----|
| Deaver-Whittier, Regina | \$68,315 | T   | Gagnon, Mary             | \$68,315 | T   |
| Decicco, John           | \$75,060 | T   | Gaidanowicz, Katrina     | \$57,511 | T   |
| Decicco, Sharon         | \$60,160 | T   | Gallagher, Coraley       | \$17,212 | E   |
| Decosta, Lori           | \$6,323  | P   | Gammell, Christine       | \$6,033  | P   |
| Dehays, Eric            | \$62,400 | A   | Gauvin, Kimberly         | \$45,204 | B   |
| Della Vallee, Paul      | \$41,450 | T   | Gera, Nancy              | \$68,315 | T   |
| Demarco, Maryann        | \$11,908 | S   | Giannetti, Brenda        | \$57,511 | T   |
| Demoura, Kris           | \$65,181 | T   | Girouard, Jean           | \$68,315 | T   |
| Demuth, Jocelyn         | \$75,060 | T   | Gleason, Anthony         | \$75,060 | T   |
| Denny, Robert           | \$71,018 | G   | Goodwin, Caron           | \$62,691 | T   |
| Deshayes, Margaret      | \$35,031 | S   | Goodwin, Russell         | \$40,268 | C   |
| Dewick, Karen           | \$9,805  | P/E | Gould, Timothy           | \$38,778 | C   |
| Dewick, Michael         | \$2,152  | E   | Gourlay, Gail            | \$57,956 | O   |
| Dibattista, Joanne      | \$21,051 | P   | Gransewicz, Michael      | \$23,602 | P   |
| Disalle, Kristi         | \$54,561 | T   | Greenwood, Karen         | \$25,508 | P   |
| Douglas, David          | \$14,203 | P   | Griffin, Shirley         | \$77,213 | T   |
| Douglas, Timothy        | \$63,080 | T   | Grossman, Kathleen       | \$68,315 | T   |
| Driscoll, Barbara       | \$19,329 | F   | Gusek, Theresa           | \$71,018 | T   |
| Dubovick, Amy           | \$72,028 | G   | Hanno, Philip            | \$71,018 | T   |
| Dufour, Daniel          | \$51,176 | T   | Hannula, Clara           | \$31,348 | S   |
| Duncan, Brett           | \$55,922 | T   | Hansen, Kelly            | \$7,690  | P/E |
| Duncan, Sarah           | \$51,415 | T   | Harrison, Jana           | \$50,065 | T   |
| Dupuis, Lorin           | \$527    | E   | Hart, Kevin              | \$77,213 | T   |
| Durkee, Jason           | \$11,826 | P   | Haschig, Lee             | \$8,986  | P   |
| Dzwilewski, Richard     | \$50,032 | M   | Hertel-Therrien, Heidi   | \$68,315 | T   |
| Egan, Mary              | \$23,821 | P   | Hertel-Therrien, Zachary | \$34,404 | T   |
| Engman, Paul            | \$58,026 | C   | Higgins, Wendy           | \$34,327 | S   |
| Erickson, Diane         | \$77,213 | T   | Holm, Pauline            | \$8,297  | F   |
| Erickson, Jeanne        | \$33,541 | S   | Hoover, Sarah            | \$22,769 | P   |
| Erickson, Thomas        | \$75,060 | T   | Humphrey, Lauren         | \$4,524  | F   |
| Ewing, Claudia          | \$20,850 | P   | Hurley, Erin             | \$20,330 | P   |
| Faneuff, Michelle       | \$31,684 | T   | Jackson, Cynthia         | \$62,581 | T   |
| Farley, Louise          | \$19,366 | P   | Jamison, Darcie          | \$34,020 | G   |
| Farrell, Julie          | \$65,181 | L   | Jengo, Linda             | \$63,080 | T   |
| Feinsilver, Michele     | \$75,060 | T   | Jensen, Jennifer         | \$54,561 | T   |
| Fiorentino, Diane       | \$22,333 | P   | Jepson, Kenneth          | \$68,315 | T   |
| Fisher, Joann           | \$9,431  | N   | Jepson, Randall          | \$63,080 | T   |
| Fitzgerald, Carol-Ann   | \$68,315 | T   | Jette, Tracy             | \$63,080 | T   |
| Fitzgerald, Edward      | \$29,341 | I   | Johnson, Jane            | \$17,849 | P   |
| Fitzgerald, Michael     | \$77,213 | T   | Jones, Lauren            | \$43,892 | T   |
| Fleck, Debra            | \$71,018 | T   | Judah, Richard           | \$77,213 | Y   |
| Fletcher, Heather       | \$1,148  | E   | Kalagher, Susan          | \$20,762 | P   |
| Flinkstrom, Patricia    | \$21,955 | P   | Kasprzak, Danielle       | \$57,511 | T   |
| Fluet, Tracy            | \$10,050 | P   | Keene, Catherine         | \$77,213 | G   |
| Fortin, Karen           | \$63,080 | T   | Kelley, Kathleen         | \$78,000 | A   |
| Foster, Elizabeth       | \$77,213 | T   | Kendall, Amy             | \$62,581 | T   |
| Foster, Russell         | \$64,523 | T   | Kersey, Sherry           | \$97,110 | A   |
| Francis, Dorene         | \$46,342 | E   | Killoran, Vivian         | \$71,018 | T   |
| Francis, Joseph         | \$39,502 | C   | Kochan, Nancy            | \$19,520 | P   |
| Franklin, Ann           | \$13,229 | F   | Koski, Virginia          | \$56,989 | X   |
| Fredette, Ann-Lee       | \$51,870 | N   | Lafferty, Gretchen       | \$19,326 | P   |
| Fredette, Juliana       | \$64,523 | T   | Lambert, Ryan            | \$48,968 | T   |
| Lamsa, Leeann           | \$77,213 | T   | Myyette, Robert          | \$68,315 | T   |

