

# 2019 Annual Town Report



Town of Pepperell  
One Main Street  
Pepperell, Massachusetts  
01463

Population 11,189

# TOWN SEAL OF PEPPERELL



## THANK YOU MR. MARK LOTTERHAND...

The Town of Pepperell wishes to thank Mr. Mark Lotterhand for sharing his love of Pepperell with drone photos for use in the Town Report and webpage.

Mark, a lifelong resident of both New Hampshire and Massachusetts, has resided with his family in Townsend and Pepperell since 2007. Beginning in childhood, Lotterhand has been enamored with the natural world and it has not wavered as the decades have marched on. The passion became academic while attending the University of New Hampshire where he received a B.S. in Wildlife Management. Photography, first "terrestrial" and now which includes aerial, has become a way for Mark to capture his love of the outdoors.

# Picture Perfect Pepperell



# PEPPERELL, MASSACHUSETTS

**Coordinates:** 42°39'57"N 71°35'20"W

**Settled:** 1720

**Incorporated:** 1775



Location in Middlesex County and the State of Massachusetts

## Pepperell Town Government

**Type:** Open Town Meeting

**Town Administrator:** Andrew MacLean

### AREA

**Total:** 23.2 sq mi (60.0 km<sup>2</sup>)

**Land:** 22.6 sq mi (58.4 km<sup>2</sup>)

**Water:** 0.6 sq mi (1.6 km<sup>2</sup>)

### ELEVATION

244 ft (74m)

### POPULATION (2019)

**Total:** 11,189

**Density:** 500/sq mi (190/km<sup>2</sup>)

### TIME ZONE

Eastern

### ZIP CODE

01463

### AREA CODE

978

**DISTRICTS:** Third Congressional  
Fifth Councilor  
First Middlesex Superior  
First Middlesex Representative

**BOARD OF SELECTMEN:** William Greathead  
Margaret Scarsdale (Elected April 2019)  
Norman Joe Radwich (Elected November 2019)  
  
Lisa Ferolito (Resigned August 2019)  
Roland Nutter (Term End April 2019)

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# General Government



Report of the Town Administrator  
Board of Assessors  
Conservation Commission  
Finance Committee  
Historical Commission  
Information Technology  
Peter Fitzpatrick Feasibility Committee

Planning Department  
Tax Collector / Town Treasurer  
Town Accountant  
Town Clerk  
Zoning Board of Appeals

# REPORT OF THE TOWN ADMINISTRATOR

Andrew MacLean, Town Administrator  
Tracie Looney, Administrative Assistant to TA & Board of Selectmen

It has been a pleasure working with the Town of Pepperell for the past year. Having just arrived in November 2018 with the annual budget process already underway, the first few months went by quickly and 2019 proved to be an exciting first year for me.

In addition to standard acclimation activities, my first few months were spent learning the budget processes and discovering that a significant structural deficit existed. Working with staff and the Board of Selectmen, we recommended a tax override which the Town Meeting and a subsequent ballot voted approved. While no one wants to pay more in taxes, this increase will help retain our public safety and public works staff, maintain our facilities and public infrastructure, and provide the services the Townspeople desire.

At the same time, we continue to look for ways to save money. In 2019, I negotiated two have contract for lower utility rates – a low fixed rate for supply and a net metering program. We are also looking to invest in equipment and vehicles that provide long-term savings in ownership so that our future costs are more predictable and sustainable.

Encouragingly, our new growth has been slightly above historic averages for a couple of years which helps keep our overall tax burden lower. We have also been pursuing and earning significant grants for infrastructure improvements – complete streets and culvert replacements, for example, which supplement our capital investment, make the town safer and more attractive at a lower cost than we could otherwise complete these projects.

I have spent an incredible amount of time on personnel matters and facility management in my year here. These are two cornerstones of the work of a town administrator and I enjoy working to build a strong staff and to improve our facilities. I am happy to report that the town has many excellent staff. Professional, dedicated, and hard-working people, committed to improving Pepperell. Our facilities, on the other hand, are a mixed bag. We have made a lot of progress this year in repairs and long-term planning for our facilities, but more is needed to protect our assets.

The Peter Fitzpatrick Feasibility Committee recommended that the Peter Fitzpatrick School property be re-used for community purposes so that we will continue to see programs and activities there in the years to come and we hope to see that property thriving soon.

There is much more to be done. In the coming years we hope to address affordable housing needs, economic development, and to improve our public safety response, parks and recreational opportunities, and to help our regional schools continue to improve their performance.

It is pleasure to work with this community.

Thank you,

Andrew

Andrew MacLean  
Town Administrator

# BOARD OF ASSESSORS

Maureen S. Bolger, Assistant Assessor  
Anita McHugh, Administrative Assistant

## BOARD MEMBERS

Michael T. Coffey  
Maureen S. Bolger  
Susan J. Smith

The Board of Assessors submits herewith its annual report for the fiscal year ending June 30, 2020.

The purpose of the department is to establish fair and equitable assessments for the Town of Pepperell in Real Estate and Personal Property. In addition, the department is responsible for implementing the Motor Vehicle Excise tax, processing Real Estate, Personal Property and Excise tax abatements, and processing tax exemptions for qualifying individuals. The department administers special assessments for farm and forest management programs and charitable organizations. The Staff also assists other town departments, real estate agencies, surveyors, attorneys, and appraisers on a daily basis. The Assessors are also responsible for defending all appeals to the Appellate Tax Board.

Assessed values are subject to a five year review by the Massachusetts Department of Revenue. Fiscal 2020 was an interim year and the assessed values required an increase to reflect full and fair cash value as of January 1, 2019. For Fiscal 2020, the assessed values were based on sales from calendar year 2018. The tax rate was approved by the DOR on December 6th and was set at \$16.98. The following tables show the changes in totals amounts to be raised, estimated receipts and property valuations over the past four years. Our next certification year will be Fiscal 2023

	FY 2017	FY 2018	FY 2019	FY 2020
<b>Gross to be Raised</b>	28,109,642.40	30,119,885.26	32,471,544.92	33,792,954.20
<b>Estimated Receipts Available Funds</b>	9,135,271	9,622,426.93	10,522,756.00	9,626,349.41
<b>Property Valuations</b>	1,194,107,703	1,250,607,586	1,323,013,196	1,423,239,387
<b>Tax Rate</b>	15.89	\$16.39	16.59	16.98

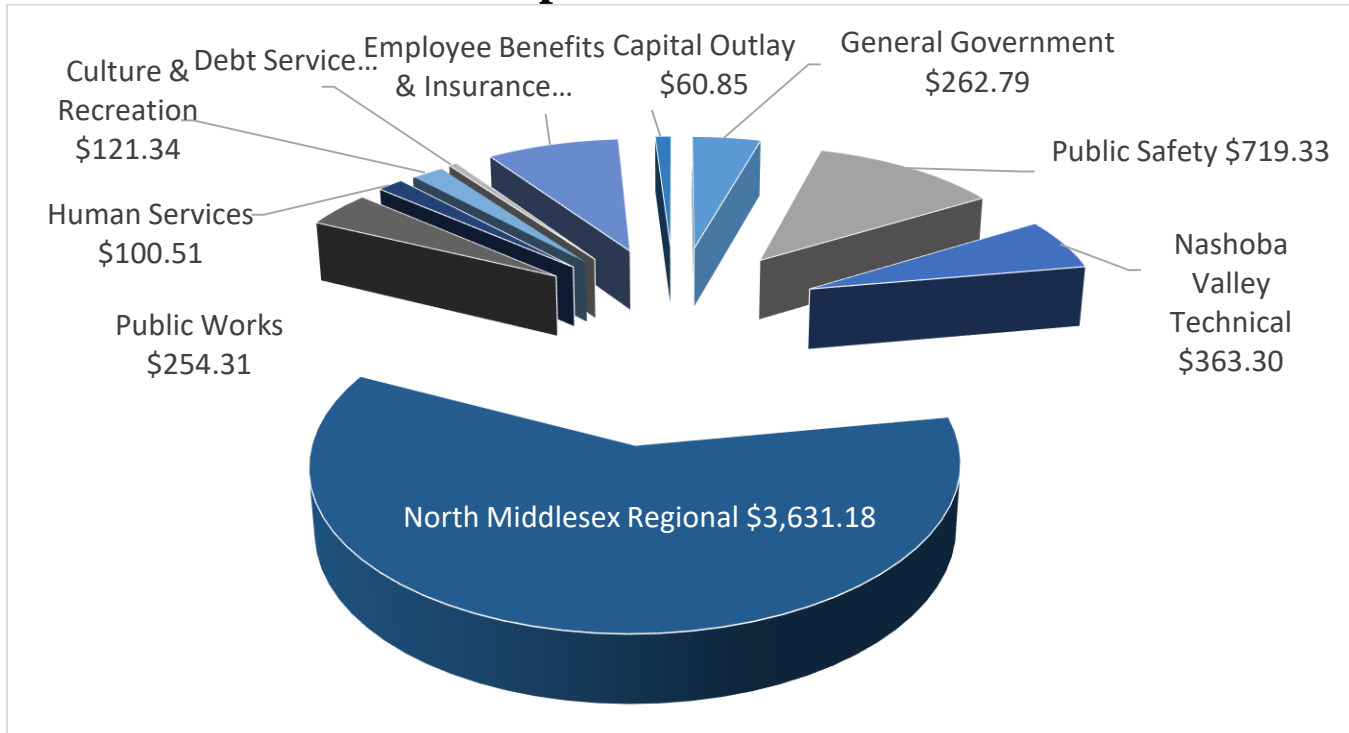
Each year voters attend Town Meetings to establish expenditures for the ensuing fiscal year. The total that can be spent by the Town Meeting is capped under Proposition 2 ½, a ballot initiative passed in 1980, and this total sum of money necessary to run the Town determines the amount that must be raised through local property taxes. The tax rate is that percent of total assessed value necessary to meet monetary requirements established by Town Meeting appropriations.

The Fiscal Year 2020 Tax rate is set at \$16.98 per thousand dollars of value for all property classes: residential, commercial, industrial and personal property. This is 2.35% higher than last year's rate of \$16.59 per thousand. Assessed values have been increased to more closely reflect market trends. Overall, assessed values are up 7.6% from the prior tax year.

A number of factors contributed to an increased tax rate. Generally the rate is increased by 2.5% per year under the confines of Proposition 2 ½. An increase is also allowed for any new growth over the year. Other increases to the tax base include debt service exclusions and over-rides previously voted by the Town Meeting. Fiscal 2020 had a \$1.4 million override, and includes debt exclusions for the NMRSD High School, NMRSD Nissitissit, Squannacook, Varnum and Hawthorne Brook schools.

The following pie chart shows how the sections of the tax rate are spent. The tables below show how the tax rate is calculated and some facts about property and taxes in Pepperell.

## How Your Tax Dollar is Spent:



## Table of Tax Rate Calculation:

Description	Increase to Levy	\$	\$ increase	Tax Rate
<b>2019 Beginning Levy Limit / 2019 Tax Rate</b>		<b>19,793,092</b>		<b>16.59</b>
Decrease in tax rate due to increase in values			-2.683	13.907
<b>Additions to FY 2019 Levy Limit</b>				
Prop 2 ½ Increase	494,827		0.348	14.255
New Growth	296,162		0.208	14.463
<b>FY 2020 Levy Limit (before Debt Exclusions)</b>		<b>20,584,081</b>		
<b>Override</b>		<b>1,400,000</b>	0.984	15.447
<b>Debt Exclusions:</b>				
NMRSD (High School)	1,544,739		1.085	16.532
NMRSD (Nissitissit)	295,550		.208	16.740
NVTHS	82,535		.058	16.798
Fire Truck	36,815		.026	16.824
Squannacook	39,608		.028	16.852
Varnum Brook	187,278		.132	16.984
Hawthorne Brook	3,549		.002	16.986
<b>Total Deb Exclusions</b>		<b>2,190,074</b>	<b>1.539</b>	
<b>Maximum Allowable Levy</b>		<b>24,174,155</b>		16.986
<b>Excess Levy Capacity</b>		<b>7,550.21</b>		
<b>Total Levy</b>		<b>24,166,604.79</b>		16.98

## Fast Facts and Figures:

<b>All Real Estate:</b>		<b>Commercial/Industrial Properties:</b>	
Number of Bills:	4,647	Number of Properties:	174
Total Taxable Valuation:	1,499,880,847	Average Valuation:	286,469 300,493
Total Taxes Levied:	23,749,166	Total Valuation	52,285,700
Total Number of Parcels:	4,664		
		<b>Personal Property:</b>	
		Number of Bills	328
<b>Residential:</b>		Total Personal Property Valuation:	24,584,140
Number of Single-Families:	3169	Total Taxes Levied:	417,439
Avg Single-Family Valuation:	356572		
Total Number of 2-Families:	179	<b>Exempt Properties:</b>	
Avg 2-Family Valuation:	324,345	Number of Exempt Properties	322
Total Number of Multi-Families:	60	Exempt Property Valuation	101,225,600
Avg Multi-Family Valuation:	626,212		
Total Number of Condominiums:	260	<b>Abatement Applications: (02/05/2020)</b>	
Avg Condo Valuation:	193,735	Total Received:	40
		In-Process	10 (25%)
		Granted:	15 (38%)
<b>Statutory Exemptions:( 02/05/2020)</b>		Denied:	9 (23%)
Granted:	121	Total Dollar Amount Granted:	5626.80
Denied:	2		
Total amount exempted:	107,047	<b>Motor Vehicle Excise (Calendar 2019):</b>	
		Number of Bills:	14,643
		Total Exempt:	147
		Total Excise tax:	1,800,817
		Total Exempted Excise	21,905
		Number of Abatements for 2019:	576
		Total Abated Excise for 2019	50,389

Taxpayers are reminded to read the reverse side of the tax bill. It contains valuable information concerning abatement and exemption information. Further information and current property values can be found at [www.pepperell-mass.com](http://www.pepperell-mass.com), then choosing "Departments", and finally "Assessors" at the website. More information regarding property tax bills can be found at [www.mass.gov/dls](http://www.mass.gov/dls).

# CONSERVATION COMMISSION

Paula Terrasi, Conservation Administrator

## COMMISSION MEMBERS

Robert T. Elliot  
Robert C. Rand  
Peter A. Steeves  
Emily J. Boeing

Kristina K. Masterson  
Patricia Swain Rice  
Timothy P. Dinsmore

Pepperell has a seven-member Conservation Commission. The Conservation Commission works to protect Pepperell's natural resources. We do this in several ways. We are the local administrators of the Massachusetts Wetlands Protection Act (WPA), MGL Chapter 131, Section 40, and the Pepperell Wetlands Protection By-Law; we plan for and manage the Town's conservation properties; we work with and advise other town bodies such as the Planning Board, Board of Health, Building Inspector's office, and Department of Public Works on natural resources issues, and we provide information to town residents. The WPA and the Pepperell Wetlands Protection By-Law provide a review process for projects that could affect our valuable wetlands. In simplified form, the Act says that no one may fill or alter a wetland or wetland resource area without a permit. Under the WPA, the Commission, with the help of our administrator, reviews applications and renders findings.

Our local By-Law provides further guidance for property owners working near wetlands. Healthy, functioning wetlands protect our water supply, provide flood control, prevent pollution, and enrich our community's wildlife habitat. The WPA usually applies to any project if it occurs in or near wetlands. Typical projects include new buildings and driveways, changes to existing buildings or landscaping, tree clearing, and improvements to roads or utilities.

Applicants applying for building permits are routed to the Conservation Commission office to determine if their project will fall under the jurisdiction of the Commission. The table below shows the number of building permit applications reviewed.

	2016	2017	2018	2019
Building Permits Applications Reviewed	87	88	90	85

The Commission works with other land preservation organizations and private property owners to permanently protect open space. In 2019, Paul Joyce donated 10.52 acres off Wheeler Street. The donated parcel abuts another town-owned conservation property, which are both within an area identified as important for the protection of our municipal drinking water and habitat for rare species.

Pepperell is fortunate to have a community that supports and encourages the protection of our valuable natural resources and volunteers who assist us with the monitoring and maintenance of our conservation properties.

The Commission appreciates the ongoing support provided by the Town of Pepperell DPW when maintenance requires heavy equipment or exceeds the capacity of our volunteers. In 2019, the Highway Division graded the parking areas at the Heald Street Orchard and the Keyes Parker Conservation Area. The Highway Division also graded the newly relocated and restored right of way to the town-owned parcel on the Nashua River behind the former Kemp's race track on River Road.

Our conservation properties help to protect our drinking water, they mitigate the impacts of stormwater, they provide habitat for wildlife, and they provide recreational opportunities for people. The restoration of the right of way on River Road provides improved access to the Nashua River and provides a connection in a well-used trail system. The Commission worked with Eagle Scout candidate Aidan Morehouse who constructed directional signs, parking signs, and

a canoe/kayak launch sign for the River Road property. This property has become a popular area for those launching canoes and kayaks, fishing, walking the West Side Trail, and bird watching.

The Commission also worked with Eagle Scout candidate Mason Kosman who constructed a kiosk and sign at the Bemis Road Conservation Area. Well-marked trails and signage at conservation areas encourages users to visit our properties and the information on kiosks familiarize users with the trail system and highlights for each property.

The Commission's land management responsibilities included the preparation of a ten-year Forest Management Plan for the Pepperell Springs property. The Plan was updated and approved in 2019. The effort included meetings and approval from both federal and state partners and a site walk with Consulting Forester Craig Birch. The Commission approved a new plan, which is focused on allowing the forest to age naturally. The Plan was paid for by a grant provided by the MA Department of Conservation and Recreation.

The Conservation Land *Rules and Regulations* were updated in 2019. A brochure entitled "Living with Wetlands" was also created. The brochure is an excellent guidance document for those living near wetlands when projects are proposed in or near a wetland resource area.

During 2019, the Conservation Commission and the Nashoba Conservation Trust organized Natural History walks on various conservation properties. The walks were led by retired Natural Heritage and Endangered Species Plant Ecologist and Conservation Commissioner Pat Swain Rice. Pat led nine walks on various conservation properties including the town-owned Pepperell Springs conservation land, MA Division of Fisheries and Wildlife's Townsend Hill Wildlife Management Area, Nashoba Conservation Trust's Mt. Lebanon Woods, and several other properties. The walks attract many attendees who enjoy the informative strolls to learn about the ecology of the forest or conservation areas and to enjoy conversations with other attendees, many who attend and share information about their own areas of expertise.

The Conservation Commission and the Nashoba Conservation Trust offered the annual Breakfast with the Birds at the Heald Street Orchard on May 18. The Heald Street Orchard is known as a hotspot for the Spring warbler migration, along with other unique species. The Orchard is alive with migrating birds as well as bird enthusiasts from all over New England. The event began with refreshments donated by Dunkin Donuts followed by a casual stroll led by bird expert Michael Veit.

The Commission continues to partner with the Nashua River Watershed Association (NRWA) on two projects. The Nashua River Aquatic Invasives Alliance uses a regional approach for controlling aquatic invasives on the River, with current efforts focused on controlling the 100 plus acres of water chestnuts present. The Town of Pepperell, working with the NRWA, was awarded \$50,000 as part of the DCR Matching Funds Program for treatment of the water chestnuts in 2020. This is the third year of a five-year plan to treat the invasive water chestnuts. The Conservation Agent represents Pepperell on the 11-town Wild & Scenic Stewardship Council. The Stewardship Council is responsible for prioritizing and implementing the goals identified in the Wild & Scenic Stewardship Plan.

We encourage you to visit our conservation properties. There are many passive recreational opportunities in Pepperell. Conservation land use permits are available for special requests. There are several yearly events where groups will request use of a conservation property. While the use is never exclusive, there have never been conflicts. Most conservation properties include trails that can be used for walking, running, biking, cross-country skiing, horseback riding, and snowshoeing. Some of our properties are available for hunting (see website for a list of properties open for hunting) but there are also opportunities for sledding, fishing, kayaking, canoeing, swimming, and ice skating. Maps of all conservation properties are available on the Town of Pepperell website as well as trail maps.

We invite you to visit our page on the Town's website by going to <http://town.pepperell.ma.us/conservation>. Our page details the workings of the Commission, including upcoming meeting dates and agendas, minutes to past meetings, access to permit applications, and information about Pepperell's conservation lands. Please call the Conservation Commission office at 978-433-0325 if you have any questions or comments. Our Conservation Administrator, Paula Terrasi, staffs our office in Town Hall Monday through Thursday from 8:00 AM to 3:00 PM and Friday from 8:00 AM to 11:30 AM.

# FINANCE COMMITTEE

## COMMITTEE MEMBERS

John Ladik, Chair

Sean McGinty

Robin B. Rose Buxton

Mark Vasapolli

Quinton Cutler

### Responsibilities/Duties of the Finance Committee are summarized as follows:

- The Town financial plan shall be reviewed by the Board of Selectmen and the Finance Committee
- The subject matter of all proposals to be submitted to a town meeting by warrant article shall be referred to the Finance Committee by the Board of Selectmen
- The Finance Committee shall report, in writing, its recommendations on every article contained in a town meeting warrant together with a statement of the reasons for each such recommendation
- The Finance Committee shall hold one or more public hearings to permit public discussion of the subject matter of all articles contained in the warrant
- The Finance Committee shall have authority to request additional information on budget matters directly from the Town Administrator
- The Finance Committee shall have such additional powers and duties as may be provided by General Law or by-law.

### Appointing Authority:

Town of Pepperell Charter Article 2, Section 2-3 (b.)

### Members (Appointed by the Selectmen):

John Ladik, Chair

Robin B. Rose Buxton

Quinton Cutler

Sean McGinty

Mark Vasapolli

### Activities:

The Finance Committee met a total of 18 times starting on 30 January 2019 and ending with the 11 December 2019 meeting. The committee met with the Pepperell Department Heads, the Superintendent of the Nashoba Valley Technical High School, and the Superintendent of the North Middlesex Regional School District to discuss their respective budget proposals for fiscal year 2020. The Finance Committee also met with the Pepperell Board of Selectmen to review the budget and held a meeting to give the residents of Pepperell a chance to express their thoughts on the budget. In addition, the committee met to review all the warrant articles for the Annual Town Meeting and the Special Town meeting. The committee presented their recommendations at the two meetings.

For the Annual Town meeting the Finance Committee voted unanimously to recommend passage of the majority of the articles including the Article 11 requesting an override. Those articles with controversy included the following:

#### **ARTICLE 3 - FY2019 FREE CASH APPROPRIATION**

The Finance Committee recommends the passage of this article by a vote of 4 to 0

#### **ARTICLE 8 – NASHOBA VALLEY TECHNICAL HIGH SCHOOL**

The Finance Committee recommends the passage of this article by a vote of 3 to 0

**ARTICLE 10 - FISCAL YEAR 2020 TOWN GENERAL FUND BUDGET**

		<b>Finance Committee Vote</b>
Part I	General Government	4 to 0 to approve
Part II	Public Safety	4 to 0 to approve
Part III	Nashoba Valley Technical High School (not recommended; too expensive, more than a 2.5% increase over last year)	0 to 4
Part IV	North Middlesex Regional School District (not recommended; too expensive, more than a 2.5% increase over last year)	0 to 4
Part V	Public Works	4 to 0 to approve
Part VI	Human Services	4 to 0 to approve
Part VII	Culture & Recreation	4 to 0 to approve
Part VIII	Debt Service	4 to 0 to approve
Part IX	Employee Benefits & Insurance	4 to 0 to approve
Part X	Capital Outlay	4 to 0 to approve

**ARTICLE 11 – General Budget Supplement (Override)**

The Finance Committee recommends the passage of this article by a vote of 4 to 0

**ARTICLE 17 – LOCAL OPTION EXCISE TAX ON MARIJUANA SALES**

The Finance Committee recommends the passage of this article by a vote of 4 to 0

For the Special Town meeting the Finance Committee voted unanimously to recommend passage of the following articles:

**ARTICLE 3 - ADJUSTED ASSET LIMITS FOR CLAUSE 17D: SENIOR CITIZENS, SURVIVING SPOUSES AND SURVIVING MINORS**

The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**ARTICLE 4 - ADJUSTED INCOME AND ASSET LIMITS FOR CLAUSE 41C**

The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**ARTICLE 9 - FISCAL YEAR 2020 WATER ENTERPRISE FUND – AUTHORIZATION TO BORROW FOR TREATMENT PLANT UPGRADES**

The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**ARTICLE 11- PETER FITZPATRICK BUILDING HEATING SYSTEM REPAIR**

The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Accomplishments:**

The major outcomes of the meetings were the development of a balanced, comprehensive budget for the town. The fiscal 2020 Town General Fund Budget total is \$27,242,748.25 and is allocated across the major components as follows:

Part I	General Government	\$ 1,201,407.96
Part II	Public Safety	\$ 3,309,307.72
Part III	Nashoba Valley Technical High School	\$ 1,686,204.00
Part IV	North Middlesex Regional School District	\$ 16,694,472.00
Part V	Public Works	\$ 1,169,633.38
Part VI	Human Services	\$ 463,643.00
Part VII	Culture & Recreation	\$ 557,893.00
Part VIII	Debt Service	\$ 149,282.00
Part IX	Employee Benefits & Insurance	\$ 2,340,803.19
Part X	Capital Outlay	\$ 280,000.00

Respectfully submitted by the Pepperell Finance Committee.

# HISTORICAL COMMISSION

## COMMISSION MEMBERS

Diane Cronin, Chair  
Ron Karr, Clerk  
Casey Campetti  
Joan Ladik

Under Massachusetts Law (Chapter 40: Section 8D) the Pepperell Historical Commission is charged with “the preservation, protection and development of the historical or archeological assets” of our town. To this end the Commission engaged in the following activities in 2019:

### **Prudence Wright Overlook (Covered Bridge)**

The site has been subject to vandalism. The Prudence Wright Chapter of the Daughters of the American Revolution has voted to accept stewardship over the site and will assist in its maintenance. To that end the PHC will be replacing the signs and their Lexan plastic covering, including updating the information on the signs, using funds held by the Town specifically for maintenance of the Overlook.

### **Master Plan Update Committee**

Chair Diane Cronin has been a member of this committee and as such has represented the interests of the PHC in promoting historic preservation, including advocacy of the Community Preservation Act, and the role of history in promoting tourism and economic development.

### **Metal Detectors**

The PHC has recommended that metal detecting not be allowed on town-owned properties, and the recommendation has been accepted. This recommendation follows the practice of the state government. PHC is drafting the rationale and justification for such a policy.

### **Record Preservation**

The PHC worked with the Town Clerk to transfer certain historic records to the history room at the Lawrence Library. It has also begun the process of negotiating a possible transfer of pre-1920 assessment records from storage in Town Hall to the history room. The PHC has started to seek funding for a full-scale digitization project of historic records currently in the Library and at Town Hall.

### **MACRIS Database**

The Massachusetts Historical Commission currently maintains records for 352 historical Pepperell properties in its online MACRIS database. These records were prepared by the PHC, mostly in the 1980s. However, the current Assessor’s database suggests that there are more than 800 pre-1945 structures in town, as well as other historical or archeological sites. The PHC has set a goal of expanding these entries in the near future, possibly by recruiting volunteers, so that the database will accurately reflect the historic resources of Pepperell.

### **PHC Website**

The PHC now maintains its own website and has been able to keep it current and fix problems. A step-by-step guide to researching the history of historic Pepperell houses is now available.

### **PHC Notification Process**

The PHC has expanded the notification process on any proposed town action affecting historical (pre-WWII) structures or sites, to include notifications to the Historical Commission. This helps create a greater awareness of historic considerations and ensures historic expertise is included in the process.

# INFORMATION SYSTEMS TECHNOLOGY

Martin Cadek, IT Director

The Information Technology Department is responsible for purchasing, installation, maintenance, security and support of all workstations, servers, printers, phone systems and network equipment/services. The department strives to provide full-time support to Town employees while continuously improving services and extending functionality to better serve the Town.

## Strategic Initiatives

The IT department continues to maintain initiatives that follow industry best practices such as server virtualization, cloud technologies, standardization and automation of processes.

## Accomplishments

Information Technology Department continues to support day to day operations of approximately 180 users along with 100 workstations in 10 Town facilities, 9 physical servers hosting 25 virtual machines and additional 100+ pieces of enterprise equipment such as routers, firewalls, switches, access points, printers and others.

Town of Pepperell has not experienced any significant system outages or data loss in 2019. The department will continue to strive toward continuous improvement.

- Restructuring of IT budget to include recurring costs in yearly budget instead of capital plan. This change has already allowed for more efficient purchasing process and easier long term planning.
- Replacement of Town Hall Phone system. Expanded coverage for all positions. Introduction of auto-attendant, voicemail to email and direct inward dialing numbers for all employee positions.
- Support of IT needs at the Wastewater office building expansion.
- Implementation of Social Media archiving to collect and protect public records.
- Completion of approximately 1100 Helpdesk support tickets.
- Cybersecurity Training initiative for all Town employees. To be completed during 2020.
- Selection & Implementation of cloud-based Recreation management software to go live in early 2020.
- Availability of BOS meeting packets in digital form.



## Web & Social Media Statistics

Town of Pepperell continues to grow its web presence to create new user-friendly communication channels with the residents of Pepperell. Town website continues to be a priority for the IT department with many additions and improvements implemented in 2019.

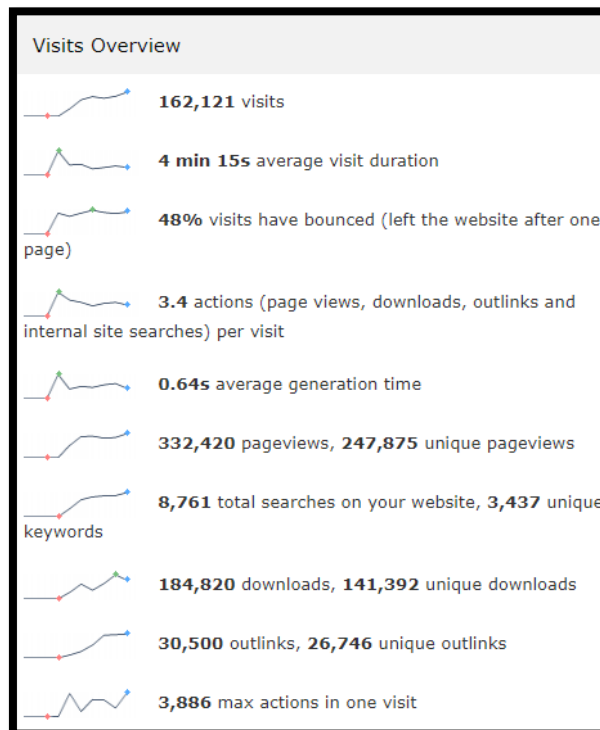
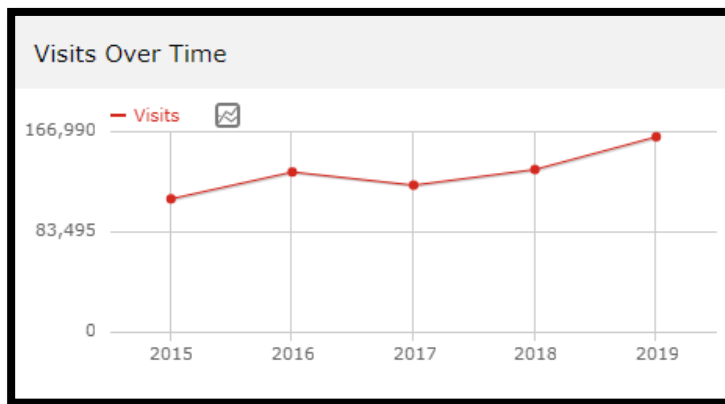
## Town Website

	Visitors	% Increase from 2018
<a href="#">Town Website</a> – Total Visits	162,121	20%

## Social Media accounts

	Total Followers	% Increase from 2018
<a href="#">Town Facebook</a>	1,051	41%
<a href="#">Town Twitter</a>	314	22%
<a href="#">Police Department - Facebook</a>	4,100	12%
<a href="#">Fire Department- Facebook</a>	2,552	17%
<a href="#">Senior Center - Facebook</a>	164	7%
<a href="#">Communications Department - Facebook</a>	676	20%
<a href="#">Recreation Department - Facebook</a>	441	16%

## Town of Pepperell Website – Total Visits Over Time by calendar year



## Goals for 2020

- Continue standardizing and updating the Microsoft enterprise platform with Hyper-V hosts, Windows Server Virtual Machines and Active Directory with potential upgrade from 2012 to 2016/2019 version.
- Replacement of network firewalls at each Town facility with next generation firewall devices that offer increased security features and multitude of filtering layers.
- Evaluate feasibility of moving from on-premise Microsoft Exchange to O365 hosted cloud solution.
- Continue the migration to Windows 10 on client workstations.
- Assist with Wastewater Plant upgrade and SCADA modernization.
- Assist with the ongoing long-term project to regionalize Emergency Dispatch Center in Pepperell.
- Implement new online services such as Online Permitting for the Building Department.
- Grow Social Media presence for the Town of Pepperell to create more efficient communication channels.

# PETER FITZPATRICK FEASIBILITY COMMITTEE

## COMMITTEE MEMBERS

Craig Hansen, Chair  
Amanda Huntington, Secretary  
Bill Greathead  
David Lavender  
Steve Temple

April Healey, Vice-Chair  
Deb Fountain  
David Herman  
Grover Pillsbury

The Peter Fitzpatrick Feasibility Committee (PFFC) was appointed by the Town of Pepperell Board of Selectmen (BOS) in July 2018 to research options for the former Peter Fitzpatrick School property. Options included full or partial building demolition, property sale, and multi-purpose reuse. The committee was charged with making a recommendation to the BOS regarding the best use for our community. The committee met approximately every two weeks from August 2018 until May 2019 working to learn more about the property, collect and analyze data, and research options.

The current building is approximately 81,000 square feet and consists of three distinct wings. The original structure was built in 1938 (C wing), with additions made in 1966 (B wing) and 1994 (A wing). The building served as a public school until 2009, when it was closed due to declining enrollment and a new school being built in town. From 2009 until 2018, the building was occupied by the North Middlesex Regional School District's central office, as well as PACH Outreach, the Gateway program, and preschool programs.

Our committee looked to gather and analyze as much data as possible. We engaged the services of professional real estate consultant, Brett Pelletier, from Kirk and Company, a professional real estate consulting firm out of Boston, MA. Brett provided countless hours of support and expertise towards evaluating the property, reviewing comparables, and researching options. We also solicited input from town departments, town committees, community organizations, and community members through surveys, direct communication, open forums, and meetings as to what people felt should happen with the Peter Fitzpatrick property.

Based upon what we had been hearing in the community, the committee explored the following options as potential futures for the Peter Fitzpatrick property: Sell As-Is, Mothball the Building, Demolish the Building, Subdivide the Property, School, Multifamily Rental Housing, and Mixed Use Center. We looked at all aspects of these options, including financial impact, fit for the neighborhood, short- and long-term benefits to the community, impact on existing programs and/or facilities, and market demand. The committee also considered input from community members, which made it clear the Peter Fitzpatrick property is seen as a valuable asset to the community which should be utilized for the greater good of everyone.

The committee analyzed all options for the property and focused in what will be most beneficial for the town in the longer term. With the building costing the town money to sit vacant, the committee felt it important to get people into the building and using it to help offset the vacancy costs. After careful research and analysis, the committee developed a series of recommendations based upon the following:

- is it financially feasible in the near term?
- does it provide the best return on investment for the community at large?
- does it benefit community members of all ages and demographics?
- will it preserve the Peter Fitzpatrick building?

Our committee presented its preliminary findings to the community in an open forum on January 26. The presentation is available online at: <https://town.pepperell.ma.us/603/Peter-Fitzpatrick-Feasibility-Committee>. Based upon the questions and input received during the open forum, the committee worked to finalize its recommendations.

In a unanimous decision, the committee recommended the Board of Selectmen act in due course to:

- allow for the repurpose of the Peter Fitzpatrick property as a mixed-use center under current zoning bylaws, enabling immediate use of the building to offset ongoing “vacancy” expenses.
- authorize and instruct the Town Administrator to engage a non-profit organization by June 30, 2019 to manage all aspects of the property on behalf of the town as a public/private partnership for a minimum initial term of 10 years.
- recommend the Town of Pepperell require at least 1 board position with the operating entity.
- recommend creation of a zoning overlay for restricted light mixed commercial uses (ie, coffee shop, farmer’s market, shared office space, small business office space, art/music studio) within the next 1-3 years.
- take appropriate steps to ensure all revenue generated by the property is invested back into the property.
- conduct further research into grant opportunities such as those provided by the Historical Commission and others in relation to Community Arts and Recreation programs.
- require all uses of the property, such as those by municipal and/or community organization, contribute financially for such use.
- ensure expediency in the execution of these recommendations to maximize the offset of ongoing cost to the town.

Our final report was published on April 24 and presented to the Board of Selectmen at their April 29 meeting. The committee presented an overview of the property and our recommendations at Town Meeting on May 6, followed by another open forum at the Senior Center on May 24.

At the end of May, the Board of Selectmen voted unanimously to instruct the Town Administrator to create a scope management plan for the use of the Peter Fitzpatrick School and subsequently issue an RFP for a management company who will manage the Peter Fitzpatrick property in line with our committee's recommendations. Our committee met to review the RFP and provide input to the Town Administrator prior to the RFP being issued in September. With our work complete, our committee was officially dissolved by the Board of Selectmen on November 19, 2019.

On behalf of the committee, thank you to the Board of Selectmen and the citizens of Pepperell for allowing us the opportunity to serve the Town in this capacity. Collectively, we have learned a lot, not only about what once was the Peter Fitzpatrick School, but what can become of this valuable resource.

Respectfully Submitted,  
Craig Hansen  
Chair, Peter Fitzpatrick Feasibility Committee

# PLANNING BOARD

Lisa Davis, AICP, Planning Consultant  
Brynn Montesanti, Administrative Assistant

## BOARD MEMBERS

Rick McHugh  
Charles Walkovich  
Albert Patenaude

Paul Lonergan  
Casey Campetti  
Joyce Morrow

The Planning Board is an elected board of five members with an appointed associate member. The principal ongoing role of this department is to serve the Town of Pepperell by reviewing and permitting development throughout the community under the jurisdiction of the state statutes as well as local regulations and bylaws.

This year has been very busy for the Planning Board. The Board approved eight Special Permits, granted extensions on three special permits and approved one special permit modification. Fourteen Approval Not Required (ANR) lots were endorsed by the Board. The Board also approved one major site plan and one minor site plan. They received one application for a Definitive Subdivision for an eight house development to be located off of South Road.

2019 has been a year of growth for the Master Plan Advisory Committee who works under the general guidance and direction of the Planning Board. This process has been guided by the Northern Middlesex Council of Governments, Pepperell's public regional planning agency. The Master Plan provides Pepperell's Boards and Commissions with the tools to ensure that their decisions and planning are based on an established set of goals and policies to provide for smart, sustainable, long term growth and development of our community. The anticipated completion date of the Master Plan is March of 2020, the Planning Board would like to thank the Master Plan Committee and NMCOG for their continued hard work and attention to detail.

At the Annual Town Meeting in May of 2019 the Planning Board presented their zoning bylaw amendment for Adult-Use Retail Marijuana Establishments and it passed by majority vote and was approved by the Attorney General's office on September 18, 2019. At the Special Town Meeting in October of 2019 the Planning Board presented their solar zoning bylaw amendment and it passed by majority vote as well. The Board is still waiting for approval from the Attorney General's office and anticipate that to happen in January of 2020.

The Pepperell Planning Board also voted to apply for a Municipal Vulnerability Preparedness (MVP) grant which provides support for cities and towns in Massachusetts to begin the process of planning for climate change resiliency and implementing priority projects. The state awards communities with funding to complete vulnerability assessments and develop action-oriented resiliency plans.

The Town of Pepperell was awarded the grant in June of 2019 in the amount of \$37,500.00 and partnered with Tighe and Bond, a certified MVP Provider, to complete the work. The MVP plan is anticipated to be approved in Spring of 2020.

Lisa Davis and Brynn Montesanti streamlined the application process for the Complete Streets Prioritization Plan. Complete Streets is a program sponsored by MassDOT of which the primary goal is to maximize the right of way to move people because human friendly streets create places people want to be. The Town of Pepperell was awarded \$34,970.76 in July and partnered with VHB (Vanasse Hangen Brustlin, Inc.) to prepare the prioritization plan which is anticipated to be complete in the Spring of 2020.

The Planning Board wishes to offer its gratitude to all of the Pepperell Town Boards, Committees and Departments for their assistance and guidance throughout the year, we would also like to thank the residents of the Town of Pepperell for its continued support.

# TAX COLLECTOR / TOWN TREASURER

Debbie Nutter, Treasurer / Tax Collector  
Bridget Crory, Assistant Tax Collector

<b>REPORT OF THE TOWN TREASURER</b>						
<b>FOR FISCAL YEAR ENDING JUNE 30, 2019</b>						
<b>To the Honorable Board of Selectmen and the Residents of Pepperell:</b>						
The report below is a complete accounting of bank balances and trust fund balances as of June 30, 2019 for the Town of Pepperell.						
<u>Bank Balances:</u>	<u>Bank Balances</u>	<u>Interest Rates</u>	<u>Type of Acct.</u>	<u>Total</u>		
<u>Financial Institutions</u>				<u>Funds</u>		
Lowell-5	\$ 3,045.06	\$ -	payroll	\$		3,045.06
Eastern	\$ 3,652.61	0.4%	vendor checking	\$		3,652.61
Eastern	\$ 40,868.53	0.4%	investment	\$		40,868.53
Eastern	\$ 1,216,686.18	1.1%	investment	\$		1,216,686.18
Eastern	\$ 46,225.10	0.4%	vendor checking (closed)	\$		46,225.10
Lowell-5	\$ 1,377,427.48	1.0%	depository	\$		1,377,427.48
Unibank	\$ 65,319.53	0.4%	online depository (4 accts.)	\$		65,319.56
Lowell-5	\$ 2,012,189.48	1.0%	investment	\$		2,012,189.48
Lowell-5	\$ 721,134.61	1.0%	investment	\$		721,134.61
Lowell -5	\$ 282,807.74	1.0%	escrow/agency	\$		282,807.74
Lowell -5	\$ 369,149.28	1.0%	money market	\$		369,149.28
Lowell -5	\$ 8,468.42	1.0%	investment DPW	\$		8,468.42
Fidelity	\$ 140.61	0.1%	investment	\$		140.61
Unibank	\$ 363,225.83	0.4%	bond proceeds	\$		363,225.83
Main Street Bank	\$ 75,160.44	1.0%	money market	\$		75,160.44
MMDT	\$ 679,259.73	0.1%	investment (Stabilization Fun	\$		679,259.73
Bartholomew	\$ 295,707.30		investment	\$		295,707.30
Century	\$ 6,799.23	0.5%	online depository (lockbox)	\$		6,799.23
Bartholomew	\$ 448,200.30		cash	\$		448,200.30
petty cash	\$ 205.00		cash	\$		205.00
Fleet Bank	\$ (1,273.18)		investment	\$		(1,273.18)
Lowell-5	\$ -	\$ -	wire acct.	\$		-
Lowell-5	\$ (1,357.12)		closed dep. Acct.	\$		(1,357.12)
<b>Total Bank Balances, June 30, 2019</b>	<b>\$ 8,013,042.16</b>			<b>\$</b>		<b>8,013,042.19</b>
<b><u>Non-expendable Trust Funds: **</u></b>						
Cemetery Perpetual Fund	\$ 174,024.47			\$		174,024.47
Brooks Fund	\$ 45,543.06			\$		45,543.06
Farrar Flag Pole Fund	\$ 151.81			\$		151.81
Lawrence Library Perpetual Fund	\$ 63,189.43			\$		63,189.43
Lawrence Library Carter Fund	\$ 14,001.44			\$		14,001.44
Lawrence Library Thurston Fund	\$ 506.03			\$		506.03
<b><u>Expendable Trust Funds: **</u></b>						
Cemetery Perpetual Income Fund	\$ 26,274.44			\$		26,274.44
Brooks Income Fund	\$ 25,808.63			\$		25,808.63
Farrar Flag Pole Income Fund	\$ 77.52			\$		77.52
Lawrence Library Income Fund	\$ 94,331.34			\$		94,331.34
Lawrence Library Carter Income Fund	\$ 5,305.22			\$		5,305.22
Lawrence Library Thurston Income Fund	\$ 439.44			\$		439.44
Lawrence Library Heald Income Fund	\$ 17,531.29			\$		17,531.29
Lawrence Library Smith Income Fund	\$ 6,420.59			\$		6,420.59
<b><u>Other Trust Funds: **</u></b>						
Stabilization Fund	\$ 1,881.55			\$		1,881.55
Retirement Fund	\$ 114.99			\$		114.99
Conservation Fund	\$ 14,500.60			\$		14,500.60
Land Fund	\$ 7,762.61			\$		7,762.61
General Fund	\$ 32,015.16			\$		32,015.16
<b>OPEB FUNDS**</b>	<b>\$ 210,121.37</b>			<b>\$</b>		<b>210,121.37</b>
<b>Total Funds, June 30, 2019</b>	<b>\$ 740,000.99</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$</b>		<b>740,000.99</b>
<b>Respectfully submitted,</b>						
<b>Debbie J. Nutter</b>						
<b>Treasurer-Collector</b>						
<b>Note: All accounts are independently audited each year by a certified public accounting firm, without exception.</b>						
<b>** All trust fund balances are inclusive of required GASB-31 Fair Market Value adjustments.</b>						

**REPORT OF THE COLLECTOR OF TAXES**  
For the Calendar Year Ending December 31, 2019

To the Honorable Board of Selectmen and the Residents of the Town of Pepperell:

The report below is a complete accounting of funds that were collected by the office of the Collector for the calendar year ending December 31, 2019.