|                         |          |   |                            |          |   |
|-------------------------|----------|---|----------------------------|----------|---|
| Landry, Karen           | \$32,183 | E | Nevard, Mark               | \$68,315 | T |
| Lantry, David           | \$68,315 | T | Niedermeier, Elaine        | \$51,846 | D |
| Lantry, June            | \$68,315 | T | Niles, Katherine           | \$8,713  | E |
| Laroche, Mary           | \$63,080 | T | Normile, Kimberly          | \$64,523 | T |
| Larson, Madonna         | \$68,315 | T | Nutting, Ashley            | \$1,028  | E |
| Leamy, Jane             | \$64,523 | T | O'Brien, Juliet            | \$24,924 | P |
| Leary, Bonnie           | \$68,315 | T | O'Brien, Patricia          | \$64,523 | T |
| Leblanc, Danielle       | \$18,818 | P | O'Connell, Lavaun          | \$17,840 | P |
| Leblanc, Susan          | \$6,865  | E | O'Donovan, Juneanne        | \$17,305 | P |
| Leblanc, Tanya          | \$23,643 | P | Osolin, Jacqueline         | \$17,667 | F |
| Leblanc, Wendy          | \$68,315 | T | Paaajanen, John            | \$22,054 | P |
| Lenart, Laurie          | \$53,619 | T | Parenteau, James           | \$40,052 | C |
| Levanti, Anthony        | \$3,570  | E | Parker, Paula              | \$71,018 | T |
| Lilly, Elizabeth        | \$75,060 | T | Pawelski, Cynthia          | \$562    | F |
| Litalien, Cori          | \$47,290 | T | Peirce, Robin              | \$35,509 | G |
| Lofquist, Susan         | \$49,401 | N | Penning, Krista            | \$47,049 | N |
| Losordo, John           | \$57,511 | T | Perez, Melinda             | \$17,581 | P |
| Louney, Brenda          | \$77,213 | T | Perkins-Cote, Jennifer     | \$45,771 | T |
| Lucander, Kris          | \$63,080 | T | Perla-Mullins, Linda       | \$77,213 | T |
| Maillet, Elizabeth      | \$6,097  | P | Perrett, Debra             | \$68,315 | T |
| Maillet, Wendy          | \$2,962  | P | Perrett, Karen             | \$63,080 | T |
| Malnati, Lori           | \$29,991 | G | Peterson, Janet            | \$12,363 | F |
| Manser, William         | \$75,060 | T | Phelps, Audrey             | \$64,523 | T |
| Marion-Cox, Carrie      | \$65,181 | T | Phillips, Amy              | \$61,615 | T |
| Marlborough, April      | \$30,743 | P | Pikkarainen, Rachel        | \$7,213  | F |
| Marlborough, Jennifer   | \$30,629 | P | Pinsoneault, Lynne         | \$68,315 | L |
| Marlborough, Linda      | \$18,060 | P | Pioli, Kathryn             | \$23,724 | P |
| Marquis, Patricia       | \$91,000 | A | Potter, Douglas            | \$46,869 | T |
| Marshall, Barbara       | \$68,315 | T | Powers, Stuart             | \$11,628 | C |
| Martin, Melissa         | \$75,060 | T | Pultorak, Tara             | \$484    | E |
| Mathieu, Ashley         | \$8,150  | E | Quarella-Nusse, Michaelina | \$68,315 | T |
| Matthews, Doris         | \$68,315 | T | Quigley-Belliveau, Susan   | \$50,198 | N |
| Mccaffrey, Edwin        | \$45,771 | T | Quinn, Jared               | \$65,181 | T |
| Mccarthy, Kathleen      | \$33,974 | S | Racine, Lucinda            | \$19,352 | E |
| Mcclenahan, Linda       | \$48,194 | R | Rainville, Laura           | \$68,315 | T |
| Mclynch, Patricia       | \$72,906 | T | Reed, Joann                | \$5,299  | P |
| Mei, Robert             | \$42,731 | C | Rehler, Sandra             | \$81,899 | A |
| Mendoza, Lorraine       | \$20,919 | P | Rheault, Laurie            | \$65,181 | T |
| Miller, Deborah         | \$22,489 | P | Richard, Margret           | \$71,018 | T |
| Miller, Theresa         | \$68,315 | T | Richard, Roseanne          | \$9,559  | F |
| Mitchell, Patricia      | \$77,213 | T | Richards, Kathleen         | \$8,124  | F |
| Miville, Kathryn        | \$75,060 | T | Rieth, Katie               | \$9,935  | P |
| Moorman-Smith, Gretchen | \$68,315 | T | Robbins, Cynthia           | \$64,523 | T |
| Moran, Charlotte        | \$63,080 | T | Roberts, Shiloh            | \$22,887 | T |
| Morand, Kenneth         | \$41,915 | C | Robichaud, Kellie          | \$68,315 | T |
| Morgan, Nancy           | \$68,315 | T | Robles, Francisco          | \$40,289 | C |
| Morin, Inga             | \$24,182 | S | Robles, Maria              | \$20,919 | P |
| Mossman, Joann          | \$71,018 | T | Rogacz, Michele            | \$71,018 | T |
| Munnis, Sandra          | \$11,487 | F | Romanelli, Robin           | \$75,060 | G |
| Munroe, Laurie          | \$60,160 | T | Romano, Mary               | \$65,181 | T |
| Murphy, Ann             | \$71,018 | T | Romano, Peter              | \$68,315 | T |
| Murphy, Robin           | \$68,315 | T | Roy, Leanne                | \$57,511 | T |
| Roy, Renee              | \$16,684 | F | Taylor, Nancy              | \$38,247 | N |