**Taxes:**

Real Estate	\$21,956,485.32
Motor Vehicle Excise	\$1,258,848.94
Personal Property	\$359,994.50

**Interest:**

All Taxes	\$43,820.80
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**Charges:**

All Taxes	\$19,506.94
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**Tax Title Liens:**

Real Estate Taxes	\$66,435.26
Sewer Utility Liens	\$214.25
Water Utility Liens	\$495.69
Betterment Liens	\$0.00
RE Int	\$24,050.84
RE Fees	\$455.95
Sewer Int	\$0.00
Water Int	\$31.73
Betterment Int	\$0.00
Sewer Maint	\$0.00
Sewer Maint Int	\$0.00

**Utility Liens Added to Tax:**

Sewer Liens Added to Tax	\$0.00
Water Liens Added to Tax	\$0.00

**Deferred Tax Liens:**

Real Estate Taxes	\$0.00
Betterments	\$0.00

Apportioned Betterments:	\$97,499.05
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Apportioned Betterments Interest:	\$30,264.61
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Unapportioned Betterments:	\$17,409.96
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Unapportioned Betterments Interest:	\$434.25
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Betterment Release Fees:	\$225.00
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<b>IE FINES</b>	\$6,550.00
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<b>Payments In Lieu of Taxes:</b>	\$1,624.35
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<b>Mobile Home Fees:</b>	\$21,942.00
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<b>Municipal Lien Certificates:</b>	\$17,850.00
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<b>TOTAL COLLECTIONS- Calendar 2019</b>	<b>\$23,924,139.44</b>
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Respectfully submitted,  
Debbie J. Nutter  
Treasurer-Collector

\* All accounts are independently audited each year by a certified public accounting firm, without exception.

# TOWN ACCOUNTANT

William Schlosstein, Town Accountant  
Lynn Sharpe, Assistant to Town Accountant

## ANNUAL REPORT OF THE TOWN ACCOUNTANT AS OF JUNE 30, 2019

Respectfully Submitted by

*William F. Schlosstein, CPA - Town Accountant*

	FY19	FY19	
	FINAL BUDGET	ACTUAL RESULTS	VARIANCE
<b><u>FY19 GENERAL FUND - REVENUE</u></b>			
<b>LOCAL RECEIPTS</b>			
Motor Vehicle Excise	1,720,622.00	1,720,707.00	85.00
Other Excise - Meals	48,000.00	54,330.00	6,330.00
Penalties & Interest on Taxes	49,000.00	61,376.00	12,376.00
Payments in Lieu of Taxes	21,500.00	23,682.00	2,182.00
Other Charges for Services	480,000.00	411,159.00	(68,841.00)
Fees	78,625.00	126,831.00	48,206.00
Rentals	2,000.00	4,000.00	2,000.00
Dept Rev - Library	3,000.00	3,607.00	607.00
Other Dept Revenue	21,700.00	30,018.00	8,318.00
Licenses & Permits	260,390.00	232,391.00	(27,999.00)
Fines & Forfeits	16,500.00	11,895.00	(4,605.00)
Investment Income	12,000.00	26,881.00	14,881.00
Misc Non-Recurring (Unanticipated)	-	35,344.00	35,344.00
<b>TOTAL LOCAL RECEIPTS</b>	<b>2,713,337.00</b>	<b>2,742,221.00</b>	<b>28,884.00</b>
<b>TOTAL REAL ESTATE TAXES</b>	<b>21,592,558.00</b>	<b>21,254,938.00</b>	<b>(337,620.00)</b>
<b>TOTAL PERSONAL PROPERTY TAXES</b>	<b>356,231.00</b>	<b>348,924.00</b>	<b>(7,307.00)</b>
<b>LESS FY19 ALLOWANCE FOR ABATEMENTS &amp; EXEMPTIONS</b>	<b>(275,956.00)</b>	<b>(275,956.00)</b>	<b>-</b>
<b>STATE AID/CHERRY SHEET REVENUE</b>			
Unrestricted Aid	1,543,209.00	1,543,209.00	-
Veterans Benefits	91,185.00	162,766.00	71,581.00
Exempt: Vet, Blind, Surviving Spouse	48,140.00	71,256.00	23,116.00
State Owned Land	32,658.00	32,658.00	-
<b>TOTAL STATE AID</b>	<b>1,715,192.00</b>	<b>1,809,889.00</b>	<b>94,697.00</b>
<b>TRANSFERS &amp; OTHER FINANCING SOURCES</b>			
Sewer Enterprise Indirect Costs	113,858.00	113,858.00	-
Water Enterprise Indirect Costs	96,378.00	96,378.00	-
Transfer Station Enterprise Indirect Costs	38,112.00	38,112.00	-
Free Cash	1,007,914.00	1,007,914.00	-
Overlay Surplus	25,632.00	25,632.00	-
Prior Year Articles & Encumbered Funds	42,791.00	42,791.00	-
<b>TOTAL TRANSFERS</b>	<b>1,324,685.00</b>	<b>1,324,685.00</b>	<b>-</b>
<b><u>TOTAL FY19 GENERAL FUND REVENUE</u></b>	<b><u>27,426,047.00</u></b>	<b><u>27,204,701.00</u></b>	<b><u>(221,346.00)</u></b>

<b>FY19 GENERAL FUND - EXPENSES</b>			
General Government	1,304,002.00	(1,438,437.00)	(134,435.00)
Public Safety	3,253,609.00	(3,173,273.00)	80,336.00
School Assessments - Nashoba Valley	1,610,908.00	(1,610,908.00)	-
School Assessment - North Middlesex	15,997,678.00	(15,997,678.00)	-
Public Works	1,287,738.00	(1,364,160.00)	(76,422.00)
Human Services	424,156.00	(366,480.00)	57,676.00
Culture & Recreation	537,317.00	(536,484.00)	833.00
Debt Service	119,477.00	(119,477.00)	-
Employee Benefits & Insurance	2,222,380.00	(2,012,454.00)	209,926.00
Capital Outlay	557,012.00	(556,300.00)	712.00
<b>TOTAL GENERAL FUND BUDGET</b>	<b>27,314,277.00</b>	<b>(27,175,651.00)</b>	<b>138,626.00</b>
<b>STATE ASSESSMENTS/CHERRY SHEET</b>	<b>33,979.00</b>	<b>(33,979.00)</b>	
<b>TRANSFER TO CAPITAL PROJECTS FUND</b>	<b>35,000.00</b>	<b>(35,000.00)</b>	<b>-</b>
Prior Year Articles & Encumbered Funds	42,791.00	(20,061.00)	22,730.00
<b>TOTAL FY19 GENERAL FUND EXPENSES</b>	<b>27,426,047.00</b>	<b>(27,264,691.00)</b>	<b>161,356.00</b>

<b>FY19 SPECIAL REVENUE FUNDS</b>					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2018 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2019 Balance
	<b>FUND "201" FEDERAL GRANTS</b>				
22305	FY2016 FEMA AFG - Pagers, CPR & IV Pumps	0.11	(21,685.00)	21,685.00	0.11
29161	FFY18 EMPG Equip Grant	-	(2,935.84)	2,935.84	
	<b>FEDERAL GRANTS "201" FUND TOTALS</b>	<b>0.11</b>	<b>(24,620.84)</b>	<b>24,620.84</b>	<b>0.11</b>
	<b>FUND "202" STATE GRANTS</b>				
12901	FY19 Green Communities Grant	-	(222,005.00)	55,501.25	(166,503.75)
12930	2017 Open Space/Recreation Master Plan	20,000.00	-	-	20,000.00
15511	2017 CCC Info Tech Grant	677.89	-	-	677.89
21301	FY18 DMH Innovation Jail Diversion Program	(0.01)	(34,897.98)	34,897.99	-
21302	FY19 DMH Innovation Jail Diversion Program	-	(84,817.00)	40,190.67	(44,626.33)
22142	2016 S.A.F.E. Student Awareness Grant	414.00	(414.00)	-	-
22153	2018 S.A.F.E. Student Awareness Grant	3,708.00	(1,556.51)	-	2,151.49
22156	2019 S.A.F.E. Student Awareness Grant	-	(300.00)	3,754.00	3,454.00
22154	2018 Senior Safe Grant	1,834.40	(249.90)	-	1,584.50
22155	2019 Senior Safe Grant	-	-	2,400.00	2,400.00
25208	FY18 State 911 Training Grant	(1,146.00)	-	1,146.00	-
25210	FY19 State 911 Training Grant	-	(3,057.00)	1,783.00	(1,274.00)
25211	FY19 State 911 Support & Incentive Grant	-	(38,963.00)	38,963.00	-
42001	Chapter 90	-	(315,719.74)	315,302.87	(416.87)
44001	FY15 WWTP Blower VFD & Pump Upgrade	7,577.00	-	-	7,577.00
54110	Council on Aging - Formula Grant	-	(22,337.35)	22,368.00	30.65
69310	Cultural Council	1,550.00	(4,190.00)	5,600.00	2,960.00
	<b>STATE GRANTS "202" FUND TOTALS</b>	<b>34,615.28</b>	<b>(728,507.48)</b>	<b>521,906.78</b>	<b>(171,985.42)</b>

<b>FUND "240" SPECIAL REVENUE FUNDS</b>					
12240	BOS - Gift Revenue	38.00			38.00
12920	ADM - Insur Reimb Under \$20K	216.52			216.52
16120	CLK - Extended Polling Hours	-	(1,159.00)	1,159.00	
16122	CLK - Early Voting Grant	-	(2,061.00)	2,061.00	
17120	CON - Wetlands Protection Filing Fees	30,582.35	(1,304.39)	3,587.50	32,865.46
17130	CON - Conservation Outreach	47.69	-	100.00	147.69
17210	CON - USDA-WHIP Contract	10,502.15	(2,300.00)		8,202.15
21110	POL - Gifts to Police DARE Fund	1,900.53			1,900.53
21111	POL - Gifts to COIN Program	43,028.28	(3,092.03)	7,750.00	47,686.25
21200	POL - Police Insur Reimb Under \$20K	-	(38,329.00)	38,652.16	323.16
21220	POL - Gifts - RAD Program	2,508.04			2,508.04
21240	POL - Fed Law Enforcement Trust Funds	370.98	-	3.71	374.69
22114	FIRE - Gifts & Donations	2,540.95	(2,606.70)	4,160.00	4,094.25
22261	FIRE - Gift- Upgrade Paramedic Monitor	40.68			40.68
29200	ACO - Animal Control Gifts & Donations	100.00			100.00
42105	HWY - TNC Rideshare Program	-	-	117.00	117.00
42280	HWY - Highway Insur Reimb Under \$20K	3,566.47	(983.00)	983.00	3,566.47
49110	CEM - Cemetery Sale of Lots	37,858.75		1,700.00	39,558.75
54120	COA - Gifts to the Council on Aging	24,691.59	(8,534.31)	12,492.63	28,649.91
54135	COA - CFNCM/GLCF Healthy Eating/Weight Mgmt	6,226.21	(4,980.16)	-	1,246.05
54140	COA - Gifts - New Senior Center	11,301.62	(320.00)		10,981.62
54150	COA - Meals Revolving Fund - MGL c44 s53E-1/2	6,251.42	(23,655.70)	23,931.93	6,527.65
54160	COA - LRTA Van Transportation Revolving Fund	141.06	(26,838.61)	26,697.55	-
54510	DIS - Disabilities Committee - Gift - Handicap Sign	10.00			10.00
54520	DIS - Disabilities Committee - Handicap Park Violation	1,000.00			1,000.00
61110	LIB - Library State Aid	69,523.61	(12,699.87)	16,425.05	73,248.79
61140	LIB - Gift to Library - General	3,050.06	(90.67)		2,959.39
61150	LIB - Gift to Library - Children's Services	33,774.25	(8,755.99)	12,000.00	37,018.26
61160	LIB - Restitution { \$10,000 - Library Books	1,848.66	(2,224.26)	1,094.91	719.31
61180	LIB - Gift to Library - Burnham Foundation	166,135.76		5,661.35	171,797.11
61190	LIB - Gift to Library - Book Fund	19,431.50		40.00	19,471.50
61240	LIB - Library MIIA Children's Room	2,727.55			2,727.55
61250	LIB - Public Library Fund Gift/State Match	240.00			240.00
61290	LIB - Gift - Greater Lowell Community Foundation	7,544.81	(475.00)	877.62	7,947.43
61350	LIB - Gifts - Charles G. Parsons Memorial Fund	5.65		0.01	5.66
61360	LIB - Gifts - Pauline Mahony Gift Fund	1,402.80			1,402.80
65120	REC - Gifts to Playground & Recreation Commission	1,348.25			1,348.25
65200	REC - Recreation Revolving Fund - MGL c44 s53E-1/2	34,950.68	(58,528.61)	68,810.98	45,233.05
65201	REC - Recreation Master Plan Gift Account	15,000.00	(14,745.00)		255.00
69310	CLT - Cultural Council - Local Funds	152.94		1.55	154.49
69400	CBC - Covered Bridge Committee	1,533.99			1,533.99
69410	HIST - Colonel Prescott Statue Gifts	110.00		-	110.00
<b>SPECIAL REVENUE "240" FUND TOTALS</b>		<b>541,703.80</b>	<b>(213,683.30)</b>	<b>228,306.95</b>	<b>556,327.45</b>

FY19 NON-EXPENDABLE & EXPENDABLE TRUST FUNDS					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2018 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2019 Balance
<b>FUND "810" NON-EXPENDABLE TRUST FUNDS</b>					
95010 & 95310	Farrar Flag Pole Fund (Treas)	148.64		3.17	151.81
95020 & 95320	Brooks Educational & Entertainment Fund (Treas)	44,593.09		949.97	45,543.06
95030 & 95330	95030 Cemetery Perpetual Care Trust Fund	170,405.38		6,469.09	176,874.47
95040 & 95340	95040 Library Trust Funds	61,871.38		1,318.05	63,189.43
95050 & 95350	95050 Library Gertrude Carter Trust Fund	13,709.38		292.06	14,001.44
95060 & 95360	95060 Library Thurston Fund	495.48		10.55	506.03
	<b>NON-EXPENDABLE TRUST "810" FUND TOTALS</b>	<b>291,223.35</b>	<b>-</b>	<b>9,042.89</b>	<b>300,266.24</b>
<b>FUND "820" EXPENDABLE TRUST FUNDS</b>					
96010 & 96310	Farrar Flag Pole Fund	117.31		6.29	123.60
96020 & 96320	Brooks Educational & Entertainment Fund	23,751.46	(950.00)	2,011.09	24,812.55
96030 & 96330	Cemetery Perpetual Care Trust Fund	26,153.32	(6,944.10)	4,712.81	23,922.03
96040 & 96340	Library Trust Fund	89,146.16		5,185.18	94,331.34
96050 & 96350	Gertrude Carter Library Trust Fund	4,793.60		505.01	5,298.61
96060 & 96360	Library Belle Heald Fund	16,807.50		723.79	17,531.29
96090 & 96390	Library Thurston Fund	417.60		28.45	446.05
96120 & 96420	Library Dean Smith Fund	6,155.50		265.09	6,420.59
	<b>EXPENDABLE TRUST "820" FUND TOTALS</b>	<b>167,342.45</b>	<b>(7,894.10)</b>	<b>13,437.71</b>	<b>172,886.06</b>
<b>FUND "830" OTHER TRUST FUNDS</b>					
97010 & 97310	Stabilization Fund	663,512.44		10,544.72	674,057.16
97020 & 97320	Conservation Fund	13,901.97	(5,415.55)	598.63	9,085.05
97030 & 97330	Retirement Fund - MGL c40 s5D - Art 22 STM Oct 1983	110.26		4.73	114.99
97031	OPEB Fund - MGL c32B s20 - Art 1 STM 10/24/16	201,446.48		8,674.89	210,121.37
97040 & 97340	Land Fund	7,442.13		320.48	7,762.61
	<b>OTHER TRUST "830" FUND TOTALS</b>	<b>886,413.28</b>	<b>(5,415.55)</b>	<b>20,143.45</b>	<b>901,141.18</b>

FY19 AGENCY FUNDS					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2018 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2019 Balance
<b>FUND "890" AGENCY FUNDS</b>					
12910	ADM - Pepperell Place - Lexvest Solar Analysis	3,609.00	-	(3,609.00)	-
21130	POL - Police Outside Detail Revolving	(46,410.30)	(200,502.50)	246,659.20	(253.60)
22100	FIRE - Fire Outside Detail	-	(4,707.50)	4,240.00	(467.50)
98010	BOS - Unclaimed Eminent Domain Funds	3,102.88		31.03	3,133.91
98030	ZBA - Zoning Board of Appeals - Lowell Place Realty Trust - 40B	2,036.33		20.37	2,056.70
98031	ZBA - Zoning Board of Appeals - Birch Drive Extension - 40B	16,426.00		164.26	16,590.26
98050	CON - Conservation - Heritage Estates	352.09		3.53	355.62
98100	EMA - NMAECP - Emergency Planning Committee	23,081.25			23,081.25
98230	ZBA - Zoning Board of Appeals - Emerson Village	38,610.44		386.09	38,996.53
98260	PLA - Planning Board - Heritage Estates	25,224.56		252.23	25,476.79
98320	PLA - Planning Board - Bemis Estates	19,855.30		198.56	20,053.86
98341	PLA - Planning Board - 161 Nashua Road	-	(800.00)	800.00	
98480	PLA - Planning Board - Reedy Meadows Subdivision	189.92		1.91	191.83
	<b>AGENCY "890" FUND TOTALS</b>	<b>86,077.47</b>	<b>(206,010.00)</b>	<b>249,148.18</b>	<b>129,215.65</b>

<b>FY19 "610" WATER ENTERPRISE FUND - REVENUE</b>	<b>FY19</b>	<b>FY19</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<i>Diff</i>		
User Charges	1,426,230.00	1,484,034.00	57,804.00		
Connection Fees	30,000.00	26,410.00	(3,590.00)		
Investment Income	5,000.00	7,179.00	2,179.00		
Other Dept Revenue	16,500.00	7,189.00	(9,311.00)		
Other Available Funds	-		-		
Retained Earnings	270,000.00	-	(270,000.00)		
<b>TOTAL FY19 "610" WATER ENTERPRISE FUND REVENUES</b>	<b>1,747,730.00</b>	<b>1,524,812.00</b>	<b>(222,918.00)</b>		
<b>FY19 "610" WATER ENTERPRISE FUND - EXPENSES</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Expenses	520,000.00		(347,064.41)	(100.00)	172,835.59
Debt Service	262,489.00		(257,488.75)		5,000.25
Capital Outlay	110,000.00		(65,390.12)	-	44,609.88
Labor and Related	483,944.00		(441,871.66)		42,072.34
Employee Benefits & Insurance	236,919.00		(176,098.80)		60,820.20
Indirect Costs	96,378.00		(96,378.00)		-
General Liability Insurance	38,000.00		(27,530.22)		10,469.78
<b>TOTAL FY19 "610" WATER ENTERPRISE FUND EXPENSES</b>	<b>1,747,730.00</b>	<b>-</b>	<b>(1,411,821.96)</b>	<b>(100.00)</b>	<b>335,808.04</b>
<b>FY19 "612" WATER CAPITAL PROJECTS FUND - EXPENSES</b>	<b>7/1/2018</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>BAL FWD</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Art 9 STM 10/24/16 Bemis Well Upgrade Design Plan	350,000.00		(313,501.24)		36,498.76
<b>TOTAL FY19 WATER CAPITAL PROJECTS "612" FUND EXPENSES</b>	<b>350,000.00</b>	<b>-</b>	<b>(313,501.24)</b>	<b>-</b>	<b>36,498.76</b>

<b>FY19 "620" TRANSFER STATION ENTERPRISE FUND - REVENUE</b>	<b>FY19</b>	<b>FY19</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<i>Diff</i>		
User Charges	310,000.00	328,027.57	18,027.57		
Investment Income	250.00	521.25	271.25		
Other Dept Revenue	9,792.00	7,627.50	(2,164.50)		
Other Available Funds	44,000.00	-	(44,000.00)		
<b>TOTAL FY19 "620" TRANSFER STATION ENT FUND REVENUE</b>	<b>364,042.00</b>	<b>336,176.32</b>	<b>(27,865.68)</b>		
<b>FY19 "620" TRANSFER STATION ENTERPRISE FUND - EXPENSES</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Expenses	137,700.00		(124,265.96)		13,434.04
Labor & Related	113,980.00		(115,684.93)		(1,704.93)
Employee Benefits & Insurance	53,900.00		(42,070.37)		11,829.63
Indirect Costs	38,112.00		(38,112.00)		-
General Liability Insurance	10,350.00		(7,846.79)		2,503.21
Reserve Fund	10,000.00	-			10,000.00
<b>TOTAL FY19 "620" TRANSFER STATION ENT FUND EXPENSES</b>	<b>364,042.00</b>	<b>-</b>	<b>(327,980.05)</b>	<b>-</b>	<b>36,061.95</b>

<b>FY19 "600" SEWER ENTERPRISE FUND - REVENUE</b>	<b>FY19</b>	<b>FY19</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<i>Diff</i>		
User Charges	1,988,776.00	2,070,174.00	81,398.00		
Connection Fees	100,000.00	66,007.00	(33,993.00)		
Investment Income	10,000.00	32,504.00	22,504.00		
Other Dept Revenue	15,000.00	10,013.00	(4,987.00)		
Other Available Funds	284,057.00	284,057.00	-		
Retained Earnings	128,920.00	-	(128,920.00)		
<b>TOTAL FY19 SEWER ENTERPRISE "600" FUND REVENUES</b>	<b>2,526,753.00</b>	<b>2,462,755.00</b>	<b>(63,998.00)</b>		
<b>FY19 "600" SEWER ENTERPRISE FUND - EXPENSES</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Expenses	512,500.00		(433,129.00)	(555.00)	78,816.00
Debt Service	819,223.00		(814,223.00)		5,000.00
Capital Outlay	100,000.00		(64,178.00)	(32,700.00)	3,122.00
Labor and Related	663,842.00		(638,564.00)		25,278.00
Employee Benefits & Insurance	279,830.00		(228,242.00)		51,588.00
Indirect Costs	113,858.00		(113,858.00)		-
General Liability Insurance	37,500.00		(32,422.00)		5,078.00
Reserve Fund					-
<b>TOTAL FY19 SEWER ENTERPRISE "600" FUND EXPENSES</b>	<b>2,526,753.00</b>	<b>-</b>	<b>(2,324,616.00)</b>	<b>(33,255.00)</b>	<b>168,882.00</b>
<b>FY19 "601" SEWER BETTERMENTS FUND BALANCE</b>	<b>7/1/2018</b>	<b>FY19</b>	<b>FY19</b>	<b>6/30/2019</b>	
	<b>BALANCE</b>	<b>REVENUES</b>	<b>TRANSFERS</b>	<b>BALANCE</b>	
Sewer Betterment Projects	2,003,394.00	164,567.00	(284,057.00)	1,883,904.00	
<b>TOTAL FY19 "601" SEWER BETTERMENT FUND BALANCE</b>	<b>2,003,394.00</b>	<b>164,567.00</b>	<b>(284,057.00)</b>	<b>1,883,904.00</b>	
<b>FY19 "602" SEWER CAPITAL PROJECTS FUND - EXPENSES</b>	<b>7/1/2018</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>BAL FWD</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Art 19 ATM 5/5/14 Sheffield St Pump Station Expense	4,612.12				4,612.12
Art 3 ATM 5/1/17 RET>Sewer Upgrade Design Plan	45,400.00		-		45,400.00
Art 14 ATM 5/7/18 Sewer Ent WWTP Construction Upgrades	5,000,000.00	-	(1,003,531.09)		3,996,468.91
<b>TOTAL FY19 "602" SEWER CAPITAL PROJECTS FUND EXPENSES</b>	<b>5,050,012.12</b>	<b>-</b>	<b>(1,003,531.09)</b>	<b>-</b>	<b>4,046,481.03</b>

<b>FY19 "630" STORM WATER ENTERPRISE FUND - REVENUE</b>	<b>FY19</b>	<b>FY19</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<i>Diff</i>		
User Charges	100,000.00	116,682.96	16,682.96		
<b>TOTAL FY19 "630" STORM WATER ENT FUND REVENUE</b>	<b>100,000.00</b>	<b>116,682.96</b>	<b>16,682.96</b>		
<b>FY19 "630" STORM WATER ENTERPRISE FUND - EXPENSES</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY19</b>	<b>FY19</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Expenses - Consultants & Materials	100,000.00		(28,525.32)		71,474.68
<b>TOTAL FY19 "630" STORM WATER ENT FUND EXPENSES</b>	<b>100,000.00</b>	<b>-</b>	<b>(28,525.32)</b>	<b>-</b>	<b>71,474.68</b>

<b>TOWN OF PEPPERELL</b>				
<b>LONG TERM DEBT - Year Ended June 30, 2019</b>	<b>LTD</b>		<b>LTD</b>	
	<b>BALANCE</b>	<b>PRIN</b>	<b>BALANCE</b>	<b>INTEREST</b>
<b>ACCOUNT NAME</b>	<b>7/1/2018</b>	<b>PAID</b>	<b>6/30/2019</b>	<b>PAID</b>
Parks & Rec Bldg Remodeling (\$41,200) ATM 5/02	16,000.00	(4,000.00)	12,000.00	(460.00)
Senior Center Bldg Constr (\$612,500) ATM 5/02	225,000.00	(59,000.00)	166,000.00	(6,455.00)
Pepperell Springs Land Acq (REFI - \$364K) ATM 6/05	240,000.00	(41,000.00)	199,000.00	(7,200.00)
<b>TOTALS - GENERAL FUND "900"</b>	<b>481,000.00</b>	<b>(104,000.00)</b>	<b>377,000.00</b>	<b>(14,115.00)</b>
Sewer Mains Jewett Street (\$132K) - ATM 5/02	49,000.00	(13,000.00)	36,000.00	(1,405.00)
WWTP - Design WWTP - Plans (REFI - \$156K) ATM 6/05	102,000.00	(17,000.00)	85,000.00	(3,060.00)
Sewer - WWTP/SRF Upgrade (\$4,724,930) STM 2/05 - MWPAT Loan	2,045,000.00	(260,000.00)	1,785,000.00	(38,173.00)
Sewer Ext - Townsend/Mason St. (REFI - \$277K) - STM 10/07	229,000.00	(26,000.00)	203,000.00	(6,630.00)
Constr - Parker/Oak Hill Sewer Mains Donuts (REFI - \$292,500) STM	242,500.00	(25,500.00)	217,000.00	(7,045.00)
Sewer UV Treatment System Enclosure WWTP (REFI - \$42K) STM 10,	34,000.00	(4,000.00)	30,000.00	(1,000.00)
Sewer Extension - Park III Sewer Mains (REFI - \$122K) ATM 6/05	80,000.00	(14,000.00)	66,000.00	(2,400.00)
Sewer Mains Lowell Road - Phase III Extension (\$139K) ATM 5/02	43,000.00	(16,000.00)	27,000.00	(1,210.00)
Sewer Mains Park St - Phase II Extension (\$30,300) ATM 5/02	12,000.00	(3,000.00)	9,000.00	(345.00)
Sewer Ext - Brookline Village (\$1,749,000) ATM 7/10	1,131,000.00	(87,000.00)	1,044,000.00	(41,216.00)
Nashua Road Design - Engineering - Sewer (\$98,150) STM 10/07	55,000.00	(5,000.00)	50,000.00	(1,978.00)
IVSEP Engineering - Sewer (\$150K) ATM 5/09	94,000.00	(8,000.00)	86,000.00	(3,399.00)
Nashua Road Sewer Extension (\$1,322,000) ATM 5/08	851,000.00	(67,000.00)	784,000.00	(30,959.00)
REFI - Lowell/Bennet/Parker/River Sewer Mains (\$915K)STM 9/98	125,000.00	(125,000.00)	-	(2,031.00)
<b>TOTALS - SEWER ENTERPRISE FUND "603"</b>	<b>5,092,500.00</b>	<b>(670,500.00)</b>	<b>4,422,000.00</b>	<b>(140,851.00)</b>
Lowell Road Water Line - Water Mains (REFI - \$225K) ATM 6/05	149,000.00	(25,000.00)	124,000.00	(4,480.00)
Bemis St. Well Improvements (REFI - \$291K) - STM 10/07	241,000.00	(25,000.00)	216,000.00	(7,005.00)
Jersey St. Well Improvements (REFI - \$77K) - STM 10/07	63,000.00	(7,000.00)	56,000.00	(1,840.00)
Jersey St. Well Improvements II (REFI - \$146K) - STM 10/07	120,000.00	(13,000.00)	107,000.00	(3,510.00)
Water Main Ext - Parker/Oak Hill (Donuts) (REFI - \$36K) STM 10/07	29,000.00	(3,000.00)	26,000.00	(840.00)
Water Dept HQ Bldg Renov (REFI - \$216K) STM 10/07	178,000.00	(19,000.00)	159,000.00	(5,190.00)
Water Mains/Wellsite (REFI - \$117,500K) - STM 10/07	97,500.00	(10,500.00)	87,000.00	(2,825.00)
Water Engineering Services (\$250K) ATM 5/09	156,000.00	(12,000.00)	144,000.00	(5,685.00)
Mill Street Lines - Water Mains/Lines (\$217,500) ATM 5/08	133,000.00	(11,000.00)	122,000.00	(4,820.00)
Water Mains-Lining Upgrade (\$125K) ATM 5/10	78,000.00	(6,000.00)	72,000.00	(2,842.00)
Well - Nashua Road (\$1,186,600) ATM 5/10	767,000.00	(59,000.00)	708,000.00	(27,951.00)
<b>TOTALS - WATER ENTERPRISE FUND "613"</b>	<b>2,011,500.00</b>	<b>(190,500.00)</b>	<b>1,821,000.00</b>	<b>(66,988.00)</b>
<b>TOTAL LONG TERM DEBT - ALL FUNDS</b>	<b>7,585,000.00</b>	<b>(965,000.00)</b>	<b>6,620,000.00</b>	<b>(221,954.00)</b>

TOWN OF PEPPERELL																					
Combined Balance Sheet																					
Fiscal Year Ended June 30, 2019																					
	100	201	202	240	350	600 & 601	602	603	610	612	613	620	630	810	820	830	890	900	901		
	General	Federal	State	Other	Capital	Sewer	Sewer Ent	Sewer - Long	Water	Water Ent	Water - Long	Trf Sta	Storm Water	Non-Expend	Expendable	Other Trust	Agency	GF - Long	Gen Fund	Combined	
	Fund	Grants	Grants	Spec Rev	Projects	Enterprise	Capital Proj	Term Debt	Enterprise	Capital Proj	Term Debt	Enterprise	Enterprise	Trusts	Trusts	Funds	Funds	Term Debt	Fixed Assets	Total	
<b>Assets:</b>																					
Cash and Equivalents	1,594,340.86	0.11	(143,580.94)	578,703.34		3,666,135.75	(455,398.19)		915,766.65	93,465.73			120,539.36	94,521.11	300,266.24	172,965.27	902,295.48	173,021.42		8,013,042.19	
Receivables:																					
Prior Years - Personal Property	3,737.37																				3,737.37
2016 Personal Property	2,418.58																				2,418.58
2017 Personal Property	2,744.82																				2,744.82
2018 Personal Property	2,614.35																				2,614.35
2019 Personal Property	3,561.10																				3,561.10
2017 Real Estate	1,434.65																				1,434.65
2018 Real Estate	40,039.58																				40,039.58
2019 Real Estate	252,430.48																				252,430.48
2012 Allowance for Abatements	(345.05)																				(345.05)
2013 Allowance for Abatements	(375.27)																				(375.27)
2014 Allowance for Abatements	(3,299.71)																				(3,299.71)
2015 Allowance for Abatements	(11,888.35)																				(11,888.35)
2016 Allowance for Abatements	(34,610.87)																				(34,610.87)
2017 Allowance for Abatements	(46,625.46)																				(46,625.46)
2018 Allowance for Abatements	(63,375.10)																				(63,375.10)
2019 Allowance for Abatements	(56,992.49)																				(56,992.49)
Due from Comm of Mass - Cherry Sheet	129,364.00																				129,364.00
Tax Title Liens Receivable	360,570.34					25,753.03			11,910.16												398,233.53
Deferred Prop Taxes	58,244.44																				58,244.44
Prior Years - Motor Vehicle Excise	60,898.51																				60,898.51
2016 Motor Vehicle Excise	6,896.76																				6,896.76
2017 Motor Vehicle Excise	25,762.99																				25,762.99
2018 Motor Vehicle Excise	38,500.47																				38,500.47
2019 Motor Vehicle Excise	165,006.26																				165,006.26
IE Fines	50.00																				50.00
Ambulance Service	551,220.24																				551,220.24
Ambulance - FFR Collections	122,667.94																				122,667.94
User Charges						234,055.68			192,512.79				9,217.44								435,785.91
Betterment - Apport Assess Not Yet Due Princ						530,845.29															530,845.29
Deferred Betterments						8,132.15															8,132.15
Fixed Assets						31,973,608.74			18,917,697.66			1,444,121.52								32,321,973.28	84,657,401.20
Accumulated Depreciation						(14,865,977.39)			(9,058,414.67)			(839,098.03)								(18,755,971.25)	(43,519,461.34)
Amounts to be Provided								4,422,000.00			1,821,000.00								377,000.00		6,620,000.00
<b>32   P Total Assets</b>	<b>3,204,991.44</b>	<b>0.11</b>	<b>(143,580.94)</b>	<b>578,703.34</b>	<b>-</b>	<b>21,572,553.25</b>	<b>(455,398.19)</b>	<b>4,422,000.00</b>	<b>10,979,472.59</b>	<b>93,465.73</b>	<b>1,821,000.00</b>	<b>725,562.85</b>	<b>103,738.55</b>	<b>300,266.24</b>	<b>172,965.27</b>	<b>902,295.48</b>	<b>173,021.42</b>	<b>377,000.00</b>	<b>13,566,002.03</b>	<b>58,394,059.17</b>	

Liabilities and Fund Equity:																				
Liabilities:																				
Warrants Payable	(180,831.30)		(28,404.48)	(22,375.89)		(91,219.07)	(384,381.78)		(17,588.03)	(56,966.97)		(10,312.17)	(6,363.47)		(79.21)	(1,154.30)	-		(799,676.67)	
Accrued Payroll	(110,227.64)																		(110,227.64)	
Employee Withholdings	(54,819.03)																		(54,819.03)	
Def Rev - Real & Pers Property	(149,713.07)																		(149,713.07)	
Def Rev - IE Fines	(50.00)																		(50.00)	
Def Rev - Tax Title Liens	(360,570.34)					(25,753.03)			(11,910.16)										(398,233.53)	
Def Rev - Motor Vehicle Excise	(297,064.99)																		(297,064.99)	
Def Rev - Ambulance	(551,220.24)																		(551,220.24)	
Def Rev - Amb - FFR Collections	(122,667.94)																		(122,667.94)	
Def Rev - User Charges						(234,055.68)			(192,512.79)				(9,217.44)						(435,785.91)	
Def Rev - Intergovt Groton						-													-	
Def Rev - Special Assess/Betterments						(538,977.44)													(538,977.44)	
Bond Anticipation Notes Payable				(70,000.00)		(113,739.00)				(350,000.00)									(533,739.00)	
Due to Comm of MA									(12.87)							(9,150.00)			(9,162.87)	
Unclaimed Items - Uncashed Checks																(31,667.27)			(31,667.27)	
Deputy Collector Fees																(2,988.50)			(2,988.50)	
Parks & Rec Bldg Remodel																(12,000.00)			(12,000.00)	
Senior Center Bldg Constr																(166,000.00)			(166,000.00)	
Pepp Springs Land Acquisition																(199,000.00)			(199,000.00)	
Low ell Rd 3 Sewer Ext									(27,000.00)										(27,000.00)	
Townsend/Mason Sewer Ext									(203,000.00)										(203,000.00)	
Constr Sw r Parker/Oak Hill Mains Donuts									(217,000.00)										(217,000.00)	
Sewer UV Treat Sys Enclosure									(30,000.00)										(30,000.00)	
Nashua Rd Sewer Ext									(784,000.00)										(784,000.00)	
Park 3 Sewer Mains									(66,000.00)										(66,000.00)	
Brookline Village Sewer Mains									(1,044,000.00)										(1,044,000.00)	
Nashua Rd Engineering Design Sewer									(50,000.00)										(50,000.00)	
WSEP Engineering Sewer									(86,000.00)										(86,000.00)	
Park St 2 Sewer Ext									(9,000.00)										(9,000.00)	
Jewett Street Sewer Mains									(36,000.00)										(36,000.00)	
WWTP/SRF Upgrade MWPA T									(1,785,000.00)										(1,785,000.00)	
WWTP Design Plans Sewer									(85,000.00)										(85,000.00)	
Mill St Water Mains/Lines													(122,000.00)						(122,000.00)	
Water Mains Lining Upgrade													(72,000.00)						(72,000.00)	
Water Mains/Well Site													(87,000.00)						(87,000.00)	
Water Engineering Services													(144,000.00)						(144,000.00)	
Well - Nashua Rd													(708,000.00)						(708,000.00)	
Bemis St Well Improvements													(216,000.00)						(216,000.00)	
Jersey St Well Improvements													(56,000.00)						(56,000.00)	
Jersey St 2 Well Improvements													(107,000.00)						(107,000.00)	
Water Main Ext Parker/Oak Hill Donut Holes													(26,000.00)						(26,000.00)	
Water Dept Bldg Renov													(159,000.00)						(159,000.00)	
Low ell Rd Water Mains													(124,000.00)						(124,000.00)	
<b>Total Liabilities</b>	<b>(1,827,164.55)</b>	<b>-</b>	<b>(28,404.48)</b>	<b>(22,375.89)</b>	<b>(70,000.00)</b>	<b>(890,005.22)</b>	<b>(498,120.78)</b>	<b>(4,422,000.00)</b>	<b>(222,023.85)</b>	<b>(406,966.97)</b>	<b>(1,821,000.00)</b>	<b>(10,312.17)</b>	<b>(15,580.91)</b>	<b>-</b>	<b>(79.21)</b>	<b>(1,154.30)</b>	<b>(43,805.77)</b>	<b>(377,000.00)</b>	<b>-</b>	<b>(10,655,994.10)</b>



**FY2019 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS**

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>	<u>Apprpr Adj</u>	<u>Encumbered</u>	<u>Expenditures</u>	<u>Balance</u>
100-12200-57733	Memberships	1,400.00	0.00	0.00	1,400.00	0.00
100-12200-90090	ART 13 ATM 5/2/16 FREE>BOS TECH ASST-HIG	10,000.00	0.00	0.00	0.00	10,000.00
<b>_Total_12200 SELECTMEN</b>		<b>11,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,400.00</b>	<b>10,000.00</b>
100-12310-54411	Gasoline	0.00	0.00	0.00	-2,745.81	2,745.81
100-12310-54412	Diesel Fuel	0.00	0.00	0.00	480.09	-480.09
<b>_Total_12310 GASOLINE ACCOUNT A 29 ATM 4/21/81</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,265.72</b>	<b>2,265.72</b>
100-12900-51112	SALARY - TOWN ADMIN	126,000.00	0.00	0.00	121,316.31	4,683.69
100-12900-51113	SALARY - ADMIN ASST TO BOS & GREEN COMM	57,000.00	0.00	0.00	59,090.73	-2,090.73
100-12900-51190	TOWN ADMIN/BOS - CONTRACT NEGOTIATIONS	5,506.00	-5,506.00	0.00	0.00	0.00
100-12900-52306	Advertising, Legal Notices	300.00	0.00	0.00	215.10	84.90
100-12900-52319	OPS - PROF & TECH - MISC OTHER	3,800.00	0.00	0.00	2,185.16	1,614.84
100-12900-54420	TOWN ADMINISTRATOR OFFICE SUPPLIES	1,000.00	0.00	0.00	1,195.28	-195.28
100-12900-57711	ADM - MILEAGE REIMBURSEMENT	1,200.00	0.00	0.00	296.15	903.85
100-12900-57712	TOWN ADMINISTRATOR Meetings	1,000.00	0.00	0.00	739.18	260.82
100-12900-57731	Dues	400.00	0.00	0.00	1,442.00	-1,042.00
100-12900-90091	ART 14 ATM 5/2/16 FREE>ADMIN-DISPOSE SUR	10,000.00	0.00	0.00	0.00	10,000.00
<b>_Total_12900 TOWN ADMINISTRATOR</b>		<b>206,206.00</b>	<b>-5,506.00</b>	<b>0.00</b>	<b>186,479.91</b>	<b>14,220.09</b>
100-13200-57783	Reserve Fund Appropriation	70,000.00	-66,600.00	0.00	0.00	3,400.00
<b>_Total_13200 RESERVE FUND</b>		<b>70,000.00</b>	<b>-66,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,400.00</b>
100-13500-51112	SALARIES, APPOINTED POSITIONS	94,466.00	0.00	0.00	80,840.43	13,625.57
100-13500-51113	WAGES, HOURLY	20,405.00	0.00	0.00	23,422.21	-3,017.21
100-13500-51144	PROF ASSOCIATION CERTIFICATION	1,000.00	0.00	0.00	1,000.00	0.00
100-13500-51196	ACCOUNTANT PROF - PER DIEM	0.00	9,000.00	0.00	18,800.00	-9,800.00
100-13500-52307	HARPER'S PAYROLL COSTS & FEES	11,840.00	0.00	0.00	10,706.80	1,133.20
100-13500-52319	ADMINS ACCOUNTING SYSTEM	19,200.00	0.00	0.00	19,200.00	0.00
100-13500-54423	Forms	100.00	0.00	0.00	0.00	100.00
100-13500-54425	ACC-OFFICE SUPPLIES & EXPENSE	500.00	0.00	0.00	1,288.01	-788.01
100-13500-57714	CONFERENCE REGISTRATION	500.00	0.00	0.00	0.00	500.00
100-13500-57731	Dues	100.00	0.00	0.00	80.00	20.00
<b>_Total_13500 ACCOUNTANT</b>		<b>148,111.00</b>	<b>9,000.00</b>	<b>0.00</b>	<b>155,337.45</b>	<b>1,773.55</b>
100-13600-52331	AUDITING SERVICES	20,625.00	0.00	0.00	20,625.00	0.00
100-13600-52339	AUD-GASB-75 OPEB/OTHER THAN PENSIONS EXP	3,000.00	0.00	3,000.00	0.00	0.00
<b>_Total_13600 AUDIT OF TOWN ACCOUNTS</b>		<b>23,625.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>20,625.00</b>	<b>0.00</b>
100-14100-51112	SALARIES, APPOINTED POSITIONS	68,524.00	0.00	0.00	69,842.19	-1,318.19
100-14100-51113	WAGES, HOURLY	22,534.00	0.00	0.00	14,867.31	7,666.69
100-14100-51142	LONGEVITY	872.00	0.00	0.00	871.25	0.75
100-14100-52249	Book Binding	250.00	0.00	0.00	184.00	66.00
100-14100-52307	ASR-PATRIOT PROPERTIES	23,855.00	0.00	0.00	15,895.00	7,960.00
100-14100-54425	ASR-OFFICE SUPPLIES & EXPENSE	400.00	0.00	0.00	172.33	227.67
100-14100-57711	Mileage	650.00	0.00	0.00	447.39	202.61
100-14100-57713	ASSESSORS Conferences	1,000.00	0.00	0.00	350.00	650.00
100-14100-60001	ASSESSORS ENCUMBERED FUNDS	10,705.00	0.00	0.00	10,605.00	100.00
<b>_Total_14100 ASSESSORS</b>		<b>128,790.00</b>	<b>0.00</b>	<b>0.00</b>	<b>113,234.47</b>	<b>15,555.53</b>
100-14200-52319	Prof & Tech - Misc Other	3,000.00	0.00	0.00	550.00	2,450.00
<b>_Total_14200 GIS</b>		<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>550.00</b>	<b>2,450.00</b>
100-14500-51112	TRE-SALARIES, APPOINTED POSITIONS	79,644.00	1,738.00	0.00	81,510.00	-128.00
100-14500-51113	WAGES, HOURLY	65,305.00	2,675.00	0.00	68,182.53	-202.53
100-14500-51142	LONGEVITY	1,180.00	820.00	0.00	1,660.00	340.00
100-14500-52306	Advertising, Legal Notices	500.00	0.00	0.00	310.00	190.00
100-14500-52308	Data Processing	5,000.00	0.00	0.00	6,000.00	-1,000.00
100-14500-52328	Banking Services	9,800.00	-1,825.00	0.00	6,610.96	1,364.04
100-14500-54425	TRE-OFFICE SUPPLIES & EXPENSE	2,500.00	0.00	0.00	1,511.02	988.98
100-14500-57713	Conferences	600.00	0.00	0.00	420.57	179.43
100-14500-57714	Conference Registration	100.00	0.00	0.00	95.00	5.00
100-14500-57731	Dues	135.00	0.00	0.00	100.00	35.00
100-14500-57749	Premium Bond	1,100.00	0.00	0.00	0.00	1,100.00
<b>_Total_14500 TREASURER/COLLECTOR</b>		<b>165,864.00</b>	<b>3,408.00</b>	<b>0.00</b>	<b>166,400.08</b>	<b>2,871.92</b>

100-15100-52301	Town Counsel Fees	18,000.00	65,000.00	0.00	72,210.44	10,789.56
100-15100-52307	Consulting Services	30,000.00	20,050.00	0.00	60,839.54	-10,789.54
<b>_Total_ 15100 LAW DEPARTMENT</b>		<b>48,000.00</b>	<b>85,050.00</b>	<b>0.00</b>	<b>133,049.98</b>	<b>0.02</b>
100-15200-52303	Medical/Random Drug Testing	500.00	0.00	0.00	2,885.50	-2,385.50
100-15200-52306	Advertising, Legal Notices	500.00	8,150.00	0.00	6,275.00	2,375.00
100-15200-54423	Forms	150.00	0.00	0.00	0.00	150.00
100-15200-57731	Dues	150.00	0.00	0.00	250.00	-100.00
<b>_Total_ 15200 PERSONNEL &amp; HUMAN RESOURCES</b>		<b>1,300.00</b>	<b>8,150.00</b>	<b>0.00</b>	<b>9,410.50</b>	<b>39.50</b>
100-15500-51112	SALARIES, APPOINTED POSITIONS	82,186.00	0.00	0.00	82,185.20	0.80
100-15500-51113	INF-WAGES (WEBMASTER STIPEND)	2,700.00	0.00	0.00	2,700.00	0.00
100-15500-51142	INF-LONGEVITY	1,025.00	0.00	0.00	1,025.00	0.00
100-15500-52252	REPAIR & MAINT - COMPUTER EQUIP	4,000.00	0.00	0.00	2,850.57	1,149.43
100-15500-52273	LEASE - COMM EQUIP - INTERNET SERVICES	2,000.00	0.00	0.00	2,325.80	-325.80
100-15500-52307	Consulting Services	600.00	0.00	0.00	200.00	400.00
100-15500-52356	LICENSE RENEWALS	7,013.00	0.00	0.00	7,301.22	-288.22
100-15500-60001	INFORMATION SYSTEMS ENCUMBERED FUNDS	356.50	0.00	0.00	356.50	0.00
<b>_Total_ 15500 INFORMATION SYSTEMS TECHNOLOGY COMMITTEE</b>		<b>99,880.50</b>	<b>0.00</b>	<b>0.00</b>	<b>98,944.29</b>	<b>936.21</b>
100-15700-52245	R&M-Communications Equipment	1,000.00	0.00	0.00	0.00	1,000.00
100-15700-52341	Telephone	12,000.00	2,350.00	0.00	15,253.16	-903.16
100-15700-60001	CENTRAL TELEPHONE ENCUMBERED FUNDS	390.00	0.00	0.00	369.47	20.53
<b>_Total_ 15700 CENTRAL TELEPHONE</b>		<b>13,390.00</b>	<b>2,350.00</b>	<b>0.00</b>	<b>15,622.63</b>	<b>117.37</b>
100-15800-52304	Legal, Tax Title	500.00	1,252.28	0.00	602.28	1,150.00
100-15800-56691	Land Court Costs	750.00	0.00	0.00	0.00	750.00
100-15800-56692	Registry of Deeds	1,250.00	150.00	0.00	3,300.00	-1,900.00
<b>_Total_ 15800 TAX TITLE FORECLOSURE</b>		<b>2,500.00</b>	<b>1,402.28</b>	<b>0.00</b>	<b>3,902.28</b>	<b>0.00</b>
100-15900-52342	Postage	22,500.00	0.00	0.00	22,707.15	-207.15
100-15900-52343	Postage Meter Rental	7,300.00	0.00	0.00	7,272.84	27.16
100-15900-52346	Permit Renewal	450.00	0.00	0.00	0.00	450.00
100-15900-54425	POS-OFFICE SUPPLIES & EXPENSE	400.00	0.00	0.00	212.48	187.52
<b>_Total_ 15900 POSTAGE METER</b>		<b>30,650.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,192.47</b>	<b>457.53</b>
100-16100-51112	CLK-SALARIES, APPOINTED POSITIONS	57,998.00	779.00	0.00	58,807.45	-30.45
100-16100-51113	WAGES, HOURLY	13,179.00	0.00	0.00	13,059.07	119.93
100-16100-52249	Book Binding	500.00	0.00	0.00	534.00	-34.00
100-16100-52306	Advertising, Legal Notices	500.00	0.00	0.00	250.00	250.00
100-16100-54425	CLK-OFFICE SUPPLIES & EXPENSE	700.00	378.00	0.00	889.16	188.84
100-16100-54427	Dog Licenses	350.00	0.00	0.00	428.07	-78.07
100-16100-57713	Conferences	300.00	0.00	0.00	560.00	-260.00
100-16100-57731	Dues	300.00	0.00	0.00	360.00	-60.00
100-16100-57749	Premium Bond	100.00	0.00	0.00	100.00	0.00
<b>_Total_ 16100 TOWN CLERK</b>		<b>73,927.00</b>	<b>1,157.00</b>	<b>0.00</b>	<b>74,987.75</b>	<b>96.25</b>
100-16200-51195	FEES - ELECTION WORKERS	3,000.00	5,500.00	0.00	6,676.28	1,823.72
100-16200-52309	Public Safety-Police Details	4,000.00	1,550.00	0.00	4,342.00	1,208.00
100-16200-52319	Prof & Tech - Misc Other	2,200.00	8,100.00	0.00	10,804.88	-504.88
100-16200-54491	Refreshments	500.00	0.00	0.00	917.86	-417.86
<b>_Total_ 16200 ELECTIONS</b>		<b>9,700.00</b>	<b>15,150.00</b>	<b>0.00</b>	<b>22,741.02</b>	<b>2,108.98</b>
100-16300-51112	SALARIES, APPOINTED POSITIONS	2,290.00	0.00	0.00	2,290.00	0.00
100-16300-52313	Printing	1,482.00	1,422.00	136.07	1,739.62	1,028.31
100-16300-52342	Postage	2,100.00	0.00	0.00	2,041.20	58.80
100-16300-54425	REG-OFFICE SUPPLIES & EXPENSE	200.00	0.00	0.00	240.92	-40.92
<b>_Total_ 16300 REGISTRATION</b>		<b>6,072.00</b>	<b>1,422.00</b>	<b>136.07</b>	<b>6,311.74</b>	<b>1,046.19</b>

100-17100-51113	WAGES, HOURLY	49,518.00	5.00	0.00	49,522.34	0.66
100-17100-51142	LONGEVITY	675.00	0.00	0.00	675.02	-0.02
100-17100-54515	CCM-TRAINING	500.00	0.00	0.00	0.00	500.00
<b>_Total_ 17100 CONSERVATION COMMISSION</b>		<b>50,693.00</b>	<b>5.00</b>	<b>0.00</b>	<b>50,197.36</b>	<b>500.64</b>
100-17500-51112	PLA-SALARIES, APPOINTED POSITIONS	70,717.00	-53,689.28	0.00	8,368.06	8,659.66
100-17500-51113	WAGES, HOURLY	0.00	16,320.00	0.00	12,432.29	3,887.71
100-17500-52306	Advertising, Legal Notices	400.00	0.00	0.00	449.32	-49.32
100-17500-52319	OPS - PROF & TECH MISC OTHER	0.00	22,207.00	0.00	21,777.71	429.29
100-17500-54425	PLA-OFFICE SUPPLIES & EXPENSE	500.00	0.00	0.00	199.34	300.66
100-17500-56694	N.M.C.O.G. MEMBERSHIP DUES	4,377.00	0.00	0.00	3,547.26	829.74
<b>_Total_ 17500 PLANNING BOARD</b>		<b>75,994.00</b>	<b>-15,162.28</b>	<b>0.00</b>	<b>46,773.98</b>	<b>14,057.74</b>
100-17600-51113	WAGES, HOURLY	11,500.00	2,500.00	0.00	13,235.59	764.41
100-17600-54425	APP-OFFICE SUPPLIES & EXPENSE	250.00	0.00	0.00	249.69	0.31
<b>_Total_ 17600 BOARD OF APPEALS</b>		<b>11,750.00</b>	<b>2,500.00</b>	<b>0.00</b>	<b>13,485.28</b>	<b>764.72</b>
100-19200-52211	Electricity-Building	11,000.00	0.00	0.00	9,836.79	1,163.21
100-19200-52215	NATURAL GAS - HEATING	5,400.00	0.00	0.00	6,209.35	-809.35
100-19200-52231	Tow n Water	250.00	0.00	0.00	588.69	-338.69
100-19200-52232	Tow n Sew er	525.00	0.00	0.00	281.17	243.83
100-19200-52241	R&M-Building & Grounds	10,000.00	36,515.00	0.00	37,672.90	8,842.10
100-19200-52261	R&M-Heating/Air Cond Equipment	2,000.00	0.00	0.00	8,966.72	-6,966.72
100-19200-52280	R&L-Office Equipment	3,500.00	0.00	0.00	3,965.00	-465.00
100-19200-52293	Solid Waste Disposal	900.00	0.00	0.00	800.00	100.00
100-19200-52319	Prof & Tech - Misc Other	300.00	0.00	0.00	5.00	295.00
100-19200-54424	Photocopy	2,000.00	0.00	0.00	3,181.71	-1,181.71
100-19200-54449	Other Bldg Repair & Maint	1,500.00	0.00	0.00	2,250.99	-750.99
100-19200-57711	Mileage	0.00	0.00	0.00	110.20	-110.20
100-19200-60001	TOWN HALL ENCUMBERED FUNDS	800.00	0.00	0.00	0.00	800.00
<b>_Total_ 19200 TOWN HALL</b>		<b>38,175.00</b>	<b>36,515.00</b>	<b>0.00</b>	<b>73,868.52</b>	<b>821.48</b>
100-21100-51112	SALARIES, APPOINTED POSITIONS	140,592.00	3,869.00	0.00	144,458.13	2.87
100-21100-51113	WAGES, HOURLY	1,063,403.00	60,053.00	0.00	1,116,991.81	6,464.19
100-21100-51130	OVERTIME	250,000.00	25,000.00	0.00	271,766.46	3,233.54
100-21100-51141	EDUCATIONAL INCENTIVE	52,268.00	0.00	0.00	44,653.00	7,615.00
100-21100-51142	LONGEVITY	11,950.00	0.00	0.00	13,750.00	-1,800.00
100-21100-51192	UNIFORM ALLOWANCE	20,662.00	0.00	0.00	21,445.46	-783.46
100-21100-52211	Electricity-Building	20,874.00	0.00	0.00	19,669.07	1,204.93
100-21100-52215	Natural Gas-Heating	8,000.00	0.00	0.00	16,300.57	-8,300.57
100-21100-52231	Tow n Water	1,300.00	0.00	0.00	1,012.31	287.69
100-21100-52241	R&M-Building & Grounds	16,050.00	19,000.00	0.00	43,318.11	-8,268.11
100-21100-52242	R&M-Vehicles	13,000.00	9,783.00	0.00	22,370.14	412.86
100-21100-52252	R&M-Data Processing Equipment	22,623.00	0.00	0.00	22,717.21	-94.21
100-21100-52253	R&M-Other Police Equipment	2,050.00	0.00	0.00	1,148.00	902.00
100-21100-52273	R&L-Communications Equipment	6,500.00	2,700.00	0.00	13,861.84	-4,661.84
100-21100-52293	Solid Waste Disposal	2,698.00	0.00	0.00	2,090.09	607.91
100-21100-52319	Prof & Tech - Misc Other	18,307.00	0.00	0.00	12,591.00	5,716.00
100-21100-52323	Training	10,000.00	0.00	0.00	7,831.00	2,169.00
100-21100-52326	Testing	8,000.00	0.00	0.00	1,508.50	6,491.50
100-21100-52342	Postage	500.00	0.00	0.00	530.00	-30.00
100-21100-52385	VACS Ticket Processing	300.00	0.00	0.00	85.22	214.78
100-21100-54411	Gasoline	31,000.00	0.00	0.00	34,379.02	-3,379.02
100-21100-54425	POL-OFFICE SUPPLIES & EXPENSE	1,800.00	0.00	0.00	1,167.16	632.84
100-21100-54426	Data Processing	2,000.00	0.00	0.00	2,671.95	-671.95
100-21100-54459	Other Custodial	1,500.00	0.00	0.00	1,273.37	226.63
100-21100-54492	Food Service	150.00	0.00	0.00	235.32	-85.32
100-21100-54585	Ammunition	5,000.00	0.00	0.00	4,953.73	46.27
100-21100-54591	Uniforms	1,000.00	0.00	0.00	1,227.20	-227.20
100-21100-54599	Miscellaneous Other	3,000.00	0.00	0.00	1,954.67	1,045.33
100-21100-57712	Meetings	7,000.00	0.00	0.00	875.00	6,125.00
100-21100-57731	Dues	1,400.00	0.00	0.00	1,749.00	-349.00
<b>_Total_ 21100 POLICE DEPARTMENT</b>		<b>1,722,927.00</b>	<b>120,405.00</b>	<b>0.00</b>	<b>1,828,584.34</b>	<b>14,747.66</b>

100-22100-51112	SALARIES, APPOINTED POSITIONS	100,000.00	18,300.00	1,074.50	117,000.64	224.86
100-22100-51113	WAGES, HOURLY	12,098.00	13,700.00	0.00	33,634.09	-7,836.09
100-22100-51115	ON CALL WAGES	75,237.00	0.00	0.00	62,668.38	12,568.62
100-22100-51116	STIPENDS	11,753.00	0.00	0.00	6,483.00	5,270.00
100-22100-51130	OVERTIME	2,000.00	0.00	0.00	3,810.99	-1,810.99
100-22100-51142	LONGEVITY	256.00	0.00	0.00	240.04	15.96
100-22100-52211	Electricity-Building	7,300.00	0.00	0.00	7,045.17	254.83
100-22100-52215	Natural Gas-Heating	7,000.00	0.00	0.00	6,022.69	977.31
100-22100-52231	Town Water	2,000.00	0.00	0.00	1,678.19	321.81
100-22100-52241	R&M-Building & Grounds	11,050.00	0.00	0.00	9,538.76	1,511.24
100-22100-52242	R&M-Vehicles	12,300.00	37,100.00	0.00	52,608.23	-3,208.23
100-22100-52273	R&L-Communications Equipment	810.00	0.00	0.00	3,036.80	-2,226.80
100-22100-52276	FIR-R&L-MINOR OUTSIDE	500.00	0.00	0.00	926.78	-426.78
100-22100-52299	Miscellaneous Other	2,625.00	0.00	0.00	891.55	1,733.45
100-22100-52303	Medical/Random Drug Testing	1,250.00	0.00	0.00	620.00	630.00
100-22100-52319	Prof & Tech - Misc Other	2,400.00	0.00	0.00	2,600.00	-200.00
100-22100-52323	Training	2,500.00	0.00	0.00	1,600.00	900.00
100-22100-54411	Gasoline	2,000.00	0.00	0.00	1,766.27	233.73
100-22100-54412	Diesel Fuel	6,000.00	0.00	0.00	4,697.78	1,302.22
100-22100-54425	FIR-OFFICE SUPPLIES & EXPENSE	2,000.00	0.00	0.00	1,191.33	808.67
100-22100-54581	Firefighting Supplies	13,200.00	0.00	0.00	11,540.51	1,659.49
100-22100-54591	Uniforms	3,300.00	0.00	0.00	4,069.60	-769.60
100-22100-54599	Miscellaneous Other	500.00	0.00	0.00	3,839.86	-3,339.86
100-22100-57733	Memberships	2,800.00	0.00	0.00	2,559.85	240.15
100-22100-60001	FIRE DEPT ENCUMBERED FUNDS	539.26	0.00	0.00	406.20	133.06
<b>_Total_22100 FIRE DEPT</b>		<b>281,418.26</b>	<b>69,100.00</b>	<b>1,074.50</b>	<b>340,476.71</b>	<b>8,967.05</b>
100-23100-51113	WAGES, HOURLY	257,124.00	0.00	0.00	211,191.03	45,932.97
100-23100-51115	ON CALL WAGES	70,000.00	0.00	0.00	43,872.79	26,127.21
100-23100-51116	STIPENDS	1,232.00	0.00	0.00	1,336.00	-104.00
100-23100-51117	PER DIEM BASIC	51,926.00	0.00	0.00	57,994.20	-6,068.20
100-23100-51118	PER DIEM PARAMEDIC	25,593.00	0.00	0.00	33,715.34	-8,122.34
100-23100-51130	OVERTIME	39,000.00	0.00	0.00	67,712.27	-28,712.27
100-23100-52242	AMB-R&M - VEHICLES	12,000.00	0.00	0.00	5,865.66	6,134.34
100-23100-52245	R&M-Communications Equipment	1,500.00	0.00	0.00	484.88	1,015.12
100-23100-52257	R&M-Ambulance Equipment	3,000.00	0.00	0.00	870.84	2,129.16
100-23100-52276	R&L-Minor Outside	1,300.00	0.00	0.00	2,546.50	-1,246.50
100-23100-52293	Solid Waste Disposal	400.00	0.00	0.00	443.00	-43.00
100-23100-52299	Miscellaneous Other	250.00	0.00	0.00	2,255.90	-2,005.90
100-23100-52303	Medical/Random Drug Testing	1,500.00	0.00	0.00	1,065.50	434.50
100-23100-52307	MEDICAL BILLING SERVICES	19,000.00	0.00	0.00	16,002.15	2,997.85
100-23100-52308	Data Processing	3,600.00	0.00	0.00	2,954.00	646.00
100-23100-52323	Training	1,000.00	0.00	0.00	325.00	675.00
100-23100-52356	License Renewals	3,500.00	0.00	0.00	2,410.00	1,090.00
100-23100-54411	Gasoline	750.00	0.00	0.00	1,482.17	-732.17
100-23100-54412	Diesel Fuel	8,000.00	0.00	0.00	7,447.53	552.47
100-23100-54425	AMB-OFFICE SUPPLIES & EXPENSE	800.00	0.00	0.00	316.72	483.28
100-23100-54485	Parts & Accessories	3,500.00	0.00	0.00	1,017.31	2,482.69
100-23100-54501	Ambulance Supplies	26,000.00	0.00	0.00	24,211.79	1,788.21
100-23100-54591	Uniforms	5,000.00	0.00	0.00	6,506.43	-1,506.43
100-23100-57715	Tuition	1,800.00	0.00	0.00	2,136.09	-336.09
100-23100-57733	Memberships	1,800.00	0.00	0.00	1,658.14	141.86
100-23100-57734	AMBULANCE "ALS" FEES	2,000.00	0.00	0.00	1,787.50	212.50
<b>_Total_23100 AMBULANCE SERVICE</b>		<b>541,575.00</b>	<b>0.00</b>	<b>0.00</b>	<b>497,608.74</b>	<b>43,966.26</b>
100-24100-51112	BLD-SALARIES, APPOINTED POSITIONS	55,000.00	0.00	0.00	54,999.94	0.06
100-24100-51113	WAGES, HOURLY	49,990.00	855.00	0.00	50,714.36	130.64
100-24100-51142	LONGEVITY	1,024.00	0.00	0.00	1,152.00	-128.00
100-24100-54411	GASOLINE	900.00	0.00	0.00	651.41	248.59
100-24100-54423	Forms	650.00	0.00	0.00	552.43	97.57
100-24100-54511	BOOKS	450.00	0.00	0.00	280.45	169.55
100-24100-57711	Mileage	1,100.00	0.00	0.00	444.19	655.81
100-24100-57715	Tuition	770.00	0.00	0.00	160.00	610.00
100-24100-57731	Dues	125.00	0.00	0.00	0.00	125.00
<b>_Total_24100 BUILDING AND ZONING OFFICER</b>		<b>110,009.00</b>	<b>855.00</b>	<b>0.00</b>	<b>108,954.78</b>	<b>1,909.22</b>

100-24200-51112	SALARIES, APPOINTED POSITIONS	2,700.00	0.00	0.00	2,700.00	0.00
100-24200-51193	INSPECTION FEES	6,200.00	348.00	0.00	6,548.00	0.00
100-24200-54511	GAS-BOOKS	230.00	0.00	0.00	180.00	50.00
100-24200-57711	Mileage	266.00	0.00	0.00	0.00	266.00
100-24200-57714	Conference Registration	310.00	0.00	0.00	360.42	-50.42
100-24200-57731	Dues	35.00	0.00	0.00	0.00	35.00
<b>_Total_24200 GAS INSPECTOR</b>		<b>9,741.00</b>	<b>348.00</b>	<b>0.00</b>	<b>9,788.42</b>	<b>300.58</b>
100-24300-51112	SALARIES, APPOINTED POSITIONS	2,700.00	0.00	0.00	2,700.00	0.00
100-24300-51193	INSPECTION FEES	6,000.00	0.00	0.00	5,993.00	7.00
100-24300-54511	PLU-BOOKS	230.00	0.00	0.00	180.00	50.00
100-24300-57711	Mileage	266.00	0.00	0.00	192.32	73.68
100-24300-57714	Conference Registration	360.00	0.00	0.00	279.50	80.50
100-24300-57731	PLU-DUES	35.00	0.00	0.00	0.00	35.00
<b>_Total_24300 PLUMBING INSPECTOR</b>		<b>9,591.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,344.82</b>	<b>246.18</b>
100-24400-51112	SALARIES, APPOINTED POSITIONS	5,133.00	0.00	0.00	5,133.00	0.00
100-24400-54423	Forms	75.00	0.00	0.00	37.00	38.00
100-24400-57711	Mileage	100.00	0.00	0.00	11.77	88.23
<b>_Total_24400 SEALER OF WEIGHTS AND MEASURES</b>		<b>5,308.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,181.77</b>	<b>126.23</b>
100-24500-51112	SALARIES, APPOINTED POSITIONS	2,400.00	0.00	0.00	5,340.00	-2,940.00
100-24500-51193	INSPECTION FEES	16,500.00	-348.00	630.00	9,935.00	5,587.00
100-24500-54425	OFFICE SUPPLIES & EXPENSE	100.00	0.00	0.00	78.13	21.87
100-24500-57711	Mileage	75.00	0.00	0.00	0.00	75.00
100-24500-57714	CONFERENCE REGISTRATION	400.00	0.00	0.00	0.00	400.00
<b>_Total_24500 WIRING INSPECTOR</b>		<b>19,475.00</b>	<b>-348.00</b>	<b>630.00</b>	<b>15,353.13</b>	<b>3,143.87</b>
100-25100-51112	SALARIES, APPOINTED POSITIONS	69,744.00	0.00	0.00	101,685.49	-31,941.49
100-25100-51113	WAGES, HOURLY	204,258.00	-38,963.00	0.00	120,943.01	44,351.99
100-25100-51130	OVERTIME	32,000.00	0.00	0.00	40,349.33	-8,349.33
100-25100-51142	LONGEVITY	3,200.00	0.00	0.00	1,801.80	1,398.20
100-25100-52211	Electricity-Building	2,000.00	0.00	0.00	2,681.09	-681.09
100-25100-52241	R&M-Building & Grounds	835.00	0.00	0.00	1,153.45	-318.45
100-25100-52244	R&M-Office Equipment	585.00	0.00	0.00	0.00	585.00
100-25100-52245	R&M-Communications Equipment	2,000.00	38,963.00	0.00	40,041.97	921.03
100-25100-52252	R&M-Data Processing Equipment	9,100.00	0.00	0.00	8,708.17	391.83
100-25100-54425	CMM-OFFICE SUPPLIES & EXPENSE	1,500.00	0.00	0.00	1,196.85	303.15
100-25100-54589	Communications	1,500.00	0.00	0.00	1,925.00	-425.00
100-25100-57731	Dues	480.00	0.00	0.00	560.00	-80.00
<b>_Total_25100 COMMUNICATIONS CENTER</b>		<b>327,202.00</b>	<b>0.00</b>	<b>0.00</b>	<b>321,046.16</b>	<b>6,155.84</b>
100-29100-52241	R&M-Building & Grounds	50.00	0.00	0.00	23.82	26.18
100-29100-52242	R&M-Vehicles	500.00	0.00	0.00	2,442.94	-1,942.94
100-29100-52245	EMA-R&M-COMMUNICATIONS EQUIPMENT	200.00	0.00	0.00	45.99	154.01
100-29100-52308	EMERGENCY MANAGEMENT Data Processing	150.00	0.00	0.00	0.00	150.00
100-29100-54411	Gasoline	375.00	0.00	0.00	134.23	240.77
100-29100-54425	EMA-OFFICE SUPPLIES & EXPENSE	300.00	0.00	0.00	493.14	-193.14
100-29100-54483	Batteries & Anti-Freeze	200.00	0.00	0.00	255.82	-55.82
100-29100-54515	Training	2,600.00	0.00	0.00	446.76	2,153.24
100-29100-54585	Ammunition	1,750.00	0.00	0.00	1,536.00	214.00
100-29100-54591	Uniforms	1,000.00	0.00	0.00	1,846.68	-846.68
100-29100-54592	Recognition Awards	550.00	0.00	0.00	347.40	202.60
100-29100-57731	EMA - DUES	100.00	0.00	0.00	100.00	0.00
<b>_Total_29100 EMERGENCY MANAGEMENT AGENCY</b>		<b>7,775.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,672.78</b>	<b>102.22</b>
100-29200-51113	WAGES, HOURLY	21,567.00	22.00	0.00	21,588.75	0.25
100-29200-52321	Veterinarian Services	1,000.00	0.00	0.00	126.00	874.00
100-29200-54425	ACO-OFFICE SUPPLIES & EXPENSE	100.00	-22.00	0.00	0.00	78.00
100-29200-54586	Kennel	2,000.00	0.00	0.00	1,992.00	8.00
100-29200-57711	ACO-MILEAGE	250.00	0.00	0.00	0.00	250.00
<b>_Total_29200 ANIMAL CONTROL OFFICER</b>		<b>24,917.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,706.75</b>	<b>1,210.25</b>
100-29300-52246	R&M-Traffic Controls	1,000.00	0.00	0.00	0.00	1,000.00
100-29300-54587	Safety & Traffic Signs	2,500.00	0.00	0.00	3,500.00	-1,000.00
<b>_Total_29300 SAFETY, TRAFFIC SIGNS &amp; SIGNALS</b>		<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>

100-29600-52319	Prof & Tech - Misc Other	350.00	0.00	0.00	350.00	0.00
<b>_Total_29600 CONSTABLES</b>		<b>350.00</b>	<b>0.00</b>	<b>0.00</b>	<b>350.00</b>	<b>0.00</b>
100-31100-56693	NVT-REG SCHOOL DIST OPERATING ASSESSMENT	1,489,809.00	0.00	0.00	1,489,809.00	0.00
100-31100-59101	NVT-REG SCHOOL DIST DEBT-EXCLUDED	88,308.00	0.00	0.00	66,231.00	22,077.00
100-31100-59105	NVT-REG SCHOOL DIST DEBT-ROOF PROJECT	32,791.00	0.00	0.00	54,868.00	-22,077.00
<b>_Total_31100 NASHOBA VALLEY TEC HIGH SCHOOL</b>		<b>1,610,908.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,610,908.00</b>	<b>0.00</b>
100-32100-56693	NMR-REG SCHOOL DIST OPERATING ASSESSMENT	13,965,607.00	0.00	0.00	13,965,607.00	0.00
100-32100-59103	NMRSD DEBT - NISSITISSIT	305,950.00	0.00	0.00	305,950.00	0.00
100-32100-59104	NMRSD DEBT - NEW HIGH SCHOOL	1,603,401.00	0.00	0.00	1,603,401.00	0.00
100-32100-59107	NMR-ARP DEBT EXCL - SQUANNA COOK	25,555.00	0.00	0.00	25,555.00	0.00
100-32100-59108	NMR-ARP DEBT EXCL - VARNUM BROOK	96,640.00	0.00	0.00	96,640.00	0.00
100-32100-59109	NMR-ARP DEBT EXCL - HAWTHORNE	525.00	0.00	0.00	525.00	0.00
<b>_Total_32100 NO MIDDLESEX REG SCH DISTRICT</b>		<b>15,997,678.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,997,678.00</b>	<b>0.00</b>
100-41100-51112	SALARIES, APPOINTED POSITIONS	109,032.00	0.00	0.00	109,031.97	0.03
100-41100-51113	WAGES, HOURLY	71,601.00	0.00	0.00	45,769.88	25,831.12
100-41100-51142	LONGEVITY	1,300.00	0.00	0.00	762.48	537.52
100-41100-52242	R&M-Vehicles	500.00	0.00	0.00	0.00	500.00
100-41100-52336	ENG-LICENSE RENEWALS	150.00	0.00	0.00	0.00	150.00
100-41100-54411	Gasoline	350.00	0.00	0.00	0.00	350.00
100-41100-54425	ENG-OFFICE SUPPLIES & EXPENSE	350.00	0.00	0.00	152.17	197.83
100-41100-54579	Misc Other Public Works	395.00	0.00	0.00	544.00	-149.00
100-41100-56692	Registry of Deeds	250.00	0.00	0.00	0.00	250.00
100-41100-56696	ENG-STATE INSPECTION	40.00	0.00	0.00	0.00	40.00
100-41100-57711	Mileage	250.00	0.00	0.00	190.42	59.58
100-41100-57712	Meetings	500.00	0.00	0.00	0.00	500.00
100-41100-57731	Dues	5,100.00	0.00	0.00	5,238.00	-138.00
<b>_Total_41100 TOWN ENGINEER</b>		<b>189,818.00</b>	<b>0.00</b>	<b>0.00</b>	<b>161,688.92</b>	<b>28,129.08</b>
100-42200-51112	SALARIES, APPOINTED POSITIONS	93,080.00	0.00	0.00	73,404.50	19,675.50
100-42200-51113	WAGES, HOURLY	413,813.00	0.00	0.00	403,441.33	10,371.67
100-42200-51130	OVERTIME	10,000.00	0.00	0.00	7,916.43	2,083.57
100-42200-51142	LONGEVITY	7,500.00	0.00	0.00	6,625.00	875.00
100-42200-52211	Electricity-Building	6,000.00	0.00	0.00	3,706.57	2,293.43
100-42200-52215	Natural Gas-Heating	12,000.00	0.00	0.00	883.17	11,116.83
100-42200-52231	Tow n Water	375.00	0.00	0.00	777.85	-402.85
100-42200-52232	Tow n Sew er	500.00	0.00	0.00	103.42	396.58
100-42200-52241	R&M-Building & Grounds	12,000.00	0.00	0.00	10,110.51	1,889.49
100-42200-52242	R&M-Vehicles	7,500.00	12,000.00	0.00	14,389.56	5,110.44
100-42200-52248	Street Paving & Marking	14,000.00	8,000.00	0.00	20,339.23	1,660.77
100-42200-52272	R&L-Const,Snow ,Law n Equipment	3,000.00	0.00	0.00	2,548.67	451.33
100-42200-52273	R&L-Communications Equipment	1,000.00	0.00	0.00	2,082.61	-1,082.61
100-42200-52280	R&L-Office Equipment	1,200.00	0.00	0.00	1,813.00	-613.00
100-42200-52297	Stump Grinding Service	3,000.00	0.00	0.00	4,050.00	-1,050.00
100-42200-52303	Medical/Random Drug Testing	800.00	0.00	0.00	308.50	491.50
100-42200-52309	Public Safety-Police Details	2,500.00	0.00	0.00	3,978.00	-1,478.00
100-42200-52319	Prof & Tech - Misc Other	3,500.00	0.00	0.00	7,392.26	-3,892.26
100-42200-52334	Asphalt Recycling	21,000.00	0.00	0.00	18,659.20	2,340.80
100-42200-52336	License Renew als	1,000.00	0.00	0.00	1,844.00	-844.00
100-42200-52382	Animal & Pest Control	1,000.00	0.00	0.00	0.00	1,000.00
100-42200-54411	Gasoline	3,000.00	0.00	0.00	2,574.22	425.78
100-42200-54412	Diesel Fuel	10,000.00	0.00	0.00	11,156.22	-1,156.22
100-42200-54425	HWY-OFFICE SUPPLIES & EXPENSE	7,150.00	0.00	0.00	4,076.97	3,073.03
100-42200-54485	Parts & Accessories	33,000.00	0.00	0.00	50,341.05	-17,341.05
100-42200-54530	HIGHWAYS - ROADWAY MAINTENANCE	14,000.00	0.00	0.00	14,622.76	-622.76
100-42200-54531	Sand, Gravel & Stone	2,000.00	0.00	0.00	1,900.86	99.14
100-42200-54533	Bituminous Concrete	5,000.00	0.00	0.00	7,090.01	-2,090.01
100-42200-54555	Curbing & Guardrails	10,000.00	0.00	0.00	6,562.50	3,437.50
100-42200-54579	Misc Other Public Works	12,750.00	0.00	0.00	13,613.85	-863.85
100-42200-54591	Unif orms	4,500.00	0.00	0.00	5,453.04	-953.04
100-42200-54599	HWY-MISC ROADSIDE TRASH PICKUP & DISPOSE	2,000.00	0.00	0.00	417.48	1,582.52
<b>_Total_42200 HIGHWAYS-CONST &amp; MAINTENANCE</b>		<b>718,168.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>702,182.77</b>	<b>35,985.23</b>

100-42300-51114	SNO-SNOW & ICE - REGULAR WAGES	0.00	0.00	0.00	13,915.94	-13,915.94
100-42300-51130	SNO-SNOW & ICE - OVERTIME WAGES	66,600.00	0.00	0.00	63,879.55	2,720.45
100-42300-54556	SNO-SNOW & ICE EXPENSES	113,400.00	0.00	0.00	246,280.77	-132,880.77
<b>_Total_42300 SNOW &amp; ICE</b>		<b>180,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>324,076.26</b>	<b>-144,076.26</b>
100-42400-52213	Electricity-Street Lights	45,000.00	10,995.00	0.00	55,992.20	2.80
<b>_Total_42400 STREET LIGHTING</b>		<b>45,000.00</b>	<b>10,995.00</b>	<b>0.00</b>	<b>55,992.20</b>	<b>2.80</b>
100-42700-52318	Tree Experts	13,000.00	2,000.00	0.00	15,812.50	-812.50
100-42700-54485	Parts & Accessories	1,000.00	0.00	0.00	272.82	727.18
100-42700-54550	Equipment Repair Parts	250.00	0.00	0.00	0.00	250.00
100-42700-57731	Dues	75.00	0.00	0.00	0.00	75.00
<b>_Total_42700 TREE CARE AND PLANTING</b>		<b>14,325.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>16,085.32</b>	<b>239.68</b>
100-49100-51113	WAGES, HOURLY	89,262.00	0.00	0.00	88,927.18	334.82
100-49100-51130	OVERTIME	2,800.00	0.00	0.00	1,565.56	1,234.44
100-49100-51142	LONGEVITY	1,180.00	0.00	0.00	1,180.00	0.00
100-49100-52211	CEMETERY Electricity-Building	1,300.00	0.00	0.00	1,148.57	151.43
100-49100-52231	CEMETERY Tow n Water	200.00	0.00	0.00	157.88	42.12
100-49100-52241	CEMETERY R&M-Building & Groun	300.00	0.00	0.00	15.00	285.00
100-49100-52242	CEMETERY R&M-Vehicles	250.00	0.00	0.00	332.50	-82.50
100-49100-52273	CEMETERY R&L-Communications E	540.00	0.00	0.00	693.19	-153.19
100-49100-52293	CEMETERY Solid Waste Disposal	1,700.00	0.00	0.00	1,700.00	0.00
100-49100-52336	CEMETERY License Renew als	200.00	0.00	0.00	202.35	-2.35
100-49100-54411	CEMETERY Gasoline	2,200.00	0.00	0.00	2,759.99	-559.99
100-49100-54412	CEMETERY Diesel Fuel	1,000.00	0.00	0.00	1,072.79	-72.79
100-49100-54478	CEMETERY Equipment Repair Par	3,500.00	0.00	0.00	2,308.94	1,191.06
100-49100-54479	CEMETERY Other Groundskeeping	3,000.00	0.00	0.00	2,070.74	929.26
100-49100-90093	ART 12 ATM 5/7/18 SALE LOTS>CEM TRAILER	2,500.00	0.00	0.00	0.00	2,500.00
100-49100-90094	ART 13 ATM 5/7/18 SALE LOTS>CEM MOWER	7,500.00	0.00	0.00	7,270.00	230.00
<b>_Total_49100 CEMETERY</b>		<b>117,432.00</b>	<b>0.00</b>	<b>0.00</b>	<b>111,404.69</b>	<b>6,027.31</b>
100-51100-51113	WAGES, HOURLY	24,647.00	0.00	546.26	24,002.43	98.31
100-51100-52306	Advertising, Legal Notices	277.00	0.00	0.00	133.84	143.16
100-51100-52307	Consulting Services	43,033.00	0.00	0.00	43,030.80	2.20
100-51100-52321	Veterinarian Services	1,243.00	0.00	0.00	0.00	1,243.00
100-51100-54425	BOH-OFFICE SUPPLIES & EXPENSE	300.00	0.00	0.00	23.95	276.05
100-51100-57711	Mileage	300.00	0.00	0.00	153.31	146.69
100-51100-57714	Conference Registration	200.00	0.00	0.00	115.00	85.00
100-51100-57733	Memberships	150.00	0.00	0.00	150.00	0.00
<b>_Total_51100 BOARD OF HEALTH</b>		<b>70,150.00</b>	<b>0.00</b>	<b>546.26</b>	<b>67,609.33</b>	<b>1,994.41</b>
100-54100-51112	SALARIES, APPOINTED POSITIONS	64,844.00	0.00	0.00	63,614.35	1,229.65
100-54100-51113	WAGES, HOURLY	85,219.00	0.00	0.00	85,948.13	-729.13
100-54100-52211	Electricity-Building	10,000.00	0.00	0.00	9,813.79	186.21
100-54100-52215	Natural Gas-Heating	6,400.00	0.00	0.00	4,530.04	1,869.96
100-54100-52231	Tow n Water	500.00	0.00	0.00	284.77	215.23
100-54100-52232	Tow n Sew er	700.00	0.00	0.00	599.66	100.34
100-54100-52241	R&M-Building & Grounds	6,164.00	0.00	0.00	7,536.56	-1,372.56
100-54100-52244	R&M-Office Equipment	350.00	0.00	0.00	199.75	150.25
100-54100-52293	Solid Waste Disposal	1,100.00	0.00	0.00	1,200.00	-100.00
100-54100-52308	Data Processing	2,200.00	0.00	0.00	1,875.32	324.68
100-54100-52315	Home Care Services	575.00	0.00	0.00	0.00	575.00
100-54100-52353	Programs	5,000.00	0.00	0.00	4,536.79	463.21
100-54100-54425	COA-OFFICE SUPPLIES & EXPENSE	1,400.00	0.00	0.00	910.47	489.53
100-54100-54459	Other Custodial	675.00	0.00	0.00	784.70	-109.70
100-54100-54581	Firefighting Supplies	175.00	0.00	0.00	0.00	175.00
100-54100-57733	Memberships	450.00	0.00	0.00	91.22	358.78
<b>_Total_54100 COUNCIL ON AGING</b>		<b>185,752.00</b>	<b>0.00</b>	<b>0.00</b>	<b>181,925.55</b>	<b>3,826.45</b>
100-54300-51112	SALARIES, APPOINTED POSITIONS	8,649.00	0.00	0.00	8,649.00	0.00
100-54300-54425	VET-OFFICE SUPPLIES & EXPENSE	100.00	0.00	0.00	855.79	-755.79
100-54300-57712	Meetings	500.00	0.00	0.00	0.00	500.00
100-54300-57771	Veterans' Benefits	170,000.00	-10,995.00	0.00	106,894.20	52,110.80
<b>_Total_54300 VETERANS' SERVICES</b>		<b>179,249.00</b>	<b>-10,995.00</b>	<b>0.00</b>	<b>116,398.99</b>	<b>51,855.01</b>