## Westminster Town Report 2010

|                     |          |     |                        |           |     |
|---------------------|----------|-----|------------------------|-----------|-----|
| Ruble, Marah        | \$79,694 | A   | Terry, Pamela          | \$55,404  | T   |
| Ruschioni, Cynthia  | \$25,166 | P   | Theriacault, Cole      | \$1,401   | E   |
| Saisa, Phillip      | \$90,480 | A   | Theriacault, Kathi     | \$34,232  | S   |
| Sargent, Brian      | \$75,161 | T   | Theriacault, Marc      | \$22,844  | P/E |
| Sargent, Debra      | \$35,031 | S   | Thibodeau, Sandra      | \$22,293  | GR  |
| Savoie, Candy       | \$23,286 | E   | Thomas, Wendy          | \$71,018  | T   |
| Seager, Kelly       | \$65,181 | T   | Thompson, Donielle     | \$23,050  | P   |
| Secino, Gregory     | \$62,581 | T   | Tobia, Carolyn         | \$68,315  | T   |
| Sharkey, Marcia     | \$65,707 | N   | Toomey, Sherri         | \$12,508  | E   |
| Shattuck, Lori      | \$68,315 | T   | Tree, Kelsey           | \$1,207   | E   |
| Shaughnessy, Donna  | \$59,982 | T   | Tufts, Sharon          | \$7,948   | F   |
| Sicard, Christina   | \$5,577  | P   | Uminski, David         | \$102,752 | A   |
| Sifert, Eric        | \$68,315 | T   | Valencia, Bedard       | \$8,214   | P   |
| Smith, Paul         | \$90,314 | A   | Vanderhoof, Maureen    | \$64,523  | T   |
| Sparks, Katharine   | \$18,812 | P   | Vargo, Frank           | \$77,213  | Y   |
| Spencer, Elizabeth  | \$3,006  | E   | Veroude, Kathleen      | \$82,500  | A   |
| St Cyr, Michele     | \$30,665 | S/P | Visconti, Christine    | \$7,157   | F   |
| Stafford, Jane      | \$68,315 | T   | Volke, Kerry           | \$51,415  | T   |
| Stefanakos, Paula   | \$68,315 | T   | Weeks, Robert          | \$7,555   | E   |
| Stiles, Lincoln     | \$75,060 | T   | Weeks, Susan           | \$4,513   | E   |
| Stone, Juana        | \$17,834 | P   | Weiss, Joy             | \$37,612  | T   |
| Stukuls, Amy        | \$68,315 | T   | Whittington, Cynthia   | \$68,315  | T   |
| Sullivan, Kelly     | \$758    | E   | Wilder, Wendy          | \$23,310  | P   |
| Sullivan, Mandie    | \$24,276 | P   | Wojnas, Beth           | \$19,258  | P   |
| Svenson, Sandra     | \$5,686  | P   | Woodward-Wallace, Cody | \$530     | E   |
| Swaney, Donna       | \$36,305 | C   | Woollacott, Elizabeth  | \$53,619  | T   |
| Sylvester, Kristina | \$23,670 | P   | Wright, Candace        | \$98,420  | A   |
| Szalay, Lawrence    | \$51,176 | T   | Young, Jason           | \$65,181  | T   |
| Tabales, Adreanne   | \$13,054 | E   | Zapantis, Michael      | \$151,743 | A   |