100-61100-51112	SALARIES, APPOINTED POSITIONS	211,832.00	0.00	0.00	190,461.60	21,370.40
100-61100-51113	WAGES, HOURLY	146,029.00	2,107.00	0.00	169,507.04	-21,371.04
100-61100-51142	LONGEVITY	3,841.00	0.00	0.00	3,840.25	0.75
100-61100-52211	Electricity-Building	13,596.00	-2,107.00	0.00	9,644.09	1,844.91
100-61100-52220	Oil-Heating	7,000.00	0.00	0.00	6,671.72	328.28
100-61100-52231	Tow n Water	500.00	0.00	0.00	568.70	-68.70
100-61100-52241	R&M-Building & Grounds	25,000.00	0.00	0.00	26,047.78	-1,047.78
100-61100-52244	R&M-Office Equipment	1,700.00	0.00	0.00	1,502.73	197.27
100-61100-52308	Data Processing	28,500.00	0.00	0.00	28,260.15	239.85
100-61100-54420	LAWRENCE LIBRARY OFFICE SUPPLIES	2,950.00	0.00	0.00	3,090.88	-140.88
100-61100-54428	Book Processing Supplies	2,550.00	0.00	0.00	2,810.66	-260.66
100-61100-54512	Books, Law rence Library	27,800.00	0.00	0.00	29,678.91	-1,878.91
100-61100-54513	Children's Room	7,000.00	0.00	0.00	7,336.22	-336.22
100-61100-54514	Magazines/New spapers	2,000.00	0.00	0.00	2,016.00	-16.00
100-61100-54519	DVD's	4,000.00	0.00	0.00	4,025.65	-25.65
100-61100-54521	Audio Cassettes	8,543.00	0.00	0.00	8,808.95	-265.95
100-61100-54522	Audio - Compact Discs	1,000.00	0.00	0.00	691.83	308.17
100-61100-54524	LAWRENCE LIBRARY Multimedia	1,200.00	0.00	0.00	1,167.08	32.92
100-61100-57711	Mileage	1,600.00	0.00	0.00	1,080.92	519.08
100-61100-57715	LIB-TUITION REIMBURSEMENTS	2,842.00	0.00	0.00	1,997.25	844.75
100-61100-57733	Memberships	700.00	0.00	0.00	744.50	-44.50
<b>_Total_ 61100 LAWRENCE LIBRARY</b>		<b>500,183.00</b>	<b>0.00</b>	<b>0.00</b>	<b>499,952.91</b>	<b>230.09</b>
100-63200-51113	WAGES, HOURLY	24,644.00	409.00	0.00	25,052.81	0.19
100-63200-52211	Electricity-Building	3,500.00	0.00	0.00	3,443.98	56.02
100-63200-52220	Oil-Heating	1,800.00	-409.00	0.00	1,231.50	159.50
100-63200-52232	Tow n Sew er	350.00	0.00	0.00	388.93	-38.93
100-63200-52293	Solid Waste Disposal	840.00	0.00	0.00	840.00	0.00
<b>_Total_ 63200 COMMUNITY CENTER</b>		<b>31,134.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,957.22</b>	<b>176.78</b>
100-69200-52388	Expenses, Memorial Day	3,000.00	0.00	0.00	2,574.20	425.80
<b>_Total_ 69200 MEMORIAL DAY</b>		<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,574.20</b>	<b>425.80</b>
100-69360-52388	JULY 4-EXPENSES, 4TH OF JULY	3,000.00	0.00	0.00	3,000.00	0.00
<b>_Total_ 69360 JULY 4 - EXPENSES, 4TH OF JULY</b>		<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>
100-71700-59110	PRIN-PARKS & REC BLDG REMODEL ATM 5/02	4,000.00	0.00	0.00	4,000.00	0.00
100-71700-59150	INT-PARKS & REC BLDG REMODEL ATM 5/02	460.00	0.00	0.00	460.00	0.00
<b>_Total_ 71700 PARKS &amp; REC BLDG REMODELING ATM 5/02</b>		<b>4,460.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,460.00</b>	<b>0.00</b>
100-71710-59110	PRIN-SENIOR CTR BLDG CONSTR ATM 5/02	59,000.00	0.00	0.00	59,000.00	0.00
100-71710-59150	INT-SENIOR CTR BLDG CONSTR ATM 5/02	6,455.00	0.00	0.00	6,455.00	0.00
<b>_Total_ 71710 SR CTR BLDG CONSTRUCT ART 7 ATM 5/2000</b>		<b>65,455.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65,455.00</b>	<b>0.00</b>
100-71800-59110	PRIN-PEPP SPRINGS LAND ACQ ATM 6/05	41,000.00	0.00	0.00	41,000.00	0.00
100-71800-59150	INT-PEPP SPRINGS LAND ACQ ATM 6/05	7,200.00	0.00	0.00	7,200.00	0.00
<b>_Total_ 71800 PEPP SPRINGS LAND ACQ ATM 6/05</b>		<b>48,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,200.00</b>	<b>0.00</b>
100-75200-59111	PRIN-PAYDOWN STD FIRE TRUCK	35,000.00	-35,000.00	0.00	0.00	0.00
100-75200-59250	INTEREST SHORT TERM BORROWINGS	1,362.00	0.00	0.00	1,361.21	0.79
<b>_Total_ 75200 SHORT TERM BORROWINGS</b>		<b>36,362.00</b>	<b>-35,000.00</b>	<b>0.00</b>	<b>1,361.21</b>	<b>0.79</b>
100-82000-56640	Air Pollution Control District	0.00	3,280.00	0.00	3,280.00	0.00
100-82000-56663	Regional Transit Authority	0.00	18,179.00	0.00	18,179.00	0.00
100-82000-56664	Non-Renew al Excise Tax	0.00	12,520.00	0.00	12,520.00	0.00
<b>_Total_ 82000 STATE ASSESSMENTS &amp; CHARGES</b>		<b>0.00</b>	<b>33,979.00</b>	<b>0.00</b>	<b>33,979.00</b>	<b>0.00</b>
100-91100-51172	COUNTY RETIREMENT ASSESSMENT	1,062,703.00	0.00	0.00	1,062,174.69	528.31
100-91100-51175	RET-CONTRIB FOR MILITARY LEAVE OF ABSENC	8,587.00	0.00	0.00	8,586.01	0.99
<b>_Total_ 91100 MIDDLESEX RETIREMENT ASSESSMENT</b>		<b>1,071,290.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,070,760.70</b>	<b>529.30</b>

100-91300-51173	UNEMPLOYMENT INSURANCE	5,000.00	4,000.00	0.00	8,040.00	960.00
<b>_Total_91300 UNEMPLOYMENT COMP INSURANCE</b>		<b>5,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>8,040.00</b>	<b>960.00</b>
100-91400-51178	HEALTH INSUR - EMPLOYEES	599,229.00	-14,250.00	0.00	584,144.05	834.95
100-91400-51180	HEALTH INSUR - RETIREES	282,211.00	-9,270.00	0.00	271,281.80	1,659.20
100-91400-51182	HEALTH INSUR - OPT OUT PAYMENTS	8,900.00	0.00	0.00	9,067.00	-167.00
<b>_Total_91400 HEALTH/DISABILITY INSURANCE</b>		<b>890,340.00</b>	<b>-23,520.00</b>	<b>0.00</b>	<b>864,492.85</b>	<b>2,327.15</b>
100-91500-51176	LIFE INSURANCE	2,000.00	0.00	0.00	1,890.88	109.12
<b>_Total_91500 LIFE INSURANCE</b>		<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,890.88</b>	<b>109.12</b>
100-91600-51177	TOWN SHARE MEDICARE	58,000.00	9,270.00	0.00	67,269.90	0.10
<b>_Total_91600 MEDICARE</b>		<b>58,000.00</b>	<b>9,270.00</b>	<b>0.00</b>	<b>67,269.90</b>	<b>0.10</b>
100-93000-58000	CAPITAL OUTLAY	488,812.00	68,200.00	82,054.70	474,245.19	712.11
<b>_Total_93000 CAPITAL PROJECTS</b>		<b>488,812.00</b>	<b>68,200.00</b>	<b>82,054.70</b>	<b>474,245.19</b>	<b>712.11</b>
100-94500-57743	Package Policy	107,800.00	38,385.00	0.00	139,572.44	6,612.56
100-94500-57744	Workman's Compensation	27,500.00	0.00	0.00	27,299.75	200.25
100-94500-57745	Special Coverages	68,200.00	0.00	0.00	58,470.00	9,730.00
100-94500-57746	Deductibles	2,500.00	0.00	0.00	1,500.00	1,000.00
<b>_Total_94500 GENERAL INSURANCE</b>		<b>206,000.00</b>	<b>38,385.00</b>	<b>0.00</b>	<b>226,842.19</b>	<b>17,542.81</b>
100-99100-59711	TRANSFERS TO CAPITAL PROJECTS FUND	0.00	35,000.00	0.00	35,000.00	0.00
<b>_Total_99100 TRANSFERS - GENERAL FUND</b>		<b>0.00</b>	<b>35,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>0.00</b>
<b>Grand Total</b>		<b>27,004,531.76</b>	<b>421,515.00</b>	<b>87,441.53</b>	<b>27,177,248.67</b>	<b>161,356.56</b>

## BOARD OF REGISTRARS

Jane E. Eshelman  
Kathryn P. Pries  
Sharon T. Tetrault

Considered the core of local government, the Town Clerk's office serves as the central information hub for local residents and citizens at large.

The position of Town Clerk performs duties in accordance with the provisions of more than 73 Chapters and 451 sections of Massachusetts General Law. The Town Clerk serves as Registrar of Vital Statistics, Chief Election Officer, Clerk of the Board of Registrar and the custodian of Town records.

The office is always busy as evident by our demanding year of elections and Town Meetings. The office ran the Annual Town Election, Annual Town Meeting, Special Town Election for the Proposition 2 ½ override, a Fall Special Town Meeting and a Special Town Election to fill a vacant seat on the Board of Selectmen. The election calendar for 2020 will be even busier!

I wish to express my appreciation to my election staff and Board of Registrars. Their dedication to the Town of Pepperell is clearly evident. My staff is well trained and knowledgeable with respect to their election and Town Meeting responsibilities and it is those qualities that provide the voters of the Town with smooth and successful elections.

I wish to express my sincere thanks to Pepperell's Assistant Town Clerk, Joan P. Ladik. Our Town is very lucky to have someone as reliable and knowledgeable as she is. She performs the role of chief cook and bottle washer as well as her Assistant Town Clerk duties with a competence and dedication that is well above standard.

The office is always looking for volunteers to assist in the office or at the polls. Please consider lending your time and expertise to the Town Clerk's Office. I can be reached at [townclerk@town.pepperell.ma.us](mailto:townclerk@town.pepperell.ma.us) or by phone at 978-433-0339.

Services offered at the Town Clerk's Office include Notary Public by appointment, Commissioner to Qualify and Justice of the Peace. Please call to schedule a time for these services to ensure staff is available.

Jeanne M. Survell  
Town Clerk

## Town of Pepperell Statistics:

<b>Population:</b>	11,189 (as of December 31, 2019)
<b>Land area:</b>	22.9 Square miles
<b>Elevation:</b>	244 Feet above mean sea level
<b>Districts:</b>	Third Congressional Fifth Councilor First Middlesex Senatorial First Middlesex Representative

### **Vital Records:** (Births, Deaths, and Marriages recorded in Pepperell during 2019)

Births:	83
Burial Permits:	29
Deaths:	79
Marriage Intentions:	40
Marriages:	40

Please note that any birth that took place outside of the Commonwealth will not be reflected in these totals even though the parents reside in Pepperell.

<b>2019 Dog Licenses:</b>	1,668 Dog Licenses 24 Kennel Licenses
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**2019 dog licenses expire March 31, 2020.** A grace period is given until May 31<sup>st</sup> to allow residents to obtain rabies vaccinations for their dog(s). M.G.L Section 81-12 states that failure to license your dog will result in a \$50.00 violation fee and the Code of Pepperell states that failure to license your dog will result in a \$25.00 violation fee. This fine will be added to the licensing fee.

Male or Female:	\$20.00
Spayed or Neutered:	\$15.00

State law requires that a valid rabies certificate be on file with the Town Clerk before a license can be issued. The Pepperell Veterinary Hospital, in conjunction with the Pepperell Board of Health, will hold a rabies clinic on the first Saturday in April. PLEASE NOTE: At the ATM, the Town adopted MGL 140, Section 139 relative to dog license fees, so as to provide that no fee shall be charged for a license for a dog owned by a person aged 70 or over.

### **2019 Business Certificates:**

44	New business certificates during 2019
346	Total active business certificates in Pepperell (as of 12/31/2019)

**Filing for a Business Certificate:** Businesses in Pepperell must file for a Business Certificate, as required under Massachusetts General Laws, Chapter 110, Section 5. Business certificates cost \$60 and are valid for four (4) years after which time they must be renewed.

## 2020 Election Schedule:

**Annual Town Election**, Monday, April 27, 2020

**Annual Town Meeting**, Monday, May 4, 2020

*Last day to register to vote is April 7, 2020*

### Registered voters as of December 31, 2019:

VRIS LABEL	POLITICAL PARTY/DESIGNATION	PRECINCT 1	PRECINCT 2	PRECINCT3
A	Conservative	2	2	1
B	Natural Law Party	0	0	0
C	New World Council	0	0	0
D	Democrat	540	503	472
E	Reform	1	0	0
F	Rainbow Coalition	0	0	0
G	Green Party USA	0	0	0
H	We The People	0	0	0
J	Green Rainbow	2	3	0
K	Constitution Party	0	0	0
L	Libertarian	17	24	17
M	Timesizing Not Down	0	0	0
N	New Alliance	0	0	0
O	MA Independent Party	0	2	0
P	Prohibition	0	0	0
Q	American Independent	5	7	4
R	Republican	450	501	486
S	Socialist	2	0	0
T	Inter 3 <sup>rd</sup> Party	3	4	2
U	Unenrolled	1,817	1,758	1,721
V	American First Party	0	0	0
W	Veteran Party America	0	0	0
X	Pirate	0	1	0

Y	World Citizens Party	0	0	0
Z	Working Families	0	0	0
AA	Pizza Party	0	0	1
BB	American Term Limits	0	0	0
CC	United Independent Party	31	16	21
DD	Twelve Visions Party	0	0	0
TOTAL		2,870	2,821	2,725

There is a total of 8,440 registered voters in Pepperell.

# ANNUAL TOWN ELECTION

Monday, April 22, 2019



Annual Town Election  
Monday, April 22, 2019  
Town of Pepperell, Massachusetts  
OFFICIAL RESULTS

## Vote for One (3 years)

Board of Assessors	Prec. 1	Prec. 2	Prec. 3	Totals
Michael T. Coffey (Incumbent)	240	267	267	774
Write-ins	0	0	2	2
				0
				0
				0
Provisional	0	0	0	0
Blanks	53	83	60	196
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

## Vote for One (3 years)

Board of Health	Prec. 1	Prec. 2	Prec. 3	Totals
Grover C. Pillsbury	161	196	184	541
Write-ins	16	5	4	25
Caroline Ahdab	42	27	37	106
Renee D'Argento	2	0	1	3
Provisional	0	0	0	0
Blanks	72	122	103	297
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

## Vote for Two (3 years)

Board of Library Trustees	Prec. 1	Prec. 2	Prec. 3	Totals
Charles P. Burnham (Incumbant)	235	274	259	768
Lynda L. Warwick (Incumbant)	231	259	251	741
Write-ins	1	2	4	7
				0
				0
				0
Provisional	0	0	0	0
Blanks	119	165	144	428
<b>Totals</b>	<b>586</b>	<b>700</b>	<b>658</b>	<b>1944</b>

## Vote for One (3 Years)

North Middlesex School Committee	Prec. 1	Prec. 2	Prec. 3	Totals
Lisa M. Martin (Incumbent)	128	153	145	426

Thomas R. Casey	132	157	153	442
Write-ins	1	3	1	5
				0
				0
				0
Provisional	0	0	0	0
Blanks	32	37	30	99
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (2 years)

<b>Housing Authority</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Irene F. Santackas-Leddy	226	263	254	743
Write-ins	5	2	0	7
				0
				0
				0
Provisional	0	0	0	0
Blanks	62	85	75	222
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (4 years)

<b>Planning Board</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Albert W. Patenaude, Jr.	225	239	227	691
Write-ins	6	5	3	14
				0
				0
				0
Provisional	0	0	0	0
Blanks	62	106	99	267
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (3 Years)

<b>Board of Public Works</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Thomas A. Nephew (Incumbent)	229	254	253	736
Write-ins	5	5	3	13
				0
				0
				0
Provisional	0	0	0	0
Blanks	59	91	73	223
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (1 year)

<b>Board of Public Works</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
OPEN SEAT				0
Write-ins	33	21	21	75
Ralph Hulslander	2	4	1	7
John Patrick Harrington	2	2	14	18
				0
Provisional	0	0	0	0

Blanks	256	323	293	<b>872</b>
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<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>
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Vote for **One** (3 Years)

<b>Recreation Commission</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Brendan F. McNabb (Incumbent)	252	289	281	<b>822</b>
Write-ins	0	1	1	<b>2</b>
				<b>0</b>
				<b>0</b>
Provisional	0	0	0	<b>0</b>
Blanks	41	60	47	<b>148</b>
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (1 year)

<b>Recreation Commission</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Kimberly L. Casey	240	273	261	<b>774</b>
Write-ins	0	2	2	<b>4</b>
				<b>0</b>
				<b>0</b>
Provisional	0	0	0	<b>0</b>
Blanks	53	75	66	<b>194</b>
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

Vote for **One** (3 Years)

<b>Board of Selectmen</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
David G. Herman	49	70	83	<b>202</b>
Margaret R. Scarsdale	236	266	230	<b>732</b>
Write-ins	1	0	5	<b>6</b>
				<b>0</b>
				<b>0</b>
Provisional	0	0	0	<b>0</b>
Blanks	7	14	11	<b>32</b>
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

NON-BINDING BALLOT QUESTION

<b>Marijuana Establishments in Town</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
YES	133	171	161	<b>465</b>
NO	137	155	147	<b>439</b>
				<b>0</b>
Blanks	23	24	21	<b>68</b>
<b>Totals</b>	<b>293</b>	<b>350</b>	<b>329</b>	<b>972</b>

<b>Ballots cast</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Total Ballots cast	293	350	329	<b>972</b>
<b>Registered Voters</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Total registered voters as of April 2, 2019	2818	2789	2710	<b>8317</b>
Voter participation percentage	10.40%	12.55%	12.14%	11.69%

# ANNUAL TOWN MEETING MINUTES

## Monday, May 6, 2019

At 7:30pm on Monday, May 6, 2019 the Annual Town Meeting was held in the Nissitissit Middle School at 33 Chace Avenue in said Town of Pepperell. There was a quorum present of seventy-five (75) registered Pepperell voters; 224 voters attended the meeting.

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

William Schlosstein, Town Accountant  
Robert Kelly, Building Inspector  
Jeanne Survell, Town Clerk  
David Jenkins, Town Counsel, KP Law  
Andrew MacLean, Town Administrator  
Tracie Looney, Board of Selectmen Administrative Assistant  
Martin Cadek, IT Director  
Ken Kalinowski, Town Engineer  
Brad Morgan, NMRSD Superintendent  
Jean Savoie, Nashoba Valley Technical High School

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Paul Terrasi, 77 Jewett Street                      Christopher DeSimone, 5 Wheeler Street  
James Casserly, 125 Jewett Street

The following Board of Registrars checked in voters for the ATM:

Sharon Tetreault, 43 Lawrence Street              Jane Eshleman, 125 South Road  
Kathy Pries, 3 Blue Herons Way

Moderator Blackburn noted the receipt of the posting of the Warrant for the Annual Town Meeting by Constable, Frank Quattrochi and the proper posting in five (5) locations within the Town.

**PRELIMINARY MOTIONS: Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move the Moderator allow non-voters or non-residents to speak on issues related to Town Meeting warrant articles where appropriate.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that for any matters on the warrant for this Town Meeting which, by statute, require a two-thirds majority vote that the Moderator be authorized to take the vote in the same manner in which the Moderator takes a vote when a simple majority vote is required, without a count.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 1 – 2017 ANNUAL TOWN REPORT**

To see if the Town will vote to accept the reports of the Town Officers and Committees for 2017 as printed, or take any other action relative thereto.

**Summary:** *This article is to accept the reports of the Town Officers and Committees for 2017 as printed.*

**Recommendation:** The Finance Committee recommended 4 to 0 to skip this article since there is no financial implication.

**Recommendation:** The Board of Selectmen recommends the Town take no action on this article as the report is incomplete.

**Majority vote required for passage.**

**MOTION MADE:** Lisa Ferolito, Board of Selectmen.

I move that the Town vote to “take no action”

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 2 – 2018 ANNUAL TOWN REPORT**

To see if the Town will vote to accept the reports of the Town Officers and Committees for the 2018 as printed, or take any other action relative thereto.

**Summary:** *This article is to accept the reports of the Town Officers and Committees for 2018 as printed.*

**Recommendation:** The Finance Committee recommended 4 to 0 to skip this article since there is no financial implication.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote to accept the reports of the Town Officers and Committees for the year 2018 as printed.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 3 - FY2019 FREE CASH APPROPRIATION**

To see if the Town will vote to appropriate sums of money from Free Cash certified as of August 7, 2018, or take any other action relative thereto.

**Summary:** *The following appropriation from free cash is needed to cover costs associated with Snow and Ice Removal.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town vote to appropriate \$144,075.57 from Free Cash certified on August 7, 2018 as follows:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$144,075.57	FY2019 Fund 42300 Snow & Ice budget	Snow & Ice Deficit spending

**TOTAL FREE CASH APPROPRIATIONS: \$144,075.57**

*General Fund Free Cash balance is \$902,399.00 less \$144,075.57 = \$758,323.43*

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 4-FY2019 SEWER ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS**

To see if the Town will vote to appropriate sums of money from Sewer Enterprise Fund Retained Earnings certified as of August 7, 2018, or take any other action relative thereto.

**Summary:** *This article was put on the draft warrant as a place holder, if needed.*

**Majority vote required for passage.**

**MOTION MADE:** Thomas Nephew, Board of Public Works

I move that the Town vote to “Take No Action”

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 5-FY2019 WATER ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS**

To see if the Town will vote to appropriate sums of money from Water Enterprise Fund Retained Earnings certified as of August 7, 2018 or take any other action relative thereto.

**Summary:** *This article was put on the draft warrant as a place holder, if needed.*

**Majority vote required for passage.**

**MOTION MADE:** George Clark, Board of Public Works

I move that the Town vote to “Take No Action”

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 6 - FY2019 TRANSFER STATION ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS**

To see if the Town will vote to appropriate sums of money from Transfer Station Enterprise Fund Retained Earnings certified as of August 7, 2018, or take any other action relative thereto.

**Summary:** *The Transfer station budget will go into a small deficit by June 30, 2019; these funds will be used to bring it into balance. Any unneeded funds will return to Transfer Station Enterprise Retained Earnings.*

**Recommendation:** The Finance Committee recommendation will be made at Town Meeting.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Lewis Lunn, Board of Public Works

I move that the Town vote to appropriate \$10,000.00 from Transfer Station Enterprise Fund Retained Earnings certified on August 7, 2018, to the FY2019 Transfer Station Enterprise Fund Reserve account to cover unexpected shortages in revenues and pay for enterprise-related expenses.

*Transfer Station Retained Earnings balance is \$58,031.00 less \$10,000.00 = \$48,031.00*

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 7 - REVOLVING FUNDS - MGL CHAPTER 44, SECTION 53E1/2**

To see if the Town will vote according to Massachusetts General Laws Chapter 44, Section 53E1/2 [MGL Ch44:53F½] and the Town’s Revolving Funds By-law adopted by vote under Article 12 of the May 1, 2017 Annual Town Meeting, to set expenditure limits for the Fiscal Year July 1, 2019 through June 30, 2020 for the Town’s revolving funds, or take any other action relative thereto.

**Summary:** This article is required by Massachusetts General Laws Chapter 44, Section 53E1/2 which states that the town shall, on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund.

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 3 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Lisa Ferolito, Board of Selectmen

I move that the Town vote according to Massachusetts General Law Chapter 44 Section 53E1/2 [MGL Ch44:53F½] to set expenditure limits for the Fiscal Year July 1, 2019 to June 30, 2020 for the Town’s revolving funds established under the by-law adopted under Article 12 of the May 1, 2017 Town Meeting as follows:

<b>Revolving Fund</b>	<b>Authorized To Spend</b>	<b>Revenue Source</b>	<b>Use of Fund</b>	<b>FY2020 Spending Limit</b>
L.R.T.A. Van Transportation	Council on Aging Director	L.R.T.A. Van Transportation Revenue	Part-time wages & Operational Expenses	\$ 35,000.00
Senior Center Meals	Council on Aging Director	Donations for Meals	Part-time wages & Operational Expenses	\$ 25,000.00
Recreation	Recreation Director	Revenue from Recreation Dept. Activities	Part-time wages & Operational Expenses	\$ 80,000.00

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 8 – NASHOBA VALLEY TECHNICAL HIGH SCHOOL – AUTHORIZATION TO BORROW**

To see if the Town will approve the **Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616)** borrowing authorized by the **Nashoba Valley Technical High School District** for the purpose of paying costs of **the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886**, including the payment of all costs incidental or related thereto (the “Project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the **School Committee**, with the understanding that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities, and that any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) **fifty-five percent (55%)** of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

**Summary:** *This borrowing is for the replacement of roofs, windows, and doors at the Nashoba Valley Technical High School District (NVTHSD). The full amount to be borrowed by the district must be authorized by the Pepperell Town Meeting. Pepperell's share of the borrowing is estimated to be \$40,000.00 per year, beginning in FY2021. The payment will be replacing the current NVTHSD borrowing of a similar annual cost which ends in FY2020. Therefore, the change in cost to the taxpayer is expected to be very slight. The exact cost will be set when the borrowing actually occurs.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 3 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town vote to approve the **Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616)** borrowing authorized by the **Nashoba Valley Technical High School District**, for the purpose of paying costs of **the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886**, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of **the School Committee**; with the Town's acknowledgment that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; and provided further that any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) **fifty-five percent (55%)** of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

#### **ARTICLE 9- FISCAL YEAR 2020 WATER ENTERPRISE FUND – AUTHORIZATION TO BORROW FOR TREATMENT PLANT UPGRADES**

To see if the Town will vote to appropriate Eight Million Dollars (\$8,000,000.00) for the construction of a Water Treatment Facility as required to comply with the Secondary Maximum Contaminant Levels (SMCL) promulgated by the Massachusetts Department of Environmental Protection (MADEP) as part of its drinking water regulations, and any other costs incidental or related thereto, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44 of the MA General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore; and to authorize the Board of Public Works, with the approval of the Board of Selectmen, to apply for, accept, and expend any federal, state or other grants or gifts from any sources that may be available for the project, or take any other action relative thereto.

**Summary:** *In order for the Bemis Well to comply with the Massachusetts Department of Environmental Protection (MADEP) Secondary Maximum Contaminant Levels (SMCL) of Iron (Fe) and Manganese (Mn) for drinking water, a significant treatment upgrade is required. A study was performed in 2016, and a Greensands Filtration facility was determined to be the most effective and efficient solution. Article 9 of the 2016 Fall Special Town Meeting authorized the borrowing of \$350,000 for the design of this facility. The plans and specifications*

are currently at the 90% stage and the construction cost estimate is \$8M. The project is eligible for a low-interest rate loan through the State Revolving Fund (SRF) program, and it has been included on the Drinking Water State Revolving Fund 2019 Intended Use Plan (IUP). Construction is expected to begin in the fall of 2019, and be completed by the end of 2021.

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 3 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**2/3 Vote Required.**

**MOTION MADE:** George Clark, Board of Public Works

I move that the Town vote to appropriate \$8,000,000.00 (Eight Million Dollars) for the Construction of a Water Treatment Facility Upgrade and any other costs incidental or related thereto, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, and provided that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and to authorize the Board of Public Works, with the approval of the Board of Selectmen, to apply for, accept, and expend any federal, state or other grants or gifts from any sources that may be available for the project.

**THE MODERATOR CALLED THE VOTE.**

**THE MODERATOR CALLED FOR A HANDCOUNT.**

**AFFIRMATIVE: 184**

**OPPOSED: 7**

**THE AFFIRMATIVE HAS IT AND THE MOTION IS ADOPTED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

#### **ARTICLE 10 - FISCAL YEAR 2020 TOWN GENERAL FUND BUDGET**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$27,834,646.25 to defray the regular expenses of the Town for the Fiscal Year July 1, 2019 through June 30, 2020 for General Government, Public Safety, Nashoba Valley Technical High School, North Middlesex Regional School District, Public Works, Human Services, Culture & Recreation, Debt Service, Employee Benefits & Insurance, and Capital Outlay, or take any other action relative thereto.

**Summary:** *The Town Administrator shall submit to the Board of Selectmen and Finance Committee a comprehensive budget for all town functions for the ensuing fiscal year and an accompanying budget message. The budget shall provide a complete financial plan for all town funds and activities in such a format as the Finance Committee may suggest.*

The complete budget is printed in **Appendix A**

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Lisa Ferolito, Board of Selectmen.

I move that the Town vote to appropriate \$591,898.00 from Free Cash and to raise and appropriate \$27,242,748.25 for the purpose of funding the Town General Fund Budget for the period July 1, 2019 to June 30, 2020 in



**OPPOSED: 34**

**THE AFFIRMATIVE HAS IT AND THIS SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part IV North Middlesex Regional School District \$16,694,472.00

**THE MODERATOR CALLED FOR A HANDCOUNT:**

**AFFIRMATIVE: 107**

**OPPOSED: 74**

**THE AFFIRMATIVE HAS IT AND THIS SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part V Public Works \$1,169,633.38

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part VI Human Services \$1,169,633.38

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part VII Culture & Recreation \$557,893.00

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part VIII Debt Service \$149,282.00

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part IX Employee Benefits & Insurance \$2,028,905.19

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

Part X Capital Outlay \$280,000

**SECTION OF THE FY20 BUDGET PASSES AS DECLARED BY THE MODERATOR**

**MOTION PASSED UNANIMOUSLY TO APPROVE THE FY20 BUDGET AS A WHOLE AS DECLARED BY THE MODERATOR**

### **ARTICLE 11 - GENERAL BUDGET SUPPLEMENT**

To see if the Town of Pepperell may assess an additional \$1,400,000.00 in real estate and personal property taxes for the purposes of funding the general operation budget of the Town for the fiscal year beginning July 1, 2019.

**Summary:** *The budget presented in Article 10 does not provide for all the services currently being provided to the Town of Pepperell. This supplemental budget request restores cuts made to the proposed FY2020 budget and eliminates the use of savings needed to balance the FY2020 budget. It will be used across all town departments.*

The restored spending can be seen in Appendix B, in the far right column of the line item detail.

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote to raise and appropriate the sum of \$1,400,000 as a supplement to the budget funding voted under Article 10 of the warrant for this Town Meeting, with the components of said sum represented in

Column R, Supplemental Restoration, of the Fiscal Year 2020 budget document distributed to voters at this Town Meeting, such appropriation to be contingent upon the Town’s approval, at an election, of an override of Proposition 2 ½, so-called, for this purpose; and, in connection with such appropriation, to amend the vote taken under said Article 10 by changing the funding source for the \$311,898 portion of the appropriation voted under Part IX, General Fund Budget, Employee Benefits & Insurance, and the \$280,000 appropriated under Part X, General Fund Budget, Capital Outlay, being a total of \$591,898, from Free Cash to taxation.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 12 - FISCAL YEAR 2020 SEWER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Sewer Enterprise Fund, in accordance, with the provisions of Massachusetts General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2019 through June 30, 2020 or take any other action relative thereto.

**Summary:** *This article is to comply with Massachusetts General Laws Chapter 44, Section 53 F1/2 [MGL Ch44:53F½] Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Thomas Nephew, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Sewer Enterprise Fund for the period July 1, 2019 to June 30, 2020 with \$2,382,104.00 appropriated from Enterprise Fund revenues and \$114,788.00 of that amount to be appropriated into the General Fund operating budget.

SEWER DEPT REVENUE	SEWER DEPT EXPENSES
USER FEES, MISC REV. \$2,382,104.00	DIRECT OPERATIONAL COSTS \$2,267,316.00
SEWER RETAINED EARNINGS \$0.00	INDIRECT COSTS (GEN’LFUND) \$114,788.00
<b>TOTAL REVENUE</b> <b>\$2,382,104.00</b>	<b>TOTAL EXPENSES</b> <b>\$2,382,104.00</b>

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 13 - FISCAL YEAR 2020 WATER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Water Enterprise Fund, in accordance, with the provisions of Massachusetts General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2019 through June 30, 2020, or take any other action relative thereto.

**Summary:** *This article is to comply with Massachusetts General Laws Chapter 44, Section 53 F1/2 Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0

**Majority vote required for passage.**

**MOTION MADE:** George Clark, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Water Enterprise Fund for the period July 1, 2019 to June 30, 2020 with \$1,767,000.00 appropriated from Enterprise Fund revenues, and \$78,945.00 from Water Enterprise Fund retained earnings, and \$98,728.00 of the total appropriated into the General Fund operating budget.

<b>WATER DEPT REVENUE</b>	<b>WATER DEPT EXPENSES</b>
USER FEES, MISC REV. \$1,767,000.00	DIRECT OPERATIONAL COSTS, \$1,747,217.00
WATER RETAINED EARNINGS \$78,945.00	INDIRECT COSTS (GEN'L FUND) \$98,728.00
<b>TOTAL REVENUE</b> <b>\$1,845,945.00</b>	<b>TOTAL EXPENSES</b> <b>\$1,845,945.00</b>

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 14 - FISCAL YEAR 2020 TRANSFER STATION ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Transfer Station Enterprise Fund, in accordance, with the provisions of Massachusetts General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2019 through June 30, 2020, or take any other action relative thereto.

**Summary:** *This article is to comply with Massachusetts General Laws Chapter 44, Section 53 F1/2 Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Lewis Lunn, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Transfer Station Enterprise Fund for the period July 1, 2019 to June 30, 2020 with \$323,486.00 appropriated from Enterprise Fund revenues, and \$45,000.00 from Transfer Station retained earnings, and \$33,552.00 of the total appropriated into the General Fund operating budget.

<b>TRANSFER STATION REVENUE</b>	<b>TRANSFER STATION EXPENSES</b>
USER FEES, MISC REV. \$ 323,486.00	DIRECT OPERATIONAL COSTS \$334,934.00
TRANS. STA. RETAINED EARNINGS \$45,000.00	INDIRECT COSTS (GEN'L FUND) \$33,552.00
<b>TOTAL REVENUE</b> <b>\$368,486.00</b>	<b>TOTAL EXPENSES</b> <b>\$368,486.00</b>

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 15 - FISCAL YEAR 2020 STORMWATER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Stormwater Enterprise Fund, in accordance, with the provisions of Massachusetts

General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2019 through June 30, 2020, or take any other action relative thereto.

**Summary:** *This article is to comply with Massachusetts General Laws Chapter 44, Section 53 F1/2 [MGL Ch44:53F½] Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Thomas Nephew, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Stormwater Enterprise Fund for the period July 1, 2019 to June 30, 2020 with \$199,897.00 appropriated from Enterprise Fund revenues, and \$21,897.00 of that amount appropriated into the General Fund operating budget.

TRANSFER STATION REVENUE	TRANSFER STATION EXPENSES
USER FEES, MISC REV. \$199,897.00	DIRECT OPERATIONAL COSTS \$178,000.00
STORMWATER RETAINED EARNINGS \$0.00	INDIRECT COSTS (GEN'L FUND) \$21,897.00
<b>TOTAL REVENUE</b> <b>\$199,897.00</b>	<b>TOTAL EXPENSES</b> <b>\$199,897.00</b>

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 16 – ZONING BYLAW AMENDMENT, RECREATIONAL MARIJUANA**

To see if the Town of Pepperell will vote to amend the Zoning Bylaw by adding in its entirety Section 6500, Adult Use Recreational Marijuana Establishments.

**Summary:** *This section would provide for the placement of Marijuana Establishments in appropriate places and under conditions in accordance with the provisions of Massachusetts General Laws Chapter 94G, to minimize the adverse impacts of these establishments on adjacent properties, residential neighborhoods, schools and other places where minors congregate by regulating the siting, design, placement, security and safety monitoring, and modification of Marijuana Establishments.*

The Planning Board Report, full text of the proposed by-law, and a zoning map are in Appendix C

**Recommendation:** The Finance Committee took no action on this article as there is no financial implication to the town.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 2 to 1.

**2/3 Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote to amend the Zoning Bylaw by adding a new Section 6500, Adult Use Recreational Marijuana Establishments, as set forth in the document distributed to voters at this Town Meeting and as shown in the copy on file in the office of the Town Clerk.

**PLANNING BOARD CHAIR, MICHAEL DAPCIC READ THE PLANNING BOARD REPORT INTO THE RECORD. THE PLANNING BOARD RECOMMENDS PASSAGE OF THIS ARTICLE.**

**MOTION PASSED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 17 – LOCAL OPTION EXCISE TAX ON MARIJUANA SALES**

To see if the Town will vote to accept Massachusetts General Laws Chapter 64N, Section 3 and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a marijuana retailer at a rate of 3% of the gross receipts of the retailer from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least 30 days after the vote of Town Meeting hereunder, or take any other action relative thereto.

**Summary:** *If a marijuana retail shop is approved to operate in Pepperell, 3% of gross receipts of all sales would be received by the Town.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 4 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 2 to 1.

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town vote to accept Massachusetts General Laws Chapter 64N, Section 3 and impose a 3% local sales tax on marijuana sales by marijuana retailers, as set forth in the warrant for this Town Meeting.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 18 – ACCEPTANCE OF STATUTE**

To see if the Town will vote to accept the provision of Massachusetts General Laws Chapter 140, Section 139 relative to dog license fees, so as to provide that no fee shall be charged for a license for a dog owned by a person aged 70 or over, or take any other action relative thereto.

**Summary:** *In Pepperell's Town Code under Chapter 81, Section 11(Licensing required) this Massachusetts General Law is referenced but has not been adopted by the Town. Therefore, to comply with wording in the Town Code this section of MGL should be adopted by the Town.*

**Recommendation:** The Finance Committee recommends the passage of this article by a vote of 3 to 0.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote to accept the provision of Massachusetts General Laws Chapter 140, Section 139 relative to dog license fees, so as to provide that no fee shall be charged for a license for a dog owned by a person aged 70 or over.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 19 – GRANT OF EASEMENT / FARRAR STREET**

To see if the Town will vote : (a) to authorize the Board of Selectmen, for and on behalf of the Town and upon such terms and conditions as the Board deems to be in the best interest of the Town, to convey to the Massachusetts Electric Company, and to Verizon New England, a perpetual right and easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use, lines to consist of, but not limited to, two (2) poles, (which may be erected at different times) with wires and cables installed thereon, and all necessary foundation, anchors, guys, braces, fittings, equipment and appurtenances over, across, under and upon the land in which the Town has or may have an interest, being known as Farrar Street, to serve property located on the northerly side of Farrar Street and shown as Lot 2 on a plan recorded with the Middlesex South District Registry of Deeds as Plan #938 of 2017; and (b) to authorize the Board of Selectmen to take any and all action necessary for the purpose of accomplishing such easement conveyance, or take any other action relative thereto.

**Summary:** *This article authorizes the grant of a permanent utility easement on land known as ‘Farrar Street.’ This easement replaces a temporary license from the Board of Selectmen to provide this utility easement on this discontinued street so that adjacent properties may receive utilities.*

A map showing the proposed easement is in Appendix D.

**Recommendation:** The Finance Committee recommended 4 to 0 to take no action on this article as there is no financial implication to the Town.

**Recommendation:** The Board of Selectmen recommends the passage of this article by a vote of 3 to 0.

**Majority vote required for passage.**

**MOTION MADE:** Lisa Ferolito, Board of Selectmen

I move that the Town vote (a) to authorize the Board of Selectmen, for and on behalf of the Town, to convey to the Massachusetts Electric Company, and to Verizon New England, a perpetual right and easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use, lines to consist of, but not limited to, two (2) poles, (which may be erected at different times) with wires and cables installed thereon, and all necessary foundation, anchors, guys, braces, fittings, equipment and appurtenances over, across, under and upon the land in which the Town has or may have an interest, being known as Farrar Street, to serve property located on the northerly side of Farrar Street and shown as Lot 2 on a plan recorded with the Middlesex South District Registry of Deeds as Plan #938 of 2017, such easement to be upon such terms and conditions as the Board deems to be in the best interest of the Town; and (b) to authorize the Board of Selectmen to take any and all action necessary for the purpose of accomplishing such easement conveyance.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 20 – CITIZEN’S PETITION**

To create zoning bylaws for solar power generation designed to allow landowners, farms, municipalities and businesses to reduce their dependency on outsourced power grids, reduce our carbon footprint and expenses and have the opportunity to increase our income.

**Summary:** *Applicant Jeffrey L Ratta of 96 Mount Lebanon St. in Pepperell, is requesting approval for environmentally friendly commercial solar farm zoning by-laws for farms and other parcels of land in the Town of Pepperell. This proposal will help ensure the viability of these farms and create an opportunity for farms and landowners to generate additional income instead of the income draining situation they are now in. At the same time, adding to the tax base of the town.*

*In turn:*

- *Land owners generating solar income will not be forced to sell their property to developers. This will help modify town growth and infrastructure.*
- *Solar projects will allow the Town to become more self-reliant and its citizens will have more available income.*
- *The common goal of reducing global warming has become an important point in municipal, state and federal government elections. Solar projects will allow our town to be at the fore front of the renewable energy revolution.*
- *Solar producing energy farms will generate employment opportunities for town residents through needed up-keep and maintenance of systems and create new business opportunities.*
- *These projects are 100% green. They will reduce and improve our carbon footprint and produce negative pollution credits. At the end of the project, the land is returned to its original state or better.*

- *When a commercial solar project is established, the licensing company supplies all security fencing as well as camouflaging by way of natural hedging.*
- *It will reduce dependency on outsourced resources and help defray additional town expenses.*
- *It will help meet future state and federal mandates to control global warming*

**Recommendation:** The FINCOM took no position on this article.

The Board of Selectmen took no position on this article.

**Majority vote required for passage.**

**Motion Made:** Jeffery Ratta, Citizen Petitioner

I move that the Town endorse amendment of the zoning bylaw to provide for environmentally friendly commercial solar farms.

**NO MOTION WAS MADE AS THE MODERATOR CALLED THE ARTICLE AS “DOUBTFUL LEGALITY”. THEREFORE NO ACTION WAS TAKEN ON THIS ARTICLE.**

**MOTION MADE:** William Greathead, Board of Selectmen

To adjourn the Annual Town Meeting.

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR TOWN MEETING CONCLUDED AT 11:58PM**

		DEPARTMENT/ ACCOUNT	BUDGET FY2019	DEPARTMENT REQUEST FY2020	TOWN ADMIN RECOMMEND FY2020	BOS/FINCOM RECOMMEND FY2020
<b>PART I</b>		<b>GENERAL GOVERNMENT</b>				
<b>12200</b>		<b>SELECTMEN</b>				
		Salaries, Elected Officials	0	0	0	0
		Other Charges and Expenses	\$1,400	2,000.00	1,400.00	\$1,400
			\$1,400	\$2,000	\$1,400	\$1,400
<b>12900</b>		<b>TOWN ADMINISTRATOR</b>				
		Labor and Related	\$183,000	\$186,900	\$178,500	\$178,500
		Services and Supplies	\$7,700	\$27,806	\$15,100	\$15,100
			\$190,700	\$214,706	\$193,600	\$193,600
<b>13200</b>		<b>RESERVE FUND</b>				
		Other Charges and Expenses	\$42,000	\$70,000	\$0	\$0
			\$42,000	\$70,000	\$0	\$0
<b>13500</b>		<b>ACCOUNTANT</b>				
		Labor and Related	\$114,871	\$119,862	\$82,820	\$82,820
		Services and Supplies	\$33,240	\$34,700	\$34,200	\$34,200
			\$148,111	\$154,562	\$117,020	\$117,020
<b>13600</b>		<b>AUDIT</b>				
		Services and Supplies	\$23,625	\$23,625	\$23,625	\$23,625
			\$23,625	\$23,625	\$23,625	\$23,625
<b>14100</b>		<b>ASSESSORS</b>				
		Labor and Related	\$91,930	\$106,322	\$93,681	\$93,681
		Services and Supplies	\$26,155	\$26,155	\$24,905	\$24,905
			\$118,085	\$132,477	\$118,586	\$118,586

		DEPARTMENT/ ACCOUNT	BUDGET	DEPARTMENT REQUEST	TOWN ADMIN RECOMMEND	BOS/FINCOM RECOMMEND
DEPT. NO.		NAME	FY2019	FY2020	FY2020	FY2020
<b>14200</b>		<b>GIS</b>				
		Services and Supplies	\$3,000	\$3,275	\$3,275	\$3,275
			\$3,000	\$3,275	\$3,275	\$3,275
<b>14500</b>		<b>TREASURER COLLECTOR</b>				
		Labor and Related	\$148,687	\$153,235	\$141,397	\$141,397
		Services and Supplies	\$19,735	\$19,735	\$19,735	\$19,735
			\$168,422	\$172,970	\$161,132	\$161,132
<b>15100</b>		<b>LAW DEPARTMENT</b>				
		Services and Supplies	\$113,000	\$58,000	\$53,000	\$53,000
			\$113,000	\$58,000	\$53,000	\$53,000
<b>15200</b>		<b>PERSONNEL BOARD</b>				
		Services and Supplies	\$1,300	\$1,925	\$1,400	\$1,400
			\$1,300	\$1,925	\$1,400	\$1,400
<b>15500</b>		<b>INFORMATION SYSTEMS TECH</b>				
		Labor and Related	\$85,911	\$88,163	\$88,163	\$88,163
		Services and Supplies	\$13,613	\$23,000	\$16,200	\$16,200
			\$99,524	\$111,163	\$104,363	\$104,363
<b>15700</b>		<b>CENTRAL TELEPHONE</b>				
		Services and Supplies	\$13,000	\$14,000	\$14,000	\$14,000
			\$13,000	\$14,000	\$14,000	\$14,000
<b>15800</b>		<b>TAX TITLE / FORECLOSURE</b>				
		Services and Supplies	\$2,500	\$2,500	\$2,500	\$2,500
			\$2,500	\$2,500	\$2,500	\$2,500

		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>15900</b>		<b>POSTAGE METER</b>				
		Services and Supplies	\$30,650	\$32,150	\$32,150	\$32,150
			\$30,650	\$32,150	\$32,150	\$32,150
<b>16100</b>		<b>TOWN CLERK</b>				
		Labor and Related	\$71,956	\$73,943	\$73,943	\$73,943
		Services and Supplies	\$2,750	\$3,650	\$3,650	\$3,650
			\$74,706	\$77,593	\$77,593	\$77,593
<b>16200</b>		<b>ELECTIONS</b>				
		Labor and Related	\$4,500	\$7,230	\$4,500	\$4,500
		Services and Supplies	\$9,050	\$10,400	\$10,400	\$10,400
			\$13,550	\$17,630	\$14,900	\$14,900
<b>16300</b>		<b>REGISTRARS</b>				
		Labor and Related	\$2,290	\$2,290	\$2,290	\$2,290
		Services and Supplies	\$5,582	\$5,600	\$3,900	\$3,900
			\$7,872	\$7,890	\$6,190	\$6,190
<b>17100</b>		<b>CONSERVATION COMMISSION</b>				
		Labor and Related	\$50,193	\$51,281	\$51,956	\$51,956
		Services and Supplies	\$500	\$3,480	\$0	\$0
			\$50,693	\$54,761	\$51,956	\$51,956
<b>17500</b>		<b>PLANNING BOARD</b>				
		Labor and Related	\$48,510	\$25,603	\$25,603	\$25,603
		Services and Supplies	\$27,484	\$48,596	\$48,196	\$48,196
			\$75,994	\$74,199	\$73,799	\$73,799

		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>17600</b>		<b>BOARD OF APPEALS</b>				
		Labor and Related	\$11,500	\$15,201	\$13,259	\$13,259
		Services and Supplies	\$250	\$250	\$250	\$250
			\$11,750	\$15,451	\$13,509	\$13,509
<b>19200</b>		<b>TOWN HALL</b>				
		Labor and Related	\$0	\$0	\$0	\$0
		Services and Supplies	\$58,375	\$158,510	\$146,410	\$146,410
			\$58,375	\$158,510	\$146,410	\$146,410
		<b>TOTAL PART I - GENERAL GOVERNMENT</b>	<b>\$1,248,257</b>	<b>\$1,399,387</b>	<b>\$1,210,408</b>	<b>\$1,210,408</b>
<b>PART II</b>		<b>PUBLIC SAFETY</b>				
<b>21100</b>		<b>POLICE DEPARTMENT</b>				
		Labor and Related	\$1,613,535	\$1,837,515	\$1,690,501	\$1,690,501
		Services and Supplies	\$234,797	\$374,579	\$232,045	\$232,045
			\$1,848,332	\$2,212,094	\$1,922,546	\$1,922,546
<b>22100</b>		<b>FIRE DEPARTMENT</b>				
		Labor and Related	\$215,044	\$242,736	\$200,703	\$200,703
		Services and Supplies	\$110,535	\$80,335	\$80,335	\$80,335
			\$325,579	\$323,071	\$281,038	\$281,038
<b>23100</b>		<b>AMBULANCE</b>				
		Labor and Related	\$444,875	\$707,335	\$471,075	\$471,075
		Services and Supplies	\$96,700	\$108,700	\$102,000	\$102,000
			\$541,575	\$816,035	\$573,075	\$573,075

		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>24100</b>		<b>BUILDING AND ZONING OFFICER</b>				
		Labor and Related	\$106,014	\$107,787	\$97,170	\$97,170
		Services and Supplies	\$3,995	\$3,825	\$2,775	\$2,775
			\$110,009	\$111,612	\$99,945	\$99,945
<b>24200</b>		<b>GAS INSPECTOR</b>				
		Labor and Related	\$8,900	\$9,000	\$9,000	\$9,000
		Services and Supplies	\$841	\$789	\$789	\$789
			\$9,741	\$9,789	\$9,789	\$9,789
<b>24300</b>		<b>PLUMBING INSPECTOR</b>				
		Labor and Related	\$8,700	\$9,000	\$9,000	\$9,000
		Services and Supplies	\$891	\$704	\$704	\$704
			\$9,591	\$9,704	\$9,704	\$9,704
<b>24400</b>		<b>SEALER OF WEIGHTS AND MEASURES</b>				
		Labor and Related	\$5,133	\$5,261	\$5,261	\$5,261
		Services and Supplies	\$175	\$325	\$325	\$325
			\$5,308	\$5,586	\$5,586	\$5,586
<b>24500</b>		<b>WIRING INSPECTOR</b>				
		Labor and Related	\$18,900	\$18,900	\$18,900	\$18,900
		Services and Supplies	\$575	\$775	\$775	\$775
			\$19,475	\$19,675	\$19,675	\$19,675
<b>25100</b>		<b>COMMUNICATIONS CENTER</b>				
		Labor and Related	\$309,197	\$372,941	\$330,749	\$330,749
		Services and Supplies	\$18,005	\$19,420	\$19,420	\$19,420

			\$327,202	\$392,361	\$350,169	\$350,169
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>29100</b>		<b>EMERGENCY MANAGEMENT</b>				
		Labor and Related	0	2400	0	0
		Services and Supplies	\$7,775	\$7,750	\$7,750	\$7,750
			\$7,775	\$10,150	\$7,750	\$7,750
<b>29200</b>		<b>ANIMAL CONTROL OFFICER</b>				
		Labor and Related	\$21,567	\$22,331	\$22,331	\$22,331
		Services and Supplies	\$3,350	\$3,350	\$3,350	\$3,350
			\$24,917	\$25,681	\$25,681	\$25,681
<b>29300</b>		<b>SAFETY AND TRAFFIC SIGNS</b>				
		Services and Supplies	\$3,500	\$4,000	\$4,000	\$4,000
			\$3,500	\$4,000	\$4,000	\$4,000
<b>29600</b>		<b>CONSTABLES</b>				
		Services and Supplies	\$350	\$350	\$350	\$350
			\$350	\$350	\$350	\$350
		<b>TOTAL PART II - PUBLIC SAFETY</b>	<b>\$3,233,354</b>	<b>\$3,940,108</b>	<b>\$3,309,308</b>	<b>\$3,309,308</b>
<b>PART III</b>		<b>EDUCATION - NASHOBA VALLEY TECHNICAL HIGH SCHOOL</b>				
<b>31100</b>		<b>NASHOBA VALLEY TEC HIGH SCHOOL</b>				
		Operating Assessment	\$1,489,809	\$1,571,703	\$1,571,703	\$1,571,703
		Debt Exclusion	\$88,308	\$82,535	\$82,535	\$82,535
		Debt - Roof Project (Not Excluded)	\$32,791	\$31,966	\$31,966	\$31,966

			\$1,610,908	\$1,686,204	\$1,686,204	\$1,686,204
		<b>TOTAL PART III - EDUCATION - NVTHS</b>	<b>\$1,610,908</b>	<b>\$1,686,204</b>	<b>\$1,686,204</b>	<b>\$1,686,204</b>
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>PART IV</b>		<b>EDUCATION - NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT</b>				
<b>32100</b>		<b>N. MIDDLESEX REG SCH DISTRICT</b>				
		Operating Assessment	\$13,965,607	\$14,616,174	\$14,616,174	\$14,616,174
		Debt Exclusion - Nissitissit	\$305,950	\$295,550	\$295,550	\$295,550
		Debt Exclusion - High School	\$1,603,401	\$1,594,466	\$1,544,738	\$1,544,738
		Debt - Varnum Brk Feas Roof/Win	\$0	\$7,575	\$7,575	\$7,575
		Debt Exclusion - Squann ARP	\$25,555	\$72,628	\$39,608	\$39,608
		Debt Exclusion - Varn Brk ARP	\$96,640	\$106,284	\$187,278	\$187,278
		Debt Exclusion - Hawthorne ARP	\$525	\$1,795	\$3,549	\$3,549
			\$15,997,678	\$16,694,472	\$16,694,472	\$16,694,472
		<b>TOTAL PART IV - EDUCATION - NMRSD</b>	<b>\$15,997,678</b>	<b>\$16,694,472</b>	<b>\$16,694,472</b>	<b>\$16,694,472</b>
<b>PART V</b>		<b>PUBLIC WORKS</b>				
<b>41100</b>		<b>TOWN ENGINEER</b>				
		Labor and Related	\$181,933	\$138,471	\$130,647	\$130,647
		Services and Supplies	\$7,885	\$7,850	\$2,450	\$2,450
			\$189,818	\$146,321	\$133,097	\$133,097
<b>42200</b>		<b>HIGHWAYS-CONST &amp; MAINTENANCE</b>				
		Labor and Related	\$524,393	\$565,988	\$486,750	\$486,750
		Services and Supplies	\$213,775	\$208,275	\$192,275	\$192,275

			\$738,168	\$774,263	\$679,025	\$679,025
<b>42300</b>		<b>SNOW &amp; ICE</b>				
		Labor and Related	\$66,600	\$66,600	\$66,600	\$66,600
		Services and Supplies	\$113,400	\$113,400	\$113,400	\$113,400
			\$180,000	\$180,000	\$180,000	\$180,000
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>42400</b>		<b>STREET LIGHTING</b>				
		Services and Supplies	\$45,000	\$45,000	\$45,000	\$45,000
			\$45,000	\$45,000	\$45,000	\$45,000
<b>42700</b>		<b>TREE CARE AND PLANTING</b>				
		Labor and Related	\$0	\$0	\$0	\$0
		Services and Supplies	\$14,325	\$29,580	\$22,080	\$22,080
			\$14,325	\$29,580	\$22,080	\$22,080
<b>49100</b>		<b>CEMETERY / PARKS</b>				
		Labor and Related	\$93,242	\$96,241	\$96,241	\$96,241
		Services and Supplies	\$14,190	\$14,190	\$14,190	\$14,190
			\$107,432	\$110,431	\$110,431	\$110,431
		<b>TOTAL PART V - PUBLIC WORKS</b>	<b>\$1,274,743</b>	<b>\$1,285,595</b>	<b>\$1,169,633</b>	<b>\$1,169,633</b>
<b>PART VI</b>		<b>HUMAN SERVICES</b>				
<b>51100</b>		<b>BOARD OF HEALTH</b>				
		Labor and Related	\$24,647	\$24,264	\$24,264	\$24,264
		Services and Supplies	\$45,503	\$82,312	\$47,312	\$47,312
			\$70,150	\$106,576	\$71,576	\$71,576
<b>54100</b>		<b>COUNCIL ON AGING</b>				

		Labor and Related	\$150,063	\$152,504	\$152,504	\$152,504
		Services and Supplies	\$35,689	\$36,714	\$33,314	\$33,314
			\$185,752	\$189,218	\$185,818	\$185,818
<b>54300</b>		<b>VETERANS' SERVICES</b>				
		Labor and Related	\$8,649	\$8,649	\$8,649	\$8,649
		Services and Supplies	\$170,600	\$175,600	\$170,600	\$170,600
			\$179,249	\$184,249	\$179,249	\$179,249
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
		<b>TOTAL PART VI - HUMAN SERVICES</b>	<b>\$435,151</b>	<b>\$480,043</b>	<b>\$436,643</b>	<b>\$436,643</b>
<b>PART VII</b>		<b>CULTURE &amp; RECREATION</b>				
<b>61100</b>		<b>LAWRENCE LIBRARY</b>				
		Labor and Related	\$361,702	\$383,556	\$383,556	\$383,556
		Services and Supplies	\$138,481	\$143,319	\$143,319	\$143,319
			\$500,183	\$526,875	\$526,875	\$526,875
<b>63100</b>		<b>SUMMER PLAYGROUND</b>				
		Labor and Related	\$0	\$0	\$0	\$0
			\$0	\$0	\$0	\$0
<b>63200</b>		<b>COMMUNITY CENTER</b>				
		Labor and Related	\$24,644	\$46,624	\$25,518	\$25,518
		Services and Supplies	\$6,490	\$7,150	\$5,500	\$5,500
			\$31,134	\$53,774	\$31,018	\$31,018
<b>69200</b>		<b>MEMORIAL DAY CELEBRATION</b>				
		Services and Supplies	\$3,000	\$3,000	\$0	\$0
			\$3,000	\$3,000	\$0	\$0

69210		<b>4TH OF JULY CELEBRATION</b>				
		Services and Supplies	\$3,000	\$3,000	\$0	\$0
			\$3,000	\$3,000	\$0	\$0
<b>TOTAL PART VII - CULTURE &amp; RECREATION</b>			<b>\$537,317</b>	<b>\$586,649</b>	<b>\$557,893</b>	<b>\$557,893</b>
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>PART VIII</b>		<b>DEBT SERVICE</b>				
<b>71700</b>		<b>DEBT - PARKS &amp; REC BUILDING</b>				
		Long-Term Debt	\$4,460	\$4,572	\$4,360	\$4,360
			\$4,460	\$4,572	\$4,360	\$4,360
<b>71710</b>		<b>DEBT - SENIOR CENTER</b>				
		Long-Term Debt	\$65,455	\$67,091	\$62,980	\$62,980
			\$65,455	\$67,091	\$62,980	\$62,980
<b>71800</b>		<b>DEBT-PEPP SPRINGS LAND ACQ</b>				
		Long-Term Debt	\$48,200	\$49,405	\$45,580	\$45,580
			\$48,200	\$49,405	\$45,580	\$45,580
<b>75200</b>		<b>INTEREST SHORT-TERM DEBT</b>				
		Interest on Temporary Loans	\$1,362	\$1,815	\$1,362	\$1,362
		Principle - Fire Truck	\$35,000	\$35,000	\$35,000	\$35,000
			\$36,362	\$36,815	\$36,362	\$36,362
<b>TOTAL PART VIII - DEBT SERVICE</b>			<b>\$154,477</b>	<b>\$157,883</b>	<b>\$149,282</b>	<b>\$149,282</b>
<b>PART IX</b>		<b>EMPLOYEE BENEFITS &amp; INSURANCE</b>				
<b>91100</b>		<b>RETIREMENT ASSESSMENT</b>	\$1,071,290	\$1,063,922	\$1,063,922	\$1,063,922
<b>91300</b>		<b>UNEMPLOYMENT INSURANCE</b>	\$11,575	\$7,500	\$6,500	\$6,500

91400		HEALTH INSURANCE	\$899,090	\$989,709	\$958,681	\$958,681
91500		LIFE INSURANCE	\$2,000	\$2,000	\$2,000	\$2,000
91600		TOWN SHARE MEDICARE	\$58,000	\$58,000	\$59,000	\$59,000
			\$2,041,955	\$2,121,131	\$2,090,103	\$2,090,103
		DEPARTMENT/		DEPARTMENT	TOWN ADMIN	BOS/FINCOM
DEPT.		ACCOUNT	BUDGET	REQUEST	RECOMMEND	RECOMMEND
NO.		NAME	FY2019	FY2020	FY2020	FY2020
94500		GENERAL INSURANCE	\$266,000	\$236,000	\$250,700	\$250,700
<b>TOTAL PART IX - EMPLOYEE BENEFITS &amp; INS</b>			<b>\$2,307,955</b>	<b>\$2,357,131</b>	<b>\$2,340,803</b>	<b>\$2,340,803</b>
<b>PART X</b>		<b>CAPITAL OUTLAY</b>				
93000		CAPITAL OUTLAY				
		Capital Expense	\$557,012	\$545,000	\$280,000	\$280,000
			\$557,012	\$545,000	\$280,000	\$280,000
		<b>TOTAL PART X - CAPITAL OUTLAY</b>	<b>\$557,012</b>	<b>\$545,000</b>	<b>\$280,000</b>	<b>\$280,000</b>
		<b>SUMMARY - GENERAL FUND</b>				
PART I		GENERAL GOVERNMENT	\$1,248,257	\$1,399,387	\$1,210,408	\$1,210,408
PART II		PUBLIC SAFETY	\$3,233,354	\$3,940,108	\$3,309,308	\$3,309,308
PART III		EDUCATION - NASHOBA VALLEY	\$1,610,908	\$1,686,204	\$1,686,204	\$1,686,204
PART IV		EDUCATION - NORTH MIDDLESEX	\$15,997,678	\$16,694,472	\$16,694,472	\$16,694,472
PART V		PUBLIC WORKS	\$1,274,743	\$1,285,595	\$1,169,633	\$1,169,633
PART VI		HUMAN SERVICES	\$435,151	\$480,043	\$436,643	\$436,643
PART VII		CULTURE & RECREATION	\$537,317	\$586,649	\$557,893	\$557,893
PART VIII		DEBT SERVICE	\$154,477	\$157,883	\$149,282	\$149,282
PART IX		EMPLOYEE BENEFITS & INSUR	\$2,307,955	\$2,357,131	\$2,340,803	\$2,340,803
PART X		CAPITAL OUTLAY	<u>\$557,012</u>	<u>\$545,000</u>	<u>\$280,000</u>	<u>\$280,000</u>

		<b>TOTAL GENERAL FUND</b>	<b>\$27,356,852</b>	<b>\$29,132,472</b>	<b>\$27,834,646</b>	<b>\$27,834,646</b>
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
<b>SEWER ENTERPRISE FUND - FUND 600</b>						
		<b>Salary &amp; Wages</b>	<b>\$609,615</b>	<b>661,761</b>	<b>\$661,761</b>	<b>\$661,761</b>
		<b>Expenses</b>	<b>\$442,500</b>	<b>\$487,300</b>	<b>\$487,300</b>	<b>\$487,300</b>
		<b>Capital Outlay</b>	<b>\$125,000</b>	<b>\$120,000</b>	<b>\$120,000</b>	<b>\$120,000</b>
		<b>Debt Service</b>	<b>\$832,939</b>	<b>\$674,955</b>	<b>\$674,955</b>	<b>\$674,955</b>
		<b>Indirect Costs</b>	<b>\$111,438</b>	<b>\$114,788</b>	<b>\$114,788</b>	<b>\$114,788</b>
		<b>Employ. Benefits &amp; Ins.</b>	<b>\$244,246</b>	<b>\$284,800</b>	<b>\$284,800</b>	<b>\$284,800</b>
		<b>General Liability Insurance</b>	<b>\$33,000</b>	<b>\$38,500</b>	<b>\$38,500</b>	<b>\$38,500</b>
		<b>Reserve Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		<b>TOTAL - SEWER ENTERPRISE FUND</b>	<b>\$2,398,738</b>	<b>2,382,104</b>	<b>\$2,382,104</b>	<b>\$2,382,104</b>
<b>WATER ENTERPRISE FUND - FUND 610</b>						
		<b>Salary &amp; Wages</b>	<b>\$466,787</b>	<b>\$551,063</b>	<b>\$551,063</b>	<b>\$551,063</b>

		<b>Expenses</b>	<b>\$482,200</b>	<b>\$442,800</b>	<b>\$442,800</b>	<b>\$442,800</b>
		<b>Capital Outlay</b>	<b>\$125,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
		<b>Debt Service</b>	<b>\$268,829</b>	<b>\$328,134</b>	<b>\$328,134</b>	<b>\$328,134</b>
		<b>Indirect Costs</b>	<b>\$94,375</b>	<b>\$98,728</b>	<b>\$98,728</b>	<b>\$98,728</b>
		<b>DEPARTMENT/</b>		<b>DEPARTMENT</b>	<b>TOWN ADMIN</b>	<b>BOS/FINCOM</b>
<b>DEPT.</b>		<b>ACCOUNT</b>	<b>BUDGET</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>RECOMMEND</b>
<b>NO.</b>		<b>NAME</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2020</b>	<b>FY2020</b>
		<b>Employ. Benefits &amp; Ins.</b>	<b>\$143,801</b>	<b>\$284,220</b>	<b>\$284,220</b>	<b>\$284,220</b>
		<b>General Liability Insurance</b>	<b>\$33,700</b>	<b>\$41,000</b>	<b>\$41,000</b>	<b>\$41,000</b>
		<b>Reserve Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		<b>TOTAL - WATER ENTERPRISE FUND</b>	<b>\$1,614,692</b>	<b>\$1,845,945</b>	<b>\$1,845,945</b>	<b>\$1,845,945</b>
		<b>TRANSFER STATION ENTERPRISE FUND 620</b>				
		<b>Salary &amp; Wages</b>	<b>\$113,980</b>	<b>\$114,914</b>	<b>\$114,914</b>	<b>\$114,914</b>
		<b>Expenses</b>	<b>\$137,700</b>	<b>\$140,700</b>	<b>\$140,700</b>	<b>\$140,700</b>
		<b>Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		<b>Debt Service</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		<b>Indirect Costs</b>	<b>\$38,112</b>	<b>\$33,552</b>	<b>\$33,552</b>	<b>\$33,552</b>
		<b>Employ, Benefits &amp; Ins.</b>	<b>\$53,900</b>	<b>\$58,970</b>	<b>\$58,970</b>	<b>\$58,970</b>
		<b>General Liability Insurance</b>	<b>\$10,350</b>	<b>\$10,350</b>	<b>\$10,350</b>	<b>\$10,350</b>

		Reserve Fund	\$10,000	\$10,000	\$10,000	\$10,000
		<b>TOTAL - TRANSFER STATION FUND</b>	<b>\$364,042</b>	<b>\$368,486</b>	<b>\$368,486</b>	<b>\$368,486</b>
		DEPARTMENT/		DEPARTMENT	TOWN ADMIN	BOS/FINCOM
DEPT.		ACCOUNT	BUDGET	REQUEST	RECOMMEND	RECOMMEND
NO.		NAME	FY2019	FY2020	FY2020	FY2020
<b>STORMWATER ENTERPRISE FUND - FUND 620</b>						
		Salary & Wages	\$0	\$35,000	\$35,000	\$35,000
		Expenses	\$100,000	\$133,500	\$133,500	\$133,500
		Capital Outlay	\$0	\$0	\$0	\$0
		Debt Service	\$0	\$0	\$0	\$0
		Indirect Costs	\$0	\$21,897	\$21,897	\$21,897
		Employ. Benefits & Ins.	\$0	\$3,500	\$3,500	\$3,500
		General Liability Insurance	\$0	\$2,500	\$2,500	\$2,500
		Reserve Fund	\$0	\$3,500	\$3,500	\$3,500
		<b>TOTAL - STORMWATER ENTERPRISE FUND</b>	<b>\$100,000</b>	<b>\$199,897</b>	<b>\$199,897</b>	<b>\$199,897</b>



**SPECIAL TOWN ELECTION**  
**Monday, May 13, 2019**  
**Town of Pepperell, Massachusetts**  
**OFFICIAL RESULTS**

BALLOT QUESTION:				
Proposition 2 1/2 Override for 1.4 million	Prec. 1	Prec. 2	Prec. 3	Totals
Yes	218	259	218	<b>695</b>
No	149	222	237	<b>608</b>
				<b>0</b>
				<b>0</b>
				<b>0</b>
				<b>0</b>
				<b>0</b>
Blanks	0	1	1	<b>2</b>
<b>Totals</b>	<b>367</b>	<b>482</b>	<b>456</b>	<b>1305</b>

Ballots cast	Prec. 1	Prec. 2	Prec. 3	Totals
Total Ballots cast	367	482	456	<b>1305</b>
Registered Voters	Prec. 1	Prec. 2	Prec. 3	Totals
Total registered voters as of April 23, 2019	2819	2783	2710	<b>8312</b>
Voter participation percentage	13.02%	17.32%	16.83%	15.70%

**BALLOT QUESTION**

Shall the Town of Pepperell be allowed to assess an additional \$1,400,000.00 in Real Estate and Personal Property taxes for the purposes of funding the general operating budget of the Town for the fiscal year beginning July 1, 2019?

YES  
 NO



I move that for any matters on the warrant for this Town Meeting which, by statute, require a two-thirds majority vote that the Moderator be authorized to take the vote in the same manner in which the Moderator takes a vote when a simple majority vote is required, without a count.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 1 - 2017 ANNUAL TOWN REPORT**

To see if the Town will vote to accept the reports of the Town Officers and Committees for 2017 as printed, or take any other action relative thereto.

**Explanation:** *The 2017 Annual Report was not completed in time for adoption at the 2018 or 2019 Annual Town Meetings. The report has been reviewed and edited to completion since then and is presented for adoption to the Town Meeting at this time.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen.

I move that the Town vote to accept the reports of the Town Officers and Committees for 2017 as printed.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 2 - RESCIND THE ADOPTION OF MGL 48 SEC 42A**

To see if the Town will vote to rescind its acceptance of General Law Chapter 48, Section 42A, to be consistent with Section 5-3 of the Pepperell Charter governing the powers, duties, and responsibilities of the Fire Chief, or take any other action relative thereto.

**Explanation:** *This law was super-ceded by the acceptance of GL48 section 42, at the October 24, 2016 Special Town Meeting and changed our Fire Chief from a 'weak chief' to a 'strong chief.' This provision was mistakenly adopted at the same time and is contradictory to the intended purpose of the adoption.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote to rescind its acceptance of General Laws Chapter 24, Section 42A, to be consistent with Section 5-3 of the Pepperell Charter governing the powers, duties, and responsibilities of the Fire Chief.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**MODERATOR ACTING ACCORDING TO THE POWERS ENTRUSTED TO THE POSITION TOOK ARTICLE 4 FOR CONSIDERATION BEFORE ARTICLE 3 DUE TO THE NATURE AND SEQUENCE OF THE MATERIAL PRESENTED FOR THE BODY'S CONSIDERATION.**

**ARTICLE 4 - ADJUSTED INCOME AND ASSET LIMITS FOR CLAUSE 41C**

To see if the Town will vote to accept [General Law Chapter 59, Section 5, Clause 41D](#), which authorizes an annual increase in the income (gross receipts) and asset (whole estate) limits for real estate tax exemptions granted to senior citizens under [General Law Chapter 59, Section 5, Clause 41C](#), by the percentage increase in the U.S. Department of Labor's Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2019, or take any other action relative thereto.

**Explanation:** *Clause 41D allows the Town to index to inflation the income and asset limits for exemptions granted under Clause 41C to qualifying senior citizens. The inflationary adjustment is set by the state.*

**Recommendation:** *The Finance Committee recommends the passage of this article by a vote of 4 to 0.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

**MOTION MADE:** Maureen Bolger, Town Assessor

I move that the Town vote to accept General Laws Chapter 59, Section 5, Clause 41D, which authorizes an annual increase in the income (gross receipts) and asset (whole estate) limits for real estate tax exemptions granted to senior citizens under General Laws Chapter 59, Section 5, Clause 41C, by the percentage increase the U.S. Department of Labor's Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2019.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 3 - ADJUSTED ASSET LIMITS FOR CLAUSE 17D: SENIOR CITIZENS, SURVIVING SPOUSES AND SURVIVING MINORS**

To see if the Town will vote to accept General Law Chapter 59, Section 5, Clause 17E, which authorizes an annual increase in the asset (whole estate) limit for real estate tax exemptions granted to senior citizens, surviving spouses and surviving minors under General Law Chapter 59, Section 5, Clause 17D, by the percentage increase in the U.S. Department of Labor's Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2019, or take any other action relative thereto.

**Explanation:** *Clause 17E allows the Town to index to inflation the adjusted asset limit for Clause 17D qualifying individuals, specifically senior citizens, surviving spouses and surviving minors. The inflationary adjustment rate is set by the state.*

**Recommendation:** *The Finance Committee recommends the passage of this article by a vote of 4 to 0.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

## **Majority vote required for passage.**

**MOTION MADE:** Maureen Bolger, Town Assessor

I move that the Town vote to accept General Laws Chapter 59, Section 5, Clause 17E, which authorizes an annual increase in the asset (whole estate) limit for real estate tax exemptions granted to senior citizens, surviving spouses and surviving minors under General Laws Chapter 59, Section 56, Clause 17D, by the percentage increase in the U.S. Department of Labor's Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2019.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

## **ARTICLE 5 - PLASTIC BAG BAN BYLAW**

To see if the Town will vote to amend the Town Bylaws by adding a Bylaw for the reduction of plastic bags, in the form on file in the office of the Town Clerk, or take any other action relative thereto.

### **Section 1. Purpose and Intent**

The production and use of thin film, single-use plastic checkout bags have significant impacts on the environment, including but not limited to: contributing to the potential death of marine/aquatic animals through ingestion and entanglement; contributing to the pollution of the land environment; creating a burden to solid waste collection and recycling facilities (Pepperell does not currently recycle plastic bags); clogging storm drain systems; requiring the use of millions of gallons of crude oil nationally for their manufacture; and plastic bags are not biodegradable so they gradually disintegrate into minute particles which absorb toxins, contaminating the food chain including the food humans eat.

The goal of this bylaw is to reduce the common use of plastic checkout bags and to encourage the use of reusable bags by consumers, thereby reducing local land pollution, advancing solid waste reduction, protecting the Town's unique natural beauty and irreplaceable natural resources, and improving the quality of life for citizens in this Town.

### **2. Definitions**

**"Checkout Bag"** means a bag with or without handles provided by a store/business to a customer at the checkout area, cash register, point of sale, or other point of departure from the store that is intended for the purpose of transporting food or merchandise out of the establishment.

**"Recyclable Paper Bag"** means a paper bag that is 100% recyclable and contains at least 40% post consumer recycled content, and displays in a visible manner on the outside of the bag (1) the word "recyclable" or a symbol identifying the bag as recyclable and (2) a label identifying the bag as being made from post-consumer recycled content in the bag.

**"Reusable Bag"** means a bag with stitched handles that is made solely of, or in a combination of, natural cloths, synthetic fibers, or other washable material other than any type of polyethylene or polyvinyl chloride, and is durable, non-toxic, and specifically designed for multiple reuse.

**"Single-use Plastic Checkout Bag"** means a Checkout Bag made of plastic, including plastic bags labeled biodegradable, compostable or photodegradable, provided to a customer by a store and intended for single-use transport of food or merchandise from the establishment.

“**Store**” means any commercial enterprise selling goods, food or services directly to the public, whether for or not for profit, including but not limited to, convenience and grocery stores, markets, restaurants, pharmacies, liquor stores, take-out food purveyors, and merchandise retailers.

“**Thin-film Product Bag**” means (1) a bag into which loose produce, bulk items, unwrapped baked goods or prepared food, or other products are placed by the consumer to deliver such items to the point of sale or check out area of the store, or (2) a bag that contains or wraps food to retain moisture or to segregate foods (like meat and ice cream) or other items to prevent contamination or damage when the items are placed together in a Reusable Bag or Recyclable Paper Bag, (3) a bag without handles used to cover clothing such as a dry cleaning bag, or (4) bags used to contain phonebooks, newspapers, or magazines.

### **3. Use Regulations**

3.1 No Store in the Town shall provide to any customer a Single-Use Plastic Checkout Bag. Stores shall phase out existing stock of Single-Use Plastic Checkout Bags by January 1, 2020 and any remaining stock shall be disposed of properly.

3.2 If a store provides Checkout Bags to customers, it may provide Reusable Bags or Recyclable Paper Bags.

3.3 Thin-film Product Bags used for dry cleaning, newspapers, meat, produce, bulk items, wet items are still permissible and will be exempt from the requirement in subsection 3.1.

### **4. Administration and Enforcement**

4.1 The enforcement of this bylaw is the responsibility of the Town Administrator and the Board of Health, and the bylaw may be enforced by any Town police officer or agent of the Board of Health and any other individuals appointed by the Town Administrator for that purpose.

4.2 This bylaw may be enforced by the non-criminal disposition method pursuant to M.G.L. Chapter 40, Section 21 D and the Town’s non-criminal disposition bylaw. The following penalties apply:

- \* First Violation: a written warning
- \* Second Violation: \$100 fine
- \* Third Violation: \$200 fine
- \* Fourth and Subsequent violations: \$300 fine
- \* Each day the violation occurs constitutes a separate violation.
- \* Any such fines shall be paid to the Town of Pepperell.

### **5. Effective Date**

This Bylaw will take effect on January 1, 2020

### **6. Severability**

If any section, paragraph, or part of this bylaw is for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part will continue in full force and effect.

**Explanation:** *The goal of this bylaw is to reduce the common use of plastic checkout bags and to encourage the use of reusable bags by consumers, thereby reducing local land pollution, advancing solid waste reduction, protecting the Town’s unique natural beauty and irreplaceable natural resources, and improving the quality of life for citizens in this Town.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town vote to amend the Town bylaws by adding a Bylaw for the reduction of plastic bags, in the form of file in the office of the Town Clerk and as shown in the packet available for review at this Town Meeting.

**MOTION SECONDED**

**MOVE THE QUESTION**

**MOTION SECONDED**

**MOVE THE QUESTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

### **ARTICLE 6 - ZONING BYLAW FOR SOLAR INSTALLATIONS**

To see if the Town will vote to amend the Zoning Bylaw by adding new uses to the Table of Principal Uses (Appendix A) and adopting a new section that will encourage the use of solar energy systems and protect solar access consistent with General Law Chapter 25A Section 10, including regulation of the installation of solar energy systems in the Town by providing standards for the size, placement, design, construction, operation, maintenance, monitoring, modification and removal of such systems that address public safety and provide adequate financial assurance for the eventual decommissioning of such facilities, consistent with General Law Chapter 40A, Section 3, in the form on file in the office of the Town Clerk, or take any other action relative thereto.

**Explanation:** *In 2018 local citizens encouraged the Planning Board to develop zoning provisions for solar power installations. This zoning by-law addresses the impact that solar panels present to zones throughout the community and should facilitate the beneficial adoption of additional solar power generation while minimizing those impacts on our community. **For full text of Bylaw, see Addendum A- Article 6.***

**Recommendation:** *The Planning Board recommends the passage of this article by a vote of 5 to 0.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**ADDENDUM A – ARTICLE 6**  
**ZONING BYLAW FOR SOLAR INSTALLATIONS**

The following shall be added to Appendix A, Table of Principal Uses.

**Schedule of Use Regulations**

	<b><u>RR</u></b>	<b><u>TR</u></b>	<b><u>RCR</u></b>	<b><u>SR</u></b>	<b><u>UR</u></b>	<b><u>C</u></b>	<b><u>I</u></b>
Roof Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Ground-Mounted Solar Energy System, Small Scale	Y	Y	Y	Y	Y	Y	Y
Ground-Mounted Solar Energy System, Medium- Scale	PB	PB	PB	PB	PB	PB	PB
Ground-Mounted Solar Energy System, Large-Scale	PB	PB	PB	N	N	PB	PB

**6500. Solar Energy Systems**

**6510. Purpose.**

The purpose of this section is to encourage the use of solar energy systems and protect solar access consistent with M.G.L. 25A, Section 10. This section facilitates and regulates the installation of solar energy systems in the Town by providing standards for the size, placement, design, construction, operation, maintenance, monitoring, modification and removal of such systems to address public safety and provide adequate financial assurance for the eventual decommissioning of such facilities, consistent with M.G.L. Chapter 40A, Section 3.

**6520. Definitions.**

As-of-Right: A development or installation that may proceed without the need for a special permit, variance, waiver, or other discretionary approval.

Photovoltaic System (also referred to as Photovoltaic Installation): An active solar energy system that converts solar energy directly into electricity.

Rated Nameplate Capacity: The maximum rated output of an electric power production of the photovoltaic system in watts of Direct Current (DC).

Solar Access: The access of a solar energy system to direct sunlight.

Solar Canopy – An active solar energy system that is raised above the ground on structures placed on land. For the purpose of this bylaw, solar canopies are considered ground mounted solar energy systems.

Solar Collector: A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical or electrical energy.

Solar Energy: Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy System, Grid-Intertie: A photovoltaic system that is connected to an electric circuit served by an electric utility.

Solar Energy System, Ground-Mounted: An active Solar Energy System that is structurally mounted to the ground and is not roof-mounted. Such a system may be of any size (small-; medium-; or large-scale).

Solar Energy System, Large Scale: An Active Solar Energy System that occupies more than 40,000 square feet of surface area (equivalent to a rated nameplate capacity of at least 250 KW DC or greater).

Solar Energy System, Medium-Scale: An active Solar Energy System that occupies more than 1,750 square feet but less 40,000 square feet of surface area (equivalent to a rated nameplate capacity between 10 – 250 KW DC).

Solar Energy System, Off Grid: A photovoltaic solar energy system in which the circuits energized by the solar energy system are not electrically connected in any way to the electric circuits that are served by an electric utility.

Solar Energy System, Roof-Mounted: An active Solar Energy System that is structurally mounted on the roof of a building, residence, parking garage, or any other structure. Such a system may be of any size (small-; medium-; or large-scale).

Solar Energy System, Small-Scale: : An active Solar Energy System that occupies 1,750 square feet or less square feet of surface area (equivalent to a rated nameplate capacity of approximately 10 KW DC or less).

Solar Thermal System: An active Solar Energy System that uses collectors to convert the sun's rays into useful forms of energy for water heating, space heating, or space cooling.

### **6530. Applicability.**

This section applies to solar photovoltaic installations proposed to be constructed after the effective date of this bylaw. This section also pertains to modifications that materially alter the type, configuration, or size of these installations or related equipment. This section does not apply to minor modification or routine maintenance of a solar energy system.

### **6540. Permitted Uses.**

6540.1 Roof-mounted solar energy systems of any size are permitted as-of-right in all zoning districts, subject to receipt of a building permit. The Building Inspector may require a structural engineering report illustrating the structural integrity of the underlying structure and associated roof and its ability to support the proposed roof-mounted solar energy system.

6540.2 Small- scale ground-mounted solar energy systems are permitted as-of-right in all zoning districts, subject to receipt of a building permit. If the site contains a principal structure then the solar energy system will be deemed an accessory structure and must meet the setback requirements for an accessory structure.

6540.3 Medium-scale ground-mounted solar energy systems are permitted in all zoning districts as either a principal or accessory use subject to a Planning Board Special Permit.

6540.4 Large-scale ground mounted solar energy systems are permitted subject to receipt of a Planning Board Special Permit in the following zoning districts: Commercial (C), Industrial (I), Rural Residential (RR) and Suburban Residential (SR). They are not allowed in the following zoning districts: Urban Residential (UR), Town Residential (TR) and Recreational Residence Residential (RCR).

6540.5 The construction and operation of all solar energy systems shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electric and communications requirements. All solar energy systems must comply with the Massachusetts Wetlands Protection Act and the Pepperell Wetlands Protection Bylaw. The applicant for a building permit for a solar energy system shall be required to provide evidence of liability insurance to the Building Inspector in an amount sufficient to cover loss or damage to property and structures occasioned by the failure of the system. Construction or installation of all solar energy systems requires a building permit. All solar energy systems shall be constructed and installed in accordance with the State Building Code.

6540.6 No grid-intertied solar energy system shall be installed until the owner or operator has provided evidence of notification to the utility company of the customer's intent to install an interconnected customer-owned generator. Off-grid solar energy systems are exempt from this requirement.

#### **6550. Design and Dimensional Standards.**

6550.1 Roof-mounted solar energy systems are subject to the same height restrictions as other rooftop appurtenances. The panels, however, shall be excluded from any calculation of maximum roof coverage allowed for appurtenances. No roof-mounted solar energy system shall be located in a manner that would cause this shedding of ice or snow from the roof onto a porch, stairwell or pedestrian travel area.

6550.2 Roof-mounted solar energy systems shall be located in such a manner as to allow emergency access to the roof, allow for smoke ventilation, and provide emergency egress from the roof.

6550.3 Ground-mounted solar energy systems are subject to the same height restrictions as accessory buildings or principal buildings in each district, depending on whether the systems are permitted as accessory or principal uses.

6550.4 Small- and medium-scale ground-mounted solar energy systems accessory to a principal use shall comply with the setbacks for accessory structures in the relevant zoning district. All ground-mounted solar energy systems in Residential districts shall be installed either in the side yard or rear yard to the extent practicable.

6550.5 Ground-mounted solar energy systems accessory to a principal use will not be included in any lot-coverage calculations.

6550.6 Solar panels, to the maximum extent feasible, shall be positioned and landscaped so as to minimize glare on surrounding occupied structures.

6550.7 Medium-scale ground mounted solar energy systems that are principal uses must comply with all setback requirements for principal uses in the relevant zoning district.

- a. Reasonable efforts shall be made to minimize visual impacts by preservation of natural vegetation and screening between abutting properties. Screening shall consist of existing and /or proposed new vegetation, fences, walls, and grassed earthen berms or a combination thereof. In

cases where screening cannot be provided onsite, the Planning Board may consider existing and/or proposed off-site screening if the property owner obtains permission to screen on an abutter's property. If utilizing a natural buffer, it shall be maintained above the highest level of the solar panels. When a screen consists of plant materials, said materials shall provide screening at the time of planting and be of a type that shall be expected to form a year-round dense screen.

- b. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of ground-mounted solar energy systems.
- c. Lighting of large-scale ground mounted solar energy systems shall be consistent with local, state and federal law. Lighting of other parts of the system, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar energy system shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

6550.8 Large-scale ground-mounted solar energy facilities must meet the following design and dimensional standards:

- a. The parcel must contain a minimum of 3 contiguous acres of upland areas.
- b. Front side and rear setbacks shall be as follows:
  - 1. Front Yard: The front yard shall have a depth of at least fifty (50 feet);
  - 2. Side Yard: Each side yard shall have a depth of at least fifty (50 feet);
  - 3. Rear Yard: The rear yard depth shall be at least thirty (30) feet.
- c. Reasonable efforts shall be made to minimize visual impacts by preservation of natural vegetation and screening between abutting properties. Screening shall consist of existing and /or proposed new vegetation, fences, walls, and grassed earthen berms or a combination thereof. In cases where screening cannot be provided onsite, the Planning Board may consider existing and/or proposed off-site screening if the property owner obtains permission to screen on an abutter's property. If utilizing a natural buffer, it shall be maintained above the highest level of the solar panels. When a screen consists of plant materials, said materials shall provide screening at the time of planting and be of a type that shall be expected to form a year-round dense screen.
- d. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of ground-mounted solar energy systems.
- e. Lighting of large-scale ground mounted solar energy systems shall be consistent with local, state and federal law. Lighting of other parts of the system, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar energy system shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- f. Signage on large-scale ground-mounted solar energy systems shall comply with the sign provisions of the Zoning Bylaw and shall identify the owner, manufacturer, and operator and provide a 24-hour emergency contact phone number. A solar energy system shall not be used to display any advertising.

6550.9 For medium- and large-scale ground-mounted solar energy systems, reasonable efforts shall be made to place all utility connections from the solar energy system underground depending on appropriate soil conditions, shape and topography of the site, and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

**6560. Standards for Site Plan Review and Special Permits.**

6560.1 For medium and large-scale ground mounted solar energy systems that require a special permit, the Planning Board shall serve as the Special Permit Granting Authority (SPGA). The SPGA shall include as part of its review and proceedings all of the provisions and requirements of the Site Plan review standards applicable to medium and large-scale ground-mounted solar energy systems set forth in this bylaw.