A=Administrator

G=Guidance

M=Maintenance

T=Teacher

B=Payroll/Benefits

GR=Grants Assistant

N=Nurse

U=Treasurer

C=Custodial

H=Speech Pathologist

O=Accountant

X=Registrar

D=Admin. Assistant

I=In-House Supervisor

P=Paraprofessional

Y=Psychologist

E=Extended Day

K=Groundskeeper

R=Personnel/Grants

F=Cafeteria

L=Librarian

S=Secretarial

### Capital Planning Committee

The committee consisted of the following voting members: Chair- Michael Morin (citizen at large), Vice- Chair- Keith Harding, (representing advisory board), Laila Michaud (representing board of selectmen) Vance Butterfield (citizen at large) and Jeff Schutt (citizen at large). The committee also consists of the following ex-officio members: Donna Allard (town accountant), Melody Gallant (treasurer/collector) and Karen Murphy (town administrator).

The purpose of the committee is to study capital (tangible assets and projects) spending requests with a dollar value greater than \$15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the board of selectmen and advisory board and to be published in the advisory board booklet. The committee is also charged with developing a long range capital plan of at least five years.

The table below shows the committee's recommendations:

### Annual Town Meeting May 1, 2010 Capital Planning Committee Recommendations Fiscal Year 2011

| Department        | Project                          | Total Estimated Expenditures | Raise & Appropriate | General Stabilization | Technology Stabilization | Capital Equipment Stabilization | Building Stabilization | Water Enterprise Fund | Chapter 90 Funds |
|-------------------|----------------------------------|------------------------------|---------------------|-----------------------|--------------------------|---------------------------------|------------------------|-----------------------|------------------|
| Public Works      | Road Maintenance                 | 500,000                      | 500,000             |                       |                          |                                 |                        |                       |                  |
| Public Works      | South Street Water Main (borrow) | 500,000                      |                     |                       |                          |                                 |                        | 500,000               |                  |
| Public Works      | Street Sweeper                   | 170,000                      |                     |                       |                          |                                 |                        |                       | 170,000          |
| Police Department | 2 Cruisers                       | 70,000                       | 70,000              |                       |                          |                                 |                        |                       |                  |
| Police Department | 9 Radios                         | 31,500                       |                     |                       | 31,500                   |                                 |                        |                       |                  |
| Police Department | 9 Defibrillators                 | 16,000                       |                     | 16,000                |                          |                                 |                        |                       |                  |
| Schools           | Westminster School Capital Costs | 30,000                       |                     |                       |                          |                                 | 30,000                 |                       |                  |
| Schools           | Shared Capital Costs             | 21,580                       |                     |                       |                          |                                 | 21,580                 |                       |                  |
| Fire Department   | Rescue 1 Refurbishment           | 45,000                       |                     |                       |                          | 45,000                          |                        |                       |                  |
|                   | <b>Totals</b>                    | <b>1,384,080</b>             | <b>570,000</b>      | <b>16,000</b>         | <b>31,500</b>            | <b>45,000</b>                   | <b>51,580</b>          | <b>500,000</b>        | <b>170,000</b>   |

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