6560.2 Solar Energy Systems that require a Special Permit must comply with Sections 3.0 and 4.0 of the Planning Board Rules and Regulations for Special Permits and Site Plan Reviews dated March 1, 2010. Special permit review shall be conducted in accordance with the notice, hearing and filing procedures set forth in M.G.L. Chapter 40A.

6560.3 Upon receipt of an application for a special permit and site plan review, the Planning Board may engage at the applicant's cost professional and technical consultants including legal counsel to assist with its review of the application in accordance with the requirements of Section 53G of Chapter 44 of M.G.L. The Planning Board may direct the applicant to deposit funds with the Planning Board for such review at the time the application is accepted and to add additional funds as needed upon notice. Failure to comply with this section shall be grounds for denying the application. Any excess amount in the account attributable to the application, including any interest accrued, shall be returned to the applicant upon granting of the permit or formal withdrawal of the permit application.

6560.4 For solar energy systems which require a special permit, the Planning Board may approve, approve with modifications, disapprove or grant leave to withdraw. Approval may be subject to any conditions, modifications and/or restrictions that the Planning Board may deem necessary. Leave to withdraw or disapproval by the Planning Board must be supported by written findings. The Planning Board may waive strict compliance with the requirements of this Section, when in its judgement such action is in the public interest and consistent with the overall intent and purpose of this Section.

6560.5 In addition to the application requirements set forth in the Planning Board Rules and Regulations for Special Permits and Site Plan Reviews dated March 1, 2010, the applicant shall provide a site plan showing:

- a. Property lines and physical features, including roads for the project site;
- b. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation and/or structures;
- c. Blueprints or drawings of the solar energy system signed by a professional engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system, any potential shading from nearby structures, the distance between the system components, including the solar collector and all property lines and existing on-site buildings and structures, and the tallest finished height of the system;
- d. One or three line electrical diagram details of the photovoltaic system, associated components, and electric interconnection methods, with all Massachusetts Electrical Code (527 CMR 12.00) compliant disconnects and overcurrent devices;
- e. Documentation of the major system components to be used, including the panels, mounting systems, and inverter;
- f. Name, address, and contact information for the proposed system installer;

- g. Name, address, phone number and signature of the applicant, as well as any co-applicants, and property owners;
- h. The name contact information and signature of any agents representing the applicant; and
- i. Zoning district designation for the parcel(s) of land comprising the project site.

6560.6 The applicant shall submit documentation of actual or prospective access to and control of the project site sufficient to allow for the construction and operation of the proposed solar energy system.

6560.7 The applicant shall submit a plan for the operation and maintenance of the ground-mounted solar energy system, which shall include measures for maintaining safe access to the installation, stormwater controls, as well as general procedures for the operational maintenance of the solar energy system.

#### **6570. Financial Surety.**

The owner or operator of a large-scale ground mounted solar energy system shall provide a form of surety, either through escrow account, bond or other form of surety approved by the Planning Board to cover the estimated cost of removal in the event the Town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent and the Planning Board. Such surety will not be required for municipal or state-owned facilities. The project proponent shall submit a fully inclusive detailed itemized cost estimate of the Town's estimated cost (including "prevailing wages") associated with removal and full decommissioning of the facility and the site, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal cost due to inflation at the end of the facility's useful life. Said estimated cost shall not include or deduct the value of material recycling. Said surety in its full amount shall be presented to the Planning Board prior to the project proponent applying for a Building Permit or the commencement of construction.

#### **6580. Monitoring and Maintenance.**

The owner or operator of a medium - or large-scale ground-mounted solar energy system shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and preserving the integrity of security measures. Site access shall be maintained at a level acceptable to the Building Inspector. The owner or operator shall be responsible for the cost of maintaining the solar energy system and any road(s) providing access to the system, unless accepted as a public way. For medium and large-scale ground mounted solar energy systems, the owner or operator shall provide a copy of the operation and maintenance plan, electrical schematic, and site plan to the Town's fire chief. Upon request, the owner and operator shall cooperate with local emergency services in development of an emergency response plan. All means of shutting down the solar energy system shall be clearly marked. The owner and/or operator shall identify a responsible person for public inquiries throughout the life of the solar energy system.

#### **6590. Abandonment or Decommissioning.**

6590.1 Removal Requirements. Any medium- or large-scale ground-mounted solar energy systems which has reached the end of its useful life or has been abandoned shall be removed. The owner or operator shall physically remove the system no more than one hundred fifty (150) days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of: physical removal of all structures, equipment, security barriers and transmission lines from the site; disposal of all solid and hazardous waste in accordance with local, state and federal waste disposal regulations; stabilization or re-vegetation of the site as necessary to minimize erosion and disruption to vegetation.

6590.2. Abandonment. Absent notice to the Planning Board from the owner or operator of a proposed date of decommissioning or written notice of extenuating circumstances, a medium- or large-scale ground-mounted solar energy system shall be considered abandoned after it has failed to operate for more than one year without the written consent of the Planning Board. Upon receipt of notice of extenuating circumstances, the Planning Board may hold a public hearing to determine whether the circumstances are sufficient to rebut the presumption of abandonment. If the owner or operator of the solar energy system fails to remove the installation in accordance with the requirements of this Section within 150 days of abandonment or the proposed date of decommissioning the Town retains the right, after the receipt of an appropriate court order, to enter and remove any abandoned, hazardous or decommissioned solar energy system. To the extent permitted by law, the Town's cost for the removal will be charged to the property owner in accordance with the provisions of M.G.L. Chapter 139, Section 3A as a lien on the property.

**2/3 Vote required**

**MOTION MADE:** Rick McHugh, Planning Board Member

I move that the Town vote to amend the Zoning Bylaw by adding new uses to the Table of Principal Uses (Appendix A) and adopting a new section 6500 regarding solar energy systems, as shown in the form on file in the office of the Town Clerk and as shown in the packet available for review at this Town Meeting.

**MOTION SECONDED**

**PLANNING BOARD READ INTO THE RECORD THEIR REPORT ON THE SOLAR BYLAW.**

**AMENDMENT ONE MOTIONED BY JEFF RATTA TO AMEND SOLAR ENERGY – SMALL SCALE TO READ AS ACTIVE SOLAR ENERGY SYSTEM THAT OCCUPIES 2,800 SQUARE FEET OR LESS FEET SQUARE FEET OF SURFACE AREA (EQUIVALENT TO RATED NAME PLATE CAPACITY OF APPROXIMATE 15 KW DC OR LESS. (Section 6520 Definitions)**

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**AMENDMENT TWO MOTIONED BY JEFF RATTA TO AMEND MEDIUM SIZE SOLAR SYSTEM OCCUPIES 2,800 SQUARE FEET BUT LESS THAN 40,000 SQUARE FEET WITH CAPACITY PLATE OF 15 KW-250KW. (Section 6520 Definitions)**

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**AMENDMENT THREE MOTIONED BY ANTHONY BEATTIE TO AMEND THE BYLAW THAT FARMS SOLAR INSTALLATIONS WILL BE UNDER THE JURISDICTION OF MASSACHUSETTS DEPARTMENT OF AGRICULTURE RESOURCES**

**MOTION SECONDED**

**TOWN COUNSEL OPINED THE AMENDMENT IS OUTSIDE THE SCOPE OF THE ARTICLE**

**MOTION WITHDRAWN**

**THE AFFIRMATIVE HAS IT AND THE MOTION IS ADOPTED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

## ARTICLE 7 - NOISE CONTROL BYLAW

To see if the Town will vote to adopt a Noise Control Bylaw, pursuant to the authority under General Law Chapter 111, Sections 142A-142M and General Law Chapter 40, Section 21, and 310 CMR 7.00, as reasonable and necessary for the protection of the health and welfare of the citizens of the Town of Pepperell, in the form on file in the office of the Town Clerk, or take any other action relative thereto. **For full text of Bylaw, see Addendum B- Article 7.**

**Explanation:** *Excessive noise is a nuisance and a potential health hazard. This Bylaw recognizes that people have a right to and should be ensured an environment free from excessive noise.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

## ADDENDUM B – ARTICLE 7 NOISE CONTROL BYLAW

### **1. Authority**

This Bylaw is issued by the Town of Pepperell pursuant to its authority under M.G.L. Chapter 40, Section 21 and Chapter 111, Sections 142A-142M, and 310 CMR 7.00, as reasonable and necessary for the protection of the health and welfare of the citizens of the Town of Pepperell.

### **2. Purpose**

The Town of Pepperell hereby finds that excessive or unwarranted noise is a nuisance and a potential health hazard. Recognizing that people have a right to—and should be ensured—an environment free from excessive and unwarranted noise, the Town of Pepperell establishes this Bylaw to protect, preserve, and promote the health, safety, welfare, and quality of life for its citizens.

The intention is not to restrict people's enjoyment of their home, property, or business but to ensure that the Town and its citizens are protected from intrusion of excessive noise generation by:

- i. Providing a mechanism for control, prevention, mitigation, and arbitration of noise through the establishment of maximum noise levels for lawful uses and activities,
- ii. Providing a venue for adjudication, arbitration, and if necessary, the definition of offenses and power to impose penalties by the Town of Pepperell Board of Health to preserve the rural character of our town.

Noise is hereby declared a nuisance if it:

- i. is excessive, unnecessary, prolonged, unusually loud, or unnatural in its time, place, and use, and constitutes an annoyance to a person of ordinary sensibility to sound;
- ii. materially and substantially interferes with the ordinary comfort of life, and the reasonable use and enjoyment of property.

Therefore,

- i. No person owning, leasing, or controlling a source of sound shall willingly, negligently, or through failure to provide necessary equipment, service, or maintenance and/or failure to take necessary precautions, cause, allow, or permit excessive or unwarranted noise as described in Section 5.
- ii. This Bylaw shall apply to all sound originating within the limits of the Town of Pepperell and is intended to be consistent in scope and application with relevant state and federal statutes and Town Bylaws.
- iii. All Town of Pepperell departments and agencies shall, to the fullest extent consistent with federal and state laws and Town Bylaws, carry out their programs in such a manner as to comply with this Bylaw.
- iv. Provisions in this Bylaw shall not apply to any activity to the extent that the Bylaw has been preempted by state or federal law.

### 3. Prohibitions on Excessive or Unwarranted Noise

Generation of excessive or unwarranted noise is prohibited, except in the following cases:

- A. **Construction/maintenance power equipment.** Motorized devices and equipment engaged in home construction (including site preparation and restoration), roof installation, building restoration, and like activities and/or demolition shall be permitted for use between the hours of 7:00 a.m. and 7:00 p.m., or as otherwise allowed by a Town of Pepperell permit issued for such activity.

**EXCEPTIONS:**

- i. Construction-related activity as specified in Section 3A, on days for which “Danger” or “Extreme Danger” heat conditions are forecast by the National Weather Service, may begin before 7:00 a.m., but not before 5:30 a.m.

- B. **Commercial trash collection.** Vehicles used for the collection of trash, rubbish, refuse, or debris, such as but not limited to commercial compactors, are permitted to operate on any point of public or common right-of-way for vehicular traffic between the hours of 6:00 a.m. and 8:00 p.m.

**EXCEPTIONS:**

- i. Commercial trash collection may take place at any time within any area of the Town of Pepperell zoned Industrial Zone (I) or Commercial Zone (C) under the Zoning Bylaw.

- C. **Commercial deliveries or pickups.** Deliveries or pickups for commercial or business purposes are permitted between 6:00 a.m. and 8:00 p.m., unless the noise level of such deliveries or pickups is excessive or unwarranted.

**EXCEPTIONS:**

- i. Commercial deliveries or pickups may take place at any time within any area of the Town of Pepperell zoned Industrial Zone (I) or Commercial Zone (C) under the Zoning Bylaw.

- D. **Domestic mechanical equipment.** The outdoor use of domestic mechanical equipment such as, but not limited to, lawn mowers, leaf blowers, and power saws is permitted between the hours of 7:00 a.m. and 9:00 p.m.

- E. **Fixed plant equipment.** Excessive or unwarranted noise caused by fixed plant equipment such as but not limited to air conditioners, pumps, fans, furnaces, compressors, engines, ventilation equipment, fuel/pipeline vents or blowdowns, and similar equipment is prohibited. As used herein, fixed shall mean any equipment

mounted, secured, or fastened to the ground or to any building or structure, as well as any equipment that requires the assistance of motorized equipment to move or transport.

**Any exceptions listed in Section 3 shall not apply if the noise is determined to exist as the result of negligent conduct or actions.**

#### **4. Exemptions**

The provisions of this Bylaw shall not apply to sounds emitted during or associated with any of the following:

- A. Police, fire, and civil and national defense activities, or training exercises by public safety personnel related to emergency activities
- B. Any bell or chime from any school, church, or government building
- C. Any events that are permitted by the Town, such as parades, public gatherings, or sporting events for which permits have been issued
- D. Noncommercial public speaking and public assembly activities, as guaranteed by state and federal constitutions
- E. Operation of any activity that is an ordinary or ancillary aspect of farming
- F. Emergency work including but not limited to the operation of any mechanical device, apparatus, vehicle, or equipment used in connection with that emergency
- G. Snow removal
- H. Normal motor vehicle traffic that does not persistently or repetitively reach the excessive or unwarranted noise level as defined in Section 5.A. Persistent, repetitive commercial motor vehicle traffic, in excess of twice per hour, that exceeds the excessive noise level standard defined in Section 5.A., is explicitly prohibited under this Bylaw
- I. Any activity to the extent that this Bylaw has been preempted by state or federal laws.

**These exemptions shall not apply if the noise is determined to exist as the result of negligent conduct or actions.**

#### **5. Measurement of Excessive or Unwarranted Noise**

It shall be unlawful for any person to make or produce excessive or unwarranted noise. A determination that excessive or unwarranted noise is caused by a given noise source will be made in accordance with the following standards using the “Definitions” set forth in the Appendix to the Bylaw.

- A. Excessive or unwarranted noise, as used in this Bylaw, shall mean any of the following:
  - Any condition in which a broadband impulsive or continuous sound source raises the noise level by 10 or more dBA above the ambient noise level
  - Any condition in which a tonal sound source raises its third-octave band level by 3 dB or more above the adjacent third-octave-band levels
- B. Under no condition will a persistent noise source be permitted that exceeds an absolute sound pressure level of 65 dBA, in accordance with the measurement conditions outlined below.

**These standards are based on widely accepted national and state standards for community noise control bylaws and ordinances, including those identified in the References contained in the Appendix at the end of this Bylaw.**

- C. Determination of excessive or unwarranted noise originating from private property of any type (i.e., any form of residential, commercial, or industrial property) shall be made at any point of the property boundary.
- D. Determination of excessive or unwarranted noise originating from public property shall be made at any location a passerby might lawfully occupy.
- E. Measurement of the noise source level shall be made over a time interval approximately equal to, but not to exceed, the duration of the noise source or noise event in question. For example, in the case of a continuous persistent stimulus, such as an air conditioning unit or machinery noise, an appropriate measurement duration should be at least 5 minutes. In the case of a transient, impulsive stimulus, such as a gas or steam blow-off or pile driver, the measurement interval needs to be shorter, matched to the duration of the noise stimulus.
- F. Noise level measurements made for the purpose of establishing compliance, or lack thereof, with this Bylaw may be submitted by a resident or business owner to any enforcing person, as specified in Section 6, as long as they can be demonstrated to be in compliance with the conditions outlined in this section. The Town of Pepperell Board of Health may, at its discretion, consult qualified experts for the purpose of validating a complaint.
  - Any resident or business owner within the Town of Pepperell may submit a complaint that another person or business is violating the provisions of this Bylaw.
- G. Ambient baseline noise levels in the Town of Pepperell may be measured by a qualified expert appointed by the Board of Health. If no such ambient baseline noise levels exist at the time a complaint is brought, or a site review is conducted, any person seeking relief under this Bylaw may submit ambient baseline measurements made in compliance with the conditions set forth in this section. The Town of Pepperell Board of Health may, at its discretion, consult qualified experts for the purpose of validating a complaint.
- H. In no instance should any part of this Bylaw be interpreted so as to abrogate the power of the Board of Health pursuant to M.G.L. Chapter 111, Sections 142A-142M, and 310 CMR 7.00.

## **6. Enforcement and Penalties**

The principal enforcement agency for this Bylaw is the Town of Pepperell Board of Health or its designated agent. The Town of Pepperell police will be the designated first responder to situational or incidental noise complaints, which they may choose to refer to the Board of Health.

- A. Upon receipt of a complaint brought under the terms and conditions of this Bylaw, the Board of Health or its designated agent may, at its discretion, convene an arbitration hearing to try to resolve the matter. This arbitration hearing must be called within 30 days of the complaint being filed. If the arbitration does not result in resolution, either through inability to reach agreement or failure to participate by the party/parties involved, the Board of Health may take any and all actions as appropriate to enforce this Bylaw.

- B. Any person who violates any provision of this Bylaw shall be subject to a fine of \$100 per violation. The imposition of a penalty for any violation shall not excuse the violation or permit it to continue. Each day that such violation continues shall be considered a separate offense, and subject to a fine of \$100.
- C. The Board of Health, upon finding that a persistent and habitual excessive noise violation has occurred, may impose a requirement that acceptable abatement measures be enacted by the offending party within 30 days of issuance of a decision stating the finding. Noise abatement measures shall be deemed as acceptable at the sole discretion of the Board of Health.
- D. If the offending party is unable or unwilling to moderate the subject activity in a manner that achieves compliance with this Bylaw, or is unable or unwilling to enact abatement measures, the Board of Health shall issue a cease and desist order against the activity or use that fails to comply with the stated requirements or provisions of this Bylaw.

## **7. Permitting of New Uses and Structures in Commercial and Industrial Zoning Districts**

- A. No resident, property owner, or business owner or operator of any land or use in a Town of Pepperell Commercial or Industrial Zoning District shall commence or cause to be commenced the construction of any structure or introduction of any land use unless it is first determined by the Board of Health to be in conformance with the terms and conditions established under this Bylaw.
- B. Any application for a permit to the Town of Pepperell for improvement to land in the Commercial or Industrial Zoning District, including but not limited to a building permit, occupancy permit, business permit, or special permit issued by Planning Board, Zoning Board of Appeals, or Board of Selectmen shall require a review by the Board of Health to determine compliance with this Bylaw.
  - i. This application must be made in writing, and shall include any and all information and data supporting the claim that the terms of this Bylaw will be met and maintained, as well as any other information which the Board of Health may reasonably require for this purpose.
- C. The Board of Health may conduct such inspections and measurements as are necessary to ensure the accuracy of any report submitted to ascertain compliance with this Bylaw. These may include on-site inspections by a noise or sound expert during specified periods of construction.
- D. The Board of Health may, at its discretion, impose any mandatory noise abatement or mitigation measures it believes to be necessary for the proposed building or use to meet with the terms and conditions of this Bylaw.
- E. No new or substantially modified structure as determined by the Building Inspector on land used or zoned as commercial or industrial shall be approved for construction unless the owner or developer of such land has demonstrated, in accordance with the terms and conditions delineated herein, that the completed structure and the activities associated with and on the same property as the structure, will comply with the provisions of this Bylaw when operation commences and will continue to comply.

## **8. Relationship to Other Laws**

Nothing in this Bylaw shall be construed to restrict, amend, repeal, or otherwise limit the application or enforcement of existing federal, state, or Town of Pepperell laws.

## 9. Rules and Regulations

The Board of Health may promulgate, after public notice and hearing, rules and regulations to effectuate the purposes and intent of this Bylaw. However, failure by the Board of Health to promulgate such rules and regulations shall not act to suspend or invalidate the effect of this Bylaw.

## 10. Severability

If any section, paragraph or part of this Bylaw is for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force.

## APPENDIX

### Definitions

**A-weighted decibel (dBA)**—refers to the nationally recognized standard for measured sound pressure level, normalized for the frequency-dependent relative loudness perceived by the human ear, and expressed in decibels relative to a reference pressure of 20 micropascals.

**Absolute**—a direct measurement in calibrated sound pressure level: Not comparative or relative in any way.

**Ambient noise level (Leq)**—the background noise level, or equivalent continuous noise level, measured in A-weighted decibels that is used as the reference level against which a new intrusive sound source may be compared. The Board of Health may, at its discretion, impose specific requirements as to the conditions under which the ambient noise level is to be established so as to insure its relevance and fairness to the quantification of the subject noise stimulus, including time duration and time of day.

**Decibel (dB)**—a logarithmic unit used in measuring the sound pressure level relative to a reference pressure of 20 micropascals.

**Excessive**—more than is necessary, normal, or desirable; immoderate

**Noise**—a sound.

**Noise level**—the property of broadband sound (that is, sound with multiple tones/frequencies, or a continuous band of frequencies) as measured in A-weighted decibels (dBA) with a sound level meter that meets or exceeds the requirement for a Type I or Type II sound-level meter as specified under American National Standards Institute (ANSI) Specification S1.4-1974 or its successor (ANSI, 1974/1983, S1.4), which is capable of making absolute measurements). For the purposes of characterizing the relative increase in sound pressure level caused by a noise under review, at its discretion the Board of Health may allow the presentation of measurements made by a more readily available instrument, such as a smartphone or tablet with a sound-pressure-meter application.

**Octave band**—a portion of the sound spectrum with the upper limit twice the frequency of the lower limit. Octave bands are named for their center frequency (geometric mean) of the band. Standard octave bands for sound level meters are defined by the American National Standards Institute (ANSI, 2009, S1.11).

**Relative**—a term used to describe any measurement of a noise stimulus made with respect to a contemporaneous measurement of the ambient noise level, as defined below. A relative measurement is understood to be self-normalizing in that it quantifies the intrusive nature of a noise source in terms of a known, ordinary acceptable noise background level. Further, a relative measurement inherently compensates for measurement error or bias associated with a particular measurement device by automatically cancelling any

such errors as they are common to measurement of noise stimulus and background. As such, it is imperative that any relative measurement be performed using measurements of noise stimulus and background by the same exact device, made within a reasonable time interval.

**Tonal**—a sharply narrowband, continuous-wave (CW) signal or acoustic stimulus, like a long whistle or whirring sound. Due to its very concentrated nature in frequency, a tonal acoustic disturbance tends to possess a much greater annoyance factor, or even cause physical discomfort, at much lower relative sound pressure levels than a broadband noise source.

## REFERENCES

- American National Standards Institute (ANSI). (1974/1983). American National Standard Specification for Sound Level Meters: ANSI S1.4A-1985 Amendment to ANSI S1.4-1983. Melville, NY: Acoustical Society of America.
- American National Standards Institute (ANSI). (2009). *Specification for octave-band and fractional-octaveband analog and digital filters*. Melville, NH: Secretariat, Acoustical Society of America.
- Berglund, B., Lindvall, T., & Schewela, D. (2000). *Guidelines for community noise*. Geneva, Switzerland: World Health Organization (WHO).
- Massachusetts Department of Environmental Protection Noise Pollution Policy Interpretation (2017). See the related law, regulations, and policy: M.G.L. Chapter 111, Sections 142A-142M, and 310 CMR 7.00: Air Pollution Control.  
<https://www.mass.gov/files/documents/2018/01/31/noise-interpretation.pdf>
- World Health Organization (WHO) Guidelines for Community Noise (1999).  
<https://www.who.int/docstore/peh/noise/guidelines2.html>
- World Health Organization Guidelines for Community Noise (1999), Chapter: Adverse Health Effects of Noise.  
<https://www.who.int/docstore/peh/noise/Comnoise-3.pdf>
- World Health Organization Training Package for the Health Sector: Children and Noise, Children’s Health and the Environment  
<https://www.who.int/ceh/capacity/noise.pdf>

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town vote to adopt a Noise Control Bylaw, pursuant to the authority under General Laws Chapter 111, Sections, 142A-142M and General Laws Chapter 40, Section 21, and 310 CMR 7.00, in the form on file in the office of the Town Clerk and as shown in the packet available for review at the Town Meeting.

**MOTION SECONDED**

**MOTION TO MOVE THE QUESTION**

**MOTION SECONDED**

**MOTION TO MOVE THE QUESTION PASSES**

**THE MODERATOR CALLED THE VOTE**

**YEAS: 182**

**NAYS: 41**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**ARTICLE 8 - HOME RULE PETITION RESTRICTING SOIL RECLAMATION PROJECTS**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation entitled “an Act relative to soil reclamation projects in the Town of Pepperell”, in the form on file in the office of the Town Clerk; provided, that the General Court may make clerical or editorial amendments to the form of said proposed Special Act, and provided further that the Board of Selectmen shall have the authority to approve and accept any such amendments that shall be within the scope of the objectives of the petition, or take any other action relative thereto.

*TITLE: An Act relative to soil reclamation projects in the town of Pepperell*

*SECTION 1. Notwithstanding any general or special law to the contrary, no filling operations associated with the reclamation of a quarry, gravel pit, or sand pit shall take place in the town of Pepperell that poses a substantial hazard to natural resources, or at a site that is; (1) within 750 feet of the high water mark of the Nashua River; (2) within 350 feet of ground water or aquifers that supply drinking water; (3) within 500 feet of a private well.*

*SECTION 2. The Pepperell conservation commission shall have the authority to review and approve, by the vote of a majority of its members, any proposed filling operation according to the standards described in this chapter, any bylaws adopted by the town of Pepperell, and any rules and regulations adopted by the Pepperell conservation commission. The Pepperell conservation commission may deny an application for a filling operation that poses a substantial hazard to natural resources, as determined by the Pepperell conservation commission. Any approval of an application for a filling operation by the Pepperell conservation commission shall contain conditions to ensure that the filling operation does not pose a substantial hazard to natural resources.*

*SECTION 2. As used in this chapter the following words shall, unless the context clearly requires otherwise, have the following meanings:-*

*“Filling operations,” the importation of soil for the purpose of the reclamation of a quarry, gravel pit, or sand pit.*

*SECTION 3. This act shall take effect upon its passage.*

**Explanation:** *A Home Rule Petition is a law that applies to a single municipal government. This petition seeks to restrict the creation of soil reclamation sites within close proximities to wells, aquifers, and the Nashua River. It further empowers the Pepperell Conservation Commission to deny an application for a soil reclamation project if the Conservation Commission believes the site poses a substantial hazard to natural resources or to promulgate conditions to ensure the project does not pose a substantial hazard to natural resources. If passed, this petition will be brought before the State Legislature for approval.*

**Recommendation:** *The Finance Committee did not take action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**Majority vote required for passage.**

**MOTION MADE:** Margaret Scarsdale, Board of Selectmen

I move that the Town take no action at this time.

**MOTION SECONDED**

## MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

### ARTICLE 9 - FISCAL YEAR 2020 WATER ENTERPRISE FUND – AUTHORIZATION TO BORROW FOR TREATMENT PLANT UPGRADES

To see if the Town will vote to amend the vote taken under Article 9 of the warrant for the 2019 Annual Town Meeting, by increasing the loan authorization appropriation for the construction of a Water Treatment Facility, as required to comply with the Secondary Maximum Contaminant Levels (SMCL) promulgated by the Massachusetts Department of Environmental Protection (MassDEP) as part of its drinking water regulations, and any other costs incidental or related thereto, from Eight Million Dollars (\$8,000,000.00) to Eight Million, Five Hundred Thousand Dollars (\$8,500,000.00), and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to General Law Chapter 44, or any other enabling authority, and to issue bonds or notes of the Town therefor; and to authorize the Board of Public Works, with the approval of the Board of Selectmen, to apply for, accept, and expend any federal, state or other grants or gifts from any sources that may be available for the project, or take any other action relative thereto.

**Explanation:** *At the Annual Town meeting in May 2019, the Town voted to authorize the borrowing of a sum of \$8,000,000 to construct a water treatment plant at the Bemis well site in order to comply with the Massachusetts Department of Environmental Protection (MADEP) Secondary Maximum Contaminant Levels (SMCL) of Iron (Fe) and Manganese (Mn) for drinking water. The plans and specifications were at the 90% stage when the \$8M construction cost estimate was provided. The project has since gone to bid and bids were opened in August. The final bids came in higher than originally estimated. The additional \$500,000 is cover the cost of the actual bid. The project is eligible for a low-interest rate loan through the State Revolving Fund (SRF) program, and it has been included on the Drinking Water State Revolving Fund 2019 Intended Use Plan (IUP). Construction is expected to begin in the fall of 2019, and be completed by the end of 2021.*

**Recommendation:** *The Finance Committee recommends the passage of this article by a vote of 4 to 0.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

### **2/3 Vote Required.**

### **MOTION MADE:** Thomas Nephew, Board of Public Works

I move that the Town vote to amend the vote taken under Article 9 of the warrant for the 2019 Annual Town Meeting, by increasing the loan authorization appropriation for the construction of a Water Treatment Facility, as required to comply with the Secondary Maximum Contaminant Levels (SMCL) promulgated by the Massachusetts Department of Environmental Protection (MassDEP) as part of its drinking water regulations, and any other costs incidental or related thereto, from Eight Million Dollars (\$8,000,000.00) to Eight Million, Five Hundred Thousand Dollars (\$8,500,000.00), and further to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to General law Chapter 44, or any other enabling authority, and to issue bonds or notes of the Town therefor; and to authorize the Board of Public Works, with the approval of the Board of Selectmen, to apply for, accept, and expend any federal, state or other grants or gifts from any sources that may be available for the project.

### **MOTION SECONDED**

**THE AFFIRMATIVE HAS IT AND THE MOTION IS ADOPTED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

### ARTICLE 10 - LAND DONATION-148 LOWELL ROAD

To see if the Town will vote to transfer the custody and control of the following described land located off Lowell Road from the Board of Selectmen to the Board of Selectmen, for the purpose of conveyance, and authorize the Board of Selectmen, for and on behalf of the Town, to release and convey all of the Town's right, title and interest therein for the purpose of accomplishing the transfer of such land to the Commonwealth of Massachusetts as part of a conservation acquisition; and to authorize the Board of Selectmen to take any and all action and execute all documents necessary for the purpose of accomplishing such conveyance and transfer, including consent to a taking thereof by the Commonwealth, through its Department of Fish and Game, and a petition to the General Court for any legislation which may be necessary for such conveyance and transfer: Lot 3 as shown on a plan entitled "Plan of Land in Pepperell, MA, Lowell Road, Pepperell, MA prepared for Thelma Chambers," dated July 30, 1986 and recorded with the Middlesex South District Registry of Deeds as Plan No. 1092 of 1986 in Book 17299, Page END, or take any other action relative thereto.

**Explanation:** *For the purpose of permanently protecting the subject property from development in accordance with Article 97 of the Amendments of 1972, this article authorizes the Board of Selectmen to allow the Massachusetts Division of Fish and Game to acquire the property through a consensual order of taking.*

**Recommendation:** *The Finance Committee did not take any action.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**2/3 Vote required for passage.**

**MOTION MADE:** Paula Terrasi, Town Conservation Administrator

I move that the Town vote to transfer the custody and control of the following described land located off Lowell road from the Board of Selectmen to the Board of Selectmen, for the purpose of conveyance, and authorize the Board of Selectmen, for and on behalf of the Town to release and convey all of the Town's right, title and interest therein for the purpose of accomplishing the transfer of such land to the Commonwealth of Massachusetts as part of a conservation acquisition; and to authorize the Board of Selectmen to take any and all action and execute all documents necessary for the purpose of accomplishing such conveyance and transfer, including consent to a taking thereof by the Commonwealth, through its Department of Fish and Game, and a petition to the General Court for any legislation which may be necessary for such conveyance and transfer: Lot 3 as shown on a plan entitled "Plan of Land in Pepperell, MA, Lowell Road, Pepperell, MA prepared for Thelma Chambers," date July 30, 1986 and recorded with the Middlesex South District Registry of Deeds as Plan No. 1092 of 1986 in Book 17299, Page END.

**MOTION SECONDED**

**THE AFFIRMATIVE HAS IT AND THE MOTION IS ADOPTED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

### **ARTICLE 11 - PETER FITZPATRICK BUILDING HEATING SYSTEM REPAIR**

To see if the Town will vote to appropriate and transfer the sum of One Hundred and Twenty-Five Thousand Dollars (\$125,000.00) from the General Stabilization Fund for the repair of the heating system at the Peter Fitzpatrick School property, or take any other action relative thereto.

**Explanation:** *In March 2019 the forced hot water heating distribution system at the Peter Fitzpatrick School began leaking. The pipes in this portion of the facility were installed in the 1960s. After extensive analysis, a plan to replace the pipes has been arranged. The cost is expected to be more than \$100,000.00 and is entirely unbudgeted. Without replacing the pipes, most of the campus cannot be heated and will be unusable for the winter months. This article requests the appropriation of General Stabilization funds of \$125,000.00. Any amount unused for this purpose will be returned to general stabilization at the culmination of the project. If*

*approved the remaining General Stabilization Fund balance will be \$549,057.16. (Beginning balance as of June 30, 2019 \$674,057.16 - \$125,000.00 = \$549,057.16)*

**Recommendation:** *The Finance Committee recommends the passage of this article by a vote of 4 to 0.*

**Recommendation:** *The Board of Selectmen recommends the passage of this article by a vote of 2 - 0.*

**2/3 Vote required for passage.**

**MOTION MADE:** William Greathead, Board of Selectmen

I move that the Town vote appropriate and transfer the sum of One Hundred and Twenty-Five Thousand Dollars (\$125,000.00) from the General Stabilization Fund for the repair of the heating system at the Peter Fitzpatrick School property.

**MOTION SECONDED**

**THE AFFIRMATIVE HAS IT AND THE MOTION IS ADOPTED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR**

**MOTION MADE:** William Greathead, Board of Selectmen

To adjourn the Annual Town Meeting.

**MOTION SECONDED**

**MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR**

**TOWN MEETING CONCLUDED AT 9:45PM**

# SPECIAL TOWN ELECTION

## November 18, 2019



**SPECIAL TOWN ELECTION**  
**Monday, November 18, 2019**  
**Town of Pepperell, Massachusetts**  
**OFFICIAL RESULTS**

<b>Board of Selectmen - Vacancy</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Denene M. Premus	255	297	230	<b>782</b>
Norman J. Radwich	260	301	353	<b>914</b>
				<b>0</b>
				<b>0</b>
				<b>0</b>
				<b>0</b>
Write-Ins	0	0	0	<b>0</b>
Blanks	0	1	0	<b>1</b>
<b>Totals</b>	<b>515</b>	<b>599</b>	<b>583</b>	<b>1697</b>
<b>Ballots cast</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Total Ballots Cast	515	599	583	<b>1697</b>
<b>Registered Voters</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Totals</b>
Total registered voters as of October 28, 2019	2860	2804	2717	<b>8381</b>
Voter participation percentage	18.01%	21.36%	21.46%	20.25%

Due to a resignation on the Board of Selectmen in August, 2019 and in accordance with Pepperell's Town Charter, Section 3-7 (b) Filing of Vacancies that states *"If there is...a vacancy...in the office of selectmen and six (6) months or more will elapse before the next annual town election the remaining selectmen shall, forthwith, call a special election to fill the vacancy until remainder of the term"*.

Respectfully Submitted,  
 Jeanne M. Survell  
 Town Clerk

# ZONING BOARD OF APPEALS

Cheryl Lutcza, ZBA Assistant

## BOARD MEMBERS

Mark Walsh, Chair  
Sean McCaffery  
(Vacancy)

Annette McLean, Clerk  
Alan Leao, Jr.

### Responsibilities/Duties:

1. To hear and decide appeals in accordance with Section 9200 of the Zoning By-Law.
2. To hear and decide applications for special permits as provided in Section 9221 of the Zoning By-Law.
3. To hear and decide appeals or petitions for variances as provided in Section 9222 of the Zoning By-Law.
4. To hear and decide appeals as provided in Section 9223 of the Zoning By-Law.
5. To hear and decide comprehensive permits as provided in Section 9224 of the Zoning By-Law.

### Authority:

Town of Pepperell Zoning By-Law Section 9220 and Massachusetts General Laws Chapters 40A, 40B, and 41.

### 2019 Activities:

Seven (7) new applications were received by the Zoning Board of Appeals in 2019. The table below contains a breakdown of applications which were decided in 2019 (please note this table contains three (3) applications from 2018 that were decided in 2019; and one (1) pending application to be heard/decided in 2020):

	Granted	Denied	Exempt	Withdrawn	Pending
Variances	2	0	1	0	1
Special Permits	4	0	1	1	0
40B Comprehensive Permits	0	0	0	0	0
Administrative Appeals	1	0	0	0	0
Amendments to Decisions	0	0	0	0	0

# Public Safety



Animal Control  
Communications Department  
Emergency Management Agency  
Fire Department  
Inspections Department  
Police Department

February 5, 2020

## Annual Town Report

2019 was a busy year. Wildlife concerns were high on the call list, mostly because they were seen “out and about” during daytime hours. This activity is not always a concern and does not mean they are sick. The area wildlife is sometimes un-successful hunting and/or scavenging at night and must continue during the day. If you see wildlife acting “strange”, Please call dispatch, they will contact me to check on it and determine if it needs to be removed.

Loose dogs continue to be an issue in town. Pepperell Does have a “Control Law” which states you must have control of your dog. Dogs are not allowed to roam freely off of the owners property unless they are with their owner. This is for everyone’s safety.

Dog Licenses must be renewed by April 1<sup>st</sup> every year. This can be done at the Town Clerks office. The Nashoba Board of Health sponsors a Rabies Vaccination Clinics every year starting in February. Pepperell’s clinic is scheduled for Saturday March 21, 2020 from 9am-12pm at the Jersey street Fire Station. There is also a clinic in Townsend on March 28<sup>th</sup> at the Highway Dept. from 9am-11am. Cost is \$15 per Vaccine.

Microchips are a great tool to help get your furry family member home, but they need to be kept updated. If you have moved or changed your phone number, you need to contact the microchip company to update your information. If you need to check for a microchip in your pet, please contact me through dispatch, I can scan your pet.

If I can be of any assistance, or if you know someone who might need help with their animals Please don’t hesitate to contact me.

Respectfully Submitted

Mary L Letourneau  
Animal Control Officer

# COMMUNICATIONS DEPARTMENT

David Stairs, Communications Director

**Department: Communications Center**

**Appointing Authority: Board of Selectmen**

**Appointed Officials and Titles:**

David Stairs	Communications Director
Vanessa Tenore	Dispatcher
Jeffery Noble	Dispatcher
Rebecca Borneman	Dispatcher
Jonathan Wales	Dispatcher
Shaun Shattuck	Spare Dispatcher
Nick Pentedemos	Spare Dispatcher
Edward Bushnoe	Spare Dispatcher

**Responsibilities/Duties:**

Emergency and routine radio dispatching of Pepperell Police, Fire, Ambulance, Highway, Water, and Sewer Departments on a 24 hour per day basis.

Answering emergency 911 calls, and business calls for all the above departments, except for Highway, Water, and Sewer departments, answering those lines after hours.

Performing Emergency Medical Dispatch services.

Operation of the NCIC/LEAPS computer; allowing for input and retrieval of driver and Criminal history on a nationwide basis.

Chronological documentation of all incidents and calls.

Coordination with Civil Defense personnel during times of emergencies/disasters. Using the Code Red Notification System when necessary to alert the public.

**Major 2019 Activities:**

9896 Police Calls

1840 Fire Calls

801 Ambulance Calls

42 DPW Calls

**Goals for 2020:**

Pursuing grant money to replace equipment. Continue to pursue a Regional Emergency Communications Center with the Towns of Pepperell, Townsend, and Ashby.

Respectfully submitted,

David Stairs, Communications Director



The following is the Annual Report Submission for the Pepperell Emergency Management Agency (EMA) for the year 2019:

The Local Emergency Planning Committee meets quarterly with representation by the department heads for Police, Fire, Communications, DPW, BOH, Council on Aging, and IT as well as the Town Administrator. The committee is chaired by the Emergency Management Director.

In 2019 major accomplishments include: Completion of a new Comprehensive Emergency Management Plan; Execution of a Memorandum of Understanding with North Middlesex Regional Schools for the use of the Varnum Brook Elementary School as the town's Emergency Shelter; Execution of a table top exercise designed to cover a hypothetical catastrophic winter storm; Public presentation at the Lawrence Library on "Preparing for Major Weather Events"; Repair and refurbishment of the EMA Shelter (Supply) Trailer; Collaboration with Eagle Creek Renewable Energy to initiate the development of an Emergency Action Plan for the Pepperell Hydro Dam; Participation in the Municipal Vulnerability Preparedness project; and Participation in the Merrimack Valley Flood Plain program.

In June we launched a Community Emergency Response Team including recruiting members and conducting 20 hours of FEMA required training. A total of 15 people signed up and went through monthly training between July and December with content that included disaster preparedness, disaster psychology, basic first aid, small fire suppression, as well as light search and rescue. The team will meet monthly and continue with other training that has been identified. The CERT members can be used for emergency call outs to provide supplemental support to the primary first responder agencies as well as public event support. Our Radio Amateur Communications Emergency Service group (RACES) will now be part of CERT and are licensed HAM radio operators.

The Auxiliary Police acquired one new officer in 2019 for a total headcount of 12. With their education and experience, including graduation from a Massachusetts Reserve Police Officer Training Academy, our all-volunteer police officers continued to contribute ~1,600 hours of unpaid time for calendar 2019. This includes: riding as cover officers in the full time cruisers; providing community patrol coverage in the Auxiliary cruiser; running traffic control for the Memorial Day and 4<sup>th</sup> of July parades and the Pepperell 5K charitable event. They also supported a regional cancer bike ride and provided community foot patrols on Halloween

evening. Mutual aid was also provided to the Groton Road Race. The Auxiliary Police also covered several call outs including the major head-on collision on Rte. 119 and the dwelling fire on Main St. among others.

Emergency Management also teamed up with the DPW department to submit claims to FEMA for government assistance related to unusual expenses incurred during the major winter storm of March 2018. Ultimately were able to secure a reimbursement of \$37,700 in federal relief funds. Similarly, Emergency Management applied for and secured another \$3,500 in MEMA grant monies to add additional equipment to an area within the Police Department designated as our Emergency Operations Center or EOC. The EOC is established in the event of a significant town emergency requiring a multiple agency response.

Appreciation goes out to all LEPC committee members and their department employees who support our town's emergency readiness; to all the Auxiliary Police volunteers who help this program work in keeping the town safe; and to our new CERT members including the RACES team who have stepped up to bolster our emergency response capability. Without these dedicated individuals we could not offer the level of emergency response services the Town of Pepperell continues to receive.

David Querze, Director

Pepperell Fire Department is an all hazard department providing all fire suppression, hazards materials response, Emergency Medical Services, as well as responding to motor vehicles accidents. The ambulance provides Advanced and Basic Life Support transports. This year the department responded to 1269 emergency Incidents, including over 900 medical related calls. We issued over 550 permits including open air burning and conducted 411 various inspections.

Pepperell Fire Department saw significant change and transition in 2019. Over the summer, the department embarked on an effort to better define and articulate to the community, our mission and vision for the Pepperell Fire Department. This process engaged all members of the department for input, and sparked conversations and reflection on what our true mission, vision and core values are as an organization. We adopted official Mission Vision and Core Values in early September.

#### Mission Statement

The Mission of the Pepperell Fire Department is to protect the life, property, and environment of the Town of Pepperell for its citizens, businesses, and visitors alike. This includes fire suppression, prevention, education, hazardous materials response, and Emergency Medical Services.

#### Vision Statement

Pepperell Fire Department strives to be a model of excellence to the community and our peers through a combination of dedication, compassion, commitment and perseverance.

#### Core Values

**P**rofessionalism - We will carry out our mission with the highest of standards and competency, maintaining the requisite knowledge and being accountable for our conduct at all times. We will be an organization that our peers strive to emulate.

**R**espect - We will respect our mission, our community, our traditions and our members. Above all, we place the highest regard on life and human dignity in all of our actions.

**I**ntegrity - We will do the right thing even if the course of action is hard. We are obligated to each other and our community for our sacred honor.

**D**uty - We are committed to maintaining a constant state of readiness and proactively improving our skills in all areas of our mission.

**E**mpathy - We will provide the highest quality service and care with compassion, sensitivity, and appreciation for our customers and all we interact with.

#### **Fire and Life Safety Education:**

The Pepperell Fire Department Student Awareness of Fire Education and Senior Awareness of Fire Education (SAFE) programs delivered education awareness to citizens of all ages, through annual school visits, Senior Safety events, the annual Open House, Community events, and station tours.

The Student SAFE program delivered annual education programs to approximately 700 students, including students at Varnum Brook Elementary School, town preschools, and homeschool students. During each visit, students were taught various fire education topics such as: reporting an emergency, stay low and get out, stop drop and roll, smoke and CO detector information, and more. They were also introduced to firefighters wearing full gear, so that if the student is involved in an emergency, they can remain calm. Additionally, boy scouts and girl scouts attending station tours, during which, students learned about the equipment firefighters may use on scene.

The Senior SAFE program not only delivers education topics specifically for the senior population, but also provides smoke detector installation for those who qualify. This year the program delivered several visits to Seniors, providing them information on the File of Life, smoke detectors, and safe practices with oxygen tanks. One of the largest events attended was the Senior Safety fair which was attended by approximately 200 seniors.

Lastly, the SAFE Program presented the Annual Fire Department Open House. This event provides an opportunity for citizens of all ages, to visit the fire station and learn about fire education, visit with firefighters and EMTs, observe demonstrations, participate in fire safety activities, and view equipment. Every year this event is held in the fall, and is attended by approximately 500 citizens.

### **Community CPR:**

The Department CPR and First Aid Program provides monthly courses to the community at the Lawrence Library, conducts onsite classes for business, and other healthcare providers upon request. The classes include Heart Saver CPR and First Aid, Pediatric CPR and First Aid, and BLS Healthcare Provider CPR and AED. Students are taught how to perform high-quality chest compressions on simulated mannikins, providing ventilations with face-masks or bag-valve masks, and effectively operating an AED. Individuals are also instructed on approaching medical emergencies (such as strokes and heart attacks), injury emergencies (like wounds or sprains), and environmental emergencies (such as hot and cold-weather situations) while incorporating hands-on practice with Epi-Pen trainers and splinting application. Upon successful completion of the course, students are provided an American Heart Association card, which is effective for 2 years. Approximately 175 students received certification cards in 2019.

Each year two members are selected to be Firefighter and EMT of the Year and recognized for their contributions to the department in each respective category. This year both recipients were chosen for their commitment to the department and continually going above and beyond what is required.



Firefighter of the Year

FF Shawn Sennott



EMT of the Year

Lt. Vinnie Messina

On May 31<sup>st</sup> Chief Edward “Toby” Tyler retired from the fire department after serving the Community for over 31 years. Chief Tyler joined the Department as a call member on December 1, 1987. He was promoted to Lieutenant on March 3, 1998, Captain on February 4, 2003 and to Deputy Chief as a member of the Board of Fire Engineers on May 1, 2003. On May 1 2007 Toby was Hired fulltime as Fire Chief and became Strong Chief on March 21, 2017. All members want to wish Chief Tyler a very long, healthy and happy retirement and the best of luck in all his future endeavors.

# INSPECTIONS DEPARTMENT

Robert Kelly, Zoning Officer / Building Inspector  
Susan H. Smith, Assistant to the Inspectors

## APPOINTED INSPECTORS

Dana Barnes, Asst Building Inspector  
John Dee III, Electrical Inspector  
Derek Gilmore, Asst Electrical Inspector  
John Cryan, Plumbing Inspector / Asst Gas Inspector  
Eugene Douglas, Gas Inspector / Asst Plumbing Inspector

The Building Inspector is charged with enforcing the International Building Code and the Town of Pepperell zoning bylaws to insure compliance with minimum requirements to safeguard public safety.

The Department processed 451 building permits in 2019; 9 of those were for single family homes, 1 for an accessory apartment and 6 for condo units. We also issued 138 plumbing permits, 197 gas permits and 302 electrical permits.

The Department works with the Fire Department to do public safety inspections of the schools, day care centers, public buildings and businesses with liquor licenses. We also address zoning issues and complaints.

Our permit fees were increased in September 2019. We met with several on-line permitting companies and the FY21 budget will reflect a request for choosing one of the providers.

We anticipate new growth in town with the potential for at least 40 new homes being constructed.

Building Department staff is available to answer your questions and address any concerns at 978-433-0329, or by email, at [inspector@town.pperell.ma.us](mailto:inspector@town.pperell.ma.us).

# POLICE DEPARTMENT

David J. Scott, Police Chief  
Eileen Lundstrom, Administrative Assistant

The mission of the Pepperell Police Department is to provide the highest level of protection and service to the citizens, business people, and visitors of Pepperell. Members of the Pepperell Police Department shall provide safety and security for the community by enforcing the bylaws of the Town of Pepperell, the laws of the Commonwealth of Massachusetts, and the Constitution of the United States of America. Members of the Pepperell Police Department shall be dedicated to provide the highest quality of public service with honesty, respect, and fairness. Working together with our community members, and focusing on the Pepperell Police Department's core values of professionalism, integrity, honesty and character, we strive to enhance the quality of life for everyone in our town.

The perpetual goals of the Pepperell Police Department are to identify criminal activity, pursue and apprehend criminal offenders and proceed in the prosecution of known offenders, to maintain a proactive patrol and investigation force and thus reduce the opportunity to commit crime, to facilitate the safe movement of people and vehicles through analysis and commitment of selective traffic enforcement resources, to perpetuate a sound managerial environment that focuses upon department goals and provides for career development, and to instill public confidence in the agency by maintaining a high degree of professionalism, dedication and expertise in police service.

The following table represents a sampling of the types and number of calls the Pepperell Police Department responded to and investigated throughout the year:

<u>Year</u>	<u>2019</u>
Total Police Calls	9998
Burglaries	5
Larcenies (includes cases of fraud/ID theft)	125
Disturbance calls (general)	49
Disturbance calls (domestic violence)	126
Assaults (Simple)	30
Assaults (Aggravated)	9
Motor vehicle accidents investigated	222
Arrests/Protective custodies	90
Motor vehicle citations issued	773
Drunk driving cases	30
Burglar/Robbery alarm responses	247
Animal Complaints	95

Unfortunately, due to budget constraints, our police department continues to operate at less than full staff. We have been functioning with two less officers since 2009 and lost two more during the budget crunch in 2014. In 2016, an officer position was returned. In 2018 another officer position was returned, bringing the department to 16 full-time officers – still two less than our former full staffing level.

The police department didn't have any personnel changes in 2019.

Our regional Community Outreach Initiative Network (COIN) program continued to assist first responders in identifying individuals that may be suffering from substance use and/or mental health disorders. Once identified, these individuals are connected to the COIN clinician who assists them in finding treatment or other forms of assistance. Additional grant funding from the Department of Mental Health allowed COIN to add counselors and a part-time recovery coach.

Officer Haskins assisted the "Officer Phil" safety program in the elementary school again this year, which is sponsored by local businesses (thank you!). Unfortunately, Officer Haskins was again unable to teach the DARE program in our schools due to school scheduling and police department budget issues.

Reserve Police Officer and Auxiliary Police Commander David Querze was named our department's "Officer of the Year" at a ceremony held at our senior center honoring Pepperell's first responders in September. Thank you to everyone involved in that wonderful event!

Our department once again participated in "Home Base No Shave" during the month of November. Funds raised through the event were donated to the Home Base Program, which helps our military veterans who suffer from the invisible wounds of war. Joined this year by fuzzy-faced teachers at the Varnum Brook Elementary School, Nissitissit Middle School, and North Middlesex Regional High School and some Pepperell residents, over \$2,000 was donated to Home Base.

Once again our police unions sponsored a delicious holiday meal for our seniors, with help from many town employees who served the food. The unions also sponsored the December veterans' breakfast. Thank you to everyone who helped with these worthwhile causes.

The Pepperell Police Department continues to have a social media presence with a department Facebook page ("[www.facebook.com/PepperellPoliceDepartment](https://www.facebook.com/PepperellPoliceDepartment)") and Twitter account ("[@PepperellPD](https://twitter.com/PepperellPD)"). These are free so please consider signing up to get the latest police department news in a timely manner.

In 2019, there were no formal internal affairs complaints filed against officers alleging misconduct. A full year without a formal complaint is a reflection of our officers' professionalism and I applaud them for it. As always, I encourage anyone that is dissatisfied with our service to contact my office. All officers are expected to act professionally and provide fair and equal services to all citizens.

Please know that I welcome questions and comments from any of our citizens, businesspeople, and visitors. I ask that you call our department to report any suspicious activity that you may witness, and also to please remember to protect your property by securing your homes and locking your vehicles. The department wishes to thank the many members of the community who continue to support our police department and we will continue to provide the best possible service to keep Pepperell a safe and pleasant community in which to live and work.

Respectfully submitted,

Chief David J. Scott



**(508)488-5072**

**The Northwest Middlesex Community Outreach Initiative Network (COIN) is a ten town collaborative seeking to assist those suffering from substance use and/or mental health disorders by connecting them to services and treatment options available to them. If you are interested in talking with one of our COIN clinicians, please call (508)488-5072. Someone will call you back within one business day. If you have an emergency situation, please call 911 or your local emergency service provider.**



Some of the bearded members of the Pepperell Police Department during a November roll call. Officers once again participated in “Home Base No Shave” to raise money for the Home Base Program.



Members of the Pepperell Police Department’s team that won the championship (again) at the North Middlesex Regional High School’s charity volleyball event.

# Health & Human Services



Board of Health  
Council on Aging  
Cultural Council  
Lawrence Library

# BOARD OF HEALTH

Kalen Gendron, Health Agent  
Brvnn Montesanti, Assistant to Board of Health

## BOARD OF HEALTH MEMBERS

Margie LaFleur, Chair  
Phillip Durno  
Grover Pillsbury

The Pepperell Board of Health is comprised of three elected members and acts as the local arm of both the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. We know that human health is tied to the health of the environment and our goal is to protect and educate the residents of the Town of Pepperell, both present and future generations. We are under the guidance of Nashoba Associated Boards of Health and work together collaboratively for the Town of Pepperell.

In the Spring of 2019 Ms. Virginia Malouin retired after having served on the Pepperell Board of Health for \_\_\_ years. A tremendous thank you Ms. Malouin, your dedication and passion to the Pepperell Board of Health will be missed. Mr. Grover Pillsbury was elected to the Board in April for the vacant seat. Our health agent, Ms. Kalene Gendron, has worked diligently with the Board and continues to offer exceptional guidance. The animal inspector, Ms. Robin Hebert, is the advocate for the animal population in our rural town and oversees the quality of their living conditions.

The Town of Pepperell has continued to increase their usage of the Devens Regional Household Hazardous Products Collection Center, also known as Devens HHW. In the year 2019, 107 Pepperell residents and small businesses disposed of approximately 12,704 pounds of toxic waste last year. Thank you Pepperell for your concern for our environment!

### **About Nashoba Associated Boards of Health ...**

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Since 2009, the Nashoba Associated Boards of Health has provided Pepperell with their continued knowledge and expertise, they aid us in meeting the challenges of environmental and public health needs in Pepperell. Nashoba's web site provides information for the public, you can visit that website at [www.nashoba.org](http://www.nashoba.org). Through membership in the Association, the Town of Pepperell has benefitted from the services of Nashoba staff including Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical and Occupational Therapists, Certified Home Health Aides and Registered Dental Hygienists. By the continued participation in this Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost.

### **Environmental Health Department**

• Environmental Information Responses – Pepperell Office Days	116
• Food Service Licenses and Inspections	20
• Tattoo / Tanning / Camp Inspections	4
• Housing and Nuisance Investigations	104
• Septic System Test Applications	24
• Septic System Lot Tests	86
• Septic System Plan Applications	25
• Septic System Plan Reviews	35
• Septic System Permit Applications (new lots)	12
• Septic System Permit Applications (upgrades)	16
• Septic System Inspections	46
• Septic System Consultations	38
• Title 5 Inspection Reports Reviewed	72
• Well Permits	6
• Water Quality / Well Consultations	39
• Rabies Clinics – Animals Immunized	43

### **Community Health Nursing**

Nashoba’s Community Health Nursing program provides an essential public health service to its member communities guided by American Nurses Association (ANA) 16 Standards of Public Nursing Practices.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screening and education to all, especially the underserved and at-risk populations
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health)
- We make well-being visits to assess needs, coordinate appropriate care and service and provide case management as needed (health Promotion)
- We provide public health education
- We address psych-social issues that may impact general health and safety (i.e. hoarding)
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families.
- The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions

Listed below is summary of the activities of the Community Health Nursing Program:

- Nashoba conducted **12 clinics/programs/outreach** and those clinics offered your citizens blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions. A talk on ticks and Lyme Disease also was conducted.
- Our staff conducted **16 health promotion/well-being** checks in your community
- We administered **275 flu shots** through our annual clinics
- Nashoba reviewed, investigated and reported on the following cases of communicable disease from your community, though the daily reporting and investigating work is not always visible it is vital to protect the public
  - **Investigated** **135**
  - **Confirmed** **99**
    - **Anaplasmosis** **9**
    - **Calciavirus/Norovirus** **1**
    - **Cryptosporidiosis** **2**
    - **Group B Strep** **1**
    - **Hepatitis C** **4**
    - **Influenza** **79**
    - **Salmonella** **1**
    - **Strep Pneumoniae** **2**

### Dental Health Department

- **Instruction – Grades K, 1 & 5** – Nashobas’s registered dental hygienists provide classroom instruction of cleaning and maintaining healthy teeth to all children in these grades. This year we conducted 10 programs.
- **Examination, Cleaning and Fluoride – Grades K, 2 & 4** – Nashoba’s dental hygienists operated out of the school nurse’s office and records provided these services to those children whose parents gave written consent
  - **Students Eligible** **333**
  - **Students Participating** **167**
  - **Referred to Dentist** **23**

This annual report has been written in conjunction with data from the Nashoba Board of Health with a special thanks to James Garreffi and Kalene Gendron for your guidance and support through the years. We would also like to thank the Town of Pepperell for your continued support of the Board and welcome further suggestions for how we can best assist you. We will continue to strive to establish the best harmony between our town and the beautiful environment in which we live and for the betterment of the health and welfare for the people in it.

*Respectfully written and submitted,*

**Brynn Montesanti**

**Assistant to Board of Health**

## STAFF

Michelle Ross  
Cheryl Blakan  
Dennis Valcourt  
Neil Cadogan

Dianna Homoleski  
Margie LaFleur  
Albert Harriss  
Becky Torpey

## APPOINTED BOARD MEMBERS

Peter Nordberg  
Sheila Jones  
Phillip Durno  
Joanna Reagan

Irene Leddy  
Lori Durno  
Fran Lamb

## *The Pepperell Council on Aging* *“Your Home Away From Home!”*



**Mission Statement:** The Pepperell Council on Aging is a “*Home Away From Home*” environment dedicated to providing nourishment of the mind, body and soul offering support systems, social interaction, education, and physical activity for our senior citizens.

The center has had over 141 new members in 2019 and continues to grow. One of the greatest things the staff hears when a new participant comes into our facility is that it is a warm and inviting community like no other. This is something we are truly proud of and what sets us apart from other centers. This awesome place is full of life and energy, where memorable moments are created and friendships rejuvenated. This truly is a “*Home Away From Home*” for many of Pepperell’s seniors and offers a large amount of diverse services, activities, meals, entertainment, education as well as fostering a powerful community!

### **The Volunteers**

We have 195 active volunteers and they contributed more than 8,990 hours of service at the Center. These volunteers include many Pepperell residents, NH residents and local community nonprofit organizations, such as, The Friends of the Pepperell Recreation, Pepperell Women’s Club, Our Lady of Grace, Pepperell Christian Fellowship, The Pepperell Garden club, Charlotte’s Cozy Kitchen and students from North Middlesex Regional High School. Volunteers are the lifeblood of the facility and as the Center grows in both patrons and services, their contributions cannot be minimized; we are immensely thankful. Volunteers include many vital organizations in which the Senior Center relies upon and frankly could not function without. They include, the Pepperell Police

and Fire Departments, the Pepperell VFW, the Pepperell Lions Club, the Pepperell & Groton Rotary, Pepperell Business Association, and other local businesses. These wonderful volunteers serve meals, run programs and often help with the cost of the activities.

**SHINE** - (Serving the Health Insurance Needs of Everyone) Program provides free health insurance information and counseling to all Massachusetts residents with Medicare and their caregivers. People who have Medicare or who are about to become eligible for Medicare can meet with a counselor to learn about benefits and options available. A counselor will review programs that help people with limited income to pay health care costs. Ann Sheldon has been our volunteer counselor for over 5 years. During Medicare open enrollment, she is here twice a week for several weeks and after open enrollment she is at the center each month. Sometimes it can be difficult to navigate Medicare. No worries! Ann is here to help you. In 2019 Ann assisted 45 clients. If you'd like to schedule an appointment, call today!

### **The Friends of the Pepperell Seniors- Volunteers**

The Friends of the Pepperell Seniors are a 501c3 volunteer organization that supports the center and this community. Anyone, of any age, can join this fantastic organization. The Friends meet the first Monday of every month at 1:00pm. The membership fee is \$7.00 for a single person and \$12.00 per couple. The Friends are always looking for new members to help with raffles and fundraising events. This year the Friends have supported the center by cleaning our floors, providing food for our large events, helping with grants that needed support from a 501c3 as well as helping individual seniors when they are in need. This year the Friends contributed over \$7500 in support of the Senior Center. They also assisted senior citizens with our larger dinners, new calendars for all participants and individual seniors through the Lend – A- Hand program which is over \$3600. This is an incredibly organized group that supports the seniors of Pepperell wholeheartedly. We are blessed to have such a dedicated organization!

### **The Outreach Services**

The Council on Aging is dedicated to the well-being of our seniors and provides assistance with fuel & food assistance, Parkinson's support, Alzheimer's referrals, SHINE, 5 Wishes, AARP tax preparation, health education presentations and so much more. We are also the Salvation Army Service Unit for the Town of Pepperell, which meets additional needs of those within our community. In 2019 we helped more than 20 families in crisis. Some of the assistance used through Salvation Army were for fuel, food, utilities and clothing and other important every day necessities. Thanks to all the bell ringers this year! We raised over \$5000 for the Salvation Army, all of which stays right in Pepperell to assist our community! The Center also engages in community collaborations with Montachusset Home Care, our Town, Honoring Choices, Nashoba Valley Medical Center, Southern New Hampshire Medical Center, Home Care Agencies and Nashoba Associated Boards of Health. We also offer congregate meals at the center and "Meals on Wheels" (home delivery meals) which are provided by Montachusset Opportunity Council.

Did you know?

- 1994 meals were delivered to 23 homebound residents.
- Once a month the Nashoba Board of Health, Community Health Nurse does free health screenings, including, blood pressure, and diabetes checks, in addition, yearly flu shot clinics. Also, the wonderful nurses at Nashoba Board of Health do wellness checks when needed throughout the year. These services are also for the entire town!

- Over 130 people took advantage of the FREE tax preparation services this year! This is a free service for the entire town. If you are on a fixed income with no assets, AARP tax prep can help you!
- Over 400 letters of thanks, get well wishes, thinking of you, sympathy and birthday cards went out in 2019.
- On any day you can pick up the File of Life, Yellow Dot emergency information forms and the Safe Return Program that help first responders serve you better.
- During the holidays donated gifts such as socks, gift cards, mugs hats, gloves and snacks were delivered to 33 homebound residents.

### **The Services, Activities, Meals & More**

Social, recreational, health and educational activities are numerous. All of our activities are fun and social, which create amazing energy. Some new things in 2019 the purchase of three beautiful recumbent bikes for our library. These bikes were made possible by a grant from Community Foundation of North Central Massachusetts for \$1,252 and Greater Lowell Community Foundation for \$877. We also started a new cooking series called, "Simply Healthy Meal Prep," which teaches participants how prepping and thinking ahead about meals can help you live a healthier life style. Each class is filmed for cable and sponsored by a grant from the Central Massachusetts Area Agency on Aging in Collaboration with the Worcester County Reserve Deputy Association. Along with these new programs, we continue with Sir Williams readers, pen pal letters, painting and sketching class, hearing testing and cleaning, dance class, the toothfairy program, and always day trips, flower arranging and card making monthly. In the summer months we have our evening events such as our annual car show, rockin lobstah party and dinner performances. We also have spa days, karaoke and DJ dance parties. This is in addition to the staples that range from aerobics to movies, computer classes, bingo, yoga, Zumba Gold, folk dancing, tai chi, meditation, chorus and more. The Senior Center serves lunch daily and provides in a given week about 160-180 people with a delicious and healthy meal. Our chef is talented and has over 30 years of experience. (Lunch is available to any Pepperell resident regardless of age.) Cost is just a \$3 donation.

The COA is thrilled to leverage aggressive use of grants which this year allowed for evening and daytime performances of music and Fun! In 2019 we received 6 cultural grants from the Massachusetts Cultural Council.

### **Did You Know?**

- In 2019 the Center started Alzheimer's and Dementia Counseling for Families. This program is supported by the Friend's for the Pepperell Seniors and free to all Pepperell Residents. Bernadette Oinonen MS, RN runs the program and with over 35 years of experience under her belt, she will assist families cope with the challenging changes of Alzheimer's and Dementia.
- The Center in collaboration with the Pepperell Police Department started a new program called the Safe Return Program which assists families with loved ones that may be wandering due to cognitive issues. If you have a family member that may be wandering stop by the center where we will take a photo and gather some important information to assist with the safe return of a loved one.
- Sir William's Readers is a great intergenerational program. Seniors read to children grades K-4 at the Varnum Brook School. Also, the pen pal program is still going strong with 24 students corresponding with 24 seniors throughout the year and then a meet and greet at the end of the year. Big thank you to the kids, Lorraine Christman, volunteer coordinator and Mrs. Michelle Stapel, 3<sup>rd</sup> grade teacher at Varnum Brook School.

- In 2019 Connor Ludford an Eagle Scout completed his project at by building a screened in patio for the off the Library. It is truly fantastic! There will be a ceremony in the spring to unveil this gorgeous patio!
- Our Van Program is currently serving 69 Pepperell residents; and the demands here continue to grow. We provide a ridership on demand-response service offering transportation to medical appointments, shopping venues, and social activities, locally and to the Senior Center.
- The toothfairy is a board certified licensed hygienist that does a full cleaning and refers to a dentist when needed. This program is income based for the entire Pepperell community. If you do not have insurance and can't afford the cleaning, it can be as little as no cost to you. Oral health is a very important part of your overall health. Do not hesitate to call for an appointment today!
- Jacqueline Southworth, a licensed esthetician does mini facials twice a month by appointment. Anne Sarsfield, Reiki Master does Reiki every Friday by appointment. These volunteers are members of our Friends group and donate their time and also have given over \$500 this year to our gift account for their services.
- We are now playing Pickleball at the Peter Fitzpatrick school every Monday and Wednesday from 2:00pm – 4:00pm. We have two courts going most days. This is a very active sport and similar to tennis, but you use a paddle and a whiffleball. We have had over 35 people try this fun activity! It made possible by the Friends of Nashoba Valley Medical Center. Come check it out!
- Technology classes are very popular and are customized to meet each individual's needs. This year there were 41 classes, over 720 hours and over 450 students that took part in this program. Wow!
- The new recumbent bikes are up and running! Over 50 participants have used the bikes and have ridden over 4500 hour! In order to use the bikes, you must sign a waiver and then you are on your way. The bikes can be used 6 days a week! No sign up required.
- Several non-profit groups and other town departments utilize the building after hours such as Pepperell Fire Department, Pepperell Garden Club and the American Legion.
- Meditation is a new activity on Monday mornings at 11:00am. This class can be done seated and incorporates stretching and breathing techniques that relaxes the body. This is a FREE class for the entire community.

## **COA Contacts and Hours of Operation**

The Council on Aging Board meets the second Tuesday of each month at 6:00pm at the Town Hall, located at 1 Main Street in conference room A. The Board members for 2019 were: Chairperson Peter Nordberg, Vice Chairperson Irene Leddy, Secretary Sheila Jones, Phil Durno, Joanna Reagan and Fran Lamb. Lori Durno retired as of January 9<sup>th</sup> 2019 and we would like to thank her for her many years of service. Please remember the public is always welcome at these meetings.

The Senior Center is open Mondays, Tuesdays and Thursdays 9:00-4:00, Wednesdays 9:00-5:00, Friday 9:00-2:00 and Saturday 9:00-12:00. We are located at 37 Nashua Road in a beautiful picturesque setting. Our patio

overlooks the gorgeous landscape of Pepperell. The Public is always welcome; this is your “Home Away from Home.” Please stop by for a guided tour! (No appointment necessary).

In conclusion, we would love to thank the community's ongoing support and we truly appreciate your donations and volunteer work.

Warmly,  
Susan McCarthy  
COA Director

## BOARD

Dory Clark  
Mauricio Puento  
Joe Rogers  
John Bumstead

Michelle Nee  
Georgette Rogers  
Terry Wilton



The Pepperell Cultural Council (PCC) is one of 329 Local Cultural Councils that make up the Massachusetts Cultural Council. This state program serves all 351 Massachusetts cities and towns.

The Pepperell Cultural Council grants money annually to support community-based arts, humanities, and science projects. The goal is to promote rich cultural experiences for our citizens. For the 2019 grant cycle, we awarded \$5,600 to 17 applicants. Supported projects included school field trips, after school programs, lectures and music performances. Many of the projects take place at the Lawrence Library, the Pepperell Senior Center, and our local schools. Other eligible locations are the Community Center, the Town Field or any other venue where local residents come together.

Individuals, schools, and cultural organizations are eligible to apply for project support from the PCC. Applicants are welcome to contact the PCC with questions before completing and submitting grant applications. You can follow the Pepperell Cultural Council by visiting our [facebook](#) page.

If you are interested in submitting a grant application, or if you would simply like to learn more about the Cultural Council, please visit <http://mass-culture.org>. The deadline for the 2021 grant cycle is on October 15<sup>th</sup>.



Every three years we are required to gather community input to guide the council in how to best serve the community. We were grateful to be allocated as a Community Partner at a Pepperell Business Association Summer Concert. We asked attendees to fill out a survey and held a raffle for a Basket of Creativity. Seventeen people filled out our surveys, indicating an interest in historical events, folk music and a focus on science-based presentations. This information will help us as a council to select events that are aligned with what the community wants.

To remain a viable Local Cultural Council, we are required to have a minimum of 5 members. The PCC was happy to welcome

John Bumstead in the fall. Nan Quintin came on the roster early in 2020. The PCC is actively seeking new members to join the council. Our membership consists of town-appointed volunteers for 3-year terms. If you would like to join the local council, email PCC chairperson Georgette Rogers at [georgette@visionariesevents.com](mailto:georgette@visionariesevents.com)

We hold roughly 3-5 meetings a year, with a focus on our voting meeting that takes place in the fall.

## BOARD OF TRUSTEES

Charles Burnham  
Frederick Kobs  
Ramona Reed

Carol Case  
Robert Kowalski  
Lyn Warwick

Two thousand nineteen (2019) was a year of outreach with a focus on programming

In the spring, the library budget passed at town meeting, ensuring that the library met the state minimum funding requirements for the fourth year, eliminating the need to apply for a state waiver.

We had a surprise visit in June by Adam Zand and Greg Peverill-Conti, the “principals of SharpOrange and the guys behind [Library Land](#)”. They ranked the Lawrence Library in the top 25 out of 244 libraries in Massachusetts, using a one to five point scale to rate libraries on eleven criteria: **parking/transportation, WiFi, meeting/study rooms, building condition, completeness, community, friendliness, restrooms, noise level, general comfort level, and how good a place it is for patrons to work.** Adam and Greg met and spoke with the library staff, patrons, and town residents (and they enjoyed lunch at Breen's) to assess the work place atmosphere.

Also this year in June, the Children's Room partnered with the North Middlesex Regional School District to provide kindergarten students with tours of the library. Over one hundred children participated this year.



The library continues the partnership with PACH and the Friends of the Lawrence Library in offering the outreach program [Books to Keep](#). The goal of *Books to Keep* is to provide new and gently used books to children, teens and adults in need through local food pantries or soup kitchens so they can create their own personal libraries. Since 2015 we have expanded our yearly donations. This year we piloted an hour a week on site staffing to offering reference assistance. This program also provides us a venue to promote the many free library services we offer. Thanks to the Friends of the Lawrence Library we have donated over 1,800 books.

The use of our [mobile app](#) continues to grow and expand our commitment to smart phone users. For 2019 there have been 52,023 queries through our **Lawrence Library Mobile** app, averaging 4,335 per month. If you are a Lawrence Library card holder you can access the library catalog, your account, and all of our online services with easy search features designed for your mobile devices. If you haven't yet, download this FREE app today!

The library was awarded a Revisiting the Founding Era grant from Gilder Lehrman Institute of American History and the National Endowment for the Humanities. This grant provides \$1000, and copies of readers, to support programming regarding the Revolutionary Era. Several programs have been planned for early 2020, covering topics such as the Revolution in Massachusetts and the role of women in the era, with local university professors and authors presenting. The nonfiction book group read books about this period in history during the fall of this year in preparation.

The total value of all services provided was **\$2,321,671**. Over **20,752 (up 12%)** items were borrowed/requested just through inter-library loan, making the library a net lender for the seventh consecutive year. Total circulation was up 7%

from 2018. **7,147** Pepperell residents have a current library card; we issued an average of 39 new or renewed cards each month. The foot traffic for the year was over 86,000 with an average 1,654 library users per week.

[Library website](#) usage remained strong in 2019 with over one million (1,125,259) visits, as reflected by the continued usage of the online [eBooks](#), [databases](#), [room-booking software](#), [event calendar](#) program registration and [museum pass](#) bookings.

We also added two new online services: [AcornTV](#), which streams world-class mysteries, dramas, and comedies from Britain and beyond. Binge-watch a classic series or discover your new favorite show among dozens of programs available exclusively on Acorn TV. With thousands of hours of commercial-free programming and new shows added weekly, there's always something to watch! Simply click on the link above to get started. We also added [IndieFlix](#), which is a movie service that offers access to pop culture favorites, box office hits, award-winning feature films, documentaries, and shorts. With IndieFlix, you can instantly view thousands of titles from around the world, including the best from classic TV, horror, comedy and film festival darlings! Some additional online services: [Qello](#), [UniversalClass](#), [NuWav Legal Documents](#), [Global Road Warrior](#), and three (*in library usage only*) Genealogy Resources: Ancestry, American Ancestors and FamilySearch. All online services can be accessed 24/7. The website is optimized for both computers and mobile devices. The monthly library newsletter is emailed to over 2,040 people, with open rates significantly higher than industry average.

It was another busy year for adult, teen, and children's programming with the library offering **513** special events/programs (up 12%) with attendance over 8,300. The Summer Reading Program theme for children was **A Universe of Stories**, and the library had 3,062 participants over the course of 10 weeks.



*Pepperell Cultural Council* grants allowed us to offer five special events: Eyes on Owls, Over the Moon craft programs, Teen Comic Character Workshop with Jonathan Reincke, Ghosts and Legends with Jeff Belanger, and a Victorian Christmas.

A few of the other event/program highlights for the year:

- ◆ For children: Ms. Shannon and Ms. Jennifer offered many programs geared towards our younger patrons including: Baby Art, Preschool Storytime, Family Book Club, Bubble Blast, Stuffed Animal Sleepover, Family Board Game and Pizza Nights, Saturday Art and Craft Classes, and much more. The Youth Services Department was also in charge of organizing our participation in the Boston Bruins PJ Drive to benefit The DCF Wonderfund and Cradles to Crayons organizations.



- ◆ For teens - Super Smash Bros. Ultimate Tournaments, Drop-In Switch Gaming, LGBTQ+ Youth Group, Tie-Dye Party, Pizza and Movie Nights, Dungeons & Dragons, and more. The library also provided gaming at North Middlesex Regional High School Project Graduation (the 10<sup>th</sup> year of this partnership.)



- ◆ For adults - monthly: Adult Fiction and Non-fiction Book Clubs; weekly: Bridge Club and Meditation Classes; bi-monthly: Chess Club. Other programming this year included:

Retirement/Estate Planning and Home Buyers workshops, Adult Crafting Night, ABC's of Building Your Family Tree, Henna Tattoos for Every Season, Digital Photography workshops, The Geology of Pepperell, Yoga, Folded Fabric Spring Wreath, LGBTQ+ Group: Gerri Cannon-Long Haul: A Survivor's Story, and much more.

- ◆ For All Ages: Our Annual Spring Peeps Diorama and Holiday Gingerbread contests; Paw Print Christmas Ornaments, Family Craft Nights, Puzzle Swap, Yummy Holiday Crafts were offered in addition to our monthly art and music venues.

The library also partnered with local organization and businesses to offer: Books to Keep (PACH), US Census Recruiting, DAR, and numerous Pepperell business sponsored programs.

The library provided meeting space for **327 (up 13%)** local non-profit programs organizations. Some of the community groups were: Friends of Pepperell, Brownies, Boy and Girl Scouts, PACH, Recreation Commission, Charter Committee, AA meetings, Town Department Head meetings, NM Patriots AYF/Cheer, Pepperell Watchers' Group, Climate Change work group, Support Group for Parents with Special Needs Children, piano recitals, Tarbell, Holland & Berkshire Associations, Cultural Council, Pepperell GreenUp, Pepperell Fourth Committee, Pepperell Garden Club Board Meeting, CPR and First Aid, and political town committees.

**Sponsored by the Friends of the Library** ~ Year round art/photography exhibits in the Art Gallery. The library hosted the eighth annual *Art in Bloom*, with a new twist in 2019 with the theme *Books in Bloom*. The library partnered with the Friends, the Pepperell Garden Club, local florists, staff, and patrons to create this wonderful exhibit.

**Thanks to the funding provided by Friends of the Lawrence Library, we continued to offer two free monthly** music events throughout the year: **Live @ Lawrence Library** and **Open Mic** night. All performances are aired live and recorded thanks to our *Pepperell Community Media* partnership.

The musician lineup for 2019 included: Open Aire Ensemble, The Rakes, Rumblefish, Folksoul Duo, JiveKats, Dan Kennedy and The Incidentals. In August we hosted the NMRHS Band Fundraising Benefit Concert for Suicide Awareness. On December 6<sup>th</sup>, members of the high school band also provided three stations of wonderful holiday music inside the library while parents with their children awaited a photograph and visit with Santa.

The art gallery hosts monthly shows from artists and photographers, such as: Jonathan Adrian - Illustrations in Wonderland, Western Avenue Studio Art Show - Gypsy Soul, Squanicook Colonial Quilt Guild, Jeanine M. Vitale: The Tree's Got the



Moon, the Nissitissit/Varnum Student Art Show, Scott Ashton Porter, Nan Quintin, and Jack McCrossan. For more information on 2020 art gallery events bookmark the library's [In the Gallery](#) web page.

The Friends of the Library continue to provide their generous and much-needed support, for which we are grateful. The Friends' annual fundraisers in 2019 included the Cupcake Festival, the weekend Used Book Sale in March, the spring Toy Yard Sale and the Wine & Cider Tasting in October. These events, plus membership, made possible the continued \$15,000 donation for the purchase of children's books, plus the funding for ALL library programs, with the exception of the five sponsored by the Pepperell Cultural Council.

The Friends continued to fund all nineteen [museum passes](#), sponsored the refreshments for the art gallery receptions, all music events, and Art in Bloom; contributed funds to help expand programming; continue to fund the [electronic newsletter](#) (sign up today!) the library creates each month, coordinated numerous holiday craft programs, and funded/organized the annual Holiday Tree Lighting and photos with Santa which once again drew over 500 residents. Their dedication, contributions, and support are much needed and always greatly appreciated!

The Lawrence Library stays in touch by participating in social media, with a presence on [Facebook](#), [Flickr](#), [Twitter](#) and [Instagram](#)



In the coming year, the library will continue to work to engage the community and to meet the state minimum funding and the state certification in FY21. Watch for the new 'Trail Tales' story boards coming this spring on the Greens Brook handicap accessible trail located behind the library.

On behalf of the staff, the Library Board of Trustees, and the Friends of the Library, thank you, Pepperell, for your support. If you don't have a library card, stop by for one – it's **FREE** and a great way to help stretch your budget! We hope to see you soon.

**Did you know? The library offers free WiFi 24/7, plus faxing, color and black and white copying/printing, and document scanning for a nominal fee.**

Respectfully Submitted,  
Debra Spratt, Director  
On Behalf of the Library Board of Trustees

What's your library worth to you? Massachusetts Library Association has an online Library Service Calculator (<http://www.ilovelibraries.org/what-libraries-do/calculator>), which lets you determine the value of services/savings your library provides to you.

**The estimated total dollar value of all services rendered for one year for Pepperell patrons is \$2,180,017. This total was calculated using borrowed materials (books, audio books and music, DVDs, magazines and newspapers), programs, computer and WiFi usage, museum passes, online databases, and reference assistance. Try this calculator and see what you'll save in just one month.**

The [Library Board of Trustees](#) meet monthly on the first Wednesday at 7 PM. The [Friends of the Lawrence Library](#) meet September through June on the first Wednesday at 10:30 AM. Open to the public – all are welcome to attend.

**Lawrence Library Hours of Operation:**

Tuesday, Wednesday & Thursday	10am to 9pm
Friday	10am to 5pm
Saturday*	10am to 2pm
<b>Sunday &amp; Monday</b>	<b>Closed</b>

**As noted except closed Saturdays**

**\*Summer Hours (June – Labor Day Weekend)**

# Department of Public Works



Cemetery & Parks Department  
Highway Department  
Town Engineer  
Water & Sewer Department  
Veteran's Grave Officer

# CEMETERY & PARKS DEPARTMENT

Terence K. Spaulding, Cemetery & Parks Department Manager

During the year 2019 we continued to operate the Cemeteries on a twelve month basis. There were a total of 26 burials at Woodlawn and Walton Cemeteries. The total revenue from these burials was \$15,650.00. Of the 26 burials, 14 were cremations and 12 were full burials.

This year a total of 16 lots were sold; 12 were full burial lots and there was 4 cremation lots sold, the revenue generated from lot sales was \$6,025.00.

The Parks Department continues to maintain 50-plus acres of parks and recreational land. The Parks Department thanks organizations that contributed to the seed and fertilizer monies.

I would like to thank the entire Town Hall and DPW Departments for their support and cooperation throughout 2019.

Respectfully Submitted for the Board of Public Works,

Terence K. Spaulding

Cemeteries & Parks Department Manager

## **Comings and Goings:**

2019 brought a number of significant personnel changes within the Department of Public Works. Mike Schrader was promoted to Highway Superintendent to replace Peter Shattuck who retired in March. Lee Blood was promoted to Working Foreman to assume Mikes previous role, and Brian Croteau was recruited as a Heavy Equipment Operator to backfill Lee's position. Jim Whitcomb transferred from the Highway Division to the Sewer Division, and the department is recruiting for a replacement. In July, Paul Pillsbury retired as the Transfer Station Operator, and Bob Wasylak was promoted to fill the vacancy. Thanks to proper notice and planning, Ed Rich came aboard to assist Bob at the Transfer Station at the same time.

Trish Delorey transferred out of the Water Division in late summer to assume the responsibilities of the newly created 'concierge' position in Town Hall. Trish is well versed in the operation of all the town hall departments and continues to assist the public with DPW issues related to water/sewer/stormwater bills, transfer station transactions, as well as many day-to-day operations.

Despite the large number of transfers, promotions and recruitments, the dedicated members of the DPW remained resilient and focused, and continued to perform at an extremely high level of professionalism while offering exemplary customer service.



*Water, Sewer and Highway crews and equipment working together to repair water main break on Lowell Road.*

## **Water Division:**

The Water Division was very productive in 2019. The biggest emphasis was on the bidding and award of a contract to construct a filtration plant for the Bemis Wells. Upon being selected as the town's consultant last year, Weston & Sampson worked closely with the staff to prepare plans for this facility that will remove objectionable levels of iron and manganese from the source water. After receiving Mass DEP approvals, Weston & Sampson coordinated the filed sub bid and general contractor bidding processes. Waterline Industries was subsequently awarded the \$8.5M project and construction commenced in late fall. It is anticipated that construction will be complete by the spring of 2021.

The water administrative staff successfully implemented quarterly billing for water and sewer customers. This change from semi-annual billing will allow the department to better track cash flow and budgets, as well as provide the customers with more timely information on their accounts. This in turn will allow our customers to better manage their consumption and payments. Stormwater billing was also added to this process in the spring, and this greatly streamlined the billing and payment processes for all of the town-operated utilities.

The Board of Public Works requested a review of the existing water and sewer connection fees. After several meetings where various scenarios were investigated, new connection fees were established. These fees were lower than those that had been in place for many years, and now take into consideration value/benefit that may be realized by the town as part of privately funded water main extension projects.

### **Sewer Division:**

The Sewer Division primary focus in 2019 was the WWTF upgrades that were required to achieve compliance with the most recent NPDES discharge permit issued to the town by the USEPA. Kinsman Corporation of New Hampshire was the low bidder for the upgrade project which was awarded in September of 2018. Construction was substantially completed by the close of 2019, and the administrative functions of the water division were relocated to the WWTF from Chestnut Street in the fall of 2019. The staff cooperated closely with the contractor to minimize the inevitable disruptions to the operational processes of the plant. Final completion and project close-out are expected to occur in early 2020.

In the summer of 2019, Mass DEP determined that the sewer division would be required to complete an inflow and infiltration (I/I) survey. Wright Pierce was solicited to perform this study, and flow meters were installed throughout the system. The results of the study indicated that the towns sewer collection system had extremely low volumes of I/I, and a follow up meeting with Mass DEP will be scheduled in 2020 to determine what, if any, remedial actions will be required for the collection system.

Following up on an inquiry made by a resident during a potential property acquisition, the staff determined that there was a gap in sewer service along Lowell Road near the intersection of Tarbell. A local firm was retained to perform a detailed survey in the area and to prepare conceptual plans for closing this gap with either gravity or low-pressure service. The plans are expected to be completed in early 2020, and depending on the cost and impacts of the chosen alternative, this extension could be completed by the end of 2020.

As with the water division connection fees, the sewer connection fees were reviewed and revised in consultation with the Board of Public Works. The resulting connection fees were simplified and lowered in hopes of attracting new customers to the system.

### **Highway Division:**

The Pepperell Highway Department is tasked with performing maintenance of town-owned property and infrastructure located within the towns right-of-ways (and easements), including public transportation infrastructure such as roads, sidewalks, traffic signs and signals; drainage systems including catch basins, pipes, culverts and detention ponds, and general maintenance of public shade trees, roadside mowing, and painting stop bars and cross walks. Their primary duties include snow & ice removal and pothole patching during the winter months, and more extensive road and drainage repairs as well as general maintenance in the summer. They also maintain an extensive fleet of heavy equipment and specialized equipment.

Brox Industries was again contracted by the town to provide and install the hot mix asphalt for the 2019 paving program, which included Townsend Street from Town Hall to Route 119. This was a formidable undertaking due to the length of the

road and traffic flows, and was further exacerbated by the fact that the Highway Division was operating with two staff vacancies, but the Division acquitted itself extremely well and the project was a huge success. The cost for milling and paving this road was approximately \$425k. Other streets repaired in 2019 included Mt. Lebanon Street from Townsend Street to Shirley Street, and Bancroft Street from Townsend Street to Route 119. Many sections of these roads were milled in preparation of the paving, and the staff repaired all of the driveway aprons and backing of the shoulders. In total, the Highway Division spent over \$611,000 in available Chapter 90 funds - the town's sole source of funding for road construction - to repair and repave these streets.



*Brox Industries milling out the pavement at the Main/Elm/Park intersection as part of the Townsend St construction project.*

Following a significant in-house effort by the Highway crew to rebuild the Leighton St drainage system in its entirety in 2018, a major cross culvert was also replaced in 2019. The Highway Division anticipates rebuilding the sidewalks and repaving the entire length of Leighton Street in 2020.



*Highway Department removing a section of the old culvert pipe as part of the Leighton St construction project.*

Working in conjunction with the Conservation Commission agent, the DPW secured an \$86k grant from the Mass Dept. of Ecological Restoration (MADOER) to design the replacement of the Heald Street culvert. The firm of Gomez and Sullivan was retained to perform the initial field data acquisition and design, with the Highway Division contributing in-kind force account labor to clear and stabilize the area. This is the first step of a process that will allow the town to be eligible for future grants to fund the costs of permitting and constructing the entire replacement project.

After procuring a much needed front end loader in 2018, the Highway Division has worked closely with the Town Administrator to assemble a responsive and responsible capital improvement plan to address the aged fleet of equipment. It is anticipated that approximately \$100k will be made available annually for the Division to replace many of these front-line pieces of equipment.

In conjunction with the Town Administrators office, the Highway Division participated in a town wide surplus equipment auction. Among the items that were sold were a 1986 fire department ladder truck, two circa 1956 Oliver sidewalk snow plows, two circa 1986 Stetco trash trailers, a Caterpillar motor grader, a 1-ton roller and a 1936 pickup truck from the Cemetery Dept... Total revenues raised by the auction were just shy of \$17k.



*1936 Chevy pickup, formerly used by Cemetery Department that was auctioned as surplus property.*

**Parks and Cemetery:** Continuing a long-standing tradition, the Town's parks, cemeteries, and common areas were again kept in excellent condition in 2019. Athletic fields and facilities were well maintained and clean, and the cemeteries looked great, especially on Memorial Day when they are most visited. Parks and Cemetery also continued to work with the local athletic groups who contributed to some of the materials needs of the Division, such as seed and fertilizer, and this was greatly appreciated by the DPW. Without the generous donations from these groups, the condition of the facilities would degrade significantly.

**Transfer Station:**

The Transfer Station is an Enterprise Fund operation, which means it is 100% funded by user fees and is not supported by tax-based funds. Operating under the 2<sup>nd</sup> year of the latest solid waste disposal contract, trash disposal costs increased approximately 6% and will continue to do so over the next 5 years. Revenue from the sale of recycled materials continued to drop due to a lack of a post-use market as well as the trickle down impacts of trade restrictions and tariffs associated with large consumers of raw recycled material, such as China. These challenging financial conditions necessitated an increase in the sticker fees (only the 2<sup>nd</sup> increase since 2011) and bag tags (only the 2<sup>nd</sup> since 2012). Despite the increase in pricing, the Transfer Station remains a financially attractive alternative to private curbside service, with annual costs being typically half of those charged by curbside haulers.

As mandated by the Massachusetts Department of Environmental Protection, the facility received its annual independent 3<sup>rd</sup> party inspection, and once again was found to be operated in an exemplary fashion, with no issues being noted on the report.

The town applied for, and was awarded, two recycling grants in 2019. The first - for \$3500 - will be used to overhaul the recycling drop off center in 2020. The 2<sup>nd</sup> grant is intended to establish a mattress recycling repository, but the financial/cash flow implications coupled with the current recycling market and relatively long-term commitment (5 years) may not prove this to be an advantageous opportunity. A final decision on whether to accept the grant (and the terms associated with it) will be made in early 2020.

I would like to extend a sincere thank you to Donelans Market and Pepperell Family Pharmacy for continuing to work with the town and the Transfer Station staff with selling the bag tags for trash disposal for the convenience of our customers. We also welcomed Lorden Hardware as a bag tag vendor in 2019.

### **Town Engineer:**

The Pepperell Director of Public Works also serves as the Town Engineer, and this arrangement provides savings and efficiencies to the Town on many issues. The performance of duties inherent in and associated with these positions requires constant interaction and coordination with not only the DPW staff, but also with many of the other town departments and staff. In times of shrinking budgets and expanded workloads, there is no shortage on the amount of issues requiring the town engineers' time and assistance.

As has been increasingly common, substantial time and effort was expended coordinating and assisting personnel issues including recruitment efforts and backfilling vacancies. Other personnel matters must also be addressed, ranging from processing routine employee change of status requests to other more pressing matters such as processing discipline and performance issues. This year's personnel efforts included working with the Town Administrator in negotiating the successor collective bargaining agreement for the DPW employees under the AFSCME union.

This past year also saw the implementation of Pepperell's 4<sup>th</sup> enterprise fund for stormwater. Having lost the waiver from the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit program, Pepperell is federally-mandated to come into full compliance with all the NPDES/MS4 permit requirements. The town filed the required Notice of Intent in September of 2018, and retained the services of Tighe & Bond to assist with the more administrative tasks that are required. The town's Stormwater Management Plan (SWMP) and 1<sup>st</sup> annual report were filed in the spring and summer of 2019 respectively, and work has commenced on crafting a town wide stormwater bylaw, another administrative requirement of the permit. Future tasks will include mapping and creating a detailed inventory of the town's drainage system(s), and this will be supported through the recruitment of a GIS manager who will perform similar duties for the water and sewer enterprise funds as well. Sharing the initial cost of this position among the three town-owned utilities is a cost-effective approach that can provide long term benefits to the entire town as the GIS (Geographic Information System) matures and expands to all the town departments. A good example of this outreach is the town wide, online permitting programs and applications that are under consideration and will likely appear in the next few years.

In the fall of 2018, I worked with representatives from local and federal emergency management agencies (LEPC & FEMA) to prepare and submit a reimbursement request for costs incurred during a federally declared disaster (snow storm) on March 13<sup>th</sup> / 14<sup>th</sup> of that year. It was approved in the spring of 2019 and the town was able to recoup over \$50k in costs associated with this event.

In my role as Town Engineer, I consulted on a number of Planning and Zoning Board submissions in 2019. The redevelopment of Scotch Pine Farms and a proposed assisted living facility on Mill Street were the two biggest projects of note. The Open Space Residential Development (OSRD) for Robinson Hollow off of Rte. 119 continued thru the approval process, and a final decision is expected in early 2020. I also worked with the planning staff to get Pepperell into the Municipal Vulnerability Preparedness (MVP) grant program, as well as the Complete Streets program. Both of these initiatives will allow the town to compete for grants to enhance and expand various pieces of infrastructure in the coming years.

The Town Engineer also participates on the *Signs and Safety Committee*, along with the Police Chief and Highway Superintendent. The purpose of this committee is to discuss roadway safety issues and requests for signage made by the

residents. A significant achievement was made when the town funded the purchase of an electronic message board. This acquisition proved extremely useful for the road closures and detours associated with the Townsend Street construction, and also provides an outlet for general informational updates when deployed adjacent to the rotary.

As DPW Director, I also sit on the Local Emergency Preparedness Committee (LEPC), coordinate the BPW meetings, process the DPW bill schedules and payroll, and address any specific requests made by the staff. In 2019, I worked closely with the Town Administrator on matters such as the creation of a walking path at the Town Field, personnel matters including negotiations for the DPW union contract, technical assistance for recruiting various consultants, and the creation of a town wide capital plan. As usual, I attended meetings with the Selectmen, the Finance Committee, and the public (including the Annual Spring and Fall Town Meetings) on budgets and other issues.

Respectfully Submitted,

Kenneth Kalinowski, PE  
Town Engineer / Director of Public Works

# VETERAN'S GRAVE OFFICER

Terence K. Spaulding, Veteran's Grave Officer

## VETERANS' GRAVE OFFICER

There was an addition of (11) Veterans interred as follows at the Pepperell cemeteries during the year of 2019: Woodlawn = 8, Walton = 0, Pepperell Association = 1, and St Joseph's = 1.

## TOTAL INTERMENTS BY WARS

War	Walton	Woodlawn	Pepperell Association	St. Joseph's	Total
Revolutionary	27	0	0	0	27
War of 1812	0	1	0	0	1
Civil War	13	9	10	5	37
Spanish-Am.	0	2	1	7	10
World War I	1	44	33	39	117
World War II	9	160	61	93	323
Korean War	2	34	12	14	62
Vietnam	1	26	7	7	41
Persian Gulf	0	0	1	1	2
Non-War	0	18	8	4	30
<b>Total</b>	53	294	133	170	650

Respectfully Submitted,

Terence K. Spaulding  
Veterans' Grave Officer

# Education



Nashoba Valley Technical High School  
North Middlesex Regional School District

# NASHOBA VALLEY TECHNICAL HIGH SCHOOL



## NASHOBA VALLEY TECHNICAL HIGH SCHOOL

100 Littleton Road, Westford, MA 01886 (978) 692-4711 [nashobatech.net](http://nashobatech.net)

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. Nashoba Valley Technical High School offers career preparation in 20 technical programs.

Pepperell

NVTHS  
School Committee Members

Mr. Michael Morgan  
Ms. Sandra Proctor  
Mr. Michael Tang



### Administration

Dr. Denise P. Pigeon  
Mr. Jeremy Slotnick  
Ms. Jeanne Savoie  
Dr. Carol Heidenrich  
Mr. Paul Jussaume  
Ms. Jobee O’Sullivan  
Ms. Gabriella White  
Ms. Michelle Valhouli

Superintendent  
Principal  
Business Manager  
Technology Director  
Vocational Operations and Facilities Director  
Postsecondary, Continuing & Community Education Director  
Curriculum Director  
Special Education Director

Ms. Kyla Callahan	Guidance and Admissions Coordinator
Mr. Jeff Scheminger	Vocational Technical Coordinator
Mr. Ed Storey	Team Chair
Mr. Ryan Wood	Dean of Students

**Accreditation:** New England Association of Schools and Colleges.

**The Learning Schedule:** Three 12-week trimesters consisting of eight 45-minute periods set in a four block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

### The Year in Review

The core mission of a vocational-technical school is to impart to its students knowledge and skills that will be valuable for securing and having success in future employment. In order to achieve this goal, Nashoba Valley Technical High School must constantly look to the future in order to determine the necessary skills that will be valued in an economy yet to come. In the 50 years that have passed since Nashoba Valley Technical High School opened its doors in September 1969, in-demand skills have changed along with career pathways and technology. Nashoba Tech’s history is one of near-constant adaptation; not just to keep pace with a rapidly-changing world but to anticipate those changes and keep learning relevant. These changes have come about both in the technical programs that Nashoba offers and in the facilities and equipment of the building.

Announced by Gov. Charlie Baker in the summer of 2019, a partnership between Nashoba Valley Technical High School and Middlesex Community College will allow Nashoba Tech students the option to earn college credits on campus, no charge to the student. This partnership defines Nashoba Valley Technical High School as the first regional technical school in Massachusetts to receive the Early College Designation, and one of just 17 schools in the state. Also in 2019, Nashoba Tech underwent several program area renovations, including our in-school restaurant, The Elegant Chef. A fresh new look to the restaurant was possible primarily by donated time and materials from local businesses. Also, our Health Assisting and Dental Assisting programs began extensive renovations to refresh and update both program areas. This project was led by our very own Construction Cluster students and staff, and supported by a Workforce Skills grant, Massachusetts Skills Capital Grant Program. Outside construction consisted of the MSBA accelerated roof repair project ongoing through the summer.

### Vocational-Technical Programs (Secondary & Post Graduate)

Advanced Manufacturing	Electrical Technology
Auto Collision Repair & Refinishing	Engineering Academy: Robotics & Automation
Automotive Technology	Engineering Technology
Biotechnology	Health Assisting
Carpentry	Hospitality Management
Cosmetology	Marketing
Culinary Arts	Plumbing & Heating
Dental Assisting	Programming and Web Development
Design and Visual Communications	Television and Media Broadcasting/Theater Arts
Early Education and Care	Veterinary Assisting

### Special Academic Programs

Advanced Placement, Honors and College Preparatory courses are available in all core subjects. Foreign language, music, theatre art and additional elective courses are offered for all four years to all interested students.

## **Dual Enrollment**

The Dual Enrollment program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Dual Enrollment Program is available to any junior or senior who meets the criteria adopted by both the State and the School District. Juniors who are eligible and recommended by teachers/ administration may elect to enter the Dual Enrollment Program and take courses their junior and senior years at a two- or four-year public college or private institutions in Massachusetts or New Hampshire. The program allows a student to attend Middlesex Community College, Mt. Wachusett Community College, U Mass Lowell or Fitchburg State University on a full time basis, while still enrolled at NVTHS as a high school student. Credit for the courses applies to both the high school and college transcripts. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associates degree from a college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

## **Early College**

In January of 2019, Nashoba became the first vocational school to be awarded the Early College designation from the Department of Elementary and Secondary Education. Students can apply to participate in the Early College at Nashoba program beginning in their junior year. This program allows students to remain at Nashoba Valley Technical High School, enroll in “concurrent” enrollment classes at NVTHS, and earn credit at both Nashoba and Middlesex Community College. Students would be expected to complete a minimum of 12 or more credits between their junior and senior year. These credits are offered at no cost to the student or their families. Additionally, beginning with the class of 2022, students will enter the program with one credit earned for Career Exploration. This course is taken by all students in grade 9 when they participate in their required Freshmen Exploratory of all Nashoba’s technical programs. In future years, all students will earn one credit apiece for a First Year Seminar and a Service Learning course, both of which are currently in development. Early College at Nashoba students have all the resources of Middlesex Community College available to them. They become college students with access to libraries, technology centers, and support services available at the college. Nashoba’s teachers work with a mentor from Middlesex to design the course and to help students get the most benefit from this unique experience.

## **Community Service Projects**

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts and having a major project completed without over expending limited town resources for capital improvement.

## **Student Activities**

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 16 current high school sports, with equal opportunities for both male and female students. We hope to add tennis and crew as new team sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick Off Mentors, Students Against Destructive Decisions (SADD), Skills USA,

Student Leadership, Peer Mediation, Chorus, Drama, and many special interest clubs. No user fees are imposed on any sport, school sponsored club, or activity.

### **Continuing & Community Education**

Nashoba Tech’s Continuing Community Education Program offers many late afternoon and evening classes to our community, such as Electrical, Advanced Manufacturing, and Driver’s Education. Additional information can be found on the NVTHS website.



# NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT



## **2019 Annual Report - Pepperell North Middlesex Regional School District**

Craig Hansen, Chair, Pepperell  
William Hackler, Member, At-Large Member  
David Carney, Member, Pepperell  
June McNeil, Member, Ashby  
Susan Robbins, Member, Townsend

Randee Rusch, Vice-Chair, At-Large Member  
Michael Morgan, At-Large Member  
Thomas Casey, Member, Pepperell  
Robert Templeton, Member, Townsend

Brad Morgan – Superintendent of Schools

Student Representative to the School Committee  
2018-2019 School Year  
Abigail Cate

### **Report of School Committee Chairperson**

The North Middlesex Regional School District School Committee is an elected board of nine members consisting of three representatives from Pepperell, two from Townsend, one from Ashby, and three at-large representatives. Each member serves for three-year terms.

The committee is charged with setting educational goals, reviewing and approving the district budget, monitoring expenditures throughout the year, and reviewing and setting district policies. Our full committee meets approximately 18 times per year, with various subcommittees established to support our work. All of our meetings are open to the public, and we encourage community members to attend!

At the Committee's annual organizational meeting on May 6, 2019, Craig Hansen was elected Chair, and Randee Rusch was elected Vice-Chair of the committee. We congratulate Thomas Casey and June McNeil for being elected to the school committee in April and extend our thanks and appreciation to Lisa Martin and Crystal Messamore for their years of service and commitment to the students of NM.

Committee member John Page stepped down in July, resulting in Robert Templeton being appointed to serve the remainder of John's term. We thank John for his service to the district and welcome Rob back to the committee.

We continue to find new ways to engage with members of the community, and this year has been no different. The committee has started to recognize students of the month at the elementary, middle, and high school levels, as well as staff of the month during committee meetings. We invite recipients of these awards to our meeting for public recognition and thanks for contributions made to the district and its culture.

In September, our Committee Chair and the Superintendent kicked off the first in a series of bi-monthly financial summits. These summits provide an opportunity for representatives from each member town's Board of Selectmen, Finance Committee, and Town Administrator to gain insight into the district's budgetary needs, expenditures, and revenues. The main goal is to provide insight into the district's budget earlier in the process so questions and concerns can be more effectively addressed ahead of budget season and annual town meeting votes.

To better improve communication within our communities and also amongst ourselves, the committee established an Annual Pacing Guide to provide a high-level view of topics the committee will discuss throughout the year, set Meeting Norms to outline how we conduct ourselves during meetings, established Operating Protocols as a commitment to enhancing teamwork, and re-established the roles and responsibilities of each subcommittee. These efforts are aimed at ensuring we operate openly and efficiently.

Details about the committee, subcommittees, meeting schedules, annual pacing guide, and membership are available online at: <https://www.nmrtd.org/Page/682>. If you ever have questions or comments for the committee, don't hesitate to contact us at [schoolcommittee@nmrtd.org](mailto:schoolcommittee@nmrtd.org).

In November, the Massachusetts Association of School Committees (MASC) held its annual conference. Committee members June McNeil, Randee Rusch, and Craig Hansen attended and experienced a program of nationally known guest speakers, networking opportunities, panel sessions offering professional development opportunities and in-depth discussion of the critical education issues of today, a variety of vendors and exhibitors, demonstrations on instruction and management best practices.

The committee rounded out 2019 by exploring the possibility of adding a roof-mounted solar array to Varnum Brook Elementary School. We met with the vendor who completed other solar projects in the district and is working to find ways to be more environmentally friendly while also saving on utility costs.

On behalf of the NMRSD School Committee, I extend a heartfelt "thank you" to the communities of Ashby, Pepperell, and Townsend for their continued and active support of the students, staff, and faculty of North Middlesex.

Respectfully Submitted,  
Craig Hansen

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

Each year, it is the Superintendent's job to advance the district with a strategic plan and budget that puts in place people, programs, and buildings; that supports energized instruction and engaged learning; that pushes innovation in all aspects of the school experience; that remains aligned with our core values; and provides sufficient resources to ensure compliance with all federal, state, and locally mandated educational programs and requirements.

The Strategic Plan of the North Middlesex Regional School District provides a road map for our work, with goals and strategies tied to our mission and vision:

**Mission:** *"To provide a comprehensive educational experience focused on students becoming contributing members of society."*

**Vision:** *"The North Middlesex Regional School District is dedicated to working with students, families, and the community to ensure that every student is achieving at his or her potential. The social-emotional health of all students is supported in an engaging, inspiring, and challenging learning environment necessary for student success."*

This fall, a new 5-year Strategic Plan was approved by the school committee. It is based on 3 Objectives:

**Consistent & Rigorous Curriculum:** Implement a rigorous and relevant curriculum while strengthening instructional practices that promote purposeful student engagement in learning.

1. **Consistent & Rigorous Curriculum:** Implement a rigorous and relevant curriculum while strengthening instructional practices that promote purposeful student engagement in learning.
2. **Meeting the Needs of All Students:** Develop and expand educational experiences to ensure all students are provided with high-quality learning opportunities for academic, social, and emotional needs.
3. **Culture & Community:** Create a variety of opportunities to foster a cohesive district-wide climate, culture, and sense of community that benefits all stakeholders.

Aligning with this mission, vision, and objectives, our primary budgetary goal is to provide students with the highest quality administrative and instructional staff, curriculum and assessment tools, and an environment conducive to each student reaching their potential. Strategic planning and a transparent budget process drives the prioritization of these goals with student outcomes at the forefront of what we do.

As 2019 ends, we reflect on some of the accomplishments, traction, and long term planning and strategies we have worked toward over the course of this school year. We continue our efforts to build positive relationships and trust with other Town Departments as we continue to join efforts in long term facilities planning, grounds improvement and upkeep, and school safety and security measures.

## **Volunteerism and Donations**

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

## **Personnel**

The North Middlesex Regional School District saw ten of its staff retire over the last year: Denise Coalter, Felicia Comeras, Ken English, Linda Freeman-Friend, Deborah Hencke, Claire Landry, Robin Laurendeau, Michael Parrish, Dr. Michele Rapala, and Amy Wiedmer.

These staff members have left their positive mark on education in Ashby, Pepperell, and Townsend through their dedication to the students of the North Middlesex Regional School District.

## **School District Budget**

### **Highlights of the Fiscal 2019 Budget:**

- The district's FY 2019 operating budget consisted of \$55 million in current year appropriations. There were no additional votes to increase or decrease the operating budget during the year. The district reported actual to budget with 1.12% remaining in expenditures.
- Revenues came in \$664,790 higher than budgeted or 1.22% over the estimated budget. These revenues included a one-time receipt from the Valley Collaborative for surplus E&D. State aid came in higher than projected by \$58,199. The district received \$702,422 in school choice funds which were \$126,748 more than originally budgeted. This increase was mainly due to a one-time correction in school choice special education costs. The Medicaid reimbursement came in \$5,185 below the original estimate.
- School Committee approved several budget transfers through the year to cover additional costs for staffing adjustments, out of district tuition, homeless transportation costs, and the actuarial study for GASB 74 compliance.

## **Capital Costs**

Completed capital projects in FY2019 included:

- Continued classroom and flooring upgrades at Hawthorne Brook Middle School
- Boiler replacement at Varnum Brook Elementary School through the MSBA Accelerated Repair Project.
- Tennis Court resurface and re-line project at Hawthorne Brook Middle School including adding lines for a pickleball court
- Spaulding Memorial School pump house renovations
- Several doors were reframed and replaced at Nissitissit Middle School
- Sidewalk paving and patching at Varnum Brook Elementary School and Spaulding Memorial School
- Brightlink projectors installed at Ashby Elementary School, Varnum Brook Elementary School, Nissitissit Middle School, and Spaulding Memorial School

- The Town of Townsend was awarded the Green Communities grant, which included projects to upgrade the lighting at Hawthorne Brook Middle School (HBMS) and Spaulding Memorial school as well as to upgrade the boiler to a more energy-efficient natural gas boiler at the HBMS school. Additionally, funds were used from the MSBA Accelerated Repair projects for boilers at both Varnum Brook and Hawthorne Brook.
- Continued work on the three MSBA Accelerated Repair Projects:
  - Squannacook Roof and Interior Repairs – Vanguard Construction
  - Hawthorne Brook and Varnum Brook Windows and Doors – Lockheed Construction
  - Varnum Brook Roof, Misc. Repairs and HVAC – E. Amanti & Sons, Inc.
- The district is in the final construction phase of the North Middlesex Regional High School project. The athletic upgrades, paving, and the facilities building have been completed. The garage project continues to progress with the completion of sitework and demolition in 2019. The district continues to work with the Owner’s Project Manager, Heery International, Architect, Symmes Maini & McKee Associates, and the General Contractor, CTA Construction as the project moves into the final phase of completion. More information on the project can be found on the project website [www.nmhsproject.com](http://www.nmhsproject.com).

**Debt Service:**

- The district continues to borrow using short-term notes for the Hawthorne Brook/Squannacook Septic project as well as the ongoing Accelerated Repair Projects and the final costs of the High School Construction project. The following bond anticipation notes were issued in FY2019:
  - Hawthorne Brook Septic Project \$470,619.
  - Accelerated Repair Feasibility Study Varnum Brook Elementary and Hawthorne Brook Middle School \$200,000
  - Hawthorne Brook Middle School \$3,000,000, Varnum Brook Elementary School 6,500,000. and Squannacook Early Childhood Construction \$2,500,000, North Middlesex Regional High School \$10,000,000.

The long-term debt outstanding as of 6/30/19:

- Nissitissit Middle school construction refunding \$1,470,000
- North Middlesex Regional High School construction \$35,200,000

**The General Fund expenditures for the school year were as follows:**

Personnel Services	\$28,262,191
Contractual Services	\$ 2,879,094
Supplies, Other	\$ 2,166,671
Utilities	\$ 1,333,098
Insurance & Retirement	\$ 8,576,042
Out of District Placement & Transportation	\$ 7,650,930
Transfer to Other Post Employment Trust	\$ 150,000

Debt Service	\$ 3,374,577
Total	<b>\$53,816,929</b>

**2019 Federal and State Grants Received**

140 Title IIA: Improving Educator Quality	\$69,741
240 IDEA Special Education Allocation	\$834,553
262 SPED Early Education Allocation	\$36,168
305 Title I	\$147,471
309 Title IV (part A)	\$11,293
<b>Total (FY19 grant awards)</b>	<b>\$1,099,226</b>

**North Middlesex Regional High School Building Committee**

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

- Robert Templeton, Chair, Townsend
- Gary Shepherd, Vice-Chair, Townsend
- Susan Robbins, Alternate School Committee Representative (Townsend)
- Nancy Haines, Business Manager
- Oscar Hills, Director of Buildings & Grounds
- Jeremy Hamond, Director of Technology
- Brad Morgan, Superintendent
- James Landry, Teacher, NMRHS
- Nancy Milligan, Assistant Superintendent
- Stephen Themelis, Town Official, Pepperell
- Heide Messing, Member, Townsend
- David Amari, Member, Ashby
- Craig Hansen, Member, Pepperell
- Ronald Scaltreto, Member, Townsend

**Special Education**

The North Middlesex Regional School District Special Education Department continues to provide a wide variety of programming options for students with disabilities across the district. This programming includes providing support for students in inclusion settings (with their peers) and also programming options for students with more significant needs (students with autism, intellectual impairment, language-based learning and/or emotional disabilities). The goal of all of our special education programming is to provide these supports in the least restrictive environment and, in most cases, within their ‘home’ school. The department is committed to being transparent, consistent and evolving to address our changing population of students.

Brad Brooks is the Director of Special Education for the district. The department, with the assistance of Assistant Director of Special Education, John Judge, and administrative assistant, Tracy Bitondo,

works very closely with special education teachers, therapists, psychologists, guidance and related support staff and building administrators to provide this programming for our students.

Some of the highlights of 2019 include:

- 2018-2019 School Year Tiered Focus Monitoring (TFM) from the Department of Elementary and Secondary Education. The district was in full compliance with all areas assessed with the exception of three areas, all of which were immediately rectified resulting in full compliance.
- The district adapted to regulation changes for students in Foster Care per provisions in the new Every Student Succeeds Act (ESSA) effective 7/1/18.
- All paraprofessional staff participated in a multipart training series during ½ PD days
- Special Education Transportation contract invitation to bid (current contract expires 6/30/20)
- The district utilized the mandated SBIRT Screening Tool (Screening, Brief Intervention, Referral to Treatment) implemented by middle/high school nurses
- With the help of a handful of invested parents, I am pleased to announce that North Middlesex's SEPAC has started again this year
- The district continues to be a member of the Massachusetts School Mental Health Consortium (MASMHC)
  - District awarded a mental health grant last year to pilot the SHAPE tool (School Health Assessment and Performance Evaluation System)
  - NM one of 61 districts in the state who meet monthly for trainings, collaborate and discuss current mental health topics/trends

The NMRSD continues to provide OUTSTANDING support to its students with disabilities across the district. This is evidenced by the wide range of students we support throughout the year. This is further evidenced by the fact the district returned seven students from out of district (private school) placements at the start of and during this school year.

As Special Education Director, I would like to recognize and thank all of the teachers, paraprofessionals, administrators, related service providers, and various support staff who create a warm and welcoming environment for our families and students daily. I am proud to work with them.

Respectfully submitted,

Brad Brooks  
Director of Special Education

### **Curriculum and Instruction**

The focus of the curriculum and instruction department is to ensure every student receives a guaranteed and viable curriculum experience that supports the strategic mission of the district. The mission of the North Middlesex Regional School District sets out "(t)o provide a comprehensive educational experience focused on students becoming contributing members of society."

During the 2019 year, the district focused on the following strategic initiatives from the last year of our strategic plan:

**Provide appropriate PD in order to build staff capacity in efforts to address the social-emotional needs of students and families and Develop and implement district-wide practices for supporting students' social/emotional needs and behavioral health.**

Following recommendations from the Department of Elementary and Secondary Education and the Collaborative for Academic, Social and Emotional Learning (CASEL), the district committed to working with the Southeastern Regional Educational Service Center (SERESC) for two years of targeted professional development around the five key areas of social and emotional regulation. This is our second year addressing the five competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision making. The research states that supporting these five areas lead to students who are better prepared for both school and life challenges. Along with working with CASEL, the district has also adopted an anti-bullying curriculum from the Massachusetts Aggression Reduction Center, known as MARC. All buildings began reviewing the curriculum and working with MARC to provide training to the staff.

In June 2019, the district began developing the next District Strategic Plan, which will run from 2019-2024. The first initiative includes:

**Implement a rigorous and relevant curriculum while strengthening instructional practices that promote purposeful student engagement in learning.**

The strategy the district focused on since the inception of the plan is to update our common assessments. The strategy states, "Implement and revise common assessments (formative and summative) that include common collection methods that leverage teacher expertise and ensure student success through collaborative data analysis."

In the new plan, the first curriculum initiative continues to help refine assessments to be common across teachers and classrooms that are rigorous and align to new standards. Since 2016, the state has adopted new standards in science, ELA, math, history/social studies, and the art (fine and performing). The teachers and administrative team have been reviewing and refining assessments to align with the changes and provide students with meaningful feedback.

The second curriculum-aligned objective focuses on developing the whole student.

**Develop and expand educational experiences to ensure that all students are provided with high-quality learning opportunities for academic, social, and emotional needs.**

The work has focused on providing students with targeted interventions, whether it be for academic, social, or emotional growth. These interventions are to develop and grow students in all areas. This strategy will be a multi-year project as we want to offer opportunities that help students who require remediation or acceleration in both the cognitive and social-emotional areas.

As the assistant superintendent, I thank the administrative team and teacher teams for the hard work they put in daily on behalf of our students.

Respectfully submitted,

Nancy Milligan

### **Squannacook Early Childhood Center**

Our district preschool, Squannacook Early Childhood Center (SECC), has recently moved to our new location, 66 Brookline Street, Townsend, Ma. The NMRSD district preschool serves Ashby, Townsend, and Pepperell. A new preschool playground was just installed this past Fall for our students to enjoy. We continue to offer a variety of different programming options for children ages 3-5. Our enrollment includes both peer role models and special education students. We follow the district school calendar established by the NMRSD School Committee.

Currently, SECC has five classrooms. In addition to our integrated preschool, we also house our +STEPS (Social Thinking Executive Planning Strategies) program, and LEAP (Learning Enrichment Autism Program). In addition to our staff, we have a school nurse, secretary, and preschool coordinator. SECC offers an array of programming opportunities to meet the individual needs of all children. Each of our classrooms promotes a child's emotional, social, physical and cognitive development.

The preschool program is an integrated model that follows the Massachusetts Curriculum Standards, which emphasizes a range of developmentally appropriate, open-ended, hands-on activities. We use Lively Letters, which are multiple sensory reading programs as well as the social curriculum, We Thinkers, a multiple sensory, social-emotional learning program. We are also embarking on a new reading app through our partnership with Footsteps2Brilliance and grants from the United Way and the Community Foundation of North Central Massachusetts. Footsteps2brilliance allows students to access games and ebooks through a free app we use within the classroom, as well as provide families a home access piece. Students participate daily in choice time, circle time, structured learning activities, snack time, music, storytime, movement, and social skill development. The child's daily program often includes expressive activities such as art, music and dramatic play. Children also have numerous opportunities to work on independent decision making, group cooperation, conflict resolution, social skill development, as well as classroom responsibility. Children are instructed in activities that develop fine motor, gross motor and communication skills. Each child is unique and develops at a different rate. Children are treated with respect and are encouraged to learn about their world through exploration and discovery. SECC provides a safe and accepting environment where preschoolers have fun while being encouraged to learn the cooperation/socialization skills necessary for beginning their school careers.

Each classroom is taught by a certified special education teacher and has a minimum of one paraprofessional. The teacher to student ratio is 7:1. The special education program at SECC has a team that consists of special education teachers, a speech/language pathologist, an occupational therapist, a physical therapist, and a BCBA (Board Certified Behavior Analyst). A unique feature of our program is the integration of therapists into our daily schedule. At the end of a student's preschool experience, our teachers work with the kindergarten staff at each of the district's elementary schools to ensure a smooth transition for student success in kindergarten.

Thank you for the opportunity to share our accomplishments with the NMRSD community.

Respectfully Submitted by Preschool Coordinator,

Mrs. Anne Cromwell-Gapp, M.Ed., C.A.G.S. in Ed. Leadership

### **Varnum Brook Elementary School**

The 2018-2019 school year saw 540 students in grades kindergarten through grade 4 participate in an educational experience that allowed them to learn and grow every day. The combination of academics and social-emotional well-being is the central theme at our school. This is continuously supported by the community of Pepperell, our families and our staff.

Working closely with the elementary schools in Townsend and Ashby, a more cohesive elementary curriculum for all students at North Middlesex, was also a priority for administration and teachers this school year. Through professional development and the implementation of curriculum that supports the Massachusetts Curriculum Frameworks combined with the continuous work on our previously mapped curriculum, all teachers in the three towns worked together to prepare every student for a consistent middle school experience. This cohesive relationship still allows our school to maintain its own personality and an environment that reflects the town of Pepperell. If you have ever been to our school, it is clear that Varnum Brook continues to honor our traditions and celebrations.

Students in grades 3 and 4 participated in the MCAS once again. Complete results can be found at:

<http://profiles.doe.mass.edu/accountability/report/school.aspx?linkid=31&orgcode=07350035&orgtypecode=6&>

In addition to MCAS results, parents are apprised of student progress formally every trimester. Parent Conferences are held twice a year, and we encourage communication throughout the school year between the school and our families.

There is before school and after school care available to the families of our students. After school programs were not as available as in previous years, this is an area of growth that we hope to address in the 2019-2020 school year. The Varnum Brook PTO continues to provide support for programs and the “extras” that make a difference to students. There are field trips, plays, and special programs throughout the year that benefit our students. This is supported primarily by parent volunteers and teachers.

There is a positivity at Varnum Brook that makes people (young and old) feel like they are in a place where learning is taking place in many different ways. It is our pleasure to work with the Varnum Brook and North Middlesex staff and the community of Pepperell.

Mission:

The mission of Varnum Brook Elementary School is to provide a quality education that encourages every student to realize his/her fullest potential.

Vision:

Varnum Brook Elementary School is a place where all students are encouraged to strive for excellence: academically, socially, and emotionally in a safe and supportive atmosphere. Our goal is to work in partnership with parents and the community to create an engaging learning experience. Our students will have opportunities to inspire, explore, discover, and create.

Sincerely,

Tara Hanley, Ed.D., Principal  
Jill Jarvis, Assistant Principal

### **Nissitissit Middle School**

The Mission of the Nissitissit Middle school is to recognize the unique needs of the middle school student while providing a safe and respectful learning environment that inspires students to exhibit the core values of GREAT: Grit, Resilience, Effort, Attitude, and Try Again.

This year the Nissitissit Middle School welcomed 523 students into its classrooms. We continue to support our mission statement realizing that we must evolve to support our students instructionally and emotionally based on the data we collect and analyze. We believe all students can succeed, and we will continue to work towards that goal.

The Nissitissit Middle School is proud of the STEM (Science, Technology, Engineering, and Math) initiatives we are implementing. Our technology department continues to add more Chromebooks and SMART Boards for our students and staff. This year we successfully had our first i2 STEM Week. This was a huge endeavor. Our teachers participated in professional development with MIT to implement a week-long experience like no other. We look forward to doing this every year. As a district, we are beginning to implement the STEM curriculum, Project Leads the Way, into our science and technology classes. This is yet another example of how we, as a school, are meeting the needs of students in the 21st century.

We have a dedicated arts department. NMS continues to use the 502 seat auditorium for student plays, musicals and concerts. We have a well-equipped band room as well as a dedicated music classroom and chorus room. When you enter our school, you will most likely hear music or voice. Our students attend many competitions and festivals. They have received many awards for their hard work. This year, we will have a talent show in the Spring. We believe this will appeal to a wider range of students. Our art classrooms are well stocked and provide students with opportunities to explore many types of interests. Their work is often displayed in our community; recently, the Lawrence Library and Senior Center.

We understand the many immense challenges students face every day. We have a Health and Physical Education program that emphasizes the benefits of making life long, healthy choices. We work with students to utilize their strengths and set goals for self-improvement. We continue to work with Concept Rowing and offer this program to many of our students. Our PE teachers appreciate the diversity of needs each student brings to their program and offers non-competitive

programs to those who prefer this type of activity. We appreciate this is a challenging time of social and emotional growth for preadolescents and as a result, we offer a wide range of choices for PE activities.

Nissitissit, as well as all the schools in the district, will continue to increase our social-emotional awareness. Due to the rising number of students who have social-emotional deficits, we will continue to make this a focus in our School Improvement Plan. We have dedicated many professional development hours to this important and ever-increasing aspect of student well-being. Every faculty meeting designates time for this topic. We aim to increase awareness and provide student supports that enable them to attend while they are here fully. We continue to work with agencies to provide our families with the support they need.

The curriculum is key to student success. The Nissitissit Middle School continues to offer our students access to a challenging curriculum that meets their needs. We are a school of dedicated staff that believe in the use of student data and the practice of data-informed instruction. Our teachers meet regularly to look at student data and make informed instructional decisions as a result.

Nissitissit also provides a wide range of extracurricular activities for students. These activities provide additional opportunities for students to develop essential skills they can use as they mature and grow. Students can be involved in interscholastic sports, performances, intramurals, and many clubs.

We understand the importance of strong and effective communication. Our Nissitissit Blog continues to inform our parents. We also use Twitter and Facebook when appropriate. Every team submits a monthly newsletter online so parents can be kept aware of all that is going on.

The staff at Nissitissit would like to thank the North Middlesex Regional School Committee and the entire Pepperell Community for their continued support. We are always grateful to our dedicated PTO for their constant support and providing our students with many items and programs which otherwise would not be possible. We thank all our parents, teachers, and students who participate in our fundraising efforts. We recognize the exceptional work being done in this district. At the Nissitissit school, we will continue to provide the level of excellence our students deserve.

Respectfully submitted,  
Diane Gleason, Principal

### **North Middlesex Regional High School**

It is my great honor to be sharing with you some of the amazing things about North Middlesex Regional High School. NMRHS serves students in grades nine through twelve and had 807 students enrolled for the 2019-2020 school year. We are fortunate to have a dedicated staff that works tirelessly to provide all of our students with a challenging, robust learning experience that will enable them to be civic-minded individuals that can make positive contributions in a democratic society.

This is my first year as principal at North Middlesex, and I feel truly blessed to have become part of this school community. Our state-of-the-art building continues to amaze our stakeholders as it affords our students learning opportunities that will undoubtedly prepare them for life beyond high school. We continue to utilize every aspect of our facility, as has been evidenced by the number of

activities this past fall on our turf field. For members of our senior class, the fall season was the first time they had been able to have a true home game in some years. Additionally, we are exploring ways in which our track and field facility can be readily accessible for public use very soon and, in doing so, create opportunities for school and community to grow closer

This year our staff has made Social/Emotional Learning (SEL) a major priority as we strive to build meaningful, trusting relationships with all of our students. Our students have reciprocated our efforts by demonstrating support for their peers and a tremendous amount of school, and community pride, through events such as Patriot Pride Day, pep rallies, our annual Veteran's Day breakfast, The Giving Tree, and several other fundraising and community awareness events. We are expanding our curriculum and course offerings and enhancing our Program of Studies. Our engineering department continues to grow and is spearheading district-wide initiatives with Project Lead the Way, we are expanding our Advanced Placement offerings for next year, and continue to create elective courses, such as photography and civics, to ensure that the needs' and interests of all learners are met.

NMRHS is in year one of an ambitious five-year plan that aims to enhance curriculum in all content areas with a particular focus on increasing collaboration with staff to strengthen existing common assessments and identify instructional priorities that improve the learning experience for all students. Additionally, we are sharing strategies on how to foster a sense of community at NMRHS as we address the social, academic, and emotional needs of our students. The final aspect of our five-year plan is geared toward ensuring that all stakeholders feel valued and understand how we can all work best to support members of our school community, communicate effectively with parents and families, and prepare our students for life after NM.

Our extracurricular offerings continue to be something that many of our students engage in and take genuine pride in. We currently boast over 40 clubs and organizations in addition to our varsity sports teams, various choirs, and performance ensembles. Hundreds of our students are involved in activities that take place outside of the academic day, and their dedication and devotion to these programs are impressive. Our students consistently juggle the rigors of their academic lives with the rewarding demands of their extracurricular lives. The collaborative efforts of our faculty, coaches, and advisors, paired with our motivated students, makes the learning environment and school culture welcoming for all members of our school community.

We are excited about the energy and enthusiasm of our staff and students, and we are confident that NMRHS is a place where all members of our school community feel welcome, valued, and appreciated.

Warmest regards,

Tim McMahon, Principal

# CITIZEN ACTIVITY FORM

If you are interested in serving on a Town Committee, please fill out this form and mail to the Board of Selectmen, Town Hall, One Main Street, Pepperell, MA 01463. The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

<b>NAME:</b> _____	<b>DATE:</b> _____
<b>ADDRESS: PRECINCT:</b> _____	
<b>TELEPHONE:</b>	<b>HOME:</b> _____ <b>WORK:</b> _____
<b>E-MAIL:</b> _____	
<b>PRESENT BUSINESS INTEREST OR OCCUPATION:</b> _____	
<b>EXPERIENCE OR SPECIAL SKILLS: VOLUNTEER, SOCIAL SERVICE, BUSINESS (INCLUDE PREVIOUS TOWN EXPERIENCE, IF ANY):</b> _____	
<b>AREA(S) WHERE YOU WOULD BE INTERESTED IN SERVING:</b> _____	
<b>TIME AVAILABILITY:</b>	<b>NUMBER OF HOURS:</b> _____ <b>Weekly</b> _____ <b>Monthly</b>
<b>COMMENTS:</b> _____	

# APPOINTED COMMITTEES

Agricultural Advisory Board  
Affordable Housing Committee Board of Public Works (2)  
Cable TV Advisory Committee  
Capital Program Committee  
Conservation Commission  
Council on Aging  
Cultural Council  
Disabilities Commission  
Economic Development Advisory Committee  
Election Workers  
Emergency Management  
Finance Committee  
Fire Department  
GIS Committee  
Historical Commission  
Information Systems Technology Committee  
Nashoba Valley Technical High School Committee  
Pepperell Auxiliary Police Department  
Personnel Board  
Planning Board (Associate Member)  
Zoning Board of Appeals

# TELEPHONE DIRECTORY

ACCOUNTANT	433-0320
AMBULANCE SERVICE (59 Main Street) Emergencies only	911
Business Calls	433-0303
ASSESSORS	433-0322
BOARD OF APPEALS	433-0333
CEMETERY DEPARTMENT (Heald Street)	433-0323
COMMUNICATIONS CENTER (59 Main Street)	433-2737
COMMUNITY CENTER	433-0324
CONSERVATION COMMISSION	433-0325
COUNCIL ON AGING	433-0326
DOG OFFICER	433-0340
DEPARTMENT OF PUBLIC WORKS	433-0327
EMERGENCY MANAGEMENT	433-2737
ENGINEER	433-0327
FIRE DEPARTMENT (59 Main Street) Emergencies Only	911
Business Calls	433-2113
HEALTH BOARD	433-0328
HIGHWAY DEPARTMENT (45 Lowell Road)	433-5735
HOUSING AUTHORITY (4 Foster Street)	433-9882
INSPECTION DEPARTMENT	433-0329
LIBRARY (15 Main Street)	433-0330
Children's Library	433-0332
PLANNING BOARD	433-0336
POLICE DEPARTMENT (59 Main Street) Emergencies Only	911
Business Calls	433-2424
RECREATION COMMISSION	433-0324
SELECTMEN	433-0333
TAX COLLECTOR/TREASURER	433-0337
TOWN CLERK	433-0339
TRANSFER STATION (Boynton Street)	433-0343
VETERANS AGENT	433-0342
WASTEWATER TREATMENT PLANT (47 Nashua Road)	433-9859
WATER DEPARTMENT (47 Nashua Road)	433-5591
NASHOBA VALLEY TECHNICAL HIGH SCHOOL	692-4711
NISSITISSIT MIDDLE SCHOOL	433-0114
NO. MIDDLESEX REG. SCHOOL DISTRICT SUPERINTENDENT'S OFFICE	597-8713
NORTH MIDDLESEX REGIONAL HIGH SCHOOL	597-8721
VARNUM BROOK SCHOOL	433-6722